



**FINANCIAL PLANS
AND BUDGETS
SUPPORTING INFORMATION
2022/23**

23 February 2022

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Summary of 2022/23 General Fund Revenue Budget Proposals to the Executive

1 INTRODUCTION

- 1.1 At its meeting on 14 December 2021, the Executive considered the expected overall position facing the Council in setting a budget for 2022/23. At the time the Executive agenda was published, the Provisional Local Government Financial Settlement had not been announced. The budget proposals were therefore based on high level information included in the Government's 2021 Spending Review (SR21) which was published on 27 October 2021 alongside the Autumn Budget.
- 1.2 As SR21 did not include details of funding at individual council level, assumptions were made in the draft budget proposals on how funding streams such as the £1.6bn of additional funding for social care and other services and any New Homes Bonus would be allocated. In this broad context, the Executive published its draft budget proposals, which were open for consultation for a six week period.

2 DRAFT BUDGET PROPOSALS SUBMITTED TO THE EXECUTIVE MEETING ON 14 DECEMBER 2021

- 2.1 In the face of significant pressures on Local Government expenditure and grant funding, the scope to invest in new service provision is severely restricted. Many of the pressures accommodated in the budget package are simply unavoidable as they relate to current levels of demand or legislation changes.
- 2.2 As in previous years, economies have focused as far as possible on increasing efficiency, income generation, reducing central and departmental support and transforming rather than reducing front line services.
- 2.3 The draft budget proposals, which reflect the priorities in the Council Plan and included a suggested approach for inflation, are summarised in Table 1.

Table 1: Draft Budget Proposals

Directorate	Commitment Budget (CB)	Capital programme	Inflation	Service Pressures / Economies ¹	Covid-19 Contingency	Specific Grant Assumptions	Earmarked Reserves – 20/21 Collection Fund Deficit	Draft Budget 2022/23
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Central	18,404	0	0	-97	0	0	0	18,307
Delivery	14,780	0	0	30	0	0	0	14,810
People	80,459	0	0	2,155	0	0	0	82,614
Non Departmental / Council Wide	-41,320	67	4,400	292	-3,417	2,104	11,498	-26,376
Total	72,323	67	4,400	2,380	-3,417	2,104	11,498	89,355

¹Note the differences between the best and worst case pressures will inform the level of general contingency required in the budget to guard against risks rather than being allocated to individual directorates.

3 DEVELOPMENTS SINCE THE EXECUTIVE MEETING ON 14 DECEMBER 2021

3.1 Local Government Finance Settlement

3.1.1 The Provisional Settlement was published on 16 December 2021 and to prioritise certainty for 2022/23 it has been confirmed that the settlement is for one year only. This confirmed that funding in a number of areas would be maintained or increased in 2022/23 and also provided details at council level of additional funding announced as part of SR21. The final settlement has still to be published (subsequently confirmed as no material change to the provisional settlement).

3.1.2 Funding from central government is currently received through a share of Business Rates, Revenue Support Grant (RSG) and Specific Grants. The provisional settlement delivers additional grant of £1.195m compared to the expectation at the time the draft budget proposals were published, although the -£0.244m received from the Market Sustainability and Fair Cost of Care Fund is expected to be cost neutral due to the additional costs that will be incurred (paragraph 6.3.4).

3.2 Revenue Support Grant (RSG)

3.2.1 SR21 did not refer to RSG but the provisional settlement confirmed that it would be increased in line with the September increase in CPI (3%) and that two small grants would be rolled into the total to simplify the funding landscape, namely the Electoral Registration grant and the Financial Transparency of Local Authority Maintained Schools grant. RSG will therefore increase by -£0.057m to -£1.837m which is -£0.029m more than assumed in the draft proposals.

3.3 Specific Grants

3.3.1 SR21 indicated that councils would receive £4.8 billion of new grant funding over the SR21 period (£1.6 billion each year) for social care and other services. This grant would include funding for the Supporting Families Programme and additional funding to tackle cyber security challenges facing councils. However, the provisional settlement has confirmed that the funding for both these areas will now be delivered outside of the Local Government Finance Settlement and further detail will follow in due course. Allocations that were confirmed as part of the provisional settlement are covered below.

3.3.2 The additional funding allocated includes a one-off '2022/23 Services Grant' (£822m in total) which will be unringfenced so that it can be used to support local priorities. The Council's share of this grant is -£1.160m. The Government has stated it intends to work closely with local government on how to best use this funding from 2023/24 onwards.

3.3.3 The government will provide councils with £700 million in new grant specifically for social care. Of the £700 million of additional grant, £636 million is proposed for an increase to the Social Care Grant and the remainder as an inflationary uplift to the improved Better Care Fund. As a result, Social Care Grant has been increased by -£0.839m to -£2.829m for Bracknell Forest with the 3% inflation uplift for the IBCF worth an additional -£0.045m.

- 3.3.4 The Government outlined in SR21 that social care reform funding would be part of Core Spending Power. The Department for Health and Social Care's Market Sustainability and Fair Cost of Care Fund has therefore been included within Core Spending Power in 2022/23. This £162 million fund is to support Local Authorities prepare their markets for reform and move towards paying providers a fair cost of care. The Council will receive -£0.244m from this fund in 2022/23. Funding in the following two years is expected to be more significant (£600 million each year) but is conditional upon the conclusion of a cost of care exercise, the publication of a provisional 3-year market sustainability plan on how councils intend to move to a sustainable rate fee and a grant spending report. It has been assumed the impact of this grant will be cost neutral on the budget as additional costs will be incurred to meet the grant conditions.
- 3.3.5 Lower Tier Services Grant, an un-ringfenced grant introduced in 2021/22, will be maintained for a further year and will increase by -£0.010m to -£0.199m. This has been provided to councils responsible for services such as homelessness, planning, recycling, refuse collection and leisure services.
- 3.3.6 The provisional settlement confirmed that there would be a new round of New Homes Bonus (NHB) allocations for 2022/23 which would again be for one year only. The existing allocation mechanism has been maintained for a further year and the Council's allocation for 2022/23 will be -£2.294m. Whilst this is £0.583m less than last year it is still £0.817m more than assumed in the draft budget proposals. As the remaining legacy payment (relating to 2019/20) will drop out in 2023/24 and the 2022/23 payment is one-off there is no guarantee that any income will be available to reduce the budget gap in future years. The Government has already consulted on the future of NHB but has yet to respond. It is likely the any reform will now be implemented in 2023/24.
- 3.3.7 The ring-fence on Public Health will be retained in 2022/23, however the settlement included no information about the national total, or individual council allocations.
- 3.3.8 Information on a number of smaller Specific Grants has now been received. Any changes in these grants will be managed within Directorate budgets and will therefore not impact on the overall budget proposals.

3.4 Business Rates

- 3.4.1 Another important stream of income for the Council is Business Rates, a proportion of which is retained locally following the introduction of the Business Rates Retention reforms in April 2013. The level of Business Rates changes each year due to inflationary increases (set by central government), the impact of appeals and local growth or decline as local businesses and economic conditions expand or contract. To support businesses in the near-term, the government has decided to freeze the business rates multiplier in 2022/23. This will be cost neutral for the Council as compensation for the loss of income will be provided via a section 31 grant.
- 3.4.2 The Government sets a baseline level of funding against which any growth or reduction is shared between local and central government. It has been confirmed this will also be frozen in line with the increase in the small business non-domestic rating multiplier (-£16.832m).
- 3.4.3 The timing of the introduction of a new Business Rates system is uncertain but it is likely to be in 2023/24. To coincide with this, it is expected that a fair funding review

will be used to calculate the new baseline funding levels for individual councils based on an up-to-date assessment of their relative needs and resources. The provisional settlement states that it is the government's intention to work closely with the sector and other stakeholders over the coming months to update the allocation mechanism and to look at the challenges and opportunities facing the sector before consulting on any potential changes. Existing grants including RSG and most likely the Public Health Grant will be incorporated into the revised baseline and more responsibilities are likely to be transferred to Local Government to ensure that the new system is fiscally neutral overall.

- 3.4.4 Bracknell Forest is in a virtually unique position in terms of its current Business Rates income. The transfer of a large multi-national company on to the Council's valuation list in 2013/14 significantly increased the level of Business Rates collected locally. This transfer represented a significant windfall for the Council, creating both a significant opportunity and risk at the time and has been a key factor in providing resources to balance the Council's budget since then.
- 3.4.5 Around half of the additional income was used to support the base budget with the remainder set aside in an earmarked reserve to mitigate against the risk of the additional income reducing or being withdrawn. This prudent approach meant that the Council was not immediately impacted by a successful appeal by the company against the rateable value, which resulted in it being reduced by 28% in 2016/17. Several other appeals have since been successful resulting in a further 7% reduction in rateable value. There are still appeals outstanding on the 2010 valuation and further multiple appeals were lodged following the 2017 valuation which are still outstanding. The Council has been informed by Government officials that that the company will join the Central Rating List in 2023/24. Due to changes at the company's key site in Bracknell there is also a possibility that we could see the loss of this income sometime in 2022.
- 3.4.6 As the timing and outcome of all these events are uncertain, broad assumptions have had to be made in calculating future income levels. An unavoidable consequence of this has been significant volatility in the Collection Fund balance each year. This continues to represent a considerable risk to the Council's current and future Business Rates income. In 2020/21 a deficit of £11.498m was projected on the Business Rates element of the Collection Fund. This was entirely due to the additional Business Rates reliefs granted by the Government after income estimates were submitted at the beginning of the year. Section 31 grant was provided in 2020/21 to compensate councils for the resultant loss of income and this was subsequently transferred into the Business Rates Reliefs Reserve at the year-end so that it could be used to fund the deficit when it became payable in 2021/22. There is now a significant deficit projected on the Business Rates element of the Collection Fund for 2021/22 (£2.428m), primarily for the same reason as last year, with section 31 grant again being received as compensation.
- 3.4.7 In addition to these specific issues, the move to the new funding system will be accompanied by a re-set of the current business rates arrangements. This will most likely mean that all or a large part of the additional business rates that the Council has secured through the company referred to above and from the town centre opening in 2017 will no longer directly benefit Bracknell Forest.
- 3.4.8 Section 31 grant is receivable in relation to Business Rates. This is designed to cover the loss of income resulting from the capping or freezing of Business Rates increases in previous years and the freezing of Business Rates increases in 2022/23 plus the impact of several Business Rate Reliefs. Section 31 income is

estimated to be -£6.621m in 2022/23 (-£2.142m in 2021/22), an increase of £4.479m. Unlike with 2021/22, reliefs have been granted at an early stage by the Government and have therefore been reflected in the budget. This should reduce the likelihood of a deficit at the end of 2022/23.

3.4.9 The 2021/22 budget included an additional transfer of -£12.035m from reserves, most significantly the transfer of -£11.498m from the Business Rates Reliefs Reserve to meet the 2020/21 deficit on the Business Rates element of the Collection Fund. The basic approach taken to business rates remains unchanged in 2022/23 and based on the revised projections, an additional £0.586m will be transferred to reserves (£3.014m to the Transformation, Future Funding and Town Centre reserves, partly offset by a drawdown of -£2.498m from the Business Rates Reliefs Reserve for the 2020/21 deficit on the Business Rates element of the Collection Fund).

3.5 Medium Term Financial Situation

3.5.1 There is significant uncertainty for the period from 2023/24 due to the potential impact of a number of issues, in particular:

- Fair Funding Review
- Business Rates system re-set
- The 2021/22 settlement is for one year only
- Continuing impact of Brexit and the pandemic

3.5.2 This hampers meaningful financial planning at a time when there is uncertainty around government funding and demand pressures are increasing significantly. Given the relative prosperity of Bracknell Forest and the Government's aim to "level up" across the regions, it is unlikely that the impact of these changes will increase our local resources overall.

3.5.3 The most likely consequence of all of these factors combining is an additional recurring budget gap of around £4.0m in 2023/24, due to funding changes alone. The Future Funding Reserve has deliberately been created and supplemented through the additional income from Business Rate Pilot status in order to help manage the transition to the new funding arrangements. It is estimated that there will be a balance of approximately £18.4m available on the Future Funding Reserve at the end of 2021/22 and 2022/23, which allows the Council to take a measured approach over time to bridging the gap.

3.5.4 The impact of these factors will be a greater reliance on Council Tax income as an on-going source of funding to support essential front-line services. The current level of Council Tax in Bracknell Forest is still one of the lowest of any Unitary Authority in England. While a high level of increase in any year is unlikely to be universally welcomed by residents, for many years the Council's financial plans have assumed the maximum level of increase permitted is applied. This is in line with Government assumptions and provides the greatest level of protection possible for essential services in the period from 2023/24.

3.6 Council Tax and Collection Fund

3.6.1 The Council Tax Base for 2022/23 has been calculated as 48,249 Band D equivalents which at current levels would generate total income of -£67.702m in 2022/23.

3.6.2 The Government limits Council Tax increases by requiring councils to hold a local referendum for any increases equal to or in excess of a threshold percentage which is

normally included in the Local Government Financial Settlement. The Government has set a core referendum limit of 2% plus the option for councils with responsibility for adult social care, such as Bracknell Forest, to set an adult social care precept of up to a further 1%. In 2021/22 the Council was given the option of setting an additional adult social care precept of up to 3% which could be raised in 2021/22 or spread across two financial years. 1.5% was raised in 2021/22 leaving the option to raise a further 1.5% in 2022/23, which would be in addition to the 2%+1% referred to above. Every 1% increase in Council Tax in Bracknell Forest would generate -£0.677m of additional income.

3.6.3 A surplus will be generated on the Council Tax element of the Collection Fund in the current year, primarily due to a higher level of growth in new properties than expected. The Council's share of this one-off surplus is -£0.354m. This will be used to support the 2022/23 budget.

3.7 Consultation

3.7.1 The Executive's draft budget proposals have been subject to a process of public consultation since their publication in December. During the consultation period, the draft proposals have also been scrutinised by the Council's Overview & Scrutiny Commission. Several points were considered and clarified but no changes were proposed. An extract from the minutes of the meeting is attached as Annexe B.

3.7.2 The Schools' Forum considered the Executive's proposals relating to the schools' element of the People's Directorate at its meeting on 13 January. Continuing concern was expressed regarding the projected High Needs Block cumulative deficit of circa £20m as at the end of 2022/23 and the Council's ability to manage any potential payback from April 2023. This has been acknowledged as a key issue for the Council and a high-level action plan has been developed that is expected to reduce the scale of the deficit over time. The expected financial impact of this in each of the coming years is currently being assessed.

3.7.3 The draft budget proposals were published on the Council's web site and emails were sent to business ratepayer representative groups drawing their attention to the consultation. Eighty-six responses were received to the public consultation via the web site (set out in Annexes C1 and C2, with names redacted) plus a separate detailed response from the Council's Labour Group (repeated in full in Annex C4). No responses were received from business ratepayers. Two key themes emerged through the consultation process;

a) Concerns raised by licensed taxi drivers

A template response was submitted by 60 drivers, raising concerns about specific license fee charges. Detailed consideration has been given to the issues raised by the drivers in a full response set out in Annex C3. It is believed that, overall, the proposed fees and charges for 2022/23 will be favourable to the taxi trade as they include on-line arrangements that will reduce costs. However, the level of the proposed charge for Disclosure and Barring Service (DBS) checks has been reviewed and will be reduced from the proposed £94 to £79. A Government service to update DBS checks on-line is now available at a cost of £13, which will be promoted and discussed with driver representatives. Drivers and operators each received significant grant support from the Council during 2021, recognising that they continued to face fixed costs while suffering from reduced income levels. It is therefore proposed to retain all the other fees at the levels included in the draft budget proposals.

- b) Concerns raised about reduced staffed opening hours in libraries while expanding access through the Open+ technology

In total 13 different responses were received opposing this proposal, highlighting the perceived importance of access to staff for the core library service and social interaction. In response, it has been explored how the level of saving identified could be achieved in a different way. A revised proposal has been developed to achieve the draft budget saving by reducing the stock fund budget by £20,000, recognising libraries are currently struggling to display all current stock, and deleting vacant posts to save £64,000. This proposed amendment to the initial proposal, prompted by the budget consultation responses, will enable the identified saving to be achieved while retaining the current level of staff opening hours.

- 3.7.4 The other consultation responses contained a broad range of comments which have been considered in presenting the final budget proposals.

3.8 Inflation

- 3.8.1 The Executive established a framework for calculating an appropriate inflation provision at its December meeting. Inflation allowances have now been finalised within this framework and total £4.368m, £0.032m less than the figure included in the draft budget proposals. The directorate analysis is shown in Table 2.

Table 2: Inflation Allocations

Directorate	2022/23 £'000
Central	786
Delivery	1,131
People (excluding schools)	2,445
Non Departmental / Council Wide	6
Total	4,368

- 3.8.2 Inflation on schools' expenditure is provided for within the Dedicated Schools Budget expenditure, which is funded mainly by the Dedicated Schools Grant, with an additional top up from the Council (section 9.1).

3.9 Other Revisions to the Draft Budget Proposals

- 3.9.1 As outlined above, in the two months since the Executive published the draft budget proposals more information has inevitably become available. The suggested amendments to the draft budget proposals are set out in paragraphs a) to j) below, with the net impact being an increase in the net revenue budget for 2022/23 (£2.482m). These changes have been reflected in the full budget proposals set out in Annexe D, the Commitment Budget (Annexe A) and the Contingency (section 10.6).

a) Council Tax Bills - Central – Resources (Revenues)

The issue of rising costs of living, particularly impacting on low income households, has been the subject of significant press coverage in recent months. The Council, assisted by a range of Government grants, has introduced a broad range of support measures during the Covid pandemic aimed at assisting households on low incomes and at risk of suffering financial hardship. This has

included offering reductions in Council Tax bills for households in receipt of council tax support of £150 in both 2020/21 and 2021/22, funded by specific Government grants. With those grants having been withdrawn for 2022/23, it is not sustainable for the Council to continue to provide on-going financial support of this nature from its own resources. However, one-off funding is available that enables a reduced level of discount to be made available in 2022/23 and, subject to overall affordability, potentially in future years.

Annex H sets out in detail a proposed reduction of £100 in Council Tax bills that will benefit around 3,000 households paying council tax on the lowest incomes in 2022/23 as well as a wide range of support that is available for households experiencing or at risk of experiencing financial hardship. This will be funded from Covid-19 grant previously transferred into Earmarked Reserves (+£0.320m) and is recommended to the Executive.

- b) Central – Resources (Finance)
An academy conversion will result in lost income for the Finance service (+0.004m).
- c) Central – PPR (Regeneration and Economic Development)
Her Majesty the Queen celebrates her Platinum Jubilee in 2022. It is proposed to commemorate this with a programme of events across the Borough, with a key focus on the Lexicon which Her Majesty visited in October 2018 (+£0.055m). This expenditure will be one-off, funded from the High Street Innovation Fund earmarked reserve.
- d) Delivery – Borough Greening
Additional capital and revenue funding will support the Council's work on 'greening the Borough' through deep cleaning, changes to vegetation, the removal of dead plants, plus the planting of new, hardier plant stock in line with the Council's climate change strategy (+£0.025m revenue). This sum complements funding proposed as an additional capital funding allocation in the separate report on the agenda dealing with the Capital Programme for 2022/23.
- e) Delivery – On / Off Street Parking
The additional saving from the renegotiation of the contract for managing the borough car parks was double counted in the draft proposals, with the same issue also being included in the Commitment Budget. It has therefore been removed from identified departmental savings but remains in the budget proposals for 2022/23 (+£0.056m).
- f) People – Social Care Costs
Due to changes in the number and cost of placements since the December report, Social Care pressures have been updated as normal to reflect the impact in 2022/23 of existing placements (Children's +£0.799m) and Adults (-£0.128m).
- g) People – Special Educational Needs and Disabilities (SEND) Team Restructure
Since March 2021 the SEND Team establishment has been under review and subject to a restructure project. A demand modelling review has taken place to ensure the new structure meets the service demands and needs of the next 3-5 years (+£0.180m), including responding to the recent Ofsted inspection.

- h) All Directorates – DSB managed vacancy adjustment
A reduction of the managed vacancy factor for staffing budgets to 1% plus an allocation for additional pressures has now been incorporated into directorate budgets (+£1.046m) to address capacity challenges that have been exacerbated over the Covid period.
- i) Non-departmental / Council Wide – earmarked reserves
Transfers from Earmarked Reserves to fund the £100 reduction in Council tax bills for households in receipt of Council Tax support (-£0.320m) and the Queen’s Platinum Jubilee celebrations (-£0.055m).
- j) Non-departmental / Council Wide – agency savings
Targeted work is being undertaken in this area to reduce the risk of overspends on staffing budgets caused by the employment of more expensive agency workers to cover essential, vacant posts. Detailed analysis has shown that this work will not enable current budgets to be reduced and therefore the projected savings included in the draft budget proposals are now seen as “cost avoidance”, meaning that the previously identified saving has been removed. The reduced level of risk of overspends on staffing budgets will be used to inform deliberations on the appropriate level of General Contingency to be set aside in the final budget proposals (+£0.500m).

3.9.2 The Executive was asked to support the changes above and confirm that there are no further changes to the draft budget proposals that they wish to make following representations made during the consultation period.

4 Other Budget Issues

4.1 Schools Budget

- 4.1.1 Whilst spending on the Schools Budget is generally funded by the ring-fenced Dedicated Schools Grant (DSG) and therefore outside of the Council’s funding responsibilities, councils retain a legal duty to set the overall level of the Schools Budget. In deciding the relevant amount, councils must plan to spend at least to the level of estimated DSG.
- 4.1.2 The DSG comprises 4 funding Blocks, each with a separate calculation of funding and intended purpose; the Schools Block (SB); the Central School Services Block (CSSB); the High Needs Block (HNB); and the Early Years Block (EYB). The SB and CSSB directly support mainstream schools and are generally delegated to governors. The HNB and EYB are centrally managed by councils with most of the funding ultimately being paid directly to providers, including schools. The HNB supports pupils whose educational needs are above £10,000 with the EYB mainly funding the cost of the free entitlement to childcare and early years education for 2, 3 and 4 year olds.
- 4.1.3 To date, under powers delegated through the December budget report, the Leader has agreed a budget for the SB of £84.435m, a CSSB of £0.866m and an EYB of £7.981m. These amounts represent the estimated level of DSG funding, with the detailed budget decisions matching those previously approved by the Schools Forum. The HNB will be considered by the Executive Member for Children, Young People in March with the estimated -£21.847m DSG being the primary source of income. Therefore, at this stage, total DSG income for 2022/23 is estimated at -£115.129m.
- 4.1.4 Within the DSG allocation, most elements of funding for special educational needs and disability (SEND) pupils will increase by 11.5% (£2.412m) next year. Whilst a

substantial increase, this would still be insufficient to fund the forecast costs which indicate a £7.500m overspend for the year which arises from significant increases in both the numbers of pupils requiring support and the complexity of need. This is a national issue with the council working closely with the Schools Forum on a change programme.

- 4.1.5 This deficit will be balanced in the Council's budget by a charge to the DSG Adjustment Account as it will need to be met from the DSG over the medium term. A contribution from the DSG Adjustment Account of £4.943m is already reflected in the base budget. A further contribution of £2.557m will therefore be required which has been reflected in the Commitment Budget. Officers are meeting regularly with stakeholders to identify further options for change in service delivery and reduction in costs through the governance of the Schools Forum.
- 4.1.6 In light of the significant financial pressures that councils are experiencing on the High Needs (HN) budgets (those intended to support pupils with SEND) the DfE introduced new rules to make clear that any accrued deficit is not a liability on councils but remains a DfE responsibility. Additionally, the DfE has also introduced a more rigorous monitoring and intervention regime where council areas have deficit balances or experience a significant reduction in a surplus.
- 4.1.7 In respect of DfE liability to underwrite accumulated debt on HN budgets, recent communications have suggested that this is a 3-year time limited period to enable councils to move towards a position of containing annual expenditure within annual income and that councils should be planning to manage any accumulated debt at April 2023 from their own resources. It is understood that discussions are continuing between Government Departments on the timing of this change. Without any interventions, the forecast balance for HN budgets is a cumulative deficit of £20m. This is clearly not an affordable position for a small unitary authority like Bracknell Forest and it is essential that emerging plans to address the deficit are agreed quickly and enacted by the Council and schools.
- 4.1.8 In terms of general school budgets, the policy of the Council for many years has been to fund up to the level of relevant annual DSG Block grant income plus any accumulated surplus balances held in the retained Schools Budget. Following a request from the Schools' Forum, the Executive agreed to contribute £1m from council reserves over the four years to March 2023, specifically to support the additional costs arising from new schools. In recommending the budget requirement next year for schools, as well as utilising the DSG, the final £0.182m of additional funding remaining from the Council's reserves will be utilised. This is a reduction of £0.045m compared to the £0.227m required in 2021/22 and included in the Base Budget. The reduction is included in the Commitment Budget but is cost neutral as it is balanced by a transfer from the reserve which is reflected within Council Wide budgets.
- 4.1.9 Setting the overall level of the Schools Budget and the operation of the funding formula that distributes the money to schools is a statutory council function. Agreeing how much is centrally managed is a decision for the Schools Forum. To meet these deadlines, council statutory decisions around the Schools Budget are delegated by the Full Executive to the Executive Member for Children, Young People and Learning. Recommendation 2.4 sets the parameters for the formal decision to be made. The Executive Member also endorses the decisions of the Schools Forum when these are undertaken in its statutory decision making role.

4.2 Pensions

4.2.1 Accounting standards on the treatment of pension costs (IAS19) require the inclusion within the total cost of services of a charge that represents the economic benefits of pensions accrued by employees. To simplify the presentation of the budget proposals the IAS19 adjustment was not incorporated into the budget proposals considered by the Executive. However, they are included in the supporting information presented to Council. This will not impact upon the Council's net overall budget or the level of Council Tax.

4.3 Investments

4.3.1 Now that the Council is in no longer debt-free and has made use of external borrowing to part fund its capital investments in recent years, returns on surplus cash are likely to remain relatively low during 2022/23 and beyond. As such the impact of interest rates on borrowing rates are of greater significance to the Council.

4.3.2 The coronavirus outbreak has done huge economic damage to the UK and to economies around the world. After the Bank of England took emergency action in March 2020 to cut the Bank Rate to 0.10%, it left the Rate unchanged at its subsequent meetings until raising it to 0.25% at its meeting on 16th December 2021. Economies continue to re-open, while governments have either commenced or are contemplating dialling down emergency fiscal support mechanisms.

4.3.3 For the UK, fiscal policy tightening has already been put in place. On the monetary policy front, matters are more complex, with price pressures on the rise and expected to remain elevated into 2022/23, while economic recoveries are seemingly losing momentum heading into the latter stages of 2021/22. Markets are unsettled, with asset prices coming under pressure following their largest gains made in the formative stages of recovery. The forecast for the Bank Rate now includes four increases, one in quarter 2 of 2022 to 0.50%, quarter 1 of 2023 to 0.75%, quarter 1 of 2024 to 1.00% and, finally, one in quarter 1 of 2025 to 1.25%.

4.3.4 Vaccines were the game changer during 2021 which raised high hopes that life in the UK would be able to largely return to normal in the second half of the year. However, the Omicron mutation at the end of November changed the landscape again. Rather than go for full lockdowns which heavily damage the economy, the government strategy this time is focusing on getting as many people as possible to have a third (booster) vaccination after three months from the previous last injection, as a booster has been shown to restore a high percentage of immunity to Omicron to those who have had two vaccinations.

4.3.5 With the household saving rate having been exceptionally high since the first lockdown in March 2020, there is plenty of pent-up demand and purchasing power stored up for services in sectors like restaurants, travel, tourism and hotels which had been hit hard during 2021 but now looks likely to be hit hard again by either, or both, of government restrictions and/or consumer reluctance to leave home. The economy, therefore, faces significant headwinds although some sectors have learned how to cope well with Covid.

4.3.6 The 2022/23 Treasury Management Report attached as Annexe E re-affirms the strategy adopted by the Executive in December 2016 that governs the amount, duration and credit worthiness of institutions that the authority will place investments with during 2022/23. As such the Council will only place deposits with the most highly rated UK Banks and Building Societies, alongside the part-nationalised UK Banks, up

to a limit of £7m and for a maximum period of 364 days (for part-nationalised UK Banks). Additionally, the Council will be able to invest up to £10m with AAA Money Market Funds and other UK Local Authorities and an unlimited amount through the Government Debt Office Management Deposit Facility. The Annual Investment Strategy is shown in part (iv) of Annex E. Following the review by the Governance and Audit Committee on the 26 January 2022, the Treasury Management Strategy remains unchanged from that consulted on in December.

- 4.3.7 The Local Government Act 2003 introduced a revised framework for capital expenditure and financing, underpinned by CIPFA's Prudential Code for Capital Finance in Local Authorities. The Code requires the Council to set a number of prudential indicators and limits relating to affordability, capital investment and treasury management. They are included at Annex E (i) and within the Treasury Management Strategy Statement at Annex E (iii).
- 4.3.8 The capital programme is being considered separately on tonight's agenda and proposes Council funded capital expenditure of £9.274m and an externally funded programme (including self-funding schemes) of £7.037m for 2022/23. After allowing for projected receipts of approximately £3.5m (including CIL) in 2022/23 and carry forwards, the additional revenue costs will be £0.067m in 2022/23 and £0.341m in 2023/24. These figures have now been reflected in the Commitment Budget and the impact on 2022/23 is unchanged from the draft proposals. Costs will need to be revised at the meeting if the Executive decides on a different level of capital spending.
- 4.3.9 The Council is required to pay off an element of the accumulated General Fund capital spend each year through a revenue charge (the Minimum Revenue Provision or MRP), although it is also allowed to undertake additional voluntary payments. The regulations issued by the Ministry of Housing, Communities and Local Government's (MHCLG) require full Council to approve an MRP Policy in advance of each year. The Council is therefore recommended to approve the MRP Policy set out in Annex E (ii) to the Treasury Management Strategy. The MRP policy has been drawn up to ensure the Council makes prudent provision for the repayment of borrowings (in accordance with the Regulations) and at the same time minimises the impact on the Council's revenue budget. The Government is currently consulting on proposed changes to MRP guidance, the result of which may require changes to the Council's MRP policy in future years, although the extent of such changes is not currently known.
- 4.3.10 As capital expenditure is incurred which cannot be immediately financed through capital receipts or grant, the Council's borrowing need (its Capital Financing Requirement) and its MRP will increase. The Council also needs to make a charge to revenue for "internal borrowing".
- 4.3.11 The draft budget proposals included an estimate of £1.718m for the Minimum Revenue Provision required to be made in 2022/23 and £0.524m for a Voluntary Revenue Provision relating to commercial property purchases. These figures have been reviewed based on the latest capital projections and remain unchanged. The actual charge made in 2022/23 will be based on applying the approved MRP policy to the 2020/21 actual capital expenditure and funding decisions.

4.4 Capital Charges

- 4.4.1 Capital charges are made to service directorates in respect of the assets used in providing services and are equivalent to a charge for depreciation. The depreciation charges are included in the base budget figures and are important as they represent

the opportunity cost to the Council of owning non-current assets. They must therefore be considered as part of the overall cost of service delivery, particularly when comparisons are made with other organisations. It is also important that these costs should be recognised when setting the level of fees and charges.

4.4.2 Capital charges do, however, 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 service directorate costs, thereby reducing the net revenue budget whilst not directly affecting the overall cost of each individual service. This means that the charges do not affect the level of Council Tax. The capital charges in 2022/23 total £15.796m which is an increase of £0.494m compared to the current year and results from new additions and revaluations. There will be no impact on the charge to the General Fund which is based on the MRP not depreciation.

4.4.3 Changes to capital charges do affect internal services recharges (see below) and were not incorporated into the budget proposals considered by the Executive. They are included in the supporting information presented to Council.

4.5 Internal Services Recharges

4.5.1 Members’ decisions on the capital programme may affect capital charges and this will determine the overall cost of services in 2022/23. Due to their corporate nature, some services do not relate to a single service directorate, e.g. finance, IT, building surveyors, health and safety advisers etc. The budgets for these services are changed only by the specific proposals impacting on the directorates responsible for providing them (Central & Delivery). However, all such costs must be charged to the services that receive support from them.

4.5.2 The impact of changes in recharges for internal services is entirely neutral across the Council as a whole, since the associated budgets are also transferred to the services receiving them. The overall level of recharges is dependent upon the Executive’s budget proposals being approved.

4.6 Statement by the Executive Director: Resources

4.6.1 Under the Local Government Act 2003, the Executive Director: Resources (as the Council’s Section 151 Officer) must report to Members each year at the time they are considering the budget and Council Tax on:

- a) The robustness of estimates; and
- b) The adequacy of reserves.

In addition, CIPFA guidance on Local Authority Reserves and Balances states that a statement reporting on the annual review of earmarked reserves should be made to Council at the same time as the budget. The statement should list the various earmarked reserves, the purpose for which they are held and provide advice on the appropriate level.

Robustness of estimates

4.6.2 The annual statement on the robustness of the estimates formalises the detailed risk assessments that are undertaken throughout the year and which are a standard part of the budget preparations and are included in the Council’s Strategic Risk Register.

This identifies a number of key risk areas including:

- significant pressures on the Council's ability to balance its finances whilst maintaining satisfactory service standards;
- the impact of the coronavirus on internal staff resources and external suppliers, and the council's ability to deliver essential services and meet the increasing needs of the community;
- the impact of the high use of long term locums and agency workers for key posts and labour market pressures on finances and business resilience;
- ensuring children with special education needs receive timely and appropriate support for their education where demand is increasing, and internal resources are limited;
- the impact of demand led services and the need to plan for and respond to future and in-year demographic changes, changes in the market for services and any associated financial pressures;
- sustaining adult social care services where there is insufficient external provision available;
- effective safeguarding of children and vulnerable adults when there are external factors outside the Council's control;
- delivery of an IT Strategy and digital infrastructure that meets business needs, compliance, information accuracy, data protection, greater reliance on end users and the threat of cyber-attacks;
- maintaining adequate Business Continuity plans and procedures;
- maintaining an adequate internal control environment.

4.6.3 The budget includes resources sufficient to enable the Council to monitor these key risks and where possible to minimise their effects on services in accordance with the strategic risk action plans. Specific risk reduction measures that are in place include the following:

- Budget Setting Process
 - Production and regular monitoring of a robust medium-term financial strategy.
 - Regular analysis of budgets to identify legislative, demographic, essential and desirable service pressures / enhancements.
 - Detailed consideration of budgets by officers and Members to identify potential budget proposals.
 - Robust scrutiny of budget proposals prior to final agreement.
 - Ensuring adequacy and appropriateness of earmarked reserves, both for the immediately following and future years.
- Budget Monitoring
 - Robust system of budgetary control with regular reporting to the Corporate Management Team (CMT) and through the Quarterly Service Reports (QSRs).
 - Exception reports to the Executive.
 - Regular review of the Councils' budget monitoring arrangements by both internal and external audit to ensure they remain fit for purpose.
 - Taking corrective action where necessary during the year to ensure the budget is delivered.
 - Specific regular review by Finance Business Partners of particularly volatile budget areas.

4.6.4 The Executive Director: Resources receives regular updates from Business Partners on the largest and most volatile budget areas which could place the overall budget most at

risk and makes arrangements to report these through the regular monthly budget monitoring process. The most significant risks in the 2022/23 budget have been identified as the following:

- **Covid-19 Pandemic** – uncertainty surrounding the length and overall impact of the continuing pandemic on costs and income;
- **Demographics** – the number of “demand” led adult and child client placements, the rising cost and numbers of looked after children, increasing support pressures resulting from people living longer, the impact of new housing developments and changing service provision of social care encouraging people to seek support;
- **Income** - specifically in Leisure, Planning and Building Control Fees, Car Parks, Commercial Property, Land Charges and Continuing Health Care funding. Significant income streams are reliant on customer demand and physical infrastructure remaining operational, placing a heavy reliance on planned and reactive maintenance being adequate;
- **Major schemes / initiatives** – progress with the Town Centre redevelopment, Waste Management PFI and the implementation of savings proposals;
- **Inflation** – the provision is based on estimates of inflationary pressures at the current time;
- **Treasury Management** – return on investments and additional borrowing are affected by cash flow and the level of the Bank rate.
- **Uninsured losses** – the Council’s insurances cover foreseeable risks. However, some risks are uninsurable, including former County Council self-insured liabilities and mandatory excesses;
- **Contractual Issues** – disputes, contract inflation (in particular rates for care providers which are increasing due to rising demand and reducing supply) and renewal of major contracts:
- **Legislative Changes** – difficulty in identifying the financial and non-financial impacts and whether any future burdens will be fully funded;
- **Independent external providers** – changes in provision by independent service providers may result in increased costs to the Council;
- **Service interdependencies** – the potential impact of service reductions in one area on the demand for other services provided by the Council;
- **External inspections** – improvements identified through external inspection;
- **Safeguarding** – failure to adequately safeguard vulnerable people could result in cost pressures.

4.6.5 The probability of some of the above risks occurring is high. However, it is unlikely that all will occur at the same time. The measures in place, set out in paragraph 10.2, lead the Executive Director: Resources and CMT to conclude that the budget proposals have been developed in a sound framework and are therefore robust. However, it needs to be recognised that not all adverse financial issues can be foreseen looking almost fifteen months ahead, e.g. the impact of changes in demand led services or severe weather conditions. It is therefore prudent to include, as in previous years, contingency sums within the budget proposals.

Contingencies

4.6.6 In setting the budget for 2021/22, the level of General Contingency was maintained at £2.250m and a Covid-19 specific contingency (£3.417m) created to cater for the difference between best and worst-case scenarios for pressures. Rather than build worst case scenarios into the base budget the additional contingency was available to meet these additional pressures if they arose during the year. Within the draft budget proposals for 2022/23 the General Contingency remained unchanged, and the Covid-19 specific

Contingency was removed. Although best and worst-case scenarios have again been considered for 2022/23, it was felt that all risks could be handled by way of the General Contingency as the impact of the pandemic has reduced, although it was recognised that this approach would need to be reviewed.

- 4.6.7 The Executive Director: Resources, Chief Executive and CMT have reflected upon the outlook for the economy, the impact of demographic changes and the resulting pressures on services and other risks contained within the proposed budget. Considering significant risks, including the worst case pressures (£1.619m) partly offset by potential savings from managing agency costs more proactively, a decrease of £0.350m in the General Contingency to £1.900m is now felt to be appropriate.

Earmarked Reserves

- 4.6.8 Earmarked Reserves are sums of money which have been set aside for specific purposes. These are excluded from general balances available to support revenue or capital expenditure. The Council had £84.209m in Earmarked Reserves at the start of 2021/22 which were approved by the Governance and Audit Committee in July 2021. The Executive Director: Resources has undertaken a review of existing earmarked reserves and Annex F sets out each reserve considered. The Executive Director: Resources will review again the earmarked reserves considering the changing risks facing the Council as part of the 2021/22 closedown process and any changes will be presented to the Executive and the Governance and Audit Committee as part of the closure of the accounts.

5 NET REVENUE BUDGET

- 5.1 Tables 3a and 3b summarise the budget changes for each directorate, assuming that all items outlined above and detailed in Annexes A to F are agreed, but before changes to capital charges, pension costs and internal services recharges are incorporated within service directorate budgets.

Table 3a: Summary of budget changes

	Inflation (Section 8.2)	Revisions to draft budget proposals (Sections 6.2, 6.4, 7.3, 8.3 and 10.6)	Changes to Specific Grants (Section 6.3)	Total Changes Identified
	£'000	£'000	£'000	£'000
Central	786	932	0	1,718
Delivery	1,131	554	0	1,685
People (excluding schools)	2,445	4,640	-884	6,201
Non Departmental / Council Wide	-4,394	-6,423	-37	-10,854
TOTAL	-32	-297	-921	-1,250

Table 3b: Non Departmental / Council Wide – revisions to draft proposals included in Table 3a

Non Departmental / Council Wide	Revisions to draft budget proposals
	£'000
Grant adjustments (paragraph 6.3)	
New Homes Bonus	-817
Lower Tier Services Grant	-10
Services Grant	-1,160
Less grant assumed in December report	1,950
Savings and pressures allocated to Directorates from Council Wide	
DSB managed vacancy factor	-1,222
Contract savings	50
Digital Infrastructure Group	-40
Council Tax Support funded from Covid-19 Reserve (paragraph 8.3)	-320
Queen's Platinum Jubilee celebration funded from High Street Innovations Reserve (paragraph 8.3)	-55
Agency savings removed and reflected in Contingency calculation	500
Change in Contingency	-350
Changes in Business Rates Growth, S31 income projections and levy payment (6.4.6 and 6.4.9)	-3,015
Additional movements in earmarked reserves (paragraph 6.4.9)	586
DSG Adjustment Account (9.1.5)	-2,557
TOTAL	-6,423

5.2 These figures are added to the draft proposals to produce a final budget proposal for each directorate. This is summarised in Table 4.

Table 4: Draft Budget Proposal 2022/23

Department	2022/23 Draft Proposals (Table 1)	Changes Identified (Table 3a)	Revised Budget Proposals
	£'000	£'000	£'000
Central	18,307	1,718	20,025
Delivery	14,810	1,685	16,495
People (excluding schools)	82,614	6,201	88,815
Non Departmental / Council Wide	-26,376	-10,854	-37,230
Total	89,355	-1,250	88,105

6 USE OF BALANCES

- 6.1 The Council needs to maintain reserves to aid cash flow and to protect itself from fluctuations in actual expenditure and income. An allowance for cash flow is reasonably easy to calculate. However, an allowance for variations against planned expenditure is more difficult.
- 6.2 In deciding the level of any contribution from balances, the Executive will wish to have regard to the level of balances available. The Council's General Fund balance will be £10.3m as of 31 March 2022, if spending in the current year remains within the approved budget, which is the expected position.

Table 5: General Balances as at 31 March 2022

	£m
General Fund as at 01 April 2021	10.3
Planned use in 2021/22	<u>(0.0)</u>
TOTAL Estimated General Balances	<u>10.3</u>

- 6.3 The Council has for many years planned on maintaining a minimum prudential balance currently assessed to be £4.5m, which indicates that a sum of up to £5.8m is potentially available for use. However, given that these resources are one-off, it is important when considering the use of reserves to not only consider the current year's budget but also future years' pressures.
- 6.4 The Council will also have an estimated £18.4m in the Future Funding Reserve as at 31 March 2022, which has been deliberately established to help manage the expected additional budget gap of around £4.0m per year from 2023/24, due to national funding changes.

7 FUNDING THE BUDGET PROPOSALS

- 7.1 The proposals in this report would set the Council's planned expenditure (including levying bodies) at £88.105m before allowing for additional interest resulting from any use of balances. This compares with income of -£84.297m from Revenue Support Grant (-£1.837m), Business Rates baseline funding (-£16.832m), Council Tax at 2021/22 levels (-£67.702m), Collection Fund – Business Rates deficit (£2.428m) and the Collection Fund – Council Tax surplus (-£0.354m). The Net Revenue Budget is therefore now £3.808m above the level of income for 2022/23.
- 7.2 Each 1% increase in Council Tax in 2022/23 will generate approximately -£0.677m of additional revenue towards the budget gap. It is recommended that the Council increase Council Tax by 4.49%. This is the maximum increase permissible under the referendum principles (1.99%) plus an Adult Social Care Precept of 2.5% (1.5% of which is a carryover from last year). The additional income generated (-£3.040m) will reduce the budget gap to £0.768m.
- 7.2 It is recommended that the Council contributes £0.768m (before additional interest from the use of balances) from General Reserves to bridge the remaining budget gap in 2022/23. The additional interest from the use of revenue balances increases the gap by £0.007m and therefore the amount that needs to be funded from balances to £0.775m.
- 7.4 The following budget summary outlines the Council's Council Tax requirement

based on the figures shown in the report. The Council Tax for Bracknell Forest Council for Band D was recommended to increase by 4.49% to £1,466.19.

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

Line		2022/23	2021/22
		£'000	£'000
	Bracknell Forest's Expenditure		
1	Central	21,441	19,389
2	Delivery	17,459	14,813
3	People	96,032	81,529
4	Corporate Wide Items (to be allocated)	657	1,363
5	Sub-Total	135,589	117,094
6	Non-Departmental Expenditure		
7	Contingency provision	1,900	2,250
8	Covid-19 Contingency provision	0	3,417
9	Debt Financing Costs (Minimum and Voluntary Revenue Provisions)	2,242	2,064
10	Levying Bodies	124	115
11	Interest	1,644	2,010
12	Pension Interest Cost & Administration Expenses	7,137	5,782
13	Other Services	230	233
14	Business Rates Growth	(9,537)	(6,523)
15	Contribution from Capital Resources	(200)	(200)
16	Capital Charges	(15,796)	(15,302)
17	Contribution from Pension Reserve	(25,582)	(15,125)
18	Contribution to/(from) Earmarked Reserves	1,529	(10,225)
19	Contribution from DSG Adjustment Account	(7,500)	(4,943)
18	Covid-19 LA Support Grant	0	(2,654)
19	New Homes Bonus grant	(2,294)	(2,877)
20	Flood and Travel Related Grants	(15)	(14)
21	Lower Tier Services Grant	(199)	(189)
22	Local Council Tax Support Grant	0	(827)
23	Services Grant	(1,160)	0
24	Net Revenue Budget	88,112	74,086
25	Movement in General Fund Balances	(775)	(1)
26	Net Revenue Budget after use of balances	87,337	74,085
27	Less - External Support		
28	Business Rates	(16,832)	(16,832)
29	Revenue Support Grant	(1,837)	(1,781)
30	Collection Fund Adjustment – Council Tax	(354)	(144)
31	Collection Fund Adjustment – Business Rates	2,428	11,498
32	Bracknell Forest's Council Tax Requirement	70,742	66,826
33	Collection Fund		
34	Bracknell Forest's Requirement	70,742	66,826
35	divided by the Council Tax Base ('000)	48.249	47.624
36	Council Tax at Band D (excluding Parishes)		
37	Bracknell Forest	£1,466.19	£1,403.19

Commitment Budget 2022/23 to 2024/25

	2021/22 £'000	2022/23 £'000	2023/24 £'000	2024/25 £'000
Central				
Approved Budget	14,853	14,992	13,524	13,520
Residents Survey				20
Local Development Framework		-223	-4	102
Insurance		-30		
Organisational Development		-15		
Council Tax Support		-500		
Income from Bracknell Town Centre		-20		
Highways Maintenance		-100		
Support for the Local Economy		-600		
Training - Education and Learning		20		
Net Inter Departmental Virements	139			
Central Departments Adjusted Budget	14,992	13,524	13,520	13,642
Delivery				
Approved Budget	15,501	15,856	15,468	15,772
Waste Disposal PFI		-319	227	104
Neighbourhood Plan Referendums - Warfield and Winkfield			-60	
Greening Waste Collection Arrangements		0	-13	-15
Borough Elections			120	-120
Invest to Save - Food Waste Collection Vehicle		-13		
Car parking		-56		
Revenue impact of 2022/23 Capital Programme - London Road Landfill Works			30	
Net Inter Departmental Virements	355			
Delivery Adjusted Budget	15,856	15,468	15,772	15,741
People				
Approved Budget	61,278	61,479	63,109	62,927
Suitability surveys		-20		20
Schools Budget - Funding for New Schools		-45	-182	
Schools Budget - High Needs deficit to be charged to the Dedicated Schools Grant Adjustment Account		2,557		
Journey to Parenthood		7		
Education & Learning - NEET Prevention Programme		-25		
Additional Income / Expenditure Reductions		-13		
School Accommodation		-200		
Welfare Support		-327		
Mental Health Initiatives		-250		
Coopers Hill Site Officers		-17		
School crossing patrollers		-37		
Net Inter Departmental Virements	201			
People Adjusted Budget	61,479	63,109	62,927	62,947
Total Service Departments	92,327	92,101	92,219	92,330
Non-Departmental / Council Wide				
Approved Budget	-17,546	-18,241	-19,711	-18,940
Minimum and Voluntary Revenue Provision		178	223	279
Increase in employers Pension Fund contributions		660	300	300
2021/22 Capital Programme - (Full Year Effect) Interest		-50		
2021/22 Use of Balances (Full Year Effect) - Interest		10		
2022/23 Capital Programme - Interest		67	66	
Earmarked Reserve - Funding for New Schools		45	182	0
Schools Budget - High Needs deficit to be charged to the Dedicated Schools Grant Adjustment Account		-2,557		
Council Tax Support		500		
Welfare Support		327		
Carbon Reduction		-150		
Employee Initiatives		-500		
Net Inter Departmental Virements	-695			
Non-Departmental / Council Wide Adjusted Budget	-18,241	-19,711	-18,940	-18,361
TOTAL BUDGET	74,086	72,390	73,279	73,969
Change in commitment budget		-1,696	889	690

For management purposes budgets are controlled on a cash basis. The following figures which are used for public reports represent the cost of services including recharges and capital charges:

	2021/22 £'000	2022/23 £'000	2023/24 £'000	2024/25 £'000
Central	19,872	18,404	18,400	18,522
Delivery	15,168	14,780	15,084	15,053
People	81,386	83,016	82,834	82,854
Non-Departmental / Council Wide	-42,340	-43,810	-43,039	-42,460
	74,086	72,390	73,279	73,969

Movements

Central
Delivery
People
Non Departmental/Council Wide

	2022/23 £'000	2023/24 £'000	2024/25 £'000
Central	-1,468	-4	122
Delivery	-388	304	-31
People	1,630	-182	20
Non Departmental/Council Wide	-1,470	771	579
	-1,696	889	690

**EXTRACT FROM THE MINUTES OF THE OVERVIEW AND SCRUTINY COMMISSION
MEETING HELD ON THE 13 JANUARY 2022**

52. Budget Consultation

The Commission considered the Council's draft budget proposals for 2022/23 before deciding whether they supported the recommendations which were open for public consultation. The Commission invited Councillor Heydon, Executive Member for Transformation and Finance and Stuart McKellar, Executive Director: Resources to attend the meeting to answer their questions on the details of the proposals. The Council's financial business partners: Helen Pennington, Paul Clark and Ken Robinson also attended the meeting to provide detailed information relating to services.

Arising from the discussion the following points were made:

- Assumptions had been made throughout the budget proposals as detailed settlement information was not available and known risks were projected so further adjustments would be made once the details were available and the level of pressures were confirmed.
- At the time the proposals were drafted a £3 – 5 million gap had been identified and an increase to council taxes by 4.49% would generate £3m towards that gap.
- The uncertainty of receiving an annual settlement for the third year made it difficult for longer term financial planning to be undertaken.
- The key message from the Executive Member for Transformation and Finance was that there were no proposed drastic reductions in services within the budget proposals.
- The settlement details announced an unexpected service grant for 2022-23 for £1.2m in addition to the funding expected.
- Although the borough's leisure services were contracted to Everyone Active, the Council continued to own the land and properties and therefore were responsible for their ongoing maintenance including the £120K golf green drainage and £50K roof repairs highlighted at both Coral Reef and Bracknell Leisure Centre.
- In relation to the roof repairs it was explained that the Sports Centre had multiple areas of roofing, a condition survey had been undertaken and this was a different area requiring maintenance in order to remain fit for purpose.
- In response to an enquiry on the sense of the ongoing cost repairs in favour of investing in a new building, it was explained that a long term project was in place to consider the changing requirements for residents but that ongoing maintenance was essential until a replacement was required.
- The £100K cost of remedial repairs to High Street car park to deal with cracks in concrete was raised, although it was noted that this was a safety issue requiring attention it was the quality of the system managing entry to the site which was of concern to some members. **Action: Executive Director: Delivery to take the concerns regarding the ANPR system back to the Parking Team.**
- It was clarified that the £100K on page 32 of the agenda papers referring to Local Transport Plan schemes related to improvements to the highways network.

- It was noted that the estimated £3.25m to be received from Community Infrastructure Levy was difficult to predict and would not cover these requirements of the significant infrastructure within the borough.
- In response to concerns raised regarding the lifespan of laptops and the technology available it was explained that the laptop refresh and replacement programme referred to on p.32 aimed to renew equipment every four years. This was part of the asset management programme with priority given to replacing older equipment. Councillors were reminded to report any equipment issues to the ICT Helpdesk.
- The Invest-To-Save scheme set out on page 31 of the agenda papers was highlighted as providing the opportunity for investing in innovation and new technology.
- Concerns were raised regarding potential missed opportunities to reduce climate change impacts when property repairs and maintenance were undertaken such as installing solar panels or insulation or to future proof equipment for example choosing boilers capable of being converted to use hydrogen. The agenda papers indicated on pages 40 and 41 that the impact on climate change had been assessed as not applicable. In response the Executive Member for Transformation and Finance stated that as a matter of practice professionals assessed sites for suitability for such schemes. **Action: Executive Director: Resources to feed these concerns back to the Assistant Director: Property.**
- It was confirmed that the Bridgewell Centre was not currently functioning as an Adult Social Care asset as it was being prepared to be redeveloped. A feasibility study would be developed to explore how it could be used as an asset to respond to the increased number of older residents with learning disabilities.
- The significant range of proposed cost for the works to address a safety issue at Garth Hill College was queried. It was noted that although this was a relatively new building this was not a design fault. The wide range in the estimate figures reflected that there were a number of potential solutions which were originally proposed but a cheaper scheme, expected not to exceed £150K, was being developed and would be funded from the capital programme. This was an example of changing information since the budget proposals were developed.
- The deletion of the climate change reduction initiative was challenged, and it was explained that this had been approved for 2021/22 only. The ongoing approach to achieve climate change objectives was to ensure all spending decisions incorporate climate change consideration in their implementation. New climate change initiatives were also deliverable via the invest to save scheme.
- The Council had currently borrowed £80 million. This was made up of a range of loans with some due to be repaid over two and three years with others being repaid over a 50-60 year term. The average interest rate was 2 - 3%. This borrowing was monitored and reported through the Governance and Audit Committee.
- A review of the draft budget proposals would be undertaken to reflect changing circumstances which would present an updated assessment of the budget gap for councillors to assess how to bridge the gap from various options.
- It was acknowledged that the budget to cover the cost of Conservation and Heritage advice was not sufficient to cover the costs resulting from dealing with heritage matters.

- It was confirmed that if the additional costs incurred from dealing with Planning appeals could not be recovered, they would be reported as a pressure on the budget.
- It was highlighted that in relation to the removal of the Climate Change Carbon Reduction Initiative it was not mentioned in the report that it was a one-off government grant.
- It was suggested that it would be useful to include further explanation at 5.2 on page 40 regarding the removal of items approved for one year as it was not clear. It was clarified that there had been a significant generous funding package to target the covid response and this had been used to pump prime some initiatives but this was supplementary to core budgets.
- The objective of the additional funding proposed to implement hybrid meeting was to enable full participation.
- Concerns were highlighted relating to the significant funding required for the pressures identified for both Special Educational Needs and Disability (SEND) (£7.5 million) and the High Needs Block (£20 million). It was confirmed that 8% government funding increases had been received in the previous two years but this was still lower than the pressures experienced so the costs continued to increase. This was a national issue and local authorities had a three-year period in which to balance their income and expenditure and there was another year to go in the process. The expectation was then to consider the accumulated deficit position nationally before further decisions were made.
- It was confirmed that the costs associated with restructuring the Special Educational Needs and Disability (SEND) team would be considered as part of the final proposals but those costs had not been included in the draft proposals.
- The approach used to model the potential costs in uncertain circumstances was for services to develop best and worst case cost scenarios.
- The Employment Committee was undertaking a project to review initiatives to address increasing staffing costs, retention issues and agency workers within social care.
- It was acknowledged that the costs associated with waste management were complicated and there was a difficult balance between increasing the level of food waste collected and the cost benefits that could be achieved due to the thresholds within the current contractual arrangements.
- Although there was business rate relief available for small businesses there was not something specifically in place to promote or support new businesses. This was a national position rather than a local choice option.
- It was accepted that the £500K saving on agency staff spend was proposed as a speculative target against the current £4m spend. The intention was to provide a challenging but deliverable target to frame the ongoing work to reduce core spending within the organisation and as such reduce the risk of overspending. It was acknowledged that although the cost of agency staff had been identified as a challenge in the past a savings target had not previously been set.
- In previous years a handful of people responded to the public consultation and this tended to fluctuate when there was a particular issue. To date 70 responses had been received with a large number appearing to be from taxi drivers regarding proposed changes to licensing charges.
- The consultation was promoted through social media, via business newsletters and other publications.
- It was explained that undertaking a participatory budget exercise would not be possible without the certainty of a longer-term settlement.

- The Department for Education were reducing by 20% per annum grant support for a range of areas supporting vulnerable pupils, such as education support for children looked after. The pressure of £71k was to supplement this funding to ensure the continuation of this support.
- It was confirmed that the Council currently had £10m in general reserves and £18m in future funding reserve as funding issues had been anticipated for some time. In the past the Audit Commission had recommended that Councils retain 5% in reserves but there was no restrictions or limits. Councils were in different financial positions across the country. It was clarified that it was misleading as for example due to changes in business grants additional funding was available but the Council had been unable to spend it during the year it had been awarded. The large amounts provided to support the response to covid had been paid out directly to local businesses in the form of business grants.
- It was reflected that the Councils reserves were prudent with significant issues on the financial horizon and that the reasons for maintaining the current levels of reserves needed to be robust so as not to be interpreted as additional or available.
- It was explained that there was no correlation between the level of the New Homes Bonus and target number of new homes that needed to be built in the borough.
- It was reiterated that in uncertain circumstances the best case budget scenario would be included in the reviewed draft proposals and that the risk of the worst case scenarios would be managed through corporate contingency planning.
- **Action: Executive Director: Resources to advise the Commission on details of the combined figure of £230K listed as 'Other' on page 29 of the agenda papers which related to Property Services**

The Commission supported the recommendations as presented in the agenda papers relating to the capital programme and the revenue element of the budget.

Budget Consultation Final Report 2022/23

Report Settings Summary

Event	Budget Consultation 2022/23
Total Responses	86
Total Respondents	1
Questions	<i>Custom selection (see Table Of Contents)</i>
Filter	<i>(none)</i>
Pivot	<i>(none)</i>
Document Name	Budget Consultation Final Report 2022/23
Created on	2022-01-26 16:07:52
Created by	John Ainsworth

Table .1

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Capital Comments	10
Other Comments	11
Questions	12

Efficiency savings

Question responses: 31 (36.05%)

To what extent do you agree with the proposed efficiency savings?

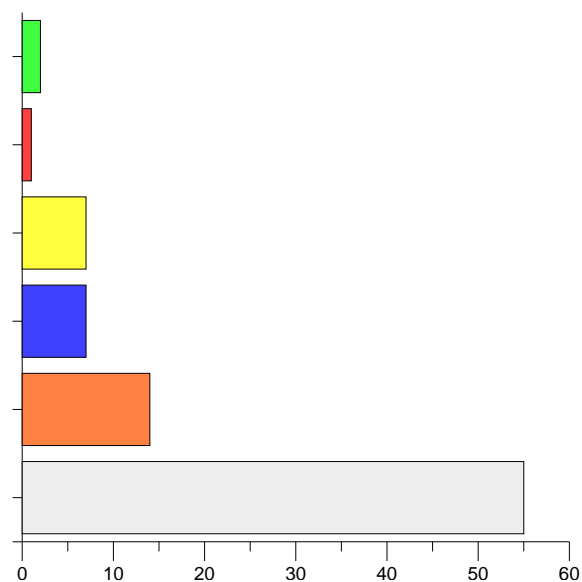


Table .1

	% Total	% Answer	Count
■ Strongly Agree	2.33%	6.45%	2
■ Agree	1.16%	3.23%	1
■ Neutral	8.14%	22.58%	7
■ Disagree	8.14%	22.58%	7
■ Strongly Disagree	16.28%	45.16%	14
■ [No Response]	63.95%	--	55
Total	100.00%	100.00%	86

Table .2

Why proposed efficiency savings

Question responses: 17 (19.77%)

Please tell us why you agree or disagree with the proposed efficiency savings

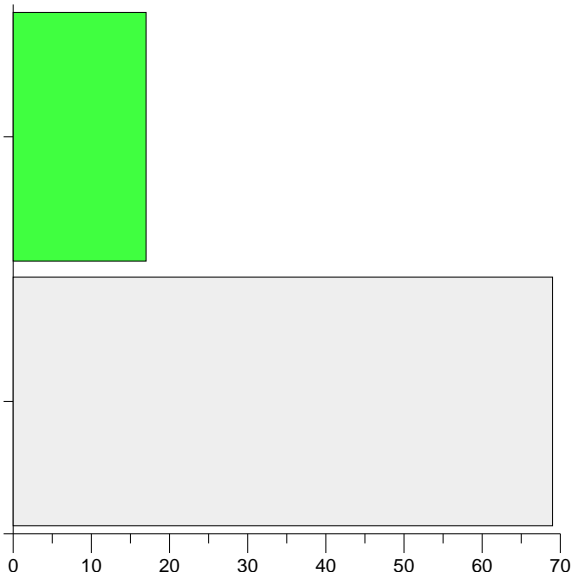


Table .1

	% Total	% Answer	Count
■ [Responses]	19.77%	100.00%	17
■ [No Response]	80.23%	--	69
Total	100.00%	100.00%	86

Table .2

changes to services

Question responses: 21 (24.42%)

To what extent do you agree with the council's proposals to increase expenditure in specific areas?

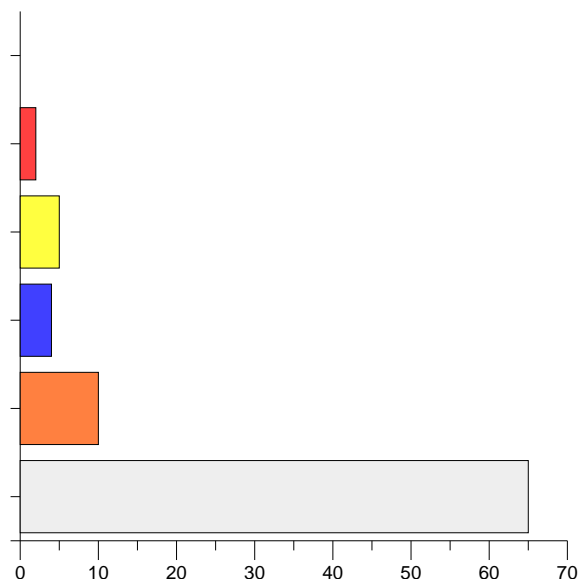


Table .1

	% Total	% Answer	Count
Strongly Agree	0.00%	0.00%	0
Agree	2.33%	9.52%	2
Neutral	5.81%	23.81%	5
Disagree	4.65%	19.05%	4
Strongly Disagree	11.63%	47.62%	10
[No Response]	75.58%	--	65
Total	100.00%	100.00%	86

Table .2

why changes to services

Question responses: **9 (10.47%)**

Please tell us why you agree or disagree with the council's proposals to increase expenditure in specific areas

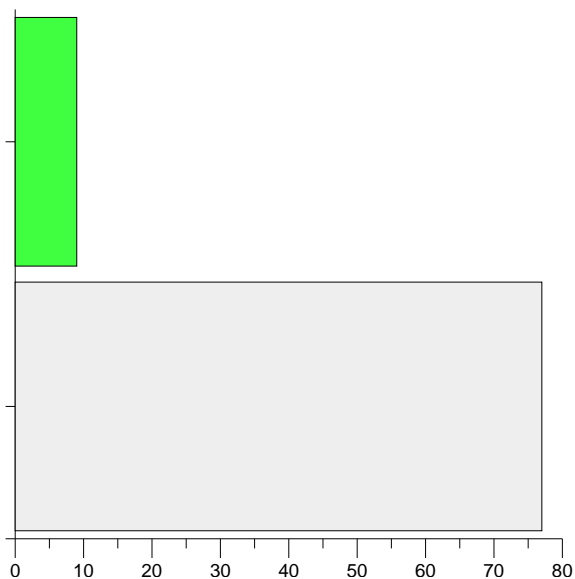


Table .1

	% Total	% Answer	Count
■ [Responses]	10.47%	100.00%	9
■ [No Response]	89.53%	--	77
Total	100.00%	100.00%	86

Table .2

fees and charges

Question responses: **79 (91.86%)**

To what extent do you agree with the council's proposed fees and charges?

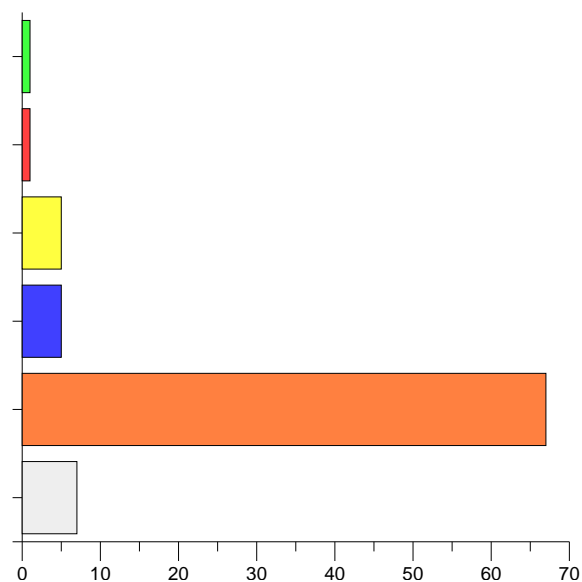


Table .1

	% Total	% Answer	Count
■ Strongly Agree	1.16%	1.27%	1
■ Agree	1.16%	1.27%	1
■ Neutral	5.81%	6.33%	5
■ Disagree	5.81%	6.33%	5
■ Strongly Disagree	77.91%	84.81%	67
■ [No Response]	8.14%	--	7
Total	100.00%	100.00%	86

Table .2

why fees and charges

Question responses: **67 (77.91%)**

Please tell us why you agree or disagree with the council's proposed fees and charges

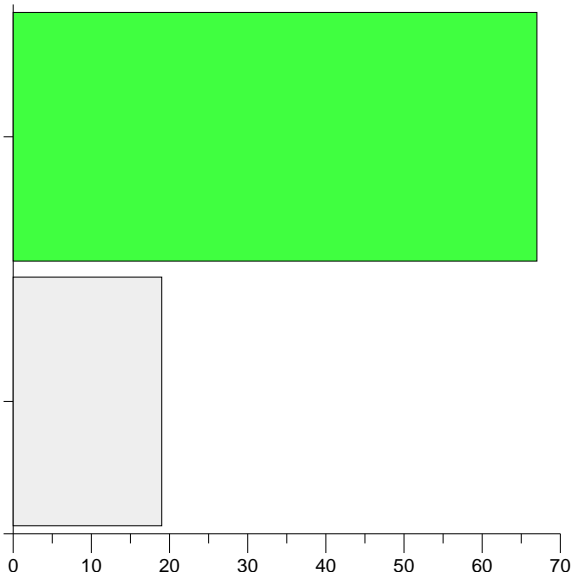


Table .1

	% Total	% Answer	Count
■ [Responses]	77.91%	100.00%	67
■ [No Response]	22.09%	--	19
Total	100.00%	100.00%	86

Table .2

Capital Spending Proposals

Question responses: 22 (25.58%)

To what extent do you agree with the council's capital spending proposals?

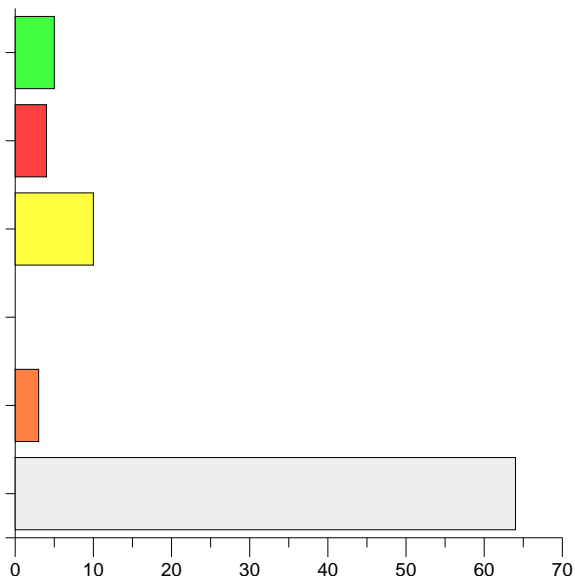


Table .1

	% Total	% Answer	Count
Strongly Disagree	5.81%	22.73%	5
Disagree	4.65%	18.18%	4
Neutral	11.63%	45.45%	10
Agree	0.00%	0.00%	0
Strongly Agree	3.49%	13.64%	3
[No Response]	74.42%	--	64
Total	100.00%	100.00%	86

Table .2

Capital Comments

Question responses: **6 (6.98%)**

Please tell us why you agree or disagree with the council's capital spending proposals

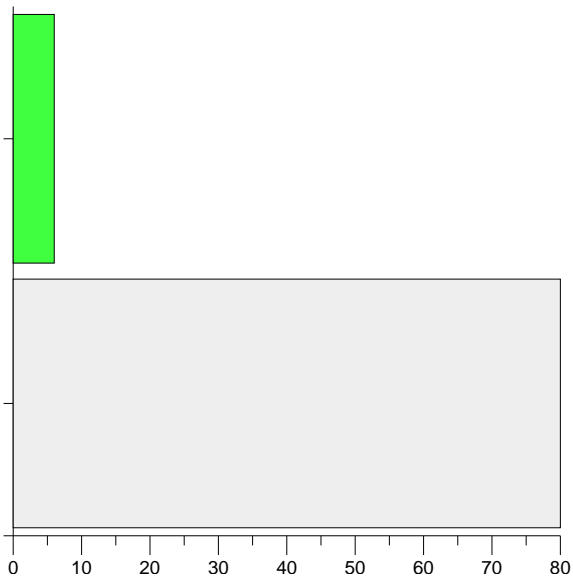


Table .1

	% Total	% Answer	Count
■ [Responses]	6.98%	100.00%	6
■ [No Response]	93.02%	--	80
Total	100.00%	100.00%	86

Table .2

Other Comments

Question responses: 11 (12.79%)

Please add any other comments

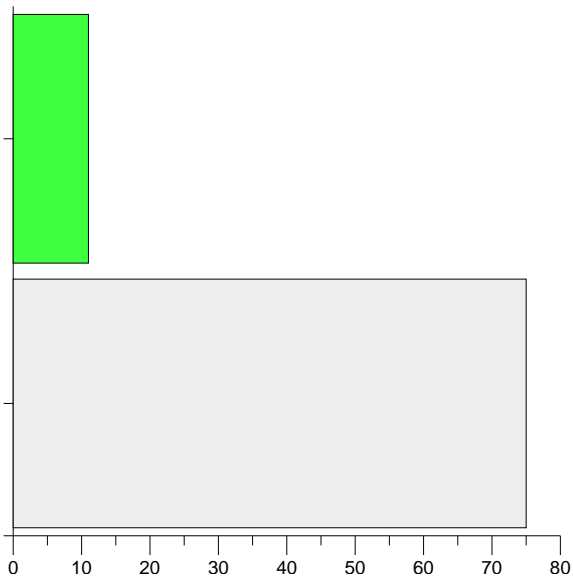


Table .1

	% Total	% Answer	Count
■ [Responses]	12.79%	100.00%	11
■ [No Response]	87.21%	--	75
Total	100.00%	100.00%	86

Table .2

Questions

Question responses: 7 (8.14%)

Please add any questions you may have

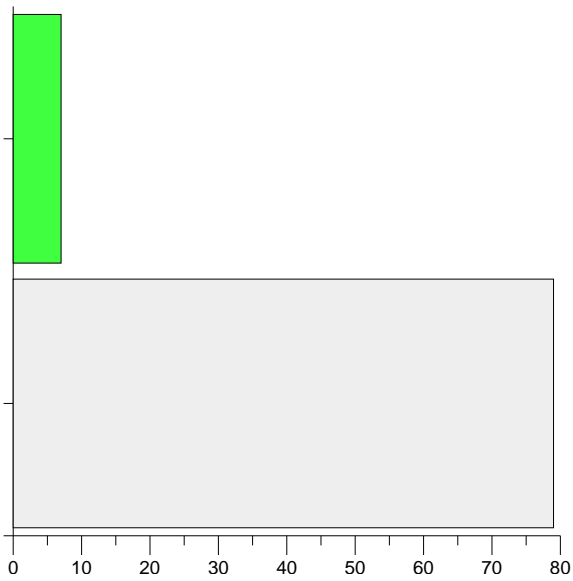


Table .1

	% Total	% Answer	Count
■ [Responses]	8.14%	100.00%	7
■ [No Response]	91.86%	--	79
Total	100.00%	100.00%	86

Table .2

Copies of this booklet may be obtained in large print, Braille, on audio cassette or in other languages.
To obtain a copy in an alternative format please telephone 01344 352000

Nepali

यस प्रचारको सक्षेप वा सार निचोड चाहिं दिइने छ, ठूलो अक्षरमा, ब्रेल वा क्यासेट सूनको लागी । अरु भाषाको नक्कल पनि हासिल गर्न सकिने छ । कृपया सम्पर्क गनुहोला ०१३४४ ३५२००० ।

Tagalog

Mga buod/ mga hango ng dokumentong ito ay makukuha sa malaking letra, limbag ng mga bulag o audio kasette. Mga kopya sa ibat-ibang wika ay inyo ring makakamtan. Makipag-alam sa 01344 352000

Urdu

اس دستاویز کے خلاصے یا مختصر متن جلی حروف، بریل لکھائی یا پھر آڈیو کیسٹ پر ریکارڈ شدہ صورت میں فراہم کئے جا سکتے ہیں۔ دیگر زبانوں میں اس کی کاپی بھی حاصل کی جا سکتی ہے۔ اس کے لیے براہ مہربانی ٹیلیفون نمبر 01344 352000 پر رابطہ کریں۔

Polish

Streszczenia lub fragmenty tego dokumentu mogą być dostępne w wersji napisanej dużym drukiem, pismem Brajla lub na kasecie audio. Można również otrzymać kopie w innych językach. Proszę skontaktować się z numerem 01344 352000.

Portuguese

Podemos disponibilizar resumos ou extractos deste documento em impressão grande, em Braille ou em audiocassete. Podem também ser obtidas cópias em outros idiomas. Por favor ligue para o 01344 352000

Responses to the Public Budget Consultation

ID	Please tell us why you agree or disagree with the proposed efficiency savings	Please tell us why you agree or disagree with the council's proposals to increase expenditure in specific areas	Please tell us why you agree or disagree with the council's proposed fees and charges	Please tell us why you agree or disagree with the council's capital spending proposals	Please add any other comments	Please add any questions you may have
60 identical responses received from taxi drivers (all but 1 quoting name and badge number)			<p>I'm a Bracknell licensed hackney taxi driver. The reasons I'm commenting is to appeal for OBJECTIONS at these 3 fees below which I'm not satisfied. Because we have raised this issue before a year ago. 1) Disclosure and Barring Service (DBS) Proposed increase from £67 to £94 WHY? My understanding is, I think the licensing department are comparing or making the same rates with West Berkshire and Wokingham (PPP). Our rate is entirely lower than theirs. DBS Should it be implemented immediately of £13 per year charge once you register as Licensing Officer Julia O'Brien mentioned at the Committee meeting held on 21 October 2021. When the actual government website they reduced the fees for DBS on the 1st October 2019 from £44 to £40 for every 3 years of renewal. In January 2020 also implemented the charge of £13 per year. Our DBS is called enhanced, I understand every council is different the way they charge. Should be only charging a small percentage of the fee, unless wanted to make extra revenue which is unfair to us. We want an explanation WHY, charge wasn't implemented? We will be requesting a "REFUND". Therefore, with the new software the system playing the part soon should be simple and quick to use. 2) VEHICLES EXTENSION. (For age of vehicles request for extension, SHOULDN'T BE CHARGEABLE of £59 at ALL. Since beginning of the pandemic NO single Hackney Licensing Officer been doing it the vehicle check for extension. Basically we're doing ourselves by taking pictures the condition in and out of our vehicle with mileage, it takes about 10 minutes to do it and emailing you with payment. Inspection fee is a Committee/Executive made decision 3 years ago by implementing without consulting us, we feel they may have been misled by licensing to vote this through. The fee has already been written into our annual fees and accounted for. We are being charged again for something that has already been in our fees. Pushed in through back door. We should not be charged anything for vehicle check and refunding process fee. Before, why were all drivers asked in questionnaire if they agreed with</p>			

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		this extra charge, if you were going to ignore the findings anyway? Another reason we have had hackney vehicle inspection every 6 months after the vehicle age is over 5 years from first registration. 3) REFUND PROCESS CHARGE OF £30 (SHOULD BE FREE OF CHARGE). Also our trade is in decline, one third left of our income. UBER killed our business completely since 2014. It started operating in our town and they haven't been paying any fees to our local authority, they are licensed by TRANSPORT FOR LONDON (TFL) and working in our borough how can be justify? We keep mentioning in every meeting for our local authority to help us by stopping them operating in our borough in the difficult times, they are jeopardise our livelihood but all you have done it is to give them an illegal grant so far. Lets hope all this will be discussed on the 24th January 2022 in the trade zoom meeting.				
7	public access to services needs to be maintained with access to people not just self serve		inflation effects all residents and any other increases will only put more pressure on spending in other parts of the council budget in supporting poorer residents			
9	Providing Open+ hours for libraries does not provide as good a service as staffed access. I prefer being able to speak to staff for help with finding books and using a computer. I have also found meeting people in libraries for events a lifeline because of feeling lonely.				To help respond to the consultation it would be useful to know what the proposed reduction in staff equals to in terms of reduction in staffed opening hours at specific libraries.	
10				I disagree with the number of staff cuts proposed.	Mental health of the elderly and vulnerable would be compromised if staff cuts are made in community.	How are you considering tackling mental health issues? Are you considering reducing hours of public meeting places such as libraries? This would have a damaging effect on

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						young, elderly and vulnerable.
64	There have been enough cuts to date and for my part the library is an important community service and services need to be maintained for the well being of many residents who use our libraries.	We need to know where the expenditure will be, as if cuts to the library services are intended, these will not be in the interests of the community.	Increase of fees will be detrimental to many people who are struggling with everyday bills and the library service is sacrosanct; meeting staff when visiting the library.		For my part the Sandhurst library and the staff is my may concern as it has helped me mentally over the years and many other people also. Sandhurst library is conveniently located and having additional open plus days would be extremely difficult for some people who rely on the groups meeting there ie. scrabble. book groups, brain gym and, of course, the talks.	Is there any likelihood of extending Sandhurst library as was considered some time ago. This would be a great asset to the library for the community and could be used for paying groups. It would also be good if toilet facilities could be reinstated and if these were to be accessed by way of card payment, tis would alleviate vandalism which, evidently, was the reason for the closure.
65	Sandhurst Library is as far as I know is well used. There are always	I have no idea what you are going to spend or what it will be on.	I have no knowledge what is being charged	Residents of Sandhurst have put up with the staff having to re-apply for	Hands off our library in Sandhurst	

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	people there when I am. There are still some clubs not back as before Covid unfortunately which many of us are missing.			their jobs over the Bracknell area even if they haven't got transport to get there. We know have staff from other parts of bracknell area, not necessarily Sandhurst who do not know Sandhurst and clients being advised to go to other libraries. We have now got volunteers. We have not much that Sandhurst has that's paid for by Bracknell and as its well used find it difficult to think it is being cut back.		
76	i disagree with the library budget cuts because the public not only use the libraries to choose books but to speak to staff for advice and information, not only on books, but on events happening in the libraries and in the villages					
77					I am concerned at the reduction of Library staff. Although fully supporting the	How soon do you intend to open the Exterior access points they do help a

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					availability of having access using the automated access points, there are many times where extra information and guidance can only be found with the librarian. For example, I can find and request books on the internet but if I want to pay the charges using my points on my Library/Bus Pass card I can only do it through the librarian. During the current COVID epidemic my wife and I being vulnerable and in our 80s, were in isolation for long periods, without the care and devotion of current library staff our lives	lot in those locations when the library has limited opening hours.

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					would have been miserable. There are not many now and what they achieve is commendable, I urge you to reconsider reducing the numbers of these excellent librarians.	
79	I am very concerned at the proposal to decrease the staffing at libraries and use more Open+ hours. Firstly, we are very aware that covid is not going away. Who will ensure users wear masks and sanitise, thus putting others at risk who are already in the library. I am also concerned for staff doing lone working, particularly in the evening at smaller branches. Two full time positions lost would cut down the amount of stockwork and deliveries to branches, which are already fewer than we used to have. Another area of concern is the total lack of path maintenance. Cars are parking across on the pavements, particularly in North Ascot. On the Forest Road, the side of the footpath leading from New Road to the Braziers Lane crossroads is becoming narrower and narrower. The verge on the righthand side leading from the Heatherwood roundabout towards Bracknell is now constantly being used as a parking area, and where it was an attractive grass area is now a huge rutted mud heap. This is not a good impression for people coming from Windsor to drive to the Lexicon. RBWM seems to be addressing these sort of issues, and have even put up notices along roads about parking on the pavements in their council area.					
82	14.01.22 Re change in library hours. Sandhurst Library I belong to one of the 5 Book Clubs at the library which give me & many others great joy. In fact it's more than a library, it's a community centre which gives so much pleasure to a vast selection of the community, not just for books, but for talks, groups re memory games, quizzes, knitting & natter, craft sessions. The elderly in particular attend a number of these events & it's really good for them. Many of these activities I presume wouldn't be available if the 'staffed' hours were cut. We are lucky to have some dedicated librarians & volunteers at Sandhurst Library, it would be sad to make them think their contribution to the community isn't appreciated. Sandhurst library is perfectly located, plenty of parking spaces, easy access through building, lovely modern open building. After a lot of effort I found the Consultation document re staffing of libraries for future two years. I appreciate the fact that you've got to balance the books, but couldn't the money saved from the libraries budget be saved from other					

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	budgets? I noticed that Emergency Housing cost a lot of money because you have to use bed & breakfast places. In the long run wouldn't it be better/more cost efficient to build somewhere in the centre of Bracknell so that people had access to shops & transport. Something in the vein of the IKEA 'Cubes' - which are like mini flats, all self contained, linked together in an attractive shape. How is a huge amount spent on Home to School transport, or am I reading that incorrectly, & why are individual taxis required to take them out of the area? If they go to the same schools, couldn't you use the mini buses like the ones used at Sandhurst Day Centre - they take several wheelchairs at a time. At present it looks as if the taxi drivers have very lucrative contracts. Dianne Sims 26 Perryhill Drive Sandhurst					
83					I regret any further degradation of Library services. We have already lost professionals, relying on unqualified and volunteers and unstaffed times. The benefits of an efficient library service to young people , the elderly , those studying at home and people making up for poor schooling are outweighed by the modest cost.	
84	Because the savings do not go far enough given the present economic realities and the constraints that they place on individuals, local and central government.	The council should be seeking to contain expenditure in all situations and quite clearly proposed expenditure levels should be evaluated on a simple scale on	Where fees and charges are concerned, there is a clear mismatch between the likely rates of inflation for the upcoming year and proposed fees - which in some cases will produce a diminished revenue in real terms. The	In the current economic climate, it is difficult to support in the short term any capital expenditure beyond the absolutely essential for 2022/23 and probably one or two years further forward. Certainly, 'pet scheme' expenditure	The proposed increase in Council Tax is unwelcome, given the freezing of income tax thresholds, the upcoming rise in National Insurance contributions and the forecast big increase in energy bills - all this against a	For context, it would be useful to see details of staff numbers, salaries and associated pension liabilities and the proposed reductions moving forward. While it is understandable that IT systems and computer equipment

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		the lines of 'absolutely essential' , 'highly desirable' , 'traditional - whether needed or not' and 'non-essential'.	council should set charges that more closely reflect the true cost of providing the service or facility in question. There should not be any element of general subsidy provided by the majority in order that a minority can enjoy that service or facility.	should be halted for the time being.	background of rising (and probably persistently high) inflation during 2022. Neither central nor local government appears willing to provide a supportive climate for business. Yet it is only through thriving local businesses - small businesses as well as larger corporations - that real wealth can be generated. We need that generation of wealth to allow public sector organizations, councils included, to have money to spend in the first place.	should be updated, where is the evidence for achieving more with less as a result of that update?
86	How can you save on already cut services, not by	Refurb your offices but cut our services	2.5% on social care, surely the NI increase covers that Cutting	Where do you think we are going to get the money to pay for	I do not agree with your proposed increase, services	Where has the money earmarked for services that have

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	asking for more money		services again but asking to pay more is stupid Take a few cuts in your own pay, perks etc	your extravagant spending plans	have been cut and we are paying for nothing Also additional payments for services that the council should provide I wonder if you live in real world as you constantly misspend our CT and have the gall to ask for more	been cut gone Where are the additional bins requested gone Why is the council constantly ignoring the wishes of the CT payers
87	As a resident and user of libraries both during staffed hours and open plus I am appalled that you are think reducing staffed hours and increasing open plus is a benefit to us. Not only do the staff hold valuable knowledge they are there to help and give assistance which is invaluable. They facilitate so many activities for all including elderly and young children. I witnessed myself the joy of a school visit whilst visiting and this is a vital link to education that your staff are able to provide. Our communities will be poorer if you make these changes. This is not increasing a service.					
90	I disagree with this because it means that valued staff will lose hours or their jobs.					
91	The council seem to be making savings at the expense of services that are required but seem to spend money on things that aren't required	The increase is in areas that don't really require. For example a chunk of money on office refurbishment is this something. A: That's needed (I	I think as there is already an NI increase of 1.25 which is supposed to cover the increase and you are proposing a 4.5% increase which is a massive increase and there is no really benefit increase and you continue to remove services or these services aren't carried out efficiently.		To propose a 4.5 % increase when in the last two years you have as a council made savings of having half the workforce WFH. Using Covid as an excuse to not supply	Why as a council do you continue to refuse to supply the services that you are paid to supply? For example: I have on two occasions requested that you maintain the trees

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	and have no benefit to the community	doubt it) B: That actually benefits the community (no it doesn't) but you cut refuse collection which is an essential services.			services that Covid wouldn't be effected as it's outside so Covid process aren't in place .	that encroach on to property and which is now covering and may cause damaged to property but your response is due to covid and we don't see it as a priority so you can do it yourself.
93	Unaware of any proposed efficiency savings.	My pension is not increasing by anywhere near the extra you are demanding. Also you have not explained why the spending is necessary.	My pension is not increasing by anywhere near the extra you are demanding.	My pension is not increasing by anywhere near the extra you are demanding. Also you have not explained why the spending is necessary.	Meanwhile our road is full of potholes (Mendip Road).	
94	Make efficiencies by (e.g.) cutting council executives salaries & expenses, and stopping acceptance of migrants. All	As a pensioner, I can't afford to subsidise any increases.	There wouldn't be any fees & charges if finances were managed properly.	Capital spending can't be justified while basic costs of living are increasing exponentially. Residents would rather have heating & food than live-	Bracknell Forest Council clearly has no understanding of how inflation is affecting residents.	What savings can be made so that council tax could be reduced, rather than compound increases being applied each year? (E.g. Having a mayor is an archaic,

ID	Please tell us why you agree or disagree with the proposed efficiency savings	Please tell us why you agree or disagree with the council's proposals to increase expenditure in specific areas	Please tell us why you agree or disagree with the council's proposed fees and charges	Please tell us why you agree or disagree with the council's capital spending proposals	Please add any other comments	Please add any questions you may have
	income should be used solely for the benefit of tax-paying residents.			streamed council meetings.		vanity luxury that should be abolished. Likewise having a chief executive on a 6-figure salary.)
96	The cost saving suggestion for libraries is detrimental to the community, it is a much needed service for everyone especially the elderly who want to see people also not just a machine for them to take out books or return books .the staff are there to help people how can the library service offer a community service if,A there's no staff or B there's no libraries its outrageous that people getting paid far to much money for the jobs they do working from home for the last 2 years can even think about this as a proposal					

Consideration of Budget Responses by Licensed taxi Drivers

Three specific comments were raised by 60 members of the taxi trade in Bracknell Forest in response to the public consultation on the Council's draft budget proposals, as set out in Annex C1. These comments have been assessed and a detailed response is provided below.

It is correct that some charges payable by licensed taxi drivers are proposed to increase in 2022/23. However, the majority of fees (56%) for 2022/23 have been reduced when compared to 21/22. A further 11% have remained the same.

In relation to the current year, taxi drivers are one of many business groups who have continued to incur fixed operating costs (e.g. licenses, insurance, MOTs) while their revenues have been reduced by Covid restrictions. This has been recognised and licensed taxi companies and drivers have each been provided with over £9,000 in grant support during 2021 by the Council through the Additional Restrictions Grant, provided by the Government to support businesses affected in this way.

The specific comments raised are set out below (in bold) with responses in italics.

1) Disclosure and Barring Service (DBS)

Proposed increase from £67 to £94 WHY? My understanding is, I think the licensing department are comparing or making the same rates with West Berkshire and Wokingham (PPP). Our rate is entirely lower than theirs. DBS Should it be implemented immediately of £13 per year charge once you register as Licensing Officer Julia O'Brien mentioned at the Committee meeting held on 21 October 2021. When the actual government website they reduced the fees for DBS on the 1st October 2019 from £44 to £40 for every 3 years of renewal. In January 2020 also implemented the charge of £13 per year. Our DBS is called enhanced, I understand every council is different the way they charge. Should be only charging a small percentage of the fee, unless wanted to make extra revenue which is unfair to us. We want an explanation WHY, charge wasn't implemented? We will be requesting a "REFUND". Therefore, with the new software the system playing the part soon should be simple and quick to use.

The Public Protection Partnership (PPP) operates under a cost recovery model with an hourly rate of £59.00. The PPP hourly rate and fees are standard across all the authorities in the partnership.

DBS checks are all being completed by West Berkshire Council's Human Resources team. HR have re-assessed their fee for the DBS itself which is now £40 plus an administration charge of £9 per check. Added to this fee is a PPP admin fee equivalent to half an hour of officer time. Officers have to arrange appointments in an office and check documents brought in and enter information on the system as well as then checking the DBS website for the result. Where a DBS is not clear it then goes to a Licencing Officer who discusses and writes a decision criteria to be agreed by a senior officer. This is charged at half an hour - £30. We therefore propose to amend the fee in 2022/23 to £79.

An enhanced DBS is required for certain roles which includes taxi/private hire drivers. This is to allow licensing authorities to find out if someone is barred by the independent safeguarding Authority from working with children or vulnerable people before issuing a licence. It allows for licensing authorities to have access to relevant information to make informed decisions before granting taxi licences. This helps provide reassurance to

customers who use taxis and private-hire vehicles which in turn is very important to the licence holder. This is standard practice across all licensing authorities for all drivers.

The DBS update service is available now and has been in place for some time. This is run by central Government. If a user registers within a month of receiving their enhanced DBS check at a cost of £13 they can renew annually at £13. A new taxi/private hire policy will be brought forward during 2022/23 and if approved, following consultation, it will recommend all drivers use this system.

2) VEHICLES EXTENSION. (For age of vehicles request for extension, SHOULDN'T BE CHARGEABLE of £59 at ALL. Since beginning of the pandemic NO single Hackney Licensing Officer been doing it the vehicle check for extension. Basically we're doing ourselves by taking pictures the condition in and out of our vehicle with mileage, it takes about 10 minutes to do it and emailing you with payment. Inspection fee is a Committee/Executive made decision 3 years ago by implementing without consulting us, we feel they may have been misled by licensing to vote this through. The fee has already been written into our annual fees and accounted for. We are being charged again for something that has already been in our fees. Pushed in through back door. We should not be charged anything for vehicle check and refunding process fee. Before, why were all drivers asked in questionnaire if they agreed with this extra charge, if you were going to ignore the findings anyway? Another reason we have had hackney vehicle inspection every 6 months after the vehicle age is over 5 years from first registration.

During the Covid-19 pandemic the inspection for a vehicle extension was based on photographs of the interior, exterior and date and time stamped speedometer showing current mileage submitted by the drivers. Normally a physical check would be undertaken by Officers and this will return in the new financial year.

When an application is received Officers are required to work through the mileage records for the previous five years based on previous vehicle inspections. Officers calculate the average yearly mileage in order to work out if the vehicle meets the "abnormally low mileage" criteria set out in the current policy. A report is prepared and sent to the Licensing Team Manager who will either approve or refuse the application. A letter confirming the outcome is sent to the driver and if granted this will include the revised Age of Vehicle expiry date.

The system is updated to reflect the decision. If the application is not successful the driver will receive a suspension letter once the current age of vehicle expiry date passes. It is estimated that this work would take an hour and it is therefore costed at £59.

The drivers have commented that they are under the impression that this fee is included in their annual fee. This is not the case. As set out above Officers are required to undertake additional processes for this check.

3) REFUND PROCESS CHARGE OF £30 (SHOULD BE FREE OF CHARGE). Also our trade is in decline, one third left of our income. UBER killed our business completely since 2014. It started operating in our town and they haven't been paying any fees to our local authority, they are licensed by TRANSPORT FOR LONDON (TFL) and working in our borough how can be justify? We keep mentioning in every meeting for our local authority to help us by stopping them operating in our borough in the difficult times, they are jeopardise our livelihood but all you have done it is to give them an illegal grant so far.

As stated above the PPP operates on a cost recovery process, the issuing of a refund takes about half an hour of work and therefore a charge needs to be attached to this activity. The fee charged is comparable with other Local Authorities.

The Licencing team wrote to the trade during the statutory consultation on variations to operators and vehicle licence fees which covered the following fees:

<i>Hackney carriage vehicle new / renewal</i>
<i>Private hire vehicle new / renewal</i>
<i>Home to School vehicle new / renewal</i>
<i>Private hire vehicle with dispensation new/ renewal</i>
<i>Temporary Vehicle Licence (issued up to 3 months Maximum)</i>
<i>Private hire operator licence new/renewal</i>

Drivers that responded to the consultation with comments about other fees not listed above were advised that these comments should be directed to the consultation on the Council's budget. Responses were not ignored as they are being dealt with in this response. The issue will also be reflected in a report going to the Licensing Committee in February.

Uber

The drivers concerns around Uber have been raised repeatedly at the Taxi Liaison meetings and also emails to the Licencing team. It has been repeatedly explained that Uber is able to operate legally in Bracknell although not licensed as an Operator with Bracknell. As such no action can be taken by the Licencing team in relation to competition. Action can only be taken against Uber drivers who do not act in accordance with their licence for example if they park illegally or are plying for hire.

Labour's Response to the 2022/23 Budget Consultation

These budget proposals reflect the very tight finances experienced by all Local Councils. The papers of the consultation are clear and, in most cases, comprehensible. These proposals have again had to be publicised for consultation before the actual Provisional Finance Settlement figures from the Government have been received. They have therefore been proposed based on past grant levels. We acknowledge the expertise and experience of the officers will have enabled accurate predictions, as has proved to be the necessary case in the last few years, due to the late publication of the Government Settlement.

Government funding for local Councils has been severely cut in recent years and past budgets have reflected streamlined departments and efficiency savings so that there is now very little 'fat' left. Indeed, the potential gap of around £3.013m or £4.877m depending on the best- or worst-case scenarios, identified in December, cannot be made by just efficiency measures. The need to include the 'best case' and worse' case figures highlight the uncertainty of future needs and costs. It looks unlikely that the Government will provide any in year extra funding to support any new pressures from Covid.

This budget, like those of the recent past, is dominated by the pressures due to Social Care Services for both adults and children. Extra Council tax can be raised to cover these costs, but this is a year when so many residents will also be funding a predicted 6% rise inflation, with huge hypes in energy bills and rent increases.

Government funding to Local Councils is said to increase by 3%, assuming all Councils raise their Council Tax to the maximum permitted level. This is to cover any future Covid-costs, funding for adult and children's social care, and the increased National Insurance payments for every employee, increased funding for Supporting Families, cyber security and.... andThe Council can raise its Tax by 2% without a referendum, an extra 1% this year and the left over 1.5% for Social Care not used last year. This 4.5 % would be proposed when residents are experiencing such financial pressures to cover living costs for their homes, their heating, their food. This cannot happen.

Every 1% rise in tax in BF is said to raise £677K. BF has many band D properties and many properties rated in higher bands. Raising the Council tax here will give a good return but in a locality with few band D properties, the money raised will be much less BUT the pressures on Social Care are the same, or worse. Using Council Tax to cover the increasing costs in Social Care is a postcode lottery. This cannot be fair and equitable. Nor can it be sustainable in the long term. Central government should resource this with adequate increased Revenue Support.

We understand the need to prioritise maintenance and trust the contingency allows for any emergency.

Priority Planned Maintenance for schools is said to be £2.353m. £2m is expected from the DFE to finance this but this leaves £353K of identified priority work not covered. Moreover, in the papers it states that due to a revised capital funding formula, there will be no DFE funding provision for Bracknell Forest for 2022/23.

If this funding is now based on the perceived 'need for school places in Bracknell', then there is unlikely to be any such funding in the next few years either. What happens to our schools in the meantime?

More information should have again be included, to explain why the Council must pay for the repairs to the Leisure Centre, Coral Reef, and the Downshire Golf Course now that Everyone Active is running them. Explaining that, in the contract, BFC decided to retain ownership of the buildings and just outsource their management, so retaining responsibility for structural issues, would help answer residents' concerns. Large sums were spent on Coral Reef roof in the last few years. Is this to be an annual requirement?

There is no mention in any of these items as their effect on reducing the carbon footprint. But surely when roofs are repaired, insulation should be checked/enhanced, and the reduction monitored.

The same is true for the replacement of fascia- items C11 and C23
The inclusion of the 'N/A' beside these items is concerning.

Hopefully the refurbishment of the housing stock -C15- will also result in improved insulation and reduced heating costs. If this is not planned, then it should be. A good use of 'Invest to Save'.

£50K seems an awful lot of money to provide reactive repairs on the Depot before it is replaced in the Spring of 2023

The need for expenditure on pages 73-77 is clearly explained and the detail included is appreciated. We support the Vehicle Monitoring System as it will hopefully end the need for Staff to deal with the traffic management issues and subsequent confrontation.

Whilst the detail included on these pages is appreciated, we condemn the detail included for the Garth Hill College Atrium Balconies and were appalled when we read it. The insurer's risk assessment should surely not have been included in public papers, nor the account of the student and the teacher.

This information is detrimental to the school and to the Council that has maintained the building for all these years.

The re-consultation on migration by the Warfield School should now have been completed and the outcome determined. This proposal predicts that the outcome will be for migration, once all the Highway changes have been explained. If this is not the case, will this £0.7m be withdrawn?

The highway maintenance seems to depend almost entirely on applying and achieving Government Grants, which mainly serve the more major roads, and developers' contributions.

Residents are also very concerned about roads nearer to their homes and trying to park near their houses. Some residents do not leave their home after 5.00pm because they will have nowhere to park on their return. There is no mention of any increased funding to provide more estate parking bays. These are so desperately

needed in the parts of BF where the houses are built in pedestrianised squares, with no driveways.

We note that £4.400m has been included to cover the expected 2% pay awards for this year and to cover the unexpected 1.75% for 2021/22; and any extra needed to cover a short fall for the 1.25% increased NI contributions, not covered by the additional grant settlement.

We ask that when contracts are renegotiated to minimise inflation, the pay and conditions of the contracted staff is also considered, so that all are paid a living wage.

We support the increase in fees and charges in line with the BF policy and are pleased to note that the inflation increase is mainly 3%. However, we are concerned that the increased rate the replacement for windows and the installation of solar panels have had their fees increased by 27% and 22.4% respectively. Similarly, their regulation certificates have increased by 14.6% and 19.9% respectively.

This is a poor example of the Council encouraging residents to improve their homes to reduce the carbon footprint.

It would have been a very positive headline to announce that these fees are being subsidised by the Council, to encourage the uptake by residents, so supporting carbon reduction.

The promised government review into Business Rate Retention has not happened. This is probably good news for BF as the Council has benefitted from the present arrangement. The big multinational company that presently pays its rates to BF -£4m of support to the revenue budget a year - has not yet joined the Central Rating list, so BF will still benefit this year.

The huge 'windfalls' achieved by the Bracknell Forest Director of Finance in the past years from the Berkshire Wide Business Rates pilot is not mentioned in these papers. However, without winning the bid to run this pilot, the Council would not have been able to bank these bonuses, to support this and future budgets.

We understand about Spending on Schools being ring fenced.

Although, schools will receive an average increase in funding of about 2.8% per pupil, schools are still experiencing huge financial pressures and will have to provide the extra 1.25% NI for all their employees.

The big deficits come from trying to support the High Needs Block. Expenditure has been greater than income for several years, and whilst there is an increase of £1.56m to £20.7m the forecast for spending this year is £7.5m. This comes as a result of more students needing support and with greater complexity of need, often not available with in Bracknell forest. The overall deficit for this provision by 2023 is predicted to be £20m

The Government has previously stated that this accrued deficit is not a liability on the council and remains a DFE responsibility. Now, however, this underwriting is said to be just a three- year time limit period to enable the Council to plan to manage the debt from their own resources- by April 2023. £20m in a year! No time scale for the repayment or how the money will be found is known.

No plans were presented to the latest School's Forum- indeed no papers on this were presented at all. Was this an oversight?

We understand most of the high costs come from educating our young HN children out of the borough because BF does not have enough suitable placements. We support the work being done to enable more placements in BF for both primary and secondary children. If the provision is right, this must be better for the child as well as reducing costs in transport and charges. Will this be enough? The Home e to School Transport costs is predicted to be at least £650K. It states that the High Needs deficit is to be funded from the Schools Earmarked Reserves, but last year there were no funds in the Schools' Reserves. Has this changed?

This is a National Crisis and more money from central government is desperately needed to support Special Education. The Government's promised SEN review is urgently needed.

We welcome the contribution to the schools' budget of £182K to reduce the pressure on all our existing schools to finance the new builds as stated, but see this is included in the 2023/24 column?

Several of the one-year initiatives included last year have now been removed but surely, they still need funding as the issues themselves have not gone away.: - Staff retention initiatives; support for the local economy; mental health issues; climate change/carbon reduction initiatives
No funding seems to be included for the Youth Facility at Braccan Walk. How will this be funded?
We do not think this is yet open for use but would dearly like a visit if it is. This Youth Hub is very much welcomed.

We celebrate the reduced cost of recycling as a result of the superb response by Bracknell Forest residents to the Food Waste collection'
Why is there still £60 included for the Bracknell Town Council Neighbourhood plan when this happened last year and has been removed from this year's budget, but added again for next year?

The reduction in the NEET prevention budget is concerning as this is so valued by the schools and the outcomes are positive. After the experience of Covid, I think this support and expertise is even more important for our vulnerable young people.

The Welfare support of £327K and the Council Tax Support of £500K
Is added then removed on page 101, so I guess this means both have gone.
This is difficult to understand.
Are these provided elsewhere?

We note that more staff are being employed to fill gaps in expertise, but some vacant posts are no longer being funded, mostly in the IT department. Some 4/5 staff will face redundancy because it is said their skills are no longer needed to support the new operating model. Can training not be offered for them to work elsewhere?

There is also an Initial Equalities Screening Record Form describing the transfer of the Libraries to 'Community Management' to reduce the cost. Certainly, this has been kept very quiet and no discussion had so far with the Labour members, if with others. Real consultation was held a few years ago when the future of the libraries was threatened. Meetings were held in each community and the Executive member and the officers were there to explain the plans and listen to the residents. All the arguments included in this form are those presented by the residents at that time and support the reason the libraries should not be run by Community Managements. - reduced service, reduced activities, reduced support. We passionately oppose this proposal. We cannot find it anywhere else in the budget so how would anyone know this is being suggested. Not many residents would make it all the way to these pages, tucked at the back. This is certainly not being transparent.

There is also a suggestion in these Equality Screening papers about the closure of the R-Bus. This is a door-to-door service for adults with learning difficulties, all known to CTPLD. Users can use it at any time Monday – Friday until 9:30 pm, to attend organised groups or individual activities, reducing social isolation and loneliness. This also takes pressure of their careers and provides respite. We understand the use of this bus many have been negligible in the past two years because of COVID but surely Bracknell Forest can afford to support this provision.

Also included in these papers is the proposal to relinquish the Zone Youth Centre for letting and to provide a session in an alternative location in a nearby Community Centre. This is in a public document out for consultation and yet no one has had the decency to consult those who run the said Community Centre. Apparently, this document should never have been included in the budget papers. A truly unnecessary cause of stress and concern.

The biggest pressures are, as always from Adult Social Care Costs and Children Looked. The uncertainty of these budgets is reflected in the difference of the best and worse case for the Children Looked After provision. The 'worse case' is almost double the 'best case'.

The £71K addition to the Schools Budget shows the Council is again having to pick up the cuts from central government- this time to replace the funding to support vulnerable pupils.

We support the proper funding for the Family Group Conferences as these prevent expensive future expenditure.

We also support every effort to avoid the use of bed and breakfast accommodation for emergency housing.

The one-off schemes including to consider moving the library, a new Leisure centre, the biodigester, are all to be supported.

The one Savings Proposal that demands a response, is the proposal to cut the library staff by 2,2 full time equivalent by increasing the number of Open+ hours. The Inequalities Screening Form on library changes included in these papers explains

why this must be opposed. The Librarians provide a welcome to so many of our residents. They run 'story time' and 'book clubs. They encourage a love of reading in all who visit. Entering an empty building to change a book serves some of our residents but not those who see the library as the hub of the community. All libraries will be affected, There is no separate Inequalities Screening form for this included, although staff will be made redundant- another error!

Heathlands will be a very welcome provision

The Social Care Resourcing Campaign to attract permanent staff and reduce the reliance on agency workers is welcome for the good of all our clients, as well as for the budget.

At the last Council meeting, the Council were told that £180K had been allocated towards a Financial Hardship Fund. I can find no mention of this in the budget, but it will certainly be needed.

There is no mention of £76K to support South Hill Park, but we assume this is because there is no change and the funding remains.

We are fully aware that balances can only be used once but the balances are large and some of the above decisions will certainly unnecessarily affect the quality of life of our residents.

The Council Tax will have to be raised to cover the NI contributions and the Social Care demands, but it cannot be raised the full 4.5%. Many of our residents will find this next year incredibly hard. We need to ensure support is available and well publicised.

Mary Temperton

CENTRAL - CHIEF EXECUTIVE'S OFFICE

Description Impact	2022/23 £'000	2023/24 £'000	2023/25 £'000
Equalities and Engagement Small reductions in budgets for publicity and marketing, licences, community centre equipment and other fees for bought in services.	-5		
Communications and Marketing Reduction in the photography/ videography budget for the central communications and marketing team.	-2		
Devolved Staffing Budget Increasing the devolved staffing budgets (DSB) to reduce the required Managed Vacancy Factor (MVF) to 1% and to address additional pressures as the current budget level is unsustainable.	3		
CENTRAL - CHIEF EXECUTIVE'S OFFICE TOTAL	-4	0	0

CENTRAL – RESOURCES

Description Impact	2022/23 £'000	2023/24 £'000	2023/25 £'000
<p>Audit Reduction in the budget for external audit support, which offsets the pressure of the creation of an in-house Senior Auditor.</p>	-51		
<p>Revenues Deletion of the bankruptcy budget, which has been consistently underspent.</p>	-11		
<p>Revenues Future expenditure for council tax new burdens support will be partly offset by grants.</p>	-4		
<p>Revenues The annual cost of printing Council tax bills has been below budget in recent years. The proposed saving also reflects a system change that will enable customers to access their accounts and print bills themselves. This will be communicated to residents when the changes have been fully tested and will operate on an “opt in” basis.</p>	-20		
<p>Human Resources Use of the new collaboration space in Time Square for staff award ceremonies, removing the need for budget to meet external room hire costs.</p>	-2		
<p>Business Improvement District Income will be received for support services provided to the Bracknell BID.</p>	-13		
<p>Revenues Reduction in banking charges reflecting the 2020/21 out-turn position, considering additional gov.uk charges.</p>	-5		
<p>Resources Small reductions in budgets for transport, mileage, public transport etc. to reflect spend in recent years across the Department.</p>	-7		
<p>Organisational Development Reduction in the core training budget, to be supplemented by drawing down from reserves held for training. Use of training budgets is being driven by the results of a recent survey of managers and staff on learning and development needs. In addition, there will be a further £15k reduction in training budgets due to commitments linked to the agreed centralisation of training budgets in 2021/22.</p>	-25		
<p>Resources Reductions in various supplies and services budgets across the Department to reflect spend in recent years.</p>	-17		

Description Impact	2022/23 £'000	2023/24 £'000	2023/25 £'000
Treasury Reduction in supplies and services budgets following a review of services provided by external advisors.	-10		
Council Contracts Review of council wide contracts, and opportunities.	-1		
Audit Creation of in-house Senior Audit Post. The pressure will be accommodated within overall existing budgets as a transfer of function from external to internal resources, the pressure is therefore offset by corresponding saving.	51		
Technical Accountancy Above inflationary Increase in computer software/maintenance & licence costs - Agresso, MHR Pension, PTX/Bottomline. Pressure partly carried forward from previous years when it has been covered by savings in other budgets which are no longer available.	39		
Insurance Cyber insurance is no longer perceived as the most appropriate risk mitigation for the cyber risk. Budget will now be utilised to procure consultancy to assist in developing resilience and response plans.	55		
Revenues Reduction in council tax costs recovered budget to reflect actual sums received.	30		
Devolved Staffing Budget Increasing the devolved staffing budgets (DSB) to reduce the required Managed Vacancy Factor (MVF) to 1% and to address additional pressures as the current budget level is unsustainable.	198		
ADDITIONAL PROPOSALS SINCE DECEMBER			
Revenues Payments of £100 to households in receipt of Council Tax support (households paying council tax on lowest incomes). This will be funded from Covid-19 grant previously transferred into Earmarked Reserves.	320	-320	
Finance An academy conversion will result in lost income for the Finance service.	4		
CENTRAL – RESOURCES TOTAL	531	-320	0

CENTRAL – PLACE, PLANNING & REGENERATION

Description Impact	2022/23 £'000	2023/24 £'000	2023/25 £'000
<p>Development and Adoptions The costs of street naming and numbering have been met from income received from developers in prior years allowing the maintenance budget to be reduced.</p>	-10		
<p>Place, Planning & Regeneration Various departmental budgets are consistently underspent.</p>	-20		
<p>Town Centre Redevelopment Legacy budget 'Small area plans/TC Strategy' consistently underspent.</p>	-15		
<p>Highways and Transport The new transport model will provide an opportunity for the Council to simply generate outputs for developers, including indications of suitable mitigation work on the highway. This service would be an additional option to the current purchased licenses which enable developers to access and use the model themselves. Indications are that developers would be keen to pay for this specialist service as it would be more efficient.</p>	-50		
<p>Horseshoe Lake Heads of terms agreed on rental fee for use of Horseshoe Lake by the provider. Residual costs to be met for some aspects of building, but the site will return net income from 2022-23.</p>	-10		
<p>The Look Out With Phase One transformation complete, net positive trading, (where the service covers both its cash and non-cash costs) will move a step closer in 2022/2023. Additional income potentially greater in successive years, subject to Phase Two transformation being completed.</p>	-50	-50	-50
<p>Planning Conservation & Heritage advice is provided by an external specialist consultant, there is insufficient budget to support this advice. The Council is required to have suitably qualified expertise available in dealing with heritage matters – particularly where they affect statutorily listed heritage assets.</p>	30		
<p>Transport Strategy Above inflation increases to repairs and maintenance costs due to the new traffic signal maintenance contract.</p>	25		

Description Impact	2022/23 £'000	2023/24 £'000	2023/25 £'000
Devolved Staffing Budget Increasing the devolved staffing budgets (DSB) to reduce the required Managed Vacancy Factor (MVF) to 1% and to address additional pressures as the current budget level is unsustainable.	314		
Digital Infrastructure Group Berkshire authorities employ a small team in West Berkshire which is currently only funded until March 2022.	40		
ADDITIONAL PROPOSALS SINCE DECEMBER			
Revenues Her Majesty the Queen celebrates her Platinum Jubilee in 2022 and it is proposed to commemorate this with a programme of events across the Borough, with a key focus on the Lexicon which she visited in October 2018. Full details are still being worked on, with an indicative one-off budget allocation of £0.055m being proposed, to be funded from Earmarked Reserves.	55	-55	
CENTRAL – PLACE, PLANNING & REGENERATION TOTAL	309	-105	-50

DELIVERY

Description Impact	2022/23 £'000	2023/24 £'000	2023/25 £'000
On / Off Street Parking The income budget for 2021/22 was reduced by this value to recognise the impact of Covid-19 on the amount of income car parking would generate during the year. This saving is reinstating that reduction.	-777		
Committee Ongoing underspends in the Licences & Reprographics budgets.	-2		
Electoral Registration Ongoing underspends in the licences budget and new Electoral Management System contract.	-3		
Members & Mayoralty Ongoing underspends in the Photography, Publicity, Hospitality, Reprographics, Stationery and Publications budgets.	-5		
ICT This saving reflects the reduced resources required to support services and implement new ones following the transfer of these functions to the 'Cloud'.	-90	-90	
Libraries Reduction in the stock fund and deletion of vacant posts.	-84		
Digital Services Reduction in consultancy budget, reflecting that the Website redevelopment will have been completed by 2022/23 and we will have a reduced reliance on specialist expertise to support Drupal developments.	-25		
Asset Review / Corporate Landlord Model Target to reduce costs and increase income from use of operational property assets.	-50		
Health & Safety Deletion of a vacant H&S Adviser role	-8		
Council Contracts Review of council wide contracts, and opportunities.	-41		
Cemetery & Crematorium Budgeted income to be revised to expected forecast level.	50		
ICT As part of the migration of software and support to the cloud several system replacements and upgrades will be necessary and additional software licences purchased in the short term, pending rationalisation of systems and data storage.	265	-150	-150

Description Impact	2022/23 £'000	2023/24 £'000	2023/25 £'000
Home to School Transport Increased cost due to additional number of pupils, transportation to new schools outside of the borough and the cost of single occupancy taxis.	650		
Leisure Contract Management Fee Covid-19 has had a major impact on the opening and attendance at the leisure facilities and these are not expected to fully return to normal during 2022/23. The Management Fee will therefore be reduced by £0.150m and repaid by an additional payment of £0.030m above the agreed contract for 5 years.	150	-180	
Waste Management Due to a national shortage of HGV drivers Suez (the Council's Waste collection contractor) intends to pay a 'Retention and Recruitment' bonus to help alleviate the problem of recruiting and retaining staff, which the Council will part fund.	15		
Devolved Staffing Budget Increasing the devolved staffing budgets (DSB) to reduce the required Managed Vacancy Factor (MVF) to 1% and to address additional pressures as the current budget level is unsustainable.	514		
ADDITIONAL PROPOSALS SINCE DECEMBER			
Borough Greening Additional capital and revenue funding will support the Council's work on 'greening the Borough' through deep cleaning, changes to vegetation, the removal of dead plants, plus the planting of new, hardier plant stock in line with the Council's climate change strategy. The revenue impact is estimated to be £0.025m	25		
DELIVERY TOTAL	584	-420	-150

PEOPLE

Description Impact	2022/23 £'000	2023/24 £'000	2023/25 £'000
<p>Heathlands nursing home New care home to open in early 2022. The Council will have a contract for 36 of these beds which will be provided at a competitive price.</p>	-193	-14	
<p>Homecare framework contract A new framework contract for homecare services will be established from 1 April. This will include a new flat rate which, whilst ensuring the providers currently paid a lower rate receive an increase, overall should have a beneficial impact on the budget.</p>	-124		
<p>Surplus budgets Based in prior year-outturns, budgets have been reduced where there are recurrent underspends or the action to achieve the saving has already been completed in prior years.</p>	-115		
<p>Lease of properties to registered providers Negotiation of leases of Council-owned properties to registered providers to provide supported housing.</p>	-20		
<p>Automation of business support Recording of conferences</p>	-15		
<p>Income from schools A number of new Service Level Agreements will be offered to schools.</p>	-5		
<p>Council Contracts Review of council wide contracts, and opportunities.</p>	-8		
<p>Adult Social Care Costs This represents the pressure on care packages. It has been calculated by taking current costs. The pressure also includes an estimate of the costs arising from young people turning 18 and transferring into Adult Social Care.</p>	1,664		
<p>Children Looked After This represents the pressure on care and accommodation charges. It has been calculated by taking current costs and estimating changes for the remainder of the financial year, including an anticipated reduction from young people turning 18 and transferring into Adult Social Care.</p>	1,194		
<p>Forestcare Unexpected costs have arisen this year, including increased office rental and ICT costs. In addition, income has reduced due to some contracts not being renewed. These pressures are expected to be for one year only whilst further work is carried out to move this trading account to a sustainable position.</p>	153	-153	

Description Impact	2022/23 £'000	2023/24 £'000	2023/25 £'000
<p>Adults Assistive Equipment and Technology The equipment budget has consistently overspent in prior years due to increased use of equipment to facilitate people with care needs remaining at home. There are likely to be further pressures on the budget in the coming months due to inflation on shipping and material costs.</p>	132		
<p>Schools Budget The Department for Education are reducing by 20% per annum grant support for a range of areas supporting vulnerable pupils, such as education support for children looked after. Additionally, an academy conversion will result in lost income.</p>	71		
<p>Fostering Training for new carers to provide a strong pool of in-house foster carers to support good outcomes for children and young people.</p>	25		
<p>Adoption Cost allocation of the regional adoption service is through an agreed formula based on the proportion of adoptions by each local authority over the previous 3 years.</p>	11		
<p>School Standards Income Income generation has been below target for 3 years and is not expected to increase.</p>	24		
<p>Family Group Conferences An external review has confirmed a strong link from Family Group Conferences and future cost avoidance. There is a long-standing overspending which it is proposed is funded.</p>	24		
<p>Devolved Staffing Budget Increasing the devolved staffing budgets (DSB) to reduce the required Managed Vacancy Factor (MVF) to 1% and to address additional pressures as the current budget level is unsustainable.</p>	1,239		
ADDITIONAL PROPOSALS SINCE DECEMBER			
<p>SEN Team Since March 2021 the SEN Team establishment has been under review and subject to a restructure project. A demand modelling review has taken place to ensure the new structure meets the service demands and needs of the next 3-5 years, however the new structure model will mean an increase in the base budget of this team in the region of £180,000.</p>	180		
PEOPLE TOTAL	4,237	-167	0

COUNCIL WIDE

Description Impact	2022/23 £'000	2023/24 £'000	2023/25 £'000
Interest Due to cash balances remaining healthy, an underspend on interest payments in the current year is expected to be maintained during 2022/23. The projected saving also includes expected incoming interest from loan notes to the Bracknell Forest Cambium Partnership (the property Joint Venture between the Council and Countryside Properties) reflecting both the Coopers Hill site value and the Councils contribution to development costs.	-400		
Essential Car Users Review of essential car users across the Council.	-20	-30	
ADDITIONAL PROPOSALS SINCE DECEMBER			
Earmarked Reserves Transfers from Earmarked Reserves to fund a £100 reduction in Council tax bills for households in receipt of Council Tax support in 2022/23 (-£0.320m) and the Queen's Platinum Jubilee celebrations (-£0.055m)	-375	375	
COUNCIL WIDE TOTAL	-795	345	0

TREASURY MANAGEMENT REPORT

- 1.1 The Local Government Act 2003 requires the Council to “have regard to” the Prudential Code and to set Prudential Indicators for the next three years to ensure that the Council’s capital investment plans are affordable, prudent and sustainable.
- 1.2 The Council is required to operate a balanced budget, which broadly means that cash raised during the year will meet cash expenditure. Part of the treasury management operation is to ensure that this cash flow is adequately planned, with cash being available when it is needed. Surplus monies are invested in low risk counterparties or instruments commensurate with the Council’s low risk appetite, providing adequate liquidity initially before considering investment return.
- 1.3 The second main function of the treasury management service is the funding of the Council’s capital plans. These capital plans provide a guide to the borrowing need of the Council, essentially the longer-term cash flow planning, to ensure that the Council can meet its capital spending obligations. This management of longer-term cash may involve arranging long or short-term loans, or using longer-term cash flow surpluses. On occasion, when it is prudent and economic, any debt previously drawn may be restructured to meet Council risk or cost objectives.
- 1.4 The contribution the treasury management function makes to the authority is critical, as the balance of debt and investment operations ensure liquidity or the ability to meet spending commitments as they fall due, either on day-to-day revenue or for larger capital projects. The treasury operations will see a balance of the interest costs of debt and the investment income arising from cash deposits affecting the available budget. Since cash balances generally result from reserves and balances, it is paramount to ensure adequate security of the sums invested, as a loss of principal will in effect result in a loss to the General Fund Balance.
- 1.5 CIPFA defines treasury management as:

“The management of the local authority’s borrowing, investments and cash flows, its banking, money market and capital market transactions; the effective control of the risks associated with those activities; and the pursuit of optimum performance consistent with those risks.”

Capital Strategy

The CIPFA revised 2017 Prudential and Treasury Management Codes requires all local authorities to prepare a capital strategy report, which will provide the following:

- a high-level long term overview of how capital expenditure, capital financing and treasury management activity contribute to the provision of services
- an overview of how the associated risk is managed
- the implications for future financial sustainability

The Council published its Capital Strategy in 2019. It has been reviewed by officers and will be updated for 2022/23 to be reviewed by Governance and Audit Committee before being published. If any non-treasury investment sustains a loss during the final accounts and audit process, the strategy and revenue implications will be reported through the same procedure as the capital strategy.

Treasury Management reporting

The Council is currently required to receive and approve, as a minimum, three main treasury reports each year, which incorporate a variety of policies, estimates and actuals.

a. Prudential and treasury indicators and treasury strategy (this report) -

The first, and most important report is forward looking and covers:

- the capital plans, (including prudential indicators);
- a minimum revenue provision (MRP) policy, (how residual capital expenditure is charged to revenue over time);
- the treasury management strategy, (how the investments and borrowings are to be organised), including treasury indicators; and
- an investment strategy, (the parameters on how investments are to be managed).

b. A mid-year treasury management report – This is primarily a progress report and will update members on the capital position, amending prudential indicators as necessary, and whether any policies require revision.

c. An annual treasury report – This is a backward looking review document and provides details of a selection of actual prudential and treasury indicators and actual treasury operations compared to the estimates within the strategy.

1.6 The above reports are required to be adequately scrutinised before being recommended to the Council. This role is undertaken by the Governance and Audit Committee.

1.7 There are no substantial changes to the Treasury Strategy to be adopted in 2022/23. CIPFA's proposed changes to the Prudential Code have sparked a great deal of debate in the local government sector, with the Local Government Association requesting that their introduction be held back, pending further clarifications being formally issued. As a consequence, the proposed changes, particularly those potentially impacting on existing commercial property holdings, are not yet cast in the Code as it currently stands. The Council is, however, complying with proposed new requirement to split the Capital Financing Requirement into assets held for service purposes and others held for investment purposes, which is purely presentational and adds transparency.

1.8 The Treasury Management Strategy for 2022/23 covers two main areas:

Capital issues

- the capital expenditure plans and the associated prudential indicators;
- the minimum revenue provision (MRP) policy.

Treasury management issues

- the current treasury position;
- treasury indicators which limit the treasury risk and activities of the Council;
- prospects for interest rates;
- the borrowing strategy;
- policy on borrowing in advance of need;
- debt rescheduling;
- the investment strategy;
- creditworthiness policy; and

- the policy on use of external service providers.

These elements cover the requirements of the Local Government Act 2003, the CIPFA Prudential Code, MHCLG MRP Guidance, the CIPFA Treasury Management Code and MHCLG Investment Guidance.

The Capital Prudential Indicators 2022/23 – 2024/25

The Local Government Act 2003 requires the Council to adopt the CIPFA Prudential Code and produce prudential indicators. Each indicator either summarises the expected capital activity or introduces limits upon that activity and reflects the outcome of the Council's underlying capital appraisal systems. Within this overall prudential framework there is an impact on the Council's treasury management activity – as it will directly impact on borrowing or investment activity and as such the Treasury Management Strategy for 2022/23 to 2024/25 complements these indicators.

The Council's capital expenditure plans are the key driver of treasury management activity. The output of the capital expenditure plans is reflected in the prudential indicators, which are designed to assist members' overview and confirm capital expenditure plans.

The Capital Expenditure Plans

The Council's capital expenditure plans are summarised below, and this forms the first of the prudential indicators. A certain level of capital expenditure is grant supported by the Government; any decisions by the Council to spend above this level will be considered unsupported capital expenditure. This capital expenditure needs to have regard to:

- Service objectives (e.g. strategic planning);
- Stewardship of assets (e.g. asset management planning);
- Value for money (e.g. option appraisal);
- Prudence and sustainability (e.g. implications for external borrowing and whole life costing);
- Affordability (e.g. implications for the council tax);
- Practicality (e.g. the achievability of the forward plan).

The revenue consequences of capital expenditure, particularly the unsupported capital expenditure, will need to be paid for from the Council's own resources. This capital expenditure can be paid for immediately (by applying capital resources such as capital receipts, capital grants, or revenue resources), but if these resources are insufficient any residual capital expenditure will add to the Council's borrowing need.

The key risks to the plans are that the level of Government support has been estimated and is therefore maybe subject to change. Similarly some estimates for other sources of funding, such as capital receipts, may also be subject to change over this timescale. For instance anticipated asset sales may be postponed due to external factors such as the impact of the wider economy.

The Council is asked to approve the summary capital expenditure projections below and to note the out-turn position reported to the Executive and approved on the 25th August 2020.

Capital Expenditure	2022/23 Estimate £000	2023/24 Estimate £000	2024/25 Estimate £000
Capital Expenditure	16,311	7,231	4,767
Commercial Activities	0	0	0
Financed by:			
Capital receipts	3,250	3,000	3,000
Capital grants & Contributions	7,037	2,820	2,340
Net financing need for the year	6,024	1,411	-573

The Council's Borrowing Need (the Capital Financing Requirement)

The second prudential indicator is the Council's Capital Financing Requirement (CFR). The CFR is simply the total outstanding capital expenditure which has not yet been paid for from either revenue or capital resources. It is essentially a measure of the Council's underlying borrowing need. The capital expenditure above which has not immediately been paid for will increase the CFR. Due to the nature of some of the capital expenditure identified above (ie grant), an element will be immediately impaired or will not qualify as capital expenditure for CFR purposes. As such the net financing figure above may differ from that used in the CFR calculation. The CFR does not increase indefinitely, as the minimum revenue provision (MRP) is a statutory annual revenue charge which broadly reduces the indebtedness in line with each assets life, and so charges the economic consumption of capital assets as they are used.

The Council is required to pay off an element of the accumulated General Fund capital spend each year through a revenue charge (the Minimum Revenue Provision - MRP), although it is also allowed to undertake additional voluntary payments (VRP). No additional voluntary payments are planned.

Annex E(i)

The Council is asked to approve the CFR projections below:

£m		2020/21	2021/22 Estimate	2022/23 Estimate	2023/24 Estimate
Capital Financing Requirement					
CFR – services		128,975	141,099	149,395	153,707
CFR - Commercial activities/ non-financial investments		85,627	85,115	84,591	84,055
Total CFR		214,602	226,214	233,986	237,762
Movement in CFR		3,013	11,612	7,772	3,776

Movement in CFR represented by					
Net financing need for the year (above)		680	9,186	5,220	804
Less MRP/VRP and other financing movements		2,333	2,426	2,552	2,972
Movement in CFR		3,013	11,612	7,772	3,776

MRP Analysis					
MRP		1,365	1,458	1,718	1,929
VRP		501	512	524	536
Other Financing Repayments		467	456	310	507
MRP		2,333	2,426	2,552	2,998

CLG Regulations have been issued which require full Council to approve an MRP Statement in advance of each year. The Council is recommended to approve the MRP Statement attached in Annex E(ii)

Minimum Revenue Provision (MRP) Policy Statement

The concept of the Minimum Revenue Provision (MRP) was introduced when the Local Government Capital Finance System was changed on 1 April 1990. This required local authorities to assess their outstanding debt and to pay off an element of the accumulated General Fund capital spend each year (the CFR) through a revenue charge (MRP)

Department for Local Government & Communities (DCLG) issued regulations in 2008 which require a local authority to calculate for the current financial year an amount of MRP which it considers “prudent”. The broad aim of a prudent provision is to ensure that debt is repaid over a period that is reasonably commensurate with that over which the capital expenditure provides benefits or in the case of borrowing supported by government, reasonably commensurate with the period implicit in the determination of the grant. The Council can choose to charge more than the minimum.

Further statutory guidance on MRP was issued by Government on 2 February 2018, which largely becomes effective from 1 April 2019. The exception related to the section allowing local authorities to change their approach to calculating MRP at any time, which took effect immediately. A key part of the updated guidance clarified that the duty to make MRP extends to investment properties where their acquisition has been partially or fully funded by an increase in borrowing or credit arrangements.

In order to minimise the impact on the revenue budget whilst ensuring that prudent provision is made for repayment of borrowing, the Council moved from the equal instalments method to the annuity method in calculating the annual charge over the estimated life of the asset from 1st April 2017. A variety of options are provided to councils under the regulations and guidance, so long as there is a prudent provision. Having sought advice from Counsel on permissible approaches following the revised guidance, the Executive Director:Resources recommends that Council approves the following MRP Statement.

- For capital expenditure incurred before 1 April 2008 or which in the future will be Supported Capital Expenditure, the MRP policy will be:

Based on CFR – MRP will be based on the CFR. This option provides for an approximate 4% reduction in the borrowing need (CFR) each year.

- From 1 April 2008 for all unsupported borrowing (including PFI and finance leases but excluding CPIS expenditure) the MRP policy will be:

Asset life method - MRP will be based on the annuity basis, in accordance with the regulations. Repayments included in annual PFI or finance leases are applied as MRP.

- For assets purchased under the Commercial Property Investment Strategy (CPIS) the MRP policy will be:

Partial deferral method – MRP will be charged at 10% of the property value over a 15 year period to reflect a realistic level of value risk, on the basis that the properties will typically be held for a period of no greater than around 10 to 20 years.

- For all other capital expenditure funded from borrowing where there is an intention to repay the borrowing from future related receipts (including loans to companies wholly or partly owned by the Council) and there is a strong likelihood that this will happen, the MRP policy will be:

Deferral method - MRP will be deferred and the liability repaid through future capital receipts from disposing of the asset or loan repayments from third parties

There will be a presumption that capital receipts will be allocated to the appropriate assets in relation to the constraints of the medium term financial strategy.

The actual charge made in the year will be based on applying the above policy to the previous year's actual capital expenditure and funding decisions. Therefore the 2022/23 charge will be based on 2021/22 capital out-turn.

MRP Overpayments

A change introduced by the revised MHCLG MRP Guidance was the allowance that any charges made over the statutory minimum revenue provision (MRP), voluntary revenue provision or overpayments, can, if needed, be reclaimed in later years if deemed necessary or prudent. In order for these sums to be reclaimed for use in the budget, this policy must disclose the cumulative overpayment made each year. Up until the 31 March 2021 the total VRP overpayments are expected to be £1.502m.

TREASURY MANAGEMENT STRATEGY STATEMENT

The Treasury Management service is an important part of the overall financial management of the Council's affairs. The prudential indicators in Annex E(i) consider the affordability and impact of capital expenditure decisions, and set out the Council's overall capital framework. The Treasury Management service considers the effective funding of these decisions. Together they form part of the process which ensures the Council meets its balanced budget requirement under the Local Government Finance Act 1992.

The Council's treasury activities are strictly regulated by statutory requirements and a professional code of practice - 2011 revised CIPFA Treasury Management in Public Services Code of Practice and Cross Sectoral Guidance Notes ("the CIPFA TM Code"). This Council has adopted the revised Code.

As a result of adopting the Code the Council also adopted a Treasury Policy Statement. This adoption is the requirement of one of the prudential indicators.

The Code of Practice requires an annual strategy to be reported to Council outlining the expected treasury activity for the forthcoming 3 years. A key requirement of this report is to explain both the risks, and the management of the risks, associated with the treasury service. A further treasury report is produced after the year-end to report on actual activity for the year, and a new requirement of the revision of the Code of Practice is that there is a mid-year monitoring report.

This strategy covers:

- The Council's debt and investment projections;
- The Council's estimates and limits on future debt levels;
- The expected movement in interest rates;
- The Council's borrowing and investment strategies;
- Treasury performance indicators;
- Specific limits on treasury activities;

Debt and Investment Projections 2022/23 – 2024/25

The borrowing requirement comprises the expected movement in the CFR and any maturing debt which will need to be re-financed.

	2022/23 Estimated	2023/24 Estimated	2024/25 Estimated
External Debt			
Debt at 31 March	£100m	£110m	£115m
Investments			
Investments at 31 March	£15m	£10m	£10m

Current Portfolio

The overall treasury management portfolio as at 31 March 2021 and for the position as at 31st October 2021 are shown below for both borrowing and investments

	Actual	Actual	Current	Current
	31/03/21	31/03/21	31/12/21	31/10/21
Treasury Investments	£000	%	£000	%
Money Market Funds	20,244	100	42,238	100
External Borrowing	£000	%	£000	%
Local Authorities	0	0	0	0
PWLB	80,000	100	80,000	100
Net Treasury Borrowing	59,756			

Limits to Borrowing Activity

Within the prudential indicators there are a number of key indicators to ensure the Council operates its activities within well defined limits. For the first of these the Council needs to ensure that its total borrowing net of any investments, does not, except in the short term, exceed the total of the CFR in the preceding year plus the estimates of any additional CFR for 2021/22 and the following two financial years. This allows some flexibility for limited early borrowing for future years but ensures that borrowing is not undertaken for revenue purposes.

The Executive Director:Resources reports that the Council has complied with this prudential indicator in the current year and does not envisage difficulties for the future. This view takes into account current commitments, existing plans, and the proposals in this budget report.

The Authorised Limit for External Debt

A further key prudential indicator represents a control on the overall level of borrowing. This represents a limit beyond which external debt is prohibited, and this limit needs to be set or revised by full Council. It reflects the level of external debt which, while not desired, could be afforded in the short term, but is not sustainable in the longer term.

This is the statutory limit determined under section 3 (1) of the Local Government Act 2003. The Government retains an option to control either the total of all councils' plans, or those of a specific council, although no control has yet been exercised.

The Council is asked to approve the following Authorised Limit:

Authorised limit	2022/23 Estimate	2023/24 Estimate	2024/25 Estimate
Borrowing	£220m	£225m	£230m
Other long term liabilities	£20m	£20m	£20m
Total	£240m	£245m	£250m

Operational Boundary for External Debt

The Authority is also recommended to approve the Operational Boundary for external debt for the same period. The proposed Operational Boundary is based on the same

estimates as the Authorised Limit but reflects directly the estimate of the most likely but not worst case scenario, without the additional headroom included within the Authorised Limit to allow for unusual cash movements.

Operational Boundary	2022/23 Estimate	2023/24 Estimate	2024/25 Estimate
Borrowing	£225m	£230m	£235m
Other long term liabilities	£20m	£20m	£20m
Total	£245m	£250m	£255m

Borrowing in advance of need.

The Executive Director:Resources may do this under delegated power where, for instance, a sharp rise in interest rates is expected, and so borrowing early at fixed interest rates will be economically beneficial or meet budgetary constraints. Whilst the Executive Director:Resources will adopt a cautious approach to any such borrowing, where there is a clear business case for doing so borrowing may be undertaken to fund the approved capital programme or to fund future debt maturities. Risks associated with any advance borrowing activity will be subject to appraisal in advance and subsequent reporting through the mid-year or annual reporting mechanism.

Expected Movement in Interest Rates

The Council's treasury advisor, Link Asset Services has provided the following forecast:

Link Group Interest Rate View 8.11.21														
	Dec-21	Mar-22	Jun-22	Sep-22	Dec-22	Mar-23	Jun-23	Sep-23	Dec-23	Mar-24	Jun-24	Sep-24	Dec-24	Mar-25
BANK RATE	0.25	0.25	0.50	0.50	0.50	0.75	0.75	0.75	0.75	1.00	1.00	1.00	1.00	1.25
3 month ave earnings	0.30	0.40	0.50	0.50	0.50	0.60	0.80	0.90	1.00	1.00	1.00	1.00	1.00	1.00
6 month ave earnings	0.40	0.50	0.60	0.60	0.70	0.80	0.90	1.00	1.10	1.10	1.10	1.10	1.10	1.10
12 month ave earnings	0.50	0.60	0.70	0.70	0.80	0.90	1.00	1.10	1.20	1.20	1.20	1.20	1.20	1.20
5 yr PWLB	1.50	1.50	1.60	1.60	1.70	1.70	1.70	1.80	1.80	1.80	1.90	1.90	2.00	2.00
10 yr PWLB	1.80	1.90	1.90	2.00	2.00	2.10	2.10	2.20	2.20	2.20	2.30	2.30	2.30	2.40
25 yr PWLB	2.10	2.20	2.30	2.40	2.40	2.40	2.50	2.50	2.60	2.60	2.60	2.60	2.70	2.70
50 yr PWLB	1.90	2.00	2.10	2.20	2.20	2.20	2.30	2.30	2.40	2.40	2.40	2.40	2.50	2.50

The coronavirus outbreak has done huge economic damage to the UK and to economies around the world. After the Bank of England took emergency action in March 2020 to cut Bank Rate to 0.10%, it left Bank Rate unchanged at its subsequent meetings until raising it to 0.25% at its meeting on 16th December 2021. Economies continue to re-open, while governments have either commenced or are contemplating dialling down emergency fiscal support mechanisms.

For the UK, fiscal policy tightening has already been put in place. On the monetary policy front, matters are more complex, with price pressures on the rise and expected to remain elevated into 2022/23, while economic recoveries are seemingly losing momentum heading into the latter stages of 2021/22. Markets are unsettled, with asset prices coming under pressure following their largesse gains made in the formative stages of recovery. The forecast for Bank Rate now includes four

increases, one in quarter 2 of 2022 to 0.50%, quarter 1 of 2023 to 0.75%, quarter 1 of 2024 to 1.00% and, finally, one in quarter 1 of 2025 to 1.25%.

Vaccines were the game changer during 2021 which raised high hopes that life in the UK would be able to largely return to normal in the second half of the year. However, the Omicron mutation at the end of November changed the landscape again. Rather than go for full lockdowns which heavily damage the economy, the government strategy this time is focusing on getting as many people as possible to have a third (booster) vaccination after three months from the previous last injection, as a booster has been shown to restore a high percentage of immunity to Omicron to those who have had two vaccinations.

With the household saving rate having been exceptionally high since the first lockdown in March 2020, there is plenty of pent-up demand and purchasing power stored up for services in sectors like restaurants, travel, tourism and hotels which had been hit hard during 2021 but now looks likely to be hit hard again by either, or both, of government restrictions and/or consumer reluctance to leave home. The economy, therefore, faces significant headwinds although some sectors have learned how to cope well with Covid.

Investment and borrowing rates

- **Investment returns** are expected to improve in 2022/23. However, while markets are pricing in a series of Bank Rate hikes, actual economic circumstances may see the MPC fall short of these elevated expectations.
- **Borrowing interest rates** fell to historically very low rates as a result of the COVID crisis and the quantitative easing operations of the Bank of England and still remain at historically low levels. The policy of avoiding new borrowing by running down spare cash balances has served local authorities well over the last few years.

Borrowing Strategy 2022/23

The Council is currently maintaining an under-borrowed position. This means that the capital borrowing need (the Capital Financing Requirement), has not been fully funded with loan debt as cash supporting the Council's reserves, balances and cash flow has been used as a temporary measure. This strategy is prudent as investment returns are low and counterparty risk is still an issue that needs to be considered.

Against this background and the risks within the economic forecast, caution will be adopted with the 2022/23 treasury operations. The Executive Director:Resources will monitor interest rates in financial markets and adopt a pragmatic approach to changing circumstances:

- if it was felt that there was a significant risk of a sharp FALL in long and short term rates (e.g. due to a marked increase of risks around relapse into recession as a result of COVID or other economic risks), then any long term borrowings will be postponed, and potential rescheduling from fixed rate funding into short term borrowing will be considered.
- if it was felt that there was a significant risk of a much sharper RISE in long and short term rates than that currently forecast, perhaps arising from an acceleration in the start date and in the rate of increase in central rates in the USA and UK, an increase in world economic activity or a sudden increase in inflation risks, then the portfolio position will be re-appraised. Most likely, fixed

rate funding will be drawn whilst interest rates are lower than they are projected to be in the next few years.

Any decisions will be reported to the Executive at the next available opportunity.

The Council will not borrow more than or in advance of its needs purely in order to profit from the investment of the extra sums borrowed. Any decision to borrow in advance will be within forward approved Capital Financing Requirement estimates, and will be considered carefully to ensure that value for money can be demonstrated and that the Council can ensure the security of such funds.

Debt rescheduling

As short-term borrowing rates will be considerably cheaper than longer term fixed interest rates, there may be potential opportunities to generate savings by switching from long-term debt to short-term debt. However, these savings will need to be considered in the light of the current treasury position and the size of the cost of debt repayment (premiums incurred).

The reasons for any rescheduling to take place will include:

- the generation of cash savings and / or discounted cash flow savings;
- helping to fulfil the treasury strategy;
- enhance the balance of the portfolio (amend the maturity profile and/or the balance of volatility).

Consideration will also be given to identify if there is any residual potential for making savings by running down investment balances to repay debt prematurely as short term rates on investments are likely to be lower than rates paid on current debt.

All rescheduling will be reported to the Executive, at the earliest meeting following its action.

Investment Strategy 2022/23 – 2024/25

Investment Policy

The Ministry of Housing, Communities and Local Government (MHCLG) and CIPFA have extended the meaning of ‘investments’ to include both financial and non-financial investments. This report deals solely with financial investments, (as managed by the treasury management team). Non-financial investments, essentially the purchase of income yielding assets, are covered in the Capital Strategy.

The Council’s investment policy has regard to the following: -

- MHCLG’s Guidance on Local Government Investments (“the Guidance”)
- CIPFA Treasury Management in Public Services Code of Practice and Cross Sectoral Guidance Notes 2017 (“the Code”)
- CIPFA Treasury Management Guidance Notes 2018

The Council’s investment priorities will be security first, portfolio liquidity second and then yield, (return).

The above guidance from the MHCLG and CIPFA place a high priority on the management of risk. This authority has adopted a prudent approach to managing risk and defines its risk appetite by the following means: -

1. Minimum acceptable **credit criteria** are applied in order to generate a list of highly creditworthy counterparties. This also enables diversification and thus avoidance of concentration risk. The key ratings used to monitor counterparties are the short term and long-term ratings.
2. Other information: ratings will not be the sole determinant of the quality of an institution; it is important to continually assess and monitor the financial sector on both a micro and macro basis and in relation to the economic and political environments in which institutions operate. The assessment will also take account of information that reflects the opinion of the markets. To achieve this consideration the Council will engage with its advisors to maintain a monitor on market pricing such as “credit default swaps” and overlay that information on top of the credit ratings.
3. Other information sources used will include the financial press, share price and other such information pertaining to the banking sector in order to establish the most robust scrutiny process on the suitability of potential investment counterparties.
4. This authority has defined the list of types of investment instruments that the treasury management team are authorised to use. There are two lists in appendix under the categories of ‘specified’ and ‘non-specified’ investments.
 - **Specified investments** are those with a high level of credit quality and subject to a maturity limit of one year.
 - **Non-specified investments** are those with less high credit quality, may be for periods in excess of one year, and/or are more complex instruments which require greater consideration by members and officers before being authorised for use.
5. Lending and transaction limits, (amounts and maturity), for each counterparty will be set through applying the matrix table shown under the Council’s creditworthiness policy

6. This authority has engaged external consultants, (see paragraph 1.5), to provide expert advice on how to optimise an appropriate balance of security, liquidity and yield, given the risk appetite of this authority in the context of the expected level of cash balances and need for liquidity throughout the year.
7. All investments will be denominated in sterling.

Creditworthiness policy

This Council applies the creditworthiness service provided by Link Asset Services. This service employs a sophisticated modelling approach utilising credit ratings from the three main credit rating agencies - Fitch, Moody's and Standard and Poor's. The credit ratings of counterparties are supplemented with the following overlays:

- credit watches and credit outlooks from credit rating agencies;
- CDS spreads to give early warning of likely changes in credit ratings;
- sovereign ratings to select counterparties from only the most creditworthy countries.

This modelling approach combines credit ratings, credit watches and credit outlooks in a weighted scoring system which is then combined with an overlay of CDS spreads for which the end product is a series of colour coded bands which indicate the relative creditworthiness of counterparties. These colour codes are used by the Council to determine the suggested duration for investments. The Council will therefore use counterparties within the following maturities .

Dark pink	5 years for Enhanced money market funds (EMMFs) with a credit score of 1.25
Light pink	5 years for Enhanced money market funds (EMMFs) with a credit score of 1.5
Blue	1 year (only applies to nationalised or semi nationalised UK Banks)
Orange	1 year
Red	6 months
Green	100 days
No colour	not to be used

Y	Pi1	Pi2	P	B	O	R	G	N/C
1	1.25	1.5	2	3	4	5	6	7
Up to 5yrs	Up to 5yrs	Up to 5yrs	Up to 2yrs	Up to 1yr	Up to 1yr	Up to 6mths	Up to 100days	No Colour

	Colour (and long term rating where applicable)	Money and/or % Limit	Time Limit
Banks	orange	£7m	1 yr
Banks – part nationalised	blue	£7m	1 yr
Banks	red	£7m	6 months
Banks	green	£7m	100 days
Banks	No colour	£0m	0 days
Debt Management Account Deposit Facility	AAA	£10m	6 months
Local authorities	n/a	£7m	1 yr
Money Market Funds (CNAV, LVNAV & VNAV)	AAA	£10m	liquid
Enhanced money market funds with a credit score of 1.25	Dark pink / AAA	£10m	liquid
Enhanced money market funds with a credit score of 1.5	Light pink / AAA	£10m	liquid

The creditworthiness service uses a wider array of information than just primary ratings and by using a risk weighted scoring system, does not give undue influence to just one agency's ratings.

Typically the minimum credit ratings criteria the Council use will be a short term rating (Fitch or equivalents) of short term rating F1, long term rating A-, viability rating of A-, and a support rating of 1 There may be occasions when the counterparty ratings from one rating agency are marginally lower than these ratings but may still be used. In these instances consideration will be given to the whole range of ratings available, or other topical market information, to support their use.

All credit ratings will be monitored in real time. The Council is alerted to changes to ratings of all three agencies through its use of our creditworthiness service.

- if a downgrade results in the counterparty / investment scheme no longer meeting the Council's minimum criteria, its further use as a new investment will be withdrawn immediately.
- in addition to the use of credit ratings the Council will be advised of information in movements in credit default swap spreads against the iTraxx benchmark and other market data on a weekly basis. Extreme market movements may result in downgrade of an institution or removal from the Council's lending list.

Sole reliance will not be placed on the use of this external service. In addition this Council will also use market data and market information, information on government support for banks and the credit ratings of that supporting government

In the normal course of the council's cash flow operations it is expected that both Specified and Non-specified investments will be utilised for the control of liquidity as both categories allow for short term investments.

The use of longer term instruments (greater than one year from inception to repayment) will fall in the Non-specified investment category. These instruments will only be used where the Council's liquidity requirements are safeguarded however the current investment limits for 2021/22 restrain all investments to less than 1 year. Any amendment to this strategy will require the credit-criteria to be amended to include a long-term rating. This will be addressed through the formal approval by Council of a revised Treasury Management Strategy and Annual Investment Strategy.

Country and Sector Considerations

Due care will be taken to consider the country, group and sector exposure of the Council's investments. The current investment strategy limits all investments to UK Banks, Building Societies and Local Authorities, in addition to Sterling denominated AAA Money Market Funds.

Economic Investment Considerations

Investments will be made with reference to the core balance and cash flow requirements and the outlook for short-term interest rates. The criteria for choosing counterparties set out above provides a sound approach to investment in "normal" market circumstances. Whilst Members are asked to approve this base criteria above, under the exceptional current market conditions the Borough Treasurer may temporarily restrict further investment activity to those counterparties considered of higher credit quality than the minimum criteria set out for approval. These restrictions will remain in place until the banking system returns to "normal" conditions. Similarly the time periods for investments will be restricted.

Examples of these restrictions would be the greater use of the Debt Management Deposit Account Facility (a Government body which accepts local authority deposits), Money Market Funds, and strongly rated institutions. The credit criteria have been amended to reflect these facilities.

Sensitivity to Interest Rate Movements

Future Council accounts will be required to disclose the impact of risks on the Council's treasury management activity. Whilst most of the risks facing the treasury management service are addressed elsewhere in this report (credit risk, liquidity risk, market risk, maturity profile risk), the impact of interest rate risk is discussed but not quantified. The table below highlights the estimated impact of a 1% change in interest rates to the estimated treasury management costs for next year. However as all borrowing is fixed any increase in rates will only impact on new borrowing.

	2022/23 Estimated + 1%	2022/23 Estimated - 1%
Revenue Budgets	£'000	£'000
Borrowing costs	200	200

Treasury Management Limits on Activity

There are four further treasury activity limits, which were previously prudential indicators. The purpose of these are to contain the activity of the treasury function within certain limits, thereby managing risk and reducing the impact of an adverse movement in interest rates. However if these are set to be too restrictive they will impair the opportunities to reduce costs/improve performance. The indicators are:

Upper limits on variable interest rate exposure – This identifies a maximum limit for variable interest rates based upon the debt position net of investments

Upper limits on fixed interest rate exposure – Similar to the previous indicator this covers a maximum limit on fixed interest rates.

Maturity structures of borrowing – These gross limits are set to reduce the Council's exposure to large fixed rate sums falling due for refinancing, and are required for upper and lower limits.

Total principal funds invested for greater than 364 days – These limits are set with regard to the Council's liquidity requirements and are based on the availability of funds after each year-end.

The Council is asked to approve the limits:

	2022/23	2023/24	2024/25
Interest rate Exposures			
	Upper	Upper	Upper
Limits on fixed interest rates based on net debt	£245m	£250m	£255m
Limits on variable interest rates based on net debt	£245m	£250m	£255m
Maturity Structure of fixed interest rate borrowing 2017/18			
		Lower	Upper
Under 12 months		0%	100%
12 months to 2 years		0%	100%
2 years to 5 years		0%	100%
5 years to 10 years		0%	100%
10 years and above		0%	100%
Maximum principal sums invested > 364 days			
Principal sums invested > 364 days	£m	£m	£m
	0	0	0

Performance Indicators

The Code of Practice on Treasury Management requires the Council to set performance indicators to assess the adequacy of the treasury function over the year. These are distinct historic indicators, as opposed to the prudential indicators, which are predominantly forward looking. For 2022/23 the relevant benchmark will relate only to investments and will be the "7 Day LIBID Rate" – however the calculation of LIBID and LIBOR are to be retired by the Bank of England – and a new benchmark based on PWLB and Gilts will need to be agreed upon for 2022/23. The results of these indicators will be reported in the Treasury Annual Report.

Treasury Management Advisers

The Council uses Link Asset Services as its treasury management consultants. The Council recognises that responsibility for treasury management decision remains with

the organisation at all times and will ensure that undue reliance is not placed upon our external service providers.

It also recognises that there is value in employing external providers of treasury management services in order to acquire access to specialist skills and resources. The Council will ensure that the terms of their appointment and the methods by which their value will be assessed are properly agreed and documented, and subject to regular review.

Member and Officer Training

The increased Member consideration of treasury management matters and the need to ensure officers dealing with treasury management are trained and kept up to date requires a suitable training process for Members and officers. Following the nomination of the Governance and Audit Committee to examine and assess the effectiveness of the Treasury Management Strategy and Policies, initial training was provided and additional training has been undertaken as necessary. Officer training is carried out in accordance with best practice and outlined in TMP 10 Training and Qualifications to ensure that all staff involved in the Treasury Management function are fully equipped to undertake the duties and responsibilities allocated to them

SPECIFIED INVESTMENTS

All investments listed below must be sterling-denominated.

Investment	Share/ Loan Capital?	Repayable/ Redeemable within 12 months?	Security / Minimum Credit Rating **	Circumstance of use	Maximum period
Debt Management Agency Deposit Facility* (DMADF) * this facility is at present available for investments up to 6 months	No	Yes	Govt-backed	In-house	364 Days
Term deposits with the UK government or with Local Authority (including Parish Councils) in England, Wales, Scotland or Northern Ireland with maturities up to 364 Days	No	Yes	High security although LAs not credit rated.	In-house and by external fund managers subject to the guidelines and parameters agreed with them	364 Days
Term deposits with credit-rated deposit takers (banks and building societies), including callable deposits, with maturities up to 364 Days	No	Yes	<i>As per list of approved Counterparties</i>	In-house and by external fund managers subject to the guidelines and parameters agreed with them	364 Days
Certificates of Deposit issued by credit-rated deposit takers (banks and building societies) : up to 364 Days. <i>Custodial arrangement required prior to purchase</i>	No	Yes	<i>As per list of approved Counterparties</i>	To be used by external fund managers only subject to the guidelines and parameters agreed with them	364 Days
Gilts : up to 364 Days	No	Yes	Govt-backed	To be used by external fund managers only subject to the guidelines and parameters agreed with them	364 Days

Investment	Share/ Loan Capital?	Repayable/ Redeemable within 12 months?	Security / Minimum Credit Rating **	Circumstance of use	Maximum period
Money Market Funds CNAV, LVNAV, and VNAV <i>These funds do not have any maturity date</i>	No	Yes	<i>AAA Rating by Fitch, Moodys or S&P</i>	In-house and by external fund managers subject to the guidelines and parameters agreed with them	The period of investment may not be determined at the outset but would be subject to cash flow and liquidity requirements
Forward deals with credit rated banks and building societies < 1 year (i.e. negotiated deal period plus period of deposit)	No	Yes	<i>As per list of approved Counterparties</i>	In-house and by external fund managers subject to the guidelines and parameters agreed with them. Tracking of all forward deals to be undertaken and recorded.	1 year in aggregate
Commercial paper <i>[short-term obligations (generally with a maximum life of 9 months) which are issued by banks, corporations and other issuers]</i> <i>Custodial arrangement required prior to purchase</i>	No	Yes	<i>As per list of approved Counterparties</i>	To be used by external fund managers only subject to the guidelines and parameters agreed with them	9 months
Treasury bills <i>[Government debt security with a maturity less than one year and issued through a competitive bidding process at a discount to par value] Custodial arrangement required prior to purchase</i>	No	Yes	Govt-backed	To be used by external fund managers only subject to the guidelines and parameters agreed with them	1 year

NON-SPECIFIED INVESTMENTS

All investments listed below must be sterling-denominated.

<u>Investment</u>	<u>(A) Why use it?</u> <u>(B) Associated risks?</u>	<u>Share/</u> <u>Loan</u> <u>Capital?</u>	<u>Repayable/</u> <u>Redeemable</u> <u>within 12</u> <u>months?</u>	<u>Security /</u> <u>Minimum credit</u> <u>rating **</u>	<u>Circumstance of</u> <u>use</u>	<u>Maximum</u> <u>maturity of</u> <u>investment</u>
Deposits with Authority's Banker where credit rating has dropped below minimum criteria	Where the Council's bank no longer meets the high credit rating criteria set out in the Investment Strategy the Council has little alternative but to continue using them, and in some instances it may be necessary to place deposits with them, these deposits should be of a very short duration thus limiting the Council to daylight exposure only (i.e. flow of funds in and out during the day, or overnight exposure).	No	Yes	n/a	In-House	364 Days
Term deposits with credit rated deposit takers (banks and building societies) with maturities greater than 1 year	(A) (i) Certainty of rate of return over period invested. (ii) No movement in capital value of deposit despite changes in interest rate environment. (B) (i) Illiquid : as a general rule, cannot be traded or repaid prior to maturity. (ii) Return will be lower if interest rates rise after making the investment. (iii) Credit risk : potential for greater deterioration in credit quality over longer period	No	No	<i>As per list of approved Counterparties</i>	In-house and by external fund managers subject to the guidelines and parameters agreed with them	5 Years
Certificates of Deposit with credit rated deposit takers (banks and building societies) with maturities greater than 1 year <i>Custodial arrangement required prior to purchase</i>	(A) (i) Although in theory tradable, are relatively illiquid. (B) (i) 'Market or interest rate risk' : Yield subject to movement during life of CD which could negatively impact on price of the CD.	No	Yes	<i>As per list of approved Counterparties</i>	To be used by external fund managers only subject to the guidelines and parameters agreed with them	5 years

<u>Investment</u>	<u>(A) Why use it?</u> <u>(B) Associated risks?</u>	<u>Share/ Loan Capital?</u>	<u>Repayable/ Redeemable within 12 months?</u>	<u>Security / Minimum Credit Rating?</u>	<u>Circumstance of use</u>	<u>Maximum maturity of investment</u>
Callable deposits with credit rated deposit takers (banks and building societies) with maturities greater than 1 year	(A) (i) Enhanced income ~ Potentially higher return than using a term deposit with similar maturity. (B) (i) Illiquid – only borrower has the right to pay back deposit; the lender does not have a similar call. (ii) period over which investment will actually be held is not known at the outset. (iii) Interest rate risk : borrower will not pay back deposit if interest rates rise after deposit is made.	No	No	<i>As per list of approved Counterparties</i>	In-house and by external fund managers subject to the guidelines and parameters agreed with them	<i>5 years</i>
UK government gilts with maturities in excess of 1 year <i>Custodial arrangement required prior to purchase</i>	(A) (i) Excellent credit quality. (ii) Very Liquid. (iii) If held to maturity, known yield (rate of return) per annum ~ aids forward planning. (iv) If traded, potential for capital gain through appreciation in value (i.e. sold before maturity) (v) No currency risk (B) (i) 'Market or interest rate risk' : Yield subject to movement during life of sovereign bond which could negatively impact on price of the bond i.e. potential for capital loss.	No	Yes	Govt backed	To be used by external fund managers only subject to the guidelines and parameters agreed with them	<i>10 years including but also including the 10 year benchmark gilt</i>

<u>Investment</u>	<u>(A) Why use it?</u> <u>(B) Associated risks?</u>	<u>Share/ Loan Capital?</u>	<u>Repayable/ Redeemable within 12 months?</u>	<u>Security / Minimum credit rating **</u>	<u>Circumstance of use</u>	<u>Maximum maturity of investment</u>
Forward deposits with credit rated banks and building societies for periods > 1 year (i.e. negotiated deal period plus period of deposit)	(A) (i) Known rate of return over period the monies are invested ~ aids forward planning. (B) (i) Credit risk is over the whole period, not just when monies are actually invested. (ii) Cannot renege on making the investment if credit rating falls or interest rates rise in the interim period.	No	No	<i>As per list of approved Counterparties</i>	In-house and by external fund managers subject to the guidelines and parameters agreed with them. Tracking of all forward deals to be undertaken and recorded.	<i>5 years</i>
Deposits with unrated deposit takers (banks and building societies) but with unconditional financial guarantee from HMG or credit-rated parent institution : any maturity	(A) Credit standing of parent will determine ultimate extent of credit risk	No	Yes	<i>As per list of approved Counterparties</i>	In-house and by external fund managers subject to the guidelines and parameters agreed with them	<i>1 year</i>

Reserves & Balances Policy Statement

As part of the financial planning process the Council will consider the establishment and maintenance of reserves and balances. In setting these, account is taken of the key assumptions underpinning the budget and financial strategy, together with the Council's financial management arrangements. Key factors considered include;

- Cash flow
- Assumptions on inflation and interest rates
- Level and timing of capital receipts
- Demand led pressures
- Planned economies
- Risk associated with major projects
- Availability of other funding (e.g. insurance)
- General financial climate

Reserves and Balances can be held for a number of purposes

General Balances

Balance	Purpose	Policy	Value
General Fund	Provides general contingency for unavoidable or unforeseen expenditure and to cushion against uneven cash flows and provides stability in longer term financial planning.	Policy based on a risk assessment of budget and medium term financial plans. Historically £4m has been considered to be the minimum prudent level, though this needs to be kept under review as risks change.	March 19 £9.060m March 20 £7.091m March 21 £10.327m March 22 £10.326m March 23 £9.551m

Earmarked Reserves

Earmarked Reserves are sums of money which have been set aside for specific purposes. These are excluded from general balances available to support revenue or capital expenditure. The Council has the following earmarked reserves:

Reserve	Purpose	Policy	Value
Insurance and other Uninsured Claims	This provides cover for the excess payable on claims under the Council's insurance policies (self- insurance). It also provides for any potential future claims not covered by existing policies, including contractual disputes and legal claims, and provision for self- insurance for fidelity cover.	Needs to be at a level where the provision could sustain claims in excess of current claims history	March 19 £2.952m March 20 £3.059m March 21 £2.909m March 22 £3.077m March 23 £3.027m
Budget Carry Forward	Used to carry forward approved unspent monies to the following year.	Budget Carry Forwards are permitted only in accordance with the scheme set out in financial regulations.	March 19 £0.101m March 20 £0.054m March 21 £0.193m March 22 £0.000m March 23 £0.000m
Cost of Structural Change	The reserve gives an opportunity to fund the one-off additional costs arising from restructuring before the benefits are realised.	This reserve will be used to meet organisational wide and departmental restructures where there are demonstrable future benefits.	March 19 £2.290m March 20 £3.158m March 21 £2.929m March 22 £2.900m March 23 £2.900m
Schools' Balances	These funds are used to support future expenditure within the Dedicated Schools Block and include individual school balances.	As the Schools Budget is in an overall deficit position the balance on this earmarked reserve has been transferred to the Dedicated Schools Grant Adjustment Account, a new unusable reserve, as required under the legislation.	March 19 £1.558m March 20 £1.015m March 21 £2.141m March 22 £2.391m March 23 £2.641m
Repairs & Renewals	The Council has accumulated funding in an earmarked reserve from service charges paid by	The reserve is held in order to finance future improvement works thereby reducing pressure on maintenance budgets.	March 19 £0.033m March 20 £0.046m March 21 £0.046m

Reserve	Purpose	Policy	Value
	tenants at Longshot Lane, Forest Park and Liscombe.		March 22 £0.046m March 23 £0.046m
Building Regulation Chargeable Account	A statutory ring fenced account which over time must breakeven.	This reserve is held for specific accounting reasons. The funds in this reserve are ring fenced and cannot be used for any other purpose. The account is currently in deficit and therefore there is no balance on the reserve.	March 19 £0.000m March 20 £0.000m March 21 £0.000m March 22 £0.000m March 23 £0.000m
Commutated Maintenance of Land	Money is received and set aside for the ongoing maintenance of land transferred to the Council under Section 106 agreements.	The reserve will be used to cover the cost of maintaining land transferred to the Council under Section 106 agreements.	March 19 £1.688m March 20 £1.636m March 21 £1.636m March 22 £1.536m March 23 £1.436m
S106 and Travel Plan Monitoring	Money is received and set aside to cover the costs of monitoring developers' compliance with Section 106 agreements, including any travel plan requirements.	The reserve will be used to cover the cost of monitoring developers' compliance with Section 106 agreements, including any travel plan requirements.	March 19 £0.145m March 20 £0.145m March 21 £0.145m March 22 £0.145m March 23 £0.145m
Property Searches Chargeable Account	A reserve created for a statutory ring fenced account which over time must breakeven.	This reserve is held for specific accounting reasons. The funds in this reserve are ring fenced and cannot be used for any other purpose.	March 19 £0.090m March 20 £0.090m March 21 £0.113m March 22 £0.153m March 23 £0.103m
Transformation	A reserve to support investment in service innovation and improvements.	The reserve will be used to meet the upfront costs of transformation.	March 19 £3.622m March 20 £3.179m March 21 £3.370m March 22 £2.188m March 23 £2.669m

Reserve	Purpose	Policy	Value
Revenue Grants Unapplied	A reserve to hold unspent revenue grants and contributions where there are no outstanding conditions.	The reserve will be used to match the grant income to the associated expenditure.	March 19 £3.509m March 20 £10.781m March 21 £14.747m March 22 £13.465m March 23 £13.247m
School Masterplans and Feasibility Studies	A reserve to meet the cost of masterplans and feasibility studies for schools expansion.	Any upfront costs incurred prior to a decision being taken to construct an asset may need to be met from revenue.	March 19 £0.341m March 20 £0.373m March 21 £0.330m March 22 £0.200m March 23 £0.000m
Repairs and Maintenance	A reserve to address 1D priorities (urgent works required to assets which are life expired and/or in serious risk of imminent failure) which are revenue rather than capital in nature.	The reserve will be used for high priority revenue repairs and maintenance. The reserve is no longer required.	March 19 £0.030m March 20 £0.030m March 21 £0.030m March 22 £0.000m
Public Health	Under the conditions of the Public Health grant, any under spend of the ring fenced grant can be carried over via a reserve into the next financial year.	The reserve will be used to fund Public Health priorities and projects.	March 19 £1.560m March 20 £1.719m March 21 £2.513m March 22 £2.391m March 23 £1.633m
Better Care Fund	A reserve to help meet the cost of Better Care Fund priorities and projects.	The reserve will be used to fund Better Care Fund priorities and projects.	March 19 £2.092m March 20 £2.322m March 21 £3.034m March 22 £3.005m March 23 £3.005m
Regeneration of Bracknell Town Centre	A reserve to help meet the cost of Council funded Town Centre initiatives	The reserve will be used to fund Town Centre initiatives.	March 19 £1.792m March 20 £4.313m March 21 £6.038m March 22 £7.002m March 23 £5.256m

Reserve	Purpose	Policy	Value
London Rd Feasibility	A reserve which will be used to meet professional fees regarding the London Road landfill site.	The reserve will be used to cover professional fees relating to the feasibility study. It now includes contributions from the other Berkshire Unitaries.	March 19 £0.238m March 20 £0.212m March 21 £0.212m March 22 £0.212m March 23 £0.000m
Future Funding	A reserve which will be used to smooth the impact of changes in Business Rates income and central government funding decisions.	The reserve will help to balance the revenue budget over the medium term.	March 19 £19.822m March 20 £18.146m March 21 £18.424m March 22 £18.424m March 23 £19.924m
Dilapidations	A reserve to hold funds from tenants for end-of-lease property repairs and reinstatements.	The reserve will be used to carry out repairs and reinstatements to commercial properties required before they can be re-let.	March 19 £0.045m March 20 £0.045m March 21 £0.045m March 22 £0.045m March 23 £0.045m
Schools Support	A reserve to recognise the reduced scope within the dedicated schools grant to provide temporary loans to schools in financial difficulties	To ensure that government policy changes do not impact on the ability to provide temporary loans to schools	March 19 £0.350m March 20 £0.251m March 21 £0.251m March 22 £0.251m March 23 £0.051m
Waste PFI Excess Profits	A new reserve to hold excess profits payments by the contractor under the Waste PFI scheme.	Excess profits payments are potentially repayable, depending on future performance, and have therefore been placed in a reserve.	March 19 £0.087m March 20 £0.124m March 21 £0.164m March 22 £0.164m March 23 £0.164m
Feasibility Studies	A reserve to provide revenue funding in the event that proposed capital schemes do not proceed beyond initial feasibility stage.	Any upfront costs incurred prior to a decision being taken to construct an asset may need to be met from revenue.	March 19 £0.500m March 20 £0.394m March 21 £0.394m March 22 £0.394m March 23 £0.394m

Reserve	Purpose	Policy	Value
ICT Transformation	A reserve to support investment in ICT innovation and improvements.	The reserve will be used to meet the upfront costs of ICT transformation.	March 19 £1.000m March 20 £1.000m March 21 £1.000m March 22 £0.000m
New Schools	A reserve to help support the additional cost arising from new schools over the next four years	The reserve will be used to help meet the cost of new schools in the short term whilst they become established.	March 20 £0.662m March 21 £0.409m March 22 £0.182m March 23 £0.000m
CIL Administrative Costs	Up to 5% of CIL income can be used to meet administrative costs. Income in excess of the budgeted administrative costs will be transferred into this reserve at year end to meet future costs of administering the scheme.	The reserve will be used to meet administrative costs of the scheme where insufficient CIL is received in year.	March 20 £0.298m March 21 £0.298m March 22 £0.372m March 23 £0.372m
Covid-19	A reserve to hold revenue funding provided by Central Government to support the Covid-19 Pandemic.	The reserve will be used to match the grant income to the associated expenditure.	March 20 £2.289m March 21 £2.289m March 22 £2.289m March 23 £1.969m
Business Rates Revaluations	A reserve to guard against the impact of in-year Business Rates valuation adjustments	The reserve will be used to meet the cost of any significant downward Business Rates valuations.	March 21 £7.500m March 22 £7.500m March 23 £7.500m
Business Rates Reliefs	A new reserve to reflect the timing difference between the receipt of S31 grant relating to new Business Rates reliefs and the funding of the resulting deficit on the Collection Fund.	The reserve will be used to meet any Collection Fund deficits relating to Business Rates reliefs agreed by the Government after the budget is set. Funding will be provided from S31 grant received in the previous year.	March 21 £13.047m March 22 £6.940m March 23 £4.512m

Unusable Revenue Reserves

Certain reserves are kept to manage the accounting processes and do not represent usable resources for the Council.

Balance	Purpose	Policy	Value
Collection Fund Adjustment Account	A reserve required to reflect Collection Fund changes included in the SORP 2009. The balance represents the difference between the Council Tax income included in the Income and Expenditure Account and the amount required by regulation to be credited to the General Fund.	This balance is held for specific accounting reasons.	March 19 £4.140m March 20 £8.250m March 21 -£11.378m March 22 -£3.000m March 23 £0.000m
Accumulated Absences Account	A reserve which absorbs the differences that would otherwise arise on the General Fund Balance from accruing for compensated absences earned but not taken in the year (e.g. annual leave and flexi-time entitlement carried forward at 31 March). Statutory arrangements require that the impact on the General Fund Balance is neutralised by transfers to or from the Account.	This balance is held for specific accounting reasons.	March 19 -£4.520m March 20 -£5.177m March 21 -£6.182m March 22 -£6.182m March 23 -£6.182m
Pensions	Reflects the Council's share of the Royal County of Berkshire Pension Fund's assets and liabilities. Contributions will be adjusted to ensure any projected deficit is funded.	This balance is held for specific accounting reasons.	March 19 -£269.419m March 20 -£245.019m March 21 -£348.690m March 22 -£348.690m March 23 -£348.690m
Dedicated Schools Grant Adjustment Account	This is a new unusable reserve required under the Local Authorities (Capital Finance and Accounting) (England) Regulations 2003 as amended by The Local Authorities (Capital Finance and Accounting) (England) (Amendment) Regulations 2020.	If the Schools Budget is in a deficit position for the financial years 2020/21 to 2022/23 the balance is held against this account per the new legislation	March 21 -£2.626m March 22 -£10.187m March 23 -£17.687m

**CENTRAL DIRECTORATES
2022/23 PROPOSED FEES & CHARGES**

Service: Town Centre Management

Purpose of the Charge: To contribute to the costs of the service

	2021/22 Budget £'000	Proposed 2022/23 Budget £'000
Income the proposed fees will generate:	20	41

Are concessions available? Yes, Community groups and local charities pay a reduced cost - non refundable admin fee only (£50)

Description	Current Fee (Inc VAT)	Current Fee (Exc VAT)	Proposed Fee (Inc VAT)	Proposed Fee (Exc VAT)	Increase
	£	£	£	£	%

All commercial activity in the town centre is going to be booked via our commercialisation contractor. There are no set fees as each proposal is considered on a case by case basis

**CENTRAL DIRECTORATES
2022/23 PROPOSED FEES & CHARGES**

Service : Building Control

Purpose of the Charge: To recover the costs of the service

	2021/22 Budget £'000	Proposed 2022/23 Budget £'000
Income the proposed fees will generate:	405	469

Are concessions available? There are some concessions for the disabled, which are detailed in the tables below.

Description	Current Fee (Inc VAT)	Current Fee (Exc VAT)	Proposed Fee (Inc VAT)	Proposed Fee (Exc VAT)	Increase
	£	£	£	£	%

BUILDING REGULATIONS

Where FULL PLANS are submitted, the charges for Building Regulations are normally submitted in two stages; Stage One: (The Plan Charge) - on submission of the application; Stage Two: (The Inspection Charge) - Following the first site inspection, for which you will be invoiced. You must pay the first charge when depositing the application; the second charge is payable on demand from the Council after the first relevant site inspection has been carried out.

Where a BUILDING NOTICE is submitted instead of Full plans, the full charge is payable at the time of submission.

The charges for Building Regulation work are established at a level to cover the cost of the service so the applicant only pays for the service they need. Under the new Building (Local Authority Charges) Regulations 2010, there are two methods that Bracknell Building Control may use to establish the charge for building work. 1) Establishment of a standard charge or; 2) An individually determined charge.

Standard Charges:

The majority of domestic extensions and alteration work will generally attract a charge which falls within our 'Standard Charges' tables. Charges will not be payable for certain aspects of work, carried out for the benefit of disabled persons. The standard charges have been set on the basis that building work does not consist of, or include high risk or innovative construction which may require additional checking for compliance. Also, that the duration of the project from commencement to completion does not exceed 12 months. It is also assumed that the building work will be undertaken by a person or company who is competent to carry out the relevant design and building work. If not the work may incur supplementary charges. If the charge for your building regulations work is not listed as a standard charge it will be individually determined.

Individually Determined Charges:

This method of determining the charge relates mainly to commercial projects or larger domestic schemes and includes all other work that is not listed in or 'Standard Charges' tables A to C. This includes:

- Building work in relation to more than one building.
- Building work consisting of a domestic extension where the floor area exceeds 60m².
- Applications subject to a reversion charge (work reverting form and approved inspector to the local authority).
- Building work consisting of alterations to a domestic property where the estimated cost of work exceeds £100,000.
- Building work consisting of a non-exempt domestic garage or carport with a floor area in excess of 60m².
- Non-domestic building work consisting of alterations, extension or new build where the cost of work exceeds £100,000.
- Work consisting of the erection or conversion of 5 or more dwellings or where the floor area of a dwelling exceeds 500m². For all new housing schemes please contact our office in the first instance for an individually determined quote.

If your building work is defined as requiring an individual determined charge, please contact us at 01344 354100 or email building.control@bracknell-forest.gov.uk with a description of the work and we will contact you to discuss a charge.

PROPOSAL

Domestic Plan Charge (Full Plans)

Domestic extension not exceeding 10 sq. m floor area	220.00	183.33	227.00	189.17	3.2
Domestic extension exceeding 10 sq. m but not exceeding 40 sq. m floor area	274.00	228.33	283.00	235.83	3.3
Domestic extension exceeding 40 sq. m but not exceeding 60 sq. m floor area	489.00	407.50	504.00	420.00	3.1
Loft conversion - Any extension or alteration of a dwelling consisting of one or more rooms in a roof space providing the cost of the works is less than £38,000.	381.00	317.50	393.00	327.50	3.1
Attached/Detached garage or car port (or both) not exceeding 60 sq. m in floor area and to be used in common with an existing building and which is not an exempt building	130.00	108.33	134.00	111.67	3.1
Conversion of garage into habitable use (Cost of works not exceeding £10,000).	220.00	183.33	227.00	189.17	3.2
Window replacement (non competent persons scheme)	185.00	154.17	235.00	195.83	27.0
Installation of domestic solar panels/wind turbines	192.00	160.00	235.00	195.83	22.4
Re-wiring or new electrical installation of a dwelling	130.00	108.33	134.00	111.67	3.1
Any electrical work other than re-wiring of a dwelling	130.00	108.33	134.00	111.67	3.1
Renovation of a thermal element	228.00	190.00	235.00	195.83	3.1

Domestic Inspection Charge (Full Plans)

Domestic extension not exceeding 10 sq. m floor area	380.00	316.67	392.00	326.67	3.2
Domestic extension exceeding 10 sq. m but not exceeding 40 sq. m floor area	433.00	360.83	446.00	371.67	3.0
Domestic extension exceeding 40 sq. m but not exceeding 60 sq. m floor area	481.00	400.83	496.00	413.33	3.1
Loft conversion - Any extension or alteration of a dwelling consisting of one or more rooms in a roof space providing the cost of the works is less than £38,000.	377.00	314.17	389.00	324.17	3.2
Attached/Detached garage or car port (or both) not exceeding 60 sq. m in floor area and to be used in common with an existing building and which is not an exempt building	362.00	301.67	373.00	310.83	3.0
Conversion of garage into habitable use (Cost of works not exceeding £10,000).	271.00	225.83	280.00	233.33	3.3
Re-wiring or new electrical installation of a dwelling	313.00	260.83	323.00	269.17	3.2
Any electrical work other than re-wiring of a dwelling	228.00	190.00	235.00	195.83	3.1

Domestic Charge (Building Notice)

Domestic extension not exceeding 10 sq. m floor area	602.00	501.67	621.00	517.50	3.2
Domestic extension exceeding 10 sq. m but not exceeding 40 sq. m floor area	709.00	590.83	731.00	609.17	3.1
Domestic extension exceeding 40 sq. m but not exceeding 60 sq. m floor area	975.00	812.50	1,005.00	837.50	3.1
Loft conversion - Any extension or alteration of a dwelling consisting of one or more rooms in a roof space providing the cost of the works is less than £38,000.	760.00	633.33	783.00	652.50	3.0
Attached/Detached garage or car port (or both) not exceeding 60 sq. m in floor area and to be used in common with an existing building and which is not an exempt building	491.00	409.17	506.00	421.67	3.1
Conversion of garage into habitable use (Cost of works not exceeding £10,000).	491.00	409.17	506.00	421.67	3.1
Window replacement (non competent persons scheme)	185.00	154.17	235.00	195.83	27.0
Installation of domestic solar panels/wind turbines	192.00	160.00	235.00	195.83	22.4
Re-wiring or new electrical installation of a dwelling	439.00	365.83	453.00	377.50	3.2
Any electrical work other than re-wiring of a dwelling	356.00	296.67	367.00	305.83	3.1
Renovation of a thermal element	228.00	190.00	235.00	195.83	3.1

CENTRAL DIRECTORATES
2022/23 PROPOSED FEES & CHARGES

Service : Building Control

Purpose of the Charge: To recover the costs of the service

	2021/22 Budget £'000	Proposed 2022/23 Budget £'000
Income the proposed fees will generate:	405	469

Are concessions available? There are some concessions for the disabled, which are detailed in the tables below.

Description	Current Fee (Inc VAT)	Current Fee (Exc VAT)	Proposed Fee (Inc VAT)	Proposed Fee (Exc VAT)	Increase
	£	£	£	£	%

CHARGES FOR OTHER WORK**Plan Charge (Full Plans)**

Table A Where the estimated cost is (£)

0 - 2000	192.00	160.00	235.00	195.83	22.4
2,001 - 5,000	328.00	273.33	338.00	281.67	3.0
5,001 - 10,000	383.00	319.17	395.00	329.17	3.1
10,001 - 20,000	531.00	442.50	547.00	455.83	3.0
20,001 - 30,000	205.00	170.83	212.00	176.67	3.4
30,001 - 40,000	246.00	205.00	254.00	211.67	3.3
40,001 - 50,000	284.00	236.67	293.00	244.17	3.2
50,001 - 60,000	330.00	275.00	340.00	283.33	3.0
60,001 - 70,000	373.00	310.83	385.00	320.83	3.2
70,001 - 80,000	415.00	345.83	428.00	356.67	3.1
80,001 - 90,000	443.00	369.17	457.00	380.83	3.2
90,001 - 100,000	499.00	415.83	514.00	428.33	3.0

Inspection Charge (Full Plans)

Table A Where the estimated cost is (£)

0 - 2000	N/A		N/A		
2,001 - 5,000	N/A		N/A		
5,001 - 10,000	N/A		N/A		
10,001 - 20,000	N/A		N/A		
20,001 - 30,000	466.00	388.33	480.00	400.00	3.0
30,001 - 40,000	567.00	472.50	585.00	487.50	3.2
40,001 - 50,000	667.00	555.83	688.00	573.33	3.1
50,001 - 60,000	763.00	635.83	786.00	655.00	3.0
60,001 - 70,000	861.00	717.50	887.00	739.17	3.0
70,001 - 80,000	960.00	800.00	989.00	824.17	3.0
80,001 - 90,000	1,024.00	853.33	1,055.00	879.17	3.0
90,001 - 100,000	1,156.00	963.33	1,191.00	992.50	3.0

Building Notice Charge (Building Notice)

Table A Where the estimated cost is (£)

0 - 2000	192.00	160.00	235.00	195.83	22.4
2,001 - 5,000	328.00	273.33	338.00	281.67	3.0
5,001 - 10,000	383.00	319.17	395.00	329.17	3.1
10,001 - 20,000	531.00	442.50	547.00	455.83	3.0
20,001 - 30,000	668.00	556.67	689.00	574.17	3.1
30,001 - 40,000	809.00	674.17	834.00	695.00	3.1
40,001 - 50,000	950.00	791.67	979.00	815.83	3.1
50,001 - 60,000	1,089.00	907.50	1,122.00	935.00	3.0
60,001 - 70,000	1,229.00	1,024.17	1,266.00	1,055.00	3.0
70,001 - 80,000	1,371.00	1,142.50	1,413.00	1,177.50	3.1
80,001 - 90,000	1,466.00	1,221.67	1,510.00	1,258.33	3.0
90,001 - 100,000	1,651.00	1,375.83	1,701.00	1,417.50	3.0

FULL PLAN APPLICATIONS - DWELLINGS UP TO 500M2 AND FLATS UP TO THREE STOREYS**Number of Dwellings (Plan Charge)**

1	489.00	407.50	504.00	420.00	3.1
2	544.00	453.33	561.00	467.50	3.1
3	598.00	498.33	616.00	513.33	3.0
4	652.00	543.33	672.00	560.00	3.1
5	709.00	590.83	731.00	609.17	3.1

Number of Dwellings (Inspection Charge)

1	492.00	410.00	507.00	422.50	3.0
2	763.00	635.83	786.00	655.00	3.0
3	953.00	794.17	982.00	818.33	3.0
4	1,141.00	950.83	1,176.00	980.00	3.1
5	1,330.00	1,108.33	1,370.00	1,141.67	3.0

**CENTRAL DIRECTORATES
2022/23 PROPOSED FEES & CHARGES**

Service : Building Control

Purpose of the Charge: To recover the costs of the service

	2021/22 Budget £'000	Proposed 2022/23 Budget £'000
Income the proposed fees will generate:	405	469

Are concessions available? There are some concessions for the disabled, which are detailed in the tables below.

Description	Current Fee (Inc VAT)	Current Fee (Exc VAT)	Proposed Fee (Inc VAT)	Proposed Fee (Exc VAT)	Increase
	£	£	£	£	%
REGULARISATION CERTIFICATES					
Type of Work					
Domestic extension not exceeding 10 sq. m floor area		614.00		633.00	3.1
Domestic extension exceeding 10 sq. m but not exceeding 40 sq. m floor area		724.00		746.00	3.0
Domestic extension exceeding 40 sq. m but not exceeding 60 sq. m floor area		1,003.00		1,034.00	3.1
Loft conversion - Any extension or alteration of a dwelling consisting of one or more rooms in a roof space providing the cost of the works is less than £38,000.		781.00		805.00	3.1
Detached garage or car port (or both) not exceeding 60 sq. m in floor area and to be used in common with an existing building and which is not an exempt building		503.00		519.00	3.2
Conversion of garage into habitable use (Cost of the works not exceeding £10,000)		503.00		519.00	3.2
Window Replacement (Non competent persons scheme)		205.00		235.00	14.6
Installation of domestic solar panels/wind turbines		196.00		235.00	19.9
Re-wiring or new electrical installation of a dwelling		447.00		461.00	3.1
Any electrical work other than re-wiring of a dwelling		366.00		377.00	3.0
Renovation of a thermal element		235.00		243.00	3.4
Estimated Cost £					
0 - 2000		196.00		235.00	19.9
2,001 - 5,000		337.00		348.00	3.3
5,001 - 10,000		391.00		403.00	3.1
10,001 - 20,000		544.00		561.00	3.1
20,001 - 30,000		683.00		704.00	3.1
30,001 - 40,000		830.00		855.00	3.0
40,001 - 50,000		972.00		1,002.00	3.1
50,001 - 60,000		1,117.00		1,151.00	3.0
60,001 - 70,000		1,259.00		1,297.00	3.0
70,001 - 80,000		1,404.00		1,447.00	3.1
80,001 - 90,000		1,501.00		1,547.00	3.1
90,001 - 100,000		1,691.00		1,742.00	3.0
FULL PLAN APPLICATIONS - DWELLINGS UP TO 500M2 AND FLATS UP TO THREE STOREYS					
Number of Dwellings (Plan Charge)					
1		1,004.00		1,035.00	3.1
2		1,335.00		1,376.00	3.1
3		1,585.00		1,633.00	3.0
4		1,837.00		1,893.00	3.0
5		2,084.00		2,147.00	3.0
Building Regulations Questions for anyone undertaking a Property Search					
Building Regulations (1f)		2.00		3.00	50.0
Building Regulations (1g)		2.00		3.00	50.0
Building Regulations (1h)		2.00		3.00	50.0
Other Charges					
Hoarding / Scaffold Licences - Per Licence		205.00		215.00	4.9
Dealing with Demolition Notices		188.00		195.00	3.7
Officer Letter - Confirmation to Solicitor	54.00	45.00	56.00	46.67	3.7

CENTRAL DIRECTORATES
2022/23 PROPOSED FEES & CHARGES

Service : Local Land Charges

Purpose of the Charge: To recover the costs of the service

	2021/22 Budget £'000	Proposed 2022/23 Budget £'000
Income the proposed fees will generate:	147	162

Are concessions available? No

Description	Current Fee (Inc VAT)	Current Fee (Exc VAT)	Proposed Fee (Inc VAT)	Proposed Fee (Exc VAT)	Increase
	£	£	£	£	%
LOCAL LAND CHARGES					
Fees for Official Search of Register and Standard Enquiries					
Personal search		Free		Free	0.0
Copy search		22.00		23.00	4.5
Requisition (LLC1)		28.00		29.00	3.6
Extra Parcel Fee on (LLC1)		6.00		6.00	0.0
Standard Enquiries CON2a	109.00	90.00	113.00	93.00	3.3
Additional					
Additional Parcels and Garages	29.00	24.17	30.00	25.00	3.4
Other					
Optional Enquiries (each enquiry)	15.00	12.50	16.00	13.33	6.6
Added Enquiries (each enquiry)	28.00	23.33	29.00	24.17	3.6
Cancellation Administration Fee		40.00		41.00	2.5
Commons Registration Searches	15.00	12.50	16.00	13.33	6.6

**CENTRAL DIRECTORATES
2022/23 PROPOSED FEES & CHARGES**

Service : **Monitoring Streetworks**

Purpose of the Charge: To contribute to the costs of the service

	2021/22 Budget £'000	Proposed 2022/23 Budget £'000
Income the proposed fees will generate:	535	551

Are concessions available? No

Description	Current Fee (Inc VAT)	Current Fee (Exc VAT)	Proposed Fee (Inc VAT)	Proposed Fee (Exc VAT)	Increase
	£	£	£	£	%
Highway Licences and Consents					
Sample Inspection Fee		50.00		Set by Statute	0.0
Defect Inspection Fee		47.50		Set by Statute	0.0
Third Party Report Inspection Fee		68.00		Set by Statute	0.0
Skip Operators Licence annual fee		89.00		92.00	3.4
Skip Licence:					
application fee including one week occupation of the highway		22.00		23.00	4.5
per additional week or part there of		13.00		14.00	7.7
for those found without a licence		154.00		200.00	29.9
HIPPO Bags (placed on highway):					
application fee including one week occupation of the highway		22.00		23.00	4.5
per additional week or part there of		13.00		13.00	0.0
for those found without a licence		60.00		62.00	3.3
Commercial / Statutory Undertaker - Temporary Traffic Regulation Order (Non refundable application fee)		804.00		828.00	3.0
Commercial / Statutory Undertaker - Temporary Traffic Regulation Order (Advertising costs)		Rechargeable Advertising Cost +15% Admin Fee		Rechargeable Advertising Cost +15% Admin Fee	
Registered Charity - Temporary Traffic Regulation Order (Non refundable application fee)		5.00		5.00	0.0
Registered Charity - Temporary Traffic Regulation Order (Advertising costs)		Advertising Cost		Advertising Cost	
Community street event closure celebrating nationally important events (e.g. Royal Weddings, Births etc.) on minor non through roads. Traffic Regulation Order. (Non refundable application fee)		5.00		5.00	0.0
Community street event closure celebrating nationally important events (e.g. Royal Weddings, Births etc.) on minor non through roads. Traffic Regulation Order.		Advertising Cost		Advertising Cost	
Community street event closure celebrating nationally important events (e.g. Royal Weddings, Births etc.) on minor non through roads. Traffic Regulation Notice. (Non refundable application fee)		5.00		5.00	0.0
Community street event closure on minor non through roads. Traffic Regulation Notice.		190.00		196.00	3.2
Commercial / Statutory Undertaker - Temporary Traffic Regulation Notice (Non-refundable application fee)		804.00		828.00	3.0
Traffic Management Technical Advice (Officers time per hour - 1 hour minimum)		100.00		103.00	3.0
Temporary Deposit of Materials on Public Highway:					
Non-refundable application fee including one week occupation of the highway		26.00		50.00	92.3
per additional week or part there of		19.00		20.00	5.3
per necessary inspection		60.00		62.00	3.3
for those found without a licence		154.00		159.00	3.2
Inspection of Illegally Constructed Works / Retrospective Approval inspection and admin cost		449.00		500.00	11.4
Charge for turning off/on permanent traffic signals for set up of portable temporary traffic signals (per visit up to 1hr)					
Fee		443.00		456.00	2.9
per additional hour or part thereof		55.00		57.00	3.6
Charge for turning off/on permanent traffic signals for set up of portable temporary traffic signals (per visit) Out of Hours 16.30-08.00 Mon-Fri & All Day Sat, Sun & B/H'S					
Fee		664.00		684.00	3.0
Per additional hour or part thereof		110.00		113.00	2.7
Bus Stop Suspensions					
Application fee (minimum 7 days notice)		267.00		275.00	3.0
Application fee (minimum 3 days notice)		376.00		400.00	6.4
Application fee (≤ 2 days notice)		485.00		650.00	34.0
Parking suspension or dispensation					
Utilities, Contractors, Builders & Commercial Removals:					
Application fee (minimum 7 days notice)		267.00		275.00	3.0
Application fee (minimum 3 days notice)		376.00		387.00	2.9
Application fee (≤ 2 days notice)		485.00		500.00	3.1
Domestic Removals (per day)		60.00		62.00	3.3
Blood Transfusion Service, Health Screening		FREE		FREE	0.0
Application to place 'A' Board on the Public Highway					
per board per annum (including £25.00 non refundable application fee)		77.00		79.00	2.6
for those found without a licence		379.00		390.00	2.9

**CENTRAL DIRECTORATES
2022/23 PROPOSED FEES & CHARGES**

Service : Monitoring Streetworks

Purpose of the Charge: To contribute to the costs of the service

	2021/22 Budget £'000	Proposed 2022/23 Budget £'000
Income the proposed fees will generate:	535	551

Are concessions available? No

Description	Current Fee (Inc VAT)	Current Fee (Exc VAT)	Proposed Fee (Inc VAT)	Proposed Fee (Exc VAT)	Increase
	£	£	£	£	%
Application for Street Café (Registered charity)					
Fee, plus charge based on number of chairs:		128.00		132.00	3.1
1-4 Chairs		86.00		89.00	3.5
5-10 Chairs		114.00		117.00	2.6
11+ Chairs		142.00		146.00	2.8
Application for Street Café					
Fee, plus charge based on number of chairs:		284.00		293.00	3.2
1-4 Chairs		217.00		224.00	3.2
5-10 Chairs		542.00		558.00	3.0
11+ Chairs		976.00		1,005.00	3.0
for those found without a licence		379.00		390.00	2.9
Renewal for Street Café					
Fee, plus charge based on number of chairs:		190.00		196.00	3.2
1-4 Chairs		141.00		145.00	2.8
5-10 Chairs		369.00		380.00	3.0
11+ Chairs		650.00		670.00	3.1
Application to place Automatic Traffic Counters (ATC's) on the highway.					
Application Fee (Non-refundable) plus		153.00		158.00	3.3
per site (as appropriate)		60.00		62.00	3.3
Fees for administering unlicensed ATC's.		521.00		537.00	3.1
Crane/Machinery/Structure on Public Highway Licence					
Fee plus		153.00		158.00	3.3
per necessary inspection		60.00		62.00	3.3
for those found without a licence		521.00		537.00	3.1
Street Works Licence Application Fee (Initial 200m)					
Fee plus		664.00		684.00	3.0
per additional 200 metres or part thereof		152.00		157.00	3.3
per inspection		50.00		Set by Statute	0.0
Cash Bond for Street Work Licences					
< 1.5 metres depth					
<5m2		1,000.00		1,000.00	0.0
5-10m2		1,500.00		1,500.00	0.0
10-30m2		2,000.00		2,000.00	0.0
>1.5 metres depth					
<5m2		1,500.00		1,500.00	0.0
5-10m2		2,500.00		2,500.00	0.0
10-30m2		3,500.00		3,500.00	0.0
Planting/Cultivation of Public Highway					
Commercial fee or		231.00		238.00	3.0
Domestic fee plus		116.00		119.00	2.6
per necessary inspection		60.00		62.00	3.3
Road Occupation Licence with excavation					
Fee (non-refundable) plus		664.00		684.00	3.0
per necessary inspection		60.00		62.00	3.3
Road Occupation without excavation					
Fee plus		171.00		200.00	17.0
per necessary inspection		60.00		62.00	3.3
Application to place Cables etc. over the Public Highway					
Fee plus		153.00		200.00	30.7
per necessary inspection		60.00		62.00	3.3
Cost per failed core sample (layer thickness test)		Actual cost + 15% Admin		Actual cost + 15% Admin	
Cost per failed core sample (Air Voids test)		Actual cost + 15% Admin		Actual cost + 15% Admin	
Traffic Management Costs		Actual cost + 15% Admin		Actual cost + 15% Admin	
Licence to place Temporary signs on the Highway (Per 6 months or part thereof)					
Fee plus		400.00		412.00	3.0
Per site		60.00		62.00	3.3
Penalty for Temporary signs on the Highway without authorisation or Licence		664.00		684.00	3.0
Plus, removal charge per sign		60.00		62.00	3.3
Authorisation for the installation of temporary Traffic Signals. Does not apply to Statutory undertakers as per HAUC advice note No. 2009/09 by virtue of section 65 NRSWA.		237.00		244.00	3.0

CENTRAL DIRECTORATES
2022/23 PROPOSED FEES & CHARGES

Service : Monitoring Streetworks

Purpose of the Charge: To contribute to the costs of the service

	2021/22 Budget £'000	Proposed 2022/23 Budget £'000
Income the proposed fees will generate:	535	551

Are concessions available? No

Description	Current Fee (Inc VAT)	Current Fee (Exc VAT)	Proposed Fee (Inc VAT)	Proposed Fee (Exc VAT)	Increase
	£	£	£	£	%
Street Works Permit Scheme					
Main Roads					
Provisional Advance Authorisation (PAA)		105.00		Set by Statute	0.0
Major Activity [over 10 days] and all major works requiring a traffic regulation order.		240.00		Set by Statute	0.0
Major Activity [4 – 10 days]		130.00		Set by Statute	0.0
Major Activity [up to 3 days]		65.00		Set by Statute	0.0
Standard activity		130.00		Set by Statute	0.0
Minor Activity		65.00		Set by Statute	0.0
Immediate activity		60.00		Set by Statute	0.0
Permit Variation		45.00		Set by Statute	0.0
Minor Roads					
Provisional Advance Authorisation (PAA)		75.00		Set by Statute	0.0
Major Activity [over 10 days] and all major works requiring a traffic regulation order.		150.00		Set by Statute	0.0
Major Activity [4 – 10 days]		75.00		Set by Statute	0.0
Major Activity [up to 3 days]		45.00		Set by Statute	0.0
Standard activity		75.00		Set by Statute	0.0
Minor Activity		45.00		Set by Statute	0.0
Immediate activity		40.00		Set by Statute	0.0
Permit Variation		35.00		Set by Statute	0.0
Rechargeable Street Works					
Repair/Replacement	Actual cost + 15% Admin		Actual cost + 15% Admin		
Specialist Contracted Services	Actual cost + 15% Admin		Actual cost + 15% Admin		
Street Works / Permit Team project registration fees for s38 and s278 or in lieu of.					
Fee for schemes up to £25k value		568.00		650.00	14.4
Fee for schemes over £25k value.		1,137.00		1,500.00	31.9
Vetting of Traffic Signals designs linked to s278 & s38 schemes					
Fee (Up to £25k Signals, Controller & Installation Costs)		1,659.00		1,709.00	3.0
Fee (Over £25k Signals, Controller & Installation Costs)		2,765.00		2,848.00	3.0
Traffic Signal Factory Acceptance Test (FAT), Site Acceptance Test (SAT) and joint post commissioning monitoring linked to s278 & s38 schemes.					
Fee (Up to £25k Signals, Controller & Installation Costs)		664.00		684.00	3.0
Fee (Over £25k Signals, Controller & Installation Costs)		1,327.00		1,367.00	3.0

CENTRAL DIRECTORATES
2022/23 PROPOSED FEES & CHARGES

Service : Highways

Purpose of the Charge: To contribute to the costs of the service

	2021/22 Budget £'000	Proposed 2022/23 Budget £'000
Income the proposed fees will generate:	0	0

Are concessions available? No

Description	Current Fee (Inc VAT)	Current Fee (Exc VAT)	Proposed Fee (Inc VAT)	Proposed Fee (Exc VAT)	Increase
	£	£	£	£	%
Vehicle Access Crossings					
Construction of crossing		Actual cost + 15% Admin Fee		Actual cost + 15% Admin Fee	
Domestic Vehicle Access Application Fee (BFC Contractor)		44.00		45.00	2.3
Domestic Vehicle Access Inspection Fee - Per Occasion		60.00		62.00	3.3
Domestic Vehicle Access Application Fee (Private Contractor)		83.00		85.00	2.4
Domestic Vehicle Access Inspection Fee - Per Occasion		60.00		62.00	3.3
Property Developers or Commercial Vehicle Access					
Fee plus charge based on number of properties:		472.00		486.00	3.0
1 Property		286.00		295.00	3.1
2-5 Properties		513.00		528.00	2.9
6 + Properties		798.00		822.00	3.0
per inspection		60.00		62.00	3.3
Access Protection Markings	115.00	95.83	118.00	98.33	2.6
Ordinary Watercourse Consent					
Application fee per structure or per alteration to channel - minimum charge - Legislative	50.00	41.67	52.00	43.33	4.0

CENTRAL DIRECTORATES
2022/23 PROPOSED FEES & CHARGES

Service : Development & Adoptions

Purpose of the Charge: To contribute to the cost of the services

	2021/22 Budget £'000	Proposed 2022/23 Budget £'000
Income the proposed fees will generate:	425	438

Are concessions available? No

Description	Current Fee (Inc VAT)	Current Fee (Exc VAT)	Proposed Fee (Inc VAT)	Proposed Fee (Exc VAT)	Increase
	£	£	£	£	%
HIGHWAY ENQUIRIES					
Standard rate per hour - minimum charge		67.00		69.00	3.0
Provision of a copy of Section 38 and/or Section 278 agreement	N/A	N/A	29.00	24.17	
RECHARGEABLE WORKS					
All works and staff costs, including accident damage, to be recharged at actual cost plus 15% administration - minimum charge		Minimum - At Cost Plus 15%		Minimum - At Cost Plus 15%	
HIGHWAY ADOPTIONS					
Road Adoptions					
Minimum application fee (part of the overall Section 38/278 fees)		2,550.00		2,550.00	
Surety deposit (minimum cash element of total surety value)		3,500.00		3,500.00	
Formal declarations (outside section 38)		1,110.00		1,140.00	2.7
Re-inspection rate per hour - minimum charge		96.00		99.00	3.1
SECTION 38 & SECTION 278					
Section 38/Section 278 fees					
Schemes up to £25,000 - minimum charge		2,550.00		2,550.00	
Schemes over £25,000		10% of value		10% of value	
Commutated sums in respect of additional highway maintenance costs					
The Council will require a payment for the commuted annual maintenance costs of new work carried out under agreements made under S278 and S38 of the 1980 Highways Act where the costs of maintenance are estimated to be higher than those of the Highway Authority's standard requirements for infrastructure and street furniture or where non standard items are provided within the extent of the highway. Arrangements for such payments are set out in the council's Streetscene Supplementary Planning Document - Commuted Sums. This document is reviewed periodically and any revision will reflect any sums agreed now or in the future through the fees and charges process. Set out below are rates for infrastructure and street furniture.					
Commutated sums - Payable before the issue of the Provisional Completion Certificate or before the issue of the Final Completion Certificate, depending on the S278/S38 agreement in place.					
Section 38					
Manhole per item <3m depth		3,037.00		3,128.00	3.0
New Tree per item		419.00		432.00	3.1
Existing Tree per item		363.00		374.00	3.0
Parking Bay		770.00		793.00	3.0
Swales <500mm m2		83.00		85.00	2.4
Permeable paving m2		132.00		136.00	3.0
Infiltration Trench Lin m		352.00		363.00	3.1
Ditches Lin m		397.00		409.00	3.0
Section 278					
Manhole per item <3m depth		3,037.00		3,128.00	3.0
Carriageway m2 SMA		132.00		136.00	3.0
Carriageway m2 HRA		132.00		136.00	3.0
Carriageway block paved m2		143.00		147.00	2.8
Footway m2		88.00		91.00	3.4
Footway block paved m2		99.00		102.00	3.0
Verge m2		22.00		23.00	4.5
Shrub inspection maintenance m2		55.00		57.00	3.6
Anti-Skid m2		110.00		113.00	2.7
Gully per item		583.00		600.00	2.9
Beaney Blocks lin m		352.00		363.00	3.1
New Tree per item		419.00		432.00	3.1
Existing Tree per item		363.00		374.00	3.0
Street light 12m column		2,047.00		2,108.00	3.0
Street light 10m		2,003.00		2,063.00	3.0
Street light 8m		1,870.00		1,926.00	3.0
Street light 6m		1,816.00		1,870.00	3.0
Street Light 5m		1,794.00		1,848.00	3.0
Parking Bay		770.00		793.00	3.0
Illuminated Bollard		990.00		1,020.00	3.0
Illuminated sign <600mm replace and maintain		826.00		851.00	3.0
Non Lit Sign <600 replace and maintain		231.00		238.00	3.0
Timber Bollard		517.00		533.00	3.1
Feeder pillar		220.00		227.00	3.2
Traffic Signal per head (pedestrian)		11,004.00		11,334.00	3.0
Traffic Signal per head (junction)		13,756.00		14,169.00	3.0
The above is not a comprehensive list of all the items for Commuted Sums and other items will be considered as part of the initial design discussions. Non-standard materials that relate to items on this list will also need to be discussed early on in the process.					
In respect of all S278/38 schemes the developer must pay an initial fee of at least £2,550 before we can undertake any assessment. On larger schemes, that require a greater level of assessment, the initial fee will be decided on a scheme by scheme basis but it will be greater than the minimum amount stated above. Once agreed and paid we will then undertake the assessment. Any final fees due will reflect the level of initial fees secured prior to scheme assessment.					
Structures - costs to be agreed for individual structures at an early stage. Any structure that is to be adopted or maintained by the Highway Authority will require Commuted Sums and this will need to be assessed and agreed at an early Stage. Structural design assessment and approval (AIP etc.) will require additional fees and will be on a case by case basis.					
Any non standard drainage and SuDs systems that are to be either adopted/maintained by the Highway Authority will need to be reviewed separately and discussed at an early stage and will require Commuted Sums.					
Additional rates would relate to S38 agreements where non-standard highway detail has been applied. These rates will follow those S278 agreed rates.					

CENTRAL DIRECTORATES
2022/23 PROPOSED FEES & CHARGES

Service : Development & Adoptions

Purpose of the Charge: To contribute to the cost of the services

	2021/22 Budget £'000	Proposed 2022/23 Budget £'000
Income the proposed fees will generate:	425	438

Are concessions available? No

Description	Current Fee (Inc VAT)	Current Fee (Exc VAT)	Proposed Fee (Inc VAT)	Proposed Fee (Exc VAT)	Increase
	£	£	£	£	%
STREET NAMING & NUMBERING					
Property Name Change (Sole identity)		96.00		99.00	3.1
Addition of Property name (To numbered property)		45.00		46.00	2.2
Amendment to Postal Address		96.00		99.00	3.1
New Build - Individual Property		96.00		99.00	3.1
New Development Fixed Fee		179.00		184.00	2.8
Plus fee per Unit		26.00		27.00	3.8
Conversion of Property into Flats - Fee per Flat		49.00		51.00	4.1
Renumbering of a Development or Block of Flats - Fee per Unit/Flat		26.00		27.00	3.8
TRAFFIC SURVEY DATA					
Observed or modelled junction turning counts - per junction	624.00	520.00	643.00	535.83	3.0
Traffic count information from automatic counters	184.00	153.33	190.00	158.33	3.3
Zonal information, such as population, employment, car availability etc. Per zone, up to a max. of 50 locations, above which an additional daily time charge will be incurred.	658.00	548.33	N/A	N/A	
Select link information to show indicative origin-destination movements of traffic on a specific link - Per request	328.00	273.33	338.00	281.67	3.0
Other data requests will be assessed on their merits and charged at the discretion of the Council					
Bracknell Forest Multi-Modal Transport Model (BFMMTM) - Developers Charges					
Use of model for one month or each additional month exceeding six months	4,467.00	3,722.50	4,601.00	3,834.17	3.0
Use of model for first six months	22,036.00	18,363.33	22,697.00	18,914.17	3.0
In-house modelling including pro-rata licence fee. Senior Engineer - per hour	N/A	N/A	126.85	105.71	0.0
CONCESSIONARY FARES					
Replacement Pass		8.00		8.00	0.0
New annual Senior Citizen Railcard (with any increases made by SWT during the year to be passed on) by SWT during the year to be passed on)		16.00		17.00	6.3
Renewal of Disabled Person's Railcard		9.00		10.00	11.1

**CENTRAL DIRECTORATES
2022/23 PROPOSED FEES & CHARGES**

Service : Development Management

Purpose of the Charge: To contribute to the costs of the service

	2021/22 Budget £'000	Proposed 2022/23 Budget £'000
Income the proposed fees will generate:	1,088	1,091

Are concessions available? No

Description	Current Fee (Inc VAT)	Current Fee (Exc VAT)	Proposed Fee (Inc VAT)	Proposed Fee (Exc VAT)	Increase
	£	£	£	£	%

PLANNING APPLICATIONS

Please note that 25% of statutory fees will be charged for invalid applications where relevant information is repeatedly not provided within a reasonable timescale.

Outline Application

All types (except B1,B4,B6,D1 and D2) where site area is:

(a) Not more than 2.5 hectares (each 0.1 ha (or part) of site area) Charge per 0.1 hectares	462.00		Set by Statute	0.0
(b) More than 2.5 hectares (£11432+£138 each 0.1 ha (or part) of site area) Standard charge plus Charge per 0.1 hectares in excess of 2.5 hectares Maximum	11,432.00 138.00 150,000.00		Set by Statute Set by Statute Set by Statute	0.0 0.0 0.0

Full Application

1. Alteration or extension of, or within the curtilage of an existing dwelling unit including the erection of boundary enclosures and buildings for purposes ancillary to the enjoyment of the dwelling as such

One dwelling unit	206.00		Set by Statute	0.0
Two or more dwelling units	407.00		Set by Statute	0.0

2. Erection of new dwelling units

(a) 50 dwellings or less (each dwelling) Charge per Unit	462.00		Set by Statute	0.0
(b) More than 50 dwellings (£22859+£138 for each dwelling) Standard charge Charge per Unit above 50 Maximum	22,859.00 138.00 300,000.00		Set by Statute Set by Statute Set by Statute	0.0 0.0 0.0

Approval of Reserved Matters for dwelling units

All types of development are now charged at the rate appropriate for a full application, as detailed above. For Maximum and Charge per Unit, see above rates for full application.

Application for approval of reserved matters following outline approval		Full fee due or of full fee already paid then £462 due		Set by Statute	0.0
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3. Development (other than dwelling units, agricultural buildings, or glasshouses, plant or machinery) where the floor space created is:

a) Nil or not more than 40 sq. metres (each application)	234.00		Set by Statute	0.0
b) 40 sq. metres to 75 sq. metres (each application)	462.00		Set by Statute	0.0
c) 75 sq. metres to 3,750 sq. metres (each 75 sq. m or part)	462.00		Set by Statute	0.0
d) More than 3750 sq m (£22859+ £138 each additional 75 sq m or part of) Standard charge Each additional 75 sq. m or part of Maximum	22,859.00 138.00 300,000.00		Set by Statute Set by Statute Set by Statute	0.0 0.0 0.0

Approval of Reserved Matters for development other than dwelling units

All types of development are now charged at the rate appropriate for a full application, as detailed above. For maximum and charge per Unit, see above rates for full application.

4. Erection, alteration or replacement of plant or machinery (a) Up to 5 hectares; (charge for each 0.1 ha (or part) of site area)	462.00		Set by Statute	0.0
(b) More than 5 hectares (£22859+ £138 each additional 0.1 ha) Standard charge plus Each Additional 0.1ha Maximum	22,859.00 138.00 300,000.00		Set by Statute Set by Statute Set by Statute	0.0 0.0 0.0
5. Agricultural buildings (excluding glasshouses) a) Up to 465 sq. metres (each application)	96.00		Set by Statute	0.0
b) 465 sq. metres to 540 sq. metres (first 540 sq. m) (each application)	462.00		Set by Statute	0.0
c) 540 sq. metres to 4,215 sq. m (each 75 sq. m of excess (or part) For the first 540 sq. meters Each additional 75 sq. m	462.00 462.00		Set by Statute Set by Statute	0.0 0.0
d) More than 4,215 sq m (£22859+ £138 for each 75 sq m in excess of 4,215 sq m) Standard Charge Each additional 75 sq. m Maximum	22,859.00 138.00 300,000.00		Set by Statute Set by Statute Set by Statute	0.0 0.0 0.0
6. Glasshouses on land used for the purpose of agriculture (75% external area must be glass or translucent material), full or outline a) Up to 465 sq. metres (floor area of building proposed) (each application)	96.00		Set by Statute	0.0
b) More than 465 sq. metres (floor area of building proposed) (each application)	2,580.00		Set by Statute	0.0

**CENTRAL DIRECTORATES
2022/23 PROPOSED FEES & CHARGES**

Service : Development Management

Purpose of the Charge: To contribute to the costs of the service

	2021/22 Budget £'000	Proposed 2022/23 Budget £'000
Income the proposed fees will generate:	1,088	1,091

Are concessions available? No

Description	Current Fee (Inc VAT)	Current Fee (Exc VAT)	Proposed Fee (Inc VAT)	Proposed Fee (Exc VAT)	Increase
	£	£	£	£	%
Operations, Etc other than Building Works					
1. Construction of car parks, service roads or other means of access incidental to the existing use of the land in a single undertaking (each application)		234.00		Set by Statute	0.0
2. Waste (Use of land for disposal of refuse or waste materials or deposit of material remaining after extraction or storage of minerals)					
(a) Up to 15 hectares each 0.1 ha (or part)		234.00		Set by Statute	0.0
(b) More than 15 hectares (£34934+ £138 for each 0.1 ha)					
Standard Charge		34,934.00		Set by Statute	0.0
Charge per Unit (0.1ha)		138.00		Set by Statute	0.0
Maximum		78,000.00		Set by Statute	0.0
3. Operations connected with exploratory drilling for oil or natural gas					
(a) Up to 7.5 hectares (Each 0.1 hectare or part of)		508.00		Set by Statute	0.0
(b) More than 7.5 hectares (£38070 + £151 for each 0.1 of a hectare in excess of 7.5 hectares)					
Standard Charge		38,070.00		Set by Statute	0.0
Each 0.1 hectares above 7.5 hectares		151.00		Set by Statute	0.0
Maximum		300,000.00		Set by Statute	0.0
4. Operations (other than exploratory drilling) for the winning and working of oil or natural gas					
a) Site area not more than 15		257.00		Set by Statute	0.0
b) Site area more than 15 hectares					
Standard charge plus		38,520.00		Set by Statute	0.0
For each 0.1 hectares in excess of 15 hectares		151.00		Set by Statute	0.0
Maximum		78,000.00		Set by Statute	0.0
5. Other operations for the winning and working of minerals excluding oil and natural gas					
a) Site area not more than 15 hectares (Per 0.1 hectares (or part of)		234.00		Set by Statute	0.0
b) Site area more than 15 hectares:					
Standard charge plus		34,934.00		Set by Statute	0.0
For each 0.1 hectares in excess of 15 hectares		138.00		Set by Statute	0.0
Maximum		78,000.00		Set by Statute	0.0
6. Other operations not coming into any of the above categories: for each 0.1 hectare (or part thereof)		234.00		Set by Statute	0.0
Maximum		2,028.00		Set by Statute	0.0
Lawful Development Certificate					
Existing use - in breach of a planning condition		Same as full		Set by Statute	0.0
Existing use - lawful not to comply with a particular condition		234.00		Set by Statute	0.0
Proposed use		Half the normal planning fee		Set by Statute	0.0
Change of Use					
Not more than 50 dwelling houses		462.00		Set by Statute	0.0
More than 50 dwellings (£22859+ £138 for each dwelling)					
Standard charge plus		22,859.00		Set by Statute	0.0
Charge per Unit above 50		138.00		Set by Statute	0.0
Maximum		300,000.00		Set by Statute	0.0
Other Changes of Use of a building or land		462.00		Set by Statute	0.0

**CENTRAL DIRECTORATES
2022/23 PROPOSED FEES & CHARGES**

Service : Development Management

Purpose of the Charge: To contribute to the costs of the service

	2021/22 Budget £'000	Proposed 2022/23 Budget £'000
Income the proposed fees will generate:	1,088	1,091

Are concessions available? No

Description	Current Fee (Inc VAT)	Current Fee (Exc VAT)	Proposed Fee (Inc VAT)	Proposed Fee (Exc VAT)	Increase
	£	£	£	£	%
Prior Approval of a building to use as one or more separate dwelling houses, or other cases					
Proposed larger home extension		96.00		Set by Statute	0.0
Agricultural and forestry buildings and operations or demolition of buildings		96.00		Set by Statute	0.0
Communications (Telecommunications code systems operators)		462.00		Set by Statute	0.0
Change of Use from Shops (Class A1), Professional and Financial Services (Class A2), Takeaways (Class A5), Betting Offices, Pay Day Loans Shops or Launderettes to Offices (Class B1a)		96.00		Set by Statute	0.0
Change of Use of building and any land within its curtilage from Business (Use Class B1), Hotels (Use Class C1), Residential Institutions (Use Class C2), Secure Residential Institutions (Use Class C2A) or Assembly and Leisure (Use Class D2) to a State Funded or Registered Nursery.		96.00		Set by Statute	0.0
Change of Use of a building and any land within its curtilage from an Agriculture Building to a State-Funded School or Registered Nursery.		96.00		Set by Statute	0.0
Change of Use of a building and any land within its curtilage from an Agriculture Building to a flexible use within Shops (Use Class A1), Financial and Professional Services (Use Class A2), Restaurants and Cafes (Use Class A3), Business (Use Class B1), Storage or Distribution (Use Class B8), Hotels (Use Class C1), or Assembly or Leisure (Use Class D2).		96.00		Set by Statute	0.0
Change of Use of a building and any land within its curtilage from offices (Use Class B1a) Use to Dwelling houses (Use Class C3)		96.00		Set by Statute	0.0
Change of Use of a building and any land within its curtilage from an Agriculture Building to Dwelling houses (Use Class C3), - if it includes building operations in connection with the change of use		96.00 206.00		Set by Statute	0.0
Change of use of a building from Shops (Use Class A1), Financial and Professional Services (Use Class A2), Betting Offices, Pay Day Loan Shops, Launderette; or a mixed use combining one of these uses and use as a dwelling house to Dwelling house (Use Class C3) - if it includes building operations in connection with the change of use		96.00 206.00		Set by Statute	0.0
Change of use of a building and any land within its curtilage from Light Industrial (Use Class B1c) to Dwelling houses (Use Class C3)		96.00		Set by Statute	0.0
Change of use of a building and any land within its curtilage from Amusement Arcades/Centres and Casinos (Sui Generis Uses) to Dwelling houses (Use Class A3) - if it includes building operations in connection with the change of use		96.00 206.00		Set by Statute	0.0
Change of use of a building from Shops (Use Class A1) and Financial and Professional Services (Use Class A2), Betting Offices, Pay Day Loans Shops and Casinos (Sui Generis Uses) to Restaurants and Cafes (Use Class A3) - if it includes building operations in connection with the change of use		96.00 206.00		Set by Statute	0.0
Change of Use of a building from Shops (Use Class A1) and Financial and Professional Services (Use Class A2), Betting Offices, Pay Day Loan Shops (Sui Generis Uses to Assembly and Leisure Uses (Use Class D2)		96.00		Set by Statute	0.0
Change of Use from Shops (Class A1), Professional Financial Services (Class A2), Takeaways (Class A5), Betting offices, Pay Day Loan Shops or Launderette to Offices (Class B1a)		96.00		Set by Statute	0.0
Development Consisting of the Erection or Construction of a Collection Facility within the Curtilage of a Shop		96.00		Set by Statute	0.0
Temporary Use of Buildings or Land for the Purpose of Commercial Film-Making and the Associated Temporary Structures, Works, Plant or Machinery required in Connection with that Use		96.00		Set by Statute	0.0
Installation, Alteration or Replacement of other Solar Photovoltaics (PV) equipment on the Roofs of Non-domestic Buildings, up to a Capacity of 1 Megawatt.		96.00		Set by Statute	0.0

**CENTRAL DIRECTORATES
2022/23 PROPOSED FEES & CHARGES**

Service : Development Management

Purpose of the Charge: To contribute to the costs of the service

	2021/22 Budget £'000	Proposed 2022/23 Budget £'000
Income the proposed fees will generate:	1,088	1,091

Are concessions available? No

Description	Current Fee (Inc VAT)	Current Fee (Exc VAT)	Proposed Fee (Inc VAT)	Proposed Fee (Exc VAT)	Increase
	£	£	£	£	%
Residential - all rates based on gross new units					
These fees are based on consideration of a single scheme. Advice on additional options will be charged at 10% of overall fee for each additional option.					
Householders					
Stage 1 In-Principle advice for Permitted Development Enquiries	58.00	48.33	60.00	50.00	3.4
Stage 1 In-Principle Pre-App without site visit - Planning officer and policy advice only	95.00	79.17	98.00	81.67	3.2
Full Standard Pre-App with site visit and all relevant consultees	147.00	122.50	151.00	125.83	2.7
Developers					
Residential Units					
Full Standard Pre-App with site visit and all relevant consultees					
1 unit	N/A	N/A	299.00	249.17	3.1
2-5 units	N/A	N/A	595.00	495.83	2.9
6-10 units	N/A	N/A	1,136.00	946.67	3.0
11-25 units	N/A	N/A	1,667.00	1,389.17	3.0
26-50 units	N/A	N/A	2,977.00	2,480.83	3.0
51+ units	N/A	N/A	6,669.00	5,557.50	3.0
Follow-up advice (for each additional round of consultation and advice following initial feedback or in respect of amended plans submitted within 12 weeks of issue for a formal pre-app response)					
1 unit	N/A	N/A	179.00	149.17	2.9
2-5 units	N/A	N/A	358.00	298.33	2.9
6-10 units	N/A	N/A	477.00	397.50	3.0
11-25 units	N/A	N/A	715.00	595.83	3.0
26-50 units	N/A	N/A	1,190.00	991.67	3.0
51+ units	N/A	N/A	1,787.00	1,489.17	3.0
Stage 1 In-Principle Pre-App without site visit - Planning officer and policy advice only					
1 unit	174.00	145.00	N/A	N/A	0.0
2-5 units	348.00	290.00	N/A	N/A	0.0
6-10 units	463.00	385.83	N/A	N/A	0.0
11-25 units	694.00	578.33	N/A	N/A	0.0
26-50 units	1,155.00	962.50	N/A	N/A	0.0
51+ units	1,735.00	1,445.83	N/A	N/A	0.0
Stage 2 Full Standard Pre-App following Stage 1 in-principle advice					
1 unit	184.00	153.33	N/A	N/A	0.0
2-5 units	368.00	306.67	N/A	N/A	0.0
6-10 units	904.00	753.33	N/A	N/A	0.0
11-25 units	1,314.00	1,095.00	N/A	N/A	0.0
26-50 units	2,428.00	2,023.33	N/A	N/A	0.0
51+ units	5,890.00	4,908.33	N/A	N/A	0.0
Full Standard Pre-App with site visit and all relevant consultees					
1 unit	290.00	241.67	N/A	N/A	0.0
2-5 units	578.00	481.67	N/A	N/A	0.0
6-10 units	1,103.00	919.17	N/A	N/A	0.0
11-25 units	1,618.00	1,348.33	N/A	N/A	0.0
26-50 units	2,890.00	2,408.33	N/A	N/A	0.0
51+ units	6,475.00	5,395.83	N/A	N/A	0.0

**CENTRAL DIRECTORATES
2022/23 PROPOSED FEES & CHARGES**

Service : Development Management

Purpose of the Charge: To contribute to the costs of the service

	2021/22 Budget £'000	Proposed 2022/23 Budget £'000
Income the proposed fees will generate:	1,088	1,091

Are concessions available? No

Description	Current Fee (Inc VAT)	Current Fee (Exc VAT)	Proposed Fee (Inc VAT)	Proposed Fee (Exc VAT)	Increase
	£	£	£	£	%
Commercial/Non-Residential Units					
Based on floorspace including change of use					
Full Standard Pre-App with site visit and all relevant consultees					
0-200 sq. metres	N/A	N/A	239.00	199.17	3.0
201-1000 sq. metres	N/A	N/A	536.00	446.67	3.1
1001-2000 sq. metres	N/A	N/A	775.00	645.83	3.1
2001-3000 sq. metres	N/A	N/A	1,131.00	942.50	3.0
3001-5000 sq. metres	N/A	N/A	1,669.00	1,390.83	3.0
5001-10000 sq. metres	N/A	N/A	2,975.00	2,479.17	3.0
10001+ sq. metres	N/A	N/A	6,664.00	5,553.33	3.0
Follow-up advice (for each additional round of consultation and advice following initial feedback or in respect of amended plans submitted within 12 weeks of issue for a formal pre-app response)					
0-200 sq. metres	N/A	N/A	141.00	117.50	2.9
201-1000 sq. metres	N/A	N/A	299.00	249.17	3.1
1001-2000 sq. metres	N/A	N/A	406.00	338.33	3.0
2001-3000 sq. metres	N/A	N/A	476.00	396.67	3.0
3001-5000 sq. metres	N/A	N/A	715.00	595.83	3.0
5001-10000 sq. metres	N/A	N/A	1,191.00	992.50	3.0
10001+ sq. metres	N/A	N/A	1,784.00	1,486.67	3.0
Based on floorspace including change of use					
Stage 1 In-Principle Pre-App without site visit - Planning officer and policy advice only					
0-200 sq. metres	137.00	114.17	N/A	N/A	
201-1000 sq. metres	290.00	241.67	N/A	N/A	
1001-2000 sq. metres	394.00	328.33	N/A	N/A	
2001-3000 sq. metres	462.00	385.00	N/A	N/A	
3001-5000 sq. metres	694.00	578.33	N/A	N/A	
5001-10000 sq. metres	1,156.00	963.33	N/A	N/A	
10001+ sq. metres	1,732.00	1,443.33	N/A	N/A	
Stage 2 Full Standard Pre-App following Stage 1 in-principle advice					
0-200 sq. metres	153.00	127.50	N/A	N/A	
201-1000 sq. metres	348.00	290.00	N/A	N/A	
1001-2000 sq. metres	536.00	446.67	N/A	N/A	
2001-3000 sq. metres	904.00	753.33	N/A	N/A	
3001-5000 sq. metres	1,318.00	1,098.33	N/A	N/A	
5001-10000 sq. metres	2,428.00	2,023.33	N/A	N/A	
10001+ sq. metres	5,892.00	4,910.00	N/A	N/A	
Full Standard Pre-App with site visit and all relevant consultees					
0-200 sq. metres	232.00	193.33	N/A	N/A	
201-1000 sq. metres	520.00	433.33	N/A	N/A	
1001-2000 sq. metres	752.00	626.67	N/A	N/A	
2001-3000 sq. metres	1,098.00	915.00	N/A	N/A	
3001-5000 sq. metres	1,620.00	1,350.00	N/A	N/A	
5001-10000 sq. metres	2,888.00	2,406.67	N/A	N/A	
10001+ sq. metres	6,470.00	5,391.67	N/A	N/A	
Bespoke Service					
Please contact the planning service to discuss requirements and charges	POA	POA	POA	POA	

**CENTRAL DIRECTORATES
2022/23 PROPOSED FEES & CHARGES**

Service : Development Management

Purpose of the Charge: To contribute to the costs of the service

	2021/22 Budget £'000	Proposed 2022/23 Budget £'000
Income the proposed fees will generate:	1,088	1,091

Are concessions available? No

Description	Current Fee (Inc VAT)	Current Fee (Exc VAT)	Proposed Fee (Inc VAT)	Proposed Fee (Exc VAT)	Increase
	£	£	£	£	%
Extras					
Consideration of additional plans (within 12 weeks of original application)					
Residential					
1 unit	95.00	79.17	98.00	81.67	3.2
2-5 units	184.00	153.33	190.00	158.33	3.3
6-10 units	347.00	289.17	357.00	297.50	2.9
11-25 units	520.00	433.33	536.00	446.67	3.1
26-50 units	694.00	578.33	715.00	595.83	3.0
51+ units	868.00	723.33	894.00	745.00	3.0
Commercial/Non-Residential					
201-1000 sq. metres	95.00	79.17	98.00	81.67	3.2
1001-2000 sq. metres	184.00	153.33	190.00	158.33	3.3
2001-3000 sq. metres	348.00	290.00	358.00	298.33	2.9
3001-5000 sq. metres	520.00	433.33	536.00	446.67	3.1
5001-10000 sq. metres	694.00	578.33	715.00	595.83	3.0
10001+ sq. metres	868.00	723.33	894.00	745.00	3.0
Additional charges					
Officer recharge rate per officer in attendance at a meeting:					
Meetings (per officer per hour)	131.00	109.17	135.00	112.50	3.1
Letter of confirmation of compliance with an enforcement notice	184.00	153.33	190.00	158.33	3.3
Non-Material amendments to a planning permission - Householder	34.00	28.33	Set by Statute	Set by Statute	0.0
Non-Material amendments to a planning permission - Non-Residential	234.00	195.00	Set by Statute	Set by Statute	0.0
Miscellaneous					
Change of use from a dwelling and change of use of land to garden	96.00	80.00	99.00	82.50	3.1
Non householder finding out use class, what type of amendment is required on an application e.g. non-material or material amendment	77.00	64.17	79.00	65.83	2.6
Letter of confirmation of compliance with enforcement notice	178.00	148.33	183.00	152.50	2.8
Local Plan Sites - Including sites being promoted to be included in the Local Plan					
Initial Meeting (up to an hour)	0.00		0.00		0.0
Follow-up Meetings - Per Office Hour	131.00		135.00		3.1
Other Charges					
Research Enquiries - Per Hour	131.00	109.17	135.00	112.50	3.1
Processing deed of variation to S106 Agreements	326.00	271.67	336.00	280.00	3.1
Hire of BFC rooms per day by appellants or any third parties during hearings / inquiries	252.00	200.00	260.00	200.00	3.2
Mixed Developments					
Where a development comprises a mix of commercial and residential development the fee payable is 75% of the sum of the fees payable in both categories.					
Advertising					
Relating to the business on the premises		132.00		Set by Statute	0.0
Advance signs which are not situated on or visible from the site, directing the public to a business		132.00		Set by Statute	0.0
Other advertisements		462.00		Set by Statute	0.0
Application for Permission in Principle					
£402 for each 0.1 hectare (or part thereof)		402.00		Set by Statute	0.0
Approval/Variation/discharge of condition					
Application for removal or variation of a condition following grant of planning permission		234.00		Set by Statute	0.0
Request for confirmation that one or more planning conditions have been complied with. (Each Application)		£34 per request for Householder otherwise £116 per request		Set by Statute	0.0

CENTRAL DIRECTORATES
2022/23 PROPOSED FEES & CHARGES

Service : Parks, Open Spaces & Countryside

Purpose of the Charge: To contribute to the costs of the service

	2021/22 Budget £'000	Proposed 2022/23 Budget £'000
Income the proposed fees will generate:	1,307	1,397

Are concessions available? There are concessions for people under 16, students, people over 64 & the disabled which are detailed in the fees & charges below.

Description	Current Fee (Inc VAT)	Current Fee (Exc VAT)	Proposed Fee (Inc VAT)	Proposed Fee (Exc VAT)	Increase
	£	£	£	£	%
WESTMORLAND PARK					
Football Pitch (with changing rooms)*					
Senior Pitch	118.05	98.38	121.60	101.33	3.0
Senior Pitch for Junior Use	59.35	49.46	61.15	50.96	3.0
Junior Pitch	39.45	32.88	40.65	33.88	3.0
Annual Charge	6,720.10	5,600.08	6,921.75	5,768.13	3.0
Baseball Diamond with Changing Rooms*					
Adult	118.05	98.38	121.60	101.33	3.0
Junior Hire	59.35	49.46	61.15	50.96	3.0
Annual Charge	4,723.60	3,936.33	4,865.35	4,054.46	3.0
Baseball Diamond without Changing Rooms*					
Adult	74.55	62.13	76.80	64.00	3.0
Junior Hire	37.35	31.13	38.50	32.08	3.1
Annual Charge	3,633.30	3,027.75	3,742.30	3,118.58	3.0
PRIORY					
Football Pitch (without changing rooms)*					
Senior Pitch	74.55	62.13	76.80	64.00	3.0
Senior Pitch for Junior Use	37.35	31.13	38.50	32.08	3.1
Junior Pitch	24.90	20.75	25.65	21.38	3.0
Annual Charge	4,480.50	3,733.75	4,614.95	3,845.79	3.0
FARLEY					
Football Pitch (without changing rooms)*					
Senior Pitch	74.55	62.13	76.80	64.00	3.0
Senior Pitch for Junior Use	37.35	31.13	38.50	32.08	3.1
Junior Pitch	24.90	20.75	25.65	21.38	3.0
Annual Charge	3,867.50	3,222.92	3,983.55	3,319.63	3.0
*Clubs hiring the pitches for 10 or more consecutive bookings maybe exempt from VAT					
Tennis Association					
Family Membership	100.00	83.33	103.00	85.83	3.0
Adult Membership	50.00	41.67	51.50	42.92	3.0
Junior Membership	28.00	23.33	28.85	24.04	3.0
Tennis - Pay and Play					
Adult	6.00	5.00	6.20	5.17	3.3
Under 16/64+	5.00	4.17	5.15	4.29	3.0
Tennis Latika Farleywood					
Annual charge additional court booking**	3,279.20	2,732.67	3,377.60	2,814.67	3.0
Cabin Hire	1,282.15	1,068.46	1,320.65	1,100.54	3.0
Additional hourly rate	1.20	1.00	1.25	1.04	4.2
** A further £1,250 is invoiced for annual court bookings which is then forwarded to Farley Wood Community Association as a contribution towards the use of floodlights.					
Hall Hire					
Per Hour	15.60	13.00	16.10	13.42	3.2
Cricket					
Adult	109.55	91.29	112.85	94.04	3.0
Junior	55.20	46.00	56.90	47.42	3.1
Cricket					
Adult	69.20	57.67	71.30	59.42	3.0
Junior	34.75	28.96	35.80	29.83	3.0
Multi Use Games Area (MUGA)					
Hire Per Hour	26.85	22.38	27.70	23.08	3.2
Ranger / Officer led activity (Walks & Talks)					
Per Visit hourly rate (N.B.no charge applicable for audience development and community engagement activities which support site management)	31.85	26.54	32.85	27.38	3.1
Local Businesses / Commercial Groups	POA	POA	POA	POA	
With regard to the above charges for pitch and hall hire: discounting may be applied where considered necessary to support establishment and viability of local clubs and groups. This will only be applied for block bookings e.g. per season or per academic year use.					
Rights of Way					
Basic charge to process an application, add to register of deposits and posting notices on site		328.05		337.90	3.0
Additional parcel (e.g. land divided by public highway or multiple separate parcels) requiring further site notices		65.70		67.70	3.0
Subsequent declaration to renew Deposit (at up to 20 years intervals)		65.70		67.70	3.0

**CENTRAL DIRECTORATES
2022/23 PROPOSED FEES & CHARGES**

Service : Parks, Open Spaces & Countryside

Purpose of the Charge: To contribute to the costs of the service

	2021/22 Budget £'000	Proposed 2022/23 Budget £'000
Income the proposed fees will generate:	1,307	1,397

Are concessions available? There are concessions for people under 16, students, people over 64 & the disabled which are detailed in the fees & charges below.

Description	Current Fee (Inc VAT)	Current Fee (Exc VAT)	Proposed Fee (Inc VAT)	Proposed Fee (Exc VAT)	Increase
	£	£	£	£	%
THE LOOK OUT					
Admission					
Adult	8.15	6.79	8.40	7.00	3.1
Under 16 / Students / 64+ / Disabled	5.95	4.96	6.15	5.13	3.4
Saver Ticket	22.25	18.54	22.95	19.13	3.1
School Children	5.25	4.38	5.45	4.54	3.8
Under 4s Group Bookings	5.25	4.38	5.45	4.54	3.8
45 minute visit special needs	3.50	2.92	3.65	3.04	4.3
Adult after 4pm	4.40	3.67	4.55	3.79	3.4
Under 16 / Students / 64+ / Disabled, after 4pm	2.95	2.46	3.05	2.54	3.4
Saver Ticket after 4pm	10.95	9.13	11.30	9.42	3.2
Parent & Toddler (Term time only)	7.15	5.96	7.40	6.17	3.5
Carers for disabled	Free	Free	Free	Free	
Birthday Parties*					
Venue Hire	POA	POA	POA	POA	
Loyalty Card*					
Adult	32.60	27.17	33.60	28.00	3.1
Under 16	23.80	19.83	24.60	20.50	3.4
Family	89.00	74.17	91.80	76.50	3.1
Commercial Hire					
Whole Day	276.00	230.00	284.00	236.67	2.9
Half Day	140.00	116.67	144.00	120.00	2.9
Per Hour	66.00	55.00	68.00	56.67	3.0
Evening hire, per hour	89.00	74.17	92.00	76.67	3.4
* Where not specifically identified and where applicable courses/retail/catering/birthday parties/commercial bookings are charged at market rates.					
FILMING OPPORTUNITIES					
Filming charges provide an estimated cost of service, full price is confirmed on application, as is required to reflect the bespoke nature of many of the filming requests and to strategically support the ongoing development of a new borough filming business in conjunction with the new Berkshire Film Office.					
Filming administration fee (per application)	52.00	43.33	54.00	45.00	3.8
Officer fee (not including initial admin fee) Free first consult/on-site meeting and this hourly rate thereafter)	52.00	43.33	54.00	45.00	3.8
Small production (up to 5 people + small tripod)	314.00	261.67	323.00	269.17	2.9
Medium-larger productions (Between 6-29 people, kit and trucks)*	600.00- 2,500.00	500.00- 2,083.33	600.00- 2,500.00	500.00- 2,083.33	0.0
Major productions (30+ people, kit and trucks)	POA		POA		0.0
Student pieces	Free		POA		0.0
News / Weather reporting	Free		Free		
Charities (Normally free, or may charge to recover council costs if these will be incurred)	POA		POA		0.0
Extra requirements / other discretionary services such as: Site meetings / inspections, legal / licence fee, exclusivity of site fee, unit base / parking, assisting with filming on the public highway, providing access to parks / buildings, coning off areas, providing access to electricity, refuse collection, removal or addition of street furniture, street cleaning, turning off street lights, providing access to water or parking.	POA		POA		0.0
Note: * Prices for applications are agreed by negotiation, in light of the size and nature of the production, using price benchmarking and industry feedback from partnership with Berkshire Film Office, to secure best value while maximising number of filming sales.					

DELIVERY
2022/23 PROPOSED FEES & CHARGES

Service: Legal & Surveyors' Fees

Purpose of the Charge: To contribute to the costs of the service

	2021/22 Budget £'000	Proposed 2022/23 Budget £'000
Income the proposed fees will generate:	198	204

Are concessions available? No

Description	Current Fee (Inc VAT)	Current Fee (Exc VAT)	Proposed Fee (Inc VAT)	Proposed Fee (Exc VAT)	Increase
	£.p	£.p	£.p	£.p	%
Legal & Surveyors' Fees for Property Transactions					
New Lease		565		585	2.7
Licence to Assign		425		440	3.5
Contracted Out Lease - fee is dependant on complexity		250/415		260/430	4/3.6
License to Alter - fee is dependant upon complexity		250/415		260/430	4/3.6
Deed of Variation - fee is dependant on complexity		250/415		260/430	4/3.6
Sale of Garages & Freehold Reversions		345		360	4.3
Letter/Deed of Postponement		155		160	3.2
Deprivation of Liberty Safeguard cases (uncontested)		0		550	0.0
Deprivation of Liberty Safeguard cases (contested)*per hour		0		150	0.0
Transfer (or hourly rate as appropriate)		405		420	3.7
Section 106 Agreements		1500**		1500**	0.0
S38/278 Highways Act Agreement - per hour		190		200	5.3

* With discretion for the Borough Solicitor to increase if time recorded costs exceed £565, at a rate of £185 per hour.

** With discretion for the Borough Solicitor to increase if time recorded costs exceed £1,500, at a rate of £185 per hour.

DELIVERY
2022/23 PROPOSED FEES & CHARGES

Service: Electoral Registration

Purpose of the Charge: To Contribute to the costs of the service

	2021/22 Budget £'000	Proposed 2022/23 Budget £'000
Income the proposed fees will generate:	3	3

Are concessions available? No

Description	Current Fee (Inc VAT)	Current Fee (Exc VAT)	Proposed Fee (Inc VAT)	Proposed Fee (Exc VAT)	Increase
	£.p	£.p	£.p	£.p	%
Electoral Registration					
Register of Electors					
In data format, £20 plus £1.50 for each 1,000 entries (or remaining part of 1,000 entries)		Set by Statute		Set by Statute	
In printed format, £10 plus £5 for each 1000 entries (or remaining part of 1,000 entries)		Set by Statute		Set by Statute	
Register of Overseas Electors					
In data format, £20 plus £1.50 for each 100 entries (or remaining part of 100 entries)		Set by Statute		Set by Statute	
In printed format, £10 plus £5 for each 100 entries or (or remaining part of 100 entries)		Set by Statute		Set by Statute	
Marked copy of the Register of Electors					
In data format, £10 plus £1 per 1,000 entries or part thereof		Set by Statute		Set by Statute	
In paper format, £10 plus £2 for each 1000 entries or part thereof		Set by Statute		Set by Statute	

DELIVERY
2022/23 PROPOSED FEES & CHARGES

Service: Registration of Births, Deaths and Marriages Services

Purpose of the Charge: To Contribute to the costs of the service

	2021/22 Budget £'000	Proposed 2022/23 Budget £'000
Income the proposed fees will generate:	132	132

Are concessions available? No, but a variety of services provided at differing prices.

Description	Current Fee (Inc VAT)	Current Fee (Exc VAT)	Proposed Fee (Inc VAT)	Proposed Fee (Exc VAT)	Increase	2023/24 Proposed Fee (Inc VAT)	2023/2024 Proposed Fee (Exc VAT)	Increase
	£.p	£.p	£.p	£.p	%	£.p	£.p	%
Marriage and Civil Partnership Ceremonies								
New Licence		2,277.00		2,369.00	4.0		2,440.00	3.0
Licence Renewal		1,951.00		2,030.00	4.0		2,091.00	3.0
Notice of Intent fee for marriage and civil partnership ceremonies at the Register Office - Mon-Fri		Set by Statute		Set by Statute			Set by Statute	
Additional fee for evenings/weekend appointments		33.00		35.00	6.1		36.00	2.9
Notice of Intent fee for marriage and civil partnership away from the Register Office (includes fee for entry in marriage notice book):		Set by Statute		Set by Statute			Set by Statute	
- for a housebound person		Set by Statute		Set by Statute			Set by Statute	
- for a detained person		Set by Statute		Set by Statute			Set by Statute	
Attendance of Registrar for a marriage or civil partnership:		Set by Statute		Set by Statute			Set by Statute	
- at a registered building		Set by Statute		Set by Statute			Set by Statute	
- of a housebound person		Set by Statute		Set by Statute			Set by Statute	
- of a detained person		Set by Statute		Set by Statute			Set by Statute	
Attendance of Superintendent Registrar for a marriage or civil partnership:		Set by Statute		Set by Statute			Set by Statute	
- of a housebound person		Set by Statute		Set by Statute			Set by Statute	
- of a detained person		Set by Statute		Set by Statute			Set by Statute	
Attendance of Superintendent Registrar and Registrar for a ceremony at approved premises								
- Monday-Thursday		500.00		510.00	2.0		525.00	2.9
- Friday-Saturday		610.00		625.00	2.5		640.00	2.4
- Sunday/Bank Holiday		670.00		685.00	2.2		695.00	1.5
Attendance of celebrant for a venue other than the Haversham Room								
- Monday-Thursday	255.00	212.50	260.00	216.67	2.0	267.00	222.50	2.7
- Friday-Saturday	360.00	300.00	370.00	308.33	2.8	360.00	316.67	2.7
- Sunday/Bank Holiday	410.00	341.67	420.00	350.00	2.4	430.00	358.33	2.4
Marriage or Civil Partnership in the Haversham Room (includes Superintendent Registrar's and Registrar's attendance)								
- Monday-Thursday		500.00		510.00	2.0		525.00	2.9
- Friday-Saturday		610.00		625.00	2.5		645.00	3.2
- Sunday/Bank Holiday		670.00		685.00	2.2		705.00	2.9
Other ceremonies in the Haversham Room (includes celebrant's attendance)								
- Monday-Thursday	310.00	258.33	320.00	266.67	3.2	330.00	275.00	3.1
- Friday-Saturday	410.00	341.67	420.00	350.00	2.4	433.00	360.83	3.1
- Sunday/Bank Holiday	460.00	383.33	470.00	391.67	2.2	484.00	403.33	3.0
Pre-ceremony chat appointments								
Daytime Monday - Friday		24.00		25.00	4.2		26.00	4.0
Evening Monday - Friday		34.00		35.00	2.9		36.00	2.9
Marriage or Civil Partnership Ceremony in the Ceremony Room (Time Square)		185.00		0.00	-100		0.00	-100
Marriage or Civil Partnership Ceremony in the NEW Ceremony Room (Time Square)								
- Monday - Friday		0.00		245.00	245			
Marriage or Civil Partnership Ceremony in the Register Office		Set by Statute		Set by Statute			Set by Statute	
Attendance of Superintendent Registrar for a civil partnership conversion to a marriage at the Register office		Set by Statute		Set by Statute			Set by Statute	
Attendance of Superintendent Registrar for a civil partnership conversion to a marriage at a registered building		Set by Statute		Set by Statute			Set by Statute	
Application to convert a Civil Partnership to a marriage		Set by Statute		Set by Statute			Set by Statute	
Attendance of Superintendent Registrar for a civil partnership conversion to a marriage:								
- of a housebound person		Set by Statute		Set by Statute			Set by Statute	
- of a detained person		Set by Statute		Set by Statute			Set by Statute	
- of a seriously ill person not expected to recover		Set by Statute		Set by Statute			Set by Statute	

Note - Appointment fees will be taken at the time of booking

DELIVERY
2022/23 PROPOSED FEES & CHARGES

Service: Registration of Births, Deaths and Marriages Services

Purpose of the Charge: To Contribute to the costs of the service

	2021/22 Budget £'000 132	Proposed 2022/23 Budget £'000 132
Income the proposed fees will generate:		

Are concessions available? No, but a variety of services provided at differing prices.

Description	Current Fee (Inc VAT)	Current Fee (Exc VAT)	Proposed Fee (Inc VAT)	Proposed Fee (Exc VAT)	Increase	2023/24 Proposed Fee (Inc VAT)	2023/2024 Proposed Fee (Exc VAT)	Increase
	£.p	£.p	£.p	£.p	%	£.p	£.p	%
Certificates and Citizenship Ceremonies								
Certificates								
Birth (short and long), death and marriages certificates(extracts or full):								
- at time of registration		Set by Statute		Set by Statute			Set by Statute	
- after registration but in current register		Set by Statute		Set by Statute			Set by Statute	
- after registration and after register closed		Set by Statute		Set by Statute			Set by Statute	
Civil Partnership certificates (extract or full):								
- at time of registration		Set by Statute		Set by Statute			Set by Statute	
- at any other time		Set by Statute		Set by Statute			Set by Statute	
Commemorative Certificates	12.00	10.00	14.00	11.67	16.7	15.00	12.50	7.1
Individual Citizenship Ceremonies at Register Office								
- Monday - Friday		185.00		0.00	-100		0.00	-100
Individual Citizenship Ceremonies at NEW Ceremony Room Time Square)								
- Monday - Friday		0.00		245.00	245			
Additional fee for cancellation/amendment/follow-up appointment		38.00		39.00	2.6		39.00	0.0

Note - Appointment fees will be taken at the time of booking

DELIVERY
2022/23 PROPOSED FEES & CHARGES

Service: Democratic Services

Purpose of the Charge: To Contribute to the costs of the service

	2021/22 Budget £'000	Proposed 2022/23 Budget £'000
Income the proposed fees will generate:		
Very few requests are made for agendas and the income budgets are below £1,000		

Are concessions available? Agendas are available online at no charge.

Description	Current Fee (Exc VAT)	Proposed Fee (Exc VAT)	Increase
	£.p	£.p	%
Council Publications			
Agendas/Minutes, etc			
Council agenda – Charge per Annum (Based on 8 per Annum)	184.00	190.00	3.3
Executive Agenda – Charge per Annum (based on 11 per Annum)	275.00	283.00	2.9
Planning Committee (based on 12 per Annum)	275.00	283.00	2.9
Any other Committee or Sub Committee Agendas			
Charge per Annum (Based on 4 per annum)	132.00	136.00	3.0
Charge per single copy	36.00	37.00	2.8
Part extract (any Committee) including background papers - administration fee	12.00	12.00	0.0

DELIVERY
2022/23 PROPOSED FEES & CHARGES

Service: Customer Experience

Purpose of the Charge: To Contribute to the costs of the service

	2021/22 Budget £'000	Proposed 2022/23 Budget £'000
Income the proposed fees will generate:	0	0

Are concessions available? No

Description	Current Fee (Inc VAT)	Current Fee (Exc VAT)	Proposed Fee (Inc VAT)	Proposed Fee (Exc VAT)	Increase
	£.p	£.p	£.p	£.p	%
Certificate					
Proof of Life/Pension Certificate	13.00	10.83	13.20	11.00	1.5

DELIVERY
2022/23 PROPOSED FEES & CHARGES

Service: Education Transport

Purpose of the Charge: To contribute to the costs of the service where there is spare capacity on an existing route.

Income the proposed fees will generate:	2021/22 Budget £'000 0	Proposed 2022/23 Budget £'000 0
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Are concessions available? No

Description	Current Fee (Inc VAT)	Current Fee (Exc VAT)	Proposed Fee (Inc VAT)	Proposed Fee (Exc VAT)	Increase
	£.p	£.p	£.p	£.p	%
Home to School Travel					
<i>Farepayer fees per term on existing routes</i>					
Lost Passes		23.00		24.00	4.3

**DELIVERY
2022/23 PROPOSED FEES & CHARGES**

Bracknell Leisure Centre, Coral Reef, Downshire Golf Complex

In the contract there are four pricing elements which are described as –

- **Protected Prices**
Red Diamond Sports Club, Activate GP Referral, Wellbeing & Leisure Team, Fit for Life, Foster Carers
- **Club Prices**
Bracknell & Wokingham Swimming Club, Bracknell Gymnastics Club, Bracknell Lifesaving Club, Bracknell Sub Aqua Club; Bracknell Athletics Club, Downshire Golf Club, Easthampstead Golf Club, Easthampstead Ladies Golf Club
- **Core Prices**
Predominately made up from the charges agreed by Council
- **Non Core Prices**
Everything else

Protected Prices

The Protected Prices can only vary if BFC agrees at its absolute discretion.

Club Prices

The supplier can increase these prices annually in line with inflation, subject to council approval.

The supplier can submit proposals together with supporting documentation and rationale to the Authority to change the Club Prices at the Facilities in excess of inflation but the Council is under no obligation to accept such proposals. The Council will consider the proposed changes to the Club Prices and shall either agree or reject the proposals. The Council's decision will be final.

Core Prices

The supplier can increase these prices annually in line with inflation, subject to council approval.

The supplier can submit proposals together with supporting documentation and rationale to the Authority to change the Core Prices at the Facilities in excess of inflation based on their assessment of market pricing. The Council will consider the proposed changes to the core prices and shall either agree or reject the proposals although changes to prices cannot unreasonably be withheld. The Council's decision will be final.

Non-Core Prices

The supplier can charge customers for activities not covered by the Protected Prices, the Club Prices and the Core Prices. These prices are not authorised by the Council but will be charged at market rates. Typically, these would include classes, new innovations and the like.

**DELIVERY
2022/23 PROPOSED FEES & CHARGES**

Service : Library Service

Purpose of the Charge: To contribute to the costs of the service

	2021/22 Budget £'000	Proposed 2022/23 Budget £'000
Income the proposed fees will generate:		

Are concessions available? No

Description	Current Fee (Inc VAT)	Current Fee (Exc VAT)	Proposed Fee (Inc VAT)	Proposed Fee (Exc VAT)	Increase
	£	£	£	£	%
Overdue Charges Per Loan Period					
Adult Books, inc multimedia	Daily	0.50		0.60	20.0
	Max Per item	11.50		13.80	20.0
Childrens Books borrowed by adults	Daily	0.20		0.20	0.0
	Max Per item	5.00		5.00	0.0
Childrens Books borrowed by children	Daily	0.20		0.20	0.0
	Max Per item	2.60		2.60	0.0
Teenage Books borrowed by young people 13-17	Daily	0.20		0.20	0.0
	Max Per item	5.00		5.00	0.0
Spoken Word Cassettes/ CD's	Daily	0.50		0.60	20.0
	Max Per item	11.50		13.80	20.0
Music CD's	Daily	0.50		0.50	0.0
	Max Per item	11.50		11.50	0.0
DVD's	Daily	0.90		1.00	11.1
	Max Per item	12.60		14.00	11.1
Computer Games	Daily	0.90		1.00	11.1
	Max Per item	12.60		14.00	11.1
Loan Charges					
Childrens Spoken Word Cassettes & CD's - 3 weeks		Free		Free	
Adult Spoken Word 3 weeks		2.60		2.70	3.8
Music CD's, Computer Games, DVD's - New i.e. first 3 months		2.60		2.70	3.8
Music CD's, Computer Games, DVD's - Over 3 months to 2 years old		1.80		1.90	5.6
Music CD's, Computer Games, DVD's - Over 2 years old		0.80		0.90	12.5
Requests - Books/Periodical Articles - All per item					
All items held in BFC Libraries					
Requests for children's books		Free		Free	
Requests for all other books		0.80		0.90	12.5
Requests for all other books if a registered disabled person or those with a leisure		0.50		0.60	20.0
Subscription - unlimited requests	12 Months - (April-March)	22.00		22.00	0.0
	6 months - (October - March)	15.00		15.00	0.0
Requests to other Authorities and British Library (1st 10 items British Libraries)		6.00		6.00	0.0
British Library Requests (Subsequent Books)		17.00		17.00	0.0
British Library Requests (Subsequent Periodicals)		13.00		13.00	0.0
British Library Urgent Service		POA		POA	
British Library Urgent Service (Student Concession)		23.00		23.00	0.0
Internet Printing Fees					
Printing Mono	A4 Page	0.20	0.17	0.20	0.17
Printing Colour	A4 Page	0.50	0.42	0.50	0.42
Guest Internet Use	Half Hour	4.50	3.75	4.50	3.75
USB Sticks/CD Rom	Each	5.60	4.67	5.80	4.83
Scan and Print by customer	A4 Page	0.20	0.17	0.20	0.17
Scan and Print by staff	A4 Page	5.60	4.67	5.80	4.83
Scan and Print on Photo Paper	A4 Page	6.00	5.00	6.00	5.00
NEW - Print on Photo Paper	A4 Page	0.60	0.50	0.60	0.50
Photocopying Charges					
Black & White	A4 Page	0.20	0.17	0.20	0.17
Black & White	A3 Page	0.40	0.33	0.40	0.33
Colour	A4 Page	0.80	0.67	0.80	0.67
Colour	A3 Page	2.00	1.67	2.00	1.67
Other Charges					
Printing from microfilm reader	A4 Page	0.50	0.42	0.50	0.42
Facilities Hire at Libraries	Half day	48.00	40.00	50.00	41.67
Facilities Hire at Libraries	Full day	75.00	62.50	80.00	66.67
Loan of vocal scores	Multiples of 10 per week		POA		POA
Facilities Hire at Libraries					
Hourly rate for block bookings		16.00	13.33	18.00	15.00

DELIVERY
2022/23 PROPOSED FEES & CHARGES

Service : Cemetery & Crematorium

Purpose of the Charge: To operate in a commercial market and to recover the costs of maintaining high quality facilities

	2021/22 Budget £'000	Proposed 2022/23 Budget £'000
Income the proposed fees will generate:		

Are concessions available? No

Description	Current Fee (Inc VAT)	Current Fee (Exc VAT)	Proposed Fee (Inc VAT)	Proposed Fee (Exc VAT)	Increase
	£.p	£.p	£.p	£.p	%
CEMETERY					
For the interment of the body of:					
a person aged 18 years or over		1,350.00		1,350.00	0.0
re-open Grave aged 18 years or over		1,010.00		1,010.00	0.0
a child up aged 3 years 1 day to 17 years 364 days		147.00		152.00	3.4
a stillborn child, foetus or child under 3 years		88.00		91.00	3.4
For the interment of a cremation urn or casket:					
a person aged 18 years or over		340.00		340.00	0.0
a child up to 17 years 364 days		147.00		152.00	3.4
Exclusive rights of burial (deed for 75 years)					
For the exclusive right of burial of 75 years including the preparation of the Deed of Grant for an person 18 years or over		1,195.00		1,230.00	2.9
For the exclusive right of burial for a period of 75 years for child's grave (coffins 4' long or under) under 18 years		533.00		549.00	3.0
For the exclusive right of burial for a period of 75 years for child's grave (coffins 4'1" to 5'4" max) under 18 years		665.00		685.00	3.0
The whole of the foregoing fees and charges will treble in the case of any person who, at the time of death, was not or no longer (after 12 months) a Bracknell Forest Borough Council Tax payer or inhabitant of the area administered by Bracknell Forest Borough Council. Elderly persons who have been moved into a care facility are subject to the same regulations with the exception of those in the care of Bracknell Forest Council and who have been moved into a care facility chosen by Bracknell Forest Council which is not within the Borough.					
Additional charge for graves alongside roads or pathways		212.00		219.00	3.3
Additional charge for casket shaped grave for a person 16 and over		361.00		372.00	3.0
Right to erect memorial		183.00		185.00	1.1
Additional inscription of each name		77.00		80.00	3.9
Plot Selection Fee		45.00		47.00	4.4
Temporary marker on Grave		31.00		32.00	3.2
Transfer of grant of exclusive right of burial		94.00		94.00	0.0
Exhumation of a stillborn child up to 3 years or of a child or person over 3 years or of cremated remains at 4 feet		POA		POA	
The charges for a funeral on a weekend is based on the standard charge for an adult and increased by 50% for a Saturday and 100% on a Sunday.					

DELIVERY
2022/23 PROPOSED FEES & CHARGES

Service : Cemetery & Crematorium

Purpose of the Charge: To operate in a commercial market and to recover the costs of maintaining high quality facilities

	2021/22 Budget £'000	Proposed 2022/23 Budget £'000
Income the proposed fees will generate:		

Are concessions available? Yes on some services

Description	Current Fee (Inc VAT)	Current Fee (Exc VAT)	Proposed Fee (Inc VAT)	Proposed Fee (Exc VAT)	Increase
	£.p	£.p	£.p	£.p	%
CREMATORIUM					
For the cremation of the body of:					
a person aged 17 years, 364 days or under		FOC		FOC	
a person aged 18 years or over					
45 Minute Chapel Time		920.00		925.00	0.5
Overrun Fee and/or additional 45 minutes in chapel/service		473.00		488.00	3.2
a person aged 18 years or over 0900 - 1545 Saturday 45 min service		1,348.00		1,355.00	0.5
Attended Cremation -15min chapel time only (No Service) Early Am/Late PM drop off only - cremated remains available for collection within 48 hours.		664.00		684.00	3.0
Body parts		268.00		277.00	3.4
Cremation fee includes Medical Referee fee, use of chapel (if required), provision of recorded music, use of organ (Braccan only - organist not included), disposal of cremated remains in the Gardens of Remembrance excluding weekends and Bank Holidays (see separate pricing below), provision of cardboard container for cremated remains and the cost of recovery for the cremators and mercury abatement (currently £65).					
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.					
Direct Cremation - no chapel time/service; early am/late pm drop off only; disposal of cremated remains in the Gardens of Remembrance excluding weekends and Bank Holidays (see separate pricing below), provision of cardboard container for cremated remains and the cost of recovery for the cremators and mercury abatement (currently £65).		295.00		310.00	5.1
Scattering of Cremated remains - Sat, Sun & Bank Hol		35.00		35.00	0.0
Package and dispatch of cremated remains to an address in the UK		140.00		145.00	3.6
Use of Chapel only for memorial service includes use of organ (Braccan only - organist not included) and/or recorded music		473.00		488.00	3.2
For disposal of cremated remains when cremation has taken place elsewhere		188.00		188.00	0.0
Retention of cremated remains on temporary deposit per month after first month for a maximum of three months		75.00		75.00	0.0
Coffin to Catafalque(24hrs max)		65.00		65.00	0.0
Refrigeration Storage per coffin (per 24hr period)		25.00		25.00	0.0
Certified extract from the Register of Cremation		71.00		50.00	-29.6
CD or USB - Audio Recording	46.00	38.33	48.00	40.00	4.3
Each additional copy	40.00	33.33	42.00	35.00	5.0
USB, DVD, Bluerau audio visual recording	61.00	50.83	63.00	52.50	3.3
Each additional copy	40.00	33.33	42.00	35.00	5.0
Webcast - per 45 minutes (including 28 day watch again)	86.00	71.67	86.00	71.67	0.0
Single Image	15.00	12.50	15.00	12.50	0.0
Simple Slideshow (up to 25 photos)	43.00	35.83	45.00	37.50	4.7
Professional Slideshow (up to 25 photos)	85.00	70.83	85.00	70.83	0.0
Additional photos for tributes - up to 25	23.00	19.17	24.00	20.00	4.3
Family supplied video checking & loading to Obitus	23.00	19.17	24.00	20.00	4.3
USB, DVD, Bluerau of Tribute only	34.00	28.33	36.00	30.00	5.9
Each additional copy	23.00	19.17	24.00	20.00	4.3
USB, DVD, Bluerau of Service incl Tribute	75.00	62.50	78.00	65.00	4.0
Each additional copy	39.00	32.50	41.00	34.17	5.1
The charges for a cremation on a weekend is based on the standard charge for an adult and increased by 50% for a Saturday and 100% on a Sunday.					

DELIVERY
2022/23 PROPOSED FEES & CHARGES

Service : Cemetery & Crematorium

Purpose of the Charge: To operate in a commercial market and to recover the costs of maintaining high quality facilities

	2021/22 Budget £'000	Proposed 2022/23 Budget £'000
Income the proposed fees will generate:		

Are concessions available? No

Description	Current Fee (Inc VAT)	Current Fee (Exc VAT)	Proposed Fee (Inc VAT)	Proposed Fee (Exc VAT)	Increase
	£.p	£.p	£.p	£.p	%
MEMORIAL FEES					
Entries in The Book of Remembrance					
2 line entry	101.00	84.17	104.00	86.67	3.0
5 line entry	149.00	124.17	153.00	127.50	2.7
8 line entry	179.00	149.17	184.00	153.33	2.8
5 line entry with floral emblem	236.00	196.67	243.00	202.50	3.0
8 line entry with floral emblem	248.00	206.67	255.00	212.50	2.8
5 line entry with badge, bird, crest or shield	262.00	218.33	270.00	225.00	3.1
8 line entry with badge, bird, crest or shield	311.00	259.17	320.00	266.67	2.9
8 line entry with coat of arms	320.00	266.67	330.00	275.00	3.1
Copy of an entry from The Book of Remembrance in a folded remembrance card					
2 line entry	84.00	70.00	87.00	72.50	3.6
5 line entry	101.00	84.17	104.00	86.67	3.0
8 line entry	110.00	91.67	113.00	94.17	2.7
5 line entry with floral emblem	205.00	170.83	211.00	175.83	2.9
8 line entry with floral emblem	212.00	176.67	218.00	181.67	2.8
5 line entry with badge, bird, crest or shield	223.00	185.83	230.00	191.67	3.1
8 line entry with badge, bird, crest or shield	236.00	196.67	243.00	202.50	3.0
8 line entry with coat of arms	262.00	218.33	270.00	225.00	3.1
Memorial Leather Panel					
Prepare and display for a 10 year period	409.00	340.83	424.00	353.33	3.7
Prepare and display for a 1 year period	233.00	194.17	240.00	200.00	3.0
Annual Renewal	22.00	18.33	23.00	19.17	4.5
Replacement of memorial leather panel	215.00	179.17	221.00	184.17	2.8
Babies' Garden of remembrance Plaque					
Babies Picture Book Plaque (10 years)	409.00	340.83	424.00	353.33	3.7
Babies Picture Book Plaque set up and Year 1 Lease	233.00	194.17	240.00	200.00	3.0
Annual Renewal	22.00	18.33	23.00	19.17	4.5
Babies Memorial Wall display for a 10 year period (new)	599.00	499.17	617.00	514.17	3.0
Babies Memorial Wall Standard Plaque set up and year 1 Lease (new)	343.00	285.83	353.00	294.17	2.9
Babies Wall Character (new)	73.00	60.83	75.00	62.50	2.7
Annual Renewal (new)	32.00	26.67	33.00	27.50	3.1
Roses					
Rose standard with plaque for a 7 year period	484.00	403.33	499.00	415.83	3.1
Rose standard with plaque set up and 1st year lease	253.00	210.83	260.00	216.67	2.8
Renewal of standard rose annual lease	42.00	35.00	42.00	35.00	0.0
Standard Plaque (additional or replacement)	59.00	49.17	60.00	50.00	1.7
Classic Plaque (additional or replacement)	71.00	59.17	73.00	60.83	2.8
Cast Bronze Plaque	146.00	121.67	150.00	125.00	2.7
Memorial Garden Seats					
A commemorative bench with plaque for a 10 year period	1,449.00	1,207.50	1,473.00	1,227.50	1.7
A commemorative bench, plaque, set up and 1st year lease.	793.00	660.83	817.00	680.83	3.0
Annual renewal of commemorative bench	80.00	66.67	82.00	68.33	2.5
Cast bronze plaque	130.00	108.33	134.00	111.67	3.1
Cremated Remains Desk Tablet (with flower holder) Memdesk					
Prepare and display for a 10 year period incl 80 letters	1,055.00	879.17	1,055.00	879.17	0.0
Prepare and display for a 1 year period incl 80 letters	495.00	412.50	495.00	412.50	0.0
Annual renewal of lease	70.00	58.33	70.00	58.33	0.0
Second and final interment (including new tablet)	369.00	307.50	380.00	316.67	3.0

DELIVERY
2021/22 PROPOSED FEES & CHARGES

Service : Cemetery & Crematorium

Purpose of the Charge: To operate in a commercial market and to recover the costs of maintaining high quality facilities

	2021/22 Budget £'000	Proposed 2022/23 Budget £'000
Income the proposed fees will generate:		

Are concessions available? No

Description	Current Fee (Inc VAT)	Current Fee (Exc VAT)	Proposed Fee (Inc VAT)	Proposed Fee (Exc VAT)	Increase
	£.p	£.p	£.p	£.p	%
Bracken Heal Birdbath					
Plaque Row 1(10 year lease)	504.00	420.00	519.00	432.50	3.0
Plaque Row 1 set up and year 1 lease	240.00	200.00	247.00	205.83	2.9
Plaque Row 2 (10 year lease)	519.00	432.50	535.00	445.83	3.1
Plaque Row 2 set up and year 1 lease	255.00	212.50	263.00	219.17	3.1
Plaque Row 3 (10 year lease)	534.00	445.00	550.00	458.33	3.0
Plaque Row 3 set up and year 1 lease	270.00	225.00	278.00	231.67	3.0
Annual lease on all Bracken Heal Plaques	33.00	27.50	34.00	28.33	3.0
Personal Plaque designs					
Small design	POA	POA	POA	POA	
Medium design	POA	POA	POA	POA	
Large design (unavailable on Birdbath Plaques)	POA	POA	POA	POA	
Birdbath Seat Plaque (designs unavailable)	POA	POA	POA	POA	
Photo Plaque (4x3)with initial order(Planter,Birdbath rows 2&3)	93.00	77.50	96.00	80.00	3.2
Photo Plaque (4x3)added to existing tablet(Planter,Birdbath rows 2&3)	112.00	93.33	115.00	95.83	2.7
Photo Plaque (7x5) with initial order (Sanctum only)	140.00	116.67	144.00	120.00	2.9
Photo Plaque (7x5) added to existing tablet (Sanctum only)	167.00	139.17	172.00	143.33	3.0
AILSA CRAIG					
Memorial Granite Rock 10 year lease	562.00	468.33	587.00	489.17	4.4
Memorial Granite Rock set up and year 1 lease	298.00	248.33	315.00	262.50	5.7
Annual renewal of lease	33.00	27.50	34.00	28.33	3.0
Personal Plaque designs	POA	POA	POA	POA	
COPSE STONE					
Memorial Granite Rock 10 year lease	519.00	432.50	547.00	455.83	5.4
Memorial Granite Rock set up and year 1 lease	255.00	212.50	275.00	229.17	7.8
Annual renewal of lease	33.00	27.50	34.00	28.33	3.0
Personal Plaque designs	POA	POA	POA	POA	
BLUEBELL WOOD - MUSHROOM					
Mushroom Disc - set up and 10 year lease	469.00	799.17	484.00	403.33	3.2
Mushroom Disc - set up and year 1 lease	245.00	612.50	252.00	210.00	2.9
Annual renewal of lease	28.00	23.33	29.00	24.17	3.6
Granite 2000 (Sundial plaque)					
Prepare and display a red/black pearl tablet with three lines on inscription for a ten year period	504.00	420.00	519.00	432.50	3.0
Prepare and display a red/black pearl tablet with three lines on inscription set up and year 1 lease	240.00	200.00	247.00	205.83	2.9
Annual renewal of lease	33.00	27.50	34.00	28.33	3.0
Hand Crafted designs	POA	POA	POA	POA	
Photo on Memorial	POA	POA	POA	POA	
Additional lines (max three - Black granite only)	35.00	29.17	36.00	30.00	2.9
Memorial Vase					
Prepare and display for 10 year period	636.00	530.00	655.00	545.83	3.0
Prepare and display for 1 year	372.00	310.00	383.00	319.17	3.0
Replacement plaque (including inscription)	288.00	240.00	297.00	247.50	3.1
Annual renewal of lease	33.00	27.50	34.00	28.33	3.0

DELIVERY
2021/22 PROPOSED FEES & CHARGES

Service : Cemetery & Crematorium

Purpose of the Charge: To operate in a commercial market and to recover the costs of maintaining high quality facilities

	2021/22 Budget £'000	Proposed 2022/23 Budget £'000
Income the proposed fees will generate:		

Are concessions available? No

Description	Current Fee (Inc VAT)	Current Fee (Exc VAT)	Proposed Fee (Inc VAT)	Proposed Fee (Exc VAT)	Increase
	£.p	£.p	£.p	£.p	%
Sanctum 2000® Cremated Remains (with flower holder)					
Prepare and display for 10 year period, an inscribed table for two sets of remains including 80 letters of inscription	1,330.00	1,108.33	1,351.00	1,125.83	1.6
Prepare and display for 1 year period, an inscribed table for two sets of remains including 80 letters of inscription	754.00	628.33	775.00	645.83	2.8
Annual renewal of lease	70.00	58.33	72.00	60.00	2.9
Additional inscription per letter	3.00	2.50	3.00	2.50	0.0
Second & final interment (including 50 letter inscription)	369.00	307.50	380.00	316.67	3.0
Photo Plaque with initial order	130.00	108.33	134.00	111.67	3.1
Photo plaque added to existing tablet	158.00	131.67	163.00	135.83	3.2
Personal Plaque Designs					
Small design	POA	POA	POA	POA	
Medium design	POA	POA	POA	POA	
Large design	POA	POA	POA	POA	
SANCTUM 2000® FAMILY VAULTS (4 SETS OF C/R)					
10 Years	2,469.00	2,057.50	2,543.00	2,119.17	3.0
Prepare and display for year 1	1,501.00	1,250.83	1,546.00	1,288.33	3.0
Annual renewal	121.00	100.83	125.00	104.17	3.3
MISCELLANEOUS ITEMS					
Other small miscellaneous items are available, with prices available on request	POA	POA	POA	POA	

DELIVERY
2022/23 PROPOSED FEES & CHARGES

Service : Waste Management

Purpose of the Charge: To contribute to the costs of the service

	2021/22 Budget £'000	Proposed 2022/23 Budget £'000
Income the proposed fees will generate:		

Are concessions available? Yes - Bulky Household and garden waste brown bin collection service - There is a 50% discount where the principal occupant is in receipt of an income related benefit.

Description	Current Fee (Inc VAT)	Current Fee (Exc VAT)	Proposed Fee (Inc VAT)	Proposed Fee (Exc VAT)	Increase	Proposed Fee 2023/24 (Inc VAT)	Proposed Fee 2022/23 (Exc VAT)	Increase
	£.p	£.p	£.p	£.p	%	£.p	£.p	%
SPECIAL REFUSE COLLECTION SERVICE OF BULKY ITEMS AND GARDEN WASTE								
Bulky household refuse (excluding DIY material) Up to 3 items.		46.00		47.50	3.3			
Between 4 and 7 items (minimum charge 1 hour)		59.00		61.00	3.4			
Annual Collection for Garden Waste Service - 240L Brown Bin		55.00		55.00	0.0		55.00	0.0
Annual Collection for Garden Waste Service - 140L Brown Bin		51.00		51.00	0.0		51.00	0.0
Garden waste sacks(to include collection)		1.10		1.10	0.0		1.10	0.0
MISCELLANEOUS								
Replacement of green or blue Wheeled bin - admin charge		32.00		33.00	3.1			
Residents request to return and empty bin not presented for collection		29.00		30.00	3.4			
Additional green wheeled bin hire charge, under certain circumstances - charge per annum		41.00		42.00	2.4			
Brown Bin for Garden Waste(140L/240L) - one off purchase cost		38.00		39.00	2.6			
Brown Bin for Garden Waste Repair		16.00		16.00	0.0			
Internal food waste caddy (5 litre)		8.20		8.20	NA			

DELIVERY
2022/23 PROPOSED FEES & CHARGES

Service : **On/Off Street Parking**

Purpose of the Charge: To maximise income to cover costs and to help fund public transport and road improvement projects.

Income the proposed fees will generate:	2021/22 Budget £'000 3,374	Proposed 2022/23 Budget £'000 3,374
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Are concessions available? Yes

Description	Current Fee (Inc VAT)	Current Fee (Exc VAT)	Proposed Fee (Inc VAT)	Proposed Fee (Exc VAT)	Increase
	£.p	£.p	£.p	£.p	%
SEASON TICKETS- SUBJECT TO AVAILABILITY					
Braccan Walk					
Monthly weekend season ticket	50.00	41.67	50.00	41.67	0.0
5 day monthly	100.00	83.33	100.00	83.33	0.0
5 day half yearly	550.00	458.33	550.00	458.33	0.0
5 day annual (1-50 Tickets)	990.00	825.00	1,020.00	850.00	3.0
5 day annual (51+ Tickets)	910.00	758.33	940.00	783.33	3.3
7 day annual	1,165.00	970.83	1,200.00	1,000.00	3.0
7 day monthly	110.00	91.67	110.00	91.67	0.0
7 day annual season ticket for residential properties	1,000.00	833.33	1,000.00	833.33	0.0
High Street					
Monthly weekend season ticket	50.00	41.67	50.00	41.67	0.0
5 day monthly	110.00	91.67	110.00	91.67	0.0
5 day annual (1-50 Tickets)	1,055.00	879.17	1,090.00	908.33	3.3
5 day annual (51+ Tickets)	935.00	779.17	965.00	804.17	3.2
7 day annual	1,340.00	1,116.67	1,385.00	1,154.17	3.4
7 day monthly	120.00	100.00	120.00	100.00	0.0
7 day annual season ticket for residential properties	1,000.00	833.33	1,000.00	833.33	0.0
Albert Road					
Per Hour	1.90	1.58	1.90	1.58	0.0
Mon-Sun inc - 10 hrs	6.40	5.33	6.60	5.50	3.1
7 day monthly renewal	75.00	62.50	75.00	62.50	0.0
Wick Hill					
Per Hour	1.90	1.58	1.90	1.58	0.0
Mon-Sun inc - 10 hrs	5.40	4.50	5.60	4.67	3.7
7 day monthly renewal	50.00	41.67	50.00	41.67	0.0
Car Park Spaces Behind Banks					
0-40 minutes	1.30	1.08	1.30	1.08	0.0
Overnight Mon-Sun 6pm until 6am	1.90	1.58	1.70	1.42	-10.5
Season ticket early redemption charge on 5 & 7 days annual tickets (remaining pro-rata value)	10.0%	10.0%	0.0%	0.0%	0.0

DAILY CHARGES

All daily charges for the town centre car parks/parking inc Braccan Walk, High St., The Avenue car & Weather Way car parks are linked to the fees for the Avenue car park. The Avenue car park fees are set by the terms of the lease and all such fees are now to be determined annually in September by the Town Centre Regeneration Committee.

DELIVERY
2022/23 PROPOSED FEES & CHARGES

Service : On / Off Street Parking

Purpose of the Charge: To maximise income to cover costs and to help fund public transport and road improvement

	2021/22 Budget £'000	Proposed 2022/23 £'000
Income the proposed fees will generate:	3,374	3,374

Are concessions available? Yes

Description	Current Fee (Inc VAT)	Current Fee (Exc VAT)	Proposed Fee (Inc VAT)	Proposed Fee (Exc VAT)	Increase
	£.p	£.p	£.p	£.p	%
LEISURE PREMISES					
Coral Reef Car Park (Monday to Friday 7am to 10.30pm, Saturday and Sunday 8am to 9pm)					
No charge for first 10 minutes					
0-5 hrs	4.50	3.75	4.60	3.83	2.2
All day charge	6.50	5.42	6.70	5.58	3.1
The Look Out Discovery Centre Car Park (April to September 7am to 8.30pm, October to March 7am to 6pm)					
No charge for first 10 minutes					
0-4 hrs	3.00	2.50	3.10	2.58	3.3
All day charge	6.00	5.00	6.20	5.17	3.3
Season Tickets - as above					
RESIDENTS PARKING					
1st Permit	25.00	20.83	25.00	20.83	0.0
2nd Permit	40.00	33.33	40.00	33.33	0.0
3rd Permit	60.00	50.00	60.00	50.00	0.0
4th Permit	80.00	66.67	80.00	66.67	0.0
5th Permit	100.00	83.33	100.00	83.33	0.0
4 hour reusable permit	25.00	20.83	25.00	20.83	0.0
Scratch cards - 50 x 4 hour	15.00	12.50	15.00	12.50	0.0
Scratch cards - 50 x 24 hour	40.00	33.33	40.00	33.33	0.0
Service Provider / Healthcare provider	60.00	50.00	60.00	50.00	0.0
Landlord - 10 x 4 hour scratch card	10.00	8.33	10.00	8.33	0.0
Landlord - 10 x 24 hour scratch card	20.00	16.67	20.00	16.67	0.0
Replacement Permit - where original is surrendered	5.00	4.17	5.00	4.17	0.0
Replacement Permit - where original is not surrendered	25.00	20.83	25.00	20.83	0.0
OTHER PARKING CHARGES					
Penalty Charge Notices (Off Street)					
Charge		Set by Statute		Set by Statute	
Charge if paid within 14 days		Set by Statute		Set by Statute	
Penalty Charge Notices (On-Street)					
Charge		Set by Statute		Set by Statute	
Charge if paid within 14 days		Set by Statute		Set by Statute	

DELIVERY
2022/23 PROPOSED FEES & CHARGES

Service : Regulatory Services

Purpose of the Charge: To contribute to the costs of the service

	2021/22 Budget £'000	Proposed 2022/23 Budget £'000
Income the proposed fees will generate:		

Are concessions available? Yes

Description	Current Fee (Inc VAT)	Current Fee (Exc VAT)	Proposed Fee (Inc VAT)	Proposed Fee (Exc VAT)	Increase
	£.p	£.p	£.p	£.p	%
DOG CONTROL					
Return of Stray Dog					
Prescribed fee					
Vet fees		At cost		At cost	-
Fixed penalty notice - failure to chip dog		Set by Statute		Set by Statute	-
Stray Dogs - Not taken to kennel		73.00		73.00	0.0
Stray Dogs - Taken to kennel		At cost		At cost	
Fee - cost recovery at hourly rate		At cost		At cost	
Plus overnight kennel fees		At Cost		At Cost	
Miscellaneous stray dog activities e.g. relocating, microchipping etc.					
Fee		59.00		59.00	0.0
Plus recovery of costs		At Cost		At Cost	-
Dog Fouling fixed penalty charge		75.00		75.00	0.0
50% reduction if in receipt of some benefits, proof required					
ABANDONED VEHICLES					
Removal (prescribed fee) less than 3.5 tonnes		150.00		150.00	-
Daily storage (prescribed fee) less than 3.5 tonnes		20.00		20.00	-
Enforcement disposal costs (prescribed fee) less than 3.5 tonnes		75.00		75.00	-
Fixed Penalty Notice reduced to £120 if paid within 7 days		200.00		200.00	-
Enforcement invoice costs		77.00		77.00	-
CLEAN NEIGHBOURHOOD AND ENVIRONMENT ACT					
FIXED PENALTY NOTICES					
Repairing Vehicles on Road - reduced to £60 if paid within 7 working days		60.00		60.00	0.0
Graffiti and fly-posting		50.00		50.00	0.0
Street litter notices and litter clearing notices - reduced to £60 if paid within 7		60.00		60.00	0.0
Unauthorised distribution of literature on designated land		50.00		50.00	0.0
Failure to produce a waste transfer note		180.00		180.00	0.0
Domestic waste Waste receptacles		60.00		60.00	0.0
Industrial and commercial waste receptacle offences		100.00		100.00	0.0
Failure to produce a waste carrier documentation - reduced to £180 if paid within 7		180.00		180.00	0.0
Offence of Dropping Litter		50.00		50.00	0.0
Offence of Littering from vehicles		50.00		50.00	0.0
Alarm noise: failure to nominate key-holder or to notify local authority of key-holder's details		50.00		50.00	0.0
Nuisance parking		60.00		60.00	0.0
Abandoning a vehicle		120.00		120.00	0.0
Noise exceeding permitted level - domestic premises		100.00		100.00	0.0
Noise exceeding permitted level - licensed premises		500.00		500.00	0.0
Unauthorised Deposit of Waste (Fixed Penalties) Regulations 2016					
FIXED PENALTY NOTICES					
Waste deposit offence (fly tipping) - reduced to £120 if paid within 10 days		120.00		120.00	0.0
MISCELLANEOUS					
Production of Statement of Facts (Discretionary) - an hourly rate of £124		127.00		127.00	0.0
for up to 2 hours work and thereafter a charge of £62.		63.00		59.00	-6.3
Immigration reports for Home Office		400.00		404.00	1.0
Certificate for surrender of unsound food (per hour) plus disposal costs		69.00		59.00	-14.5
Special Treatments: Single Payment					
Premises		N/A		N/A	-
Person		N/A		N/A	-
Skin Piercing Registrations					
Individuals		180.00		236.00	31.1
Premises		282.00		295.00	4.6
Joint Application		451.00		423.00	-6.2
Pre-application advice per hour		59.00		59.00	0.0
Commerical Food Export					
Certificate		59.00		59.00	0.0
General Business Advice (Non-Primary Authority) pr hour, first 30 minutes free		0.00		59.00	
Resident Request for Advice per hour		0.00		59.00	
Food Hygiene Rating Scheme rescore - New - agreed Dec 2019		118.00		118.00	0.0

DELIVERY
2022/23 PROPOSED FEES & CHARGES

Service : Regulatory Services

Purpose of the Charge: To contribute to the costs of the service

	2021/22 Budget £'000	Proposed 2022/23 Budget £'000
Income the proposed fees will generate:	0	95

Are concessions available? No

Description	Current Fee (Inc VAT)	Current Fee (Exc VAT)	Proposed Fee (Inc VAT)	Proposed Fee (Exc VAT)	Increase
	£.p	£.p	£.p	£.p	%
ENVIRONMENTAL PROTECTION ACT - All fees and charges set by statute law					
The following fees and charges are in respect of Prescribed Processes . Please contact Environment for information in respect of fees and charges where an operator is applying for, or holds multiple authorisations for the carrying on of a crushing and/or screening process by means of mobile plant.					
Environmental Permitting (E&W) Regulations 2016					
Application Fee					
Standard Process		1,650.00		1,650.00	0.0
Service Stations (PVI and PVII)		257.00		257.00	0.0
Dry Cleaners		155.00		155.00	0.0
Vehicle Refinishers		362.00		362.00	0.0
Mobile Screening and Crushing Plant		1,650.00		1,650.00	0.0
For the third to seventh applications		985.00		985.00	0.0
For the eighth and subsequent applications		498.00		498.00	0.0
Substantial Changes (Sections 10 and 11 of the Act)					
Standard Process		1,050.00		1,050.00	0.0
Reduced Activities		102.00		102.00	0.0
Annual Subsistence Charge					
Standard Process LOW		772.00		772.00	0.0
Standard Process MEDIUM		1,161.00		1,161.00	0.0
Standard Process HIGH		1,747.00		1,747.00	0.0
Service Stations LOW		113.00		113.00	0.0
Service Stations MEDIUM		226.00		226.00	0.0
Service Stations HIGH		341.00		341.00	0.0
VR's and other reduced fees LOW		228.00		228.00	0.0
VR's and other reduced fees MEDIUM		365.00		365.00	0.0
VR's and other reduced fees HIGH		548.00		548.00	0.0
Dry Cleaners/PVR1 LOW		79.00		79.00	0.0
Dry Cleaners/PVR1 MEDIUM		158.00		158.00	0.0
Dry Cleaners/PVR1 HIGH		237.00		237.00	0.0
Mobile Screening and Crushing Plant LOW		646.00		646.00	0.0
Mobile Screening and Crushing Plant MEDIUM		1,034.00		1,034.00	0.0
Mobile Screening and Crushing Plant HIGH		1,506.00		1,506.00	0.0
For the second permit LOW		646.00		646.00	0.0
For the second permit MEDIUM		1,034.00		1,034.00	0.0
For the second permit HIGH		1,506.00		1,506.00	0.0
For the third to seventh permit LOW		385.00		385.00	0.0
For the third to seventh permit MEDIUM		617.00		617.00	0.0
For the third to seventh permit HIGH		924.00		924.00	0.0
For the eighth and subsequent applications LOW		198.00		198.00	0.0
For the eighth and subsequent applications MEDIUM		316.00		316.00	0.0
For the eighth and subsequent applications HIGH		473.00		473.00	0.0
Late payment charge (when invoice issued and not paid within 8 weeks)		52.00		52.00	0.0
Transfer and Surrender					
Transfer		169.00		169.00	0.0
Partial Transfer		497.00		497.00	0.0
Surrender		0.00		0.00	0.0
Transfer Reduced Fees		0.00		0.00	0.0
Partial Transfer Reduced Fees		47.00		47.00	0.0
PRIVATE WATER SUPPLIES					
Risk Assessment - per hour		59.00		59.00	0.0
Sampling					
Per hour of officer time		59.00		59.00	0.0
Laboratory analysis		at cost		at cost	
Pool samples	72.00	60.00		59.00	-1.7
Investigation					
Fee		109.00		118.00	8.3
Laboratory analysis		At cost		At cost	
Analysis - Regulation 10		28.00		28.00	0.0
Analysis of Group A Parameters		POA		POA	
Analysis of Group B Parameters		POA		POA	

DELIVERY
2022/23 PROPOSED FEES & CHARGES

Service : Regulatory Services

Purpose of the Charge: To contribute to the costs of the service

	2021/22 Budget £'000	Proposed 2022/23 Budget £'000
Income the proposed fees will generate:	0	95

Are concessions available? No

Description	Current Fee (Inc VAT)	Current Fee (Exc VAT)	Proposed Fee (Inc VAT)	Proposed Fee (Exc VAT)	Increase
	£.p	£.p	£.p	£.p	%
PRIVATE SECTOR HOUSING ENFORCEMENT ACTION					
New Houses in Multiple Occupation (HMO) - Assisted Application		1,098.00		1,180.00	7.5
New - A reduction where the landlord is accredited		110.00		110.00	0.0
New - A reduction where the landlord is applying for more than one licence - per property reduction		30.00		30.00	0.0
Renewal of HMO Houses in Multiple Occupation		805.00		797.00	-1.0
Renewal - A reduction where the landlord is accredited		30.00		30.00	0.0
Renewal- A reduction where the landlord is applying for more than one licence - per		30.00		30.00	0.0
Request for additional information by letter (per hour)		0.00		59.00	
Inspection of Housing Premises for Immigration purpose (Class A - Fee Discretionary)		402.00		404.00	0.5
Enforcement Notices served under Housign Act 2004		116.00		118.00	1.7
Civil Penalties Housing Offences		Up to £30,000		Up to £30,000	
HIGH HEDGE ENQUIRIES					
Anti-Social Behaviour Act High Hedges Fee (Class A Fee Discretionary)		1,206.00		1,206.00	0.0
OTHER FEES FOR INFORMATION					
Environmental Enquiries by Individuals, Non Commerical		118.00		118.00	0.0
Commercial and Government		118.00		118.00	0.0
Civil Actions		118.00		118.00	0.0
Safety Certificate and Administration		118.00		118.00	0.0
Pre-application Advice oer hours		59.00		59.00	0.0
RESIDENT AND BUSINESS ADVICE					
Charges per hour with the first 30 minutes free:					
General business Advice (non-primary authority)		59.00		59.00	0.00
Request for Advice		59.00		59.00	0.00
Prevention of Damage by Pests					
Pest Site survey (Hourly rate as part of cost recovery where WID only)		59.00		59.00	0.00
Rat treatment (Hourly rate as part of cost recovery where WID only)		59.00		59.00	0.00
Any other Pest treatment (Hourly rate as part of cost recovery where WID only)		59.00		59.00	0.00

Service : Regulatory Services

Purpose of the Charge: To recover the cost of processing applications and monitoring compliance with conditions

	2021/22 Budget £'000	Proposed 2022/23 Budget £'000
Income the proposed fees will generate:		

Are concessions available? No

Description	Current Fee (Inc VAT)	Current Fee (Exc VAT)	Proposed Fee (Inc VAT)	Proposed Fee (Exc VAT)	Increase
	£.p	£.p	£.p	£.p	%
WEIGHTS AND MEASURES					
All tests to be charged at the prevailing hourly rate.					
All hourly charges are charged in quarter hour units per officer with a minimum charge of half an hour per officer.					
When calculating the charges they will be influenced by whether one of more officers are required to conduct the test, whether a certificate is required and whether office transportation is used. Please contact us for further information.					
The charge will apply in all instances where an officer's attendance is required unless specified otherwise in this document.					
The charge will apply in any circumstances when Trading Standards staff attend premises at an appointed time and a delay occurs, either before testing commences or during the test, and the delay is not in any way attributable to Trading Standards.					
The charge will also apply to travelling time beyond the Bracknell Forest border, when any work is undertaken in another local authority area. (Chargeable in addition to the normal fee for the task). Travelling time within the Bracknell Forest BC area is free of charge.					
Where specialist third party equipment is required to complete the test (and not provided by the submitter) the charges incurred for supply of that equipment will be additional to the testing fee.					
Where instruments incorporate remote display or printing facilities a second officer may be required to effectively conduct the test.					
All charges are subject to VAT unless otherwise specified.					
VAT must be charged on all verification work except where the equipment is submitted under the Measuring Instruments (EEC Requirements Regulations 1988					
Hourly rate of Charge					
The hourly rate of charge is based on the average cost of supplying an officer, including the provision of technical and administrative support staff and relevant overheads. The charge is based on the number of officers required and is based on the time involved and is not restricted to the time taken for the individual test.	76.80	64.00	76.80	64.00	0.0
Certificate of errors					
Fee for provision of certificate containing results of errors found on testing. NB This fee is to be levied after carrying out a Weights and Measures spot check when no other fee is payable.	N/A	N/A	N/A	N/A	
Out of hours working (subject to staff being available)					
A premium of 100% will be added to the fee as appropriate for all work carried out at the request of the submitter outside our normal working hours of 8.00am to 5.00pm Monday to Friday. This premium will also apply on bank holidays. I.e. £60 becomes £120 before VAT.	N/A	N/A	N/A	N/A	

Service : Regulatory Services

Purpose of the Charge: To recover the cost of processing applications and monitoring compliance with conditions

	2021/22 Budget £'000	Proposed 2022/23 Budget £'000
Income the proposed fees will generate:	286	286

Are concessions available? No

Description	Current Fee (Inc VAT) £.p	Current Fee (Exc VAT) £.p	Proposed Fee (Inc VAT) £.p	Proposed Fee (Exc VAT) £.p	Increase %
Explosives Licences - Set by Statute Law					
Licence to store explosives where, by virtue of regulation 27 of, and Schedule 5 to, the 2014 Regulations, a minimum separation distance of greater than 0 metres is prescribed					
1 year		Set by Statute		Set by Statute	
2 years		Set by Statute		Set by Statute	
3 years		Set by Statute		Set by Statute	
4 years		Set by Statute		Set by Statute	
5 years		Set by Statute		Set by Statute	
Renewal of licence to store explosives where a minimum separation distance of greater than 0 metres is prescribed					
1 year		Set by Statute		Set by Statute	
2 years		Set by Statute		Set by Statute	
3 years		Set by Statute		Set by Statute	
4 years		Set by Statute		Set by Statute	
5 years		Set by Statute		Set by Statute	
Licence to store explosives where no minimum separation distance or a 0 metres minimum separation distance prescribed					
1 year		Set by Statute		Set by Statute	
2 years		Set by Statute		Set by Statute	
3 years		Set by Statute		Set by Statute	
4 years		Set by Statute		Set by Statute	
5 years		Set by Statute		Set by Statute	
Renewal of licence to store explosives where no minimum separation distance or 0 metres separation distance prescribed					
1 year		Set by Statute		Set by Statute	
2 years		Set by Statute		Set by Statute	
3 years		Set by Statute		Set by Statute	
4 years		Set by Statute		Set by Statute	
5 years		Set by Statute		Set by Statute	
New Licence for explosives below 250kgs Net Explosive Content (NEC)					
1 year		109.00		111.00	1.8
2 years		141.00		144.00	2.1
3 years		173.00		177.00	2.3
4 years		206.00		211.00	2.4
5 years		238.00		243.00	2.1
Renewal of licence for explosives below 250kgs Net Explosive Content (NEC)					
1 year		54.00		55.00	1.9
2 years		86.00		88.00	2.3
3 years		120.00		123.00	2.5
4 years		152.00		155.00	2.0
5 years		185.00		189.00	2.2
New Licence for explosives above 250kgs up to maximum 2000kgs Net Explosive Content (NEC)					
1 year		185.00		189.00	2.2
2 years		243.00		248.00	2.1
3 years		304.00		311.00	2.3
4 years		374.00		382.00	2.1
5 years		423.00		432.00	2.1
Renewal of Licence for explosives above 250kgs up to maximum 2000kgs Net					
1 year		86.00		88.00	2.3
2 years		147.00		150.00	2.0
3 years		206.00		211.00	2.4
4 years		266.00		272.00	2.3
5 years		326.00		333.00	2.1
Licence variation					
Varying the name of licensee or address of site		Set by Statute		Set by Statute	
Any other kind of variation		36.00		37.00	2.8
Transfer of Licence		40.00		cost recovery	
Replacement of licence if lost		36.00		37.00	2.8
Full year registration for fireworks		515.00		500.00	-2.9

DELIVERY
2022/23 PROPOSED FEES & CHARGES

Annexe G

Service : Regulatory Services

Purpose of the Charge: To recover the cost of processing applications and monitoring compliance with conditions

	2021/22 Budget £'000 286	Proposed 2022/23 Budget £'000 286
Income the proposed fees will generate:		

Are concessions available? No

Description	Current Fee (Inc VAT)	Current Fee (Exc VAT)	Proposed Fee (Inc VAT)	Proposed Fee (Exc VAT)	Increase
	£.p	£.p	£.p	£.p	%
Petroleum Licences - per year of licence - Set by Statute Law					
Not exceeding 2,500 litres		44.00		45.00	2.3
Not exceeding 50,000 litres		60.00		61.00	1.7
Exceeding 50,000 litres		125.00		128.00	2.4
Transfer of Licence		Set by Statute		Set by Statute	
Miscellaneous					
Administrative charge for provision of a certificate containing results of errors found on testing		Set by Statute		Set by Statute	
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 £74		Set by Statute		Set by Statute	
Primary Authority					
Primary Authority Work Hourly chargeable rate		59.00		59.00	0.0
Annual charge - previous year usage up to 10 hours officer time		516.00		531.00	2.9
Annual charge - previous year usage up to 20 hours officer time		1,031.00		1,062.00	3.0
Anything likely to be in excess of 20 hours		POA		POA	
Support with Confidence					
Application fee					
1-5 Employees	70.80	59.00	70.80	59.00	0.0
6-20 Employees	144.00	120.00	144.00	120.00	0.0
21+ Employees	360.00	300.00	360.00	300.00	0.0
Disbursements are charged at cost. Employees 6-21+ reduced fee to £50 if registered with confidence.					
Buy with Confidence					
Members from 2017-18					
1-5 Employees	150.00	125.00	150.00	125.00	0.0
6-20 Employees	200.40	167.00	200.40	189.00	13.2
21+ Employees	249.60	208.00	249.60	252.00	21.2
Annual Fee					
1-5 Employees	300.00	250.00	300.00	250.00	0.0
6-20 Employees	450.00	375.00	450.00	375.00	0.0
21+ Employees	600.00	500.00	600.00	500.00	0.0
50+		POA	POA	POA	
Legacy members					
1-5 Employees	150.00	125.00	150.00	125.00	0.0
6-20 Employees	228.80	189.00	228.80	189.00	0.0
21+ Employees	302.40	252.00	302.40	252.00	0.0

DELIVERY
2022/23 PROPOSED FEES & CHARGES

Annexe G

Service : Regulatory Services

Purpose of the Charge: To recover the cost of processing applications and monitoring compliance with conditions

	2021/22 Budget £'000	Proposed 2022/23 Budget £'000
Income the proposed fees will generate:	0	286

Are concessions available? No

Description	Current Fee (Inc VAT)	Current Fee (Exc VAT)	Proposed Fee (Inc VAT)	Proposed Fee (Exc VAT)	Increase
	£.p	£.p	£.p	£.p	%
LICENSING ACT 2003					
The fees for all Licensing Act 2003 permissions are statutory fees set by central government					
Fees for new and variation applications for premises licences and club premises certificates are based on the rateable value of the premises and are as set out below:					
Premises Licences - one-off fee set by statute based upon rateable value (RV) of premises (Class B - Statutory Fee)					
Rateable value band					
A		100.00		100.00	0.00
B		190.00		190.00	0.00
C		315.00		315.00	0.00
D		450.00		450.00	0.00
E		635.00		635.00	0.00
Pre-application Advice per hour, minimum 1 hour.		59.00		59.00	0.00
The fees for new or variation applications for premises licences where (a) the premises are in Band D or Band E; and (b) the premises are used exclusively or primarily for the supply of alcohol on the premises are as set out below:					
Rateable value band					
D		900.00		900.00	0.0
E		1,905.00		1,905.00	0.0
Also, new or variation applications for premises licences and club premises where capacity will exceed 5000, are subject to an additional fee as set out below:					
Number of people in attendance at any one time					
5,000 - 9,999		1,000.00		1,000.00	0.0
10,000 - 14,999		2,000.00		2,000.00	0.0
15,000 - 19,999		4,000.00		4,000.00	0.0
20,000 - 29,999		8,000.00		8,000.00	0.0
30,000 - 39,999		16,000.00		16,000.00	0.0
40,000 - 49,999		24,000.00		24,000.00	0.0
50,000 - 59,999		32,000.00		32,000.00	0.0
60,000 - 69,999		40,000.00		40,000.00	0.0
70,000 - 79,999		48,000.00		48,000.00	0.0
80,000 - 89,999		56,000.00		56,000.00	0.0
90,000 and over		64,000.00		64,000.00	0.0
Premises licences sought for community centres and some schools that permit regulated entertainment but which do not permit the supply of alcohol and/or the provision of late night refreshment will not incur a fee					
ANNUAL FEES					
Where premises licences and club premises certificates are issued, the holder shall pay an annual fee as set out below:					
Rateable value band					
A		70.00		70.00	0.0
B		180.00		180.00	0.0
C		295.00		295.00	0.0
D		320.00		320.00	0.0
E		350.00		350.00	0.0
Where (a) the premises are in Band D or in Band E; and (b) the premises are used exclusively or primarily for the supply of alcohol on those premises, the holder of the licence/certificate shall pay an annual fee as set out below:					
Rateable value band					
D		640.00		640.00	0.0
E		1,050.00		1,050.00	0.0
Also where the capacity of the premises exceeds 5,000, the holder of the licence/certificate shall pay an additional fee as set out below:					
Number of people in attendance at any one time					
5,000 - 9,999		500.00		500.00	0.0
10,000 - 14,999		1,000.00		1,000.00	0.0
15,000 - 19,999		2,000.00		2,000.00	0.0
20,000 - 29,999		4,000.00		4,000.00	0.0
30,000 - 39,999		8,000.00		8,000.00	0.0
40,000 - 49,999		12,000.00		12,000.00	0.0
50,000 - 59,999		16,000.00		16,000.00	0.0
60,000 - 69,999		20,000.00		20,000.00	0.0
70,000 - 79,999		24,000.00		24,000.00	0.0
80,000 - 89,999		28,000.00		28,000.00	0.0
90,000 and over		32,000.00		32,000.00	0.0

DELIVERY
2022/23 PROPOSED FEES & CHARGES

Annexe G

Service : Regulatory Services

Purpose of the Charge: To recover the cost of processing applications and monitoring compliance with conditions

	2021/22 Budget £'000	Proposed 2022/23 Budget £'000
Income the proposed fees will generate:	0	286

Are concessions available? No

Description	Current Fee (Inc VAT)	Current Fee (Exc VAT)	Proposed Fee (Inc VAT)	Proposed Fee (Exc VAT)	Increase
	£.p	£.p	£.p	£.p	%
OTHER FEES					
There are other occasions that fees and charges must be paid to the Licensing Authority, as set out below:					
Section 25 - Theft, loss, etc. of premises licence or summary		Set by Statute		Set by Statute	
Section 29 - Application for a provisional statement where premises being built, etc.		315.00		315.00	0.0
Section 33 - Notification of change of name or address		10.50		10.50	0.0
Section 37 - Application to vary licence to specify individual as premises supervisor		23.00		23.00	0.0
Section 42 - Application for transfer of premises licence		23.00		23.00	0.0
Section 47 - Interim authority notice following death etc. of licence holder		23.00		30.00	30.4
Section 79 - Theft, loss etc. of certificate or summary		10.50		10.50	0.0
Section 82 - Notification of change of name or alteration of rules of club		10.50		23.00	119.0
Section 83(1) or (2) - Change of relevant registered address of club		10.50		23.00	119.0
Section 100 - Temporary event notice		21.00		21.00	0.0
Section 110 - Theft, loss etc. of temporary event notice		10.50		10.50	0.0
Section 117 - Application for a grant or renewal of personal licence		37.00		37.00	0.0
Section 126 - Theft, loss etc. of personal licence		10.50		10.50	0.0
Section 127 - Duty to notify change of name or address		10.50		23.00	119.0
Application to disapply mandatory DPS Condition		0.00		23.00	
Minor Variation		0.00		89.00	
Section 178 - Right of freeholder etc. to be notified of licensing matters		21.00		21.00	0.0
Pre application advice - hourly charge		59.00		59.00	0.0

DELIVERY
2022/23 PROPOSED FEES & CHARGES

Annexe G

Service : Regulatory Services

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	2021/22 Budget £'000	Proposed 2022/23 Budget £'000
Income the proposed fees will generate:	0	286

Are concessions available? No

Description	Current Fee (Inc VAT)	Current Fee (Exc VAT)	Proposed Fee (Inc VAT)	Proposed Fee (Exc VAT)	Increase
	£.p	£.p	£.p	£.p	%
OTHER PREMISES LICENSING					
Sex Establishment: Annual Licence					
Premises Application		Min £3,100 to max £5,150		Min £3,100 to max £5,150	
Pre-application advice per hour		59.00		59.00	
Dangerous Wild Animal: Annual Licence					
Premises - Initial		489.00		472.00	-3.5
Premises - Renewal		284.00		295.00	3.9
Riding Establishment: (excluding vet fee - recharged separately)* Inspections are carried out annually, regardless of the star rating or length of licence, by a vet and officer. Vets fees will be recharged separately.					
Main inspection fee , plus fee per horse - New		472.00		354.00	-25.0
Main inspection fee , plus fee per horse - Renewal		413.00		325.00	-21.3
Fee per horse, for the first 10 horses		15.00		15.00	0.0
Fee per horse, for the next 11-50 horses		10.00		10.00	0.0
Fee per horse, for every horse 51 and over		8.00		8.00	0.0
Animal Boarding Establishment: combined (dogs and cats)					
Animal Boarding Establishment: combined (dogs and cats) - New		590.00		413.00	-30.0
Animal Boarding Establishment: combined (dogs and cats) - Renewal		531.00		384.00	-27.7
Animal Boarding Establishment: single species (dogs or cats)					
Animal Boarding Establishment: single species (dogs or cats) - New		472.00		354.00	-25.0
Animal Boarding Establishment: single species (dogs or cats) - Renewal		413.00		325.00	-21.3
Home Boarder					
Home Boarder: Franchisee arrangers licence (excludes inspection fee per host) - New		207.00		118.00	-43.0
Home Boarder: Franchisee arrangers licence (excludes inspection fee per host) - Renewal		177.00		89.00	-49.7
Home Boarder: Assessment of hobby host as part of franchisee licence - New		118.00		118.00	0.0
Home Boarder: Assessment of hobby host as part of franchisee licence - Renewal		118.00		118.00	0.0
Home Boarder - New (separate cost recovery charge for mid term inspections and any inspections subsequent to that)		271.85		236.00	-13.2
Home Boarder - Renewal (separate cost recovery charge for mid term inspections and any inspections subsequent to that)		241.85		207.00	-14.4
Dog Breeding Establishment (excluding vet fee)					
Dog Breeding Establishment (excluding vet fee) - New		590.00		413.00	-30.0
Dog Breeding Establishment (excluding vet fee) - Renewal		531.00		384.00	-27.7
Dog Breeding Establishment (in domestic dwelling)					
Dog Breeding Establishment (in domestic dwelling) - New		472.00		354.00	-25.0
Dog Breeding Establishment (in domestic dwelling) - Renewal		413.00		325.00	-21.3
Pet Vending / Sale of pets					
Pet Vending / Sale of pets - New		472.00		354.00	-25.0
Pet Vending / Sale of pets - Renewal		413.00		325.00	-21.3
Animal for Exhibition					
Animal for Exhibition - New		590.00		413.00	-30.0
Animal for Exhibition - Renewal		531.00		384.00	-27.7
Dog Day Care (as defined under)					
Dog Day Care - new		590.00		413.00	-30.0
Dog Day Care - Renewal		531.00		384.00	-27.7
Other Animal Welfare Act Fees					
Additional mid licence visit		New		118.00	
Variation to the licence fee (including one visit)		224.00		177.00	-21.0
Replacement licens fee (lost o stolen paperwork, change of name)		56.00		30.00	-46.4
Re-evaluation of star rating (inclusive of one visit)		112.00		118.00	5.4
Transfer due to death of licensee		56.00		30.00	-46.4
Zoo: Annual Licence (up to 6 years)					
New /Renewal		2,066.00		2,066.00	0.0
Hairdresser: Single Payment					
Premises		43.00		30.00	-30.2
Street Trading Consents					
Week (minimum charge)		139.00		144.00	3.6
1 month		372.00		241.00	-35.2
3 months		876.00		642.00	-26.7
6 months		1,433.00		803.00	-44.0
Annual		N/a		1,365.00	
6 months max trading 2 events per week including Fri ,Sat, or Sun 40% reduction		859.00		642.00	-25.3
6 months max trading 2 events per week Monday to Thursday 60% reduction		572.00		482.00	-15.7
Street Trading Consent variation fee		91.00		89.00	-2.2
Ice Cream van 1 month (per van)		186.00		186.00	0.0
Ice Cream van 6 months (per van)		717.00		717.00	0.0
Refund for Street Traders if application withdrawn				50% of application fee	
Scrap Metal Dealers: Three Year Licence					
Site Licence New		501.00		472.00	-5.8
Site Licence Renewal		501.00		443.00	-11.6
Mobile Collector New		267.00		236.00	-11.6
Mobile Collector Renewal		267.00		207.00	-22.5
Variation of licence		368.00		236.00	-35.9
Change of site manager		68.00		59.00	-13.2
Copy Licence		11.00		11.00	0.0
Change of name		36.00		30.00	-16.7
Pre-application advice		59.00		59.00	0.0

DELIVERY
2022/23 PROPOSED FEES & CHARGES

Annexe G

Service : Regulatory Services

Purpose of the Charge: To recover the cost of processing applications and monitoring compliance with conditions

	2021/22 Budget £'000	Proposed 2022/23 Budget £'000
Income the proposed fees will generate:	0	286

Are concessions available? No

Description	Current Fee (Inc VAT)	Current Fee (Exc VAT)	Proposed Fee (Inc VAT)	Proposed Fee (Exc VAT)	Increase
	£.p	£.p	£.p	£.p	%
HACKNEY CARRIAGES					
Hackney Carriages Vehicle: Annual Fee					
Licensing (annual fee)		290.00		266.00	-8.3
Renewal				236.00	
Private Hire Vehicle: Annual Fee					
Licensing (annual fee)		290.00		266.00	-8.3
Renewal				236.00	
Home to School (annual fee)		148.00		148.00	0.0
Vehicle with dispensation		290.00		266.00	-8.3
Temporary Vehicle Licence (up to 3 months only)		232.00		236.00	1.7
Private Hire Operators - NEW					
NEW from 2020-2021 LICENCE FEE SCHEDULE BASED ON PER VEHICLE for 5 YEARS: per vehicle calculation of 4 hours at hourly rate plus an hour per year (for years 2-5) for first vehicle, plus 15 minutes per additional vehicle per year (years 1-5) up to a maximum of 20 vehicles (2021-2022 hourly rate £59.00)					
1 vehicle		£472.00		443.00	-6.1
2 vehicles		£545.75		516.00	-5.5
3 vehicles		£619.50		590.00	-4.8
4 vehicles		£693.25		664.00	-4.2
5 vehicles		£767.00		738.00	-3.8
6 vehicles		£840.75		811.00	-3.5
7 vehicles		£914.50		885.00	-3.2
8 vehicles		£988.25		959.00	-3.0
9 vehicles		£1,062.00		1033.00	-2.7
10 vehicles		£1,135.75		1106.00	-2.6
11 vehicles		£1,209.50		1180.00	-2.4
12 vehicles		£1,283.25		1254.00	-2.3
13 vehicles		£1,357.00		1328.00	-2.1
14 vehicles		£1,430.75		1401.00	-2.1
15 vehicles		£1,504.50		1475.00	-2.0
16 vehicles		£1,578.25		1549.00	-1.9
17 vehicles		£1,652.00		1623.00	-1.8
18 vehicles		£1,725.75		1696.00	-1.7
19 vehicles		£1,799.50		1770.00	-1.6
20 vehicles		£1,873.25		1844.00	-1.6
20+ vehicles		£1,873.25		1844.00	-1.6
Private Hire Operators - RENEWAL					
NEW from 2020-2021 LICENCE FEE SCHEDULE BASED ON PER VEHICLE for 5 YEARS: per vehicle calculation of 2 hours at hourly rate plus an hour per year (for years 2-5) for first vehicle, plus 15 minutes per additional vehicle per year (years 1-5) up to a maximum of 20 vehicles (2020-2021 hourly rate £59.00)					
1 vehicle		£354.00		325.00	-8.2
2 vehicles		£427.75		398.00	-7.0
3 vehicles		£501.50		472.00	-5.9
4 vehicles		£575.25		546.00	-5.1
5 vehicles		£649.00		620.00	-4.5
6 vehicles		£722.75		693.00	-4.1
7 vehicles		£796.50		767.00	-3.7
8 vehicles		£870.25		841.00	-3.4
9 vehicles		£944.00		915.00	-3.1
10 vehicles		£1,017.75		988.00	-2.9
11 vehicles		£1,091.50		1062.00	-2.7
12 vehicles		£1,165.25		1136.00	-2.5
13 vehicles		£1,239.00		1210.00	-2.3
14 vehicles		£1,312.75		1283.00	-2.3
15 vehicles		£1,386.50		1357.00	-2.1
16 vehicles		£1,460.25		1431.00	-2.0
17 vehicles		£1,534.00		1505.00	-1.9
18 vehicles		£1,607.75		1578.00	-1.9
19 vehicles		£1,681.50		1652.00	-1.8
20 vehicles		£1,755.25		1726.00	-1.7
20+ vehicles		£1,755.25		1726.00	-1.7
Variation to Operators Licence - to include reissue of licence with additional vehicle registration added plus extra fees for these for length of licence		£59.00		59.00	
Driver Licences					
New 3 years		271.00		301.00	11.1
Renewal				272.00	
Home to school renewal only		186.00		207.00	11.3
Home to school 3 years		186.00		207.00	11.3
Conversion of driver licence to another type		80.00		89.00	11.3
Other Charges					
Transfer of vehicle to new owner		118.00		59.00	-50.0
Variation to PHO Licence				59.00	
Change of vehicle		74.00		74.00	0.0
Meter Test - Retest after failure		32.00		30.00	-6.3
Knowledge Test		74.00		74.00	0.0
Missed Appointments		37.00		30.00	-18.9
First Aid Training for drivers		POA		POA	-
DBS Check		67.00		79.00	17.9
Replacement licence		41.00		30.00	-26.8
Advertising on Hackney Carriages (Initial)		47.00		59.00	25.5
Advertising on Hackney Carriages (Renewal)		32.00		30.00	-6.3
Replacement badge (+ Badge Cost)		41.00		30.00	-26.8
Replacement vehicle licence plate (+ Plate Cost)		59.00		30.00	-49.2
Replacement backing plate		26.00		26.00	0.0
Medical exemption from carrying assistance dog		22.00		30.00	36.4
Change of address PH & HC				10.50	
Refund processing fee		59.00		30.00	-49.2
Change of vehicle registration (+ sticker and licence cost)		59.00		30.00	-49.2
Age test of vehicle		59.00		59.00	0.0
Pre-application advice per hour, minimum 1 hour		59.00		59.00	0.0

Service : Regulatory Services

Purpose of the Charge: To recover the cost of processing applications and monitoring compliance with conditions

	Budget £'000 0	2022/23 £'000 286
Income the proposed fees will generate:		

Are concessions available? No

Description	Current Fee (Inc VAT)	Current Fee (Exc VAT)	Proposed Fee (Inc VAT)	Proposed Fee (Exc VAT)	Increase
	£.p	£.p	£.p	£.p	%
GAMBLING ACT 2005 - All fees and charges for gambling are set by statute law					
Casino (regional)					
New Application		15,000.00		15,000.00	0.0
Provisional/Initial Statement		15,000.00		15,000.00	0.0
Application with Provisional Statement		8,000.00		8,000.00	0.0
Variation		7,500.00		7,500.00	0.0
Transfer/Reinstatement		6,500.00		6,500.00	0.0
Annual Fee		15,000.00		15,000.00	0.0
Casino (large)					
New Application		10,000.00		10,000.00	0.0
Provisional/Initial Statement		10,000.00		10,000.00	0.0
Application with Provisional Statement		5,000.00		5,000.00	0.0
Variation		5,000.00		5,000.00	0.0
Transfer/Reinstatement		2,150.00		2,150.00	0.0
Annual Fee		10,000.00		10,000.00	0.0
Casino (small)					
New Application		8,000.00		8,000.00	0.0
Provisional/Initial Statement		8,000.00		8,000.00	0.0
Application with Provisional Statement		3,000.00		3,000.00	0.0
Variation		4,000.00		4,000.00	0.0
Transfer/Reinstatement		1,800.00		1,800.00	0.0
Annual Fee		5,000.00		5,000.00	0.0
Bingo Club					
New Application		3,500.00		3,500.00	0.0
Provisional/Initial Statement		3,500.00		3,500.00	0.0
Application with Provisional Statement		1,200.00		1,200.00	0.0
Variation		1,750.00		1,750.00	0.0
Transfer/Reinstatement		1,200.00		1,200.00	0.0
Annual Fee		1,000.00		1,000.00	0.0
Betting (Other)					
New Application		3,000.00		3,000.00	0.0
Provisional/Initial Statement		3,000.00		3,000.00	0.0
Application with Provisional Statement		1,200.00		1,200.00	0.0
Variation		1,500.00		1,500.00	0.0
Transfer/Reinstatement		1,200.00		1,200.00	0.0
Annual Fee		600.00		600.00	0.0
Tracks					
New Application		2,500.00		2,500.00	0.0
Provisional/Initial Statement		2,500.00		2,500.00	0.0
Application with Provisional Statement		950.00		950.00	0.0
Variation		1,250.00		1,250.00	0.0
Transfer/Reinstatement		950.00		950.00	0.0
Annual Fee		1,000.00		1,000.00	0.0
Family Entertainment Centres					
New Application		2,000.00		2,000.00	0.0
Provisional/Initial Statement		2,000.00		2,000.00	0.0
Application with Provisional Statement		950.00		950.00	0.0
Variation		1,000.00		1,000.00	0.0
Transfer/Reinstatement		950.00		950.00	0.0
Annual Fee		750.00		750.00	0.0
Adult Gaming Centre					
New Application		2,000.00		2,000.00	0.0
Provisional/Initial Statement		2,000.00		2,000.00	0.0
Application with Provisional Statement		1,200.00		1,200.00	0.0
Variation		1,000.00		1,000.00	0.0
Transfer/Reinstatement		1,200.00		1,200.00	0.0
Annual Fee		1,000.00		1,000.00	0.0
* Licensed Premises Gaming Machine Permit					
Application (existing holder)				100.00	0.0
New application		150.00		150.00	0.0
Pre-application advice per hour		59.00		59.00	0.0
Annual Fee		50.00		50.00	0.0
First annual fee (payable within 30 days of permit takes place)				50.00	0.0
Variation		100.00		100.00	0.0
Transfer		25.00		25.00	0.0
Copy Permit		15.00		25.00	66.7
Change Name		25.00		25.00	0.0
Notification of 2 or less gaming machines		50.00		50.00	0.0
**Club Gaming/Permit/Club Machine Permit					
New		200.00		200.00	0.0
Existing Holder		100.00		100.00	0.0
Annual Fee		50.00		50.00	0.0
Renewal		200.00		200.00	0.0
Variation		100.00		100.00	0.0
Change of Name				25.00	
Transfer				25.00	
Copy Permit		15.00		15.00	0.0
Registration of non-commercial lottery					
Initial Fee		40.00		40.00	0.0
Annual Fee		20.00		20.00	0.0
All Licences					
Notification of change		50.00		50.00	0.0
Copy licence		25.00		25.00	0.0
Pre-application advice per hour		59.00		59.00	0.0

* Where the applicant for a LPGMP is the holder of a s.34 permit issued under the Gaming Act 1968, the fee for a new permit shall be £100.

** Where the applicant for a club gaming or club machine permit is the holder of a Club Premises Certificate under s.72 of the Licensing Act 2003, or an existing Part II

DELIVERY
2022/23 PROPOSED FEES & CHARGES

Annexe G

Service : Regulatory Services

Purpose of the Charge: To recover the cost of processing applications and monitoring compliance with conditions

	2021/22 Budget £'000	Proposed 2022/23 Budget £'000
Income the proposed fees will generate:	0	286

Are concessions available? No

Description	Current Fee (Inc VAT)	Current Fee (Exc VAT)	Proposed Fee (Inc VAT)	Proposed Fee (Exc VAT)	Increase
	£.p	£.p	£.p	£.p	%
CARAVAN SITES					
New licence		440.00		443.00	0.7
New licence per pitch		16.00		16.00	0.0
Transfer of licence		186.00		187.00	0.5
Alteration of conditions		341.00		59.00	-82.7
Annual fee per pitch		14.00		14.00	0.0
Enforcement action - per hour		59.00		59.00	0.0
Deposit, vary or delete site rules		117.00		118.00	0.9
MOBILE HOMES REGULATIONS 2020					
Application Fee Fit and Proper Test (applications taking more than two hours will be charged at hourly rate)				118	
Annual Check Fee (Fit and Proper Test) per hour				59	
Where the authority has to assist with appointing a site manager the costs will be specified in the agreement between the parties.					

PEOPLE DIRECTORATE

2022/23 PROPOSED FEES & CHARGES

Service : Adult Residential and Nursing Care - Contributions from people supported
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Purpose of the Charge: To contribute to the costs of accommodation

	2021/22 Budget £'000	Proposed 2022/23 Budget £'000
Income the proposed fees will generate:	2,890	2,962

Are concessions available? Yes - The actual contribution will be assessed in accordance with the Care Act Guidance issued by the Department of Health (DoH).

Description	Current Fee (Exc VAT) £.p	Proposed Fee (Exc VAT) £.p	Increase %
Residential and Nursing Care This includes permanent, respite and short term care. Where people are in accommodation funded by the Council, the maximum contribution they will be asked to make is the cost of the accommodation, but this will be subject to a financial assessment under DH charging guidance and so the actual contribution may be lower. Fee increases will depend on each person's financial circumstances but for most will be linked to the increase in pensions and benefits they receive.	Various	Various	2.5% (Estimate)
Deferred Payments Interest payable The national maximum interest rate will change every 6 months on the first of January and July respectively, to track the market gilts rate specified in the most recently published report by the Office of Budget Responsibility (OBR) plus a 0.15% default component	-	-	
Deferred Payment Arrangement Fee	1,000.00	1,030.00	3.0%
Deferred Payment Annual administration fee	336.00	346.00	3.0%
Arrangement of self funder social care			
Arrangement Fee	336.00	346.00	3.0%
Annual Administration Fee	222.00	229.00	3.0%
Provider Failure Making arrangements for people who fund their own care, or people funded by Other Local Authorities, in the event of their current provider going out of business.	292.00	301.00	3.0%

PEOPLE DIRECTORATE

2022/23 PROPOSED FEES & CHARGES

Service : Adult non residential services - Contributions from people supported

Purpose of the Charge: To contribute to the costs of support

	2021/22 Budget	Proposed 2022/23 Budget
	£'000	£'000
Income the proposed fees will generate:	1,629	1,670

Are concessions available? Yes - The actual contribution will be assessed in accordance with the Council's Charging Policy issued which complies with national guidance issued by the DoH under the Care Act.

Description	Current Fee (Exc VAT)	Proposed Fee (Exc VAT)	Increase
	£.p	£.p	%
Non Residential Support This includes direct payments, homecare, day care and other support in the community. Where people are supported by the Council, the maximum contribution they will be asked to make is the cost of the support, but this will be subject to a financial assessment under the Council's Charging Policy and so the actual contribution may be lower. Fee increases will depend on each person's financial circumstances but for most will be linked to the increase in pensions and benefits they receive.	Various	Various	2.5% (Estimate)

Service : Waymead respite care

Purpose of the Charge: To recover the costs of the service

	2021/22 Budget	Proposed 2022/23 Budget
	£'000	£'000
Income the proposed fees will generate:	51	53

Are concessions available? No

Description	Current Fee (Exc VAT)	Proposed Fee (Exc VAT)	Increase
	£.p	£.p	%
Waymead Respice Charge per night	239.00	246.17	3.0%
Day Care Waymead Day Services Per hour	18.75	19.31	3.0%
Bracknell Day Centre Full day	112.37	115.74	3.0%
Half day	56.18	57.87	3.0%
Transport (per day - Wokingham only)	22.37	23.04	3.0%

Service : Blue Badge Scheme

Purpose of the Charge: To contribute to the cost of the service

	2021/22 Budget	Proposed 2022/23 Budget
	£'000	£'000
Income the proposed fees will generate:	0	0

Are concessions available? No

Description	Current Fee (Exc VAT)	Proposed Fee (Exc VAT)	Increase
	£.p	£.p	%
Blue Badge - Issues and Duplicate Badges	10.00	10.00	0.0%

PEOPLE DIRECTORATE

2022/23 PROPOSED FEES & CHARGES

Service: Forestcare					
Purpose of the Charge: To recover the costs of the service					
	2021/22 Budget	Proposed 2022/23 Budget			
	£'000	£'000			
Income the proposed fees will generate:					
	1,356	1,397			
Are concessions available? No					
Description	Current Fee (Inc VAT)	Current Fee (Exc VAT)	Proposed Fee (Inc VAT)	Proposed Fee (Exc VAT)	Increase
	£.p	£.p	£.p	£.p	%
Lifeline Rental and Monitoring					
- BFBC Per week	4.90	4.08	5.04	4.20	3.0%
- Others Per week	5.22	4.35	5.36	4.47	2.8%
GSM Lifeline Per week	8.46	7.05	8.71	7.26	3.0%
Extra/Lost Pendants					
- Flat Charge	74.70	62.25	76.94	64.12	3.0%
- Lost Falls Pendants	104.28	86.90	107.41	89.51	3.0%
- Rental of additional pendant Per week	1.30	1.08	1.33	1.11	3.0%
Sensors					
Smoke Per week	2.35	1.96	2.41	2.01	2.7%
Carbon Monoxide Per week	3.53	2.94	3.64	3.03	3.0%
Flood Per week	2.99	2.49	3.06	2.55	2.5%
Temperature Extreme / Heat Per week	2.34	1.95	2.41	2.01	3.0%
Door Exit Sensor Per week	1.30	1.08	1.33	1.11	3.0%
Universal Per week	1.30	1.08	1.33	1.11	3.0%
PIR / Fast PIR Per week	1.30	1.08	1.33	1.11	3.0%
Medication Dispenser Per week	5.22	4.35	5.36	4.47	2.7%
Epilepsy bed sensor kit Per week	13.03	10.86	13.43	11.19	3.0%
Chair & bed sensor kit Per week	6.52	5.43	6.73	5.61	3.3%
Falls pendant Per week	2.59	2.16	2.70	2.25	4.0%
Bogus Caller Per week	1.30	1.08	1.33	1.11	3.0%
Minuet watch Per week	2.59	2.16	2.70	2.25	4.0%
Arm/ Disarm Zoning Trigger Per week	1.30	1.08	1.33	1.11	3.0%
Jellybean Switch Per week	2.60	2.17	2.70	2.25	3.9%
Natural Gas Detector Per week	4.57	3.81	4.68	3.90	2.4%
Wrist Worn Epilepsy Pendant Per week	56.05	46.71	57.74	48.12	3.0%
Responder service for lifeline customers					
- up to 12 visits per year Per week	11.34	9.45	11.68	9.73	3.0%
- up to 24 visits per year	19.55	16.29	20.16	16.80	3.1%
- extra visits (excluding bank holidays)	40.40	33.67	41.62	34.68	3.0%
- extra visits (including bank holidays)	60.61	50.51	62.42	52.02	3.0%
Responder service for commercial customers					
- up to 6 visits per year Per week	8.21	6.84	8.46	7.05	3.0%
- per additional visit	58.67	48.89	60.43	50.36	3.0%
Key Safes					
Keysafe Supply and Fit					
Supply only	71.70	59.75	73.85	61.54	3.0%
Supply + fit	78.22	65.18	80.57	67.14	3.0%
Moving keysafe	58.67	48.89	60.43	50.36	3.0%
Supply+fit subsequent visit	97.78	81.48	100.70	83.92	3.0%
Monitoring of security diallers Per week	13.62	11.35	14.04	11.70	3.1%
Monitoring of two security diallers Per week	19.94	16.62	20.56	17.13	3.0%
Lone Workers					
GPS Lone Worker - BFC Per person per year	259.42	216.18	267.20	222.67	3.0%
GPS Lone Worker - External Per person per year	358.49	298.74	369.24	307.70	3.0%
Hourly charge for adhoc work	58.67	48.89	60.43	50.36	3.0%
Extension lead	7.82	6.52	8.06	6.72	3.0%
Care calls					
- 1 care call per day Per week	10.44	8.70	10.73	8.94	2.8%
- 2 care calls per day Per week	19.56	16.30	20.16	16.80	3.0%
- 3 care calls per day Per week	26.06	21.72	26.86	22.38	3.0%
- 3 care calls per day + 1 customer Per week	39.10	32.58	40.28	33.57	3.0%
Pocket Pal					
GPS Device - customer renting Weekly device (includes SIM and monitoring)	8.46	7.05	8.71	7.26	3.0%

Any legacy fees from charging regimes no longer offered to new customers will be uplifted by 2%.

PEOPLE DIRECTORATE

2022/23 PROPOSED FEES & CHARGES

Service: Homelessness

Purpose of the Charge: To contribute to the costs of the service

	2020/21 Budget £'000	Proposed 2021/22 Budget £'000
Income the proposed fees will generate:	1,339	1,339

Are concessions available? No

Description	Current Fee (Inc VAT)	Current Fee (Exc VAT)	Proposed Fee (Inc VAT)	Proposed Fee (Exc VAT)	Increase
	£.p	£.p	£.p	£.p	%
Homelessness					
Bed and Breakfast					
- Current Tenancies Per week		150.00		150.00	0.0%
10a Portman					
- Rent Per week		155.10		155.10	0.0%
- Service Charge Per week		19.05		19.05	0.0%
- Household Per week		9.64		9.64	0.0%
- Fuel* Per week		6.07		6.07	0.0%
- Water* Per week		2.90		2.90	0.0%
Tenterden Lodge					
- Rent Per week		165.44		165.44	0.0%
- Service Charge Per week		12.89		12.89	0.0%
- Fuel* Per week		3.32		3.32	0.0%
-Water* Per week		2.90		2.90	0.0%
York Town Road					
- Rent Per week		130.35		130.35	0.0%
- Service Charge Per week		12.89		12.89	0.0%
- Fuel* Per week		3.32		3.32	0.0%
-Water* Per week		2.90		2.90	0.0%
Council owned properties: Reading					
- 1 bed Per week		201.63		201.63	0.0%
- 2 bed Per week		232.76		232.76	0.0%
- 3 bed Per week		255.32		255.32	0.0%
- 4 bed Per week		341.22		341.22	0.0%
Council owned properties: Blackwater Valley					
- 1 bed Per week		190.91		190.91	0.0%
- 2 bed Per week		223.11		223.11	0.0%
- 3 bed Per week		215.19		215.19	0.0%
- 4 bed Per week		341.22		341.22	0.0%
Council owned properties: East Thames Valley					
- 1 bed Per week		201.63		201.63	0.0%
- 2 bed Per week		244.57		244.57	0.0%
- 3 bed Per week		276.79		276.79	0.0%
- 4 bed Per week		384.16		384.16	0.0%

* These charges will be uplifted in line with fee increases from utility companies

PEOPLE DIRECTORATE

2022/23 PROPOSED FEES & CHARGES

Service : Housing

Purpose of the Charge: To contribute to the costs of the service

	2020/21 Budget £'000	Proposed 2021/22 Budget £'000
Income the proposed fees will generate:	112	112

Are concessions available? No

Description		Current Fee (Exc VAT)	Proposed Fee (Exc VAT)	Increase
		£.p	£.p	%
Rents - Learning Disability Accommodation				
151 Holbeck**	Per week per bedroom	99.75	99.75	0.0%
9 Portman Close**	Per week per bedroom	99.75	99.75	0.0%
Service Charges				
151 Holbeck, 9 Portman**	Per week per bedroom	14.05	14.05	0.0%
Waymead				
Rent**	Per week per bedroom	161.37	161.37	0.0%
Service Charge**	Per week per bedroom	28.70	28.70	0.0%
Fuel*	Per week per bedroom	6.00	6.00	0.0%
Water*	Per week per bedroom	7.03	7.03	0.0%
Easthampstead Mobile Home Park				
Water Charge*		-	-	0.0%
Site Rent	Per week	49.70	49.70	0.0%

* These charges will be uplifted in line with fee increases from utility companies.

** Rents have not been increased pending a wider rent review.

PEOPLE DIRECTORATE

2022/23 PROPOSED FEES & CHARGES

Service : Adult and Community Learning

Purpose of the Charge: To fully fund the costs of the service not financed by external grant

	2021/22 Budget	Proposed 2022/23 Budget
	£'000	£'000
Income the proposed fees will generate:	10	10

Are concessions available? Yes. Reductions for those on Universal Credit and other benefits meeting requirements set by Education and Skills Funding Agency.

Description	Current Fee (Exc VAT)	Proposed Fee (Exc VAT) Minimum	Increase
	£.p	£p	%

Adult and Community Learning Plan

Course Fees (per hour)			
Community Learning	5.20 - 11.75	5.50 - 12.50	6.40
Community Learning in Family Hubs	3.05 - 4.10	3.00 - 4.50	9.70
Community Learning for well-being in identified community	1.00 - 3.00	1.50 - 3.50	16.70
Other Courses are fully funded from external grant			

Course fees are agreed on an academic year basis once external funding is confirmed .

Flexibility is required in order for charges to be made dependant on the programme, qualification and costs. Concessions are available to those learners meeting set criteria such as the unemployed.

PEOPLE DIRECTORATE

2022/23 PROPOSED FEES & CHARGES

Service : Adult and Community Learning

Purpose of the Charge: To fully fund the costs of the service not financed by external grant

	2021/22 Budget	Proposed 2022/23 Budget
	£'000	£'000
Income the proposed fees will generate:	359	370

Are concessions available? Yes to the voluntary sector, charities and associated learning agenda organisations as well as internal BFC usage

Description	Current Fee (Exc VAT)	Proposed Fee (Exc VAT)	Increase
	£.p	£.p	%

Brakenhale Open Learning Centre Room Hire and Refreshments

Room Hire per Hour				
Classroom / meeting room Bracknell Forest Council	16.00	16.50	3.10	
Classroom / meeting room - Voluntary Sector, Charities & Associated Learning Agenda Organisations	17.00	17.50	2.90	
Classroom / meeting room Other external users	21.00	22.00	4.80	
IT Suite / Hall Bracknell Forest Council (specific requirement to use IT or Hall)	20.00	20.50	2.50	
IT Suite / Hall - Voluntary Sector, Charities and Associated Learning Agenda (specific requirement to use IT or Hall)	21.00	21.50	2.40	
IT Suite / Hall Other external users (specific request for IT suite or Hall)	26.00	27.00	3.80	
Insurance	7% room hire	7% room hire		
Refreshments				
New: Tea & Coffee up to 15 delegates per half day	-	10.00	-	
Tea & Coffee 16 to 30 delegates per half day	18.00	19.00	5.60	
Tea & Coffee 31 to 60 delegates per half day	35.00	37.00	5.70	
Tea & Coffee for 61 to 90 delegates per half day	50.00	53.00	6.00	
Tea & Coffee for 91 delegates and above per half day	62.00	65.00	4.80	
General in-room self-service				
Tea & Coffee up to 30 delegates per half day	12.00	12.50	4.20	
Tea & Coffee 31 to 60 delegates per half day	24.00	25.00	4.20	
Tea & Coffee for 61 to 90 delegates per half day	32.00	33.00	3.10	
Tea & Coffee for 91 delegates and above per half day	44.00	45.50	3.40	
Lunches	Cost + 10%	Cost + 10%		
External users:				
Photocopying per copy	Black and White A4	0.25	0.30	20.00
Photocopying per copy	Colour A4	0.85	0.90	5.90
Photocopying per copy	Black and White A3	0.45	0.50	11.10
Photocopying per copy	Colour A3	1.95	2.05	5.10

2022/23 PROPOSED FEES & CHARGES

(Community Learning charged at cost; other BFC, Voluntary Sector, Charities & Associated Learning Agenda Organisations charged at cost +10%)			
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Charges for refreshments have been simplified as one banding for anyone requiring refreshments. Fees and charges may need to be reviewed as the market develops post-pandemic.

PEOPLE DIRECTORATE

2022/23 PROPOSED FEES & CHARGES

Service : Education and Learning

Purpose of the Charge: To contribute to the costs of the service

	2021/22 Budget	Proposed 2022/23 Budget
	£'000	£'000
Income the proposed fees will generate:	65	67

Are concessions available? Yes, fees to Local Authority schools are lower than those charged to external customers

Description	Current Fee (Exc VAT)	Proposed Fee (Exc VAT)	Increase
	£.p	£.p	%

Professional Development Courses

Course Fees and Timings			
Internal and Other LA Schools *			
Full Day (09.15 - 15.45)	152.00	157.00	3.30
Half Day (09.15 - 12.15) or (13.00 - 16.00)	84.00	87.00	3.60
Twilight (16.15 - 17.30)	39.00	41.00	5.10
Independent Schools			
Full Day (09.15 - 15.45)	301.00	311.00	3.30
Half Day (09.15 - 12.15) or (13.00 - 16.00)	166.00	171.00	3.00
Twilight (16.15 - 17.30)	75.00	78.00	4.00

Course fees will be increased to take account of any specific additional costs incurred. Charges to academy schools are as internal schools plus 10%. Please note that specific courses are delivered free of charge to those schools who buy into the Standards & Effectiveness SLA.

PEOPLE DIRECTORATE

2022/23 PROPOSED FEES & CHARGES

Service : Education and Learning

Purpose of the Charge: To Contribute to the costs of the service

	2021/22 Budget £'000	Proposed 2022/23 Budget £'000
Income the proposed fees will generate:	65	67

Are concessions available? Yes, internal fees are lower than those charged to external customers see below

Additional Services which fall outside the Standards & Effectiveness SLA	Current Fee (Exc VAT)	Proposed Fee (Exc VAT)	Increase
	£.p	£.p	%

Consultancy Rates

Chargeable Activities			
Services offered include Curriculum Reviews, Data Analysis, On- site Training and Specialist Advice.			
All fees include normal preparation time but exclude travel and materials and must be agreed with Head of Service / Assistant Director.			
BFC Schools and Academies			
Daily rate	510.00	530.00	3.90
Half Day	310.00	320.00	3.20
Hourly rate	105.00	110.00	4.80
Twilight session	205.00	215.00	4.90
Evening Session	310.00	320.00	3.20
Non BFC Schools, Independent Schools and Academies			
Daily rate	615.00	635.00	3.30
Half Day	360.00	375.00	4.20
Hourly rate	155.00	160.00	3.20
Twilight session	310.00	320.00	3.20
Evening Session	410.00	425.00	3.70
Headteacher Performance Management Model A	530.00	550.00	3.80
Headteacher Performance Management Model B	360.00	375.00	4.20

Fees for extended work with schools and other agencies will be negotiated and agreed in advance with the Chief Officer. Charges are set at the level required to cover direct costs and contribute to overall running costs.

PEOPLE DIRECTORATE

2022/23 PROPOSED FEES & CHARGES

Service : Larchwood

Purpose of the Charge: To cover the costs of the service when used by other Local Authorities
--

	2021/22 Budget	Proposed 2022/23 Budget
	£'000	£'000
Income the proposed fees will generate:	39	40

Are concessions available? Yes, free service for Bracknell children
--

Description	Current Fee (Exc VAT)	Proposed Fee (Exc VAT)	Increase
	£.p	£.p	%

Residential short break care

Overnight				
Per Night	483.10	497.60	3.00	
Day-care				
Standard	per hour	19.75	20.35	3.00
Additional 1:1 staffing	per hour	16.45	16.95	3.00
Additional 2:1 staffing	per hour	32.70	33.70	3.10
Day-care - New Clients				
Standard	per hour	25.20	26.00	3.20
Additional 1:1 staffing	per hour	20.30	20.95	3.20
Additional 2:1 staffing	per hour	40.50	41.75	3.10

PEOPLE DIRECTORATE

2022/23 PROPOSED FEES & CHARGES

Service : Children Looked After

Purpose of the Charge: To cover the costs of foster care charges when BFC foster carers are used by other Local Authorities

	2021/22 Budget	Proposed 2022/23 Budget
	£'000	£'000
Income the proposed fees will generate:	28	29

Are concessions available? No

Description	Current Fee (Exc VAT)	Proposed Fee (Exc VAT)	Increase
	£.p	£.p	%

Foster care charges

Charge per week	Minimum	270.00	278.10	3.00
	Maximum	646.30	665.70	3.00
Fees are increased in line with allowance inflation figure				
Additional amount: Emergency placement		52.05	53.65	3.10
Additional amount: Long term placement		104.05	107.20	3.00
Additional amounts agreed through negotiation with Berkshire Local Authorities.				

2022/23 PROPOSED FEES & CHARGES

Service : Youth Justice

Purpose of the Charge: To charge for Training provided by Bracknell Youth Justice Service

	2021/22 Budget	Proposed 2022/23 Budget
	£'000	£'000
Income the proposed fees will generate:	2	2

Are concessions available? No

Purpose of the Charge: To contribute to the costs of the service

Description	Current Fee (Exc VAT)	Proposed Fee (Exc VAT)	Increase
	£.p	£.p	%

Training Fees

Supply training to external organisations	per day	328.00	338.00	3.00
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NEW: Service : Children's Specialist Support Services

Purpose of the Charge: To charge for Training provided by Makesafe Service

	2021/22 Budget	Proposed 2022/23 Budget
	£'000	£'000
Income the proposed fees will generate:	10	10

Are concessions available? No

Description	Current Fee (Exc VAT)	Proposed Fee (Exc VAT)	Increase
	£.p	£.p	%

Income generation from bid writing and training fees

Supply training to external organisations	per day	700.00	725.00	3.60
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PEOPLE DIRECTORATE

2022/23 PROPOSED FEES & CHARGES

Service : Youth Service

Purpose of the Charge: To Contribute to the costs of the service
--

	2021/22 Budget	Proposed 2022/23 Budget
	£'000	£'000
Income the proposed fees will generate:	0	0

Are concessions available? No charge to complimentary BF internal users, with not for profit groups charged at lower rates than external customers.
--

Description	Current Fee (Exc VAT)	Proposed Fee (Exc VAT)	Increase
	£.p	£.p	%

Brackan Walk: Hire Fees

Youth & Community Groups - not for profit basis				
Hall	per hour	-	15.00	-
Yellow Room	per hour	-	12.00	-
Green Room	per hour	-	6.75	-
Private & Commercial				
Hall	per hour	-	25.00	-
Yellow Room	per hour	-	15.00	-
Green Room	per hour	-	9.00	-

PEOPLE DIRECTORATE

2022/23 PROPOSED FEES & CHARGES

The opening of the new Braccan Walk town centre youth service has necessitated a review of charging and the amount of income to be generated. This will need to be kept under review as the new facility develops.

Service : Family Hubs

Purpose of the Charge: To contribute to the costs of the service

	2021/22 Budget	Proposed 2022/23 Budget
	£'000	£'000
Income the proposed fees will generate:	50	51

Are concessions available? Yes. Family Hubs are able to incentivise registration and engagement of families with the use of promotional offers which may be less than the fees detailed below.

Description	Current Fee (Exc VAT)	Proposed Fee (Exc VAT)	Increase
	£.p	£.p	%

Sessional Fees

Sessional Fees			
BFC families - per child	-	1.50	-
Families from outside BFC - per child	-	2.00	-
Journey to Parenthood (fixed price for 6 sessions)	30.00	30.00	0.0

These charges would only apply to those sessions where additional costs are incurred, for example (but not limited to) family play sessions. In some circumstances a reduced or waiver may be applied, there may be a charge for families from outside BFC. The charging basis has been revised to amount per child.

Family Hubs are able to incentivise registration and engagement of families with the use of promotional offers which may be less than the fees detailed above. This is subject to budget limitations and management approval.

2022/23 PROPOSED FEES & CHARGES

Service : Family Hubs

Purpose of the Charge: To contribute to the costs of the service

	2021/22 Budget	Proposed 2022/23 Budget
	£'000	£'000

Are concessions available? Yes. Groups directly supporting the delivery of Family Hub services may not be charged. BFC internal users will not be charged.

Description	Current Fee (Exc VAT)	Proposed Fee (Exc VAT)	Increase
	£.p	£.p	%

Room Hire Fees

Rowans Family Hub			
Private group/ Statutory Agencies			
Hall	15.20	15.70	3.3
Creative Room	12.75	13.15	3.1
Owl Room	10.30	10.65	3.4
Meeting Room	7.80	8.05	3.2
Kitchen (if used for cooking)	12.75	13.15	3.1
Voluntary/non profit making Group			
Hall	11.65	12.00	3.0
Creative Room	9.00	9.30	3.3
Owl Room	6.55	6.75	3.1
Meeting Room	4.05	4.20	3.7
Kitchen (if used for cooking)	9.00	9.30	3.3
Willows Children's Centre			
Private group/ Statutory Agencies	15.20	15.70	3.3
Hall & kitchen			
Voluntary/non profit making Group			
Hall & kitchen	11.65	12.00	3.0

PEOPLE DIRECTORATE

2022/23 PROPOSED FEES & CHARGES

Service : Family Hubs

Purpose of the Charge: To Contribute to the costs of the service.
--

	2021/22 Budget	Proposed 2022/23 Budget
	£'000	£'000

Are concessions available? Yes. Groups directly supporting the delivery of Family Hub services may not be charged. BFC internal users will not be charged.

Description	Current Fee (Exc VAT)	Proposed Fee (Exc VAT)	Increase
	£.p	£.p	%

Room Hire

Oaks Family Hub:			
Private group/ Statutory Agencies			
Green Room	11.65	12.00	3.0
Yellow Room and Kitchen	15.20	15.70	3.3
Family room	17.85	18.40	3.1
Voluntary/non profit making Group			
Green Room	7.80	8.05	3.2
Blue Room	6.55	6.75	3.1
Family Room and Kitchen	11.65	12.00	3.0
Pre-school room	14.05	14.50	3.2
Alders Family Hub			
Private group/ Statutory Agencies			
Family Room	12.75	13.15	3.1
Meeting Room 1	9.00	9.30	3.3
Meeting Room 2	7.80	8.05	3.2
Voluntary/non profit making Group			
Family Room	9.00	9.30	3.3
Meeting Room 1	6.55	6.75	3.1
Meeting Room 2	4.05	4.20	3.7

Groups directly supporting the delivery of Family Hub services may not be charged. BFC internal users will not be charged.
--

In addition, rental income is generated from a site sharing agreement with the Health Service for accommodation used in Family Hubs.
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PEOPLE DIRECTORATE

2022/23 PROPOSED FEES & CHARGES

NEW Service : Unauthorised non-school attendance

Purpose of the Charge: Statutory requirement.
--

	2021/22 Budget	Proposed 2022/23 Budget
	£'000	£'000
Income the proposed fees will generate:	25	25

Are concessions available? No

Description	Current Fee (Exc VAT)	Proposed Fee (Exc VAT)	Increase
	£.p	£.p	%

Fine

Parental fine:			
Penalty for each parent if fine paid within 21 days	60.00	60.00	0.0
Penalty for each parent if fine not paid within 21 days	15.20	15.20	0.0

The statutory framework allows for parents to be a fined for unauthorised non-pupil attendance. Fees are set by the government and may be subject to change

PEOPLE DIRECTORATE

2022/23 PROPOSED FEES & CHARGES

Service : Free entitlement to early years childcare

Purpose of the Charge: To Contribute to the costs of the service.

	2021/22 Budget	Proposed 2022/23 Budget
	£'000	£'000
Income the proposed fees will generate:	0	0

All concessions are included in the fee structure detailed below

Description	Current Fee (Exc VAT)	Proposed Fee (Exc VAT)	Increase
	£.p	£.p	%

Additional support charge

Charge per hour	16.50	17.00	3.0
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A charge may be incurred, capped at £51 in the following circumstances:

- a provider missing the submission deadline for a funding claim
- a submission contains substantial omissions
- a submission contains substantial errors,
- a provider does not renew their agreement and requests to re-register within the same academic year

GENERAL FUND REVENUE BUDGET

SUMMARY

	2022/23 Budget
	£'000
<u>Services</u>	
Central	21,441
Delivery	17,459
People	96,032
Corporate Wide issues (to be allocated)	657
Sub Total	135,589
<u>Other Expenditure</u>	
Contingency	1,900
Covid-19 Contingency	0
Debt Financing Costs (MRP and VRP)	2,242
Levying Bodies	124
Interest	1,644
Pension Interest Cost & Administration Expenses	7,137
Other Services	230
Business Rates Growth	(9,537)
Contribution from Capital Resources	(200)
Capital Charges	(15,796)
Capital Expenditure charged against the General Fund	0
Contribution to/from Pension Reserve	(25,582)
Contribution to/from Earmarked Reserve	1,529
Contribution to/from DSG Adjustment Account	(7,500)
Covid-19 LA Support Grant	0
New Homes Bonus Grant	(2,294)
Flood and Travel Related Grants	(15)
Lower Tier Services Grant	(199)
Local Council Tax Support Grant	0
Services Grant	(1,160)
Net Revenue Budget	88,112
Use of General Fund Balances	(775)
Net Revenue Budget after use of Balances	87,337
<u>Less External Support</u>	
Business Rates Baseline Funding	(16,832)
Revenue Support Grant	(1,837)
Total External Support	(18,669)
Collection Fund Adjustment - Council Tax	(354)
Collection Fund Adjustment - Business rates	2,428
Bracknell Forest's Council Tax Requirement	70,742
Bracknell Forest's Council Tax Base (Band D equivalent)	48,249
Council Tax at Band D	£1,466.19

Central - Revenue Budget

	2021/22 Original Budget £'000	2021/22 Revised Budget £'000	2022/23 Original Budget £'000
Chief Executives Office	1,857	1,864	1,779
Director: Place, Planning & Regeneration	7,612	8,786	7,397
Director: Resources	5,384	5,849	5,969
Non Cash Budgets	4,536	4,880	6,296
	19,389	21,379	21,441

Variation Analysis

	£'000
Original Approved Budget 2021/22	19,389
Virements (Ongoing)	483
Commitments	-1,468
Inflation	786
Pressures	1,164
Economies	-329
Pension (IAS17) Adjustment	1,437
Capital Financing Charges	3
Allocation of Recharges	-24
	21,441

Delivery - Revenue Budget

	2021/22 Original Budget £'000	2021/22 Revised Budget £'000	2022/23 Original Budget £'000
Executive Director Delivery	225	222	220
Assistant Director Customer Experience & ICT	9,302	9,402	10,765
Assistant Director Property Services	-5,916	-5,953	-5,472
Borough Solicitor	567	578	676
Head of Democratic & Registration Services	1,669	1,680	1,724
Assistant Director Contract Services	9,654	9,631	9,271
NON CASH BUDGETS	-688	-688	275
	14,813	14,872	17,459

Variation Analysis

	£'000
Original Approved Budget 2021/22	14,813
Virements (Ongoing)	355
Commitments	-388
Inflation	1,132
Pressures	1,669
Economies	-1,085
Pension (IAS17) Adjustment	880
Capital Financing Charges	30
Allocation of Recharges	53
	17,459

People - Revenue Budget

	2021/22 Original Budget £'000	2021/22 Revised Budget £'000	2022/23 Original Budget £'000
Executive Director	1,329	1,089	1,617
Education & Learning	2,075	2,646	2,151
Children & Families Social Care	17,469	17,743	19,489
Education Related Statutory and Regulatory Duties	-489	-489	-468
Commissioning	2,698	3,003	3,258
Adult Social Care	19,315	19,386	19,998
Mental Health and Out of Hours	9,240	9,341	10,814
Early Help & Communities	4,556	4,628	4,367
Public Health	-85	0	0
Non Cash Budgets	20,251	19,906	27,124
Schools Block	82,908	82,908	85,657
High Needs Block	23,941	23,941	29,345
Early Years Block	7,561	7,561	7,982
Dedicated Schools Grant and Other income	-109,240	-109,240	-115,302
	<u>81,529</u>	<u>82,423</u>	<u>96,032</u>

Variation Analysis

	£'000
Original Approved Budget 2021/22	81,529
Virements (Ongoing)	-143
Commitments	1,630
Inflation	2,445
Pressures	4,717
Economies	-480
Grant Adjustments	6,786
Pension (IAS17) Adjustment	461
Capital Financing Charges	-29
Allocation of Recharges	-884
	<u><u>96,032</u></u>

Summary of Capital Programme Report to Executive

1 Introduction

As part of the Council's financial and policy planning process, the Executive issued draft Capital Programme proposals for 2022/23 - 2024/25 for consultation on 14 December 2021. The main focus was inevitably departmental spending needs for 2022/23, although future year's schemes do also form an important part of the programme. This report sets out the proposed capital programme, following the consultation exercise. The revenue implications of the recommendations in this report are reflected in the Council's revenue budget proposals for 2022/23.

2 Background

The Local Government Act 2003 requires councils to have regard to the Prudential Code for Capital Finance in Local Authorities when setting their capital expenditure plans, which must be affordable, prudent and sustainable. The proposed capital programme for 2022/23 has been developed, therefore, with particular regard to affordability and the impact of the Council's capital expenditure plans on the revenue budget. The financing costs associated with the Capital Programme have been provided for in the Council's revenue budget plans.

In addition to those schemes funded directly by the Council, the capital programme is supplemented by schemes funded by government grants and other external contributions.

3 New Schemes

The Executive's proposals for the Council's Capital Programme for 2022/23 – 2024/25 were evaluated and prioritised into several broad categories in accordance with the Council's existing Corporate Capital Strategy and Asset Management Plan.

Other Unavoidable & Committed schemes

This category covers schemes which must proceed to ensure that the Council is not left open to legal sanction and includes items relating to health and safety issues, new legislation etc. Committed schemes also include those that have been started as part of the 2021/22 Capital Programme. Schemes in this category form the first call on the available capital resources.

Maintenance (Improvements and capitalised repairs)

The Council is responsible for a significant number of properties and assets. As part of the established asset management planning process, property condition surveys are carried out and updated annually to assess the overall maintenance needs. An assessment has been made of the condition of the Council's property assets to arrive at an estimate of the outstanding maintenance works required.

From an analysis of the work required it is clear that some works, whilst urgent, cannot be legitimately capitalised and must be met from a revenue budget. An allowance of £200,000 is available in the 2022/23 Revenue Budget proposals to meet these liabilities. In line with the policy adopted last year the Asset Management Group has considered only those works that fall within categories 1C and 1D. Given the financial constraints on both the revenue and capital budgets an allocation of £1.5877m is recommended to address the majority of the 1C & 1D priorities.

Historically the Schools Maintenance Programme has been funded from the Capital Maintenance grant allocation from the Department for Education (DfE). The allocations from the DfE will be used to tackle the highest priority items identified in the condition surveys.

The implications of failing to maintain Council buildings and to address the backlog will be a significant issue for the Council over the coming years and efforts will be focussed on ensuring that the highest priority items are tackled first, that efficiencies are maximised in the procurement of works and that maintenance which will result in energy efficiencies are undertaken through the invest-to-save programme.

Rolling programmes / Other Desirable

These programmes cover more than one year and give a degree of certainty for forward planning schemes to improve service delivery. They make an important contribution towards the Council's Medium-Term Objectives and established Asset Management Plans. 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 and the Council's Medium-Term Objectives. The net cost of schemes which attract partial external funding are included in the schemes put forward.

Invest To Save Schemes

These are schemes where the additional revenue income or savings arising from their implementation exceeds the additional revenue costs. The Council's approach to Invest to Save schemes is included in its Capital Strategy and in accordance with the Capital Strategy a further £1m is included in the 2022/23 capital programme for potential Invest to Save schemes.

Capital Programme 2022/23 – 2023/24

A summary of the cost of schemes proposed by Departments is set out in the table below. This shows that the total net funding £6.858m in 2021/22. A list of these new schemes, for each service, is included in the Annexes A – D.

Capital Programme 2022/23-2024/25				
Annex	Service Area	2022/23 £000	2023/24 £000	2024/25 £000
B	Delivery	8,099	4,411	1,947
C	People	3,783	0	0
D	Central Directorates	4,429	2,820	2,820
	Total Capital Programme	16,311	7,231	4,767
	less Externally Funded schemes	7,037	2,820	2,340
	Council Funded Programme	9,274	4,411	2,427

4 Externally Funded Schemes

A number of external funding sources are available to fund schemes within the capital programme. External support has been identified from two main sources:

Government Grants

A number of capital schemes attract specific grants. It is proposed that all such schemes should be included in the capital programme at the level of external funding that is available.

A significant element of the grant-funded capital programme relates to the planned investment in Schools. The schools investment programme included in this report reflects the highest priority schemes identified by the Department and the Education Capital Programme Board. The provisional allocation for 2022/23 suggest there will be no grant funding available to Bracknell Forest. However, the Council has identified a number of schemes that require funding in the coming years and are set out in Annex B.

A second key constituent of capital grant funding relates to the Highway Maintenance and the Integrated Transport Block totalling £2.614m for 2022/23.

Section 106 (£1.133m)

Each year the Council enters into a number of agreements under Section 106 of the Town & Country Planning Act 1990 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 work in a particular area and/or for specific projects

Officers have identified a number of schemes that could be funded from Section 106 funds in 2022/23, where funding becomes available. These are summarised below

Department	Schemes	Budget
		<i>£000</i>
Delivery	Warfield Memorial Grounds	150
People	10a Portman Close Flats	250
People	Warfield Migration Works	483
People	Garth Hill College	150
Central	Local Transport Plan Schemes	100
	Total	1,133

5 Funding Options

The proposed capital programme for 2022/23 has been developed on the assumption that it will be funded by a combination of approximately £3.25m of capital receipts, Government grants, other external contributions and borrowing. The financing costs associated with the Capital Programme have been provided for in the Council's revenue budget plans.

Following the introduction of the Prudential Borrowing regime local authorities are able to determine the level of their own capital expenditure with regard only to affordability on the revenue account. In practice this represents the amount of borrowing they can afford to finance and will necessitate taking a medium-term view of revenue income streams and capital investment needs.

To achieve its aim of ensuring that capital investment plans are affordable, prudent and sustainable, the Local Government Act requires all local authorities to set and keep under review a series of prudential indicators included in the CIPFA Prudential Code for Capital Finance in Local Authorities. The Capital Programme

recommended in this report can be sustained and is within the prudential guidelines. Full Council will need to agree the prudential indicators for 2022/23 to 2024/25 in March 2022, alongside its consideration of the specific budget proposals for 2022/23 and the Council's medium-term financial prospects.

Members will need to carefully balance the level of the Capital Programme in future years against other revenue budget pressures and a thorough review, including the prioritisation of those schemes planned for 2023/24 onwards, will need to be undertaken during next summer.

**CAPITAL PROGRAMME 2022/2023-2024/25
BY CATEGORY**

	2022/23 £000	2023/24 £000	2024/25 £000	TOTAL £000
Committed	5,285	1,635	1,135	8,055
Delivery	3,835	835	335	5,005
People	250	0	0	250
Central	1,200	800	800	2,800
Unavoidable	0	0	0	0
Delivery	0	0	0	0
People	0	0	0	0
Central	0	0	0	0
Maintenance	2,564	1,346	1,092	5,002
Delivery	2,564	1,346	1,092	5,002
People	0	0	0	0
Central	0	0	0	0
Rolling Programme / Other Desirable	1,425	1,430	200	3,055
Delivery	550	1,430	200	2,180
People	360	0	0	360
Central	515	0	0	515
Council Funding	9,274	4,411	2,427	16,112
Total External Funding	7,037	2,820	2,340	12,197
Total Capital Programme	16,311	7,231	4,767	28,309

**CAPITAL PROGRAMME 2022/2023-2024/25
BY DIRECTORATE**

	2022/23 £000	2023/24 £000	2024/25 £000	TOTAL £000
Delivery	8,099	4,411	1,947	14,457
People	3,783	0	0	3,783
Central Directorates	4,429	2,820	2,820	10,069
Total Capital Programme	16,311	7,231	4,767	28,309
External Funding	7,037	2,820	2,340	12,197
Council Funding	9,274	4,411	2,427	16,112

CAPITAL PROGRAMME - DELIVERY

	2022/23 £000	2023/24 £000	2024/25 £000	TOTAL £000
Committed				
Commercial Depot Redevelopment	3,100	500	-	3,600
Capitalisation of Project Management costs	300	300	300	900
Equipment Downshire Golf Complex	35	35	35	105
Blue Mountain Health and Community Hub	400	-	-	400
	3,835	835	335	5,005
Unavoidable				
No Schemes	-	-	-	-
Maintenance				
Buildings Planned Maintenance Programme	1,587	1,000	1,000	3,587
IT Schemes	977	346	92	1,415
	2,564	1,346	1,092	5,002
Rolling Programme / Other Desirable				
Warfield Memorial Ground Enhancements	150	1,250	-	1,400
Feasibility Studies	250	100	100	450
CCTV at Car Parks	60	-	-	60
London Road Landfill Works	50	80	100	230
Vehicle Monitoring System	40	-	-	40
	550	1,430	200	2,180
TOTAL REQUEST FOR COUNCIL FUNDING	6,949	3,611	1,627	12,187
External Funding				
Warfield Memorial Ground Enhancements	150	800	320	1,270
Blue Mountain Health and Community Hub	1,000	-	-	1,000
TOTAL EXTERNAL FUNDING	1,150	800	320	2,270
TOTAL CAPITAL PROGRAMME	8,099	4,411	1,947	14,457

CAPITAL PROGRAMME - PEOPLE

	2022/23 £000	2023/24 £000	2024/25 £000	TOTAL £000
Committed				
10a Portman Close Flats	250	-	-	250
	250	-	-	250
Unavoidable				
No Schemes	-	-	-	-
	-	-	-	-
Rolling Programme / Other Desirable Non-Schools				
Departmental Bids:				
Warfield - Migration Highway Works	150	-	-	150
School Bids:				
School Security and Safeguarding	100	-	-	100
Fire Safety	110	-	-	110
Total	360	-	-	360
TOTAL REQUEST FOR COUNCIL FUNDING	610	-	-	610
External Funding - Other				
Non-Schools				
10a Portman Close Flats	250	-	-	250
Schools				
DfE Grant: Schools Capital Maintenance	2,040	-	-	2,040
DfE Grant: Devolved Formula Capital	250	-	-	250
Garth Hill College - Atrium Balconies	150	-	-	150
Warfield - Migration Highway Works	483	-	-	483
	3,173	-	-	3,173
TOTAL EXTERNAL FUNDING	3,173	-	-	3,173
TOTAL CAPITAL PROGRAMME	3,783	-	-	3,783

CAPITAL PROGRAMME - CENTRAL DIRECTORATE

	2022/23 £000	2023/24 £000	2024/25 £000	TOTAL £000
Committed				
Roads & Footway Resurfacing	200	200	200	600
CIL Strategic Transport Schemes	600	600	600	1,800
Highway Maintenance (Lamp Columns)	400			400
	-	-	-	-
	1,200	800	800	2,800
Unavoidable				
No Schemes				
	-	-	-	-
Maintenance				
	-	-	-	-
Rolling Programme / Other Desirable				
Borough Greening and Safety	300	-	-	300
Snaprails Park - Play Area Renewal	80	-	-	80
South Hill Park - Play Area Renewal	80	-	-	80
Transplant Field Bridge - Shepherd Meadows	55	-	-	55
	-	-	-	-
	515	-	-	515
TOTAL REQUEST FOR COUNCIL FUNDING	1,715	800	800	3,315
External Funding				
Highways Maintenance	1,888	1,300	1,300	4,488
Integrated Transport & Maintenance	726	720	720	2,166
Section 106 Schemes (LTP)	100	-	-	100
	2,714	2,020	2,020	6,754
TOTAL EXTERNAL FUNDING	2,714	2,020	2,020	6,754
TOTAL CAPITAL PROGRAMME	4,429	2,820	2,820	10,069