



Council

Mon 26 Jan
2026
7.00 pm

Oakenshaw Community Centre,
Castleditch Lane,
B98 7YB

If you have any queries on this Agenda please contact
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GUIDANCE ON FACE-TO-FACE MEETINGS

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If you have any questions regarding the agenda or attached papers, please do not hesitate to contact the officer named above.

Notes:

Although this is a public meeting, there are circumstances when Council might have to move into closed session to consider exempt or confidential information. For agenda items that are exempt, the public are excluded and for any such items the live stream will be suspended and that part of the meeting will not be recorded.

Council

Monday, 26th January, 2026

7.00 pm

Oakenshaw Community Centre

Agenda

Membership:

Cllrs:

Joanna Kane
(Mayor)
David Munro
(Deputy Mayor)
Joe Baker
Juliet Barker Smith
Juma Begum
William Boyd
Brandon Clayton
Claire Davies
Matthew Dormer
James Fardoe
Andrew Fry
Bill Hartnett
Sharon Harvey
Chris Holz

Sid Khan
Wanda King
Alan Mason
Sachin Mathur
Gemma Monaco
Rita Rogers
Gary Slim
Jen Snape
Jane Spilsbury
Monica Stringfellow
Craig Warhurst
Ian Woodall
Paul Wren

1. Welcome

2. Apologies for Absence

3. Declarations of Interest

To invite Councillors to declare any Disclosable Pecuniary Interests or Other Disclosable Interests they may have in items on the agenda, and to confirm the nature of those interests.

4. Announcements

To consider Announcements under Procedure Rule 10:

- a) Mayor's Announcements
- b) The Leader's Announcements
- c) Chief Executive's Announcements.

5. Questions on Notice (Procedure Rule 9) (to follow)

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6. Motions on Notice (Procedure Rule 11) (to follow)

7. Executive Committee

Executive Committee Minutes - Meeting held on 25th November 2025

- 7 .1 Quarter 2 2025/26 Finance Monitoring Report (Pages 17 - 52)

Executive Committee minutes - Meeting held on 13th January 2026

- 7 .2 Homelessness Prevention Grant Funding 2026/27 to 2028/29 (including Rough Sleeper Grant) and Domestic Abuse Grant (Pages 73 - 80)
- 7 .3 Pay Policy 2026 - 2027 (Pages 81 - 94)
- 7 .4 Independent Remuneration Panel Recommendations 2026-2027 (Pages 95 - 112)
- 7 .5 Business Rates - Discretionary Rates Relief Policy 2026/27 (Pages 113 - 118)
- 7 .6 Council Tax Base Report 2026/27 (Pages 119 - 122)
- 7 .7 Council Tax - Empty Homes Discounts and Premiums 2026/27 (Pages 123 - 134)
- 7 .8 Council Tax Support Scheme 2026/27 (Pages 135 - 140)
- 7 .9 Discretionary Council Tax Reduction Policy 2026/27 (Pages 141 - 152)
- 7 .10 Housing Revenue Account Rent Setting 26/27 (Pages 153 - 158)
- 7 .11 Medium Term Financial Plan 2026-27 to 28-29 Fees and Charges and consultation outcome including Worcestershire Regulatory Services Budget Recommendations (Pages 159 - 282)

8. Constitution Review Report (Pages 283 - 310)

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9. Urgent Business - Record of Decisions (Pages 311 - 314)

There has been one urgent decision since the previous council meeting in respect of the appointment of an interim Section 151 Officer.

10. Urgent Business - general (if any)

To consider any additional items exceptionally agreed by the Mayor as Urgent Business in accordance with the powers vested in him by virtue of Section 100(B)(4)(b) of the Local Government Act 1972.

(This power should be exercised only in cases where there are genuinely special circumstances which require consideration of an item which has not previously been published on the Order of Business for the meeting.)

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Executive Committee

Tuesday, 25th November,
2025

MINUTES

Present:

Councillor Sharon Harvey (Chair), Councillor Jane Spilsbury (Vice-Chair) and Councillors Juliet Barker Smith, Juma Begum, Bill Hartnett, Jen Snape, Monica Stringfellow and Ian Woodall

Officers:

Peter Bailey, Debra Goodall, Rebecca Green, Doug Henderson, John Leach, Simon Parry, Becky Talbot and Judith Willis

Democratic Services Officers:

Jess Bayley-Hill and Eve Davies.

54. APOLOGIES

There were no apologies for absence.

55. DECLARATIONS OF INTEREST

There were no declarations of interest.

56. LEADER'S ANNOUNCEMENTS

The Leader advised that at a meeting of the Overview and Scrutiny Committee held on 24th November 2025, Members had pre-scrutinised the following items:

- Minute Item No. 60 – Bereavement Services – Burial Strategy
- Minute Item No. 61 – Quarter 2 Housing Improvement Plan Update
- Minute Item No. 62 – Quarter 2 Housing Performance

At the end of their discussions, the Committee had endorsed the recommendations contained within the reports.

In advance of the Executive Committee meeting, the Audit, Governance and Standards Committee had pre-scrutinised the Cyber Security Update (including WhatsApp and AI Policy) during a meeting held on 23rd October 2025.

Chair

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The Committee had endorsed the recommendations outlined in the report.

Furthermore, the Leader advised that the Budget Scrutiny Working Group had pre-scrutinised the following items during a meeting held on 3rd November 2025:

- Minute Item No. 63 - Quarter 2 2025/26 Performance Monitoring Report
- Minute Item No. 64 - Quarter 2 Finance Monitoring Report (including Financial Saving and Half Yearly Treasury Management Report)

Members were advised that the Budget Scrutiny Working Group had not made any recommendations on either item.

On behalf of the Executive Committee, the Leader thanked the members of the Overview and Scrutiny Committee, Audit, Governance and Standards Committee, and Budget Scrutiny Working Group for their hard work in pre-scrutinising these reports prior to the Executive Committee's consideration.

57. MINUTES

RESOLVED that

the minutes of the meeting of the Executive Committee held on 6th November 2025 be approved as a true and correct record and signed by the Chair.

58. STREET RENAMING REQUEST

The ICT Transformation Manager presented the Street Renaming Request report.

Members were advised that eleven properties on Treefell Close, located within Redditch Borough Council's area, had been sold, which was a few more than originally anticipated. Addresses for these properties had been provided to enable consultation with residents on the proposed street re-naming.

It was confirmed that the developer, Morris Homes Limited, had agreed to cover any costs associated with the street name change that might otherwise fall to residents.

Members were informed that, subject to delegated authority being granted, officers from Redditch Borough Council (RBC) and Stratford-on-Avon District Council would publicise the proposals and display site notices on the street.

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If no negative responses were received from the consultation and the test for sufficient local support was met, the next stage would be for the councils to issue a re-naming order. The final stage would involve notifying Royal Mail and affected residents, as well as updating signage.

The Chair thanked officers for their work and acknowledged the challenges encountered in reaching this stage.

The resolutions were proposed by Councillor Jane Spilsbury and seconded by Councillor Juliet Barker Smith.

RESOLVED that

- 1) the legal position relating to renaming streets that fall outside the adopted “Street Naming and Numbering Policy” and outside existing officer delegations be noted;**
- 2) Members note that a request had been received for the re-naming of Treefell Close as Copston Close; and**
- 3) Members grant delegated authority to the Assistant Director of Transformation and Corporate Services to carry out the procedural steps in order to implement the change of name process for Treefell Close in accordance with Section 81 of the Levelling Up and Regeneration Act 2023 and subject to consultation with interested parties indicating that there would be “sufficient local support”.**

59. CYBER SECURITY UPDATE (INCLUDING WHATSAPP AND AI POLICY)

The ICT Transformation Manager presented the Cyber Security Update (including WhatsApp and AI Policy) report.

Members were advised that the Artificial Intelligence (AI) Acceptable Use Policy had been developed to ensure the ethical, transparent, and responsible use of AI technologies across Redditch Borough Council. The report set out the scope for using AI, confidentiality and data protection, ethical use, equality, bias and fairness and training for staff.

The WhatsApp Policy aimed to provide guidance to staff on the appropriate use of the application. It set out circumstances in which WhatsApp use was acceptable, measures to mitigate associated

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risks, and obligations regarding the sharing of images. It was noted that staff would be permitted to use WhatsApp for non-sensitive information only and with due care.

During discussion, Members raised the following points:

- Thanks were given to officers for producing comprehensive policies that addressed a wide range of scenarios.
- It was clarified that the policies only applied to Council officers rather than Members at this point. However, Members were advised that the policies would be extended to Councillors in due course, with training provided.
- A query was raised regarding the use of third-party AI services, such as ReadAI, in meetings. Members noted that other Councils within Worcestershire were using such technologies and asked how consistency could be maintained. Officers advised they would raise this with the One Worcestershire ICT group but advised that Redditch Borough Council did not recommend their use due to concerns about data security and the uncertainty of where collected data was stored and processed.
- The importance of cyber security training was emphasised, particularly in relation to emerging AI-related threats. As this was a new and evolving risk, it was queried whether this should be incorporated into the Council's risk assessment process.

The Chair thanked the Audit, Governance and Standards Committee for their work in pre-scrutinising this item.

The resolutions were proposed by Councillor Jane Spilsbury and seconded by Councillor Ian Woodall.

RESOLVED that

- 1) the Executive Committee adopt the Artificial Intelligence (AI) Acceptable Use Policy as a formal policy document; and**
- 2) the Executive Committee adopt the WhatsApp Policy as a formal policy document.**

60. BEREAVEMENT SERVICES - BURIAL STRATEGY

The Chair advised Members that the Bereavement Services - Burial Strategy report had been pre-scrutinised by the Overview and Scrutiny Committee on 24th November 2025. No concerns had been raised by the Committee, and the recommendations were

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endorsed. The Chair thanked the members of the Committee for their hard work.

The Environmental Services Manager presented the report for Members' consideration. In doing so, it was highlighted that the Council faced a critical need to plan for future burial provision, and a clear and co-ordinated strategy would be required.

Members were informed that Plymouth Road Cemetery had reached full capacity for new burials. Edgioake Lane Cemetery currently had approximately five years' burial provision available; however, a review was being undertaken to reassess spacing, which could extend capacity by a further five years. Abbey Cemetery was reported to have provision for an additional ten years' burial space.

The strategy aimed to ensure that all residents continued to have access to dignified burial arrangements, in compliance with relevant legislation, including the Burial Act 1857 and the Health and Safety at Work Act 1974. The report addressed key areas such as capacity management, fees and charges, management rules and regulations and cultural inclusivity. The overarching aim was to provide a long-term vision for respectful and inclusive burial options for the area.

The Chair thanked the Burial Services Team for their efforts in maximising existing capacity and preparing the strategy, which would enable the Council to make informed decisions and safeguard future provision.

The resolutions were proposed by Councillor Sharon Harvey and seconded by Councillor Juma Begum.

RESOLVED that

- 1) the Redditch Borough Council Burial Strategy be approved**

and NOTED that

- 2) a further report would be prepared for the Committee's consideration in due course in respect of burial provision in Redditch.**

61. QUARTER 2 HOUSING IMPROVEMENT PLAN UPDATE

The Assistant Director of Environmental and Housing Property Services presented a report on the Quarter Two Housing Improvement Plan (HIP).

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Members were reminded that the inspection of Redditch Borough Council's landlord services had been published in July 2025 and that the HIP was endorsed by the Executive Committee on 2nd September 2025.

It was reported that good progress had been made against the Plan, as outlined in the report. Where actions had fallen outside target timescales, revised targets had been set. To ensure effective management and monitoring of the HIP, governance arrangements had been established. All parties within the governance structure had met, and future meeting dates had been scheduled. Regular monthly meetings with representatives from the Regulator of Social Housing (RSH) were continuing.

Members were advised that the Quarter Three update would be presented in a revised format. While the main body of the report would remain similar, additional detail would be provided on certain items. This change followed consultation with the relevant Portfolio Holders and with the regulator.

In discussing the item, Members made the following points:

- Thanks were given to officers for their work and for the progress made, while noting that further improvements were still required. Members commented that the new data and management structures provided a clear roadmap for future progress.
- A query was raised regarding the appointment of a Tenant Engagement Officer which had been outlined in the plan and the associated timescales. Officers confirmed that a Senior Complaints Officer had been appointed the previous week and that recruitment for a Complaints Officer role would commence in the new year.

The resolution was proposed by Councillor Bill Hartnett and seconded by Councillor Jane Spilsbury.

RESOLVED that

the Housing Improvement Plan Quarter 2 2025/26 Update, which included actions to address areas for improvement, confirmed as part of the Regulator of Social Housing inspection process, be noted.

62. QUARTER 2 HOUSING PERFORMANCE

The Assistant Director of Environmental and Housing Property Services presented a report on Quarter Two Housing Performance.

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Members were advised that the RSH had introduced the Tenant Satisfaction Measures (TSMs), which required all social housing landlords in England to report performance data. These measures enabled assessment of how effectively providers delivered quality homes and services.

The purpose of this quarterly report was to provide an update against the TSMs and to highlight areas where performance targets had not been met, together with the reasons for this. Examples included fire safety and lift safety checks, where timescales had not been achieved. Assurance was given that the Council was working closely with its contractors to ensure sufficient resources were available to complete the necessary work.

It was noted that Redditch Borough Council was not alone in facing these challenges, as other local authorities were also being measured against the TSMs, creating high demand for these services. The Council's consultant had confirmed that resources were now in place and that fire risk assessments would soon return to schedule. In relation to lift safety checks, previous delays had been caused by insurers being unable to access lifts; this issue had been resolved through the installation of key safes.

In discussing the item, Members commented on the following:

- Appreciation was expressed to officers for the progress made, particularly in reducing outstanding repairs. Members noted clear evidence of improvement, which would be presented to the regulator when requested. The introduction of new management tools, graphs, and staff training was hoped to drive further performance improvements.
- Recruitment challenges within the Housing department were highlighted. It was noted that difficulties in filling posts reflected a wider trend across the Midlands rather than being specific to Redditch Borough Council.
- A query was raised regarding the number of complaints about Anti-Social Behaviour (ASB) actions being taken to address this. Members noted the Police had ceased youth provision, so Police Community Support Officers (PCSOs) would no longer be going into schools. Members stressed the need for proactive collaboration with the Police and partner agencies to tackle ASB. Officers advised that they expected the ASB target to increase as the national average was higher than the figures Redditch was reporting. Recent press releases had publicised enforcement action, and a new caretaker system was in place. Preventative work was also being undertaken with younger people through the Community Safety Youth Service in partnership with schools.

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- Concerns were raised regarding the number of complaints responded to within Complaint Handling Code timescales. The target was 85%, but Quarter Two performance stood at 72%. Officers explained that there was typically a dip in terms of capacity during Quarter Two.
- Members noted that ASB cases involving Hate Crimes were above target. Officers reassured Members that the actual number of cases was very low, but a spike was anticipated due to historic under-reporting. It was agreed that Hate Crime should be closely monitored, and any increase investigated to understand underlying causes.

The resolution was proposed by Councillor Bill Hartnett and seconded by Councillor Jane Spilsbury.

RESOLVED that

the Council's Quarter 2 Housing Performance for 2025/26 in respect of the Tenant Satisfaction Measures (Landlord) be noted.

63. QUARTER 2 2025/26 PERFORMANCE MONITORING REPORT

The Policy Manager presented the Quarter Two Performance Report 2025/26 for Members' consideration.

It was explained that there was a total of 30 corporate measures for Redditch Borough Council. These were organised by the priorities set out in the Redditch Council Plan 2025.

Assurance was provided that amendments requested at previous meetings had been incorporated into the report.

Members were advised on the Quarter Two RAG ratings and the next steps for reporting using Power BI. It was explained that the current summary chart format would be retained, as it was considered clear and easy to understand. In addition, a PDF report generated via Power BI would be produced for officers, accompanied by a covering report with further detail. These changes were scheduled for implementation in Quarter Three.

Members thanked the Policy Manager and her team for their hard work and noted they were pleased with the positive indicators presented.

Overall, Members felt the revised format was clearer and more transparent. However, feedback was provided on behalf of Members who were part of the Budget Scrutiny Working Group and

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the following amendments were requested for future iterations of the report:

- The Performance pie chart should include labels for red, amber, and green.
- Greater clarity should be provided in the 'Trend' section of the Economy, Regeneration and Prosperity table, as the data points referenced were unclear.

The resolution was proposed by Councillor Jane Spilsbury and seconded by Councillor Ian Woodall.

RESOLVED that

the Quarter 2 Performance Report for the period July to September 2025 be noted.

64. QUARTER 2 2025/26 FINANCE MONITORING REPORT (INCLUDING FINANCIAL SAVING AND HALF YEARLY TREASURY MANAGEMENT REPORT)

The Assistant Director for Finance and Customer Services presented the Quarter Two Finance Monitoring 2025/26 report.

Members were advised that a revenue overspend of £381,000 was forecast for the financial year. For comparison, at the same point in the previous year, the Council had reported a £299,000 variance, which was successfully mitigated.

It was reported that £1.806 million had been spent on the capital programme against an annual budget of £8.082 million. Capital expenditure figures related to significant projects, including the Innovation Centre and Public Realm improvements funded through the Town Deal and UK Shared Prosperity Fund. The construction of the Innovation Centre was scheduled to be completed in March 2026.

The revenue position had moved adversely by £361,000 since Quarter One. This was largely due prudent adjustment to bereavement income levels, additional expenditure on Community Transport, costs relating to the installation of a new fire alarm system and additional insurance costs for Rubicon buildings. This had partly been offset by additional income in Development Control and additional Housing Subsidy income.

Of the £2.342 million annual savings target, £1.197 million had been achieved, mainly through vacancy management (£844,000) and efficiency measures (£138,000). It was noted that the Council

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was performing well in terms of savings and it was hoped that a good position would be reached by the end of the financial year.

Members were informed that there had been no new short-term borrowing. The Council had long-term borrowing commitments of £103.9 million in respect of the housing stock in the Housing Revenue Account (HRA) and £5.8 million in short-term investments.

Council tax collection stood at 55.36% and business rates collection at 51.53% against a target of 53.92% for this quarter. Benefits processing was performing well, averaging 15 days for new claims and 7 days for changes.

It was noted that 25 contracts exceeding a value of £200,000 were scheduled for procurement within the next 12 months, ensuring strategic resource planning. Overall, while financial pressures remained, the Council was managing its budget effectively and progressing on key capital projects.

Members thanked the Assistant Director for Finance and Customer Services and her team for the comprehensive report and their proactive financial management. It was acknowledged that Quarter Two typically performed less strongly, however the Council was well positioned to reduce the overspend and would continue to monitor trends closely.

The resolutions were proposed by Councillor Ian Woodall and seconded by Councillor Sharon Harvey.

RESOLVED to note

- 1) that there was a forecast revenue overspend position of £381,000 at Quarter 2;**
- 2) the current Capital spending of £1.806 million against a budget of £8.082 million;**
- 3) the current savings delivery was £1.197 million against an annual target of £2.342 million for 2025/26;**
- 4) Earmarked Reserves were £27.117 million;**
- 5) the Ward Budget allocation position to date was 20 approved allocations at £25,700, leaving a balance of £28,300 to be allocated before year end;**
- 6) there was an updated procurements position with any new items over £200,000 to be included on the Executive Committee's Work Programme;**

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7) the position on Council Tax and Business Rates;

8) the position on benefits processing; and

RECOMMENDED that

9) the Balance Sheet Monitoring Position for Quarter 2 be noted which was the Treasury Monitoring Report and required to be reported to Council;

10) the Council's Treasury performance for Quarter 2 of the financial year 2025/26 be noted; and

11) the position in relation to the Council's Prudential indicators be noted.

65. MINUTES / REFERRALS - OVERVIEW AND SCRUTINY COMMITTEE, EXECUTIVE PANELS ETC.

There were no referrals from the Overview and Scrutiny Committee or any of the Executive Advisory Panels on this occasion.

66. TO CONSIDER ANY URGENT BUSINESS, DETAILS OF WHICH HAVE BEEN NOTIFIED TO THE ASSISTANT DIRECTOR OF LEGAL, DEMOCRATIC AND PROCUREMENT SERVICES PRIOR TO THE COMMENCEMENT OF THE MEETING AND WHICH THE CHAIR, BY REASON OF SPECIAL CIRCUMSTANCES, CONSIDERS TO BE OF SO URGENT A NATURE THAT IT CANNOT WAIT UNTIL THE NEXT MEETING

There was no urgent business for discussion at the meeting.

The Meeting commenced at 6.00 pm
and closed at 6.42 pm

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Executive

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Quarter 2 2025/26 Finance Monitoring Report

Relevant Portfolio Holder	Councillor Ian Woodall – Portfolio Holder for Finance
Portfolio Holder Consulted	Yes
Relevant Head of Service	Debra Goodall
Report Authors	Debra Goodall Assistant Director Finance and Customer Services Debra.goodall@bromsgroveandredditch.gov.uk
Wards Affected	All Wards
Ward Councillor(s) consulted	No
Relevant Council Priority	All
Non-Key Decision	
If you have any questions about this report, please contact the report author in advance of the meeting.	

SUMMARY

Regular budget monitoring and reporting forms the basis of good governance and best practice in budget management. Councillors and committees should be able to rely on the information provided to assist in sound decision making around budgets and spending plans for the Council.

1. RECOMMENDATIONS

The Executive is asked to RESOLVE that the following are noted:

- 1) There is a forecast revenue overspend position of £381k at Quarter 2;**
- 2) The current Capital spending of £1.806 million against a budget of £8.082 million as outlined in Appendix A;**
- 3) The current savings delivery is £1.197 million against an annual target of £2.342 million for 2025/26;**
- 4) Earmarked Reserves are £27.117 million as outlined in Appendix B;**
- 5) The Ward Budget allocation position to date is 20 approved allocations at £25,700, leaving a balance of £28,300 to be allocated before year end as included in Appendix C;**
- 6) There is an updated procurements position set out in Appendix E, with any new items over £200,000 to be included on the Executive Committee's Work Programme;**

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7) The position on Council Tax and Business Rates be noted;

8) The position on benefits processing be noted.

The Executive is asked to RECOMMEND that:

9) the Balance Sheet Monitoring Position for Quarter 2 be noted (which is the Treasury Monitoring Report and required to be reported to Council (Appendix D));

10) the Council's Treasury performance for Quarter 2 of the financial year 2025/26 be noted; and

11) the position in relation to the Council's Prudential indicators be noted.

2 EXECUTIVE SUMMARY

2.1 This Quarter 2 Financial Monitoring Report for Redditch Borough Council (April–September 2025) provides a comprehensive overview of the Council's financial performance, budget delivery, and strategic project progress. The report supports informed decision-making and ensures transparency in financial governance.

2.2 Key highlights include:

- **Revenue Position:** An overspend of £381k is forecasted for the year, driven largely by a prudent adjustment to bereavement income levels, additional expenditure on Community Transport, costs relating to the installation of a new fire alarm system and additional insurance costs for Rubicon buildings. These have been offset by additional income in Development Control and additional Housing Subsidy income.
- **The position has moved adversely by £361k since Q1** - This relates mainly to Bereavement income of £313k due to prudent levels of income assumed over quarters 3 - 4, increased costs of servicing and maintenance of the cremator of £53k, the cost of the new fire alarm system of £137k, the repayment of COVID grant of £108k and other minor costs of £13k. These are offset by additional income from Development Control due to some large developments occurring of £263k..
- **Capital Programme:** £1.806 million has been spent against an annual budget of £8.082 million. Significant projects include the Innovation Centre and Public Realm improvements funded through the Town Deal and UK Shared Prosperity Fund.
- **Savings Delivery:** £1.197 million of the £2.342 million annual savings target has been achieved, primarily through vacancy management and efficiency measures.

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- **Reserves:** The Council holds £27.117m in earmarked reserves, following a thorough review during the Medium-Term Financial Plan (MTFP) process.
- **Ward Budgets:** £25,700 has been allocated across 20 councillors, with £28,300 remaining to be distributed before year-end.
- **Treasury and Balance Sheet Monitoring:** No new borrowing has occurred; £5.8 million is held in short-term investments. The Council remains compliant with all prudential indicators and investment limits.
- **Collection Fund Performance:** Council Tax and Business Rates collection are slightly below target, with 55.36% and 51.53% collected respectively in Q2.
- **Benefits Processing:** Average processing times are 15 days for new claims and 7 days for changes, within acceptable thresholds.
- **Procurement Pipeline:** 25 contracts exceeding £200,000 are scheduled for procurement within the next 12 months, ensuring strategic resource planning.

2.3 The report also outlines risks and operational implications, with financial pressures and contract management flagged as key areas.

3 BACKGROUND

3.1 The purpose of this report is to set out the Council's draft Revenue and Capital Outturn position for the second quarter of the financial year (April – September 2025). This report presents:

- The Council's forecast yearly outturn revenue monitoring position for 2025/26 based on data to the end of Quarter 2 including delivery of the savings targets as set out in the MTFP.
- The position in respect of balance sheet monitoring as requested by the Audit, Governance and Standards Committee including the Treasury Management report for Quarter 2.
- The spending as of Q2 of Ward Budget Funds.
- The updated procurement pipeline of Council projects to be delivered over the next 12 months in order to properly resource plan for the delivery of these projects.

4. DETAILED PERFORMANCE

Financial Performance

4.1 As part of the monitoring process a detailed review has been undertaken to ensure that issues are considered, and significant savings and cost pressures are addressed. This report sets out, based on the position at the end of Quarter 2, the projected revenue outturn position for the 2025/26 financial year and explains key variances against budget.

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- 4.2 The £13.475m full year revenue budget included in the table below is the budget that was approved by Council in February 2025.

Service Description	2025-26 Approved Budget	2025-26 Revised Budget	2025-26 Revised Q2 Budget	Q2 Adjusted Spend	Full Year Projected Forecast	Full Year Projected Variance Q1	Full Year Projected Variance Q2
Business Transformation and Organisational Development	2,127,379	1,969,243	905,554	1,168,791	2,098,117	36,356	128,873
Community and Housing GF Services	2,978,979	2,608,197	1,138,552	945,436	2,689,825	95,068	81,628
Corporate Services	-4,390,100	-3,443,342	-1,312,295	-1,785,580	-3,260,069	394,896	183,272
Environmental Services	3,327,695	3,327,695	1,663,848	2,239,300	3,725,643	-60,912	397,948
Financial and Customer Services	3,151,803	3,078,726	1,743,223	1,641,531	2,680,519	-393,343	-398,207
Legal and Democratic Services	1,213,796	1,084,233	573,099	596,919	1,077,491	-72,390	-6,742
Planning and Leisure Services	1,272,841	1,140,141	503,721	145,289	831,253	-45,716	-308,888
Regeneration & Property	2,213,443	2,130,943	1,062,730	1,165,201	2,317,129	48,726	186,186
Regulatory Client	711,638	711,638	355,819	374,717	732,276	15,668	20,638
Rubicon Client	867,481	867,481	433,740	492,305	995,391	48,119	127,910
Starting Well	0	0	0	0	0	-14,524	0
Grand Total	13,474,955	13,474,955	7,067,991	6,983,909	13,887,575	51,948	412,618
Service Description	2025-26 Approved Budget	2025-26 Revised Budget	2025-26 Revised Q2 Budget	Q2 Adjusted Spend	Full Year Projected Forecast	Full Year Projected Variance Q1	Full Year Projected Variance Q2
Corporate Financing	-13,474,955	-13,474,955	-6,737,478	-7,178,317	-13,507,005	-32,048	-32,050
Grand Total	-13,474,955	-13,474,955	-6,737,478	-7,178,317	-13,507,005	-32,048	-32,050
TOTALS	0	0	330,513	-194,408	380,570	19,900	380,568
						Change	360,668

Budget Variances

- 4.3 The draft position is set out in the above table.
- 4.4 Overall, the Council is currently forecasting a full year revenue overspend of £381k at Quarter 2. This position will continue to be reviewed particularly given the impact of the increasing costs linked to inflation and further updates will be provided to Councillors throughout 2025/26. This includes service projections as follows:

Business Transformation & Organisational Development £129k overspend

Business Transformation is forecasting a £129k due to increased central switchboard and server costs of £70k and other ICT purchases predicting a £68k overspend. This is offset by Salary savings in Transformation of £5k and various other savings of £4k.

Community and Housing GF Services £82k overspend

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Community & Housing Services is forecasting a £82k overspend due to additional CCTV Telephone Costs of £39k and underachieved income of £28k. Dial-a-Ride is overspending by £97k due to the Council decision to reduce fares income by 50%, hence, less income expected and other various overspends of £3k. Also, Shopmobility moved to a new location and will be spending more on electricity, service charge and advertisement. This is alongside a reduced income with pre covid customer numbers not returning, which is a national trend; only 42% of the income is expected creating an expected overspend of £103k. These overspends are offset by £150k additional Homelessness Prevention income and £19k Community Safety grants together with other various underspends of £16k.

Corporate Services £183k overspend

Corporate Services is forecasting a £183k overspend due to additional Postage Charges of £32k, Lump Sum Pension Deficit payment of £26k, an HMRC fine of £13k, additional subscriptions of £8k and repayment of COVID grant of £108k. This is offset by other savings of £4k.

Environmental Services £398k overspend

Environmental Services is forecasting a £398k overspend due to underachieved bereavement income of £313k, increased business rates of £48k and increased servicing and maintenance costs of the crematorium of £53k offset by £16k minor savings across the service.

Financial and Customer Services £398k underspend

Finance & Customer Services is forecasting a £398k underspend due to additional valuation and software costs of £79k and the loss of Council Tax Support Grant of £94k all offset by additional Housing Subsidy income of £549k and £22k of various other savings.

Legal and Democratic Services £7k underspend

Legal and Democratic Services is forecasting a small underspend £7k.

Planning and Leisure Services £308k underspend

Planning & Leisure Services is forecasting a £308k underspend due to additional Development Control income of £241k, salary savings in Arts and Development of £17k, increased Building Control income of £18k, reduced agency costs within Parks and Events and other various savings of £5k.

Regeneration and Property Services £186k overspend

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Regeneration & Property Services is forecasting a £186k overspend due costs to Wychavon District Council of £59k for Parking and the replacement of a fire alarm system costing £146k. The overspends have been offset by £19k of various other savings.

Regulatory Client overspend £20k overspend

Regulatory Client is forecasting a £20k overspend due to underachieved Efficiency Savings of £13k, Pest Control Fees of £3k recharge from WRS above budget and various other costs of £7k.

Rubicon Client £128k overspend

Rubicon Client (the costs incurred by Redditch BC, such as landlord and some salary expenses) is forecasting a £128k overspend due to additional Management Fees of £50k and increased Maintenance and Insurance costs of £78k due to Rubicon client not having an insurance budget for buildings.

Corporate Financing

Corporate Financing is forecasting £32k additional income due to extra Investment Interest amounting to £380k and Grant Income of £186k offset by additional Interest Payable of £362k and underachieved Fees & Charges Income of £172k.

Savings Targets

The Council had £2.342m of savings targets in 2025/26. The Council has delivered £1.197m of these savings in Q2. These are shown in the table below:

	2025/26 £m	Adjusted 2025/26 £m	Total 2025/26 £m	Savings YTD	
Service Reviews	(0.405)	0.405	0		Consolidated corporately
Finance Vacancies	(0.100)	0.100	0		Consolidated corporately
Environmental Service Partnerships	(0.050)	0.050	0		Consolidated corporately
Move to all out elections	(0.170)		(0.170)	0	Unlikely to be met
Town Hall	(0.400)		(0.400)	0	Work ongoing
2023/24 Items	(1.125)	0.555	(0.570)	0	
In year corporate target		(1.522)	(1.522)	(0.982)	£0.844m from vacancy management and £0.138m efficiencies

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Directorate savings		(0.250)	(0.250)	(0.215)	There is an expected outturn of £215k in savings
2025/26 Items	0	(1.722)	(1.772)	(1.197)	
Total Savings	(1.125)	(1.217)	(2.342)	(1.197)	

4.5 Cash Management

Borrowing

- As of the 30th September 2025, there were no short-term borrowings. The Council has long-term borrowings of £103.9m.

Investments

- On 30th September 2025 there were £5.8m short-term investments held.

Capital Monitoring

- 4.6 A capital programme of £8.082m was approved in the Budget for 2025/26 in February 2025. This has been fully reviewed as part of the MTFP using actual data as at the end of December 2024. The table below and detail in **Appendix A** set out the Capital Programme schemes that are approved for the MTFP time horizon.
- 4.7 Many of these schemes are already in partial delivery in the 2025/26 financial year. By approving this list, the Council also agreed sums not spent in 2024/25 (and 2023/24 by default if schemes originated earlier than 2024/25 as sums have been carried forward through to the 2024/25 MTFP Report) to be carried forward into 2025/26. The table also splits amounts by funding source, Council or third party.

Year	Total Programme		Council Funded	Grant Funded
2024/5	20,114,366	32,428,717	4,792,886	15,036,480
Carry Fwd	12,314,351			
2025/6	8,082,320		3,176,213	4,906,107
2026/7	3,923,362		3,217,498	705,864
2027/8	2,559,172		1,853,308	705,864
2028/9	2,064,490		1,364,490	700,000
2029/30	2,496,248		1,790,384	705,864

- 4.8 Included in this funding the Council also have the following Grant Funded Schemes which are being delivered in 2025/26:
- The Town Deal schemes – the Innovation Centre and Public Realm improvements which are funded via £15.6m of Government Funding.

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- For the Innovation Centre
 - Speller-Metcalf have been appointed as the design and build contractor up to Stage 4 design (with an option to extend into delivering the development in full), and have been working with the project team to undertake a value engineering (VE) exercise, to ensure the project is delivered on budget. Initial VE work has since been concluded, with costs based on contractor prices, rather than QS estimates. Whilst further VE will take place throughout Stage 4, we have reached a point where the project can be delivered within the existing Own Deal budget envelope. The next phase of public realm works has been paused so that we can confirm the full cost of building the innovation centre before entering into further expenditure of Town Deal funds..
 - The planning application was submitted on 31st July 2025. We have agreed to delay the final decision until December Planning Committee, owing to planning Capacity. Signage for the Innovation Centre has also been installed to keep the public informed.
 - VE works have led to slight programme slippage with construction now due to commence by end of March 2026.
 - The final business case for GBS LEP funding was submitted to Birmingham City Council on 23rd July 2025. BCC now require initial Stage 4 costings prior to final assessment. This delays the decision until January 2026, although still ensures that funds will be in place prior to commencement of the construction phase.
- For the Public Realm Scheme
 - All works to Unicorn Hill and Church Green West have been completed. The new traffic regulation order (TRO) came into place on the 14th August. Public comms around the new TROs have been circulated on social media and local papers.
 - The next phase of public realm work has been paused so that we can understand the full cost of building the innovation centre before entering into any further expenditure of Town Deal Funds.

- UK Shared Prosperity Schemes (USKPF) totalling £818,536 of which £152,000 is capital need to be completely spend by the end of the 2025/26 financial year. These funds are being spent in line with the approved UKSPF Investment Plan with £224,924 defrayed to the end of Q2.

4.9 The outturn spend is £1.806m against a capital budget totalling £8.082m and is detailed in **Appendix A**. It should be noted that carry forwards of £23.673m will be rolled forward from 2024/25 into 2025/26 to take account of slippage from 2024/25.

Housing Revenue Account

4.10 The table below details the financial position for the Housing Revenue Account (HRA) for the period April - September 2025. The major variances are due to the following:

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- Dwelling Rents – a higher than anticipated purchase of properties under the Right to Buy scheme has reduced the income level. This was due a backlog of approvals.
- Repairs and Maintenance – has been an increase in the incidence of repairs required.
- Supervision and Management – the variance is predominantly due to vacant posts as a consequence of a service review within Housing Services. A new structure will be implemented and posts recruited in quarter 3.

	2025/26 Original Budget £'000	2025/26 Working Budget £'000	2025/26 Budget Apr - Sept £'000	2025/26 Actual Apr - Sept £'000	2025/26 Variance Apr - Sept £'000	2025/26 Projected Outturn £'000	2025/26 Projected Variance £'000 Q1	2025/26 Projected Variance £'000 Q2
INCOME								
Dwelling Rents	-28,169	-28,169	-14,671	-14,240	431	-27,972	0	197
Non-Dwelling Rents	-534	-534	-278	-464	-186	-525	0	9
Tenants' Charges for Services & Facilities	-724	-795	-414	-406	8	-726	-16	69
Contributions towards Expenditure	-127	-155	-81	-23	57	-726	0	-571
							0	0
Total Income	-29,553	-29,653	-15,444	-15,133	311	-29,949	-16	-296
EXPENDITURE								
Repairs & Maintenance	7,844	8,011	4,006	4,685	680	8,088	-22	76
Supervision & Management	9,249	9,387	4,693	2,147	-2,547	9,036	-299	-351
Rent, Rates, Taxes & Other Charges	576	576	288	269	-19	755	0	179
Provision for Bad Debts	517	519	259	0	-259	519	0	0
Depreciation & Impairment of Fixed Assets	7,296	7,296	3,648	0	-3,648	7,296	0	0
Interest Payable & Debt Management Costs	4,179	4,179	2,090	-134	-2,224	4,179	0	0
Total Expenditure	29,662	29,968	14,984	6,966	-8,018	29,873	-321	-96
Net cost of Services	108	315	-460	-8,167	-7,707	-77	-130	-392
Net Operating Expenditure	108	315	-460	-8,167	-7,707	-77	-130	-392
Interest Receivable	-211	-211	-106	0	106	-211	0	0
Revenue Contribution to Capital Outlay	0	0	0	0	0	0	0	0
Planned use of Balances	103	-104	566	0	-566	288	130	392
Transfer to Earmarked Reserves	0		0	0	0	0	0	0

In HRA Capital:

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		2025/26 Full Year Budget £	2025/26 Budget to Date Apr - Sept £	2025/26 Actuals & Comm Apr - Sept £	2025/26 Variance Apr - Sept £	2025/26 Forecast Outturn £	2025/26 Projected Variance £
Project	Project Description						
	Housing 1-4-1 Purchases/Build	3,000,000	1,500,000	1,137,527	-	362,473	3,000,000
	Asbestos General	125,000	62,500	186,230		123,730	125,000
	Structural Repairs	15,000	7,500	45,556		38,056	60,000
	Electrical Upgrade	200,000	100,000	230,080		130,080	220,000
	Boiler Replacement	720,000	360,000	320,430	-	39,570	720,000
	Window Replacement	500,000	250,000	270,587			500,000
	Disabled Adaptations	500,000	250,000	259,224		9,224	450,000
	Environmental Enhancement	100,000	50,000	25,021	-	24,979	100,000
	FRA Works	-	-	-	-	-	-
	Stock Condition Survey	150,000	75,000	122,208		47,208	150,000
	Housing Management System		-	130,667		130,667	220,000
	Capitalised Salaries	750,000	375,000	-	-	375,000	750,000
	Door Entry/CCTV	350,000	175,000	278,052		103,052	350,000
	HRA Hard Wire S	200,000	100,000	90,000	-	10,000	150,000
	Balcony Replacement	300,000	150,000	301,483		151,483	300,000
100081	HRA Fire Safety	-	-	-	-	-	-
	HRA Compartmentation	1,500,000	750,000	726,604	-	23,396	1,500,000
	Major Voids Works	1,000,000	500,000	1,593,259		1,093,259	1,500,000
	HRA-Energy Efficiency	1,000,000	500,000	1,773,172		1,273,172	1,200,000
	HRA Stock Remodelling	275,000	137,500	116,483	-	21,017	150,000
	HRA Estates Garages	300,000	150,000	-	-	150,000	200,000
	Internal Refurbishment	3,000,000	1,500,000	2,545,855		1,045,855	2,500,000
	High Trees Project	800,000	400,000	792,664		392,664	800,000
	Disrepair Cases	100,000	50,000	568,816		518,816	650,000
	External Refurbishment	500,000	250,000	158,187	-	91,813	200,000
	Community Safety	-	-	-	-	-	-
110042	Lift Replacement	150,000	75,000	135,036		60,036	260,000
110045	Vehicle Replacement	900,000	450,000				900,000
		16,435,000	8,217,500	11,807,141	4,019,054	16,955,000	520,000

4.11 Across the HRA Capital Investment Programme issues have arisen that require variances to the budget lines for the following reasons.

Housing 1-4-1 Purchases – These occur on a reactive basis and as such budget estimating can be difficult, in the current year we have identified £2.4m of Persimmon properties together with buybacks.

Structural Repairs – These repairs are essentially reactive, and the value of each occurrence is unknown. To date a pressure of £35k has been identified.

Housing Management System – Residual costs as the end of the project is imminent. Additionally, there are Keyfax costs of £56k.

Major Voids Works – Void repairs happen as and when they occur. £550k more costs will be needed to complete in this year

Disrepair Cases – We have experienced increased levels of Disrepair Cases over the last two financial years which has now resulted in a pressure to carry out corrective works to affected properties.

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Earmarked Reserves

- 4.12 The updated position, taking account of the now submitted draft accounts for 2024/25, are set out in **Appendix B**. As part of the MTFP all reserves were thoroughly reviewed for their requirement and additional reserves set up as per that report. At the 30 September 2025, based on the present MTFP that was approved by Council on the 19th February, the Council holds £27.117m of General Fund Reserves.

Ward Budgets

- 4.13 This report is the quarterly report to show what has been spent to date on Ward budgets. Each Ward Member has £2,000 to spend on Ward Initiatives subject to the rules of the Scheme which were approved by Council. As of the 30th September there have been applications from 21 Members approved totalling £25,700. There are still 6 Members who have not allocated any funding and overall £28,300 is still to be allocated. This year's funding allocations must be spent by the 31st March 2026. Full detail is set out in **Appendix C**.

Balance Sheet Monitoring Position

- 4.14 There has been the request from Audit Committee that the Council include Balance Sheet Monitoring as part of this report.
- 4.15 This initial balance sheet reporting is set out as the Q1 Treasury Report which is attached as **Appendix D**. This report sets out the Council's debt and borrowing position for Q2 2025/26. Included in this is how the Council is using its working capital as well as measurement of the Council's Prudential Indicators, this appendix will need to be noted and approved that Council note the position.

Procurement Pipeline

- 4.16 The Procurement pipeline is shown in **Appendix E**. The Council's Procurement Pipeline includes details of contracts expected to be repurchased and new procurement projects expected to be undertaken in the future. Those happening in the next 12 months and over £200k will need to be put on the Forward Plan. The pipeline is refreshed quarterly.
- There are 25 contracts that are over the key decision threshold of £200k
 - There are 3 contracts procured by Redditch Borough Council on behalf of Bromsgrove District Council.

Collection Fund

- 4.17 The Council acts as collecting authority for itself, other major preceptors and the parishes for Council Tax. The Council also collects business rates on behalf of central government, the County Council and for itself. The Council's own precept accounts for

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about 12% of monies collected from Council tax and about 40% of business rates collected after paying government levies, additional tariff to central government and 10% across to Worcestershire County Council.

- 4.18 The Council aims to collect 98.5% of Council Tax receipts (national average is 95.8%) which equates to a total sum of £60.748 million. Performance against this target for this financial year is shown in the table below:

	Target %age (cumulative)	Actual %age (cumulative)	Amount collected (cumulative) £ millions
Quarter 1	28.50	27.99	22.963
Quarter 2	55.75	55.36	34.144
Quarter 3			
Quarter 4	98.5		

- 4.19 Due to the use of ten monthly collections the percentage for each quarter is not a simple 25%. Government reforms are proposing enforcing a move to monthly collections (in twelfths).

- 4.20 The Council aims to collect 98.0% of business rate receipts (national average is 95.8%) which equates to a total sum of £39.408 million. Performance against this target for this financial year is shown in the table below:

	Target %age (cumulative)	Actual %age (cumulative)	Amount collected (cumulative) £ millions
Quarter 1	25.57	25.29	10.310
Quarter 2	53.92	51.53	20.723
Quarter 3			
Quarter 4	98.0		

Benefits

- 4.21 Benefit claim statistics are summarised in the table below:

New claims	Qtr 1	Qtr 2		Qtr 1	Qtr 2
Average processing time	18 days	15 days	Number processed this quarter	105	222
Changes to claims					
Average processing time	8 days	7 days	Number processed this quarter	1380	2647

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- 4.22 Recent changes to benefits has meant that many of the simpler claims have been transferred to DWP, leaving the more complex cases with local authorities – this has impacted on average processing time. DWP expect new claims to be processed within a 30-day timeframe.

5. Financial Implications

- 5.1 These are contained in the main body of the report.

6. Legal Implications

- 6.1 No Legal implications have been identified.

7. Strategic Purpose Implications

Relevant Strategic Purpose

- 7.1 The Strategic purposes are included in the Council's corporate plan and guides the Council's approach to budget making ensuring we focus on the issues and what are most important for the borough and our communities. Our Financial monitoring and strategies are integrated within all of our Strategic Purposes.

8 Climate Change Implications

- 8.1 The green thread runs through the Council plan. The Financial monitoring report has implications on climate change, and these will be addressed and reviewed when relevant by climate change officers to ensure the correct procedures have been followed to ensure any impacts on climate change are fully understood.

9. Other Implications

Customer / Equalities and Diversity Implications

- 9.1 None as a direct result of this report.

Operational Implications

- 9.2 Managers meet with finance officers to consider the current financial position and to ensure actions are in place to mitigate any overspends.

10. RISK MANAGEMENT

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10.1 Items identified in the Finance monitoring is included in a number of the Corporate Risks. These are listed below. The mitigations to these risks are set out in the Risk Report, of which the Quarter 1 Report is reported to Audit, Governance and Standards Committee in July:

- COR 10 - Decisions made to address financial pressures and implement new projects.
- COR16 – Management of Contracts.
- COR17 – Resolution of the Approved Budget Position.
- COR19 – Adequate Workforce Planning.
- COR20 – Financial Position Rectification.
- COR22 - Delivery of Levelling Up and UK SPF Initiatives
- COR23 – Cost of Living Crisis
- COR25 – The new Environment Bill

11. APPENDICES

Appendix A – Capital Outturn
Appendix B – Reserves Position
Appendix C – Ward Budget Position
Appendix D – Treasury Management Position
Appendix E – Procurement Pipeline

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Capital Project	Description	2025/26 Total (Original) £	2025/26 Total £ (including carried forward)	25/26 Spend £
	Large Schemes			
	Towns Fund			
200053	- Innovation Centre	1,000,000	7,091,046	322,242
200053	- Innovation Centre	1,948,000	1,948,000	0
100133	- Digital Manufacturing & Innovation Centre Digital Manufa	0	-159,306	0
200054	- Library	0	2,320,634	-22,764
200055	- Public Realm	0	3,777,926	0
200055	- Public Realm	0	439,000	0
100102				
100108	Town Hall Redevelopment	0	5,123,121	552,756
100111				
	Schemes Agreed to Continue in Tranche 1	0	0	0
100004	Car Park Maintenance	150,000	212,672	50,459
110036	Footpaths	75,000	47,264	0
100007	Disabled Facilities Grant	1,185,745	1,332,340	192,928
100008	Energy & Efficiency Installs.	0	209,345	0
100009	GF Asbestos	0	75,467	5,975
100014	Improved Parking Scheme (includes locality funding)	0	400,000	0
100026	Morton Stanley Play, Sport and Open Space Improvements	0	1,500	0
100032	Public Building	250,000	139,324	119,969
100035	Fleet Replacement new line	0	1,960,669	85,525
100037	Removal of 5 weirs through Arrow Valley Park	0	414,000	0
100040	Sports Contributions to support improvements to Outdoor	0	3,000	0
100043	Wheelie Bin purchase	100,000	210,635	42,336
100044	New Digital Service	0	-119,732	0
100047	Environmental Services Computer System	0	-38,857	15,214
100064	Green Lane Studley	0	-52,905	0
100088	Improvement Holly trees childrens centre	0	6,000	0
100089	Greener Homes	0	-8,925	0
100010	Grassland Mitigation measures- recreating and monitoring	5,864	11,727	0
100011	Hedgerow Mitigation measures by restoration and hedge la	0	21,500	0
100012	HMO Grants	25,000	86,500	0
100013	Home Repairs Assistance	40,000	160,000	0
100018	Improvement to original Pump Track at AVCP	0	56,364	0
100045	Replacing 3 fuel pumps and upgrading tank monitoring equi	0	25,000	0
110018	Cisco Network Update	47,339	53,273	0
110019	Server Replacement Est(Exact known Q2 2022)	18,500	196,000	67,038
110020	Laptop Refresh	5,000	37,775	4,909
100140	Cyber Security Updats	25,000	50,000	0
100141	Morgan Stanley Footpaths	0	16,500	0
110021	New Cemetary Provision-Ipsley road	195,000	635,963	0

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Capital Project	Description	2025/26 Total (Original) £	2025/26 Total £ (including carried forward)	25/26 Spend £
100127	Provide the Crossgate Depot site with a new and Compliant	0	56,000	0
100097	Widen access road to Arrow Valley Country park	0	-9,074	0
100136	Lifeline Improvements	0	120,000	0
100144	PRS Housing ICT System	0	30,000	0
100119	Play Areas - Surface Replacement	10,000	-79,994	0
100147	AVCP - Parking Bays near Visitor Centre	0	12,000	0
100121	AVCP - Car Park Extension 25 Spaces	0	-15,745	0
100148	Increased Building Maintenance Costs	150,000	300,000	0
100134	Arrow Valley Car Park	0	63,840	0
100135	Arrow Valley park Visitor Centre Improvements	0	193,251	81,559
100143	Fleet Costs	26,000	611,000	0
100137	Final Play Area Changes	191,477	435,576	155,200
100139	Movement of ICT Cyber Capital Works Forward	0	-50,000	0
100142	Hedge and Shrub Removal	40,000	80,000	0
110007	Forge Mill and Bordelsey Open Space Improvements	0	5,859	0
110009	MUGA at Greenlands Sports Pitches. 2018/169/FUL Land o	0	43,078	0
110012	Play Area improvements at Birchfield Road, /Headless Cro	0	7,575	0
110013	Play area (£34,583.39), Open space (£12,001.36) and Sport (£	0	1,172	0
100001	Arrow Valley Country Park - Play, Open Space and Sports In	0	-4,500	0
	Play Area Changes - Pre Audit	0	382,000	0
100146	Play Audit funding	191,447	454,833	0
100020	Improvement to Sports Pitches infrastructure in Morton St	0	23,002	-1,998
100112	Fire compartmentation works in Corporate buildings	250,000	240,157	1,163
110044	New Food Waste Collection - DEFRA Funding	766,498	785,955	0
	Abavus Software Integration	30,000	30,000	0
	Abavus Licensing	10,200	10,200	0
	Update Town Hall Fire Wall	16,250	16,250	0
	Replacement Track - Abbey Stadium	300,000	300,000	0
	Energy Performance Certificate Requirements	100,000	100,000	0
	Abbey Stadium Roof Replacement	250,000	250,000	0
	Abbey Stadium - refurbish indoor Changing Rooms and Toile	300,000	300,000	0
	Forge Mill - New outdoor Kiosk and Toilet Replacement	90,000	90,000	0
	PitcherOak, refurbish Male Changing and rebuild 2nd Green	90,000	90,000	0
	Salary Capitalisation	200,000	200,000	0
100128	Cycle Route 5 Improvements Cycle Route 5 Improvements	0	0	15,912
100150	Redditch Market	0	0	37,396
110028	Support to Local Business - UKSPF		0	8,000
110041	Resurfacing and pathway improvement on St Stephen Chur	0	0	22,764
100110	NHS Refurbishment Town Hall		0	25,360
110056	Hawthorn Road - New Build		0	6,394
110060	North Moons Moat Industrial Decarbonisation		0	14,348
100120	Morton Stanley Park Facilities Improvements		0	1,998
100123	Arrow Valley Park Litter Bins		0	998
	Total	8,082,320	31,755,256	1,805,681

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Appendix B - Earmarked Reserves

	Balance	Transfers In	Transfers Out	Balance	Transfers In	Transfers Out	Balance
	01-Apr-23	2023/24	2023/24	31-Mar-24	2024/25	2024/25	31-Mar-25
	£000	£000	£000	£000	£000	£000	£000
General Fund:							
Business Rates Retention Scheme	4,560	0	0	4,560	0	0	4,560
Community Development	74	0	0	74	0	0	74
Community Safety	211	0	0	211	0	0	211
Corporate Services	4,652	0	(2,058)	2,594	0	0	2,594
Customer Services	183	0	0	183	0	0	183
Economic Growth	718	0	0	718	123	0	841
Electoral Services	63	0	0	63	0	0	63
Environmental Vehicles	29	0	0	29	0	0	29
Equipment replacement	25	0	0	25	0	0	25
Financial Services	149	0	0	149	442	(131)	460
General Risk reserve	45	0	0	45	0	0	45
Housing Benefit Implementation	270	0	0	270	0	0	270
Housing Support	1,535	0	0	1,535	0	(116)	1,419
Land Charges	9	0	0	9	0	0	9
Land Drainage	129	0	0	129	0	0	129
Parks & Open spaces	8	0	0	8	0	0	8
Planning Services	692	0	0	692	0	0	692
Sports Development	(18)	0	0	(18)	0	0	(18)
Town Centre	7	0	0	7	0	0	7
Warmer Homes	16	0	0	16	0	0	16
Transformational Growth	123	0	0	123	0	0	123
Pensions	201	0	0	201	0	0	201
Regeneration Income	602	0	0	602	0	0	602
Restart Grants	2,900	0	0	2,900	24	0	2,924
Covid-19 (General)	580	1,426	0	2,006	429	0	2,435
Covid-19 (Collection Fund)	55	0	0	55	0	0	55
TOTALS	17,818	1,426	(2,058)	17,186	1,018	(247)	17,957
HRA							
Housing Capital	11,771	0	(870)	10,901	0	(1,741)	9,160
Total HRA	11,771	0	(870)	10,901	0	(1,741)	9,160
Total Earmarked Reserves	29,589	1,426	(2,928)	28,087	1,018	(1,988)	27,117

Executive

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Appendix C - Ward Budget Spending Q2 - Funds Allocated to 30 September

Councillor Ward Fund Balances – 25/26

Activity	Spend	Balance £2,000
Cllr Joe Baker	2,000.00	0
Cllr Juliet Barker-Smith	300.00	1,700.00
Cllr Juma Begum	1,450.00	550.00
Cllr William Boyd	200.00	1,800.00
Cllr Brandon Clayton	1,500.00	500.00
Cllr Claire Davies	900.00	1,100.00
Cllr Matthew Dormer	0	2,000.00
Cllr James Fardoe	0	2,000.00
Cllr Andy Fry	650.00	1,350.00
Cllr Bill Hartnett	1,900.00	100.00
Cllr Sharon Harvey	1,200.00	800.00
Cllr Chris Holtz	1,000.00	1,000.00
Cllr Joanna Kane	1,350.00	650.00
Cllr Sid Khan	0	2,000.00

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Activity	Spend	Balance £2,000
Cllr Wanda King	2,000.00	0
Cllr Alan Mason	2,000.00	0
Cllr Sachin Mathur	0	2,000.00
Cllr Gemma Monaco	0	2,000.00
Cllr David Munroe	1,200.00	800.00
Cllr Rita Rogers	0	2,000.00
Cllr Gary Slim	2,000.00	0
Cllr Jen Snape	2,000.00	0
Cllr Jane Spilsbury	1,050.00	950.00
Cllr Monica Stringfellow	2,000.00	0
Cllr Craig Warhurst	500.00	1,500.00
Cllr Ian Woodall	0	2,000.00
Cllr Paul Wren	500.00	1,500.00
Total	25,700.00	28,300.00

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Appendix D - Treasury Management Position

1. SUMMARY

The purpose of this report is to set out a quarterly update on the Council's Capital and Treasury Management Strategies, including all prudential indicators.

2. RECOMMENDATIONS

(As detailed in the covering report above) The Executive are asked to:

- **Note the Council's Treasury performance for Q2 of the financial year 25/26.**
- **Note the position in relation to the Council's Prudential indicators.**

3. BACKGROUND

Introduction

- 3.1 The Authority has adopted the Chartered Institute of Public Finance and Accountancy's *Treasury Management in the Public Services: Code of Practice* (the CIPFA Code) which requires the Authority to approve, as a minimum, treasury management semi-annual and annual outturn reports.
- 3.2 This quarterly report provides an additional update and includes the requirement in the 2021 Code of quarterly reporting of the treasury management prudential indicators. The non-treasury prudential indicators are incorporated in the Authority's normal quarterly revenue report.

External Context

- 3.3 **Economic background:** The first quarter was dominated by the fallout from the US trade tariffs and their impact on equity and bond markets. The second quarter, still rife with uncertainty, saw equity markets making gains and a divergence in US and UK government bond yields, which had been moving relatively closely together.
- 3.4 . From late June, amid a UK backdrop of economic uncertainty, concerns around the government's fiscal position and speculation around the autumn Budget, yields on medium and longer-term gilts pushed higher, including the 30-year which hit its highest level for almost 30 years.
- 3.5 UK headline annual consumer price inflation (CPI) increased over the period, rising from 2.6% in March to 3.8% in August, still well above the Bank of England's 2% target. Core inflation also rose, from 3.4% to 3.6% over the same period, albeit the August reading was down % from 3.8% the previous month. Services inflation also fell from July to August, to 4.7% from 5.0%.

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- 3.6 The UK economy expanded by 0.7% in the first quarter of the calendar year and by 0.3% in the second quarter. In the final version of the Q2 2025 GDP report, annual growth was revised upwards to 1.4% y/y. However, monthly figures showed zero growth in July, in line with expectations, indicating a sluggish start to Q3.

- 3.7 Labour market data continued to soften throughout the period, with the unemployment rate rising and earnings growth easing, but probably not to an extent that would make the more hawkish MPC members comfortable with further rate cuts. In addition, the employment rate rose while the economic inactivity rate and number of vacancies fell.

- 3.8 The BoE's Monetary Policy Committee (MPC) cut Bank Rate from 4.5% to 4.25% in May and to 4.0% in August after an unprecedented second round of voting. The final 5-4 vote was for a 25bps cut, with the minority wanting no change. In September, seven MPC members voted to hold rates while two preferred a 25bps cut. The Committee's views still differ on whether the upside risks from inflation expectations and wage setting outweigh downside risks from weaker demand and growth.

- 3.9 The August BoE Monetary Policy Report highlighted that after peaking in Q3 2025, inflation is projected to fall back to target by mid-2027, helped by increasing spare capacity in the economy and the ongoing effects from past tighter policy rates. GDP is expected to remain weak in the near-term while over the medium term outlook will be influenced by domestic and global developments.

- 3.10 Arlingclose, the authority's treasury adviser, maintained its central view that Bank Rate would be cut further as the BoE focused on weak GDP growth more than higher inflation. One more cut is currently expected during 2025/26, taking Bank Rate to 3.75%. The risks to the forecast are balanced in the near-term but weighted to the downside further out as weak consumer sentiment and business confidence and investment continue to constrain growth. There is also considerable uncertainty around the autumn Budget and the impact this will have on the outlook.

- 3.11 Against a backdrop of uncertain US trade policy and pressure from President Trump, the US Federal Reserve held interest rates steady for most of the period, before cutting the Fed Funds Rate to 4.00%-4.25% in September. Fed policymakers also published their new economic projections at the same time. These pointed to a 0.50% lower Fed Funds Rate by the end of 2025 and 0.25% lower in 2026, alongside GDP growth of 1.6% in 2025, inflation of 3%, and an unemployment rate of 4.5%.

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- 3.12 The European Central Bank cut rates in June, reducing its main refinancing rate from 2.25% to 2.0%, before keeping it on hold through to the end of the period. New ECB projections predicted inflation averaging 2.1% in 2025, before falling below target in 2026, alongside improving GDP growth, for which the risks are deemed more balanced and the disinflationary process over.
- 3.13 **Financial markets:** After the sharp declines seen early in the period, sentiment in financial markets improved, but risky assets have generally remained volatile. Early in the period bond yields fell, but ongoing uncertainty, particularly in the UK, has seen medium and longer yields rise with bond investors requiring an increasingly higher return against the perceived elevated risk of UK plc. Since the sell-off in April, equity markets have gained back the previous declines, with investors continuing to remain bullish in the face of ongoing uncertainty.
- 3.14 Over the period, the 10-year UK benchmark gilt yield started at 4.65% and ended at 4.70%. However, these six months saw significant volatility with the 10-year yield hitting a low of 4.45% and a high of 4.82%. It was a broadly similar picture for the 20-year gilt which started at 5.18% and ended at 5.39% with a low and high of 5.10% and 5.55% respectively. The Sterling Overnight Rate (SONIA) averaged 4.19% over the six months to 30th September
- 3.15 **Credit review:** Arlingclose maintained its recommended maximum unsecured duration limit on the majority of the banks on its counterparty list at 6 months. The other banks remain on 100 days.
- 3.16 Early in the period, Fitch upgraded NatWest Group and related entities to AA- from A+ and placed Clydesdale Bank's long-term A- rating on Rating Watch Positive. While Moody's downgraded the long term rating on the United States sovereign to Aa1 in May and also affirmed OP Corporate's rating at Aa3.
- 3.17 Then in the second quarter, Fitch upgraded Clydesdale Bank and also HSBC, downgraded Lancashire CC and Close Brothers while Moody's upgraded Transport for London, Allied Irish Banks, Bank of Ireland and Toronto-Dominion Bank.
- 3.18 After spiking in early April following the US trade tariff announcements, UK credit default swap prices have since generally trended downwards and ended the period at levels broadly in line with those in the first quarter of the calendar year and throughout most of 2024.
- 3.19 European banks' CDS prices has followed a fairly similar pattern to the UK, as have Singaporean and Australian lenders while Canadian bank CDS prices remain modestly elevated compared to earlier in 2025 and in 2024.

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- 3.20 Overall, at the end of the period CDS prices for all banks on Arlingclose's counterparty list remained within limits deemed satisfactory for maintaining credit advice at current durations.
- 3.21 Financial market volatility is expected to remain a feature, at least in the near term and, credit default swap levels will be monitored for signs of ongoing credit stress. As ever, the institutions and durations on the Authority's counterparty list recommended by Arlingclose remain under constant review.

Local Context

- 3.22 On 30th June 2025, the Authority had £29.49m net borrowing arising from its revenue and capital income and expenditure. The underlying need to borrow for capital purposes is measured by the Capital Financing Requirement (CFR), while balance sheet resources are the underlying resources available for investment. These factors are summarised in Table 1 below.

Table 1: Balance Sheet Summary

	31.6.25	30.9.25
	Actual	Actual
	£m	£m
General Fund & Regeneration CFR	28.82	28.82
HRA CFR	127.60	127.60
Total CFR	156.42	156.42
External borrowing**	103.93	103.93
Internal borrowing	52.49	52.49
Less: Usable reserves	-18.10	-18.10
Less: Working capital	-4.90	-4.90
Net borrowing	29.49	29.49

* Finance leases, PFI liabilities and transferred debt that form part of the Authority's total debt

** shows only loans to which the Authority is committed and excludes optional refinancing

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- 3.23 The treasury management position at 30th September and the change over the quarter is shown in Table 2 below.

Table 2: Treasury Management Summary

	31.6.25 Balance £m	Movement £m	30.6.25 Balance £m	30.9.25 Rate %
Long-term borrowing				
- PWLB	98.93	0	98.93	3.35%
- LOBOs				
- Other	5.00	0	5.00	4.71%
Short-term borrowing				
Total borrowing	103.93	0	103.93	4.03%
Long-term investments				
Short-term investments	6.50	-1.00	5.50	4.92%
Cash and cash equivalents				
Total investments				
Net borrowing	97.43	-1.00	98.43	

Borrowing Strategy and Activity

- 3.24 As outlined in the treasury strategy, the Authority's chief objective when borrowing has been to strike an appropriately risk balance between securing lower interest costs and achieving cost certainty over the period for which funds are required, with flexibility to renegotiate loans should the Authority's long-term plans change being a secondary objective. The Authority's borrowing strategy continues to address the key issue of affordability without compromising the longer-term stability of the debt portfolio. At the present time short term interest rates are higher than long term interest rates.
- 3.25 Policy interest rates have risen substantially since 2021 although they have largely plateaued over the last year. Over the last quarter gilt yields have risen slightly overall, having had a number of peaks and troughs. There has been downward pressure from lower inflation figures, but also upward pressure from unexpectantly positive economic data. Data from the US continues to impact global markets including UK gilt yields.
- 3.26 The PWLB certainty rate for 10-year maturity loans was 5.10% at the beginning of the period and 4.80% at the end. The lowest available 10-year maturity rate was 4.70% and the highest was 5.10%. Rates for 20-year maturity loans ranged from 5.30% to 5.50%

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during the period, and 50-year maturity loans from 5.10% to 5.30%. The cost of short-term borrowing from other local authorities has been similar to Base Rate during the period at 4.0% to 4.5%.

3.27 CIPFA's 2021 Prudential Code is clear that local authorities must not borrow to invest primarily for financial return and that it is not prudent for local authorities to make any investment or spending decision that will increase the capital financing requirement and so may lead to new borrowing, unless directly and primarily related to the functions of the Authority. PWLB loans are no longer available to local authorities planning to buy investment assets primarily for yield unless these loans are for refinancing purposes. The Authority has no new plans to borrow to invest primarily for financial return.

3.28 **Loans Portfolio:** On 30th June, the Authority held £103.93m of loans, as part of its strategy for funding previous and current years' capital programmes. Outstanding loans on 30th June 2025 are summarised in Table 3 below.

Table 3: Borrowing Position

	31.6.25 Balance £m	Net Movement £m	30.9.25 Balance £m	30.9.25 Weighted Average Rate %	30.9.25 Weighted Average Maturity (years)
Public Works Loan Board	98,93		98,93	3.35%	23
Banks (LOBO)					
Banks (fixed term)	5.00		5.00	4.71%	25
Local authorities (long-term)					
Local authorities (short-term)					
Total borrowing	103.93		103.93		

Treasury Investment Activity

3.29 The CIPFA Treasury Management in the Public Services Code of Practice and Cross-Sectoral Guidance Notes (revised in 2021) defines treasury management investments as investments that arise from the organisation's cash flows or treasury risk management activity that ultimately represents balances that need to be invested until the cash is required for use in the course of business.

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- 3.30 The Authority does not hold any invested funds, representing income received in advance of expenditure plus balances and reserves held. During the period, the Authority's investment balances ranged between £5.3 and £11.0 million due to timing differences between income and expenditure. The investment position is shown in table 4 below.

Table 4: Treasury Investment Position

	31.6.25 Balance £m	Net Movement £m	31.9.25 Balance £m	31.9.25 Income Return %	31.9.25 Weighted Average Maturity days
Banks & building societies (unsecured)					
Banks & building societies (secured deposits)					
Covered bonds (secured)					
Government	0.0	0.0	0.0	0.0	0.0
Local authorities and other govt entities					
Corporate bonds and loans					
Money Market Funds	5.5	0.3	5.8	2.9%	30
Total investments	5.5	0.3	5.8	0.0	0.0

- 3.31 Both the CIPFA Code and government guidance require the Authority to invest its funds prudently, and to have regard to the security and liquidity of its treasury investments before seeking the optimum rate of return, or yield. The Authority's objective when investing money is to strike an appropriate balance between risk and return, minimising the risk of incurring losses from defaults and the risk of receiving unsuitably low investment income.
- 3.32 As demonstrated by the liability benchmark in this report, the Authority expects to be a long-term investor and treasury investments therefore include both short-term low risk instruments to manage day-to-day cash flows and longer-term instruments where limited additional risk is accepted in return for higher investment income to support local public

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services.

- 3.33 Bank Rate was reduced to 4.00% in August 2025 and remained at that level through the rest of the quarter. Short-term interest rates largely followed this trend, staying close to the Bank Rate. The rates on DMADF deposits have been constant at 4.21%.

Non-Treasury Investments

- 3.34 The definition of investments in the Treasury Management Code now covers all the financial assets of the Authority as well as other non-financial assets which the Authority holds primarily for financial return. Investments that do not meet the definition of treasury management investments (i.e. management of surplus cash) are categorised as either for service purposes (made explicitly to further service objectives) and or for commercial purposes (made primarily for financial return).
- 3.35 Investment Guidance issued by the Department for Levelling Up Housing and Communities (DLUHC) and Welsh Government also includes within the definition of investments all such assets held partially or wholly for financial return.

Treasury Performance

- 3.36 The Authority measures the financial performance of its treasury management activities both in terms of its impact on the revenue budget and its relationship to benchmark interest rates, as shown in table 5 below.

Table 5: Performance

	Actual £m	Budget £m	Over/ under
<i>PWLB Maturity Loan 1</i>	15.00		
<i>PWLB Maturity Loan 2</i>	25.00		
<i>PWLB Maturity Loan 3</i>	40.00		
<i>PWLB Maturity Loan 4</i>	18.93		
<i>Barclays Loan</i>	5.00		
Total borrowing	103.93	175.00	-71.07
<i>Short-term Investments</i>	5.80	10.00	-4.20

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Total treasury investments	5.80	10.00	-4.20
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MRP Regulations

- 3.37 On 10th April 2024 amended legislation and revised statutory guidance were published on Minimum Revenue Provision (MRP). The majority of the changes take effect from the 2025/26 financial year, although there is a requirement that for capital loans given on or after 7th May 2024 sufficient MRP must be charged so that the outstanding Capital Financing Requirement (CFR) in respect of the loan is no higher than the principal outstanding less the Expected Credit Loss (ECL) charge for that loan.
- 3.38 The regulations also require that local authorities cannot exclude any amount of their CFR from their MRP calculation unless by an exception set out in law. Capital receipts cannot be used to directly replace, in whole or part, the prudent charge to revenue for MRP (there are specific exceptions for capital loans and leased assets).

Compliance

- 3.39 The Director of Resources and Section 151 officer reports that all treasury management activities undertaken during the quarter complied fully with the principles in the Treasury Management Code and the Authority's approved Treasury Management Strategy. Compliance with specific investment limits is demonstrated in table 6 below.

Table 6: Investment Limits

	2025/26 Maximum	30.9.25 Actual	2025/26 Limit	Complied? Yes/No
Any single organisation, except the UK Government	£4m each			
UK Central Government	Unlimited			
Unsecured investments with banks and building societies	£2.5m in total			
Loans to unrated corporates	£1m in total			
Money Market Funds	£20m in total	5.8m		Yes
Foreign countries	£5m per country			
Real Estate Investment Trusts	£2.5m in total			

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- 3.40 Compliance with the Authorised Limit and Operational Boundary for external debt is demonstrated in table 7 below.

Table 7: Debt and the Authorised Limit and Operational Boundary

	2025/26 Maximum	30.9.25 Actual	2025/26 Operational Boundary	2025/26 Authorised Limit	Complied? Yes/No
Borrowing	175.00	103.93	170.00	180.00	Yes
PFI and Finance Leases	1.50	0	1.50	1.50	Yes
Total debt	176.50	103.93	171.50	181.50	

- 3.41 Since the operational boundary is a management tool for in-year monitoring it is not significant if the operational boundary is breached on occasions due to variations in cash flow, and this is not counted as a compliance failure

Treasury Management Prudential Indicators

- 3.42 As required by the 2021 CIPFA Treasury Management Code, the Authority monitors and measures the following treasury management prudential indicators.

Liability Benchmark

- 3.43 This indicator compares the Authority's actual existing borrowing against a liability benchmark that has been calculated to show the lowest risk level of borrowing. The liability benchmark is an important tool to help establish whether the Council is likely to be a long-term borrower or long-term investor in the future, and so shape its strategic focus and decision making. It represents an estimate of the cumulative amount of external borrowing the Council must hold to fund its current capital and revenue plans while keeping treasury investments at the minimum level of £2m required to manage day-to-day cash flow

	31.3.25 Actual	31.3.26 Forecast	31.3.27 Forecast	31.3.28 Forecast
Loans CFR	149.26	153.79	158.21	159.98
Less: Balance sheet resources	-21.80	-22.10	-23.20	-22.90
Net loans requirement	127.46	130.69	135.01	137.08
Plus: Liquidity allowance	0.20	0.20	0.20	0.20
Liability benchmark	127.66	130.89	135.21	137.28

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Existing borrowing	103.93	113.22	116.87	117.54
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- 3.44 Following on from the medium-term forecast above, the long-term liability benchmark assumes capital expenditure funded by borrowing of £118m, minimum revenue provision on new capital expenditure based on a 40-year asset life and income, expenditure and reserves all increasing by inflation of 2.0% p.a. This is shown in the chart below together with the maturity profile of the Authority's existing borrowing. Presently borrowing has been delivered through the use of internal resources and the Council has no long-term borrowing.

Maturity Structure of Borrowing

- 3.45 This indicator is set to control the Authority's exposure to refinancing risk. The upper and lower limits on the maturity structure of all borrowing were:

	Upper Limit	Lower Limit	30.9.25 Actual	Complied?
Under 12 months	50%	0%	0%	Yes
12 months and within 24 months	50%	0%	0%	Yes
24 months and within 5 years	50%	0%	0%	Yes
5 years and within 10 years	50%	0%	0%	Yes
10 years and above	100%	0%	0%	Yes

- 3.46 Time periods start on the first day of each financial year. The maturity date of borrowing is the earliest date on which the lender can demand repayment.

Long-term Treasury Management Investments

- 3.47 The purpose of this indicator is to control the Authority's exposure to the risk of incurring losses by seeking early repayment of its investments. The prudential limits on the long-term treasury management limits are:

	2025/26	2026/27	2027/28	No fixed date
Limit on principal invested beyond year end	£0.5m	£0.5m	£0.5m	£0.5m
Actual principal invested beyond year end	Nil	Nil	Nil	Nil
Complied?	Yes	Yes	Yes	Yes

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- 3.48 Long-term investments with no fixed maturity date include strategic pooled funds, real estate investment trusts and directly held equity but exclude money market funds and bank accounts with no fixed maturity date as these are considered short-term.

Additional indicators

Security:

- 3.49 The Authority has adopted a voluntary measure of its exposure to credit risk by monitoring the value-weighted average credit rating of its investment portfolio. This is calculated by applying a score to each investment (AAA=1, AA+=2, etc.) and taking the arithmetic average, weighted by the size of each investment. Unrated investments are assigned a score based on their perceived risk.

	2025/26 Target	30.9.25 Actual	Complied?
Portfolio average credit rating	A	UK Govt	Yes

Liquidity:

- 3.50 The Authority has adopted a voluntary measure of its exposure to liquidity risk by monitoring the amount of cash available to meet unexpected payments within a rolling three-month period, without additional borrowing.

	30.9.25 Actual	2025/26 Target	Complied?
Total cash available within 3 months	Nil	Nil	Yes
Total sum borrowed in past 3 months without prior notice	Nil	Nil	Yes

Interest Rate Exposures:

- 3.51 This indicator is set to control the Authority's exposure to interest rate risk.

Interest rate risk indicator	2025/26 Target	30.9.25 Actual	Complied?
Upper limit on one-year revenue impact of a 1% <u>rise</u> in interest rates	500,000	0	Yes
Upper limit on one-year revenue impact of a 1% <u>fall</u> in interest rates	500,000	0	Yes

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3.52 For context, the changes in interest rates during the quarter were:

	<u>30/06/25</u>	<u>30/09/25</u>
Bank Rate	4.25%	4.00%
1-year PWLB certainty rate, maturity loans	4.50%	4.58%
5-year PWLB certainty rate, maturity loans	4.70%	4.95%
10-year PWLB certainty rate, maturity loans	5.27%	5.53%
20-year PWLB certainty rate, maturity loans	5.88%	6.14%
50-year PWLB certainty rate, maturity loans	5.71%	5.98%

3.53 The impact of a change in interest rates is calculated on the assumption that maturing loans and investment will be replaced at new market rates.

4. IMPLICATIONS

Legal Implications

4.1 A number of statutes governing the provision of services covered by this report contain express powers or duties to charge for services. Where an express power to charge does not exist, the Council has the power under Section 111 of the Local Government Act 1972 to charge where the activity is incidental or conducive to or calculated to facilitate the Councils statutory function.

Service / Operational Implications

4.2 Monitoring is undertaken to ensure that income targets are achieved, with Treasury Management activities taking place on a daily basis.

Customer / Equalities and Diversity Implications

4.3 The only impact of treasury transactions is in respect of ethical investment linked to the Councils investment counterparties. Presently the Council has a limited counterparty list based on financial risk to the Authority.

5. RISK MANAGEMENT

5.1 There is always significant risk in relation to treasury transactions, this is why Councils appoint Treasury advisors, which in the case of Redditch is Arlingclose. In addition, there is the requirement in this area to provide an Annual Strategy report containing indicators/limits that must be met, a quarterly update and closure report all of which must be reported to full Council.

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6. APPENDICES

None

7. BACKGROUND PAPERS

MTFP 2025/26 – February 2025 which contains this year's Capital Strategy, Treasury Management Strategy and MRP Policy.

AUTHOR OF REPORT

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(Deputy S151)

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REDDITCH BOROUGH COUNCIL**Executive****25th November 2025****Appendix E - Procurement Pipeline**

Title	Council	Contract Value £
DMIC Build	Redditch	10,000,000
Retrofit WAVE 3 Contractor	Redditch	6,000,000
Fleet Replacement	Redditch	5,895,000
Fire Safety Works Contract - CLC Renewal	Redditch	4,500,000
Fleet Replacement	Redditch	1,950,000
Remodel - Auxerre House	Redditch	1,500,000
Civil Engineering Works	Redditch	1,500,000
Loxley Close - Development	Redditch	1,300,000
Retrofit WAVE 3 Assessor and Designer	Redditch	1,000,000
Retrofit WAVE 3 Co-ordinator	Redditch	1,000,000
Void Contract	Redditch	1,000,000
Communal Boiler Replacement	Redditch	700,000
External Staircase	Redditch	500,000
Refurbishment of the Anchorage	Redditch	500,000
Roofing Repairs and Replacement	Redditch	500,000
Microsoft Licences	Redditch	483,000
Fire Alarm and Emergency Lighting Servicing, Repairs and Installation	Redditch	430,000
Commercial Heating Systems Servicing, Maintenance and Installations	Redditch	350,000
Lift Installation and Refurbishment	Redditch	300,000
Data SIMS	Redditch	300,000
Door Entry, Access Control Planned , Responsive Maintenance	Redditch	300,000
Supply of HVO Fuel	Redditch	300,000
Refuse and Recycling Products	Redditch	250,000
Fencing and Groundworks	Redditch	250,000
Vehicle Hire	Redditch	200,000
Domestic Food Collection	Joint	23,000,000
Hybrid Mail Solution - Sending Letters	Joint	2,500,000
Corporate Building Electrical Contract	Joint	2,500,000
Food Caddy Purchase and Delivery	Joint	1,300,000
Public Space CCTV Maintenance	Joint	400,000
Fire Alarm, Extinguisher Contract	Joint	380,000
Lifeline Call Handling	Joint	200,000
eFinancials RTU Extension	Joint	208,598

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Executive Committee

**Tuesday, 13th January,
2026**

MINUTES

Present:

Councillor Sharon Harvey (Chair), and Councillors Juliet Barker Smith, Juma Begum, Jen Snape, Monica Stringfellow and Ian Woodall

Observers:

Councillors William Boyd, Brandon Clayton, Claire Davies, Matthew Dormer, Joanna Kane, Gemma Monaco and Rita Rogers

Officers:

Hannah Corredor, Amanda Delahunty, Matthew Eccles, Claire Felton, Rebecca Green, Debra Goodall, John Leach, Guy Revans, David Riley, Darren Whitney and Judith Willis

Democratic Services Officers:

Jess Bayley-Hill and Eve Davies

67. APOLOGIES

Apologies of absence were received on behalf of Councillors Jane Spilsbury and Bill Hartnett.

68. DECLARATIONS OF INTEREST

There were no declarations of interest.

69. LEADER'S ANNOUNCEMENTS

The Leader advised that at a meeting of the Overview and Scrutiny Committee held on 12th January 2025, Members had pre-scrutinised the following items:

- Minute Item No. 71 - Biodiversity First Consideration Report
- Minute Item No. 72 - Homelessness Prevention Grant Funding 2026/27 to 2028/29 (including Rough Sleeper Grant) and Domestic Abuse Grant

At the end of their discussions, the Committee had endorsed the recommendations contained within both reports.

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In addition, a further recommendation to the Homelessness Prevention Grant Funding 2026/27 to 2028/29 (including Rough Sleeper Grant) and Domestic Abuse Grant had been proposed which was contained within the 'Additional Papers 2' pack.

In advance of the Executive Committee meeting, the Budget Scrutiny Working Group had also pre-scrutinised the following items during a meeting held on 7th January 2026:

- Minute Item No. 75 - Business Rates - Discretionary Rates Relief Policy 2026/27
- Minute Item No. 76 - Council Tax Base Report 2026/27
- Minute Item No. 77 - Council Tax - Empty Homes Discounts and Premiums 2026/27
- Minute Item No. 78 - Council Tax Support Scheme 2026/27
- Minute Item No. 79 - Discretionary Council Tax Reduction Policy 2026/27
- Minute Item No. 80 - Housing Revenue Account Rent Setting 2026/27
- Minute Item No. 81 - Medium Term Financial Plan 2026-27 to 2028-29 Fees and Charges and consultation outcome including Worcestershire Regulatory Services Budget Recommendations

The group endorsed the recommendations outlined within the reports but did not propose any further recommendations.

On behalf of the Executive Committee, the Leader thanked the members of the Overview and Scrutiny Committee and the Budget Scrutiny Working Group for their hard work in pre-scrutinising these reports prior to the Executive Committee's consideration.

70. MINUTES

RESOLVED that

the minutes of the meeting of the Executive Committee held on 25th November 2025 be approved as a true and correct record and signed by the Chair.

71. BIODIVERSITY FIRST CONSIDERATION REPORT

The Climate Change Manager presented the Biodiversity First Consideration Report.

It was explained to Members that Redditch Borough Council had a legal duty under The Environment Act 2021 to publish a Biodiversity

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Duty Report covering the period up to 1st January 2026. The deadline for publication of the report was 26th March 2026.

The 'Top Achievements' outlined in the report were highlighted to Members, which included:

- Green Flag Awards for Morton Stanley Park and Overdale Park (2025)
- Citizen Science biodiversity monitoring via iNaturalist
- Grass verge biodiversity initiative (70% verges managed for pollinators)
- Tree planting and species diversification
- Pesticide reduction and alternative weed control methods

Members were advised that the Council had led a number of community engagement initiatives across the Borough.

Moving forward, it was explained that the aim was to expand wildflower meadows alongside developing park management plans to create habitats for species.

The Council was continuing to work closely with Worcestershire County Council; Redditch Borough Council had actively engaged with the Worcestershire Local Nature Recovery Strategy (LNRS).

It was noted that the Council would continue to monitor biodiversity net gain with colleagues from the Planning department as well as working with the Parks and Open Spaces team to identify additional Green Flag Award applications as part of the Local Plan.

In concluding his presentation, the Climate Change Manager highlighted the risks, which related to insufficient monitoring of biodiversity outcomes. It was explained that risks would be mitigated through the actions outlined in the report in addition to the Climate Change Strategy which was due to be considered at a future Executive Committee meeting.

During discussion on the item, Members raised the following points:

- Members thanked the Climate Change Manager and the officers involved in producing the comprehensive report.
- The efforts invested in achieving Green Flag Awards for parks across the borough were commended, and the ongoing work to submit further applications for additional locations was warmly welcomed. A query was raised

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regarding which parks were being considered next for an award, it was confirmed that Arrow Valley Park had been identified and work was ongoing with other parks across the borough.

- Members welcomed that the Council's commitment to biodiversity was being embedded in new strategies and policies being developed.
- The challenges moving forward, such as resource constraints for monitoring, were noted.

The Chair commented that she was proud of the work that had been carried out and welcomed the measures that were being implemented which would make the environment better for future generations.

RESOLVED that

- 1) the findings of the Biodiversity First Consideration Report be noted;**
- 2) Members agree to publish the full Biodiversity First Consideration Report to the Council's website.**

72. HOMELESSNESS PREVENTION GRANT FUNDING 2026/27 TO 2028/29 (INCLUDING ROUGH SLEEPER GRANT) AND DOMESTIC ABUSE GRANT

The Housing Development and Enabling Manager presented the Homelessness Prevention Grant Funding 2026/27 to 2028/29 (including Rough Sleeper Grant) and Domestic Abuse Grant report.

Members were advised that Government had typically awarded funding on an annual basis, however a ring-fenced grant for a three-year period had been awarded from 2026.

It was recommended that this funding be awarded to partners that worked closely with Redditch Borough Council to provide valuable homelessness prevention services. The grant would be allocated to the services outlined within the report, with the addition of a new service that would be delivered by the Citizens Advice Bureau. This service aimed to prevent homelessness for homeowners who were facing repossession and would also extend to tenants in private rented accommodation.

The Committee was informed that this grant would not cover the cost for services related to temporary accommodation, which were

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currently being met through the Homelessness Prevention Grant for Temporary Accommodation. Instead, the Council would be receiving funding from Government through the Revenue Support Grant which would be used for temporary accommodation services from April 2026.

The Chair informed Members that a recommendation from the Overview and Scrutiny Committee had been proposed at a meeting held on 12th January 2026. Details of the recommendation were tabled at this meeting.

Members were of the opinion that the additional recommendation was sensible given that funding had been granted for a three-year period. This would enable monitoring to be carried out each year and would ensure that all grant funding was spent, with any leftover funding being allocated appropriately.

In concluding discussions on the report, Members thanked the Portfolio Holder and the officers involved in formulating the strategy. It was remarked that this long-term plan would ensure stability of the Council and ensure that its role would be fulfilled in relation to preventing homelessness.

RECOMMENDED that

1) Temporary Accommodation Services currently met by Homelessness Prevention Grant are now met from the Temporary Accommodation element of the Revenue Support Grant 2026/27, 2027/28 and 2028/29.

2) Subject to approval of recommendation 1 above by Council, the initiatives detailed in the table below be approved to receive the Council's Homelessness Prevention and Rough Sleeping Grant and Domestic Abuse Grant allocations of funding for 2026/27, 2027/28 and 2028/29, subject to satisfactory performance; and should additional funding be announced at a later date by the Government for subsequent years then this would need to be the subject of a further report.

RESOLVED that

3) Subject to the agreement of recommendations 1 and 2 above, delegated authority be granted to the Assistant Director of Community and Housing Services, following consultation with the Portfolio Holder for Housing, to use any unallocated Grants, or Homelessness Prevention

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Grant mid-year top up, during each year or make further adjustments and uplifts as necessary to ensure full utilisation of the Grants for 2026/27, 2027/28 and 2028/29 in support of existing or new schemes.

Proposed Allocation of Homelessness Prevention Grant

Initiatives	2026/27 (up to £700,638)	2027/28 (up to £744,361)	2027/29 (up to £772,087)
St Basils Young Persons Supported Housing	67,005	67,005	67,005
Worcestershire Strategic Housing Partnership Co-ordinator – contribution towards county-wide development and delivery of housing initiatives in partnership with other agencies	10,500	10,500	10,500
Severe Weather Emergency Provision	33,460	33,460	33,460
Redditch Nightstop – Accommodation and Support	44,518	44,518	44,518
Redditch Nightstop Core Funding	13,000	13,000	13,000
Maggs Rough Sleeper Outreach Service	106,822	106,822	106,822
GreenSquare Accord – 6 units of supported accommodation for Ex Offenders or those likely to offend	15,586	15,586	15,586
Newstarts - Furniture Project to provide furniture for homeless households.	10,000	10,000	10,000
Homelessness Prevention - Spend to Save budget for use by Housing Options Officers	17,060	17,060	17,060
St Basils Young Persons Pathway	31,116	31,116	31,116

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Worker			
Onside Advocacy Mental Health Support Worker	39,100	39,100	39,100
Homelessness Prevention Officers	150,000	150,000	150,000
Part Time Empty Homes Officer	7,681	7,681	7,681
Batchley Support Group	15,000	15,000	15,000
CAB financial advice for home owners and private renters	27,611	27,611	27,611
No First Night Out/No Second Night Out	18,394	18,394	18,394
St Pauls Housing Led/Housing First Support Service	60,642	60,642	60,642
County Rough Sleeper Co-ordinator	5,000	5,000	5,000
Total	£672,495	£672,495	£672,495
Underspend	£28,143	£71,866	£99,592

Proposed allocation of Domestic Abuse Grant

Initiatives	2026/27 (up to £35,697)	2027/28 (up to £35,697)	2028/29 (up to £35,697)
Domestic Abuse Co-ordinator	4,813	4,813	4,813
Domestic Abuse Research and Intelligence Officer	4,884	4,884	4,884
Domestic Abuse Housing Solutions Officer Top Up	6,000	6,000	6,000
New Starts	5,000	5,000	5,000
Batchley Support Group	5,000	5,000	5,000
St Basils Young Persons Pathway Worker (YPPW)	10,000	10,000	10,000
Total	£35,697	£35,697	£35,697
Underspend	£0	£0	£0

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4) Officers provide an annual update in respect of the Homelessness Prevention Grant initiatives that received Council funding.

73. PAY POLICY 2026-2027

The Assistant Director of Transformation and Corporate Services presented the Pay Policy Statement 2026-27 report for the Executive Committee's consideration.

Members were reminded that the Council was required to produce a Pay Policy Statement each year under the Localism Act 2011. The policy set out the Council's pay structure in line with the Act, details of which were contained within the report.

The Portfolio Holder for Finance expressed that he felt this policy reflected a fair settlement for staff and protected their wages against Cost-of-Living pressures.

RECOMMENDED that

the Pay Policy 2026/27 be approved.

74. INDEPENDENT REMUNERATION PANEL RECOMMENDATIONS 2026-2027

The Electoral Services Manager presented the Independent Remuneration Panel (IRP) Recommendations 2026-2027 report.

Members were advised of the recommendations that had been produced by the IRP. It was highlighted that the IRP had since made a slight amendment to the first recommendation, which meant the proposed increase to the Basic Allowance was 4.62% rather than 4.5%.

The report outlined the recommendations in relation to Special Responsibilities Allowances (SRA). It was noted that Redditch Borough Council had previously agreed more than one SRA per Member. In addition, although not part of the IRP's report, Members were informed that the covering report noted the remuneration of the Mayor and Deputy Mayor.

Members were advised that the Committee was obliged to regard but not necessarily to agree to the IRP's recommendations.

The Chair explained that being a Councillor was a difficult role which involved a high level of commitment, including attendance at meetings in addition to considerable work behind the scenes. Her

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personal view was that Members worked hard and deserved to be remunerated fairly. However, she felt that this decision needed to be opened to wider debate involving those Councillors not in attendance at the meeting this evening.

RECOMMENDED that

- 1. Council consider the Independent Remuneration Panel's report and determine based on the information provided what increase, if any, to agree to the Basic Allowance for 2026/27.**
- 2. Special Responsibility Allowances remained at the same level as those listed in the Member's Scheme of Allowances 2025/26.**
- 3. Travel allowances for 2026/27 continued to be paid in accordance with the HMRC mileage allowance;**
- 4. Subsistence allowances for 2026/27 remain unchanged;**
- 5. The Dependent Carer's Allowance remains unchanged.**

75. BUSINESS RATES - DISCRETIONARY RATES RELIEF POLICY 2026/27

The Revenue Services Manager presented the Business Rates - Discretionary Rates Relief Policy 2026 – 2027 report.

It was explained to Members that under Section 47 of The Local Government Finance Act 1988, Redditch Borough Council had power as a billing authority to award discretionary rate relief to ratepayers.

Members were informed that charities which were in receipt of 80 per cent mandatory charitable relief could receive a further 20 per cent discretionary relief, and not-for-profit organisations could receive relief of up to 100 per cent relief.

The report included a rural settlement list. It was explained that certain types of property situated within a rural settlement and with a rateable value below specific thresholds were entitled to rural rate relief. The properties eligible for rural rate relief were the sole post office, general store, public house and petrol station within a rural settlement. These properties could receive discretionary relief of up to 100 per cent if the rateable value of the property occupied was less than £16,500, the use of the property was of benefit to the local community, and it was in the interest of taxpayers for relief to be provided.

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It was reported that the main amendment to the existing policy involved a shift from the current strict criteria for discretionary relief to a more principles-based approach. This would remove hard limits and would allow the Council to look at the financial needs of an organisation. The intended result was to encourage relief for organisations where there was a financial need.

In summary, the Committee was being asked to re-adopt the existing policy with criteria being redefined by principles to allow increased flexibility for officers to make decisions on relief.

The Portfolio Holder for Finance thanked the Revenue Services Manager for the report. He emphasised that the purpose of rate relief was to ensure a viable charitable section within the borough of Redditch to support those in need. The rural element would also allow such areas to be support and ensure communities were well served.

RECOMMENDED that

- 1) A non-domestic rates discretionary relief policy is approved and adopted from 1st April 2026;**
- 2) The rural settlement list as set out in Appendix A of the policy is approved and adopted for use from 1st April 2026.**

76. COUNCIL TAX BASE REPORT 2026/27

The Revenue Services Manager presented the Council Tax Base Report for 2026/27.

Firstly, Members were informed that there was a typographical error and the recommendations should have stated 'recommend that' rather than 'resolve that'.

Members were advised that the report set out the calculation of the council tax base for 2026/27. The tax base calculation was required as part of determining council tax for the forthcoming financial year.

The council tax base was calculated using data held by the authority as of 30th November 2025. This data reflected the number of dwellings in each valuation band and accounted for exemptions, discounts and reductions. The figure was then adjusted to account for anticipated changes as well as losses on collection.

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It was reported that this information would subsequently be shared with the precepting authorities and council tax Band D would be set.

Members thanked officers involved in producing this report as a formal piece of administration for the Council.

The Chair noted that council tax was vital to all services in Redditch and other precepting authorities.

RECOMMENDED that

- 1) The calculation of the council tax base for the whole and parts of the areas for 2026/27 be approved; and**
- 2) In accordance with the Local Authorities (Calculation of Tax Base) (England) Regulations 2012, the figures calculated by Redditch Borough Council as its tax base for the whole area be 26,480.1 and for the parts of the area listed below be:**

Parish of Feckenham	380.8
Rest of Redditch	26,099.3
Total for the Borough	26,480.1

77. COUNCIL TAX - EMPTY HOMES DISCOUNTS AND PREMIUMS 2026/27

The Revenue Services Manager presented the Council Tax - Empty Homes Discounts and Premiums 2026/27 report.

It was explained to Members that no changes were being recommended regarding the existing level of premiums on unoccupied homes.

As the billing authority, Redditch Borough Council had discretionary power to decide whether to remove the standard 50 per cent discount and whether to apply a discount of between 1-50 per cent for empty homes and up to 100 per cent for second homes.

Currently, the Council provided a 100% discount for homes that were empty for 14 days or less, after which time any discount was removed. This allowed for a transitional period for those moving home and change over between tenants.

In relation to long-term empty homes, properties that had been unoccupied for one year or more, the maximum level of premium was applied.

Members were advised that the Council had powers to apply premiums for second homes. If this was agreed, the earliest date

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for premiums on second homes to take effect would be 1st April 2027. Given the context of Local Government Reorganisation, it was thought that it would be more appropriate for the future unitary authority to take a decision on this. Furthermore, such premiums were typically applied in areas where second homes had a detrimental impact on the local area, but this was not seen to be a problem in Redditch. It was noted the report mentioned that additional council tax would be levied, but it was not recommended that this proposal be adopted for the reasons aforementioned.

Members were reassured that guidance from Government had been considered during preparation of the proposals.

The Portfolio Holder for Finance welcomed the enabling legislation which would allow Redditch Borough Council to implement a case by case basis approach and provided flexibility for officers.

RECOMMENDED that:

- 1) the determinations set out in Appendix A be adopted with effect from 1st April 2026;**
- 2) The Assistant Director of Finance and Customers Services be authorised to consider, on a case-by-case basis, a reduction to the long-term empty premium under Section 13A(1)(C) of the Local Government Finance Act 1992;**
- 3) the council retains the existing discounts for unoccupied and furnished homes, as set out in Appendix A and does not implement additional council tax premiums for unoccupied and substantially furnished homes.**

78. COUNCIL TAX SUPPORT SCHEME 2026/27

The Revenue Services Manager presented the Council Tax Support Scheme 2026/27 report.

Members were informed that the scheme was a replacement for council tax benefit, which was abolished in 2021.

On 1st April 2021 the Council introduced an income-banded scheme for working-age applicants which categorised them based on their household composition. It was explained that income bands needed to be up rated each year in line with inflation as otherwise those who needed support might not be able to access it.

There was provision in scheme to allow bands to be decided by Members on an annual basis. As the rate of benefits were set to

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increase by 3.8 per cent in 2027, it was recommended that the income bands were raised by the same percentage. This would ensure that the scheme remained relevant and safeguarded vulnerable residents.

It was highlighted that this scheme was only available for working-age residents and that pensioners had other means of support available.

Members were pleased that this would allow the most vulnerable residents in the community to continue to be protected.

RECOMMENDED that:

- 1) The council tax reduction scheme is retained for 2026-27 tax year, subject to uprating of income bands by 3.8% in-line with increases to national benefits as set out in the table at Appendix A.**

79. DISCRETIONARY COUNCIL TAX REDUCTION POLICY 2026/27

The Revenue Services Manager presented the Discretionary Council Tax Reduction Policy 2026/27 report.

Under section 13A(1)(C) of The Local Government Finance Act 1992 the Council had the power to reduce the amount of council tax that a resident is liable to pay. The power could be exercised on a case-by-case basis or by determining a class of case in which the liability would be reduced. It was reported that some councils applied the discretionary reduction for care leavers or special constables for example.

The existing policy set out when the Council would use their discretionary powers to provide case-by-case reductions for Worcestershire County Council care leavers, support under Government's flood recovery framework, wider Government support, and reductions in cases of exceptional hardship.

The Committee was informed that the Marie Curie charity had produced a report which advocated for council tax discounts to be applied for those suffering from a terminal illness with less than one year to live.

The report titled 'Dying in Poverty' asked local authorities to include terminal illness as a criterion in their council tax reduction schemes or provide a discretionary discount. It was explained that it would not be possible to adjust the Council Tax Reduction Scheme due to

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time constraints, so it was proposed that an amendment would be made to the Discretionary Council Tax Reduction Policy.

It was noted that medical evidence would be required to confirm a resident's diagnosis, and the financial position of the household would also be taken into consideration when making a decision on awarding a reduction.

Members welcomed the additional support for those suffering from a terminal illness. It was felt that this would give a period of grace to residents in such circumstances and would offer support for them and their families.

RECOMMENDED that

1) The revised section 13A(1)(C) policy be approved and adopted from 1st April 2026.

80. HOUSING REVENUE ACCOUNT RENT SETTING 2026/27

The Assistant Director of Community and Housing Services presented the Housing Revenue Account Rent Setting 2026/27 report. Prior to the meeting a typographical error had been identified in the report published in the main agenda pack for this meeting. An updated version of the report had been published in an Additional Papers pack for this meeting.

Members were asked to note that this was a standard annual report in respect of the Council's statutory requirement to increase rent. The recommendation to raise rent by 4.8 per cent was based on the Consumer Price Index Figure +1 per cent, which was used to establish the limit on annual rent increases for social housing.

The report also set out proposed service charges for tenants and leaseholders for the period 2026-27. It was noted that an inhouse caretaking and cleaning team had been established in 2025, there were no raises recommended for these services.

It was highlighted that there had been a typographical error and recommendation three should have referred to section 3.4 of the report rather than 3.1.

In discussing the report, Members commented on the following points:

- Members welcomed that the Council had invested heavily in their housing service. It was noted that technology had been

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improved, a damp and mould team had been established as well as caretaking and cleaning services. Overall, this had led to an improvement in the housing stock.

- The rent rises were in line with the methodology that had always been used so were thought to be fair.
- Given that the caretaking and cleaning services were in their infancy, it was thought to be wise to not make any changes to their charges while the services were being embedded.
- A 4.8 per cent increase was lower than previous years, this was seen to be positive as it ensured that the impact on tenants wasn't too harsh.

RECOMMENDED to Council that:

- 1) the actual average rent increase for 2026/27 be set as 4.8%.
- 2) Garage rent increase by 4.8%.
- 3) the service charges to Council tenants and leaseholders be set as detailed in the table below.

Service Charge	Applies Lease holder	Benefit eligible?	Weekly charge 2025/26 (48 weeks)	Proposed Weekly charge 2026/27 (48 weeks)
Cleaning & Caretaking - Communal Areas	Y	Y	£6.40 (introduced November 2025)	£6.40*
St David's & Queens Cottages Concessionary TV Licences	N	N	£0.16	£0.16
St David's & Queens Cottages Extra Care Scheme	N	Y	£39.30	£40.10
Communal Charges at	N/A	Y	New	£5.93

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Baxterley Close (8 properties)				
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81. MEDIUM TERM FINANCIAL PLAN 2026-27 TO 2028-29 FEES AND CHARGES AND CONSULTATION OUTCOME INCLUDING WORCESTERSHIRE REGULATORY SERVICES BUDGET RECOMMENDATIONS

The Assistant Director of Finance and Customer Services presented the Medium Term Financial Plan 2026-27 to 2028-29 Fees and Charges and consultation outcome including Worcestershire Regulatory Services (WRS) Budget Recommendations report. Appendices C and D to the report were contained within the Additional Papers pack 1.

The report provided an overview of the Council's current financial position and outlined the next steps that would be taken as part of the budget setting process, WRS recommendations and fees and charges.

Members were informed that the income position was a deficit of £435,000 and £345,000 respectively at the starting points for 2026/27 and 2027/28. In addition, there was a funding gap of over one million pounds for the existing budgets. It was reported that inflation remained high at just over 3 per cent which was impacting on service costs.

The financial pressures on the Council were highlighted to Members. At Quarter Two, the overall revenue financial position was a £381,000 overspend position with savings of £2.342 million of which £1.145 million was yet to be delivered. Plans would need to be put in place to mitigate the in-year overspend.

The provisional Local Government Finance Settlement was announced on 17th December 2025. This set out the detail of funding allocations for individual councils including details of the new funding distribution model (Fairer Funding Review 2.0).

Overall, District Councils Core Spending Power (CSP) within the Provisional Settlement was lower than other councils, coming out at an estimated 3.4 per cent increase in CSP over the following three years. Compared to 2025/26, the Council had a net increase in CSP of £0.8 million in 2026/27, £1.3 million in 2027/28 and £1.7 million in 2028/29. However, this included the Recovery Grant of £350,000 which had not been confirmed beyond 2028/29.

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In addition to the changes relating to the Fairer Funding Review, the Recovery Grant had been confirmed on an ongoing basis for the following three years. This would result in the Council receiving £326,000 per annum for the subsequent three years.

The key pressures were identified as:

- The additional 0.2 per cent Pay Award increase from 2025/26 which was above the assumed increase in the budget of 3 per cent, amounting to £18,000 going forward.
- A further 1 per cent Cost of Living of £126,000.
- Funding gap from 2025/26 budgets of £1.062 million.
- Additional costs relating to Worcestershire Regulatory Services which were £18,000 for 2027/28 and £50,000 for 2028/29.

These pressures had been offset by changes in the pension rate of £216,000 in 2026/27, reducing slightly to £198,000 in 2028/29. As well as council tax income and fees and charges.

Members were also provided with an update on the Budget Consultation for 2026/27 which ran from 17th November 2025 to 29th December 2025.

An invite had been sent directly to all members of the Community Panel and links had been sent to partners to share with their contacts. The survey was publicised in local media and numerous times on social media. It was noted that the response rate was significantly lower than the previous year, however at least one response had been received from every area within the Borough.

The notable responses were highlighted to Members as follows:

- How important are the current Redditch Borough Council priorities to you? Green, Clean and Safe received scored 54.2 per cent
- The top three services voted as most important for the Council to invest in were: Community Safety, Parks and Open Spaces and the local economy.
- Nearly 50 per cent of respondents said they supported fees and charges rising by 4 per cent to keep them in line with inflation and rising staffing costs.
- 52 per cent of respondents owned their own homes.
- Over 33 per cent of respondents had a long-standing health condition or disability.

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The Portfolio Holder for Finance thanked the Assistant Director of Finance and Customer Services and the team involved in producing the detailed report. It was noted that although the Council had received more funding from Government, that there would still be a tight financial settlement for the following few years. Reassurance was given that savings would be made where possible and the Council would be delivering value for money.

RESOLVED that

- 1) The updated position in respect of the 2026/27 annual budget and for the Medium-Term Financial Plan up to 2028/29 be noted;**
- 2) To note that a further report in February would include additional information from the Local Government Settlement to give a final financial position for the Council.**

RECOMMENDED to Council that

- 3) the feedback from the Consultation on the Budget 2026/27, attached as Appendix D, be noted.**
- 4) the proposed fees and charges for 2026/27, including proposed fees and charges for Worcestershire Regulatory Services, attached as Appendices C and D, be approved.**
- 5) The increases to the Council's budget for Worcestershire Regulatory Services of £18k for 2027/28 and £50k for 2028/29, as recommended by the Worcestershire Regulatory Services Board, be approved.**

82. OVERVIEW AND SCRUTINY COMMITTEE

The minutes from the meeting of the Overview and Scrutiny Committee on 24th November 2025 were noted.

83. MINUTES / REFERRALS - OVERVIEW AND SCRUTINY COMMITTEE, EXECUTIVE PANELS ETC.

There were no minutes or referrals from the Overview and Scrutiny Committee or any of the Executive Advisory Panels on this occasion.

84. TO CONSIDER ANY URGENT BUSINESS, DETAILS OF WHICH HAVE BEEN NOTIFIED TO THE HEAD OF LEGAL, DEMOCRATIC AND PROCUREMENT SERVICES PRIOR TO THE

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**COMMENCEMENT OF THE MEETING AND WHICH THE CHAIR,
BY REASON OF SPECIAL CIRCUMSTANCES, CONSIDERS TO
BE OF SO URGENT A NATURE THAT IT CANNOT WAIT UNTIL
THE NEXT MEETING**

There was no urgent business for discussion at the meeting.

The Meeting commenced at 6.31 pm
and closed at 7.36 pm

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REDDITCH BOROUGH COUNCIL**EXECUTIVE****13th January 2026****Homelessness Prevention, Rough Sleeper and Domestic Abuse Grants Funding 2026/27**

Relevant Portfolio Holder	Councillor Bill Hartnett
Portfolio Holder Consulted	Yes
Relevant Assistant Director	Judith Willis, Assistant Director Community and Housing Services
Report Author	Job Title: Amanda Delahunty, Housing Development and Enabling Manager Contact email: a.delahunty@bromsgroveandredditch.gov.uk Contact Tel: 01527 881269
Wards Affected	All
Ward Councillor(s) consulted	Not Applicable
Relevant Council Priorities	<ul style="list-style-type: none"> Community and Housing
Key Decision	
If you have any questions about this report, please contact the report author in advance of the meeting.	

1. RECOMMENDATIONS**The Executive Committee is asked to RECOMMEND that:-**

- 1) That Temporary Accommodation Services currently met by Homelessness Prevention Grant are now met from the Temporary Accommodation element of the Revenue Support Grant 2026/27, 2027/28 and 2028/29.**
- 2) Subject to approval of recommendation 1 above by Council, the initiatives detailed at 4.4 be approved to receive the Council's Homelessness Prevention and Rough Sleeping Grant and Domestic Abuse Grant allocations of funding for 2026/27, 2027/28 and 2028/29, subject to satisfactory performance; and should additional funding be announced at a later date by the Government for subsequent years then this would need to be the subject of a further report.**

The Executive Committee is also asked to RESOLVE that

- 3) Subject to the agreement of recommendations 1 and 2 above, delegated authority be granted to the Assistant Director of Community and Housing Services, following consultation with the Portfolio Holder for Housing, to use any unallocated Grants, or Homelessness Prevention Grant mid-year top up, during each year or make further adjustments and uplifts as necessary to ensure full**

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utilisation of the Grants for 2026/27, 2027/28 and 2028/29 in support of existing or new schemes.

2. BACKGROUND

- 2.1 From 2026/27, the government is consolidating several existing grants into a single Homelessness and Rough Sleeping Grant. This new grant will encompass funding for prevention and relief activities currently supported through the Homelessness Prevention Grant, as well as the Rough Sleeping Prevention and Recovery Grant. The Grant will be awarded for a three year period.
- 2.2 Officers propose that the grants awarded under this funding are also for a three-year period with any uplift of grant allocation agreed by members in advance of the award period. Grant funding will be subject to satisfactory performance of the services with targets set for continual improvement.
- 2.3 The Government has made changes to the provision of Homelessness Prevention Grant in relation to its' use towards Temporary accommodation. It is proposed that a proportion of Homelessness Prevention Grant will be transferred to the Revenue Support Grant from 2026–27.
- 2.4 This funding will be allocated using the new Settlement Funding Assessment (SFA), which will include a dedicated Temporary Accommodation formula. The purpose of ringfencing the Homelessness Prevention Grant fund is to give the Council control and flexibility in managing homelessness pressures and supporting those who are at risk of homelessness. The Government expects local authorities to use it to deliver the following priorities:
- To fully enforce the Homelessness Reduction Act and contribute to ending rough sleeping by increasing activity to prevent single homelessness.
 - Reduce family temporary accommodation numbers through maximising family homelessness prevention.
 - Eliminate the use of unsuitable bed and breakfast accommodation for families for longer than the statutory six-week limit.
 - The Government requires that at least 49% of the grant is spent on prevention and relief activities and staffing.
- 2.5 The Council received a number of applications for this funding and the above criteria has been used to support the award of this grant for the next three years.

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- 2.6 Domestic Abuse New Burdens Grant funding has been allocated to ensure that councils can comply with the requirements to provide safe and supported accommodation for those fleeing domestic abuse and provide monitoring of services to central government via Worcestershire County Council who are responsible for the overall duties set out in the Domestic Abuse Act 2021. The grant will continue to contribute to the specialist County co-ordinator post and a specialist County Research and Intelligence Officer post and will also be used to support existing services that meet the needs of this cohort.

3. OPERATIONAL ISSUES

- 3.1 The management and administration of grants forms a significant part of the Homelessness and Housing Solutions and Strategic Housing day to day operations.

4. FINANCIAL IMPLICATIONS

- 4.1 The Council is expecting

	Homelessness Prevention Grant	Domestic Abuse Grant	Total
2026/27	700,638	35,697	736,335
2027/28	744,361	35,697	780,058
2028/29	772,087	35,697	807,784

- 4.2 Costs currently met through Homelessness Prevention Grant for Temporary Accommodation will need to be met through Revenue Support Grant from April 2026 currently:

• Temporary Accommodation Management	£ 66,380
• Emergency Crash Pad for 16/17 yr olds	£ 37,554
Total	£ 103,934

The Crash pads rents are paid for in advance and when occupied the Council receives housing benefit income towards these costs.

- 4.3 The Homelessness Prevention Grant and Rough Sleeping Grant will be ring fenced by MHCLG for activities that prevent and deal with homelessness based on this year's award. However, this is unlikely to be confirmed until late in December 2025 or early January 2026 and may be higher or lower than the anticipated amounts set out below.
- 4.4 Proposed Allocation of Homelessness Prevention Grant.

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Initiatives	2026/27 (up to £700,638)	2027/28 (up to £744,361)	2027/29 (up to £772,087)
St Basils Young Persons Supported Housing	67,005	67,005	67,005
Worcestershire Strategic Housing Partnership Co-ordinator – contribution towards county-wide development and delivery of housing initiatives in partnership with other agencies	10,500	10,500	10,500
Severe Weather Emergency Provision	33,460	33,460	33,460
Redditch Nightstop – Accommodation and Support	44,518	44,518	44,518
Redditch Nightstop Core Funding	13,000	13,000	13,000
Maggs Rough Sleeper Outreach Service	106,822	106,822	106,822
GreenSquare Accord – 6 units of supported accommodation for Ex Offenders or those likely to offend	15,586	15,586	15,586
Newstarts - Furniture Project to provide furniture for homeless households.	10,000	10,000	10,000
Homelessness Prevention - Spend to Save budget for use by Housing Options Officers	17,060	17,060	17,060
St Basils Young Persons Pathway Worker	31,116	31,116	31,116
Onside Advocacy Mental Health Support Worker	39,100	39,100	39,100
Homelessness Prevention Officers	150,000	150,000	150,000
Part Time Empty Homes Officer	7,681	7,681	7,681
Batchley Support Group	15,000	15,000	15,000
CAB financial advice for home owners and private renters	27,611	27,611	27,611
No First Night Out/No Second Night Out	18,394	18,394	18,394
St Pauls Housing Led/Housing First Support Service	60,642	60,642	60,642

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County Rough Sleeper Co-ordinator	5,000	5,000	5,000
Total	£672,495	£672,495	£672,495
Underspend	£28,143	£71,866	£99,592

Proposed allocation of Domestic Abuse Grant

Initiatives	2026/27 (up to £35,697)	2027/28 (up to £35,697)	2028/29 (up to £35,697)
Domestic Abuse Co-ordinator	4,813	4,813	4,813
Domestic Abuse Research and Intelligence Officer	4,884	4,884	4,884
Domestic Abuse Housing Solutions Officer Top Up	6,000	6,000	6,000
New Starts	5,000	5,000	5,000
Batchley Support Group	5,000	5,000	5,000
St Basils Young Persons Pathway Worker (YPPW)	10,000	10,000	10,000
Total	£35,697	£35,697	£35,697
Underspend	£0	£0	£0

- 4.5 There are a number of initiatives that could be supported utilising the underspend of Homelessness Prevention Grant including increasing support available for those who are vulnerable or have complex needs and for 2026/27 this will be agreed under delegated authority during the year. For the 2027/28 and 2028/29 years a report will be brought to members to confirm the spend for the following year.
- 4.6 These are voluntary organisations and without this funding the support provided would cease which will lead to an increase in homelessness pressures and have a negative impact on council finances and reputation.
- 4.7 The Citizens Advice Bureau (CAB) have submitted a bid for a new service for £27,611 for targeted Debt Intervention for home owners who are facing repossession with an aim to intervene and provide advice to prevent homelessness.

5. LEGAL IMPLICATIONS

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- 5.1 The Council has statutory duty under the Housing Act 1996 (as amended) to assist those who are threatened with homelessness or experiencing actual homelessness and has placed additional duties on the Council regarding preventing and relieving homelessness.
- 5.2 The Homelessness Prevention Grant has been ring fenced to homelessness prevention and tackling homelessness by the MHCLG.
- 5.3 The Domestic Abuse New Burdens Grant has been provided to ensure that councils comply with the requirements of the Domestic Abuse Act 2021.

6. OTHER- IMPLICATIONS**Local Government Reorganisation**

- 6.1 The new unitary authority/authorities will be required as (a) local housing authority(ies) to provide duties under Homelessness legislation. The three-year funding allocation to organisations would be subject to any implications arising from Local Government Reorganisation.

Relevant Council Priority

- 6.2 Community and Housing - Homelessness Prevention Grant and Domestic Abuse Grant allows the Council to support a range of holistic services to help prevent or tackle homelessness and rough sleeping in the Borough. The combination of practical support such as furniture compliments those services that provide outreach support to help clients access accommodation, sustain tenancies, manage budgets, engage in positive activities and access employment.

Climate Change Implications

- 6.3 The recycling of furniture supports the Council's green thread as it minimises waste and provides reuse and recycling of household items wherever possible.

Equalities and Diversity Implications

- 6.4 The Homelessness Grant and Homelessness Prevention Grant and Domestic Abuse Grant will benefit customers by offering households more options to prevent their homelessness, support them to remain in their own homes or help the Council to manage and support households in Temporary Accommodation.

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- 6.5 The grant will also benefit the larger community as opportunities to prevent homelessness will be maximised.
- 6.6 Domestic Abuse New Burdens Grant will ensure that there are resources to support the provision of a range of services available to meet the needs of those victims/survivors of domestic abuse who become homeless and need support to set up a new home and recover from their experience. The majority of those experiencing homelessness as a result of domestic abuse are women.

7. RISK MANAGEMENT

- 7.1 If the recommended schemes are not approved there is a risk that more households who are threatened with homelessness, or who are in housing need, will have limited alternative options. There is also therefore the risk that they may have to make a homeless approach and this could consequently lead to the following negative outcomes:
- Increased B&B costs with 80% having to be picked up by the local authority.
 - Increased rough sleeping in the Borough
 - Impacts on physical and mental health, educational achievement, ability to work and similar through increased homelessness
- 7.2 All recipients of grant funding will enter into a grant agreement and have regular monitoring with officers on the delivery of the service and a monitoring report will be taken to the Executive Committee annually.

8. APPENDICES and BACKGROUND PAPERS

None

EXECUTIVE

13th January 2026

9. REPORT SIGN OFF

Department	Name and Job Title	Date
Portfolio Holder	Councillor Bill Hartnett, Portfolio Holder for Housing	25 th November 2025
Assistant Director	Judith Willis Assistant Director of Community and Housing Services	24 th November 2025
Financial Services	Deb Goodall, Assistant Director of Finance and Customer Services	24 th November 2025
Legal Services	Nicola Cummings, Principal Solicitor Governance	1st December 2025
Climate Change Officer (if climate change implications apply)	Matt Bough, Strategic Housing and Business Support Manager	24 th November 2025

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PAY POLICY STATEMENT 2026/27

Relevant Portfolio Holder		Councillor Spilsbury
Portfolio Holder Consulted		
Relevant Assistant Director		Hannah Corredor, Assistant Director of Transformation and Corporate Services
Report Author Becky Talbot	Job Title: Human Resources and Organisational Development Manager Contact email: becky.talbot@bromsgroveandredditch.gov.uk Contact Tel: 01527 64252 ext:3385	
Wards Affected		All
Ward Councillor(s) consulted		N/A
Relevant Council Priority		Sustainability
Non-Key Decision		
If you have any questions about this report, please contact the report author in advance of the meeting.		

1. RECOMMENDATIONS

The Committee is asked to RECOMMEND to Council that

1) the Pay Policy 2026/27 be approved.

2. BACKGROUND

- 2.1 The Localism Act 2011 requires English local authorities to produce a Pay Policy Statement ('the statement'). The Act requires the statement to be approved by Full Council and to be adopted by 31st March each year for the subsequent financial year.

The proposed Pay Policy Statement 2026/27 for the Council is included at Appendix 1.

The Statement must set out policies relating to-

- (a) The remuneration of its chief officers,
- (b) The remuneration of its lowest-paid employees, and
- (c) The relationship between-
 - (i) The remuneration of its chief officers, and
 - (ii) The remuneration of its employees who are not chief officers.

Executive Committee 13th January 2026

The provisions within the Localism Act 2011 bring together the strands of increasing accountability, transparency and fairness in the setting of local pay.

3. OPERATIONAL ISSUES

- 3.1 The Pay Policy Statement is in place to ensure that employees receive the appropriate remuneration during the financial year.

4. FINANCIAL IMPLICATIONS

- 4.1 All financial implications will be addressed as part of the budget setting process and posts are fully budgeted for.

5. LEGAL IMPLICATIONS

- 5.1 The Localism Act 2011 requires English local authorities to produce a Pay Policy Statement. The Act requires the statement to be approved by Full Council and to be adopted by 31st March each year for the subsequent financial year.

6. OTHER - IMPLICATIONS

6.1 **Local Government Reorganisation**

There are no specific implications for local government reorganisation.

6.2 **Climate Change Implications**

There are no specific climate change implications.

6.3 **Equalities and Diversity Implications**

There are no implications in relation to this report.

7. RISK MANAGEMENT

- 7.1 There is a risk that if Members do not approve the Pay Policy Statement, then the Council will not be compliant with legal requirements.

8. APPENDICES and BACKGROUND PAPERS

Executive Committee 13th January 2026

Appendix A – Pay Policy 2026/27

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APPENDIX 1**REDDITCH BOROUGH COUNCIL PAY
POLICY STATEMENT****Introduction and Purpose**

1. Under section 112 of the Local Government Act 1972, the Council has the “power to appoint officers on such reasonable terms and conditions as authority thinks fit”. This pay policy statement sets out the Council’s approach to pay policy in accordance with the requirements of Section 38 of the Localism Act 2011. It shall apply for the financial year 2026/27 and each subsequent financial year, until amended.
2. The purpose of the statement is to provide transparency with regard to the Council’s approach to setting the pay of its employees by identifying;
 - a. the methods by which salaries of all employees are determined;
 - b. the detail and level of remuneration of its most senior staff i.e. chief officers’, as defined by the relevant legislation;
 - c. the Committee(s) responsible for ensuring the provisions set out in this statement are applied consistently throughout the Council and for recommending any amendments to the full Council.
3. Once approved by the full Council, this policy statement will come into immediate effect and will be subject to review on a minimum of an annual basis, in accordance with the relevant legislation prevailing at that time.

Legislative Framework

4. In determining the pay and remuneration of all of its employees, the Council will comply with all relevant employment legislation. This includes the Equality Act 2010, Part Time Employment (Prevention of Less Favorable Treatment) Regulations 2000, The Agency Workers Regulations 2010 and where relevant, the Transfer of Undertakings (Protection of Earnings) Regulations. With regard to the equal pay requirements contained within the Equality Act, the Council ensures there is no pay discrimination within its pay structures and that all pay differentials can be objectively justified through the use of equality proofed Job Evaluation mechanisms. These directly relate salaries to the requirements, demands and responsibilities of the role.

Pay Structure

5. The Council’s pay and grading structure comprises grades 1 – 11. These are followed by grades for Managers, Assistant Director 1, Assistant Director 2, Director WRS, Executive Director, Deputy Chief Executive and then Chief Executive; all of which arose following the introduction of shared services with Bromsgrove District Council (BDC).

6. Within each grade there are a number of salary / pay points. Up to and including grade 11 scale, at spinal column point 43, the Council uses the nationally negotiated pay spine. Salary points above this are locally determined. The Council's Pay structure is set out below.

Grade	Spinal Column Points		Nationally determined rates	
			Minimum £	Maximum £
1	2	2	24,413	24,413
2	2	5	24,796	25,583
3	5	9	25,583	27,254
4	9	14	27,254	29,540
5	14	19	29,540	32,061
6	19	24	32,061	35,412
7	25	30	36,363	40,777
8	30	34	40,777	45,091
9	34	37	45,091	48,226
10	37	40	48,226	51,356
11	40	43	51,356	54,495
Manager Hay	Hay Evaluated	38%	57,180	59,490
Manager Hay Grade 1	Hay evaluated	43%	66,163	68,772
Manager Hay Grade 2	Hay evaluated	45%	68,772	71,510
Assistant Director 1	Hay evaluated	51%	78,510	81,203
Assistant Director 2	Hay evaluated	61%	92,956	96,665
Director of WRS	Hay evaluated	68%	103,842	107,566
Executive Director	Hay evaluated	74%	114,282	118,694
Director of Finance S151	Hay evaluated	74%	114,282	118,694
Chief Executive	Hay evaluated	100%	150,472	154,572

7. All Council posts are allocated to a grade within this pay structure, based on the application of a Job Evaluation process. Posts at Managers and above are evaluated by an external assessor using the Hay Job Evaluation scheme. Where posts are introduced as part of a shared service, and where these posts are identified as being potentially too 'large' and 'complex' for this majority scheme, they will be double tested under the Hay scheme, and where appropriate, will be taken into the Hay scheme to identify levels of pay. This scheme identifies the salary for these posts based on a percentage of Chief Executive Salary (for ease of presentation these are shown to the nearest whole % in the table above). Posts below this level (which are the majority of employees) are evaluated under the "Gauge" Job Evaluation process.
8. In common with the majority of authorities the Council is committed to the Local Government Employers national pay bargaining framework in respect of the national pay spine and annual cost of living increases negotiated with the trade unions.
9. All other pay related allowances are the subject of either nationally or locally negotiated rates, having been determined from time to time in accordance with collective bargaining machinery and/or as determined by Council policy. In determining its grading structure and setting remuneration levels for all posts, the Council takes account of the need to ensure value for money in respect of the use of public expenditure, balanced against the need to recruit and retain employees who are able to meet the requirements of providing high quality services to the community; delivered effectively and efficiently and at all times those services are required.
10. New appointments will normally be made at the minimum of the relevant grade, although this can be varied where necessary to secure the best candidate. From time to time it may be necessary to take account of the external pay market in order to attract and retain employees with particular experience, skills and capacity. Where necessary, the Council will ensure the requirement for such is objectively justified by reference to clear and transparent evidence of relevant market comparators, using appropriate data sources available from within and outside the local government sector.
11. For staff not on the highest point within the salary scale there is a system of annual progression to the next point on the band.

Senior Management Remuneration

12. For the purposes of this statement, senior management means 'chief officers' as defined within S43 of the Localism Act. The posts falling within the statutory definition are set out below, with details of their basic salary as at 1st April 2026 (assuming no inflationary increase for these posts).
13. Redditch Borough Council (RBC) is managed by a senior management team who manage shared services across both RBC and BDC.

Councils. All of the posts listed below have been job evaluated on this basis, with the salary costs for these posts split equally between both Councils.

a) Chief Executive

Employed by RBC and shared with BDC.

John Leach is in post with a current salary of £154,572.

b) Deputy Chief Executive

Employed by BDC and shared with RBC.

This post is currently vacant.

c) Executive Director

Employed by RBC and shared with BDC.

d) WRS Director

Employed by BDC. This is a shared post across 6 District authorities.

e) Assistant Directors

Employed by RBC and shared with BDC

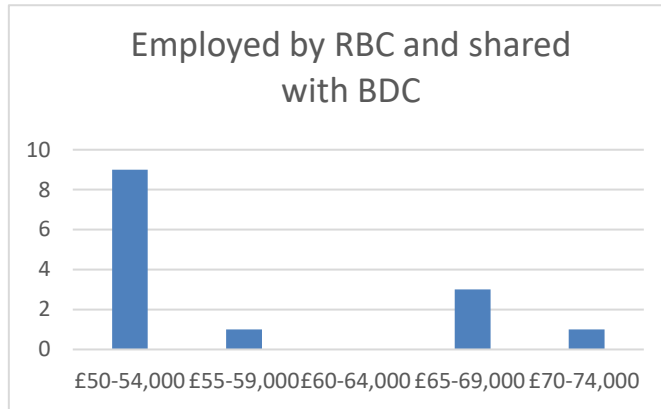
4 x Assistant Director 2

Employed by BDC and shared with RBC

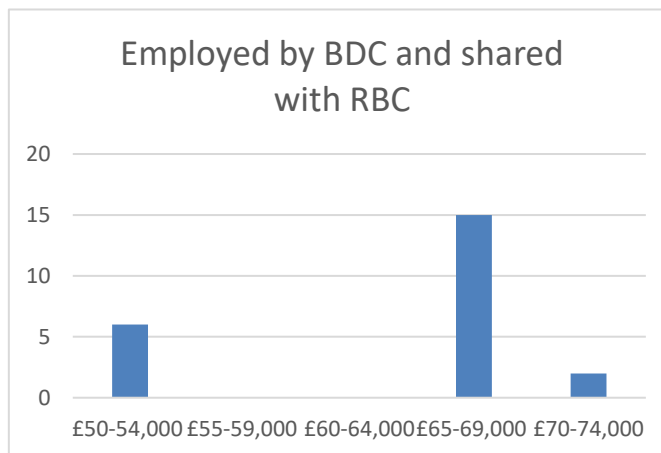
3 x Assistant Director 2

Employees below Assistant Directors with a salary above £50,000 based on FTE

Employed by RBC and shared with BDC



Employed by BDC and shared with RBC



Title	% of Chief executive salary	Pay range (minimum) £	Pay range (maximum) £	Incremental points	Cost to Redditch Borough Council £
Chief Executive	100%	150,472	154,572	3	50%
Deputy Chief Executive & S151	80%	121,059	125,712	3	50%
Executive Director Environment and Communities	74%	114,282	118,694	3	35%
Director Worcestershire Regulatory Services	68%	103,842	107,566	3	<i>This is a shared post across 6 district Authorities. Redditch equates to 14.45%</i>
Assistant Director Finance and Customer Services	61%	92,956	96,665	3	50%
Assistant Director Planning and Leisure Services	61%	92,956	96,665	3	50%
Assistant Director Transformation and Corporate Services	61%	92,956	96,665	3	50%
Assistant Director Legal, Democratic & Election Services	61%	92,956	96,665	3	50%
Assistant Director Environmental and Housing Property Services	61%	92,956	96,665	3	35%
Assistant Director Community and Housing Services	61%	92,956	96,665	3	35%
Assistant Director Regeneration & Property Services	61%	92,956	96,665	3	50%

Recruitment of Chief Officers

14. The Council's policy and procedures with regard to recruitment of chief officers is set out within the Officer Employment Procedure Rules as set out in the Council's Constitution. When recruiting to all posts the Council will take full and proper account of its own equal opportunities, recruitment and redeployment Policies. The determination of the remuneration to be offered to any newly appointed chief officer will be in accordance with the pay structure and relevant policies in place at the time of recruitment. Where the Council is unable to recruit to a post at the designated grade, it will consider the use of temporary market forces supplements in accordance with its relevant policies.
15. Where the Council remains unable to recruit chief officers under a contract of service, or there is a need for interim support to provide cover for a vacant substantive chief officer post, the Council will, where necessary, consider and utilise engaging individuals under 'contracts for service'. These will be sourced through a relevant procurement process ensuring the council is able to demonstrate the maximum value for money benefits from competition in securing the relevant service. The Council does not currently have any Chief Officers under such arrangements.

Performance-Related Pay and Bonuses – Chief Officers

16. The Council does not apply any bonuses or performance-related pay to its chief officers. Any progression through the incremental scale of the relevant grade is subject to satisfactory performance which is assessed on an annual basis.

Additions to Salary of Chief Officers (applicable to all staff)

17. In addition to the basic salary for the post, all staff may be eligible for other payments under the Council's existing policies. Some of these payments are chargeable to UK Income Tax and do not solely constitute reimbursement of expenses incurred in the fulfilment of duties. The list below shows some of the kinds of payments made.
 - a. reimbursement of mileage. At the time of preparation of this statement, the Council pays an allowance of 45p per mile for all staff, with additional or alternative payments for carrying passengers or using a bicycle.
 - b. professional fees. The Council pays for or reimburses the cost of one practicing certificate fee or membership of a professional organisation provided it is relevant to the post that an employee occupies within the Council.
 - c. long service awards. The Council pays staff an additional amount if they have completed 25 years of service and having completed 40 years' service.
 - d. honoraria, in accordance with the Council's policy on salary and grading. Generally, these may be paid only where a member of staff has performed a role at a higher grade;
 - e. fees for returning officer and other electoral duties, such as acting as a presiding officer of a polling station. These are fees which are identified and paid separately for local government elections, elections to the UK Parliament and EU Parliament and other electoral processes such as

- referenda;
- f. pay protection – where a member of staff is placed in a new post and the grade is below that of their previous post, for example as a result of a restructuring, pay protection at the level of their previous post is paid for the first 12 months. In exceptional circumstance pay protection can be applied for greater than 12 months with the prior approval of the Chief Executive.
 - g. market forces supplements in addition to basic salary where identified and paid separately;
 - h. salary supplements or additional payments for undertaking additional responsibilities such as shared service provision with another local authority or in respect of joint bodies, where identified and paid separately;
 - i. attendance allowances.

Payments on Termination

- 18. The Council's approach to discretionary payments on termination of employment of chief officers prior to reaching normal retirement age is set out within its policy statement in accordance with Regulations 5 and 6 of the Local Government (Early Termination of Employment) (Discretionary Compensation) Regulations 2006 and Regulations 12 and 13 of the Local Government Pension Scheme (Benefits, Membership and Contribution) Regulations 2007.
- 19. Any other payments falling outside the provisions or the relevant periods of contractual notice shall be subject to a formal decision made by the full Council or relevant elected members, committee or panel of elected members with delegated authority to approve such payments.
- 20. Redundancy payments are based upon an employee's actual weekly salary and, in accordance with the Employee Relations Act 1996, will be up to 30 weeks, depending upon length of service and age.

Publication

- 21. Upon approval by the full Council, this statement will be published on the Council's website. In addition, for posts where the full time equivalent salary is at least £50,000, the Council's Annual Statement of Accounts will include a note on Officers Remuneration setting out the total amount of:
 - a. Salary, fees or allowances paid to or receivable by the person in the current and previous year;
 - b. Any bonuses so paid or receivable by the person in the current and previous year;
 - c. Any sums payable by way of expenses allowance that are chargeable to UK income tax;
 - d. Any compensation for loss of employment and any other payments connected with termination;
 - e. Any benefits received that do not fall within the above.

Lowest Paid Employees

- 22. The Council's definition of lowest paid employees is persons employed under a contract of employment with the Council on full time (37 hours) equivalent salaries in accordance with the minimum spinal column point currently in use within the Council's grading structure. As at 1st April 2026 this is £24,413 per annum.

23. The Council also employs apprentices (or other such categories of workers) who are not included within the definition of 'lowest paid employees' (as they are employed under a special form of employment contract; which is a contract for training rather than actual employment).
24. The relationship between the rate of pay for the lowest paid and chief officers is determined by the processes used for determining pay and grading structures as set out earlier in this policy statement.
25. The statutory guidance under the Localism Act recommends the use of pay multiples as a means of measuring the relationship between pay rates across the workforce and that of senior managers, as included within the Hutton 'Review of Fair Pay in the Public Sector' (2010). The Hutton report was asked by Government to explore the case for a fixed limit on dispersion of pay through a requirement that no public sector manager can earn more than 20 times the lowest paid person in the organisation. The report concluded that "it would not be fair or wise for the Government to impose a single maximum pay multiple across the public sector". The Council accepts the view that the relationship to median earnings is a more relevant measure and the Government's Code of Recommended Practice on Data Transparency recommends the publication of the ratio between highest paid salary and the median average salary of the whole of the authority's workforce.
26. As part of its overall and ongoing monitoring of alignment with external pay markets, both within and outside the sector, the Council will use available benchmark information as appropriate.

Accountability and Decision Making

28. In accordance with the Constitution of the Council, the Council is responsible for setting the policy relating to the recruitment, pay, terms and conditions and severance arrangements for employees of the Council. Decisions about individual employees are delegated to the Chief Executive.
29. The Appointments Committee is responsible for recommending to Council matters relating to the appointment of the Head of Paid Service (Chief Executive), Monitoring Officer, Section 151 Officer and Chief Officers as defined in the Local Authorities (Standing Orders) Regulations 2001 (as amended);
30. For the Head of Paid Service, Monitoring Officer and the Chief Finance Officer, the Statutory Officers Disciplinary Action Panel considers and decides on matters relating to disciplinary action.

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REDDITCH BOROUGH COUNCIL**EXECUTIVE COMMITTEE**
2026

13 January

Report of the Independent Remuneration Panel – recommendations for members’ allowances for 2026-27 and the members allowances scheme

Relevant Portfolio Holder	Councillor Leader and Portfolio Holder for Regeneration and Environmental Services; Councillor J Spilsbury Deputy Leader of the Council and Portfolio Holder for Performance, Engagement and Governance; Councillor I Woodall Portfolio Holder for Finance;
Portfolio Holder Consulted	Yes
Relevant Assistant Director	Claire Felton
Report Author	Job Title: Darren Whitney, Electoral Services Manager Contact email: darren.whitney@bromsgroveandredditch.gov.uk Contact Tel: 01527 881650
Wards Affected	All
Ward Councillor(s) consulted	N/A
Relevant Strategic Purpose(s)	N/A
Non-Key Decision	
If you have any questions about this report, please contact the report author in advance of the meeting.	

1. RECOMMENDATIONS**The Committee is asked to consider the report and recommendations and RECOMMEND to Council****1.1 whether or not to accept all, some or none of the recommendations of the Independent Remuneration Panel for 2026-27;****1.2 having considered the Panel’s report and recommendations, whether or not changes are required to the Council’s scheme of allowances for Members arising from this, including remuneration for the Mayor and Deputy Mayor.****2. BACKGROUND****2.1** Each Council is required by law to have an Independent Remuneration Panel (IRP) which recommends the level of allowances for Councillors. The IRP is made up of suitably skilled members of the public who are

REDDITCH BOROUGH COUNCIL**EXECUTIVE COMMITTEE
2026**

13 January

completely independent of the Borough Council. It also makes recommendations to four other District Councils in Worcestershire.

- 2.2 The IRP recommends basic allowances, special responsibility allowances (SRA), travel, subsistence and dependent carer allowances.

3. OPERATIONAL ISSUES

- 3.1 The full report of IRP is included in Appendix 1 for consideration by the Executive Committee and ultimately by the Council.
- 3.2 The IRP recommends a basic allowance of £6,095 which is a 4.62% increase from its own recommendation from last year. However, since Council did not accept last years' IRP Recommendation; acceptance of the basic allowance, if approved, would mean a percentage increase of 21.53% (£1,080 per Councillor on basic allowance).
- 3.3 The IRP's recommendations on SRA's are based on multipliers of the basic allowance, these have not changed from previous years.
- 3.4 Allowances for the Mayor and Deputy Mayor are currently £3,690 and £1,100 respectively and are separate to the remuneration of Councillors reviewed by the IRP.
- 3.5 Once the Council has agreed the allowances for 2026-27 Officers will update and publish the Members' Allowances Scheme as appropriate.

4. FINANCIAL IMPLICATIONS

- 4.1 If the Council makes changes to the current amounts of allowances there will be additional costs. If the Council implements all the recommendations of the IRP, using IRP scheme, budgets will need to be increased in the region of £21,000.
- 4.2 It should be noted that the scheme recommended by the IRP only allows for one SRA per Councillor, as this is usual across the country. If the Council implements the recommendations of the IRP and includes additional SRAs the budget would need to be increased by approximately £41,000.
- 4.3 In 2025/26 Council decided to increase the basic allowance to £5,015.35 and base it's SRA's on multipliers of the 2023/24 year's basic allowance (£4,732). It also changed the amounts to the Chair of the Audit, Governance and Standards Committee and the Group

REDDITCH BOROUGH COUNCIL**EXECUTIVE COMMITTEE
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Leader of the Opposition which were not based on multipliers of a basic allowance. If Council decides no increase in the basic allowance there will be a saving of approximately £11,000 on current budgets. Although the actual amount will depend on the Special Responsibility Allowances claimed by Members.

- 4.4 Budget bids were required earlier in the year so a bid of £20,800 has been made to reflect changes made from the draft recommendations of the IRP. The future costs will need to be covered in the medium-term financial plan.

5. LEGAL IMPLICATIONS

- 5.1 The Council is required to “have regard” to the recommendations of the IRP. However, it is not obliged to agree to them. It can choose to implement them in full or in part, or not to accept them.
- 5.2 If the Council decides to review its scheme of allowances for Councillors, it is also required to take into account recommendations from the IRP before doing so.

6. OTHER - IMPLICATIONS**Local Government Reorganisation**

- 6.1 No direct implications at the current time.

Relevant Council Priority

- 6.2 None as this report deals with statutory functions.

Climate Change Implications

- 6.3 None in this report.

Equalities and Diversity Implications

- 6.4 None in this report.

7. RISK MANAGEMENT

- 7.1 Payments to Councillors can be a high-profile issue. The main risks are reputational. However, the Council is transparent about the decisions made on allowances. The Allowances scheme and sums paid to Councillors each year are published on the Council’s website.

EXECUTIVE COMMITTEE
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8. APPENDICES and BACKGROUND PAPERS

Appendix 1: Report and recommendations from the Independent Remuneration Panel for 2026-27.

Background papers:

Members Allowances Scheme – in the Council Constitution at part 17:

[Members' Scheme of Allowances - Redditch constitution](#)

EXECUTIVE COMMITTEE
202613 January

9. REPORT SIGN OFF

Department	Name and Job Title	Date
Portfolio Holder		
Lead Director / Assistant Director		
Financial Services	Deb Goodall Assistant Director - Finance and Customer Services	5 January 2026
Legal Services		

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**Independent Remuneration Panel
for Worcestershire District Councils**

Annual Report and Recommendations for 2026/27

Redditch Borough Council

December 2025

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Recommendations to the Council

The Independent Remuneration Panel recommends to Redditch Borough Council the following:

1. A Basic Allowance for 2026/27 of £6,095, representing a 4.62% increase from the previous year's recommendation.
2. A range of Special Responsibility Allowances as set out in Appendix 1
3. That travel allowances for 2026/27 continue to be paid in accordance with the HMRC mileage allowance
4. That subsistence allowances for 2026/27 remain unchanged
5. That the Dependent Carer's Allowance remains unchanged

1. Introduction and Context

The Independent Remuneration Panel (the Panel) has been appointed by the Council in accordance with the Members' Allowances Regulations. The role of the Panel is to carry out reviews of the allowances paid to Councillors, as required by the Local Government Act 2000 and subsequent legislation.

This Panel is commissioned by the following City and District Councils:

- Worcester City Council
- Malvern Hills District Council
- Wychavon District Council
- Redditch Borough Council
- Bromsgrove District Council

The report sets out recommendations for the Basic Allowance (as recommended to be paid for all Councillors), the special responsibility allowances (for those councillors with additional responsibilities) and allowances for mileage, subsistence and for those with dependent carer responsibilities.

The purpose of such allowances is to enable people from all walks of life to become involved in local politics if they choose. This continues to remain an important consideration for the Panel when submitting its recommendations.

The Panel acknowledges, however, that in the current challenging financial climate there are difficult choices for the Council to make. The Council will need to 'have regard' to the recommendations of the Panel, but ultimately, it is for the Council to decide how or whether to adopt them in full or in part.

The Panel's recommendations are based on thorough research and benchmarking taking into account a range of comparative data as set out below.

2. Background Evidence and Research Undertaken

There is a range of market indicators on pay which can be used for comparison purposes. As background for the decisions taken by the Panel this year have:

- Analysed and considered the Annual Survey of Hours and Earnings (ASHE) statistics for 2025, which set out a mean hourly wage rate for Worcestershire of £20.80
- Benchmarked the Basic Allowance against those paid within comparable local authorities to Redditch as set out in the Chartered Institute of Public Finance and Accountancy (CIPFA) 'nearest neighbours' list
- Taken account of the 2025/26 National Pay Award for the majority of Local Government employees
- Considered the Consumer Price Index Information as of September 2025.

Details about these areas of research are set out in Appendix 2 to this report.

In determining a recommendation for the basic award for 2026/27, consideration has once again been given to the average number of hours spent by councillors on Council business. For 2026/27 this has again been informed by a time-recording exercise carried out by Worcester City Councillors in 2015, as updated by a similar exercise in 2022.

3. Comparative Spend on Allowances across Worcestershire 2024/25

As part of the research, consideration has been given to the Members' allowances budget for Basic and Special Responsibility Allowances in the previous year (2024/25) as a cost per head of population for each Council, and also as a proportion of net revenue budget. This is set out in the table below:

Authority, population ¹ and number of Councillors	Total spend Basic Allowances £	Total spend on SRA £	SRA as a percentage of total Basic Allowance %	Cost of total basic and SRA per head of population £	Total of basic and SRA as a percentage of Net General Revenue Fund expenditure %
Bromsgrove DC (31) 100,569	171,586	93,991	54.78	2.64	1.34
Malvern Hills DC (31) 79,445	163,450	76,532	46.82	2.96	2.30
Redditch Borough (27) 85,568	132,618	104,312	78.66	2.77	1.76
Worcester City (35) 100,265	177,897	117,673	66.14	2.94	1.82
Wychavon (43) 131,084	235,685	110,872	47.04	2.64	1.39

4. Average Payment per Councillor across Worcestershire 2024/25

In addition to the above, the following table also sets out the average payment per member of each authority of the Basic and Special Responsibility Allowances for the previous year (2024/25):

Average allowance per Member of each authority (Basic and Special Responsibility Allowances, 2024/25 figures)

Authority (number of Councillors)	Amount £
Bromsgrove District (31)	8,567
Malvern Hills District (31)	7,741
Redditch Borough (27)	8,775
Worcester City (35)	8,444
Wychavon District (43)	8,059

5. Consideration of allowances for the financial year 2026/27

a/ Basic Allowance

¹ONS population estimates mid 2020. Totals for Basic and Special Responsibility allowances paid are as published by each authority for the 2024/25 financial year.

The Basic Allowance is paid to all Members of the Council to reflect:

- Their roles and responsibilities as Elected Members of the Council
- Their time commitments, including the total average number of hours worked per week on Council business
- A public service discount of 40% to reflect that Councillors volunteer their time

Whilst each Council may set out role descriptions for Councillors, the Panel accepts that each Councillor will carry out that role differently, reflecting personal circumstances and local requirements.

In setting out its recommendations, the Panel considers the Basic Allowance to include Councillors' roles in Overview and Scrutiny, as any non-Executive member of the Council can contribute to this aspect of the Council's work. It is for this reason that the Panel does not recommend any Special Responsibility Allowance for members of the Overview and Scrutiny Committee.

The Panel also considers that the Basic Allowance should cover the need for Councillors to use ICT and social media support and communication systems as part of their role. However, it is accepted that specific local decisions may be made about how ICT support is provided.

As indicated in section 2 of this report, in formulating its recommendations, the Panel has once again reviewed the levels of wage rates for Worcestershire as set out in the ASHE data and the benchmark information available from the Chartered Institute of Public Finance and Accountancy (CIPFA) "nearest neighbours" authorities. Consideration has also been given to the nationally agreed pay award for local government employees for the financial year 2025/26 and the latest CPI (consumer price inflation) figure as of September 2025.

Based on all the above considerations, the Panel recommend a Basic Award of £6,095 for the financial year 2026/27. This again aligns with the increase in the average pay levels as reflected in the ASHE data whilst acknowledging the CPI increase, CIPFA data and Local Government Pay Awards. It represents a 4.62% increase on the previous year's recommendation.

The recommendation takes strong account of the ASHE data and is set at an appropriate level in the context of the local government pay award. The Panel is conscious of the current financial challenges but also mindful to avoid increasing any gap in allowances between Redditch Borough Council and its "nearest neighbours."

The research information used in the consideration of the Basic Allowance is set out in appendix 2.

b/ Special Responsibility Allowances (SRA)

Special Responsibility Allowances are paid to a small number of Councillors to reflect responsibilities undertaken by them in addition to their day-to-day roles as Elected Representatives. Such allowances are paid in addition to the Basic Allowance and calculated as a multiplier of the Basic Allowance.

Any recommended changes in such allowances would be based on proposals made to the Panel each year and reflecting, for example changes in committee structures, new responsibilities or increases/decreases in existing responsibilities.

The Panel has not received any recommended changes in Special Responsibility Allowances for 2026/27. As such the recommended values have not changed for 2026/27.

The full list of recommended SRA multipliers and values is set out in Appendix 1.

c/ Mileage and Expenses

The Panel notes that the Council has used the HMRC flat rate for payment of mileage for all types of vehicles and recommends that this continues.

d/ Dependant Carer Allowance

The Panel notes that the Council's Scheme of Members' Allowances provides that Dependant Carer Allowances are payable to cover reasonable and legitimate costs incurred in attending approved duties and recommends that this provision continues.

6. The Independent Remuneration Panel

This Council's Independent Remuneration Panel is set up on a joint basis with four of the other five District Councils in Worcestershire. Separate Annual Reports have been prepared for each Council. The members of the Panel are:

Tim Hunt (Chair) – Tim is a qualified journalist with more than 25 years' experience in media and communications. He spent seven years covering community and local authority news in Worcestershire and Warwickshire, including four as editor of two local newspapers, before going on to work in corporate communications and events. Tim now runs his own PR agency.

Susan Moxon (Vice Chair) - Susan has worked in the Education sector for over 20 years, working in schools in Warwickshire and Birmingham and then with the Department for Education, where she worked in the 6th form funding team, analysing data from incoming enquiries, mainly from schools and colleges regarding the calculation of their funding statements. She has acted as an independent observer at Teacher Disciplinary Hearings ensuring that the panel members followed procedures and were unbiased in their decision making. Previously she was an Exams Support Officer providing advice to schools and colleges in Hereford, Worcester and Gloucester about entering students for external exams and assessments, her particular area of expertise. She is currently Clerk to two local charities. She organises meetings, manages the accounts and is the main point of contact with applicants, local providers and the Charity Commission.

Reuben Bergman – Reuben is a Fellow of the CIPD with significant senior HR leadership experience across a range of public sector organisations in both England and Wales. He currently runs a HR Consultancy Business in Worcestershire providing advice and support on managing change, employment law, HR policy development, mediation, management coaching and employee relations. Reuben has led successful equal pay reviews in three separate local authorities and is known for his successful work in managing change and developing effective employee relations. He is a qualified coach, mediator and a Shared Service architect.

Xenia Goudefroy – Xenia is a Management Accountant with experience in the financial controlling and forecasting for a range of companies in the private sector. She holds an Advanced Diploma in Management Accounting and has completed a Master's degree in Business Administration at University Vila Velha and in International Management at the

Steinbeis University Berlin. As a focus topic of her thesis she has developed the order-to-cash process for new business models. Since she moved to the UK in 2017 in her free time she has been volunteering to help people in need and is also working as a volunteer at the Worcester fish-pass to help preserve the natural habitat of migrating species. She is fluent in three languages and enjoys learning new skills.

Caroline Murphy – Caroline has over 20 years' experience of working in public and voluntary sector organisations, including three West Midlands Local Authorities and the Civil Service. She was a senior Education Manager at Wolverhampton City Council until 2011. She has a wealth of experience at building partnerships. Caroline now works as freelance adviser supporting individuals and organisations with strategic management. Caroline is also an active Governor of a Special School and Vocational College in Wolverhampton and a trained Mediator.

7. Support and Thanks

The Panel has been advised and assisted by:

Claire Chaplin and Margaret Johnson from Worcester City Council
Darren Whitney and Jane Oyenuga from Bromsgrove & Redditch Councils
Bronwen Tompkins representing Malvern Hills District Council and Wychavon District Council

The Panel wishes to acknowledge its gratitude to these officers who have provided advice and guidance in a professional and dedicated manner.

Tim Hunt, Chair of Independent Remuneration Panel

Appendix 1

Independent Remuneration Panel for District Councils in Worcestershire

Summary of Basic Award and SRA recommendations

Role	Rec'd Multiplier 2025/26 (IRP)	Current Multiplier (Council Agreed)	Rec'd Allowance 2025/26 (IRP) £	Current Allowance 2025/26 (Council Agreed) £	Rec'd Multiplier 2026/27 (IRP)	Rec'd Allowance 2026/27 (IRP) £
Basic Allowance:	1	1	5,826	5,015.35	1	6,095
Special Responsibility Allowances*:						
Leader	3	3	17,478	14,196, plus 7,098 as portfolio holder	3	18,285
Deputy Leader	1.75	1.75	10,195	8,281 plus 7,098 as portfolio holder	1.75	10,666.25
Executive Members (Cabinet Portfolio Holders)	1.5	1.5	8,739	7,098	1.5	9,142.50
Executive Members without Portfolio	*****	1	*****	4,732	*****	*****
Chairman of Overview and Scrutiny Committee	1.5	1.5	8,739	7,098	1.5	9,142.50
Chairman of Overview and Scrutiny Task Groups	0.25	0.25	1,456.50	1,183	0.25	1,523.75
Chairman of Audit, Governance and Standards Committee	0.25	N/A ⁺	1,456.50	3,500	0.25	1,523.75
Chairman of Planning Committee	1	1	5,826	4,732	1	6,095
Chairman of Licensing Committee	0.75	0.75	4,369.50	3,549	0.75	4,571.25
Political Group Leaders	0.25	N/A ⁺	1,456.50	4,500	0.25	1,523.75

*To calculate SRA, Council used multiplier on their own basic allowance from 2023/24 (£4,732)

+ Council decided on its own figure without a multiplier for this item

Appendix 2

Independent Remuneration Panel for District Councils in Worcestershire**Summary of Research**a/ Chartered Institute of Public Finance and Accountancy (CIPFA) “Nearest Neighbour” authorities’ tool.

No two Councils or sets of Councillors are the same. Developed to aid local authorities in comparative and benchmarking exercises, the CIPFA Nearest Neighbours Model adopts a scientific approach to measuring the similarity between authorities. Using the data, Redditch Borough Council’s “nearest neighbours” are:

- Ashfield
- Cannock Chase
- Rossendale
- Rushmoor
- Nuneaton & Bedworth
- Tamworth
- Worcester

Information on the level of Basic and Special Responsibility Allowances was obtained to benchmark the levels of allowances recommended to the Council. The average basic award across all the “nearest neighbour” authorities was £5,907 as at November 2025.

b/ Annual Survey of Hours and Earnings (ASHE) Data on Pay

[Earnings and hours worked, place of work by local authority: ASHE Table 7 - Office for National Statistics \(ons.gov.uk\)](#)

Published by the Office for National Statistics, the Annual Survey of Hours and Earnings (ASHE) shows detailed information at District level about rates of pay. For benchmarking purposes, the Panel uses the levels for hourly rates of pay excluding overtime (£20.80 as at October 2025).

For benchmarking purposes, this is multiplied by 11 hours to give a weekly rate, then multiplied by 44.4 weeks to allow for holidays and then discounted by 40% to reflect the element of volunteering that each Councillor undertakes in the role.

The 11-hour multiplier is felt to reflect the average number of hours spent on Council business by frontline Councillors as reported in a previous survey of Worcester City Councillors in 2015 and updated in 2022. As a benchmark indicator this would produce a figure of £6,095 per annum which amounts to an increase of £269.

c/ CPI (Consumer Price Inflation)

In arriving at its recommendations, the Panel has taken into account the latest reported CPI figure as published by the Office for National Statistics. This was 4.10% in September 2025. The uprating of the 2026/27 recommended basic award by the CPI figure would give a revised Basic Award of £6,064, which amounts to an increase of £238.

d/ Local Government Pay Award

The Panel was mindful of the current local government pay award offer of 3.2%. Up-rating of the 2026/27 recommended basic award by the same percentage would give a revised Basic Award of £6012, which amounts to an increase of £186.

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Executive Committee
2026

13th January

Business Rates - Discretionary Rates Relief Policy 2026/27

Relevant Portfolio Holder	Councillor Ian Woodall
Portfolio Holder Consulted	No
Relevant Assistant Director	Debra Goodall Assistant Director Finance and Customer Services
Report Author	Revenue Services Manager david.riley@bromsgroveandredditch.gov.uk 01527 548 418
Wards Affected	All
Ward Councillor(s) consulted	No
Relevant Council Priority	
Key Decision / Non-Key Decision	
If you have any questions about this report, please contact the report author in advance of the meeting.	

1. RECOMMENDATIONS**The Executive Committee RECOMMEND that:-**

- 1) A non-domestic rates discretionary relief policy is approved and adopted from 1st April 2026**
- 2) The rural settlement list as set out in Appendix A of the policy is approved and adopted for use from 1st April 2026**

2. BACKGROUND

- 2.1 Section 47 of The Local Government Finance Act 1988 [the act] provides billing authorities with the power to award discretionary rate relief to ratepayers.
- 2.2 Discretionary rate relief was - in the past - restricted to charities, not for profit organisations, and the occupiers of small premises within rural settlements. The period for which relief could be awarded was also restricted to the current rate year, or to the current and previous rate year if the determination to award relief was made before 30th September.
- 2.3 The Localism Act 2011 and the Non-Domestic Rating Act 2023 removed some of the restrictions on the award of relief and, except in the case of charities and non-profit organisations, the council can only award relief to any ratepayer where it would be reasonable to do so having regard to the interest of the council's council taxpayers. Relief can be backdated to 1st April 2023, though the draft policy includes a

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local restriction allowing for backdating to be limited to the start of the previous rate year.

- 2.5 The condition requiring the award of relief to be in the interest of local taxpayers does not apply in the cases of charities and some not-for-profit organisations. In these cases, charities in receipt of 80% mandatory charitable relief can receive a further 20% discretionary relief, and not-for-profit organisations can receive relief of up to 100%. The policy sets out how we will determine application from charities and not-for-profit organisations.
- 2.6 Certain types of property situated within a rural settlement and with a rateable value below specific thresholds are entitled to rural rate relief, the properties eligible for rural rate relief are:
- The only post office within a rural settlement
 - The only general store within a rural settlement
 - The only public house within a rural settlement
 - The only petrol filling station within a rural settlement
 - A rural food shop
- 2.7 Rural rate relief was limited to 50%, an additional discretionary 50% relief could then be awarded. The Non-Domestic Rating Act 2023 increased the mandatory relief to 100%.
- 2.8 The 'rural rate condition' allowed billing authorities a further discretion to grant relief to any business within a rural settlement provided that the rateable value of the property occupied was less than £16,500, that the use of the property was of a benefit to the local community, and it was in the interest of taxpayers for relief to be provided.
- 2.9 The rural rate condition was removed by the Localism Act 2011; the act gave the council greater powers to award discretionary rate relief and the council's policy retains the discretion to award relief to businesses within rural settlements, in line with the original rural condition.
- 2.10 To enable rural rate relief to be determined the council is required to compile and maintain a rural settlement list. The list identifies rural settlements that are situated within designated rural areas and have a population of less than 3,000. The rural settlement list is included at appendix a of the proposed policy.
- 2.11 When awarding discretionary rate relief, the council must follow guidance set by Government. Government has used this requirement to make temporary government funded schemes of discretionary relief.

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The policy sets out that where such schemes are made the council will implement them in accordance with the published guidance.

- 2.12 The revised policy aims to modernise the framework for awarding relief, improve flexibility and ensure alignment with current legislation and the council's priorities. The key changes are:

2.13 Principles based approach

The revised policy moves away from the rigid criteria and fixed percentages to a flexible approach guided by the principles.

- Community benefit,
- Strategic alignment
- Financial need
- Sustainability.

2.14 Clear alignment to council priorities

Organisations must demonstrate how their activities support council priorities and deliver measurable local benefits.

Applicants are encouraged to develop and show plans for financial independence and outline how they can operate without ongoing rate relief.

Compliance with current legislation

References within the policy have been updated to incorporate the UK Subsidy Control Act.

2.15 Hardship and Rural Relief

Clarification added that hardship is not limited to financial hardship.

Requirements for applicants to evidence viability and community benefits when seeking relief.

3. OPERATIONAL ISSUES

- 3.1 The council awards discretionary relief for each rate year separately and notifies ratepayers of the awards of relief. Existing awards will end on 31st March 2026, and, on approval of the policy, ratepayers will be contacted to advise that their relief will end and the requirement for a new application to be made.

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- 3.2 All new applications will be determined in accordance with the approved policy.
- 3.3 There are thirty-eight properties receiving a 20% top-up discretionary relief, and thirteen not-for-profit organisations receiving a discretionary relief of between 1% and 100%. The total cost of discretionary relief for the 2024/25 rate year was £309,076. Comparison to “nearest neighbour” authorities show that the costs of relief for this group of councils range from £14,894 to £412,479.
- 3.4 The awards of relief for organisations already receiving relief will be reviewed for the 2026/27 rate year, and organisations will be required to make a fresh application for relief.

4. FINANCIAL IMPLICATIONS

- 4.1 The costs of discretionary rate relief are usually shared between central government and major precepting authorities. 50% of the costs of relief are met by central government, 40% by the district council, 9% by county council and 1% by fire and rescue authority.
- 4.2 The costs of Government funded discretionary relief are met in full through section 31 funding.
- 4.3 The changes to the policy retain general limits on backdating of relief for reliefs where the costs are in part met locally and allow full backdating of relief where funding will be provided by central government. The changes to the policy will have limited financial impact.

5. LEGAL IMPLICATIONS

- 5.1 The power to grant discretionary relief is contained within section 47 of The Local Government Finance Act 1988.
- 5.2 The council should not adopt a blanket policy that allows discretionary relief to be refused without full consideration and the proposed policy allows each application to be considered on a case-by-case basis.

6. OTHER - IMPLICATIONS**Local Government Reorganisation**

Executive Committee
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- 6.1 The discretionary relief policy will be reviewed every year to ensure that it remains fair and effective. While the current proposal does not take account of local government reorganisation, future reviews should aim to align discretionary relief policies across any reorganised billing authorities. These reviews should also include transitional arrangements for organisations that might lose some or all the relief they currently receive so that changes are introduced gradually and fairly.

Relevant Council Priority

- 6.2 The strategic purposes are included in the council's corporate plan and this guides the council's approach to budget making, ensuring we focus on the issues that are most important to the borough and our communities.
- 6.3 Awards of discretionary relief will be reflect the council's priorities at the time of award or review.

Climate Change Implications

- 6.3 Climate change implications will be considered when applications for relief are determined.

Equalities and Diversity Implications

- 6.4 None

7. RISK MANAGEMENT

- 7.1 No Specific risk identified.

8. APPENDICES and BACKGROUND PAPERS

Appendix A – Discretionary Rate Relief Policy.

Executive Committee
2026

13th January

9. REPORT SIGN OFF

Department	Name and Job Title	Date
Portfolio Holder	Please record the name of the relevant Portfolio Holder who has signed off the report here.	Please give the date they signed off the report here.
Lead Director / Assistant Director	Please record the name of the relevant lead Director / Assistant Director who has signed off the report here.	Please give the date they signed off the report here.
Financial Services	Please record the name of the relevant Officer in Financial Services who has signed off the report here.	Please give the date they signed off the report here.
Legal Services	Please record the name of the relevant Officer in Legal Services who has signed off the report here.	Please give the date they signed off the report here.
Policy Team (if equalities implications apply)	If applicable, please record the name of the relevant Officer in the Policy team who has signed off the report here.	If applicable, please give the date they signed off the report here.
Climate Change Team (if climate change implications apply)	If applicable, please record the name of the relevant Officer in the Climate Change team who has signed off the report here.	If applicable, please give the date they signed off the report here.

REDDITCH BOROUGH COUNCIL**Executive Committee
2026**

13th January

Council Tax Base Report 2026/27

Relevant Portfolio Holder	Councillor Ian Woodall
Portfolio Holder Consulted	Yes
Relevant Assistant Director	Debra Goodall Assistant Director Finance and Customer Services
Report Author	Job Title: Revenue Services Manager Contact email:david.riley@bromsgroveandredditch.gov.uk Contact Tel: 01527 548 418
Wards Affected	All
Ward Councillor(s) consulted	No
Relevant Council Priority	
Non-Key Decision	
If you have any questions about this report, please contact the report author in advance of the meeting.	

1. RECOMMENDATIONS**Executive Committee RECOMMEND that:-**

- i) The calculation of the council tax base for the whole and parts of the areas for 2026/27 be approved; and
- ii) In accordance with the Local Authorities (Calculation of Tax Base) (England) Regulations 2012, the figures calculated by Redditch Borough Council as its tax base for the whole area be 26,480.1 and for the parts of the area listed below be:

Parish of Feckenham	380.8
Rest of Redditch	26,099.3
Total for the Borough	26,480.1

2. BACKGROUND

- 2.1 This report sets out the calculation of the council tax base for 2026/27. The tax base calculation is required as part of determining the council tax for the forthcoming financial year.

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3. OPERATIONAL ISSUES

- 3.1 The council tax base is calculated using data held by the authority as of 30th November 2025. This data reflects the number of dwellings in each valuation band and accounts for exemptions, discount and reductions.
- 3.2 The figure is then adjusted for anticipated changes in dwelling numbers, discounts, and exemptions, and further adjusted to reflect expected collection rates. An allowance of 2.00% has been made for non-collection.
- 3.3 The council is required to set the council tax base annually as part of the budget-setting process for the following financial year.

4. FINANCIAL IMPLICATIONS

- 4.1 The council tax base calculation forms the basis for determining council tax for the new financial year.
- 4.2 The calculation uses a prescribed formula to generate the equivalent number of Band D dwellings in the borough and incorporates the cost of council tax support provided to residents.

5. LEGAL IMPLICATIONS

- 5.1 The Local Authorities (Calculation of Tax Base) (England) Regulations 2012 (as amended) set out the process for calculating the council tax base for the forthcoming financial year.
- 5.2 The tax base information is required by Worcestershire County Council, West Mercia Police and Crime Commissioner, and Hereford and Worcester Fire and Rescue Service to calculate and notify their precept requirements.
- 5.3 Legislation requires the billing authority to calculate the tax base for any “special areas” within its boundary. There are no such areas in Redditch Borough.

6. OTHER - IMPLICATIONS**Local Government Reorganisation**

- 6.1 None

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2026

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2026

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Relevant Council Priority

- 6.2 The tax base calculation is required as part of determining the council tax for the forthcoming tax year and supports the council's priority of Financial Stability.

Climate Change Implications

- 6.3 None

Equalities and Diversity Implications

- 6.4 None

7. RISK MANAGEMENT

- 7.1 No new risks identified.

8. APPENDICES and BACKGROUND PAPERS**9. REPORT SIGN OFF**

Department	Name and Job Title	Date
Portfolio Holder		
Lead Director / Assistant Director	Debra Goodall	27/11/2025
Financial Services	As Above	As Above
Legal Services		
Policy Team (if equalities implications apply)		

Executive Committee
2026

13th January

Council Tax - Empty Homes Discounts and Premiums 2026/27

Relevant Portfolio Holder	Councillor Ian Woodall
Portfolio Holder Consulted	Yes
Relevant Assistant Director	Debra Goodall Assistant Director Finance and Customer Services
Report Author	Revenue Services Manager david.riley@bromsgroveandredditch.gov.uk 01527 548 418
Wards Affected	All
Ward Councillor(s) consulted	No
Relevant Council Priority	
Non-Key Decision	
If you have any questions about this report, please contact the report author in advance of the meeting.	

1. RECOMMENDATIONS**The Executive Committee RECOMMEND that:-**

- i) the determinations set out in Appendix A be adopted with effect from 1st April 2026.
- ii) The Assistant Director of Finance and Customers Services be authorised to consider, on a case-by-case basis, a reduction to the long-term empty premium under Section 13A(1)(C) of the Local Government Finance Act 1992.
- iii) the council retains the existing discounts for unoccupied and furnished homes, as set out in Appendix A and does not implement additional council tax premiums for unoccupied and substantially furnished homes.

2. BACKGROUND

- 2.1 From the introduction of council tax in 1993 until March 2004 unoccupied homes in England were eligible for a council tax discount of 50%. From 1st April 2004 the Local Government Act 2003 gave councils in England the power to decide locally the level of discount for unoccupied homes.
- 2.2 These powers were expanded by later legislation including the Local Government Finance Act 2012, The Rating (Property in Common Occupation) and Council Tax (Empty Dwellings) Act 2018 and The Levelling-Up and Regeneration Act 2023. The expanded powers provided greater discretion to councils and allowed additional council

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tax, in the form premiums, to be added to long-term empty and unoccupied furnished homes.

- 2.3 The powers are discretionary, and billing authorities decide whether to remove the standard 50% discount, and whether to apply premiums.
- 2.4 Redditch Borough Council has used the discretionary power, and the current levels of discount are:

Second Homes: There is statutory definition for second homes, in simple terms they are furnished dwellings which are not occupied as a person's main residence. The council can remove the discount and charge 100% of the council tax. There are two classes of second home, those with a planning restriction that prevents occupancy for part of the year, and those without a planning restriction. This distinction allows different levels of discount to be applied to holiday homes and normal homes. The council has removed the discount for both types of dwelling and charges the full 100% council tax.

Empty Homes: Empty homes are unoccupied and substantially unfurnished dwellings. When removing setting the level of discount for empty homes we can apply the same level of discount to all empty homes, or we can set different levels of discount based on a description of the dwelling. The council applies a graduated discount for empty homes. Homes that are empty for 14 days or less received a 100% discount, homes empty for more than 14 days are charged the full council tax.

The council also applies a 100% discount to empty local authority housing which will be used for housing purposes.

Long-Term Empty Homes: When a home has been unoccupied and substantially unfurnished for 12 months or more the council may apply additional council tax, referred to as a premium. The level of premium can increase the longer the home is empty. We apply the maximum level of long-term empty premium.

Second Home Premium: From 1st April 2025 councils have been able to apply additional council tax for dwellings that are substantially furnished and are no one's sole or main residence. The council does not currently apply premiums to second homes.

- 2.5 Some types of homes are excepted from changes to discount or the application of premiums, and these homes include caravan pitches and boat moorings; homes that would be the main residence of a member

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of the armed forces; and homes that are on the market for sale or let. Full details of the excepted classes are included in Appendix B.

- 2.6 The council reviews discounts and premiums annually. When considering whether to apply premiums we are required to consider guidance issued by Government. The guidance sets out that Government expects councils to use the premiums to encourage owners to bring empty homes back into use, and not to penalise owners who are genuinely trying to sell or let their property. Guidance asks councils to carefully consider whether to charge a premium and to assess possible impacts. Examples of factors to consider are:
- The numbers and proportion of long-term empty dwellings and/or second homes in the local area
 - Circumstances which may affect whether the dwelling can be used as a main residence.
 - Impact on local economies and the tourism industry.
 - The impact of large numbers of empty homes, or a non-permanent second home owning cohort, on the provision and availability of local services.
 - Other measures that the council could take to bring homes back into use.
- 2.7 The Government guidance expresses the view that a council's determination can include local exceptions to the premium. Local exceptions could be used to extend the national so that at a local level additional time is given for a house to be sold before premiums apply or to create local exceptions to exclude dwellings which due to restrictions on use, or specific locality factors may be difficult to sell or bring back into use e.g. retirement homes which have a restriction on who may be resident in the property. The council has not created any local exceptions to premium; but consideration could be given to introducing exceptions in future years.
- 2.8 Long-term empty home premiums were introduced within the Redditch Borough from 1st April 2022 and reviewed effective from 1st April 2024. The guidance in place at the time of both decisions was considered by Committee and Council and determinations were made to apply premiums.
- 2.9 There have been no significant changes to the factors considered when determinations were first made, or to those which the Government's revised 2024 guidance directs the council to consider. The premium continues to operate as an effective incentive for homeowners to bring

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long-term empty homes back into use, and there are no specific local housing market issues that prevent sales of long-term empty homes.

- 2.10 The use of section 13A(1)(C) powers to reduce council tax, including council tax premium, on a case-by-case basis provides protection to taxpayers in cases where the imposition of a premium would cause hardship, and the new national exceptions to premium applicable from 1st April 2025 provide appropriate protection from premium for houses for sale or let, and in other specific cases. There is sufficient protection for taxpayers provided by the 13A(1)(C) power and the national exceptions.
- 2.11 The impacts of premium will continue to be monitored and where specific local issues are identified then consideration will be given to the introduction of local premiums for future years.
- 2.12 The decision to apply premiums cannot be amended during the financial year; and any changes to exception can only be introduced from the beginning of a financial year. The second home premium requires one year's notice before it can be applied, and the decision to apply a premium would take effect from the start of a financial year. The earliest date that the council could introduce a second home premium is 1st April 2027.

3. OPERATIONAL ISSUES

- 3.1 Long-term empty home premiums were introduced in Redditch from 1st April 2022. The administration of the levy has been successful and no requirements for local exceptions have been identified. If a broad class of dwelling – for example retirement complexes – become eligible for premium because of specific restrictions on sale then we could consider a local exception; significant numbers of such dwellings are not being identified, and any individual issues can be considered under section 13A(1)(C) discretionary reductions.
- 3.2 The introduction of national exceptions to premium from 1st April 2025 has provided protection for taxpayers whose homes are on the market for sale, or where the dwelling is part of the estate of person who has died. The national exception classes delay the implementation of premium and have reduced the need to consider any local exceptions.
- 3.3 The council has the option to implement premiums for unoccupied and substantially furnished dwellings (second homes). Government guidance set out that premiums should be considered where there is evidence that the number of second homes is detrimental to the local area. There is no evidence that second homes are impacted the

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provision of local services within the district and there is no operational objective to recommending the introduction of second home premiums.

4. FINANCIAL IMPLICATIONS

- 4.1 Additional council tax income from premiums is shared between the precepting authorities and Redditch retains approximately 12% of the additional council tax.
- 4.2 For the 2025/26 tax year the additional council tax levied on long-term empty homes is estimated to be £218,662, with Redditch retaining £26,240
- 4.3 There are approximately 113 unoccupied and furnished homes [second homes] within the Redditch district. The imposition of a second home premium, applied to these homes, would lead to an additional council tax premium of £218,000 and Redditch Council would retain £26,000 in additional council tax from second home premium. The actual level of premium would likely be reduced due to the application of exceptions to premium and changes in behaviour, for example the intermittent removal of furniture and refurbishing of homes can change the classification of the dwelling and prevent consistent application of premiums.

5. LEGAL IMPLICATIONS

- 5.1 The legislative framework for amendment to discounts and imposition of empty home premiums is set out in Sections 11A to 11D of the Local Government Finance Act 1992, and The Council Tax (Prescribed Classes of Dwellings) (England) Regulations 2003.
- 5.2 The council is required by sections 11B(1D) and 11C(4) of the LGFA '92 to have regard to any guidance issued by the secretary of state before deciding to apply a premium.
- 5.3 Guidance was considered when premiums were adopted from April 2022 and reviewed effective from April 2024. Consideration of the guidance has been included within sections 2.6 to 2.12 of this report

6. OTHER - IMPLICATIONS**Local Government Reorganisation**

- 6.1 Second home premiums require one year's notice before coming into effect and the earliest date from which they council apply would be 1st

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April 2027. Local Government reorganisation could lead to the abolition of Redditch Council and replacement with a new unitary authority on 1st April 2028.

- 6.2 Reorganisation may mean that Redditch Council would levy the second home premium for a period of one tax year, which reduces any benefits available to the council from the introduction of premium.

Relevant Council Priority

- 6.2 The council's financial stability priority is supported by the appropriate use of the council's discretionary powers to amend discounts and apply premiums.

Climate Change Implications

- 6.3 None

Equalities and Diversity Implications

- 6.4 None

7. RISK MANAGEMENT

- 7.1 The table below identifies specific risks and mitigations in relation to the administration of tax liability for unoccupied homes. The table is not exhaustive and provides information on the main identified risks.

Risks	Mitigation
Taxpayers subject to premiums may be dissatisfied with the decision of the authority.	Clear communications to be issued with Council Tax demand notices setting out the reasons for the changes. Establish links with internal Housing Strategy team to help to publicise methods by which empty homes can be brought back into use
Manipulation of council tax system to avoid empty home premium	Homeowners may provide false information to evade the application of the empty home premium. Briefings to teams will include information on steps that should be taken to validate changes to liability on long-term empty homes.

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8. APPENDICES and BACKGROUND PAPERS

Appendix A – Council Tax Discounts, and Premiums Determination

Appendix B – Classes Excepted from premiums

Executive Committee Meeting Minutes: Agenda Item 9. Council Tax Empty Homes Discounts and Premiums. Redditch Borough Council 9th January 2024

Executive Committee Meeting Minutes: Agenda Item 6. Council Tax Empty Homes Discounts and Premiums. Redditch Borough Council 11th January 2022.

Ministry of Housing Communities & Local Government (2024)
Guidance on the implementation of the council tax premiums on long-term empty and second homes.

Available at <https://www.gov.uk/government/publications/long-term-empty-homes-and-second-homes-council-tax-premiums-and-exceptions/guidance-on-the-implementation-of-the-council-tax-premiums-on-long-term-empty-homes-and-second-homes>

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9. REPORT SIGN OFF

Department	Name and Job Title	Date
Portfolio Holder	Please record the name of the relevant Portfolio Holder who has signed off the report here.	Please give the date they signed off the report here.
Lead Director / Assistant Director	Please record the name of the relevant lead Director / Assistant Director who has signed off the report here.	Please give the date they signed off the report here.
Financial Services	Please record the name of the relevant Officer in Financial Services who has signed off the report here.	Please give the date they signed off the report here.
Legal Services	Please record the name of the relevant Officer in Legal Services who has signed off the report here.	Please give the date they signed off the report here.
Policy Team (if equalities implications apply)	If applicable, please record the name of the relevant Officer in the Policy team who has signed off the report here.	If applicable, please give the date they signed off the report here.
Climate Change Team (if climate change implications apply)	If applicable, please record the name of the relevant Officer in the Climate Change team who has signed off the report here.	If applicable, please give the date they signed off the report here.

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Appendix A – Council Tax Determinations**1. Discounts under section 11A(4) and 11(A)(4A) of the Local Government Finance Act 1992**

Effective from 1st April 2026 the level of Council Tax discount for each class of dwellings (as defined by *The Council Tax (Prescribed Classes of Dwellings (England) Regulations 2003* as amended), or where applicable description of dwellings within that class shall be:

Class	Description	Discount
A	Furnished homes which are no one's sole or main residence and where a planning restriction prevents occupancy.	0%
B	Furnished homes which are no one's sole or main residence and where occupancy is not restricted by a planning condition	0%
C	Dwellings which are unoccupied and substantially unfurnished for a continuous period of less than 15 days.	100%
C	Dwellings which are unoccupied and substantially unfurnished for a continuous period of 15 days or more	0%
C	Dwellings which are unoccupied and substantially unfurnished and <ul style="list-style-type: none"> i) The owner is a local housing authority; and ii) When next in use the dwelling will be occupied under the Housing Act 1985 	100%
D	Dwellings requiring or undergoing major repair works to render them habitable as defined within the prescribed classes of dwellings regulations	100%

Owner is defined by Section 6(5) and 6(6) of the Local Government Finance Act 1992.

Any period of occupation not exceeding 6 weeks shall be disregarded when considering Class C and D.

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2. Long-Term Empty Dwelling Premiums Under Section 11B(1)

From 1st April 2026 for all dwellings except those excepted from premium by the Prescribed Classes of Dwellings regulations, the discount under section 11(2)(a) shall not apply and the following premiums will be charged:

Period Unoccupied and Unfurnished	Premium Applied
Less than 5 years	100% premium (total charge 200%)
5 years or more, but less than 10 years	200% premium (total charge 300%)
10 years or more	300% premium (total charge 400%)

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Appendix B – Discount and Premium Exception Classes

Class	Description	Exception
E	Dwelling which is or would be someone's sole or main residence if they were not residing in job-related armed forces accommodation.	Long-term empty and second home premiums.
F	Annexes forming part of or being treated as part of the main dwelling.	Long-term empty and second home premiums.
G	Dwelling which are being actively marketed for sale – time limited to 12 months.	Long-term empty and second home premiums.
H	Dwellings which are being actively marketed for let – time limited to 12 months.	Long-term empty and second home premiums.
I	Unoccupied dwellings which fell within the exempt class F (left empty by a deceased person) and where probate has been granted. Time limited to 12 months from probate.	Long-term empty and second home premiums.
J	Dwellings where the liable person is resident in a job-related dwelling provided by their employer, or for the liable person is a job-related dwelling.	Second home premiums and adjustment to discount for unoccupied furnished homes
K	Caravan pitches occupied by a caravan, or boat moorings occupied by a boat.	Second home premiums and adjustment to discount for unoccupied furnished homes
L	Seasonal homes where year-round occupation is prohibited.	Second home premiums.
M	Vacant homes which require or are undergoing major repair works to render them habitable, or vacant homes undergoing a structural alteration.	Long-term empty homes premium.

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REDDITCH BOROUGH COUNCIL**Executive Committee
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Council Tax Support Scheme 2026/27

Relevant Portfolio Holder	Councillor S J Baxter
Portfolio Holder Consulted	Yes
Relevant Assistant Director	Debra Goodall Assistant Director Finance and Customer Services
Report Author	Revenue Services Manager david.riley@bromsgroveandredditch.gov.uk 01527 548 418
Wards Affected	All
Ward Councillor(s) consulted	No
Relevant Council Priority	
Non-Key Decision	
If you have any questions about this report, please contact the report author in advance of the meeting.	

1. RECOMMENDATIONS**The Executive Committee RECOMMEND that:-**

- i) **The council tax reduction scheme is retained for 2026-27 tax year, subject to uprating of income bands by 3.8% in-line with increases to national benefits as set out in the table at appendix a.**

2. BACKGROUND

- 2.1 The council is required under section 13A(2) of the Local Government Finance Act 1992 (LGFA '92) to make a council tax reduction (CTR) scheme. The scheme must specify the reductions in council tax available to individuals in financial need, or to defined classes of people considered to be in financial need.
- 2.2 Each tax year, the council must review its CTR scheme and decide whether to revise or replace it. If revisions or replacement are proposed, the council is required to carry out formal consultation before adopting a new scheme.
- 2.3 On 1st April 2021 the council introduced an income-banded scheme for working age applicants. The rationale was to future proof the scheme, reduce administrative burdens and align more closely with universal credit.

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- 2.4 Since 2022 the council has amended the scheme to:
- adjust support levels in line with available funding
 - revise income bands and tapers to reflect inflation; and
 - to simplify elements of the scheme to aid administration.
- 2.5 The current scheme includes a provision to uprate income bands by an inflation factor determined by the council, typically aligned with increases in national welfare benefits.
- 2.6 Benefit rates for 2027 are set to increase by 3.8% It is recommended that the income bands be raised by the same percentage. Any uprated amount that is not a whole pound will be rounded up to the next whole pound.

3. OPERATIONAL ISSUES

- 3.1 Retaining the existing scheme and uprating the income bands will have no additional operational implication.

4. FINANCIAL IMPLICATIONS

- 4.1 Adjusting income bands will affect the level of Council Tax Reduction (CTR) provided to claimants and may increase the overall cost of the scheme.
- 4.2 Uprating income bands is intended to protect claimants from inflation and ensure that increases in Universal Credit or wages for not remove eligibility for CTR. This adjustment is essential to maintain support for residents in financial need.

5. LEGAL IMPLICATIONS

- 5.1 Under paragraph 5 of Schedule 1A to the LGFA '92, the council must consider annually whether to revise or replace its CTR scheme. Any revision or replacement requires formal consultation, which must include:
- Consultation with major precepting authorities
 - Publication of a draft scheme; and
 - Consultation with persons likely to have an interest in the scheme.
- 5.2 If a revised scheme reduces or removes a reduction, it must include appropriate transitional provisions. The current scheme allows for uprating of income bands by inflation without consultation. However,

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any changes that reduce income bands or discount percentages would constitute a revision and require full consultation and approval by full council.

6. OTHER - IMPLICATIONS**Local Government Reorganisation**

- 6.1 No immediate implications. However, the new authority will need to adopt its own CTR scheme and consider transitional arrangements for current claimants.

Relevant Council Priority

- 6.2 The administration of the CTR scheme support the council's Economic Development and Housing priorities by assisting vulnerable residents.

Climate Change Implications

- 6.3 None.

Equalities and Diversity Implications

- 6.4 A full equalities impact assessment was completed when the income-banded scheme was introduced. Uprating income bands has no further equalities implications.

7. RISK MANAGEMENT

- 7.1 No new identified risks.

8. APPENDICES and BACKGROUND PAPERS

Appendix A – Income Band Table

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Department	Name and Job Title	Date
Portfolio Holder	Please record the name of the relevant Portfolio Holder who has signed off the report here.	Please give the date they signed off the report here.
Lead Director / Assistant Director	Please record the name of the relevant lead Director / Assistant Director who has signed off the report here.	Please give the date they signed off the report here.
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Policy Team (if equalities implications apply)	If applicable, please record the name of the relevant Officer in the Policy team who has signed off the report here.	If applicable, please give the date they signed off the report here.
Climate Change Team (if climate change implications apply)	If applicable, please record the name of the relevant Officer in the Climate Change team who has signed off the report here.	If applicable, please give the date they signed off the report here.

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Appendix A – Income Bands 2026/27

Discount Band	Discount	Single Person	Single Person with One Child	Single Person with two or more children	Couple	Couple with one child	Couple with two or more children
Income Band 1	100.00%	£0 to £130	£0 to £203	£0 to £277	£0 to £186	£0 to £260	£0 to £333
Income Band 2	80.00%	£130.01 to £159	£203.01 to £243	£277.01 to £316	£186.01 to £214	£260.01 to £299	£333.01 to £372
Income Band 3	55.00%	£159.01 to £186	£243.01 to £283	£316.01 to £355	£214.01 to £243	£299.01 to £338	£372.01 to £413
Income Band 4	30.00%	£186.01 to £214	£283.01 to £321	£355.01 to £395	£243.01 to £270	£338.01 to £378	£413.01 to £451
Nil Award	0.00%	Over £214	Over £321	Over £395	Over £270	Over £378	Over £451

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REDDITCH BOROUGH COUNCIL**Executive Committee
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Discretionary Council Tax Reduction Policy 2026/27

Relevant Portfolio Holder	Councillor Ian Woodall
Portfolio Holder Consulted	Yes
Relevant Assistant Director	Debra Goodall Assistant Director Finance and Customer Services
Report Author	Revenue Services Manager david.riley@bromsgroveandredditch.gov.uk 01527 548 418
Wards Affected	All
Ward Councillor(s) consulted	No
Relevant Council Priority	
Non-Key Decision	
If you have any questions about this report, please contact the report author in advance of the meeting.	

1. RECOMMENDATIONS**The Executive Committee RECOMMEND that:-**

- i) **The revised section 13A(1)(C) policy be approved and adopted from 1st April 2026**

2. BACKGROUND

- 2.1 The council has the power under section 13A(1)(C) of The Local Government Finance Act 1992 (LGFA '92) to reduce the amount of council tax that a person is liable to pay. The power may be exercised on a case-by-case basis or by determining a class of case in which the liability will be reduced.
- 2.2 The existing policy for determining section 13A(1)(C) reductions was adopted from 1st April 2024 and is due to be reviewed.
- 2.3 Marie Curie has advocated for council tax discounts for individuals living with terminal illness. The review of the policy has considered the representations made by Marie Curie and has included specific reference to support for people with terminal illness.

3. OPERATIONAL ISSUES

- 3.1 The existing policy sets out when the council will use their discretionary powers to provide case-by-case reductions for Worcestershire County Council care leavers, support under Government's flood recovery

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framework, wider Government support, and reductions in cases of exceptional hardship.

- 3.2 The revised policy retains the specific provisions for support for care leavers and for support under the flood recovery framework. The policy also includes reference to support that will be available where the liable person for council tax has been diagnosed with a terminal illness.
- 3.3 Marie Curie has requested local councils provide a 100% discount to people who have received a diagnosis of terminal illness. When revising the policy consideration, has been made to the Marie Curie request.
- 3.4 The revised policy sets out that where the liable person has been diagnosed with a terminal illness then a discount of up to 100% will be considered. The reduction will not be available for second homes or empty homes and when assessing reductions consideration will be made to the financial circumstances of the household.
- 3.5 The policy intends to balance support for people with terminal illness, the financial costs of providing relief, and the financial position of the household receiving relief. It would not be appropriate to adopt a blanket policy that provides a 100% discount in all cases where the liable person has a terminal illness. A blanket policy would provide support to owners of multiple dwellings and unoccupied second homes or would provide support to individuals with the ability to pay their council tax liability.
- 3.6 A flexible approach to the assessment of support for people with terminal illness will allow the council to work with the individual to ensure that they are receiving all support available, including support from energy providers and charitable organisations, and are not reliant on the provision of a council tax discount.
- 3.7 The council tax legislation provides a route of appeal to the Valuation Tribunal against decisions to refuse to provide support under 13A(1)(C). The policy will provide officers with a framework for making decisions on a case-by-case basis from households requesting discretionary support.
- 3.8 The key changes in the revised policy are:
- 3.9 Clarification of legislative context**

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Revised policy adds references to Collection Fund Directions and clarifies the cost of any discretionary reduction is borne entirely by the billing authority.

3.10 Expanded Detail on Relief Categories

Care Leavers: Worcestershire County Council must confirm care leaver status. The policy now explains proportional discounts for joint liability more clearly.

Flood Recovery Framework: Includes detailed eligibility criteria, conditions and duration of relief.

Terminal Illness Support: Introduces a new category for residents diagnosed as terminally ill, with clear eligibility and proportional reduction rules.

3.11 Evidence and Applications Process

The revised policy provides a clearer list of evidence requirements, improving transparency and consistency.

3.12 Backdating and Appeals

Structured appeal steps and timelines have been added to ensure fairness and clarity for applicants.

4. FINANCIAL IMPLICATIONS

- 4.1 The Collection Fund (Council Tax Reductions) (England) Directions 2024 require billing authorities to transfer the costs of reductions under 13A(1)(C) from the general fund to the collection fund. This means that the full costs of all 13A(1)(C) reductions are met by the billing authority.
- 4.2 An agreement with Worcestershire County Council (WCC) is in place to ensure that this authority is reimbursed for the cost of council tax reductions granted to care leavers who were previously supported by WCC.
- 4.3 Care leavers who originate from outside Worcestershire County are not covered under the Worcestershire Care Leavers Concordat. However, they are encouraged to seek financial support from the local authority that provided their care services.

5. LEGAL IMPLICATIONS

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-
- 5.1 The power to provided reductions to council tax is set out at section 13A(1)(C) of the Local Government Finance Act 1992.

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6. OTHER - IMPLICATIONS**Local Government Reorganisation**

6.1 None

Relevant Council Priority

6.2 The administration of discretionary reductions supports the council's Economic Development and Housing priorities by assisting vulnerable residents and helping individuals maintain their place within the community.

Climate Change Implications

6.3 None

Equalities and Diversity Implications

6.4 None

7. RISK MANAGEMENT

7.1 The table below identifies specific risks and mitigations in relation to the administration of tax liability for unoccupied homes. The table is not exhaustive and provides information on the main identified risks.

Risk	Mitigations
Financial Risk. The cost of discretionary reduction is met by the billing authority and no specific budget is set aside for provision of reductions.	The costs of discretionary reductions will be monitored monthly and reported to Head of Finance and Customer services
Reputational Risk. The absences of a policy could limit the council's ability to defend valuation tribunal appeals, or result in adverse findings by the local government ombudsman	Approval of the policy will mitigate the risks and provided clear framework for the assessment of applications for support.

8. APPENDICES and BACKGROUND PAPERS

Appendix A – Council Tax Section 13A(1)(C) Policy

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9. REPORT SIGN OFF

Department	Name and Job Title	Date
Portfolio Holder	Please record the name of the relevant Portfolio Holder who has signed off the report here.	Please give the date they signed off the report here.
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Climate Change Team (if climate change implications apply)	If applicable, please record the name of the relevant Officer in the Climate Change team who has signed off the report here.	If applicable, please give the date they signed off the report here.

Redditch Borough Council

Council Tax Section 13A(1)(C) Policy

1. Purpose and Scope

This policy sets out Redditch Borough Council's approach to awarding discretionary council tax reductions under Section 13A(1)(C) of the Local Government Finance Act 1992.

It applies to all council taxpayers who may be eligible for reductions and provides a clear framework for:

- The criteria for awarding relief.
- The application and evidence process.
- Governance and decision-making arrangements.

The council aims to use its discretionary power to:

- Prevent homelessness.
- Support vulnerable residents to retain their place in the community.
- Assist customers during personal crisis and exceptional circumstances.
- Promote financial independence through short-term relief.
- Provide compassionate support for residents diagnosed as terminally ill.

2. Legislative Framework

The power to provide discretionary reductions to council tax was introduced by the Local Government Act 2003, which inserted section 13A into the Local Government Finance Act 1992. The Local Government Finance Act 2012 retained this power within section 13A(1)(C).

Under 13A(1)(C) a billing authority may reduce the council tax payable by any amount it considers appropriate. This power can be applied:

- To a defined class of cases.
- On a case-by-case basis.

The Collection Fund (Council Tax Reductions) (England) Directions 2024 require that, except in specific cases related to the removal of tax credits, the cost of reductions under section 13A(1)(C) is borne entirely by the billing authority. This means the borough council must reimburse the precepting authorities for any council tax income lost through discretionary reductions.

3. Principles for Awarding Discretionary Relief

When awarding discretionary reductions, the council will apply general principles and consider relief where:

Worcestershire County Council Care Leavers

A discretionary reduction will be provided to care leavers under the age of 25 who were supported by Worcestershire County Council. The discount will be provided in-line with the care leavers concordat for the care leaver's sole or main residence.

Eligibility Criteria

- The applicant must be under 25 years of age
- Worcestershire County Council must have acted as the corporate parent.

Conditions

- The care leaver must claim Local Council Tax Support (LCTS) first. The discretionary reduction will be considered after LCTS, and all other applicable discounts or exemptions have been applied.
- Worcestershire County Council must confirm support for the award of any reduction.

Amount of Reduction

- A qualifying care leaver who is the sole resident of a property will receive a 100% discount.
- Where the care leaver shares liability (e.g. joint tenants) the discount will be proportional. For example, if two people are jointly liable and one is a care leaver, the discount will cover 50% of the council tax charge.

Special Circumstances

- If a care leaver under 25 moves in with a parent or grandparent and this results in the loss of a single person discount, or disregard discount, Section 13A(1)(C) will be used to provide an equivalent discount.

Policy Updates

- Support for care leavers will be amended as necessary to reflect any changes to the Worcestershire County Council Care Leavers Concordat.

Flood Recovery Framework

In a severe weather event with significant wide-area impacts, the Government may activate the Flood Recovery Framework. Section 13A(1)(C) powers will be used to provide support to qualifying households in accordance with central government rules.

Eligibility Criteria

Reductions will be provided in-line with the Flood Recovery Framework and the circumstances for providing relief will be:

- The property is the taxpayer's primary residence; and
- The property is uninhabitable due to flooding because:
 - Flood water entered habitable areas; or
 - Flood water did not enter habitable areas, but the local authority determines the property was otherwise unliveable for a period of time.
- The property is temporary accommodation for a household unable to return to their home due to flooding.

Conditions

- Second homes and empty homes will not be eligible.

Amount of Reduction

- Primary residence: 100% reduction for a minimum of three months, or while the household is unable to return to its primary residence.
- Temporary Accommodation: 100% council tax discount on any temporary accommodation for households unable to return to their home.

Special Circumstances

- Where a government scheme has been activated for 2 separate instances of flooding within 3 months, the 2 discounts would run concurrently.
- Where discount is still required after 15 to 18 months Government may ask for additional information to support the discount.

Terminal Illness Support

A discretionary reduction will be considered where a liable person has been diagnosed as terminally ill and a medical professional has confirmed they have less than 12 months to live.

Eligibility Criteria

- The dwelling is the sole or main residence of a liable person diagnosed as terminally ill; and
- A medical professional has confirmed terminal illness by completion of an SR1 medical report.

Conditions

- Reductions for terminal illness will not be provided for second homes or empty homes.

Amount of Reduction

- Where the liable person is terminally ill and forms part of a single household with the other residents of the dwelling a reduction of up to 100% will be considered.
- Where the liable person is terminally ill and does not form part of a single household with the other residents a proportional reduction will be considered.

Special Circumstances

- Determination of reduction will not be limited to an assessment of health status of members of the household; consideration will be given to the financial circumstances of the household.

Government Schemes of Support

The council will implement any Government-funded discount schemes in line with guidance issued by central government. Where schemes include discretionary funding, allocation guidelines will be determined by the Assistant Director Finance and Customer Services in consultation with the relevant portfolio holder.

Examples:

- Covid-19 Hardship Fund.
- Council Tax Hardship Support Fund.

Other Cases (Extreme Hardship)

The council will consider a discretionary reduction where:

- The taxpayer has an outstanding council tax balance and faces extreme financial hardship.
- The household members cannot contribute towards payment.
- Recovery action would result in severe hardship.
- There is no access to assets or funds to meet liability.
- There are no alternative means of securing payment of council tax.
- The taxpayer is unable to restructure payments or debts.
- The taxpayer demonstrates they have no available income to pay their council tax.

Evidence Required:

- Full income and expenditure details.
- Asset and capital evidence.
- Utility and household bills.

4. Relationship to Other Schemes

Section 13A(1)(C) reduction will be considered after applications for:

- Council Tax Discounts and Reductions
- Local Council Tax Support
- Discretionary Housing Payments
- Exceptional Hardship and Essential Living Funds
- Discretionary Council Tax Support provided under Government funded schemes.

5. Applications and Evidence

Taxpayers, or an authorised representative, must apply for the discretionary reduction in writing, clearly setting out the circumstances on which the application is based. This application will be in addition to any application for Local Council Tax Support (LCTS)

Where the initial application indicates a discretionary reduction may be appropriate, the council will request further evidence which may include (but is not limited to):

- Household composition and income/expenditure details for all members of the household.
- Evidence of all capital and assets of the taxpayer, including mortgage balances and property value where property is owned.
- Income and expenditure for the period relevant to the application up to the current date.
- Utility and household bills.

6. Amount of Award and Duration

The amount and duration of the reduction will be determined at the council's discretion, based on the evidence supplied and the circumstances of the claim.

The reduction will be calculated as a daily amount, and the taxpayer will be notified on the basis that their circumstances remain unchanged for the remainder of the tax year.

Where the reduction ends before the end of the tax year, the taxpayer will be notified of the end date, and the reduction will be apportioned accordingly.

The reduction will end if:

- The tax year for which the reduction was made ends.
- The liable person changes or an additional resident joins the household.
- The council taxpayer enters any form of insolvency process.
- The council taxpayer's finance circumstances significantly alter.
- The liability for council tax ends.

7. Backdating

Section 13A(1)(C) reductions will, where applicable, be backdated to the start of the tax year in which the application is made.

Where a new liability has been created for a previous tax year, backdating will be considered if the application is made within six months of the notification of liability.

Backdating for periods before the tax year in which the application is made, or outside of the six-month window, will be considered where the taxpayer demonstrates continuous exceptional hardship. Evidence will be required for the entire period.

8. Notification of Award

The council will notify the outcome of each application **in writing**, including:

- The reason for the decision.
- The period of the award and the end date (if applicable).
- A reminder that the taxpayer must inform the council of any relevant changes in circumstances.
- Details of the appeals process.

9. Appeals

Appeals against the council's decision may be made under Section 16 of the Local Government Finance Act 1992:

- The taxpayer must first appeal in writing to the council, stating reasons for disagreement.
- The council will reconsider and notify the outcome in writing.
- If the taxpayer remains dissatisfied, they may appeal to the Valuation Tribunal within two months of the council's decision.
- If the council does not respond within two months, the taxpayer may appeal directly to the Valuation Tribunal.

10. Fraud

The council is committed to protecting public funds and ensuring funds are awarded only to eligible applicants. Any applicant who fraudulently claims a reduction by providing false information or evidence may have committed an offence under the Fraud Act 2006. Suspected fraud will be investigated and may lead to legal proceedings.

REDDITCH BOROUGH COUNCIL**EXECUTIVE COMMITTEE**

HOUSING REVENUE ACCOUNT RENT SETTING 2026/27

Relevant Portfolio Holder	Councillor Bill Hartnett, Portfolio Holder for Housing
Portfolio Holder Consulted	Yes
Relevant Head of Service	Debra Goodall
Wards Affected	All Wards
Ward Councillor Consulted	N/A
Non-Key Decision	

1. SUMMARY OF PROPOSALS

To present Members with the proposed dwelling rent, garages and service charges increases for 2026/27.

2. RECOMMENDATIONS

The Committee is asked to **RECOMMEND** to Council that:

- 1) the actual average rent increase for 2026/27 be set as 4.8%.
- 2) Garage rent increase by 4.8%.
- 3) the service charges to Council tenants and leaseholders be set as detailed in section 3.4 of the report.

3. KEY ISSUES**Financial Implications**

- 3.1 The rent increase above is in line with the Government guideline on rent increase as described below.
- 3.2 In September each year the annual Consumer Price Index figure is set which is used to establish the limit on annual rent increases for social housing. The continuation of the annual guideline rent increase cap of September CPI plus 1% will translate into a rent increase in 2026/27 of 4.8% (based on September CPI of 3.8%).
- 3.3 The annual rent increase is very important for the long-term sustainability of the HRA. The current HRA Business Plan, approved in 22-23 assumed a rent increase of 3% in 2026/27. However, the recommendation for the rent increase in 2026/27 in line with Government guidelines is 4.8%. A higher rent increase will usually translate into an increase in income to the HRA in 2026/27 and future years.
- 3.4 In 2025/26, an inhouse dedicated and specialist caretaking and cleaning team was established. Consequently, new service charges were introduced to recoup some of the cost of providing the caretaking and

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cleaning services. These service charges roughly apply to 640 dwellings and is expected to generate circa £193,000 per annum in 2026/27.

The proposed service charges for 2026/27 are set out below:

Service Charge	Applies Lease holder	Benefit eligible?	Weekly charge 2025/26 (48 weeks)	Proposed Weekly charge 2026/27 (48 weeks)
Cleaning & Caretaking - Communal Areas	Y	Y	£6.40 (introduced November 2025)	£6.40*
St David's & Queens Cottages Concessionary TV Licences	N	N	£0.16	£0.16
St David's & Queens Cottages Extra Care Scheme	N	Y	£39.30	£40.10
Communal Charges at Baxterley Close (8 properties)	N/A	Y	New	£5.93

- 3.5 * No increase proposed due to new charges only coming into effect during November 2025.
- 3.6 The annual rent increase will help to fund the cost pressures to the HRA that arise from the regular changes to statutory and regulatory framework that Social Housing Providers must comply with such as Awaab's Law, which came into effect on 27 October 2025 and mandates that Social Landlords must address reports issues of Damp & Mould within strict timelines.
- 3.7 **This report will set rent for 5,479 properties (5,539, 25/26) of which 5,382 are charged at social rent and 97 at affordable rent. The average rent (48 week basis) for 2026/27 charged will be £111.22 and £173.43 for social and affordable rent properties respectively.**
- 3.8 The Council has some dwellings with actual social rent charge below Target Rent (Formula Rent) levels. In line with the Government's rent

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standard for social rents, when these void properties are re-let, the rent will be set at the re-calculated target rent for a new tenant.

- 3.9 As members are aware the system of housing revenue account subsidy ceased on the 31st of March 2012 now replaced with a devolved system of council housing finance called self-financing. The proposal in the form of a financial settlement meant a redistribution of the 'national' housing debt. This resulted in the Council borrowing £98.9 million from the Public Works Loan Board.
- 3.10 Self-financing placed a limit (Debt Cap) on borrowing for housing purposes at the closing position for 2011/12 at £122.2 million, however, the debt cap has since been removed, and officers are currently reviewing implications of this change on councils future social housing growth strategy.
- 3.11 A new Direction from the Secretary of State to the Regulator of Social Housing in relation to social housing rent policy is imminent and this will focus on the introduction of a new rent convergence policy for rents that are below the formula rent and the confirmation of rent settlement period from 2026.
- 3.12 In July 2025, to support additional investment in new and existing social housing, the government consulted on how to implement Social Rent convergence that would allow rents for Social Rent properties that are currently below 'formula rent' to increase by an additional amount each year, over and above the CPI+1% limit, until they 'converge' with formula rent.
- 3.13 The government will respond to the consultation in full and announce a decision about how Social Rent convergence will be implemented in January 2026. The government also remains committed to the 10-year rent settlement for 2026-36 which will permit social housing rents to increase by CPI+1% per annum for 10 years from April 2026.

2026/27

- 3.14 **For 2026/27, the actual average rent increase will be 4.8%. The average rent for all dwellings on a 52 week basis will be £103.68 or £112.32 on a 48 week basis. This compares to the average for**

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2025/26 on a 52 week basis of £98.93 and £107.18 on a 48 week basis.

Legal Implications

- 3.15 A new direction for social housing will be communicated by the Government in January 2026

Service/Operational Implications

- 3.16 The Council needs to approve the rents in a timely manner to allow officer time to notify the tenants of the annual rent. Tenants must have 28 calendar days' notice of any change to their rent charge.

Customer/Equalities and Diversity Implications

- 3.17 The rent increase will be applied by the same percentage regardless of property size. The equality and diversity implications of the changes will be evaluated and considered as part of the decision-making process.
- 3.18 In respect of tenant's ability to pay. Customers who are eligible for Universal Credit will be assessed on how much they are entitled based on their income. Applicants of Universal Credit range from working people in receipt of a low income or are completely reliant on benefits.
- 3.19 Customers completely reliant on benefits will normally be awarded the full amount of rent set by ourselves as the housing provider, as well as for the eligible service charges. This is paid through the housing element of Universal Credit, however, tenants affected by the bedroom tax or benefit cap may receive a reduced amount. Working applicants may receive partially payments towards their rent costs.
- 3.20 Customers in receipt of their state pension are eligible for housing benefit rather than Universal Credit. Based on their income the Housing Benefit Team will assess if the customer is entitled to full or partial housing benefit. Customers in receipt of the state pension will normally receive the full amount of rent set by ourselves as the housing provider, as well as for the eligible service charges. Customers in receipt of Housing Benefit do not receive deductions for the bedroom tax, as this only applies to working age households.

4. RISK MANAGEMENT

- 4.1 There is a risk to that rents are not approved in sufficient time to allow for notification of tenants of the increase. This will be monitored throughout the process.

5. APPENDICES

REDDITCH BOROUGH COUNCIL**EXECUTIVE COMMITTEE**

None

6. BACKGROUND PAPERS

None.

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REDDITCH BOROUGH COUNCIL**EXECUTIVE 13 January 2026****Medium Term Financial Plan 2026-27 to 2028-29 Fees and Charges and
consultation outcomes including Worcestershire Regulatory Services Budget
Recommendations**

Relevant Portfolio Holder	Councillor Ian Woodall Portfolio Holder for Finance
Portfolio Holder Consulted	Yes
Relevant Head of Service	Debra Goodall
Report Author	Debra Goodall – Assistant Director of Finance and Customer Services debra.goodall@bromsgroveandredditch.gov.uk Contact telephone:
Wards Affected	N/A
Ward Councillor(s) consulted	N/A
Relevant Council Priorities	All
Non-Key Decision	
If you have any questions about this report, please contact the report author in advance of the meeting.	

1. SUMMARY

- 1.1 This report updates Members on the 2026/27 budget process and the Medium-Term Financial Plan (MTFP) to 2028/29, incorporating consultation feedback and fees and charges proposals. Final approval will follow the Local Government Settlement in February.
- 1.2 The Council will set its budget in one stage this year. This initial report will be considered in January once provisional settlement figures are known with final budget approval sought in February. Housing Revenue Account (HRA) budgets will be dealt with in a separate report although they will form part of a single report to Council at Council Tax setting time.
- 1.3 This report also sets out the outcome of the Consultation being carried out on the Budget 2026/27.

2. RECOMMENDATIONS**Executive are asked to RESOLVE:**

- 1) That the updated position in respect of the 2026/27 annual budget and for the Medium-Term Financial Plan up to 2028/29 be noted.
- 2) To NOTE that a further report in February will include additional information from the Local Government Settlement to give a final financial position for the Council.

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The Executive Committee is asked to RECOMMEND to Council that:

- 3) the feedback from the Consultation on the Budget 2026/27, attached as Appendix D, be noted.
- 4) the proposed fees and charges for 2026/27, including proposed fees and charges for Worcestershire Regulatory Services, attached as Appendices C and D, be approved.
- 5) The increases to the Council's budget for Worcestershire Regulatory Services of £18k for 2027/28 and £50k for 2028/29, as recommended by the Worcestershire Regulatory Services Board, are approved.

3. **KEY ISSUES**

Introduction

- 3.1 The Council sets a 3-year Medium Term Financial Plan every year, with the final Council Tax Resolution being approved by Council in February.

This year's process takes account of the following factors:

- The starting point from the 2026/27 MTFP is deficit positions of £435k and £345k respectively at the starting points for 2026/27 and 2027/28.
- The cost-of-living crisis continues
- Business Rates and Council Tax Income – The impact of the introduction of Fairer Funding on the Council.
- Inflation still not reducing towards the Government target of 2%. The latest level is 3.8% as at October 2025.
- Due to the business rates reset, no growth is assumed in the base funding for business rates.

- 3.2 This report will set out:

- The starting position for the 2026/27 MTFP
- The national picture including expected settlement dates
- Council Priorities
- Strategic Approach
- The Council's Base Assumptions including Inflation and Grants
- Fees and Charges update.
- Impact on Reserves and Balances
- Capital Programme

The Chancellors Statement on 26 November and the Finance Policy Statement on 24 November confirmed a number of key points as set out later in this report along with the Provisional Local Government Settlement on 17 December 2025.

REDDITCH BOROUGH COUNCIL**The Starting Position for the 2026/27 MTFP**

- 3.3 The Council set a three-year MTFP 2025/26 to 2027/28 in February 2025. The position reflected a balanced budget for 2025/26 with a deficit position of £435k in 2026/27 and deficit of £345k in 2027/28.

The emerging national picture including expected Settlement Dates

- 3.4 The Chancellors Statement was announced on 26 November 2025 which was later than in previous years. This is a multi-year settlement covering 2026/27 to 2028/29.
- 3.5 The settlement is underpinned by the outcomes of the **Fair Funding Review**, which aims to redistribute resources more equitably based on assessed local need. Key elements of the new funding framework include:
- **Revised Needs-Based Formula:** Incorporating updated demographic and service demand data across areas such as adult social care, children's services, housing and other local services.
 - **Resource Adjustment Mechanism:** Reflecting councils' ability to raise income locally, particularly through council tax and retained business rates.
 - **Area Cost Adjustments:** Accounting for regional variations in service delivery costs.
 - **Grant Consolidation:** Multiple small grants will be merged into larger ring-fenced grants to reduce complexity.
 - New Homes Bonus will be scrapped and returned to the core settlement
 - Homelessness Prevention Grants, Rough Sleeping Initiatives and Temporary Accommodation Support will be merged into a single housing related grant
 - Discretionary Housing Payments and Household Support Fund – proposed for consolidation.
- 3.6 Changes will be phased in over three years to avoid sudden financial shocks. Some councils may see reductions in Core Spending Power where historic allocations exceed assessed need, but transitional funding will help manage the impact.
- 3.7 In addition to the changes relating to the Fairer Funding Review and Grant Consolidation above, the following should be noted:
- Recovery Grant has been confirmed on an ongoing basis for the next three years. This will result in the Council receiving £326k per annum for the next three years.
 - High-value Property Surcharge from April 2028.

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Properties worth £2m+ will pay an annual surcharge but revenue will be directed to central government

- Council Tax Flexibility
District Councils retain ability to increase council tax within referendum limits but no new blanket powers announced
- No new additional core funding uplift beyond inflation for district councils
- £18m for the upgrade and refurbishment of 200 children's play areas across England was announced, with priority given to the most deprived communities. This investment is part of the Government's "Pride in Place" programme.
- Rent Convergence will be reintroduced for social housing rent from 2026. This will allow councils and housing associations to increase rents for properties below 'formula rent' by an additional weekly amount, on top of the standard CPI + 1% annual increase.

- 3.8 In parallel, the **English Devolution White Paper**, published in late 2024, sets out a roadmap for local government reorganisation. This includes the creation of **Strategic Authorities** and a move towards universal coverage of devolved governance structures across England. Councils in two-tier areas and smaller unitaries are expected to engage in reorganisation discussions, with elections for new governance models anticipated in May 2027.
- 3.9 The provisional Local Government Finance Settlement was announced on 17 December 2025. This set out the detail of funding allocations for individual councils including details of the new funding distribution model (Fairer Funding Review 2.0).
- 3.10 Overall, District Councils Core Spending Power (CSP) within the Provisional Settlement was lower than other Councils, coming out at an estimated 3.4% increase in CSP over the next three years.
- 3.11 Overall, compared to 2025/26, the Council had a net increase in CSP of £0.8m in 2026/27, £1.3m in 2027/28 and £1.7m in 2028/29. However, this includes the Recovery Grant of £350k and this has not been confirmed beyond 2028/29.
- 3.12 This gives the following timetable for the 2026/27 process:
- 13 January – Draft Budget and Fees and Charges to Executive
 - 13 January – Consultation outcome to Executive
 - 22 January – Draft Budget approved by Executive Briefing
 - **w/c 2 Feb or 9 Feb – Local Government Finance Settlement**
 - 9 Feb – Updated Budget approved by Executive
 - TBC – Final Budget and Council Tax Resolution approved by Council

Council Strategic Priorities

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- 3.13 The new Redditch Borough Council Plan for 2025-2028 represents a fresh start of Redditch, bringing together three cores for the Borough.:
- Building strong economic development
 - A clean, green and safe Redditch that everyone can be proud of
 - Housing which meets the needs of our communities
- 3.14 The aspirations for Redditch are to be:
- A happy and safe place to live, work and grow up through the provision of decent homes, crime prevention, reducing anti-social behaviour and improving community engagement
 - A welcoming place for everyone, with something to offer all – children, young people, older people and families. A place where people take pride in our communities and heritage
 - A prosperous place where businesses thrive, so that everyone can achieve their hopes and aspirations for the future
 - A green and healthy place, preserving our open spaces and working in partnership to address health indicators such as levels of obesity, drug and alcohol addiction
- 3.15 Underpinning this plan and our priorities is our commitment to our strategic planning and being a principles-driven organisation. By prioritising financial and organisational stability, recognising the importance of supported governance, focusing on our communities and delivering high-quality services we aim to meet our resident's needs whilst also being somewhere our employees can thrive.

Strategic Approach

- 3.16 The Council has entered the 2026/27 budget process facing significant challenges, including a £1.062m funding gap and inflationary pressures. Addressing these requires a strategic focus on efficiency, income generation, and service redesign aligned to Council Plan priorities.
- A deficit balance of £435k in 2026/27 budget as a start-point position.
 - A shortfall of funding within the budget for 2026/27 of £1.062m
 - The requirement to fund the 2025/26 pay award even though it was over the 3% assumed in the Council's budget.
 - Increases in Council Tax are limited at 2.99% or £5, which is lower than the present rates of inflation.
- 3.17 Assumptions have been made based on the best information held now. Issues the Council is facing are not unique, they are being faced by almost all Councils. The budget will adjust for any funding that the Government will provide and also look at other options to close any deficit should the Government settlement not bridge any resultant gap. Initiatives that will be assessed include:

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- Ensuring Grants are maximised
- Ensuring Agency work reflects the income provided for its delivery
- Reviewing the effectiveness of the Council's largest Contracts
- Reviewing recharging mechanisms between the Councils for appropriateness
- Reviewing services for any potential savings opportunities without impacting on service delivery
- Review of vacant posts
- Maximising service income opportunities
- Further capitalisation of salaries
- Review of specific reserves to see whether these are still required
- Rationalisation of support services as we embrace technology
- Positioning our services ready for Local Government Reorganisation

The Council's Base Assumptions including Inflation and Grants

- 3.18 It is important to set out the base assumptions under which the budget is constructed. These assumptions can then be stress tested for various scenarios to test the robustness of the overall budget.
- 3.19 Tax Base and Corporate Financing underlying assumptions are as follows:
- Council Tax – Figures assume the full 2.99% allowable increase in year one and 1.99% over the following years of the 3-year MTFP and a small increase of 35 properties.
 - Business Rates Increases – business rates have previously assumed growth in the base based on the combined Herefordshire pooling figures. Due to the Fairer Funding review no increase / growth has been built in as no pooling will take place and no growth is expected above the 10% levy applying to all councils for 100% of baseline need growth.
 - Government Grants and New Homes Bonus – New Homes Bonus and Government Grants will be merged into larger ring-fenced grants to reduce complexity.
 - The Council have received the following revenue grant funding which are not part of the above ring-fenced grants:
 - **Extended Producer Responsibility for packaging** of £1,402,083. EPR has to be spent on waste related services in line with the PACKUK guidance. The Council is currently reviewing how it can maximise use of the grant to relieve pressure on core budgets.
 - **Recovery Grant** of £326,000
- 3.20 It has been agreed that the Temporary Accommodation element of Homelessness Prevention Grant which will be paid through Revenue Support Grant in the LG Finance Settlement, to be utilised towards the Homelessness Prevention activities identified in the **Homelessness Prevention, Rough Sleeper and Domestic Abuse Grants Funding 2026/27** Executive Report of the 13th January 2026.

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- 3.21 The Council has £15.2m of Towns Fund Grant to be spent by April 2026 which is match funded by £2.0m of Council funding. The Council has £0.8m of UK Shared Prosperity Fund to spend by April 2026. This is both revenue and capital in nature.
- 3.22 There are pressures mounting on the Council. At Quarter 2 the overall revenue financial position is a £381k overspend position with savings of £2.342m of which £1.145m is yet to be delivered. Plans will need to be put in place to mitigate the in-year overspend.
- 3.23 The total savings target for the year is £2.342m. This is made up of £400k relating to the Town Hall income not expected to be generated in 2025/26 but expected to be received in future years, £250k of Departmental Efficiencies from the 2025/26 MTFP, £630k staff turnover rate (based on 5% of staffing budgets) and an ongoing savings budget pressure of £1.062m.
- 3.24 There has been an announcement that Councillors will be able to rejoin the Local Government Pension Scheme at some point in the future. It has not been made clear when this will come into effect, but it has been confirmed that this will be an additional pressure on Councils going forward and no additional funding will be provided. It has currently been assumed that this will impact from 1 April 2026.
- 3.25 Corporate changes to be included in 2026/27 are:
- The additional 0.2% Pay Award increase from 2025/26 which was above the assumed increase in the budget of 3%, amounting to £18k going forward.
 - The Pay Award is assumed at 2% at a cost of £252k
 - A further 1% Cost of Living of £126k
 - Fees and Charges assumed an increase of £91k in 2026/27 rising to £103k in the following years.
 - Cost of Councillors rejoining the LGPS at a cost of £53k per annum.
 - A small growth in Council Tax equating to 35 new properties at £14k.
 - No allowance has been made for inflation on contracts. This will be done as part of the Directorate bids.
 - The Capital Programme at the moment is unchanged. Work is currently ongoing to prioritise the Departmental and Member bids received earlier in the year.
 - Funding of £326k relating to Recovery Grant due to the announcement by the Government that this funding will continue for the next three years is reflected in the budget position.

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- Initial outcome from the Fairer Funding Review of additional support grant and retained business rates is estimated at £240k additional income with dampening over three years.
- A reduction of £246k in terms of income in 2026/27 relating to the Town Hall has been made. This is expected to be achieved from 2027/28 onward.
- Funding gap from 2025/26 budgets of £1.062m
- Further savings have been generated from a change in the pension rate of £216k in 2026/27, reducing slightly to £198k in 2028/29.
- Plans to maximise use of the Extended Producer Responsibility Grant of £1.4m.
- A contingency of £250k has been built into the MTFP for the next two years to support preparatory work in relation to Local Government Re-organisation.
- There are also additional costs for Councillor Pensions of £53k, proposed increases for Members allowances of £21k and increases for Members National Insurance of £16k that are reflected.
- Grant funding of £736k in 2026/27, £780k in 2027/28 and £808k in 2028/29 has been received for Homelessness, Rough Sleeping and Domestic Abuse.
- Additional costs relating to Worcestershire Regulatory Services are £18k for 2027/28 and £50k for 2028/29. These pressures are the salary related increases and inflation increases from partner authorities applied to Worcestershire Regulatory Services budget. WRS are unable to cover these increases by generating more income. Due to the reduction in the forward pension rate for WRS Service a pressure for 2026/27 is not required. These pressures were approved at WRS Board on 20th November 2025. A further paper on the Food Standards Agency will be presented to the February Cabinet meeting.
- Work is ongoing to review the Service pressures and savings that have been submitted.

Fees and Charges update

- 3.26 Fees and Charges were originally assumed at an increase of 2% reflecting an increase of £72k. A more robust forecast has been reflected in the figures now that fees and charges have been provided by each Service. This reflects £91k in 2026/27, rising to £103k in the following years.

Impact on Reserves

REDDITCH BOROUGH COUNCIL

- 3.24 The Council currently holds General Fund Balances of £6.866m and Earmarked Reserves of £17.958m. The forecast position for reserves is attached as **Appendix B**.
- 3.25 While short-term stability has been achieved, long-term resilience depends on robust governance, disciplined financial planning, and proactive risk management to safeguard reserves and maintain service delivery.
- 3.26 The strategic priority must be to safeguard financial sustainability in the medium and long term by continuing to set balanced budgets. Achieving this may require targeted investment, efficiency measures, and funding for redundancy costs, whilst protecting reserves. These actions will support the Council in adapting its operating model to remain viable and resilient, particularly in the context of a potential future North Worcestershire Unitary arrangement.
- 3.27 A full review of reserves is currently being undertaken.

Capital Programme

- 3.27 The Council over the past number of years has not spent its capital programme allocations in year. As in previous years, a review has been carried out of
- All schemes that have not started
 - Schemes that have started
 - To assess deliverability and links to strategic priorities.
- 3.28 Carry forward positions as set out in the Q2 Monitoring Report are £12.314m for the Council. Significant amounts of this relate to Grant Funded schemes
- 3.29 **Appendix A** sets out the present capital programme as agreed at Council in February. Spend to date at Q2 is £1.806m. Work is ongoing to review the existing capital programme, finalise the capital financing available for 2026/27 – 2028/29 and identify funding available for future schemes.
- 3.30 The table below highlights the present Capital programme position to 2029/30 rolling forward the “Rolling Budgets” for an additional year.

Year	Total Programme		Council Funded	Grant Funded
2024/5	20,114,366	32,428,717	4,792,886	15,036,480
Carry Fwd	12,314,351			
2025/6	8,082,320		3,176,213	4,906,107
2026/7	3,923,362		3,217,498	705,864
2027/8	2,559,172		1,853,308	705,864
2028/9	2,064,490		1,364,490	700,000
2029/30	2,496,248		1,790,384	705,864

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- 3.31 Work is currently being undertaken to assess the capital submissions for 2026/27 and 2027/28 against prioritisation criteria, including strategic fit, deliverability, and impact on statutory and other services against available funding.

An Initial Risk Assessment

- 3.32 As set out the Strategic Approach we are budgeting in a time of extreme uncertainty.
- 3.33 Key risks include delivery of savings, workforce capacity and governance compliance. Mitigation will involve savings tracking, governance checkpoints and contingency planning for workforce changes. Key issues include:
- Resolution of the approved budget position.
 - Financial stabilisation position
 - Decisions made to address financial pressures and implementing new projects that are not informed by robust data and evidence.
 - Adequate workforce planning.
- 3.34 The core risks of implementation
- Any savings proposal must pass the S151 Officers tests for robustness and delivery. If items are not deliverable or amounts not obtainable, they cannot be included.
 - Implementation of savings to time and budget – there must be full implementation processes documented to ensure implementation within timescales.
 - Non delivery is a high risk - Savings tracking and ensuring implementation happens based on the plans and the assumptions will become part of the Council's core processes
 - Loss of key personnel will be crucial in a number of proposals and mitigation plans will need to be drawn up
 - Capacity to deliver plans
 - Change of corporate direction/priorities
 - As per the of the explanatory note issued by Government on 24 July 2025, Government intends to issue planned directions under section 24 of the 2007 Act. These are anticipated to require written consent from successor councils for land disposals worth more than £100,000, entering of contracts of more than £1,000,000 for capital and entering of contracts of more than £100,000 for non-capital (whole life costs). While these directions have not yet been issued, Government have been clear that they expect councillors and statutory officers to be mindful of their responsibilities.
- 3.35 The budget assumptions have been formulated having regard to several factors including:
- Funding available and savings delivery targets

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- Inflation
- Risks and Uncertainties
- Priorities
- Commercial Opportunities
- Local Government Review and impact / restrictions

- 3.36 The MTFP highlights that the current financial position is challenging and will require some form of intervention or further substantial savings. Whilst a balanced budget for 2025/26 was approved in February 2025, the Council is currently forecasting a £0.381m overspend in 2025/26 and also has savings at risk of £2.342m as at Quarter 2 of which £1.145m has yet to be delivered.
- 3.37 Given all the uncertainty which encapsulates this MTFP, the assumptions have been based on the best available information to the Council at this time. Work will continue in validating all assumptions, robustly challenging estimates, ensuring the delivery of existing saving plans. Updates continue to be provided as additional information is received as part of the MTFS and balanced budget setting process.

Consultation on the Budget

- 3.38 The budget consultation exercise runs from 13th November, closing at 9am 29th December 2025.

4. Financial Implications

These are included in Section 3 of the report.

5. Legal Implications

- 5.1 A number of statutes governing the provision of services covered by this report contain express powers or duties to charge for services. Where an express power to charge does not exist, the Council has the power under Section 111 of the Local Government Act 1972 to charge where the activity is incidental or conducive to or calculated to facilitate the Council's statutory function.

6. Strategic Purpose Implications**Relevant Strategic Purpose**

- 6.1 The Strategic purposes are included in the Council's corporate plan and guides the Council's approach to budget making ensuring we focus on the issues and what are most important for the borough and our communities.

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- 6.2 The survey directly covers the existing priorities and explores what other areas respondents feel should be prioritised by the Council

Climate Change Implications

- 6.3 The green thread runs through the Council plan. The budget report has implications on climate change and these will be addressed and reviewed when relevant by climate change officers to ensure the correct procedures have been followed to ensure any impacts on climate change are fully understood.

7. Other Implications**Customer / Equalities and Diversity Implications**

- 7.1 The implementation of the revised fees and charges will be notified in advance to the customer to ensure that all users are aware of the new charges and any concessions available to them.
- 7.2 Initial Equalities Impact Assessments will be taken where required.

Operational Implications

- 7.3 Monitoring will be undertaken to ensure that income targets are achieved.

8. RISK MANAGEMENT

- 8.1 There is a risk that if fees and charges are increased that income levels will not be achieved, and the cost of services will increase. This is mitigated by managers reviewing their fees and charges annually. The Council must deliver a balanced budget and items impacting on distinct groups require and equalities review to be undertaken.

9. APPENDICES

Appendix A – Initial Capital Programme – 2026/27 – 2030/31
Appendix B – Reserves 2024/25 – 2028/29
Appendix C – Fees and Charges (non-commercial)
Appendix D – Consultation responses

10. BACKGROUND PAPERS

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<http://svmodgov2019/documents/g4569/Printed%20minutes%2020th-Nov-2025%2016.30%20Worcestershire%20Regulatory%20Services%20Board.pdf?T=1>

AUTHOR OF REPORT

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Appendix A – Capital Programme

Cap Proj	Description	Carry Forward to 24/5	2024/25 Budget £	2024/25 Total £	Spend 2024/25 Total £	2025/26 Total £	2026/27 Total £	2027/28 Total £	2028/29 £	2029/30 £	Council 24/25 £	Council 25/26 £	Council 26/27 £	Council 27/28 £	Council 2028/29 £	Council 2029/30 £	3rd Party 24/25 £	3rd Party 25/26 £	3rd Party 26/27 £	3rd Party 27/28 £	4th Party 2028/29 £	3rd Party 2029/30 £
	Large Schemes																					
	Towns Fund																					
200053	- Innovation Centre	2,317,551	4,000,000	6,317,551	18,166	1,000,000											4,000,000	1,000,000				
	- Innovation Centre			0		1,948,000																
200054	- Library	2,409,389	1,700,000	4,109,389	1,788,755												0	1,948,000				
				0													1,700,000	0				
200055	- Public Realm	2,777,926	1,000,000	3,777,926	0												1,000,000	0				
	- Public Realm		439,000	439,000							439,000	0										
				0																		
100102.1 00100-11	Town Hall Redevelopment	592,818	5,100,000	5,692,818	427,046												5,100,000	0				
	UK Shared Prosperity																					
100100	- Capital Element			0													0	0				
	- Revenue Element			0													0	0				
	- Remainder (to be)	607,294	1,591,109	2,198,403	177,094												1,591,109	0				
	Schemes Agreed to Continue in Tranche 1																					
100004	Car Park Maintenance	137,721	150,000	287,721	178,963	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000						
110036	Footpaths	8,556	75,000	83,556	80,270	75,000	75,000	75,000	75,000	75,000	75,000	75,000	75,000	75,000	75,000	75,000						
100007	Disabled Facilities Grant	42,784	1,038,806	1,081,590	542,396	1,185,745	700,000	700,000	700,000	700,000							1,038,806	1,185,745	700,000	700,000	700,000	700,000
100008	Energy & Efficiency Installs.	154,345	55,000	209,345	0	0	0	0														
											55,000	0										
100009	GF Asbestos	37,467	38,000	75,467		0	0	0		0	38,000	0										
100014	Improved Parking Scheme (includes locality funding)	400,000	0	400,000		0	0	0		0	0	0										
100026	Morton Stanley Play, Sport and Open Space Improvements (General)	0	8,000	8,000	0	0	0	0		0												
100027	New Finance Enterprise	0	0	0		0	0	0		0							8,000	0				
100032	Public Building	25,903	250,000	275,903	40,754	250,000	250,000	250,000	250,000	250,000							0	0				
											250,000	250,000	250,000	250,000	250,000	250,000						
	Increased Buildings Maintenance	0	150,000	150,000	0																	

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Cap Proj	Description	Carry Forward to 24/5	2024/25 Budget £	2024/25 Total £	Spend 2024/25 Total £	2025/26 Total £	2026/27 Total £	2027/28 Total £	2028/29 £	2029/30 £	Council 24/25 £	Council 25/26 £	Council 26/27 £	Council 27/28 £	Council 2028/29 £	Council 2029/30 £	3rd Party 24/25 £	3rd Party 25/26 £	3rd Party 26/27 £	3rd Party 27/28 £	4th Party 2028/29 £	3rd Party 2029/30 £
100035	Fleet Replacement new line	1,263,500	1,100,000	2,363,500	81,092	0	1,150,000	0		0	1,100,000	0	1,150,000	0		0						
100037	Removal of 5 weirs through Arrow Valley Park	414,000	0	414,000	0	0	0	0		0	0	0										
100040	Sports Contributions to support improvements to Outdoor facilities at Terry	0	3,000	3,000	0	0	0	0		0							3,000	0				
100043	Wheelie Bin purchase	89,342	100,000	189,342	39,751	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000						
100088	Improvement Holly trees childrens centre	0	6,000	6,000	0	0	0	0		0							6,000	0				
100010	Grassland Mitigation measures- recreating and monitoring grassland habitats in MS and AVCP	0	5,864	5,864	0	5,864	5,864	5,864		5,864							5,864	5,864	5,864	5,864		5,864
100011	Hedgerow Mitigation measures by restoration and hedge laying with associated fencing and gates at AVP SHM and	0	21,500	21,500	0	0	0	0		0							21,500	0				
100012	HMD Grants	36,500	25,000	61,500	0	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000						
100013	Home Repairs Assistance	80,000	40,000	120,000	0	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000						
100018	Improvement to original Pump Track at AVCP	0	60,606	60,606	3,942	0	0	0		0							60,606	0				
100045	Replacing 3 fuel pumps and upgrading tank monitoring equipment	25,000	0	25,000		0	0	0		0		0										
110018	Cisco Network Update	5,934	0	5,934	0	47,339	50,000	50,000	50,000	50,000	0	47,339	50,000	50,000	50,000	50,000						
110019	Server Replacement Est(Exact known Q2 2022)	0	177,500	177,500	0	18,500	60,000	60,000	60,000	60,000	177,500	18,500	60,000	60,000	60,000	60,000						
110020	Laptop Refresh	13,497	150,000	163,497	17,372	5,000	30,000	30,000	30,000	30,000	150,000	5,000	30,000	30,000	30,000	30,000						
	Cyber Capital Works	0	0	0	0						0											
	Cyber Security Updates	0	25,000	25,000	0						25,000											
	Morgan Stanley Footpaths	0	16,500	16,500	0						16,500											
110021	New Cemetary Provision	317,963	125,000	442,963	2,000	195,000	0	0		0	125,000	195,000										

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Cap Proj	Description	Carry Forward to 24/5	2024/25 Budget £	2024/25 Total £	Spend 2024/25 Total £	2025/26 Total £	2026/27 Total £	2027/28 Total £	2028/29 £	2029/30 £	Council 24/25 £	Council 25/26 £	Council 26/27 £	Council 27/28 £	Council 2028/29 £	Council 2029/30 £	3rd Party 24/25 £	3rd Party 25/26 £	3rd Party 26/27 £	3rd Party 27/28 £	4th Party 2028/29 £	3rd Party 2029/30 £
New	Provide the Crossgate Depot site with a new and Compliant Deisel Fuel	112,000		112,000		0	0	0		0												
100097	Widen access road to Arrow Valley Country park	0	26,634	26,634	34,500	0	0	0		0		0					26,634					
	Lifeline Improvements	0	120,000	120,000	0	0	0	0		0	120,000											
	PRS Housing ICT System	0	30,000	30,000	0	0	0	0		0	30,000											
	Play Areas - Surface Replacement	0	10,000	10,000	0	10,000	7,500	0		0	10,000	10,000	7,500									
	AVCP - Parking Bays near Visitor Centre	0	12,000	12,000	0	0	0	0		0	12,000											
	Arrow Valley Car Park	0	95,000	95,000	107,000																	
	Arrow Valley park Visitor Centre Improvements	0	450,000	450,000	88,418	0	0	0		0	450,000	0	0									
110007	Forge Mill and Bordelsey Open Space	2,859	3,000	5,859	0	0	0	0		0							3,000	0				
	Hedge and Shrub Removal	0	40,000	40,000	0																	
110009	MUGA at Greenlands Sports Pitches.	22,078	21,000	43,078	0	0	0	0		0							21,000	0				
110012	Play Area improvements at Birchfield Road/Headless Cross Rec Ground. 17007370FUL	0	7,575	7,575	0	0	0	0		0							7,575	0				
110013	Play area (£34,583.39), Open space (£12,001.36) and Sport (£8,516) improvements at Mayfields Park. 11019FUL	1,172	0	1,172		0	0	0		0							0	0				
	Play Area Changes - Pre Audit	227,000	155,000	382,000	0												155,000					
	Play Audit funding	0	263,386	263,386	0	191,447	137,399	144,054	174,290	411,094												
											191,447	137,399	144,054	174,290	411,094		263,386					

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Cap Proj	Description	Carry Forward to 24/5	2024/25 Budget £	2024/25 Total £	Spend 2024/25 Total £	2025/26 Total £	2026/27 Total £	2027/28 Total £	2028/29 £	2029/30 £	Council 24/25 £	Council 25/26 £	Council 26/27 £	Council 27/28 £	Council 2028/29 £	Council 2029/30 £		3rd Party 24/25 £	3rd Party 25/26 £	3rd Party 26/27 £	3rd Party 27/28 £	4th Party 2028/29 £	3rd Party 2029/30 £
100020	Improvement to Sports Pitches infrastructure in Morton Stanley Park	0	25,000	25,000	0	0	0	0		0								25,000	0				
100112	Fire compartmentation works in Corporate	191,752	0	191,752	0	250,000	250,000	250,000		0		250,000	250,000	250,000									
	New Food Waste Collection - DEFRA					766,498													766,498				
	Abavus Software					30,000	30,000					30,000	30,000										
	Abavus Licensing					10,200	10,200	10,200	10,200			10,200	10,200	10,200	10,200								
	Update Town Hall Fire Replacement Track - Abbey Stadium					16,250						16,250											
	Energy Performance Certificate Requirements					300,000						300,000											
	Abbey Stadium Roof Replacement					100,000	100,000	100,000				100,000	100,000	100,000									
	Abbey Stadium - refurbish indoor Chasing Rooms and Toilets					250,000						250,000											
	Forge Mill - New outdoor Kiosk and Toilet					300,000		1				300,000											
	PitcherOak, refurbish Male Changing and rebuild 2nd Green					90,000						90,000											
	Salary Capitalisation					200,000	400,000	400,000	400,000	400,000		200,000	400,000	400,000	400,000	400,000							
	Total	12,314,351	20,114,366	32,428,717	3,627,519	8,082,320	3,923,362	2,559,172	2,064,490	2,496,248	4,792,886	3,176,213	3,217,498	1,853,308	1,364,490	1,790,384	0	15,046,480	4,906,107	705,864	705,864	700,000	705,864

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Appendix B – Reserves 2024/25 – 2028/29

	Balance at 31/3/24	Transfers in 2024/25	Transfers out 2024/25	Balance at 31/3/25	Transfers in 2025/26	Transfers out 2025/26	Balance at 31/3/26	Transfers in 2026/27	Transfers out 2026/27	Balance at 31/3/27	Transfers in 2027/28	Transfers out 2027/28	Balance at 31/3/28	Transfers in 2028/29	Transfers out 2028/29	Balance at 31/3/29
General Fund	7,221	1,140	(1,495)	6,866		0	6,866			6,866			6,866			6,866
General Fund Earmarked Reserves:																
Business Rates Retention Scheme	4,560			4,560			4,560			4,560			4,560			4,560
Community Development	74			74			74			74			74			74
Community Safety	211			211			211			211			211			211
Corporate Services	2,594			2,594		(880)	1,714			1,714			1,714			1,714
Customer Services	183			183			183			183			183			183
Economic Growth	718	123		841			841		(100)	741		(100)	641			641
Electoral Services	63			63			63			63			63			63
Environmental Vehicles	29			29			29			29			29			29
Equipment replacement	25			25			25			25			25			25
Financial Services	149	443	(131)	461		(461)	(1)			(1)			(1)			(1)
General Risk reserve	45			45			45			45			45			45
Housing Benefit Implementation	270			270			270			270			270			270
Housing Support	1,535		(116)	1,419			1,419			1,419			1,419			1,419
Land Charges	9			9			9			9			9			9
Land Drainage	129			129			129			129			129			129
Parks & Open spaces	8			8			8			8			8			8
Planning Services	692			692			692			692			692			692
Sports Development	(18)			(18)			(18)			(18)			(18)			(18)
Town Centre	7			7			7			7			7			7
Warmer Homes	16			16			16			16			16			16
Transformational Growth	123			123			123			123			123			123
Pensions	201			201			201			201			201			201
Regeneration Income	602			602		(300)	302		(300)	2			2			2
Restarts Grant	2,900	24		2,924			2,924			2,924			2,924			2,924
Covid-19 (General)	2,006	429		2,435		(2,425)	10			10			10			10
Financial Resilience Reserve					2,886		2,886		(307)	2,579		(340)	2,239			2,239
EPR Funding Allocation					814		814			814			814			814
EPR Funding Allocation 2								1,402	(750)	652	1,402	(750)	1,304			1,304
DMC Start Up					600		600		(300)	300		(300)	0			0
Property Services Review					100	(100)	0			0			0			0
Ward Budgets					180	(60)	120		(60)	60		(60)	0			0
Covid-19 (Collection Fund)	55			55		(55)	0			0			0			0
Total General Fund Earmarked Reserves	17,186	1,019	(247)	17,958	4,580	(4,281)	18,257	1,402	(1,817)	17,842	1,402	(1,550)	17,694	0	0	17,694

Appendix C – Fees and Charges (non-commercial)

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Chief Executive					
Roundings to the nearest 10p.					
Service Category	Actual Charge 24/25 £	Actual Increase 25/26	Actual Charge 25/26 £	Charge Increase 26/27	Proposed Charge 26/27 £
Photocopying per copy					
A4 (black & white)	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
A4 (colour)	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
A4 binding	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
A4 plastic cover	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
A3 (black & white)	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
A3 (colour)	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
A2 (black and white)	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
A2 (colour)	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
A1 (black and white)	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
A1 (colour)	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
A0 (black and white)	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
A0 (colour)	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
Other Corporate Charges					
Copy P60	6.90	4%	7.20	2%	7.30
Replacement ID badge	6.90	4%	7.20	2%	7.30
Attachment of Earnings per deduction	1.30	4%	1.40	2%	1.40
Venue hire additional services					
Feature on official social media & website	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
Place your promotional material in reception	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
Print your materials	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
Full design & print services:					
Luxury roll-up banner - Flat rate	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
- any additional	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
Vinyl banner	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
- any additional	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
Posters (10)	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
- any additional	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
Leaflets (500)	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
- any additional	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
Printing up to A4 size, with a range of finishing options on papers and cards. Tiny labels to large banners, binding and laminating, booklets, copies, reports, posters, duplicate pads, brochures, leaflets, flyers & more. Integrated in house Design team services also available.	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
Your bespoke requirements	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery

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Chief Executive					
Roundings to the nearest 10p.					
Service Category	Actual Charge 24/25 £	Actual Increase 25/26	Actual Charge 25/26 £	Charge Increase 26/27	Proposed Charge 26/27 £
<p>PLUS</p> <p>Boost your event with our simple options.</p> <ul style="list-style-type: none"> • Promotional services <ul style="list-style-type: none"> o Reach the local community with our official social media o Show up on Google with our special website options o Promote your event in our busy public spaces • Design services <ul style="list-style-type: none"> o Stand out o Bespoke for you, from our professional design team • Printing services <ul style="list-style-type: none"> o All your printing needs in one place o Signs, flyers, agendas, welcome banners, and more <p>Packages available from as little as £30. To find out more contact 01527 881296 or venues@bromsgrove.gov.uk. www.bromsgrove.gov.uk/venues</p> <p>Beautiful wedding stationery to suit your budget The personal touch for all your guests, with bespoke packages from £25</p> <ul style="list-style-type: none"> • Choose beautiful invitations • Add table plans, place settings, & more • Photo displays & banners • Signs • Use your own designs, or our designers <p>To find out more just contact 01527 881296 or weddings@bromsgrove.gov.uk. www.bromsgrove.gov.uk/weddings</p>					

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Bereavement Services			
Roundings to the nearest 10p.			
Service Category	Actual Charge 25/26 £	Actual Increase 26/27	Actual Charge 26/27 £
Purchase of Exclusive Right of Burial. Including the Right to Erect a Memorial for 75 Years	£2,100.00	2%	2,142.00
Exclusive Right of Burial in a Child's Grave (4' X 2') For 75 Years	£384.00	2%	391.00
Exclusive Right of Burial in a Babies Grave (2' X 1') For 75 Years (Under One Year)	£361.00	2%	368.00
Exclusive Right of Burial in Cremated Remains Grave for 75 Years	£803.00	2%	819.00
Adult sized plot Exclusive Right of Burial Purchase in Reserve Including the Right to Erect a Memorial For 75 Years	N/A		N/A
Cremated remains plot Exclusive Right of Burial Purchase in Reserve Including the Right to Erect a Memorial For 75 Years	N/A		N/A
Extending Rights of Burial in Existing Grave for 25 Years	£599.00	2%	611.00
Extending Rights in Child's Grave for 25 years	£127.00	2%	130.00
Extending Rights in Cremated Remains Grave for 25 Years	£234.00	2%	239.00
INTERMENT FEES (Full Earth Burial)			
Under 1 year (Residents)	No Charge		No Charge
Under 1 year (Non-residents)	New Charge	N/A	150.00
1 year to 17 years (Residents)	No Charge		No Charge
1 year to 17 years (Non-residents)	New Charge	N/A	217.00
18 years and over Single depth	£834.00	2%	851.00
18 years and over double depth	£934.00	2%	953.00
INTERMENT FEES (Cremated Remains)			
Under 1 year	No Charge		No Charge
1 year to 17 years	No Charge		No Charge
18 years and over	£278.00	2%	284.00
Scattering Cremated Remains in Grave or in rose/memorial garden (Roll Back Turf) 18 years and over	£116.00	2%	118.00
ADDITIONAL INFORMATION			
Cemetery Memorial Application Fee	£136.00	2%	139.00
Purchase of Wooden Casket	£153.00	2%	156.00
Purchase of Babies Casket	P.O.E		P.O.E
Dis-Interment of Cremated Remains	£730.00	2%	745.00
Dis-Interment of Full Earth Burial	P.O.E		P.O.E
Concrete burial chamber (In addition to other fee)	£650.00	2%	663.00
MISCELLANEOUS			
Transfer of Exclusive Right	£136.00	2%	139.00
Certified copy of entry in register burials (inc VAT)	£30.00	3%	31.00
CREMATION FEES			
Body Part where original cremation was at Redditch	No Charge		No Charge
Body Part where original cremation was elsewhere	£216.00	2%	220.00
Saturday cremation (in addition to normal fee)	£392.00	2%	400.00
Under 18 years	No Charge		No Charge
18 Years + Direct	£400.00	2%	408.00
18 Years + Service Times 9.00am & 09:30	£740.00	2%	755.00
18 Years+ Service Times 10:15am onwards	£922.00	2%	942.00

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Bereavement Services			
Roundings to the nearest 10p.			
Service Category	Actual Charge 25/26 £	Actual Increase 26/27	Actual Charge 26/27 £
ADDITIONAL SERVICES			
Organist's Fee (inc VAT)	£75.00	3%	77.00
Extra Service Time in Chapel	£233.00	2%	238.00
Late arrival / service overrun charge	£234.00	2%	239.00
Weekday Witness Scattering of Ashes (Where the cremation was at Redditch)	No Charge		No Charge
Weekday Scattering of Ashes from Other Crematoria	£82.00	2%	84.00
Certified Extract from Cremation Register (inc VAT)	£29.00	3%	30.00
Additional Disposal Certificate of Cremation (inc VAT)	£15.00	7%	16.00
BURIAL / MEMORIAL SERVICES			
Use of Chapel for Any Burial / Memorial Service (Burial in RBC / BDC Cemetery Only)	£233.00	2%	238.00
Use of Chapel for Burial / Memorial Service of child 16 or under (Burial in RBC / BDC Cemetery Only)	£108.00	2%	110.00
Use of Chapel for Burial / Memorial Service 09:00am & 9.30am (Not RBC Cemeteries)	£742.00	2%	757.00
Use of Chapel for Burial / Memorial Service 10:15am onwards (Not RBC Cemeteries)	£959.00	2%	978.00
Use of Chapel for Burial / Memorial Service of child 16 or under (Not RBC Cemeteries)	£324.00	2%	330.00
OBITUS (all charges inc VAT)			
Webcast Live & 28-day view inc downloadable version	£64.00	3%	66.00
DVD / USB / Blu-Ray / Audio CD	£95.00	2%	97.00
Extra Copies of DVD / USB / Blu-Ray / Audio CD	£57.00	2%	58.00
Video Book	£106.00	2%	108.00
Memory Box	£145.00	2%	148.00
Halo Photo	No Charge		No Charge
Basic Slideshow (up to 25 photos)	£96.00	2%	98.00
Music Slideshow (up to 25 photos set to music)	£127.00	6%	135.00
Themed Tribute	£172.00	2%	175.00
Extra Single photo (per photo following Halo image)	£22.00	5%	23.00
Family made video checking	£31.00	10%	34.00
Bespoke Tribute	£445.00	2%	454.00
Extra Work Charge	£49.00	2%	50.00
Each extra 25 photos	£49.00	2%	50.00
Tribute Download	£18.00	6%	19.00
MEMORIAL OPTIONS (REDDITCH CREMATORIUM)			
BOOK OF REMEMBRANCE (all charges inc VAT)			
Name and one other line	£121.00	2%	124.00
Each additional line per line	£45.00	2%	46.00
*Motifs – a flower or bird	£76.00	3%	78.00
*Badge or other	£91.00	2%	93.00
Miniature Leather Book, name and one other line	£107.00	2%	109.00
Each additional line per line	£37.00	3%	38.00
Remembrance Cards, name and one other line	£53.00	2%	54.00
Each additional line per line	£37.00	3%	38.00

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Bereavement Services			
Roundings to the nearest 10p.			
Service Category	Actual Charge 25/26 £	Actual Increase 26/27	Actual Charge 26/27 £
MEMORIAL BENCH			
Bench & top rail engraving (max 40 letters) 10-year lease	£1,454.00	2%	1,483.00
Bench & silver plaque (max 60 letters) 10-year lease	£1,383.00	2%	1,411.00
Replacement plaque (max 60 letters)	£200.00	2%	204.00
5-year lease renewal	£592.00	2%	604.00
MEMORIAL WALL PLAQUES (REDDITCH CREMATORIUM)			
Indoor Single - 12" x 3" 5 years	£257.00	2%	262.00
Indoor Single - 12" x 3" 10 years	£409.00	2%	417.00
Indoor Single - 12" x 3" 20 years	£560.00	2%	571.00
Indoor Double - 12" x 6" 5 years	£409.00	2%	417.00
Indoor Double - 12" x 6" 10 years	£560.00	2%	571.00
Indoor Double - 12" x 6" 20 years	£712.00	2%	726.00
Outdoor - 8" x 4" one size 5 years	£288.00	2%	294.00
Outdoor - 8" x 4" one size 10 years	£440.00	2%	449.00
Outdoor - 8" x 4" one size 20 years	£590.00	2%	602.00
Memorial Extension Fee (all types exc indoor tree)	£189.00	2%	193.00
Photo or Motif on Outdoor Plaques only	£242.00	2%	247.00
Additional Inscription on Plaque	P.O.E		P.O.E
Memorial Plaque (Bronze)	£246.00	2%	251.00
BIRD BATH MEMORIAL			
5 Year Lease			
Size 1 - Small	£273.00	2%	278.00
Size 2	£303.00	2%	309.00
Size 3	£334.00	2%	341.00
Size 4	£364.00	2%	371.00
Size 5 - Large	£395.00	2%	403.00
10 Year Lease			
Size 1 - Small	£424.00	2%	432.00
Size 2	£455.00	2%	464.00
Size 3	£486.00	2%	496.00
Size 4	£515.00	2%	525.00
Size 5 - Large	£544.00	2%	555.00
20 Year Lease			
Size 1 - Small	£576.00	2%	588.00
Size 2	£607.00	2%	619.00
Size 3	£638.00	2%	651.00
Size 4	£667.00	2%	680.00
Size 5 - Large	£698.00	2%	712.00
Motif for the Bird Bath	£152.00	2%	155.00
OCTAGONAL PLANTER (Barbican Memorial)			
3 Year Lease			
Single size only	£337.00	2%	344.00
Standard Motif	£135.00	2%	138.00
Photo of 1 person	£162.00	2%	165.00
Photo of 2person	£256.00	2%	261.00
Photo of 3 person	£330.00	2%	337.00
All other items	P.O.E		P.O.E

REDDITCH BOROUGH COUNCIL

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Bereavement Services			
Roundings to the nearest 10p.			
Service Category	Actual Charge 25/26 £	Actual Increase 26/27	Actual Charge 26/27 £
INDOOR MEMORIAL TREE			
3 Year Lease			
Standard Leaf	£89.00	2%	91.00
Additional Leaf	£62.00	2%	63.00
Renewal of lease	£27.00	4%	28.00

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Legal, Democratic and Property Services

Roundings to the nearest 10p.

Service Category	Actual Charge 24/25 £	Actual Increase 25/26	Actual Charge 25/26 £	Charge Increase 26/27	Proposed Charge 26/27 £
Legal Costs					
Legal work - General hourly rate	183.10	4%	190.40	2%	194.20
Legal Consent - Admin Fee	32.60	4%	33.90	2%	34.60
Mortgage Redemption Fee	86.90	4%	90.40	2%	92.20
Second Mortgage questionnaire	59.70	4%	62.10	2%	63.30
Surrender of Garage Lease	99.20	4%	103.20	2%	105.30
Discount questionnaire	45.30	4%	47.10	2%	48.00
Leasehold Questionnaire	104.50	4%	108.70	2%	110.90
Notice of Postponement during Right to Buy	33.00	4%	34.30	2%	35.00
Notice of Postponement post Right to Buy	45.30	4%	47.10	2%	48.00
Re-mortgage	77.60	4%	80.70	2%	82.30
Consent for alterations to former Council house/flat	201.10	4%	209.10	2%	213.30
Retrospective Consent for alterations to former Council house/flat	251.50	4%	261.60	2%	266.80
Garden licence - initial administration fee (plus annual fee)	311.70	4%	324.20	2%	330.70
WayLeave Agreement	467.50	4%	486.20	2%	495.90
Deed of Grant/Easement	490.00	4%	509.60	2%	519.80
* Licence to Assign	490.00	4%	509.60	2%	519.80
* Rent Deposit Deed	490.00	4%	509.60	2%	519.80
* Authorised Guarantee Agreement	490.00	4%	509.60	2%	519.80
* Licence for Alterations	490.00	4%	509.60	2%	519.80
* Licence to Sub-let	490.00	4%	509.60	2%	519.80
* Deed of Variation	490.00	4%	509.60	2%	519.80
* Grant of Lease	662.70	4%	689.20	2%	703.00
* Extended Lease	662.70	4%	689.20	2%	703.00
* Deed of Surrender	490.00	4%	509.60	2%	519.80
* Please note that each document shall be charged for separately, except where one transaction involves more than two documents, in which case fees will be capped at £765.00					
Tenancy at Will	490.00	4%	509.60	2%	519.80
Renewal of Lease	490.00	4%	509.60	2%	519.80
Minor land sales - legal fees upto the value of £1,000	643.30	4%	669.00	2%	682.40
Major land sales - legal fees £10,000+ - 2.75% of the purchase price, with a minimum charge of £500	Full Cost	N/A	Full Cost	N/A	Full Cost
	Recovery		Recovery		Recovery
Major land sales - legal fees £50,000+ - 2.75% of the purchase price, with a minimum charge of £750	Full Cost	N/A	Full Cost	N/A	Full Cost
	Recovery		Recovery		Recovery
Deed of release of covenant - 1% of the release consideration with a minimum of £750	Full Cost	N/A	Full Cost	N/A	Full Cost
	Recovery		Recovery		Recovery
Footpath Diversion Orders	2,701.70	4%	2,809.80	2%	2,866.00
Freehold reversions - admin fee	490.00	4%	509.60	2%	519.80
Copy of lease (up to 25 pages)					
Copies of RTB service charges (up to last three years)					
Extra copies of valuation - S.125 Notice					
Section 106					
Private Owner	660.70	4%	687.10	2%	700.80
Each additional unit added (up to a maximum of £1,500) *	88.70	4%	92.20	2%	94.00
100% Affordable housing schemes	1,227.70	4%	1,276.80	2%	1,302.30
Deed of Variation **	466.60	4%	485.30	2%	495.00
Fee for agreeing a unilateral undertaking	466.60	4%	485.30	2%	495.00

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Legal, Democratic and Property Services

Roundings to the nearest 10p.

Service Category	Actual Charge 24/25 £	Actual Increase 25/26	Actual Charge 25/26 £	Charge Increase 26/27	Proposed Charge 26/27 £
<u>LOCAL LAND CHARGES</u>					
<u>Search Type</u>					
Official Certificate of Search (LLC1) only	N/A	N/A	N/A	N/A	N/A
CON29R Enquiries of Local Authority (2016)					
- Residential	131.40	4%	136.70	2%	139.40
- Commercial	184.00	4%	191.40	2%	195.20
Standard Search Fee: LLC1 and CON 29R combined					
- Residential	N/A	N/A	N/A	N/A	N/A
- Commercial	N/A	N/A	N/A	N/A	N/A
CON 290 Optional enquiries of Local Authority (2007)					
(Questions 5,6,8,9,11,15) per question	16.70	4%	17.40	2%	17.70
(Questions 7,10,12,13,14,16-21) per question	8.40	4%	8.70	2%	8.90
(Question 22)	35.30	4%	36.70	2%	37.40
(Question 4)	17.80	4%	18.50	2%	18.90
Extra written enquiries (Refer to Worcestershire County Council for Highways enquiries)	65.10	4%	67.70	2%	69.10
Each additional parcel of land (LLC1 and CON29R)	30.50	4%	31.70	2%	32.30
Expedited (within 48 hrs)	41.70	4%	43.40	2%	44.30
<u>Committee Room 1:</u>					
4 hour minimum - Standard	72.30	4%	75.20	2%	76.70
Concession 25	54.30	4%	56.50	2%	57.60
Concession 50	36.20	4%	37.60	2%	38.40
Concession 75	18.10	4%	18.80	2%	19.20
8 hour minimum - daytime and/or evening	95.50	4%	99.30	2%	101.30
Concession 25	71.60	4%	74.50	2%	76.00
Concession 50	47.80	4%	49.70	2%	50.70
Concession 75	23.90	4%	24.90	2%	25.40
<u>CIVIC SUITE COMMERCIAL CHARGES</u>					
<u>Committee Room 2/3:</u>					
4 hour minimum - daytime	145.10	4%	150.90	2%	153.90
Concession 25	108.80	4%	113.20	2%	115.50
Concession 50	72.50	4%	75.40	2%	76.90
Concession 75	36.30	4%	37.80	2%	38.60
8 hour minimum - daytime and/or evening	206.00	4%	214.20	2%	218.50
Concession 25	154.10	4%	160.30	2%	163.50
Concession 50	103.00	4%	107.10	2%	109.20
Concession 75	51.40	4%	53.50	2%	54.60
<u>Council Chamber:</u>					
4 hour minimum - daytime	199.90	4%	207.90	2%	212.10
Concession 25	149.50	4%	155.50	2%	158.60
Concession 50	99.90	4%	103.90	2%	106.00
Concession 75	49.90	4%	51.90	2%	52.90

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Legal, Democratic and Property Services

Roundings to the nearest 10p.

Service Category	Actual Charge 24/25 £	Actual Increase 25/26	Actual Charge 25/26 £	Charge Increase 26/27	Proposed Charge 26/27 £
8 hour minimum - daytime and/or evening	326.00	4%	339.00	2%	345.80
Concession 25	244.80	4%	254.60	2%	259.70
Concession 50	163.00	4%	169.50	2%	172.90
Concession 75	81.60	4%	84.90	2%	86.60
Full Civic Suite: Monday to Saturday (including servery)					
4 hour minimum - daytime	326.00	4%	339.00	2%	345.80
Concession 25	244.80	4%	254.60	2%	259.70
Concession 50	163.00	4%	169.50	2%	172.90
Concession 75	81.60	4%	84.90	2%	86.60
8 hour minimum - daytime and/or evening	592.60	4%	616.30	2%	628.60
Concession 25	443.70	4%	461.40	2%	470.60
Concession 50	296.00	4%	307.80	2%	314.00
Concession 75	148.10	4%	154.00	2%	157.10
Full Civic Suite: Sunday - exceptional (including servery)					
4 hour minimum - daytime	370.80	4%	385.60	2%	393.30
Concession 25	278.40	4%	289.50	2%	295.30
Concession 50	185.50	4%	192.90	2%	196.80
Concession 75	92.70	4%	96.40	2%	98.30
8 hour minimum - daytime and/or evening	674.40	4%	701.40	2%	715.40
Concession 25	506.10	4%	526.30	2%	536.80
Concession 50	337.20	4%	350.70	2%	357.70
Concession 75	168.90	4%	175.70	2%	179.20
CIVIC SUITE COMMERCIAL CHARGES					
Equipment Hire					
OHP/Screen	29.20	4%	30.40	2%	31.00
TV/Video	29.20	4%	30.40	2%	31.00
Conferencing Sound System	29.20	4%	30.40	2%	31.00
Flipchart stand					
4 hour minimum - daytime	9.70	4%	10.10	2%	10.30
8 hour minimum - daytime and/or evening	11.10	4%	11.50	2%	11.70
Other Fees					
Security	307.20	4%	319.50	2%	325.90
Retainer					
CIVIC SUITE - REFRESHMENT CHARGES					
Teas and Coffees	1.40	4%	1.50	2%	1.50
Commercial - per cup					

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Legal, Democratic and Property Services					
Roundings to the nearest 10p.					
Service Category	Actual Charge 24/25 £	Actual Increase 25/26	Actual Charge 25/26 £	Charge Increase 26/27	Proposed Charge 26/27 £
Learning online					
Personal Development					
Unemployed					
Maths *	FREE	FREE	FREE	FREE	FREE
English *	FREE	FREE	FREE	FREE	FREE
*Must demonstrate a need after initial assessment.					
Employed					
Maths *	FREE	FREE	FREE	FREE	FREE
English *	FREE	FREE	FREE	FREE	FREE
*Must demonstrate a need after initial assessment.					
IA Eligibility					
IA Not Eligible **	412.00	4%	428.50	2%	437.10
*Must demonstrate a need after initial assessment.	412.00	4%	428.50	2%	437.10
**When the IA shows you are working above Level 2 and therefore not eligible for government funding but wish to gain a recognised qualification.					
[Full course includes OCR registration, online materials, offline resources, practice papers, tests & certification]					
Computer Courses					
Full Awards [Full course includes BCS registration, online materials, offline resources, practice papers, tests & certification]					
Unemployed					
BCS IT Level 1 (ECDL) (3 units)	353.10	4%	367.20	2%	374.50
BCS Level 2 (ECDL Extra) 4 units	423.70	4%	440.60	2%	449.40
Employed					
BCS IT Level 1 (ECDL) (3 units)	353.10	4%	367.20	2%	374.50
BCS Level 2 (ECDL Extra) 4 units	423.70	4%	440.60	2%	449.40
Testing only option [Testing only option includes BCS Registration, 4 tests and certification]					
Unemployed					
Tests only	N/A	N/A	N/A	N/A	N/A
Practice papers & tests only	N/A	N/A	N/A	N/A	N/A
Resits	N/A	N/A	N/A	N/A	N/A
Unemployed - no benefits not seeking work					
Tests only	235.40	4%	244.80	2%	249.70
Practice papers & tests only	282.50	4%	293.80	2%	299.70
Resits	35.30	4%	36.70	2%	37.40
Employed - Less than 16 hours					
Tests only	N/A	N/A	N/A	N/A	N/A
Practice papers & tests only	N/A	N/A	N/A	N/A	N/A
Resits	N/A	N/A	N/A	N/A	N/A
Employed					
Tests only	235.40	4%	244.80	2%	249.70
Practice papers & tests only	282.50	4%	293.80	2%	299.70
Resits	35.30	4%	36.70	2%	37.40

REDDITCH BOROUGH COUNCIL

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Service Category	Actual Charge 24/25 £	Actual Increase 25/26	Actual Charge 25/26 £	Charge Increase 26/27	Proposed Charge 26/27 £
Single Awards 1 unit only [includes BCS registration, online materials, offline resources,					
Unemployed					
Word Processing	N/A	N/A	N/A	N/A	N/A
Spreadsheets	N/A	N/A	N/A	N/A	N/A
Presentations (PowerPoint)	N/A	N/A	N/A	N/A	N/A
Improving productivity	N/A	N/A	N/A	N/A	N/A
Unemployed - no benefits not seeking work					
Word Processing	94.20	4%	98.00	2%	100.00
Spreadsheets	94.20	4%	98.00	2%	100.00
Presentations (PowerPoint)	94.20	4%	98.00	2%	100.00
Improving productivity	94.20	4%	98.00	2%	100.00
Employed					
Word Processing	94.20	4%	98.00	2%	100.00
Spreadsheets	94.20	4%	98.00	2%	100.00
Presentations (PowerPoint)	94.20	4%	98.00	2%	100.00
Improving productivity	94.20	4%	98.00	2%	100.00
Testing only option Per module [Testing only option includes BCS Registration, 1 test and					
Unemployed					
Tests only	N/A	N/A	N/A	N/A	N/A
Practice papers & tests only	N/A	N/A	N/A	N/A	N/A
Resits	N/A	N/A	N/A	N/A	N/A
Unemployed - no benefits not seeking work					
Tests only	58.90	4%	61.30	2%	62.50
Practice papers & tests only	70.60	4%	73.40	2%	74.90
Resits	35.30	4%	36.70	2%	37.40
Employed					
Tests only	58.90	4%	61.30	2%	62.50
Practice papers & tests only	70.60	4%	73.40	2%	74.90
Resits	35.30	4%	36.70	2%	37.40
Enrolments and testing can only be carried out at our registered training centre (Greenlands Business Centre, Redditch, Worcestershire B98 7HD).					
You must be able to provide proof of ID in the form of a current passport or driving licence or two forms of ID that show your current address. To be eligible for free courses you must show proof of eligibility if self-declaring.					
To sign up for a course call or email us to arrange a date and time to meet and set up the initial assessments.					
Enrolments need to be done in the Centre because of the need for I.D. checks, however the initial assessments and learning can take place from home.					
Contact details for further information: Learningonline - Redditch 01527 524762					
Email: learningonline@redditchbc.gov.uk					
Property Services					
Minor Land Sales Request for Information	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
Minor Land Sales Full Application	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
Advertising - Estimated Fee per Advert (new charge based on cost per advert	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
Surveyors Fees - Estimated Fee (new charge based on an hourly cost)	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery

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Business Transformation & Organisational Development					
Rounded to the nearest 10p.					
Service Category	Actual Charge 24/25 £	Actual Increase 25/26	Actual Charge 25/26 £	Charge Increase 26/27	Proposed Charge 26/27 £
<u>New & Existing Properties</u>					
Naming a Street	386.50	4%	402.00	2%	410.00
Additional charge for each new premise on a street	180.70	4%	187.90	2%	191.70
Naming and numbering of an individual premise	181.30	4%	188.60	2%	192.40
Additional charge for each adjoining premise (eg Blocks of flats)	95.20	4%	99.00	2%	101.00
Confirmation of address to solicitor/conveyancer/ occupier or owner	45.00	4%	46.80	2%	47.70
Additional charge including naming of building	126.30	4%	131.40	2%	134.00

REDDITCH BOROUGH COUNCIL

EXECUTIVE 13 January 2026

HRA Services					
Roundings to the nearest 10p.					
Service Category	Actual Charge 24/25 £	Actual Increase 25/26	Actual Charge 25/26 £	Charge Increase 26/27	Proposed Charge 26/27 £
<u>Service Charges</u>					
Three Storey Flats*	Full Cost Recovery	Full cost	Full Cost Recovery	Full cost	Full Cost Recovery
Woodrow Estate	Full Cost Recovery	Full cost	Full Cost Recovery	Full cost	Full Cost Recovery
Evesham Mews	Full Cost Recovery	Full cost	Full Cost Recovery	Full cost	Full Cost Recovery
Communal Blocks	Full Cost Recovery	Full cost	Full Cost Recovery	Full cost	Full Cost Recovery
<u>Sheltered Scheme (VAT inclusive)</u>					
Use of washing machines - per load	3.60	4%	3.70	2%	3.80
Use of drying machines	2.80	4%	2.90	2%	3.00
Use of guest bedrooms per night	37.10	4%	38.60	2%	39.40
Use of communal lounge - per hour	18.60	4%	19.30	2%	19.70
<u>Bredon House, Mendip House and Malvern House</u>					
Heating - Bedsit	Full Cost Recovery	Full cost	Full Cost Recovery	Full cost	Full Cost Recovery
Heating - 1 bedroom	Full Cost Recovery	Full cost	Full Cost Recovery	Full cost	Full Cost Recovery
<u>Garage Rents</u>					
Garages	12.00	4%	12.50	2%	12.80
Car Ports	4.50	4%	4.70	2%	4.80
Non Council Tenants plus VAT					
<u>General Repairs</u>					
Gain Entry or where a warrant is required	29.70	4%	30.90	2%	31.50
Call out charge or make safe + the repair work undertaken	29.70	4%	30.90	2%	31.50
Boarding up window or door - Small, Medium & Large	58.90	4%	61.30	2%	62.50
<u>Glazing</u>					
Replace single glazed 6mm thick glass pane - Small, Medium & Large	101.30	4%	105.40	2%	107.50
Replace 28mm double glazed unit - window or door (all sizes)	179.30	4%	186.50	2%	190.20
<u>Plumbing</u>					
Unblock sinks, wash basin, bath or WC	39.50	4%	41.10	2%	41.90
Replacing plugs and chains to baths, sinks and wash hand basins	19.80	4%	20.60	2%	21.00
Replace wash hand basin- Inc. fixtures & fittings	179.30	4%	186.50	2%	190.20
Replace WC pan & cistern - Inc. fixtures & fittings	179.30	4%	186.50	2%	190.20
Replace bath - Inc. fixtures & fittings (not Inc. bath panel)	583.30	4%	606.60	2%	618.70
Replace bath panel	82.90	4%	86.20	2%	87.90
Replace stainless steel sink Inc. F&F	210.10	4%	218.50	2%	222.90
Blocked drainage systems and soil stacks	Full Cost Recovery	Full cost	Full Cost Recovery	Full cost	Full Cost Recovery
Replace toilet seat	39.50	4%	41.10	2%	41.90

REDDITCH BOROUGH COUNCIL

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HRA Services					
Roundings to the nearest 10p.					
Service Category	Actual Charge 24/25	Actual Increase 25/26	Actual Charge 25/26	Charge Increase 26/27	Proposed Charge 26/27
	£		£		£
Carpentry					
Replace keys and locks to doors, windows and garages if they are lost or stolen	74.20	4%	77.20	2%	78.70
Replace lost or stolen key fobs	6.80	4%	7.10	2%	7.20
Replace kitchen unit draw or door	90.30	4%	93.90	2%	95.80
Replace cupboard latches and handles	37.10	4%	38.60	2%	39.40
Repair kitchen unit draw or door	90.30	4%	93.90	2%	95.80
Replace internal doors - none fire door 110/door	123.60	4%	128.50	2%	131.10
Replace external doors (UVPC) - None Fire Door	908.40	4%	944.70	2%	963.60
Replace Wooden door - Fire door Inc. Intumescent strips	636.50	4%	662.00	2%	675.20
Replace door handles and latches (internal doors only)	63.10	4%	65.60	2%	66.90
Electrics					
Replace florescent light fitting and tubes/starters	58.10	4%	60.40	2%	61.60
Re-fix or renew electrical accessories - switch, sockets, pendant	64.30	4%	66.90	2%	68.20
Replace damaged/broken 240v smoke alarm + new test certificate	113.70	4%	118.20	2%	120.60
Disconnect/remove illegal wiring & electrical accessories & reinstate wiring + Tests	506.70	4%	527.00	2%	537.50
Carry out electrical test certificate	152.10	4%	158.20	2%	161.40
Gas					
Turning gas on following capping	64.30	4%	66.90	2%	68.20
Rehang radiator	100.20	4%	104.20	2%	106.30
Replace TRV thermostat	44.50	4%	46.30	2%	47.20
Building					
Repair Plastering	Full Cost Recovery	Full cost	Full Cost Recovery	Full cost	Full Cost Recovery
Repair of walls/patio's	Full Cost Recovery	Full cost	Full Cost Recovery	Full cost	Full Cost Recovery
Environmental					
Garden maintenance	Full Cost Recovery	Full cost	Full Cost Recovery	Full cost	Full Cost Recovery
Garden rubbish removal - small	Full Cost Recovery	Full cost	Full Cost Recovery	Full cost	Full Cost Recovery
Garden rubbish removal - large (skip load/van load)	Full Cost Recovery	Full cost	Full Cost Recovery	Full cost	Full Cost Recovery
Bulky Waste removal - per single unit	10.50	4%	10.90	4%	11.30
Loft clearances	Full Cost Recovery	Full cost	Full Cost Recovery	Full cost	Full Cost Recovery
Property Clean - Easy Clean	Full Cost Recovery	Full cost	Full Cost Recovery	Full cost	Full Cost Recovery
Property Clean - Deep clean	Full Cost Recovery	Full cost	Full Cost Recovery	Full cost	Full Cost Recovery
Pest control TBC	Full Cost Recovery	Full cost	Full Cost Recovery	Full cost	Full Cost Recovery
External					
Fencing (other than privacy panels)	Full Cost Recovery	Full cost	Full Cost Recovery	Full cost	Full Cost Recovery
Gate and shed latches, bolts and catches	Full Cost Recovery	Full cost	Full Cost Recovery	Full cost	Full Cost Recovery
Replacement Key Fobs (each)	6.80	4%	7.10	2%	7.20
St Davids House Luncheon Club					
Residents	5.90	4%	6.10	2%	6.20
Non Residents	7.10	4%	7.40	2%	7.50
Christmas Day Dinner/New Years Day Dinner	14.10	4%	14.70	2%	15.00
Christmas Day Dinner/New Years Day Dinner (Guest)	24.70	4%	25.70	2%	26.20

REDDITCH BOROUGH COUNCIL
EXECUTIVE 13 January 2026

HRA Services					
Roundings to the nearest 10p.					
Service Category	Actual Charge 24/25 £	Actual Increase 25/26	Actual Charge 25/26 £	Charge Increase 26/27	Proposed Charge 26/27 £
<u>Home Support Service</u>					
Weekly well being home visit - per half hour	10.50	4%	10.90	2%	11.10
Weekly Individual Support visiting service - per hour	20.80	4%	21.60	2%	22.00
<u>Tenants' Support - St David's House/Queen's Cottages</u>					
Full Charge	51.30	4%	53.40	2%	54.50
<u>Service Charges</u>					
St David's House	37.80	4%	39.30	2%	40.10
Queen's Cottages	37.80	4%	39.30	2%	40.10
<u>St David's House</u>					
Heating charge - per week	11.80	4%	12.30	2%	12.50
Water charge - per week	5.90	4%	6.10	2%	6.20
Laundry Charge - per load	8.80	4%	9.20	2%	9.40
Guest Bedroom per night	31.00	4%	32.20	2%	32.80
Guest Bedroom per night (benefit eligibility)	19.50	4%	20.30	2%	20.70
Hire of activity room per session	12.40	4%	12.90	2%	13.20
Extra Care costs (private funders) WCC charge plus 10%					
<u>Landlords References</u>					
Landlords References	75.40	4%	78.40	2%	80.00

REDDITCH BOROUGH COUNCIL

EXECUTIVE 13 January 2026

Community Fees and Charges					
Roundings to the nearest 10p.					
Service Category	Actual Charge 24/25	Actual Increase 25/26	Actual Charge 25/26	Charge Increase 26/27	Proposed Charge 26/27
<u>Private Sector Housing</u>					
House Fitness Inspections	157.00	4%	163.30	2%	166.60
Registration of housing in multiple occupation: per occupant	154.50	4%	160.70	2%	163.90
Service and Administration of Improvement,	43.30	4%	45.00	2%	45.90
Enforcement of Statutory Notices, Supervision of Work in Default etc	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
<u>Lifeline</u>					
Installation Fee - New Charge (Private & HRA)	55.60	4%	57.80	2%	59.00
Lifeline (per week)	4.89	4%	5.10	2%	5.20
Alarms private user pre April 2004 x 52 weeks*	2.60	N/A	2.60	N/A	2.60
Replacement Pendant	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
- Key Safe	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
- GSM Alarm Hire	5.50	N/A	5.50	N/A	5.50
- GPS Tracker Hire	5.50	N/A	5.50	N/A	5.50
- Daily Living Activity Equipment	7.90	4%	8.20	2%	8.40
*This is a lifetime set price and cannot be increased					
<u>Hire Products (Linked to Lifeline and activated in the monitoring centre)</u>					
Hire of smoke alarm per week	1.80	4%	1.90	2%	1.90
CO2 Detector per week	1.80	4%	1.90	2%	1.90
Bogus Caller Panic Button (per week)	1.80	4%	1.90	2%	1.90
Flood Detector (per week)	1.80	4%	1.90	2%	1.90
Falls Detector (per week)	1.80	4%	1.90	2%	1.90
Additional pendant (per week)	1.80	4%	1.90	2%	1.90
<u>Dial a Ride Service</u>					
Minibus - single journey	6.00	4%	6.20	2%	6.30
Minibus - single journey with concessionary pass	5.00	4%	5.20	2%	5.30
Customers with a concessionary bus pass (per single medical journey)	6.00	4%	6.20	2%	6.30
Customers without a concessionary bus pass (per single medical journey)	7.00	4%	7.30	2%	7.40
Registration fee	15.00	4%	15.60	2%	15.90
Promotional offer for customers who register with both dial a ride and shophmobility (with the new charges it would normally be £30.00 - £15.00 per service)	22.00	N/A	22.00	N/A	22.00
<u>Shophmobility</u>					
Annual registration fee	17.70	4%	18.40	2%	18.80
Daily Charge (Redditch resident)	4.80	4%	5.00	2%	5.10
Daily Charge (Non Redditch resident)	6.40	4%	6.70	2%	6.80
Daily Escort fee charge	6.40	4%	6.70	2%	6.80
Daily Pay as you go charge (no registration fee)	8.00	4%	8.30	2%	8.50
Manual Wheelchair (resident)	3.20	4%	3.30	2%	3.40
Manual Wheelchair (non-resident)	4.30	4%	4.50	2%	4.60
Wheelchair Hire - per day	6.40	4%	6.70	2%	6.80
Wheelchair Hire - per week	26.80	4%	27.90	2%	28.50
Wheelchair Hire - per month	85.60	4%	89.00	2%	90.80

REDDITCH BOROUGH COUNCIL

EXECUTIVE 13 January 2026

Community Fees and Charges			
Roundings to the nearest 10p.			
Service Category	Actual Charge 24/25	Actual Charge 25/26	Actual Charge 26/27
Hackney Carriage Vehicle Licence	£296.60	£308.50	£318.00
Private Hire Vehicle Licence	£296.60	£308.50	£318.00
Temporary Hackney Carriage Vehicle Licence	£222.50	£231.40	£238.00
Temporary Private Hire Vehicle Licence	£222.50	£231.40	£238.00
Private Hire Operator Licence (5 year)(1 - 3 vehicles)	£681.60	£708.90	£730.00
Private hire operator licence (per additional vehicle)	£18.20	£18.90	£19.00
Dual Hackney carriage / Private Hire driver licence (3 years)	£168.50	£175.20	£180.00
Private hire driver licence (3 years)	£168.50	£175.20	£180.00
Knowledge Test	£25.90	£26.90	£28.00
Administration Charge - new applications	£41.60	£43.30	£45.00
Replacement vehicle licence plate	£25.90	£26.90	£28.00
Replacement driver's licence	£14.70	£15.30	£16.00
Amendment to paper licence e.g. change of address	£13.50	£14.00	£14.00
Transfer of ownership of a licensed vehicle	£57.40	£59.70	£61.00
Criminal Record (DBS) Check	£62.90	£65.40	£67.00
Replacement hackney carriage / private hire door signs (per sign)	£13.40	£13.90	£14.00
ANIMAL ACTIVITY LICENCES			
Hiring out horses, breeding of dogs, providing or arranging the provision of boarding for cats or dogs and selling animals as pets			
Application fee	£355.00	£365.70	£377.00
Licence fee (1 year)	£199.00	£205.00	£211.00
Licence fee (2 years)	£393.00	£404.80	£417.00
Licence fee (3 years)	£590.00	£607.70	£626.00
Application to vary a licence	£259.00	£266.80	£275.00
Veterinary fees (if applicable)	Recovered at cost	Recovered at cost	Recovered at cost
Local authority inspection (on request of licence holder)	£177.00	£182.30	£187.00
ANIMAL ACTIVITY FRANCHISE			
Application fee			£377.00
Application to vary a licence			£275.00
Inspection Fee (per hour)			£187.00
Keeping or training animals for exhibition (only)			
Application fee	£237.00	£244.10	£251.00
Licence fee (3 years)	£324.00	£333.70	£344.00
Application to vary a licence	£170.00	£175.10	£180.00
Veterinary fees (if applicable)	Recovered at cost	Recovered at cost	Recovered at cost
Local authority inspection (on request of licence holder)	£177.00	£182.30	£187.00
Keeping of Primates			
Application for grant of a licence (3 years)			£366.00
Application for renewal of a licence			£300.00
Application for variation of a licence			£267.00
Inspection fees			£182.00
Vet inspection fees			Recovered at cost

REDDITCH BOROUGH COUNCIL

EXECUTIVE 13 January 2026

<u>Community Fees and Charges</u>			
Roundings to the nearest 10p.			
Service Category	Actual Charge 24/25	Actual Charge 25/26	Actual Charge 26/27
ACUPUNCTURE, COSMETIC PIERCING, SEMI-PERMANENT SKIN COLOURING, TATTOOING, ELECTROLYSIS			
Fee to register a premises	£152.80	£158.90	£164.00
Fee to register a practitioner	£100.00	£104.00	£107.00
Application to vary a licence			£74.00
GAMBLING ACT 2005 (inc. SMALL LOTTERIES)			
Small society lotteries			
Fee to register a small society lottery	£40.00	£40.00	£40.00
Small society lottery annual maintenance fee	£20.00	£20.00	£20.00
Application for the grant of a premises licence			
Betting (excluding tracks)	£2,081.90	£2,165.20	£2,230.00
Betting Tracks	£2,081.90	£2,165.20	£2,230.00
Bingo	£2,439.20	£2,536.80	£2,613.00
Adult Gaming Centres	£1,393.10	£1,448.80	£1,492.00
Family Entertainment Centres	£1,393.10	£1,448.80	£1,492.00
Premises licence annual fees			
Betting (excluding tracks)	£416.90	£433.60	£447.00
Betting Tracks	£416.90	£433.60	£447.00
Bingo	£718.00	£746.70	£769.00
Adult Gaming Centres	£718.00	£746.70	£769.00
Family Entertainment Centres	£662.90	£689.40	£710.00
Application to vary a premises licence			
Betting (excluding tracks)	£1,040.40	£1,082.00	£1,114.00
Betting Tracks	£1,040.40	£1,082.00	£1,114.00
Bingo	£1,219.10	£1,267.90	£1,306.00
Adult Gaming Centres	£718.00	£746.70	£769.00
Family Entertainment Centres	£718.00	£746.70	£769.00
Application to transfer a premises licence			
Betting (excluding tracks)	£833.60	£866.90	£893.00
Betting Tracks	£833.60	£866.90	£893.00
Bingo	£837.10	£870.60	£897.00
Adult Gaming Centres	£1,200.00	£1,200.00	£1,200.00
Family Entertainment Centres	£696.60	£724.50	£746.00
Application for a provisional statement			
Betting (excluding tracks)	£2,081.90	£2,165.20	£2,230.00
Betting Tracks	£2,081.90	£2,165.20	£2,230.00
Bingo	£2,439.20	£2,536.80	£2,613.00
Adult Gaming Centres	£1,393.10	£1,448.80	£1,492.00
Family Entertainment Centres	£1,393.10	£1,448.80	£1,492.00
Application for the grant of a premises licence (provisional statement holders)			
Betting (excluding tracks)	£833.60	£866.90	£893.00
Betting Tracks	£833.60	£866.90	£893.00
Bingo	£837.10	£870.60	£897.00
Adult Gaming Centres	£837.10	£870.60	£897.00
Family Entertainment Centres	£696.60	£724.50	£746.00

REDDITCH BOROUGH COUNCIL

EXECUTIVE 13 January 2026

<u>Community Fees and Charges</u>			
Roundings to the nearest 10p.			
Service Category	Actual Charge 24/25	Actual Charge 25/26	Actual Charge 26/27
Application for reinstatement of a premises licence			
Betting (excluding tracks)	£837.10	£870.60	£897.00
Betting Tracks	£837.10	£870.60	£897.00
Bingo	£837.10	£870.60	£897.00
Adult Gaming Centres	£837.10	£870.60	£897.00
Family Entertainment Centres	£683.10	£710.40	£732.00
Premises licence fees (miscellaneous)			
Copy of a premises licence (all types)	£25.00	£25.00	£25.00
Notification of a change in respect of a premises licence (all types)	£50.00	£50.00	£50.00
Licensed Premises Gaming Machine Permits			
Application for grant of a permit	£150.00	£150.00	£150.00
Application for variation of a permit	£100.00	£100.00	£100.00
Application for the transfer of a permit	£25.00	£25.00	£25.00
Annual permit fee	£50.00	£50.00	£50.00
Change of name shown on a permit	£25.00	£25.00	£25.00
Request for a copy of a permit	£15.00	£15.00	£15.00
Licensed Premises Gaming Machines (Automatic Entitlement)			
Fee to serve notification	£50.00	£50.00	£50.00
Club Gaming Permits			
Application for grant of a permit	£200.00	£200.00	£200.00
Application for grant of a permit (Club premises certificate holders)	£100.00	£100.00	£100.00
Application for variation of a permit	£100.00	£100.00	£100.00
Application for renewal of a permit	£200.00	£200.00	£200.00
Application for renewal of a permit (club premises certificate holders)	£100.00	£100.00	£100.00
Annual permit fee	£50.00	£50.00	£50.00
Request for a copy of a permit	£15.00	£15.00	£15.00
Club Machine Permits			
Application for grant of a permit	£200.00	£200.00	£200.00
Application for grant of a permit (Club premises certificate holders)	£100.00	£100.00	£100.00
Application for variation of a permit	£100.00	£100.00	£100.00
Application for renewal of a permit	£200.00	£200.00	£200.00
Application for renewal of a permit (club premises certificate holders)	£100.00	£100.00	£100.00
Annual permit fee	£50.00	£50.00	£50.00
Request for a copy of a permit	£15.00	£15.00	£15.00
Family Entertainment Centre Gaming Machine Permit			
Application for grant of a permit	£300.00	£300.00	£300.00
Application for renewal of a permit	£300.00	£300.00	£300.00
Change of name shown on a permit	£25.00	£25.00	£25.00
Request for a copy of a permit	£15.00	£15.00	£15.00
Prize Gaming Permits			
Application for grant of a permit	£300.00	£300.00	£300.00
Application for renewal of a permit	£300.00	£300.00	£300.00
Change of name shown on a permit	£25.00	£25.00	£25.00
Request for a copy of a permit	£15.00	£15.00	£15.00

REDDITCH BOROUGH COUNCIL

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Community Fees and Charges			
Roundings to the nearest 10p.			
Service Category	Actual Charge 24/25	Actual Charge 25/26	Actual Charge 26/27
Temporary Use Notices			
Fee to serve a Temporary Use Notice	£348.30	£362.20	£373.00
Fee for a copy of a Temporary Use Notice	£18.00	£18.70	£19.00
STREET TRADING			
Annual street trading consent - food - initial	£1,625.80	£1,690.80	£1,742.00
Annual street trading consent - food - renewal	£1,490.90	£1,550.50	£1,597.00
Annual street trading consent - non-food - initial	£1,356.10	£1,410.30	£1,453.00
Annual street trading consent - non-food - renewal	£1,219.10	£1,267.90	£1,306.00
Day licence			£80.00
Consecutive day fee			£25.00
SCRAP METAL DEALERS LICENCES			
Application for a new site licence	£311.00	£320.30	£330.00
Fee per additional site	£160.00	£164.80	£170.00
Application for renewal of a site licence	£257.00	£264.70	£273.00
Fee per additional site	£170.00	£175.10	£180.00
Application for a new collectors licence	£155.00	£159.70	£165.00
Application for renewal of a collectors licence	£102.00	£105.10	£108.00
Variation of a licence	£70.00	£72.10	£74.00
Request for a copy of a licence (if lost or stolen)	£27.00	£27.80	£29.00
ZOO LICENCES			
Application for grant or renewal of a licence	£267.50	£278.20	£287.00
Secretary of state inspector and veterinary fees	Recovered at cost	Recovered at cost	Recovered at cost
DANGEROUS WILD ANIMALS (DWA)			
Application for grant or renewal of a licence	£251.50	£261.60	£269.00
Inspector and Vet's fees (for every inspection)	Recovered at cost	Recovered at cost	Recovered at cost
SEX ESTABLISHMENTS			
Application for grant or renewal of a licence	£1,091.40	£1,135.10	£1,169.00
Application for transfer of a licence	£535.00	£556.40	£573.00
Application for variation of a licence	£1,091.40	£1,135.10	£1,169.00
PAVEMENT LICENCES			
Application for a new pavement licence - 2 years		£500.00	£500.00
Application for a renewal pavement licence - 2 years		£350.00	£350.00
HYPNOTISM			
Application for authorisation	£53.50	£55.60	£57.00
An admin charge will be payable on receipt of refund request for any type of licence			£30.00

REDDITCH BOROUGH COUNCIL

EXECUTIVE 13 January 2026

LICENSING ACT 2003 - FEES SET BY CENTRAL GOVERNMENT - SAME FOR ALL DISTRICT COUNCILS

Temporary Event Notices

Fee to serve a Temporary Event Notice (TEN)	£21.00
Copy of a TEN (if lost or stolen)	£10.50

Personal licences

Application for the grant of a personal licence	£37.00
Fee for a replacement personal licence (if lost or stolen)	£10.50
Fee to notify a change of name or address on a personal licence	£10.50

Applications for new premises licences or club premises certificates

Applications for the grant of a premises licence or club premises certificate	
Band A (NDRV 0 - 4300)	£100.00
Band B (NDRV 4301 - 33000)	£190.00
Band C (NDRV 33001 - 87000)	£315.00
Band D (NDRV 87001 - 125000)	£450.00
Band E (NDRV 125001 +)	£635.00

Applications for the grant of a premises licence or club premises certificate (where the premises is used exclusively or primarily for the supply of alcohol for consumption on the premises)

Band A (NDRV 0 - 4300)	£100.00
Band B (NDRV 4301 - 33000)	£190.00
Band C (NDRV 33001 - 87000)	£315.00
Band D (NDRV 87001 - 125000)	£900.00
Band E (NDRV 125001 +)	£1,905.00

Additional fees for grant of a premises licences (for large venues with capacities over 5000)

5000 - 9999	£1,000.00
10000 - 14999	£2,000.00
15000 - 19999	£4,000.00
20000 - 29999	£8,000.00
30000 - 39999	£16,000.00
40000 - 49999	£24,000.00
50000 - 59999	£32,000.00
60000 - 69999	£40,000.00
70000 - 79999	£48,000.00
80000 - 89999	£56,000.00

Applications to vary premises licences and club premises certificates

Applications to vary a premises licence or club premises certificate	
Band A (NDRV 0 - 4300)	£100.00
Band B (NDRV 4301 - 33000)	£190.00
Band C (NDRV 33001 - 87000)	£315.00
Band D (NDRV 87001 - 125000)	£450.00
Band E (NDRV 125001 +)	£635.00

REDDITCH BOROUGH COUNCIL

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LICENSING ACT 2003 - FEES SET BY CENTRAL GOVERNMENT - SAME FOR ALL DISTRICT COUNCILS

Applications to vary a premises licence (where the premises is used exclusively or primarily for the supply of alcohol for consumption on the premises)

Band A (NDRV 0 - 4300)	£100.00
Band B (NDRV 4301 - 33000)	£190.00
Band C (NDRV 33001 - 87000)	£315.00
Band D (NDRV 87001 - 125000)	£900.00
Band E (NDRV 125001 +)	£1,905.00

Application for a minor variation of a premises licence or club premises certificate	£89.00
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Annual maintenance fees

Annual premises licence or club premises certificate fee

Band A (NDRV 0 - 4300)	£70.00
Band B (NDRV 4301 - 33000)	£180.00
Band C (NDRV 33001 - 87000)	£295.00
Band D (NDRV 87001 - 125000)	£320.00
Band E (NDRV 125001 +)	£350.00

Annual premises licence (where the premises is used exclusively or primarily for the supply of alcohol for consumption on the premises)

Band A (NDRV 0 - 4300)	£70.00
Band B (NDRV 4301 - 33000)	£180.00
Band C (NDRV 33001 - 87000)	£295.00
Band D (NDRV 87001 - 125000)	£640.00
Band E (NDRV 125001 +)	£1,050.00

Additional annual fees premises licences (for large venues with capacities over 5000)

5000 - 9999	£500.00
10000 - 14999	£1,000.00
15000 - 19999	£2,000.00
20000 - 29999	£4,000.00
30000 - 39999	£8,000.00
40000 - 49999	£12,000.00
50000 - 59999	£16,000.00
60000 - 69999	£20,000.00
70000 - 79999	£24,000.00
80000 - 89999	£28,000.00

Other applications and notifications

Application to transfer a premises licence	£23.00
Application to vary a premises licence to nominate a premises supervisor	£23.00
Fee to change name or address of the holder of a premises licence	£10.50
Fee to change the name or address of a designated premises supervisor on a premises licence	£10.50
Fee for a replacement premises licence or club premises certificate (if lost or stolen)	£10.50
Fee to notify licensing authority of a property interest in a premises	£21.00
Notification of change or club name or alteration to club rules	£10.50
Notification of change of registered address of club	£10.50
Interim authority notice following death, incapacity or insolvency of licence holder	£23.00
Application for grant of a provisional statement	£315.00

REDDITCH BOROUGH COUNCIL

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Planning, Regeneration & Leisure Services					
Roundings to the nearest 10p.					
Service Category	Actual Charge 24/25 £	Actual Increase 25/26	Actual Charge 25/26 £	Charge Increase 26/27	Proposed Charge 26/27 £
TABLE A: STANDARD CHARGES FOR THE CREATION OR CONVERSION TO NEW HOUSING					
1,2,3 or More Properties:					
Application	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
Regularisation	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
TABLE B: Domestic Extensions and alterations to a Single Building (please contact us)					
Application	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
Regularisation	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
Additional	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
Garage Conversion to habitable room					
Application	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
Regularisation	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
Additional	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
Extension project Consolidated to just the Table B heading					
Application	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
Regularisation	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
Additional	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
All other extensions Consolidated to just the Table B heading					
Application	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
Regularisation	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
Additional	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
Loft Conversions Consolidated to just the Table B heading					
Application	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
Regularisation	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
Additional	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
Detached garage over Consolidated to just the Table B heading					
Application	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
Regularisation	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
Additional	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
Electrical works by non-qualified electrician					
Application	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
Regularisation	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
Additional	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
Renovation of thermal element					
Application	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
Regularisation	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
Additional	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
Installing steel beam(s) within an existing house					
Application	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
Regularisation	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
Additional	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery

REDDITCH BOROUGH COUNCIL

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Planning, Regeneration & Leisure Services					
Roundings to the nearest 10p.					
Service Category	Actual Charge 24/25 £	Actual Increase 25/26	Actual Charge 25/26 £	Charge Increase 26/27	Proposed Charge 26/27 £
Application	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
Regularisation	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
Window replacment					
Application	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
Regularisation	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
Installing a new boiler or wood burner etc.					
Application	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
Regularisation	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
TABLE C: All Other works - Alterations and new build					
£0 +	Please Contact Us	N/A	Please Contact Us	N/A	Please Contact Us
<p>For Office or shop fit outs, installation of a mezzanine floor and all other work where the estimated cost exceeds £50,000, please contact the Building Control</p> <p>These charges have been set on the following basis:</p> <p>1. That the building work does not consist of, or include innovative or high risk construction techniques and / or duration of the building work from commencement to completion</p> <p>2. That the design and building work is undertaken by a person or company that is competent to carry out the relevant design and building work. If they are not, the building</p> <p>Building Control – Supplementary Charges</p> <p>If you are selling a property that has been extended or altered, you need to provide evidence to prospective purchasers that any relevant building work has been inspected. Legal entitlement to a Completion Certificate is subject to conditions. In cases where the Council is not told that building work is completed, or the building is occupied without Other charges are payable where we are asked to withdraw a Building Regulations application and refund fees, or asked to re-direct inspection fee invoices. Fees are</p>					
ARCHIVED APPLICATIONS					
Process request to re-open archived building control file, resolve case and issue completion certificate	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
Each visit to site in connection with resolving archived building control cases	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
WITHDRAWN APPLICATIONS					
Process request	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
With additional fees of.....					
Withdraw Building Notice application where no inspections have taken place	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
Withdraw Building Notice application where inspections have taken place	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
Withdrawn Full Plans application without plans being checked or any site inspections being made	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
Withdraw Full Plans application after plan check but before any inspections on site	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
Withdraw Full Plans application after plan check and after site inspections made	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery

REDDITCH BOROUGH COUNCIL

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Planning, Regeneration & Leisure Services

Roundings to the nearest 10p.

Service Category	Actual Charge 24/25 £	Actual Increase 25/26	Actual Charge 25/26 £	Charge Increase 26/27	Proposed Charge 26/27 £
RE-DIRECT INSPECTION FEES / ISSUE COPY DOCUMENTS					
Process request to re-invoice inspection fee to new addressee or issue copies of previously issued Completion Certificates, Plans Approval Notices or Building Notice acceptances.	Full Cost Recovery Please Contact Us	N/A	Full Cost Recovery Please Contact Us	N/A	Full Cost Recovery Please Contact Us
Optional Consultancy Services		N/A		N/A	

Charges note

Under the Building (Local Authority Charges) Regulations 2010 local authority building control is not permitted to make a profit or loss. The service is to ensure

DEVELOPMENT MANAGEMENT

Pre Application Fee

Residential Development/ Development Site Area/Proposed Gross Floor Area

Householder Development	128.30	4%	133.40	2%	136.10
1* Dwelling	275.40	4%	286.40	2%	292.10
2 - 4 Dwellings	412.00	4%	428.50	2%	437.10
5 - 9 Dwellings	823.90	4%	856.90	2%	874.00
10 - 49 Dwellings	1,647.80	4%	1,713.70	2%	1,748.00
50 - 99 Dwellings	3,020.20	4%	3,141.00	2%	3,203.80
100 - 199 Dwellings	4,119.50	4%	4,284.30	2%	4,370.00
200+ Dwellings	5,490.70	4%	5,710.30	2%	5,824.50

* includes one-for-one replacements

Non-residential development (floor space)

Floor area is measured externally

Less than 500sqm	381.30	4%	396.60	2%	404.50
500 - 999sqm	687.40	4%	714.90	2%	729.20
1000 - 1999sqm	1,373.60	4%	1,428.50	2%	1,457.10
2000 - 4999sqm	2,744.80	4%	2,854.60	2%	2,911.70
5000 - 9999sqm	3,432.10	4%	3,569.40	2%	3,640.80
10,000sqm or greater	4,119.50	4%	4,284.30	2%	4,370.00

Non-residential development (site area) where no building operations are proposed

Less than 0.5ha	413.10	4%	429.60	2%	438.20
0.5 - 0.9ha	823.90	4%	856.90	2%	874.00
1 - 1.25ha	1,373.60	4%	1,428.50	2%	1,457.10
1.26 - 2ha	2,744.80	4%	2,854.60	2%	2,911.70
2ha or greater	4,119.50	4%	4,284.30	2%	4,370.00

Variation/removal of conditions and engineering operations (flat fee)

	254.20	4%	264.40	2%	269.70
Recovering Costs for seeking specialist advice in connection with Planning proposals	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery

REDDITCH BOROUGH COUNCIL

EXECUTIVE 13 January 2026

Planning, Regeneration & Leisure Serices

Roundings to the nearest 10p.

Service Category	Actual Charge 24/25 £	Actua Increase 25/26	Actual Charge 25/26 £	Charge Increase 26/27	Proposed Charge 26/27 £
<u>Monitoring Fees to be applied to Planning Obligations</u>					
Obligations where the Council is the recipient					
All contributions (financial or non-monetary) - PER OBLIGATION	368.40	4%	383.10	2%	390.80
Pre-commencement trigger - PER OBLIGATION	128.30	4%	133.40	2%	136.10
Other Triggers (Phased Payments/Provision of Infrastructure) - PER TRIGGER POINT	190.70	4%	198.30	2%	202.30
Other obligations (eg. Occupation restrictions or removal of Permitted Development rights) - PER CLAUSE	153.00	4%	159.10	2%	162.30
Obligations for another signatory (eg. Worcestershire County Council)					
All contributions (financial or non-monetary) - PER OBLIGATION	222.50	4%	231.40	2%	236.00
Pre-commencement trigger - PER OBLIGATION	77.70	4%	80.80	2%	82.40
Other Triggers (Phased Payments/Provision of Infrastructure) - PER TRIGGER POINT	114.20	4%	118.80	2%	121.20
Ongoing Monitoring of large sites	507.30	4%	527.60	2%	538.20

Fee Concessions

<u>Business Centres</u>					
Secretarial					
- minimum charge	14.80	4%	15.40	2%	15.70
- charge per hour	17.80	4%	18.50	2%	18.90
Postal Address Facility - per month	55.30	4%	57.50	2%	58.70
Telephone Divert:					
Normal - per quarter	141.50	4%	147.20	2%	150.10
Gold - per quarter	267.50	4%	278.20	2%	283.80
Photocopying:					
A4 single side	0.20	4%	0.20	2%	0.20
A4 double side	0.30	4%	0.30	2%	0.30
A3 single side	0.40	4%	0.40	2%	0.40
A3 double side	0.70	4%	0.70	2%	0.70
Photocopying:					
A4 single side - non tenants	0.20	4%	0.20	2%	0.20
Conference Room (per hour):					
Greenlands Tenants	14.90	4%	15.50	2%	15.80
Greenlands Non Tenants	29.70	4%	30.90	2%	31.50
<u>Heming Rd (monthly charge) :</u>					
Unit 1	339.70	4%	353.30	2%	360.40
Unit 2	581.20	4%	604.40	2%	616.50
Units 3-6	483.00	4%	502.30	2%	512.30
Unit 7	512.50	4%	533.00	2%	543.70
Units 8-19	327.30	4%	340.40	2%	347.20
Units 20-28	483.00	4%	502.30	2%	512.30
Unit 29a	151.10	4%	157.10	2%	160.20
Unit 29c	230.80	4%	240.00	2%	244.80
Unit 29b	261.30	4%	271.80	2%	277.20

REDDITCH BOROUGH COUNCIL
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Planning, Regeneration & Leisure Serices

Roundings to the nearest 10p.

Service Category	Actual Charge 24/25 £	Actua Increase 25/26	Actual Charge 25/26 £	Charge Increase 26/27	Proposed Charge 26/27 £
<u>Greenlands (monthly charge) :</u>					
Unit 1 Ground Floor Suited Office	1,170.40	4%	1,217.20	2%	1,241.50
Unit 2 First Office	338.30	4%	351.80	2%	358.80
Unit 3 Ground Floor Office	1,497.60	4%	1,557.50	2%	1,588.70
Unit 4 Ground Floor Office	1,198.10	4%	1,246.00	2%	1,270.90
Unit 5 First Floor Office	327.20	4%	340.30	2%	347.10
Unit 6 First Floor Office	346.50	4%	360.40	2%	367.60
Unit 7 Ground Floor Office	826.10	4%	859.10	2%	876.30
Unit 8 Ground Floor Office	812.40	4%	844.90	2%	861.80
Unit 9 Ground Floor Office	1,495.10	4%	1,554.90	2%	1,586.00
Unit 10 First Office	415.80	4%	432.40	2%	441.00
Units 11 & 12 First Floor Office	368.80	4%	383.60	2%	391.30
Unit 13 Ground Floor Office	471.30	4%	490.20	2%	500.00
Unit 14 First Floor Office	901.00	4%	937.00	2%	955.70
Unit 15 First Floor Office	901.00	4%	937.00	2%	955.70
Unit 16 First Floor Office	804.00	4%	836.20	2%	852.90
Unit 17 First Floor Office	451.90	4%	470.00	2%	479.40
Unit 18 First Floor Office	451.90	4%	470.00	2%	479.40
Unit 19 First Floor Office	684.80	4%	712.20	2%	726.40
Unit 20 First Floor Office	668.20	4%	694.90	2%	708.80
Unit 21 First Floor Office	1,510.20	4%	1,570.60	2%	1,602.00
Units 22 & 23 First Floor Office	324.40	4%	337.40	2%	344.10
Unit 24 First Floor Office	346.50	4%	360.40	2%	367.60
Unit 25 First Floor Office	363.20	4%	377.70	2%	385.30
Unit 26 First Floor Office	449.10	4%	467.10	2%	476.40
Unit 27 First Floor Office	299.40	4%	311.40	2%	317.60
Unit 28 First Floor Office	840.00	4%	873.60	2%	891.10
Unit 29 First Floor Office	806.80	4%	839.10	2%	855.90
Unit 30 First Floor Office	1,487.60	4%	1,547.10	2%	1,578.00
Unit 31 First Office	413.10	4%	429.60	2%	438.20
Unit 32 First Floor Suited Office	1,206.00	4%	1,254.20	2%	1,279.30
Unit 33 First Office	424.20	4%	441.20	2%	450.00

REDDITCH BOROUGH COUNCIL

EXECUTIVE 13 January 2026

Planning, Regeneration & Leisure Services					
Roundings to the nearest 10p.					
Service Category	Actual Charge 24/25 £	Actual Increase 25/26	Actual Charge 25/26 £	Charge Increase 26/27	Proposed Charge 26/27 £
FOOTBALL					
SENIOR 11 a side with changing					
Match for multiple teams booking together eg a local league	68.30	4%	71.00	2%	72.40
Match for a season long booking for a single club	88.30	4%	91.80	2%	93.60
Match for a one off booking	117.70	4%	122.40	2%	124.80
SENIOR 11 a side without changing					
Match games	50.00	4%	52.00	2%	53.00
JUNIOR 9 or 11 a side with changing					
Match games	37.70	4%	39.20	2%	40.00
per season (x 12 games)	452.00	4%	470.10	2%	479.50
JUNIOR 9 or 11 a side without changing					
Match games	28.20	4%	29.30	2%	29.90
per season (x 12 games)	339.00	4%	352.60	2%	359.70
MINI FOOTBALL 5 or 7 a side					
Match games	20.60	4%	21.40	2%	21.80
per season (x 12 games)	247.20	4%	257.10	2%	262.20
Football pitches and parks are not available for any organised football activity during the period June 1st to July 15th. This is to allow the pitches a rest period and for maintenance work to take place.					
After this date any organised football training must be paid for at a cost of £10 per session for one team and a negotiated price for more than one team. Please contact the Parks Team to book this, pitches will be allocated at our discretion.	11.80	4%	12.30	2%	12.50
SPORTS DEVELOPMENT CHARGES					
Adult fitness Sessions	4.40	4%	4.60	2%	4.70
Community exercise class	4.40	4%	4.60	2%	4.70
Health & Well Being Sessions	4.40	4%	4.60	2%	4.70
Curriculum Cost					
PSI Falls Prevention	4.40	4%	4.60	2%	4.70
Activity Referral	20.00	4%	20.80	2%	21.20
Junior Sports Sessions	4.90	4%	5.10	2%	5.20
Couch 2 5k - new charge	1.20	4%	1.20	2%	1.20
Allotment Charges					
Small (>177m2)					
Standard	36.20	4%	37.60	2%	38.40
Concession 25%	27.20	4%	28.30	2%	28.90
Concession 50%	18.10	4%	18.80	2%	19.20
Additional water charge	29.40	4%	30.60	2%	31.20
Medium (>177<254m2))					
Standard	62.20	4%	64.70	2%	66.00
Concession 25%	46.70	4%	48.60	2%	49.60
Concession 50%	31.10	4%	32.30	2%	32.90
Additional water charge	32.90	4%	34.20	2%	34.90

REDDITCH BOROUGH COUNCIL

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Planning, Regeneration & Leisure Services					
Roundings to the nearest 10p.					
Service Category	Actual Charge 24/25 £	Actual Increase 25/26	Actual Charge 25/26 £	Charge Increase 26/27	Proposed Charge 26/27 £
Large (<254m2)					
Standard	91.10	4%	94.70	2%	96.60
Concession 25%	68.30	4%	71.00	2%	72.40
Concession 50%	45.60	4%	47.40	2%	48.30
Additional water charge	34.80	4%	36.20	2%	36.90
Water charge is only applicable where water is present, and billed to Redditch Borough Council.					
Events, Open and Civic Spaces Hire					
£250 - £1500 Bond Payable					
Events					
Commercial Rates					
Small Attendance = 0 to 99					
Per half day	188.30	4%	195.80	2%	199.70
Per Day	341.30	4%	355.00	2%	362.10
Medium Attendance = 100 to 499					
Per half day	264.80	4%	275.40	2%	280.90
Per Day	453.10	4%	471.20	2%	480.60
Large Attendance = 500 to 1999					
Per half day	341.30	4%	355.00	2%	362.10
Per Day	570.80	4%	593.60	2%	605.50
Community Rates					
Small Attendance = 0 to 99					
Per half day	77.70	4%	80.80	2%	82.40
Per Day	126.50	4%	131.60	2%	134.20
Medium Attendance = 100 to 499					
Per half day	95.30	4%	99.10	2%	101.10
Per Day	160.10	4%	166.50	2%	169.80
Large Attendance = 500 to 1999					
Per half day	113.00	4%	117.50	2%	119.90
Per Day	196.60	4%	204.50	2%	208.60
Charities / Not For Profit Organisations					
Small Attendance = 0 to 99					
Per half day	53.00	4%	55.10	2%	56.20
Per Day	87.10	4%	90.60	2%	92.40
Medium Attendance = 100 to 499					
Per half day	63.60	4%	66.10	2%	67.40
Per Day	105.30	4%	109.50	2%	111.70
Large Attendance = 500 to 1999					
Per half day	76.50	4%	79.60	2%	81.20
Per Day	139.20	4%	144.80	2%	147.70
	529.70	4%	550.90	2%	561.90
Fairs & Circuses Min of 3 day Hire					
Additional Costs for Outdoor Event Space:					
Ø Set up and Clearance charged @ 50% of applicable rate (bond)					
Ø Any event in excess of 1999 attendees is STN					
Event - Officer Support for event (per hour)	Full Cost Recovery	Full cost	Full Cost Recovery	Full cost	Full Cost Recovery
Power and Water Supply Additional Charges	Full Cost Recovery	Full cost	Full Cost Recovery	Full cost	Full Cost Recovery

REDDITCH BOROUGH COUNCIL

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Planning, Regeneration & Leisure Services					
Roundings to the nearest 10p.					
Service Category	Actual Charge 24/25 £	Actual Increase 25/26	Actual Charge 25/26 £	Charge Increase 26/27	Proposed Charge 26/27 £
Outdoor Fitness Session					
Commercial Rates (Per Day)					
Summer Fee (Apr to Sept) One day maximum usage per week	488.50	4%	508.00	2%	518.20
Summer Fee (Apr to Sept) Two days maximum usage per week	788.60	4%	820.10	2%	836.50
Summer Fee (Apr to Sept) Three days maximum usage per week	853.30	4%	887.40	2%	905.10
Winter Fee (Oct to Mar) One day maximum usage per week	243.60	4%	253.30	2%	258.40
Winter Fee (Oct to Mar) Two days maximum usage per week	488.50	4%	508.00	2%	518.20
Winter Fee (Oct to Mar) Three days maximum usage per week	729.70	4%	758.90	2%	774.10
Annual Fee One day maximum usage per week	635.60	4%	661.00	2%	674.20
Annual Fee Two days maximum usage per week	1,035.80	4%	1,077.20	2%	1,098.70
Annual Fee Three days maximum usage per week	1,235.90	4%	1,285.30	2%	1,311.00
Community Rates (Per Day)					
Summer Fee (Apr to Sept) One day maximum usage per week	241.30	4%	251.00	2%	256.00
Summer Fee (Apr to Sept) Two days maximum usage per week	361.30	4%	375.80	2%	383.30
Summer Fee (Apr to Sept) Three days maximum usage per week	423.70	4%	440.60	2%	449.40
Winter Fee (Oct to Mar) One day maximum usage per week	96.50	4%	100.40	2%	102.40
Winter Fee (Oct to Mar) Two days maximum usage per week	241.30	4%	251.00	2%	256.00
Winter Fee (Oct to Mar) Three days maximum usage per week	361.30	4%	375.80	2%	383.30
Annual Fee One day maximum usage per week	300.10	4%	312.10	2%	318.30
Annual Fee Two days maximum usage per week	541.40	4%	563.10	2%	574.40
Annual Fee Three days maximum usage per week	602.60	4%	626.70	2%	639.20
Trial fee (1 day per week - MAX 4 week trial)	123.60	4%	128.50	2%	131.10
The Bird Box - NEW CHARGE	2.00	4%	2.10	2%	2.10
Use of Power connection					
Additional Costs for Outdoor Fitness Space:					
1 Set up and Clearance charged @ 50% of applicable rate					
Outdoor Open Space/ Civic Space Event Hire					
Small Attendance = 0-100					
Commercial Rates	63.60	4%	66.10	2%	67.40
Concession 50	30.00	4%	31.20	2%	31.80
Concession 75	14.70	4%	15.30	2%	15.60
Medium 101- 499					
Commercial Rates	127.10	4%	132.20	2%	134.80
Concession 50	60.00	4%	62.40	2%	63.60
Concession 75	29.40	4%	30.60	2%	31.20
Large 500+					
Commercial Rates	187.10	4%	194.60	2%	198.50
Concession 50	90.00	4%	93.60	2%	95.50
Concession 75	44.10	4%	45.90	2%	46.80

REDDITCH BOROUGH COUNCIL

EXECUTIVE 13 January 2026

Planning, Regeneration & Leisure Services					
Roundings to the nearest 10p.					
Service Category	Actual Charge 24/25 £	Actual Increase 25/26	Actual Charge 25/26 £	Charge Increase 26/27	Proposed Charge 26/27 £
Band Stand					
Criteria and eligibility guidance notes attached in events toolkit					
Bandstand Hire T/centre					
Commercial Rates per day	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
Community Rates per day	32.50	4%	33.80	2%	34.50
Charities / Not for Profit Organisations per day	32.50	4%	33.80	2%	34.50
Parks and Open Spaces Fitness Hire (eg Bootcamps)					
Summer Fee (Apr to Sept) One day maximum usage per week					
Commercial	494.30	4%	514.10	2%	524.40
Concession 25	370.80	4%	385.60	2%	393.30
Concession 50	247.20	4%	257.10	2%	262.20
Summer Fee (Apr to Sept) Two days maximum usage per week					
Commercial	803.30	4%	835.40	2%	852.10
Concession 25	602.00	4%	626.10	2%	638.60
Concession 50	401.70	4%	417.80	2%	426.20
Summer Fee (Apr to Sept) Three days maximum usage per week					
Commercial	865.10	4%	899.70	2%	917.70
Concession 25	648.80	4%	674.80	2%	688.30
Concession 50	432.50	4%	449.80	2%	458.80
Winter Fee (Oct to Mar) One day maximum usage per week					
Commercial	247.20	4%	257.10	2%	262.20
Concession 25	185.40	4%	192.80	2%	196.70
Concession 50	123.60	4%	128.50	2%	131.10
Winter Fee (Oct to Mar) Two days maximum usage per week					
Commercial	494.30	4%	514.10	2%	524.40
Concession 25	370.80	4%	385.60	2%	393.30
Concession 50	247.20	4%	257.10	2%	262.20
Winter Fee (Oct to Mar) Three days maximum usage per week					
Commercial	741.50	4%	771.20	2%	786.60
Concession 25	556.10	4%	578.30	2%	589.90
Concession 50	370.80	4%	385.60	2%	393.30
Annual Fee One day maximum usage per week					
Commercial	642.60	4%	668.30	2%	681.70
Concession 25	482.00	4%	501.30	2%	511.30
Concession 50	321.30	4%	334.20	2%	340.90
Annual Fee Two days maximum usage per week					
Commercial	1,050.50	4%	1,092.50	2%	1,114.40
Concession 25	787.90	4%	819.40	2%	835.80
Concession 50	525.20	4%	546.20	2%	557.10
Annual Fee Three days maximum usage per week					
Commercial	1,235.90	4%	1,285.30	2%	1,311.00
Concession 25	926.90	4%	964.00	2%	983.30
Concession 50	617.90	4%	642.60	2%	655.50
Undercover Market (Street trading licence required) - New Charge					
- Trading hours to be agreed by Events team.					
Electricity (per hour)	1.90	4%	2.00	2%	2.00

REDDITCH BOROUGH COUNCIL
EXECUTIVE 13 January 2026

<u>Finance and Customer Services</u>					
Roundings to the nearest 10p.					
Service Category	Actual Charge 24/25	Actual Increase 25/26	Actual Charge 25/26	Charge Increase 26/27	Proposed Charge 26/27
<u>Revenues</u>					
<u>Court Costs</u>					
Council Tax					
Summons	65.80	4%	68.40	3.800%	71.00
Liability Order	35.00	4%	36.40	3.800%	37.80
Magistrates Court Fee	0.60	4%	0.60	0.000%	0.50
NNDR					
Summons	65.80	4%	68.40	3.800%	71.00
Liability Order	35.00	4%	36.40	3.800%	37.80
Magistrates Court Fee	0.60	4%	0.60	0.000%	0.50

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REDDITCH BOROUGH COUNCIL

Business Transformation & Organisational Development

Rounded to the nearest 10p.

Service Category	Actual Charge 24/25 £	Actual Increase 25/26	Actual Charge 25/26 £	Charge Increase 26/27	Proposed Charge 26/27 £
<u>New & Existing Properties</u>					
Naming a Street	386.50	4%	402.00	2%	410.00
Additional charge for each new premise on a street	180.70	4%	187.90	2%	191.70
Naming and numbering of an individual premise	181.30	4%	188.60	2%	192.40
Additional charge for each adjoining premise (eg Blocks of flats)	95.20	4%	99.00	2%	101.00
Confirmation of address to solicitor/conveyancer/ occupier or owner	45.00	4%	46.80	2%	47.70
Additional charge including naming of building	126.30	4%	131.40	2%	134.00

REDDITCH BOROUGH COUNCIL					
Community & Housing Services					
Roundings to the nearest 10p.					
Service Category	Actual Charge 24/25	Actual Increase 25/26	Actual Charge 25/26	Charge Increase 26/27	Proposed Charge 26/27
Private Sector Housing					
House Fitness Inspections	157.00	4%	163.30	2%	166.60
Registration of housing in multiple occupation: per occupant	154.50	4%	160.70	2%	163.90
Service and Administration of Improvement,	43.30	4%	45.00	2%	45.90
Enforcement of Statutory Notices, Supervision of Work in Default etc	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
Lifeline					
Installation Fee - New Charge (Private & HRA)	55.60	4%	56.00	2%	57.00
Alarms private user pre April 2004 x 52 weeks*	2.60	N/A	2.60	N/A	2.60
Replacement Pendant	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
- Key Safe	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
- GSM Alarm Hire	5.50	N/A	5.50	4%	5.80
- GPS Tracker Hire	5.50	N/A	5.50	4%	5.80
- Daily Living Activity Equipment	7.90	4%	8.20	2%	8.40
*This is a lifetime set price and cannot be increased					
Hire Products (Linked to Lifeline and activated in the monitoring centre)					
Hire of smoke alarm per week	1.65	N/A	1.65	N/A	1.65
CO2 Detector per week	1.65	N/A	1.65	N/A	1.65
Bogus Caller Panic Button (per week)	1.65	N/A	1.65	N/A	1.65
Flood Detector (per week)	1.65	N/A	1.65	N/A	1.65
Falls Detector (per week)	1.65	N/A	1.65	N/A	1.65
Additional pendant (per week)	1.65	N/A	1.65	N/A	1.65
Dial a Ride Service					
Minibus - single journey	6.00	4%	3.50	15%	4.00
Minibus - single journey with concessionary pass	5.00	4%	2.50	15%	3.00
Customers with a concessionary bus pass (per single medical journey)	6.00	4%	3.50	15%	4.00
Customers without a concessionary bus pass (per single medical journey)	7.00	4%	2.50	15%	3.00
Registration fee	15.00	4%	15.60	3%	16.00
Promotional offer for customers who register with both dial a ride and shopmobility (with the new charges it would normally be £30.00 - £15.00 per service)	22.00	N/A	22.00	5%	23.00
Shopmobility					
Annual registration fee	17.70	4%	15.60	3%	16.00
Daily Charge (Redditch resident)	4.80	4%	4.80	3%	5.00
Daily Charge (Non Redditch resident)	6.40	4%	6.40	3%	6.60
Daily Escort fee charge	6.40	4%	12.00	3%	12.40
Daily Pay as you go charge (no registration fee)	8.00	4%	8.00	3%	8.20
Manual Wheelchair (resident)	3.20	4%	3.20	3%	3.30
Manual Wheelchair (non-resident)	4.30	4%	4.30	3%	4.40
Wheelchair Hire - per day	6.40	4%	6.40	3%	6.60
Wheelchair Hire - per week	26.80	4%	26.80	3%	27.60
Wheelchair Hire - per month	85.60	4%	85.60	3%	88.20

REDDITCH BOROUGH COUNCIL					
Corporate Services					
Roundings to the nearest 10p.					
Service Category	Actual Charge 24/25 £	Actual Increase 25/26	Actual Charge 25/26 £	Charge Increase 26/27	Proposed Charge 26/27 £
Corporate Charges					
Copy P60	6.90	4%	7.20	2%	7.30
Replacement ID badge	6.90	4%	7.20	2%	7.30
Attachment of Earnings per deduction	1.30	4%	1.40	2%	1.40
Venue hire additional services					
Feature on official social media & website	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
Place your promotional material in reception	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
Print your materials	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
Full design & print services:					
Luxury roll-up banner - Flat rate	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
- any additional	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
Vinyl banner	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
- any additional	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
Posters (10)	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
- any additional	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
Leaflets (500)	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
- any additional	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
Printing up to A0 size, with a range of finishing options on papers and cards. Tiny labels to large banners, binding and laminating, booklets, copies, reports, posters, duplicate pads, brochures, leaflets, flyers & more. Integrated in house Design team services also available.	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
Your bespoke requirements	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery

<p>PLUS</p> <p>Boost your event with our simple options.</p> <ul style="list-style-type: none"> • Promotional services <ul style="list-style-type: none"> o Reach the local community with our official social media o Show up on Google with our special website options o Promote your event in our busy public spaces • Design services <ul style="list-style-type: none"> o Stand out o Bespoke for you, from our professional design team • Printing services <ul style="list-style-type: none"> o All your printing needs in one place o Signs, flyers, agendas, welcome banners, and more <p>Packages available from as little as £30.</p> <p>To find out more contact 01527 881296 or venues@bromsgrove.gov.uk.</p> <p>www.bromsgrove.gov.uk/venues</p> <p>Beautiful wedding stationery to suit your budget</p> <p>The personal touch for all your guests, with bespoke packages from £25</p> <ul style="list-style-type: none"> • Choose beautiful invitations • Add table plans, place settings, & more • Photo displays & banners • Signs • Use your own designs, or our designers <p>To find out more just contact 01527 881296 or weddings@bromsgrove.gov.uk.</p> <p>www.bromsgrove.gov.uk/weddings</p>			
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REDDITCH BOROUGH COUNCIL					
Environmental Services					
Roundings are generally rounded to the nearest £1					
Service Category	Actual Charge 24/25 £	Actual Increase 25/26	Actual Charge 25/26 £	Charge Increase 26/27	Proposed Charge 26/27 £
<u>REFUSE COLLECTION</u>					
<u>Bulky Household Waste</u>					
Proposed Charges					
The Bulky Service operates based on a standard unit price based on size and					
Bulky collection - base price for a single unit*	Full Cost Recovery	N/A	12.00	8%	13.00
*Depending on size, items maybe charged for as a multiple of units					
Items that are classed by WCC as non domestic waste	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
Items not on the boundary of the property	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
Litter and Dog Bins (Yearly Charge)					
High Usage Site First Bin	1000.5	4%	1,040.50	2%	1,061.00
High Usage Site Additional Bins (each)	412.00	4%	428.50	2%	437.00
Medium Usage Site First Bin	500.20	4%	520.20	2%	531.00
Medium Usage Site Additional Bins (each)	206.00	4%	214.20	2%	219.00
Low Usage Site First Bin	247.20	4%	257.10	2%	262.00
Low Usage Site Additional Bins (each)	105.90	4%	110.10	2%	112.00
Parish Lengthsman Work					
Hourly Rate	18.50	4%	19.20	4%	20.00
High Hedge Complaints					
High Hedge Complaints	735.50	4%	764.90	2%	780.00
High Hedge Complaints - reduced for people on benefits	293.70	4%	305.40	2%	312.00
Investigation of Abandoned Vehicles on Private Land					
Per Vehicle	70.60	4%	73.40	2%	75.00
Mechanically Sweep Private Road / Car Park - Sweeper per Hour + disposal costs	58.90	4%	61.30	2%	63.00
Garden Waste Collection Service					
2026/27	54.10	4%	56.30	7%	60.00
2027/28					60.00
Garden waste set up fee				NEW	22.00
Road Closures					
New Charge - £80 per Road closure plus VAT	85.60	4%	89.00		60.00

REDDITCH BOROUGH COUNCIL			
<u>Bereavement Services</u>			
Roundings to the nearest 10p.			
Service Category	Actual Charge 25/26 £	Actual Increase 26/27	Actual Charge 26/27 £
Purchase of Exclusive Right of Burial. Including the Right to Erect a Memorial for 75 Years	£2,100.00	2%	2,142.00
Exclusive Right of Burial in a Child's Grave (4' X 2') For 75 Years	£384.00	2%	391.00
Exclusive Right of Burial in a Babies Grave (2' X 1') For 75 Years (Under One Year)	£361.00	2%	368.00
Exclusive Right of Burial in Cremated Remains Grave for 75 Years	£803.00	2%	819.00
Adult sized plot Exclusive Right of Burial Purchase in Reserve Including the Right to Erect a Memorial For 75 Years	N/A		N/A
Cremated remains plot Exclusive Right of Burial Purchase in Reserve Including the Right to Erect a Memorial For 75 Years	N/A		N/A
Extending Rights of Burial in Existing Grave for 25 Years	£599.00	2%	611.00
Extending Rights in Child's Grave for 25 years	£127.00	2%	130.00
Extending Rights in Cremated Remains Grave for 25 Years	£234.00	2%	239.00
INTERMENT FEES (Full Earth Burial)			
Under 1 year (Residents)	No Charge		No Charge
Under 1 year (Non-residents)	New Charge	N/A	150.00
1 year to 17 years (Residents)	No Charge		No Charge
1 year to 17 years (Non-residents)	New Charge	N/A	217.00
18 years and over Single depth	£834.00	2%	851.00
18 years and over double depth	£934.00	2%	953.00
INTERMENT FEES (Cremated Remains)			
Under 1 year	No Charge		No Charge
1 year to 17 years	No Charge		No Charge
18 years and over	£278.00	2%	284.00
Scattering Cremated Remains in Grave or in rose/memorial garden (Roll Back Turf) 18 years and over	£116.00	2%	118.00
ADDITIONAL INFORMATION			
Cemetery Memorial Application Fee	£136.00	2%	139.00
Purchase of Wooden Casket	£153.00	2%	156.00
Purchase of Babies Casket	P.O.E		P.O.E
Dis-Interment of Cremated Remains	£730.00	2%	745.00
Dis-Interment of Full Earth Burial	P.O.E		P.O.E
Concrete burial chamber (In addition to other fee)	£650.00	2%	663.00

MISCELLANEOUS

Transfer of Exclusive Right
 Certified copy of entry in register burials (inc VAT)

CREMATION FEES

Body Part where original cremation was at Redditch
 Body Part where original cremation was elsewhere
 Saturday cremation (in addition to normal fee)
 Under 18 years
 18 Years + Direct
 18 Years + Service Times 9.00am & 09:30
 18 Years+ Service Times 10:15am onwards

ADDITIONAL SERVICES

Organist's Fee (inc VAT)
 Extra Service Time in Chapel
 Late arrival / service overrun charge
 Weekday Witness Scattering of Ashes (Where the cremation was at Redditch)
 Weekday Scattering of Ashes from Other Crematoria
 Certified Extract from Cremation Register (inc VAT)
 Additional Disposal Certificate of Cremation (inc VAT)

BURIAL / MEMORIAL SERVICES

Use of Chapel for Any Burial / Memorial Service (Burial in RBC / BDC Cemetery Only)
 Use of Chapel for Burial / Memorial Service of child 16 or under (Burial in RBC / BDC Cemetery Only)
 Use of Chapel for Burial / Memorial Service 09:00am & 9.30am (Not RBC Cemeteries)
 Use of Chapel for Burial / Memorial Service 10:15am onwards (Not RBC Cemeteries)
 Use of Chapel for Burial / Memorial Service of child 16 or under (Not RBC Cemeteries)

£136.00	2%	139.00
£30.00	3%	31.00
No Charge		No Charge
£216.00	2%	220.00
£392.00	2%	400.00
No Charge		No Charge
£400.00	2%	408.00
£740.00	2%	755.00
£922.00	2%	942.00
£75.00	3%	77.00
£233.00	2%	238.00
£234.00	2%	239.00
No Charge		No Charge
£82.00	2%	84.00
£29.00	3%	30.00
£15.00	7%	16.00
£233.00	2%	238.00
£108.00	2%	110.00
£742.00	2%	757.00
£959.00	2%	978.00
£324.00	2%	330.00

OBITUS (all charges inc VAT)

Webcast Live & 28-day view inc downloadable version
 DVD / USB / Blu-Ray / Audio CD
 Extra Copies of DVD / USB / Blu-Ray / Audio CD
 Video Book
 Memory Box
 Halo Photo
 Basic Slideshow (up to 25 photos)
 Music Slideshow (up to 25 photos set to music)
 Themed Tribute
 Extra Single photo (per photo following Halo image)
 Family made video checking
 Bespoke Tribute
 Extra Work Charge
 Each extra 25 photos
 Tribute Download

MEMORIAL OPTIONS (REDDITCH CREMATORIUM)**BOOK OF REMEMBRANCE (all charges inc VAT)**

Name and one other line
 Each additional line per line
 *Motifs – a flower or bird
 *Badge or other
 Miniature Leather Book, name and one other line
 Each additional line per line
 Remembrance Cards, name and one other line
 Each additional line per line

MEMORIAL BENCH

Bench & top rail engraving (max 40 letters) 10-year lease
 Bench & silver plaque (max 60 letters) 10-year lease
 Replacement plaque (max 60 letters)
 5-year lease renewal

MEMORIAL WALL PLAQUES (REDDITCH CREMATORIUM)

Indoor Single - 12" x 3" 5 years
 Indoor Single - 12" x 3" 10 years
 Indoor Single - 12" x 3" 20 years
 Indoor Double - 12" x 6" 5 years
 Indoor Double - 12" x 6" 10 years
 Indoor Double - 12" x 6" 20 years
 Outdoor - 8" x 4" one size 5 years
 Outdoor - 8" x 4" one size 10 years
 Outdoor - 8" x 4" one size 20 years
 Memorial Extension Fee (all types exc indoor tree)
 Photo or Motif on Outdoor Plaques only
 Additional Inscription on Plaque
 Memorial Plaque (Bronze)

£64.00	3%	66.00
£95.00	2%	97.00
£57.00	2%	58.00
£106.00	2%	108.00
£145.00	2%	148.00
No Charge		No Charge
£96.00	2%	98.00
£127.00	6%	135.00
£172.00	2%	175.00
£22.00	5%	23.00
£31.00	10%	34.00
£445.00	2%	454.00
£49.00	2%	50.00
£49.00	2%	50.00
£18.00	6%	19.00
£121.00	2%	124.00
£45.00	2%	46.00
£76.00	3%	78.00
£91.00	2%	93.00
£107.00	2%	109.00
£37.00	3%	38.00
£53.00	2%	54.00
£37.00	3%	38.00
£1,454.00	2%	1,483.00
£1,383.00	2%	1,411.00
£200.00	2%	204.00
£592.00	2%	604.00
£257.00	2%	262.00
£409.00	2%	417.00
£560.00	2%	571.00
£409.00	2%	417.00
£560.00	2%	571.00
£712.00	2%	726.00
£288.00	2%	294.00
£440.00	2%	449.00
£590.00	2%	602.00
£189.00	2%	193.00
£242.00	2%	247.00
P.O.E		P.O.E
£246.00	2%	251.00

BIRD BATH MEMORIAL			
5 Year Lease			
Size 1 - Small	£273.00	2%	278.00
Size 2	£303.00	2%	309.00
Size 3	£334.00	2%	341.00
Size 4	£364.00	2%	371.00
Size 5 - Large	£395.00	2%	403.00
10 Year Lease			
Size 1 - Small	£424.00	2%	432.00
Size 2	£455.00	2%	464.00
Size 3	£486.00	2%	496.00
Size 4	£515.00	2%	525.00
Size 5 - Large	£544.00	2%	555.00
20 Year Lease			
Size 1 - Small	£576.00	2%	588.00
Size 2	£607.00	2%	619.00
Size 3	£638.00	2%	651.00
Size 4	£667.00	2%	680.00
Size 5 - Large	£698.00	2%	712.00
Motif for the Bird Bath	£152.00	2%	155.00
OCTAGONAL PLANTER (Barbican Memorial)			
3 Year Lease			
Single size only	£337.00	2%	344.00
Standard Motif	£135.00	2%	138.00
Photo of 1 person	£162.00	2%	165.00
Photo of 2person	£256.00	2%	261.00
Photo of 3 person	£330.00	2%	337.00
All other items	P.O.E		P.O.E
INDOOR MEMORIAL TREE			
3 Year Lease			
Standard Leaf	£89.00	2%	91.00
Additional Leaf	£62.00	2%	63.00
Renewal of lease	£27.00	4%	28.00

REDDITCH BOROUGH COUNCIL					
<u>Finance and Customer Services</u>					
Roundings to the nearest 10p.					
Service Category	Actual Charge 24/25	Actual Increase 25/26	Actual Charge 25/26	Charge Increase 26/27	Proposed Charge 26/27
<u>Revenues</u>					
<u>Court Costs</u>					
Council Tax					
Summons	65.80	4%	68.40	3.800%	71.00
Liability Order	35.00	4%	36.40	3.800%	37.80
Magistrates Court Fee	0.60	4%	0.60	0.000%	0.50
NDR					
Summons	65.80	4%	68.40	3.800%	71.00
Liability Order	35.00	4%	36.40	3.800%	37.80
Magistrates Court Fee	0.60	4%	0.60	0.000%	0.50

REDDITCH BOROUGH COUNCIL

HRA Services

Roundings to the nearest 10p.

Service Category	Actual Charge 24/25 £	Actual Increase 25/26	Actual Charge 25/26 £	Charge Increase 26/27	Proposed Charge 26/27 £
<u>Sheltered Scheme (VAT inclusive)</u>					
Use of washing machines - per load	3.60	4%	3.70	2%	3.80
Use of drying machines	2.80	4%	2.90	2%	3.00
Use of guest bedrooms per night	37.10	4%	38.60	2%	39.40
Use of communal lounge - per hour	18.60	4%	19.30	2%	19.70
<u>Bredon House, Mendip House and Malvern House</u>					
Heating - Bedsit	Full Cost Recovery	Full cost	Full Cost Recovery	Full cost	Full Cost Recovery
Heating - 1 bedroom	Full Cost Recovery	Full cost	Full Cost Recovery	Full cost	Full Cost Recovery
<u>General Repairs</u>					
Gain Entry or where a warrant is required	29.70	4%	30.90	2%	31.50
Call out charge or make safe + the repair work undertaken	29.70	4%	30.90	2%	31.50
Boarding up window or door - Small, Medium & Large	58.90	4%	61.30	2%	62.50
<u>Glazing</u>					
Replace single glazed 6mm thick glass pane - Small, Medium & Large	101.30	4%	105.40	2%	107.50
Replace 28mm double glazed unit - window or door (all sizes)	179.30	4%	186.50	2%	190.20
<u>Plumbing</u>					
Unblock sinks, wash basin, bath or WC	39.50	4%	41.10	2%	41.90
Replacing plugs and chains to baths, sinks and wash hand basins	19.80	4%	20.60	2%	21.00
Replace wash hand basin- Inc. fixtures & fittings	179.30	4%	186.50	2%	190.20
Replace WC pan & cistern - Inc. fixtures & fittings	179.30	4%	186.50	2%	190.20
Replace bath - Inc. fixtures & fittings (not Inc. bath panel)	583.30	4%	606.60	2%	618.70
Replace bath panel	82.90	4%	86.20	2%	87.90
Replace stainless steel sink Inc. F&F	210.10	4%	218.50	2%	222.90
Blocked drainage systems and soil stacks	Full Cost Recovery	Full cost	Full Cost Recovery	Full cost	Full Cost Recovery
Replace toilet seat	39.50	4%	41.10	2%	41.90

Carpentry				
Replace keys and locks to doors, windows and garages if they are lost or stolen	74.20	4%	77.20	2% 78.70
Replace lost or stolen key fobs	6.80	4%	7.10	2% 7.20
Replace kitchen unit draw or door	90.30	4%	93.90	2% 95.80
Replace cupboard latches and handles	37.10	4%	38.60	2% 39.40
Repair kitchen unit draw or door	90.30	4%	93.90	2% 95.80
Replace internal doors - none fire door 110/door	123.60	4%	128.50	2% 131.10
Replace external doors (UVPC) - None Fire Door	908.40	4%	944.70	2% 963.60
Replace Wooden door - Fire door Inc. Intumescent strips	636.50	4%	662.00	2% 675.20
Replace door handles and latches (internal doors only)	63.10	4%	65.60	2% 66.90
Electrics				
Replace florescent light fitting and tubes/starters	58.10	4%	60.40	2% 61.60
Re-fix or renew electrical accessories - switch, sockets, pendant	64.30	4%	66.90	2% 68.20
Replace damaged/broken 240v smoke alarm + new test certificate	113.70	4%	118.20	2% 120.60
Disconnect/remove illegal wiring & electrical accessories & reinstate wiring + Tests	506.70	4%	527.00	2% 537.50
Carry out electrical test certificate	152.10	4%	158.20	2% 161.40
Gas				
Turning gas on following capping	64.30	4%	66.90	2% 68.20
Rehang radiator	100.20	4%	104.20	2% 106.30
Replace TRV thermostat	44.50	4%	46.30	2% 47.20
Building				
Repair Plastering	Full Cost Recovery	Full cost	Full Cost Recovery	Full cost Full Cost Recovery
Repair of walls/patio's	Full Cost Recovery	Full cost	Full Cost Recovery	Full cost Full Cost Recovery
Environmental				
Garden maintenance	Full Cost Recovery	Full cost	Full Cost Recovery	Full cost Full Cost Recovery
Garden rubbish removal - small	Full Cost Recovery	Full cost	Full Cost Recovery	Full cost Full Cost Recovery
Garden rubbish removal - large (skip load/van load)	Full Cost Recovery	Full cost	Full Cost Recovery	Full cost Full Cost Recovery
Bulky Waste removal - per single unit	10.50	4%	10.90	4% 11.30
Loft clearances	Full Cost Recovery	Full cost	Full Cost Recovery	Full cost Full Cost Recovery
Property Clean - Easy Clean	Full Cost Recovery	Full cost	Full Cost Recovery	Full cost Full Cost Recovery
Property Clean - Deep clean	Full Cost Recovery	Full cost	Full Cost Recovery	Full cost Full Cost Recovery
Pest control TBC	Full Cost Recovery	Full cost	Full Cost Recovery	Full cost Full Cost Recovery

External					
Fencing (other than privacy panels)	Full Cost Recovery	Full cost	Full Cost Recovery	Full cost	Full Cost Recovery
Gate and shed latches, bolts and catches	Full Cost Recovery	Full cost	Full Cost Recovery	Full cost	Full Cost Recovery
Replacement Key Fobs (each)	6.80	4%	7.10	2%	7.20
<u>St Davids House Luncheon Club</u>					
Residents Hot 2 Course Meal	5.90	4%	6.10	15% NEW	7.00 4.50
Residents Light Lunch				NEW	2.00
Meal Delivery				22%	9.00
Non Residents	7.10	4%	7.40	36%	20.00
Christmas Day Dinner/New Years Day Dinner	14.10	4%	14.70	36%	35.00
Christmas Day Dinner/New Years Day Dinner (Guest)	24.70	4%	25.70	NEW	15.00
Boxing Day and New Years Eve Meal Dinner				NEW	20.00
Boxing Day and New Years Eve Meal Dinner (Guest)					
<u>Home Support Service</u>					
Weekly well being home visit - per half hour	10.50	4%	10.90	4%	11.30
Weekly Individual Support visiting service - per hour	20.80	4%	21.60	4%	22.50
<u>Tenants' Support - St David's House/Queen's Cottages</u>					
Full Charge	51.30	4%	53.40	2%	54.50
<u>St David's House</u>					
Heating charge - per week	11.80	4%	12.30	4%	12.80
Water charge - per week	5.90	4%	6.10	4%	6.30
Laundry Charge - per load	8.80	4%	9.20	4%	9.60
Guest Bedroom per night	31.00	4%	32.20	4%	33.50
Guest Bedroom per night (benefit eligibility)	19.50	4%	20.30	4%	21.10
Extra Care costs (private funders) WCC charge plus 20%					
<u>Landlords References</u>					
Landlords References	75.40	4%	78.40	2%	80.00

REDDITCH BOROUGH COUNCIL

Legal and Democratic Services

Roundings to the nearest 10p.

Service Category	Actual Charge 24/25 £	Actual Increase 25/26	Actual Charge 25/26 £	Charge Increase 26/27	Proposed Charge 26/27 £
<u>Legal Costs</u>					
Legal work - General hourly rate	183.10	4%	190.40	2%	194.20
Legal Consent - Admin Fee	32.60	4%	33.90	2%	34.60
Mortgage Redemption Fee	86.90	4%	90.40	2%	92.20
Second Mortgage questionnaire	59.70	4%	62.10	2%	63.30
Surrender of Garage Lease	99.20	4%	103.20	2%	105.30
Discount questionnaire	45.30	4%	47.10	2%	48.00
Leasehold Questionnaire	104.50	4%	108.70	2%	110.90
Notice of Postponement during Right to Buy	33.00	4%	34.30	2%	35.00
Notice of Postponement post Right to Buy	45.30	4%	47.10	2%	48.00
Re-mortgage	77.60	4%	80.70	2%	82.30
Consent for alterations to former Council house/flat	201.10	4%	209.10	2%	213.30
Retrospective Consent for alterations to former Council house/flat	251.50	4%	261.60	2%	266.80
Garden licence - initial administration fee (plus annual fee)	311.70	4%	324.20	2%	330.70
WayLeave Agreement	467.50	4%	486.20	2%	495.90
Deed of Grant/Easement	490.00	4%	509.60	2%	519.80
* Licence to Assign	490.00	4%	509.60	2%	519.80
* Rent Deposit Deed	490.00	4%	509.60	2%	519.80
* Authorised Guarantee Agreement	490.00	4%	509.60	2%	519.80
* Licence for Alterations	490.00	4%	509.60	2%	519.80
* Licence to Sub-let	490.00	4%	509.60	2%	519.80
* Deed of Variation	490.00	4%	509.60	2%	519.80
* Grant of Lease	662.70	4%	689.20	2%	703.00
* Extended Lease	662.70	4%	689.20	2%	703.00
* Deed of Surrender	490.00	4%	509.60	2%	519.80
* Please note that each document shall be charged for separately, except where one transaction involves more than two documents, in which case fees will be capped at £765.00					

Tenancy at Will	490.00	4%	509.60	2%	519.80
Renewal of Lease	490.00	4%	509.60	2%	519.80
Minor land sales - legal fees upto the value of £1,000	643.30	4%	669.00	2%	682.40
Major land sales - legal fees £10,000+ - 2.75% of the purchase price, with a minimum charge of £500	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
Major land sales - legal fees £50,000+ - 2.75% of the purchase price, with a minimum charge of £750	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
Deed of release of covenant - 1% of the release consideration with a minimum of £750	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
Footpath Diversion Orders	2,701.70	4%	2,809.80	2%	2,866.00
Freehold reversions - admin fee	490.00	4%	509.60	2%	519.80
Copy of lease (up to 25 pages)					
Copies of RTB service charges (up to last three years)					
Extra copies of valuation - S.125 Notice					
Section 106					
Private Owner	660.70	4%	687.10	2%	700.80
Each additional unit added (up to a maximum of £1,500) *	88.70	4%	92.20	2%	94.00
100% Affordable housing schemes	1,227.70	4%	1,276.80	2%	1,302.30
Deed of Variation **	466.60	4%	485.30	2%	495.00
Fee for agreeing a unilateral undertaking	466.60	4%	485.30	2%	495.00
LOCAL LAND CHARGES					
Search Type					
Official Certificate of Search (LLC1) only	N/A	N/A	N/A	N/A	N/A
CON29R Enquiries of Local Authority (2016)					
- Residential	131.40	4%	136.70	2%	139.40
- Commercial	184.00	4%	191.40	2%	195.20
Standard Search Fee: LLC1 and CON 29R combined					
- Residential	N/A	N/A	N/A	N/A	N/A
- Commercial	N/A	N/A	N/A	N/A	N/A
CON 290 Optional enquiries of Local Authority (2007)					
(Questions 5,6,8,9,11,15) per question	16.70	4%	17.40	2%	17.70
(Questions 7,10,12,13,14,16-21) per question	8.40	4%	8.70	2%	8.90
(Question 22)	35.30	4%	36.70	2%	37.40
(Question 4)	17.80	4%	18.50	2%	18.90
Extra written enquiries (Refer to Worcestershire County Council for Highways enquiries)	65.10	4%	67.70	2%	69.10
Each additional parcel of land (LLC1 and CON29R)	30.50	4%	31.70	2%	32.30
Expedited (within 48 hrs)	41.70	4%	43.40	2%	44.30

<u>Committee Room 1:</u>					
4 hour minimum - Standard	72.30	4%	75.20	2%	76.70
Concession 25	54.30	4%	56.50	2%	57.60
Concession 50	36.20	4%	37.60	2%	38.40
Concession 75	18.10	4%	18.80	2%	19.20
8 hour minimum - daytime and/or evening	95.50	4%	99.30	2%	101.30
Concession 25	71.60	4%	74.50	2%	76.00
Concession 50	47.80	4%	49.70	2%	50.70
Concession 75	23.90	4%	24.90	2%	25.40
<u>CIVIC SUITE COMMERCIAL CHARGES</u>					
<u>Committee Room 2/3:</u>					
4 hour minimum - daytime	145.10	4%	150.90	2%	153.90
Concession 25	108.80	4%	113.20	2%	115.50
Concession 50	72.50	4%	75.40	2%	76.90
Concession 75	36.30	4%	37.80	2%	38.60
8 hour minimum - daytime and/or evening	206.00	4%	214.20	2%	218.50
Concession 25	154.10	4%	160.30	2%	163.50
Concession 50	103.00	4%	107.10	2%	109.20
Concession 75	51.40	4%	53.50	2%	54.60
<u>Council Chamber:</u>					
4 hour minimum - daytime	199.90	4%	207.90	2%	212.10
Concession 25	149.50	4%	155.50	2%	158.60
Concession 50	99.90	4%	103.90	2%	106.00
Concession 75	49.90	4%	51.90	2%	52.90
8 hour minimum - daytime and/or evening	326.00	4%	339.00	2%	345.80
Concession 25	244.80	4%	254.60	2%	259.70
Concession 50	163.00	4%	169.50	2%	172.90
Concession 75	81.60	4%	84.90	2%	86.60

<u>Full Civic Suite: Monday to Saturday (including servery)</u>					
4 hour minimum - daytime	326.00	4%	339.00	2%	345.80
Concession 25	244.80	4%	254.60	2%	259.70
Concession 50	163.00	4%	169.50	2%	172.90
Concession 75	81.60	4%	84.90	2%	86.60
8 hour minimum - daytime and/or evening	592.60	4%	616.30	2%	628.60
Concession 25	443.70	4%	461.40	2%	470.60
Concession 50	296.00	4%	307.80	2%	314.00
Concession 75	148.10	4%	154.00	2%	157.10
<u>Full Civic Suite: Sunday - exceptional (including servery)</u>					
4 hour minimum - daytime	370.80	4%	385.60	2%	393.30
Concession 25	278.40	4%	289.50	2%	295.30
Concession 50	185.50	4%	192.90	2%	196.80
Concession 75	92.70	4%	96.40	2%	98.30
8 hour minimum - daytime and/or evening	674.40	4%	701.40	2%	715.40
Concession 25	506.10	4%	526.30	2%	536.80
Concession 50	337.20	4%	350.70	2%	357.70
Concession 75	168.90	4%	175.70	2%	179.20
<u>CIVIC SUITE COMMERCIAL CHARGES</u>					
<u>Equipment Hire</u>					
OHP/Screen	29.20	4%	30.40	2%	31.00
TV/Video	29.20	4%	30.40	2%	31.00
Conferencing Sound System	29.20	4%	30.40	2%	31.00
Flipchart stand					
4 hour minimum - daytime	9.70	4%	10.10	2%	10.30
8 hour minimum - daytime and/or evening	11.10	4%	11.50	2%	11.70
<u>Other Fees</u>					
Security	307.20	4%	319.50	2%	325.90
Retainer					

<u>CIVIC SUITE - REFRESHMENT CHARGES</u>					
Teas and Coffees	1.40	4%	1.50	2%	1.50
Commercial - per cup					
<u>Learning online</u>					
Personal Development					
<i>Unemployed</i>					
Maths *	FREE	FREE	FREE	FREE	FREE
English *	FREE	FREE	FREE	FREE	FREE
*Must demonstrate a need after initial assessment.					
<i>Employed</i>					
Maths *	FREE	FREE	FREE	FREE	FREE
English *	FREE	FREE	FREE	FREE	FREE
*Must demonstrate a need after initial assessment.					
<i>IA Eligibility</i>					
IA Not Eligible **	412.00	4%	428.50	2%	437.10
*Must demonstrate a need after initial assessment.	412.00	4%	428.50	2%	437.10
**When the IA shows you are working above Level 2 and therefore not eligible for government funding but wish to gain a recognised qualification.					
[Full course includes OCR registration, online materials, offline resources, practice papers, tests & certification]					
Computer Courses					
Full Awards [Full course includes BCS registration, online materials, offline resources, practice papers, tests & certification]					
<i>Unemployed</i>					
BCS IT Level 1 (ECDL) (3 units)	353.10	4%	367.20	2%	374.50
BCS Level 2 (ECDL Extra) 4 units	423.70	4%	440.60	2%	449.40
<i>Employed</i>					
BCS IT Level 1 (ECDL) (3 units)	353.10	4%	367.20	2%	374.50
BCS Level 2 (ECDL Extra) 4 units	423.70	4%	440.60	2%	449.40

Testing only option [Testing only option includes BCS Registration, 4 tests and certification]					
<i>Unemployed</i>					
Tests only	N/A	N/A	N/A	N/A	N/A
Practice papers & tests only	N/A	N/A	N/A	N/A	N/A
Resits	N/A	N/A	N/A	N/A	N/A
<i>Unemployed - no benefits not seeking work</i>					
Tests only	235.40	4%	244.80	2%	249.70
Practice papers & tests only	282.50	4%	293.80	2%	299.70
Resits	35.30	4%	36.70	2%	37.40
<i>Employed - Less than 16 hours</i>					
Tests only	N/A	N/A	N/A	N/A	N/A
Practice papers & tests only	N/A	N/A	N/A	N/A	N/A
Resits	N/A	N/A	N/A	N/A	N/A
<i>Employed</i>					
Tests only	235.40	4%	244.80	2%	249.70
Practice papers & tests only	282.50	4%	293.80	2%	299.70
Resits	35.30	4%	36.70	2%	37.40
Single Awards 1 unit only [includes BCS registration, online materials, offline resources,					
<i>Unemployed</i>					
Word Processing	N/A	N/A	N/A	N/A	N/A
Spreadsheets	N/A	N/A	N/A	N/A	N/A
Presentations (PowerPoint)	N/A	N/A	N/A	N/A	N/A
Improving productivity	N/A	N/A	N/A	N/A	N/A
<i>Unemployed - no benefits not seeking work</i>					
Word Processing	94.20	4%	98.00	2%	100.00
Spreadsheets	94.20	4%	98.00	2%	100.00
Presentations (PowerPoint)	94.20	4%	98.00	2%	100.00
Improving productivity	94.20	4%	98.00	2%	100.00

Employed					
Word Processing	94.20	4%	98.00	2%	100.00
Spreadsheets	94.20	4%	98.00	2%	100.00
Presentations (PowerPoint)	94.20	4%	98.00	2%	100.00
Improving productivity	94.20	4%	98.00	2%	100.00
Testing only option Per module [Testing only option includes BCS Registration, 1 test and Unemployed					
Tests only	N/A	N/A	N/A	N/A	N/A
Practice papers & tests only	N/A	N/A	N/A	N/A	N/A
Resits	N/A	N/A	N/A	N/A	N/A
Unemployed - no benefits not seeking work					
Tests only	58.90	4%	61.30	2%	62.50
Practice papers & tests only	70.60	4%	73.40	2%	74.90
Resits	35.30	4%	36.70	2%	37.40
Employed					
Tests only	58.90	4%	61.30	2%	62.50
Practice papers & tests only	70.60	4%	73.40	2%	74.90
Resits	35.30	4%	36.70	2%	37.40

Enrolments and testing can only be carried out at our registered training centre (Greenlands Business Centre, Redditch, Worcestershire B98 7HD).

You must be able to provide proof of ID in the form of a current passport or driving licence or two forms of ID that show your current address. To be eligible for free courses you must show proof of eligibility if self-declaring.

To sign up for a course call or email us to arrange a date and time to meet and set up the initial assessments.

Enrolments need to be done in the Centre because of the need for I.D. checks, however the initial assessments and learning can take place from home.

Contact details for further information: Learningonline - Redditch 01527 524762

Email: learningonline@redditchbc.gov.uk

REDDITCH BOROUGH COUNCIL

Planning & Leisure Services

Roundings to the nearest 10p.

Service Category	Actual Charge 24/25 £	Actual Increase 25/26	Actual Charge 25/26 £	Charge Increase 26/27	Proposed Charge 26/27 £
TABLE A: STANDARD CHARGES FOR THE CREATION OR CONVERSION TO NEW HOUSING 1,2,3 or More Properties:					
Application	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
Regularisation	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
TABLE B: Domestic Extensions and alterations to a Single Building (please contact us)					
Application	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
Regularisation	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
Additional	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
Garage Conversion to habitable room					
Application	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
Regularisation	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
Additional	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
Extension project Consolidated to just the Table B heading					
Application	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
Regularisation	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
Additional	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
All other extensions Consolidated to just the Table B heading					
Application	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
Regularisation	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
Additional	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
Loft Conversions Consolidated to just the Table B heading					
Application	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
Regularisation	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
Additional	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
Detached garage over Consolidated to just the Table B heading					
Application	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
Regularisation	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
Additional	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery

Electrical works by non-qualified electrician	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
Application	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
Regularisation	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
Renovation of thermal element					
Application	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
Regularisation	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
Installing steel beam(s) within an existing house					
Application	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
Regularisation	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
Window replacment					
Application	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
Regularisation	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
Installing a new boiler or wood burner etc.					
Application	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
Regularisation	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
<u>TABLE C: All Other works - Alterations and new build</u>					
£0 +	Please Contact Us	N/A	Please Contact Us	N/A	Please Contact Us
<p>For Office or shop fit outs, installation of a mezzanine floor and all other work where the estimated cost exceeds £50,000, please contact the Building Control</p> <p>These charges have been set on the following basis:</p> <ol style="list-style-type: none"> 1. That the building work does not consist of, or include innovative or high risk construction techniques and / or duration of the building work from commencement to completion 2. That the design and building work is undertaken by a person or company that is competent to carry out the relevant design and building work. If they are not, the building <p><u>Building Control – Supplementary Charges</u></p> <p>If you are selling a property that has been extended or altered, you need to provide evidence to prospective purchasers that any relevant building work has been inspected. Legal entitlement to a Completion Certificate is subject to conditions. In cases where the Council is not told that building work is completed, or the building is occupied without Other charges are payable where we are asked to withdraw a Building Regulations application and refund fees, or asked to re-direct inspection fee invoices. Fees are</p>					

<u>ARCHIVED APPLICATIONS</u>					
Process request to re-open archived building control file, resolve case and issue completion certificate	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
Each visit to site in connection with resolving archived building control cases	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
<u>WITHDRAWN APPLICATIONS</u>					
Process request	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
With additional fees of.....					
Withdraw Building Notice application where no inspections have taken place	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
Withdraw Building Notice application where inspections have taken place	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
Withdrawn Full Plans application without plans being checked or any site inspections being made	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
Withdraw Full Plans application after plan check but before any inspections on site	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
Withdraw Full Plans application after plan check and after site inspections made	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
<u>RE-DIRECT INSPECTION FEES / ISSUE COPY DOCUMENTS</u>					
Process request to re-invoice inspection fee to new addressee or issue copies of previously issued Completion Certificates, Plans Approval Notices or Building Notice acceptances.	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
Optional Consultancy Services	Please Contact Us	N/A	Please Contact Us	N/A	Please Contact Us

Charges note					
Under the Building (Local Authority Charges) Regulations 2010 local authority building control is not permitted to make a profit or loss. The service is to ensure					
<u>DEVELOPMENT MANAGEMENT</u>					
<u>Pre Application Fee</u>					
<u>Residential Development/ Development Site Area/Proposed Gross Floor Area</u>					
Householder Development	128.30	4%	133.40	2%	136.10
1* Dwelling	275.40	4%	286.40	2%	292.10
2 - 4 Dwellings	412.00	4%	428.50	2%	437.10
5 - 9 Dwellings	823.90	4%	856.90	2%	874.00
10 - 49 Dwellings	1,647.80	4%	1,713.70	2%	1,748.00
50 - 99 Dwellings	3,020.20	4%	3,141.00	2%	3,203.80
100 - 199 Dwellings	4,119.50	4%	4,284.30	2%	4,370.00
200+ Dwellings	5,490.70	4%	5,710.30	2%	5,824.50
* includes one-for-one replacements					
Non-residential development (floor space)					
Floor area is measured externally					
Less than 500sqm	381.30	4%	396.60	2%	404.50
500 - 999sqm	687.40	4%	714.90	2%	729.20
1000 - 1999sqm	1,373.60	4%	1,428.50	2%	1,457.10
2000 - 4999sqm	2,744.80	4%	2,854.60	2%	2,911.70
5000 - 9999sqm	3,432.10	4%	3,569.40	2%	3,640.80
10,000sqm or greater	4,119.50	4%	4,284.30	2%	4,370.00
Non-residential development (site area) where no building operations are proposed					
Less than 0.5ha	413.10	4%	429.60	2%	438.20
0.5 - 0.99ha	823.90	4%	856.90	2%	874.00
1 - 1.25ha	1,373.60	4%	1,428.50	2%	1,457.10
1.26 - 2ha	2,744.80	4%	2,854.60	2%	2,911.70
2ha or greater	4,119.50	4%	4,284.30	2%	4,370.00
Variation/removal of conditions and engineering operations (flat fee)	254.20	4%	264.40	2%	269.70
Recovering Costs for seeking specialist advice in connection with Planning proposals	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery

<u>Monitoring Fees to be applied to Planning Obligations</u>					
Obligations where the Council is the recipient					
All contributions (financial or non-monetary) - PER OBLIGATION	368.40	4%	383.10	2%	390.80
Pre-commencement trigger - PER OBLIGATION	128.30	4%	133.40	2%	136.10
Other Triggers (Phased Payments/Provision of Infrastructure) - PER TRIGGER POINT	190.70	4%	198.30	2%	202.30
Other obligations (eg. Occupation restrictions or removal of Permitted Development rights) - PER CLAUSE	153.00	4%	159.10	2%	162.30
Obligations for another signatory (eg. Worcestershire County Council)					
All contributions (financial or non-monetary) - PER OBLIGATION	222.50	4%	231.40	2%	236.00
Pre-commencement trigger - PER OBLIGATION	77.70	4%	80.80	2%	82.40
Other Triggers (Phased Payments/Provision of Infrastructure) - PER TRIGGER POINT	114.20	4%	118.80	2%	121.20
Ongoing Monitoring of large sites	507.30	4%	527.60	2%	538.20
Fee Concessions					
<u>SPORTS DEVELOPMENT CHARGES</u>					
Adult fitness Sessions	4.40	4%	4.60	2%	4.70
Community exercise class	4.40	4%	4.60	2%	4.70
Health & Well Being Sessions	4.40	4%	4.60	2%	4.70
Curriculum Cost					
PSI Falls Prevention	4.40	4%	4.60	2%	4.70
Activity Referral	20.00	4%	20.80	2%	21.20

Junior Sports Sessions	4.90	4%	5.10	2%	5.20
Couch 2 5k - new charge	1.20	4%	1.20	2%	1.20
<u>Outdoor Fitness Session</u>					
Commercial Rates (Per Day)					
Summer Fee (Apr to Sept) One day maximum usage per week	488.50	4%	508.00	2%	518.20
Summer Fee (Apr to Sept) Two days maximum usage per week	788.60	4%	820.10	2%	836.50
Summer Fee (Apr to Sept) Three days maximum usage per week	853.30	4%	887.40	2%	905.10
Winter Fee (Oct to Mar) One day maximum usage per week	243.60	4%	253.30	2%	258.40
Winter Fee (Oct to Mar) Two days maximum usage per week	488.50	4%	508.00	2%	518.20
Winter Fee (Oct to Mar) Three days maximum usage per week	729.70	4%	758.90	2%	774.10
Annual Fee One day maximum usage per week	635.60	4%	661.00	2%	674.20
Annual Fee Two days maximum usage per week	1,035.80	4%	1,077.20	2%	1,098.70
Annual Fee Three days maximum usage per week	1,235.90	4%	1,285.30	2%	1,311.00
Community Rates (Per Day)					
Summer Fee (Apr to Sept) One day maximum usage per week	241.30	4%	251.00	2%	256.00
Summer Fee (Apr to Sept) Two days maximum usage per week	361.30	4%	375.80	2%	383.30
Summer Fee (Apr to Sept) Three days maximum usage per week	423.70	4%	440.60	2%	449.40
Winter Fee (Oct to Mar) One day maximum usage per week	96.50	4%	100.40	2%	102.40
Winter Fee (Oct to Mar) Two days maximum usage per week	241.30	4%	251.00	2%	256.00
Winter Fee (Oct to Mar) Three days maximum usage per week	361.30	4%	375.80	2%	383.30
Annual Fee One day maximum usage per week	300.10	4%	312.10	2%	318.30
Annual Fee Two days maximum usage per week	541.40	4%	563.10	2%	574.40
Annual Fee Three days maximum usage per week	602.60	4%	626.70	2%	639.20
Trial fee (1 day per week - MAX 4 week trial)	123.60	4%	128.50	2%	131.10

The Bird Box - NEW CHARGE	2.00	4%	2.10	2%	2.10
Use of Power connection					
<u>Additional Costs for Outdoor Fitness Space:</u>					
1 Set up and Clearance charged @ 50% of applicable rate					

REDDITCH BOROUGH COUNCIL

Regeneration Services

Roundings to the nearest 10p.

Service Category	Actual Charge 24/25 £	Actua Increase 25/26	Actual Charge 25/26 £	Charge Increase 26/27	Proposed Charge 26/27 £
<u>Business Centres</u>					
Secretarial					
- minimum charge	14.80	4%	15.40	2%	15.70
- charge per hour	17.80	4%	18.50	2%	18.90
Postal Address Facility - per month	55.30	4%	57.50	2%	58.70
Telephone Divert:					
Normal - per quarter	141.50	4%	147.20	2%	150.10
Gold - per quarter	267.50	4%	278.20	2%	283.80
Photocopying:					
A4 single side	0.20	4%	0.20	2%	0.20
A4 double side	0.30	4%	0.30	2%	0.30
A3 single side	0.40	4%	0.40	2%	0.40
A3 double side	0.70	4%	0.70	2%	0.70
Photocopying:					
A4 single side - non tenants	0.20	4%	0.20	2%	0.20
Conference Room (per hour):					
Greenlands Tenants	14.90	4%	15.50	2%	15.80
Greenlands Non Tenants	29.70	4%	30.90	2%	31.50
<u>Heming Rd (monthly charge) :</u>					
Unit 1	339.70	4%	353.30	2%	360.40
Unit 2	581.20	4%	604.40	2%	616.50
Units 3-6	483.00	4%	502.30	2%	512.30
Unit 7	512.50	4%	533.00	2%	543.70
Units 8-19	327.30	4%	340.40	2%	347.20
Units 20-28	483.00	4%	502.30	2%	512.30
Unit 29a	151.10	4%	157.10	2%	160.20
Unit 29c	230.80	4%	240.00	2%	244.80
Unit 29b	261.30	4%	271.80	2%	277.20

Greenlands (monthly charge) :

Unit 1 Ground Floor Suited Office	1,170.40	4%	1,217.20	2%	1,241.50
Unit 2 First Office	338.30	4%	351.80	2%	358.80
Unit 3 Ground Floor Office	1,497.60	4%	1,557.50	2%	1,588.70
Unit 4 Ground Floor Office	1,198.10	4%	1,246.00	2%	1,270.90
Unit 5 First Floor Office	327.20	4%	340.30	2%	347.10
Unit 6 First Floor Office	346.50	4%	360.40	2%	367.60
Unit 7 Ground Floor Office	826.10	4%	859.10	2%	876.30
Unit 8 Ground Floor Office	812.40	4%	844.90	2%	861.80
Unit 9 Ground Floor Office	1,495.10	4%	1,554.90	2%	1,586.00
Unit 10 First Office	415.80	4%	432.40	2%	441.00
Units 11 & 12 First Floor Office	368.80	4%	383.60	2%	391.30
Unit 13 Ground Floor Office	471.30	4%	490.20	2%	500.00
Unit 14 First Floor Office	901.00	4%	937.00	2%	955.70
Unit 15 First Floor Office	901.00	4%	937.00	2%	955.70
Unit 16 First Floor Office	804.00	4%	836.20	2%	852.90
Unit 17 First Floor Office	451.90	4%	470.00	2%	479.40
Unit 18 First Floor Office	451.90	4%	470.00	2%	479.40
Unit 19 First Floor Office	684.80	4%	712.20	2%	726.40
Unit 20 First Floor Office	668.20	4%	694.90	2%	708.80
Unit 21 First Floor Office	1,510.20	4%	1,570.60	2%	1,602.00
Units 22 & 23 First Floor Office	324.40	4%	337.40	2%	344.10
Unit 24 First Floor Office	346.50	4%	360.40	2%	367.60
Unit 25 First Floor Office	363.20	4%	377.70	2%	385.30
Unit 26 First Floor Office	449.10	4%	467.10	2%	476.40
Unit 27 First Floor Office	299.40	4%	311.40	2%	317.60
Unit 28 First Floor Office	840.00	4%	873.60	2%	891.10
Unit 29 First Floor Office	806.80	4%	839.10	2%	855.90
Unit 30 First Floor Office	1,487.60	4%	1,547.10	2%	1,578.00
Unit 31 First Office	413.10	4%	429.60	2%	438.20
Unit 32 First Floor Suited Office	1,206.00	4%	1,254.20	2%	1,279.30
Unit 33 First Office	424.20	4%	441.20	2%	450.00
Unit 34 First Floor			438.96	2%	447.70
Unit 35 First Floor			441.20	2%	450.00
<u>Allotment Charges</u>					
<u>Small (>177m2)</u>					
Standard	36.20	4%	37.60	2%	38.40
Concession 25%	27.20	4%	28.30	2%	28.90
Concession 50%	18.10	4%	18.80	2%	19.20
Additional water charge	29.40	4%	30.60	2%	31.20

<u>Medium (>177<254m2))</u>					
Standard	62.20	4%	64.70	2%	66.00
Concession 25%	46.70	4%	48.60	2%	49.60
Concession 50%	31.10	4%	32.30	2%	32.90
Additional water charge	32.90	4%	34.20	2%	34.90
<u>Large (<254m2)</u>					
Standard	91.10	4%	94.70	2%	96.60
Concession 25%	68.30	4%	71.00	2%	72.40
Concession 50%	45.60	4%	47.40	2%	48.30
Additional water charge	34.80	4%	36.20	2%	36.90
Water charge is only applicable where water is present, and billed to Redditch Borough Council.					
<u>Events, Open and Civic Spaces Hire</u>					
<u>£250 - £1500 Bond Payable</u>					
Events					
Commercial Rates					
Small Attendance = 0 to 99					
Per half day	188.30	4%	195.80	2%	199.70
Per Day	341.30	4%	355.00	2%	362.10
Medium Attendance = 100 to 499					
Per half day	264.80	4%	275.40	2%	280.90
Per Day	453.10	4%	471.20	2%	480.60
Large Attendance = 500 to 1999					
Per half day	341.30	4%	355.00	2%	362.10
Per Day	570.80	4%	593.60	2%	605.50
Community Rates					
Small Attendance = 0 to 99					
Per half day	77.70	4%	80.80	2%	82.40
Per Day	126.50	4%	131.60	2%	134.20
Medium Attendance = 100 to 499					
Per half day	95.30	4%	99.10	2%	101.10
Per Day	160.10	4%	166.50	2%	169.80
Large Attendance = 500 to 1999					
Per half day	113.00	4%	117.50	2%	119.90
Per Day	196.60	4%	204.50	2%	208.60

Charities / Not For Profit Organisations**Small Attendance = 0 to 99**

Per half day

Per Day

Medium Attendance = 100 to 499

Per half day

Per Day

Large Attendance = 500 to 1999

Per half day

Per Day

Fairs & Circuses Min of 3 day Hire**Additional Costs for Outdoor Event Space:**

Ø Set up and Clearance charged @ 50% of applicable rate (bond)

Ø Any event in excess of 1999 attendees is STN

Event - Officer Support for event (per hour)

Power and Water Supply Additional Charges

Additional Costs for Outdoor Fitness Space:

1 Set up and Clearance charged @ 50% of applicable rate

Outdoor Open Space/ Civic Space Event Hire**Small Attendance = 0-100**

Commercial Rates

Concession 50

Concession 75

Medium 101- 499

Commercial Rates

Concession 50

Concession 75

Large 500+

Commercial Rates

Concession 50

Concession 75

53.00	4%	55.10	2%	56.20
87.10	4%	90.60	2%	92.40
63.60	4%	66.10	2%	67.40
105.30	4%	109.50	2%	111.70
76.50	4%	79.60	2%	81.20
139.20	4%	144.80	2%	147.70
529.70	4%	550.90	2%	561.90
Full Cost Recovery	Full cost	Full Cost Recovery	Full cost	Full Cost Recovery
Full Cost Recovery	Full cost	Full Cost Recovery	Full cost	Full Cost Recovery
63.60	4%	66.10	2%	67.40
30.00	4%	31.20	2%	31.80
14.70	4%	15.30	2%	15.60
127.10	4%	132.20	2%	134.80
60.00	4%	62.40	2%	63.60
29.40	4%	30.60	2%	31.20
187.10	4%	194.60	2%	198.50
90.00	4%	93.60	2%	95.50
44.10	4%	45.90	2%	46.80

<u>Annual Fee One day maximum usage per week</u>					
Commercial	642.60	4%	668.30	2%	681.70
Concession 25	482.00	4%	501.30	2%	511.30
Concession 50	321.30	4%	334.20	2%	340.90
<u>Annual Fee Two days maximum usage per week</u>					
Commercial	1,050.50	4%	1,092.50	2%	1,114.40
Concession 25	787.90	4%	819.40	2%	835.80
Concession 50	525.20	4%	546.20	2%	557.10
<u>Annual Fee Three days maximum usage per week</u>					
Commercial	1,235.90	4%	1,285.30	2%	1,311.00
Concession 25	926.90	4%	964.00	2%	983.30
Concession 50	617.90	4%	642.60	2%	655.50
<u>Undercover Market</u> (Street trading licence required) - New Charge					
- Trading hours to be agreed by Events team.					
Electricity (per hour)	1.90	4%	2.00	2%	2.00
<u>Property Services</u>					
Minor Land Sales Request for Information	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
Minor Land Sales Full Application	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
Advertising - Estimated Fee per Advert (new charge based on cost per advert)	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
Surveyors Fees - Estimated Fee (new charge based on an hourly cost)	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery

REDDITCH BOROUGH COUNCIL			
<u>Licencing Fees and Charges</u>			
Roundings to the nearest 10p.			
Service Category	Actual Charge 24/25	Actual Charge 25/26	Actual Charge 26/27
Hackney Carriage Vehicle Licence	£296.60	£308.50	£318.00
Private Hire Vehicle Licence	£296.60	£308.50	£318.00
Temporary Hackney Carriage Vehicle Licence	£222.50	£231.40	£238.00
Temporary Private Hire Vehicle Licence	£222.50	£231.40	£238.00
Private Hire Operator Licence (5 year)(1 - 3 vehicles)	£681.60	£708.90	£730.00
Private hire operator licence (per additional vehicle)	£18.20	£18.90	£19.00
Dual Hackney carriage / Private Hire driver licence (3 years)	£168.50	£175.20	£180.00
Private hire driver licence (3 years)	£168.50	£175.20	£180.00
Knowledge Test	£25.90	£26.90	£28.00
Administration Charge - new applications	£41.60	£43.30	£45.00
Replacement vehicle licence plate	£25.90	£26.90	£28.00
Replacement driver's licence	£14.70	£15.30	£16.00
Amendment to paper licence e.g. change of address	£13.50	£14.00	£14.00
Transfer of ownership of a licensed vehicle	£57.40	£59.70	£61.00
Criminal Record (DBS) Check	£62.90	£65.40	£67.00
Replacement hackney carriage / private hire door signs (per sign)	£13.40	£13.90	£14.00
ANIMAL ACTIVITY LICENCES			
Hiring out horses, breeding of dogs, providing or arranging the provision of boarding for cats or dogs and selling animals as pets			
Application fee	£355.00	£365.70	£377.00
Licence fee (1 year)	£199.00	£205.00	£211.00
Licence fee (2 years)	£393.00	£404.80	£417.00
Licence fee (3 years)	£590.00	£607.70	£626.00
Application to vary a licence	£259.00	£266.80	£275.00
Veterinary fees (if applicable)	Recovered at cost	Recovered at cost	Recovered at cost
Local authority inspection (on request of licence holder)	£177.00	£182.30	£187.00

ANIMAL ACTIVITY FRANCHISE			
Application fee			£377.00
Application to vary a licence			£275.00
Inspection Fee (per hour)			£187.00
Keeping or training animals for exhibition (only)			
Application fee	£237.00	£244.10	£251.00
Licence fee (3 years)	£324.00	£333.70	£344.00
Application to vary a licence	£170.00	£175.10	£180.00
Veterinary fees (if applicable)	Recovered at cost	Recovered at cost	Recovered at cost
Local authority inspection (on request of licence holder)	£177.00	£182.30	£187.00
Keeping of Primates			
Application for grant of a licence (3 years)			£366.00
Application for renewal of a licence			£300.00
Application for variation of a licence			£267.00
Inspection fees			£182.00
Vet inspection fees			Recovered at cost
ACUPUNCTURE, COSMETIC PIERCING, SEMI-PERMANENT SKIN COLOURING, TATTOOING, ELECTROLYSIS			
Fee to register a premises	£152.80	£158.90	£164.00
Fee to register a practitioner	£100.00	£104.00	£107.00
Application to vary a licence			£74.00
GAMBLING ACT 2005 (inc. SMALL LOTTERIES)			
Small society lotteries			
Fee to register a small society lottery	£40.00	£40.00	£40.00
Small society lottery annual maintenance fee	£20.00	£20.00	£20.00

Application for the grant of a premises licence			
Betting (excluding tracks)	£2,081.90	£2,165.20	£2,230.00
Betting Tracks	£2,081.90	£2,165.20	£2,230.00
Bingo	£2,439.20	£2,536.80	£2,613.00
Adult Gaming Centres	£1,393.10	£1,448.80	£1,492.00
Family Entertainment Centres	£1,393.10	£1,448.80	£1,492.00
Premises licence annual fees			
Betting (excluding tracks)	£416.90	£433.60	£447.00
Betting Tracks	£416.90	£433.60	£447.00
Bingo	£718.00	£746.70	£769.00
Adult Gaming Centres	£718.00	£746.70	£769.00
Family Entertainment Centres	£662.90	£689.40	£710.00
Application to vary a premises licence			
Betting (excluding tracks)	£1,040.40	£1,082.00	£1,114.00
Betting Tracks	£1,040.40	£1,082.00	£1,114.00
Bingo	£1,219.10	£1,267.90	£1,306.00
Adult Gaming Centres	£718.00	£746.70	£769.00
Family Entertainment Centres	£718.00	£746.70	£769.00
Application to transfer a premises licence			
Betting (excluding tracks)	£833.60	£866.90	£893.00
Betting Tracks	£833.60	£866.90	£893.00
Bingo	£837.10	£870.60	£897.00
Adult Gaming Centres	£1,200.00	£1,200.00	£1,200.00
Family Entertainment Centres	£696.60	£724.50	£746.00
Application for a provisional statement			
Betting (excluding tracks)	£2,081.90	£2,165.20	£2,230.00
Betting Tracks	£2,081.90	£2,165.20	£2,230.00
Bingo	£2,439.20	£2,536.80	£2,613.00
Adult Gaming Centres	£1,393.10	£1,448.80	£1,492.00
Family Entertainment Centres	£1,393.10	£1,448.80	£1,492.00
Application for the grant of a premises licence (provisional statement holders)			
Betting (excluding tracks)	£833.60	£866.90	£893.00
Betting Tracks	£833.60	£866.90	£893.00
Bingo	£837.10	£870.60	£897.00
Adult Gaming Centres	£837.10	£870.60	£897.00
Family Entertainment Centres	£696.60	£724.50	£746.00

Application for reinstatement of a premises licence			
Betting (excluding tracks)	£837.10	£870.60	£897.00
Betting Tracks	£837.10	£870.60	£897.00
Bingo	£837.10	£870.60	£897.00
Adult Gaming Centres	£837.10	£870.60	£897.00
Family Entertainment Centres	£683.10	£710.40	£732.00
Premises licence fees (miscellaneous)			
Copy of a premises licence (all types)	£25.00	£25.00	£25.00
Notification of a change in respect of a premises licence (all types)	£50.00	£50.00	£50.00
Licensed Premises Gaming Machine Permits			
Application for grant of a permit	£150.00	£150.00	£150.00
Application for variation of a permit	£100.00	£100.00	£100.00
Application for the transfer of a permit	£25.00	£25.00	£25.00
Annual permit fee	£50.00	£50.00	£50.00
Change of name shown on a permit	£25.00	£25.00	£25.00
Request for a copy of a permit	£15.00	£15.00	£15.00
Licensed Premises Gaming Machines (Automatic Entitlement)			
Fee to serve notification	£50.00	£50.00	£50.00
Club Gaming Permits			
Application for grant of a permit	£200.00	£200.00	£200.00
Application for grant of a permit (Club premises certificate holders)	£100.00	£100.00	£100.00
Application for variation of a permit	£100.00	£100.00	£100.00
Application for renewal of a permit	£200.00	£200.00	£200.00
Application for renewal of a permit (club premises certificate holders)	£100.00	£100.00	£100.00
Annual permit fee	£50.00	£50.00	£50.00
Request for a copy of a permit	£15.00	£15.00	£15.00
Club Machine Permits			
Application for grant of a permit	£200.00	£200.00	£200.00
Application for grant of a permit (Club premises certificate holders)	£100.00	£100.00	£100.00
Application for variation of a permit	£100.00	£100.00	£100.00
Application for renewal of a permit	£200.00	£200.00	£200.00
Application for renewal of a permit (club premises certificate holders)	£100.00	£100.00	£100.00
Annual permit fee	£50.00	£50.00	£50.00
Request for a copy of a permit	£15.00	£15.00	£15.00

Family Entertainment Centre Gaming Machine Permit			
Application for grant of a permit	£300.00	£300.00	£300.00
Application for renewal of a permit	£300.00	£300.00	£300.00
Change of name shown on a permit	£25.00	£25.00	£25.00
Request for a copy of a permit	£15.00	£15.00	£15.00
Prize Gaming Permits			
Application for grant of a permit	£300.00	£300.00	£300.00
Application for renewal of a permit	£300.00	£300.00	£300.00
Change of name shown on a permit	£25.00	£25.00	£25.00
Request for a copy of a permit	£15.00	£15.00	£15.00
Temporary Use Notices			
Fee to serve a Temporary Use Notice	£348.30	£362.20	£373.00
Fee for a copy of a Temporary Use Notice	£18.00	£18.70	£19.00
STREET TRADING			
Annual street trading consent - food - initial	£1,625.80	£1,690.80	£1,742.00
Annual street trading consent - food - renewal	£1,490.90	£1,550.50	£1,597.00
Annual street trading consent - non-food - initial	£1,356.10	£1,410.30	£1,453.00
Annual street trading consent - non-food - renewal	£1,219.10	£1,267.90	£1,306.00
Day licence			£80.00
Consecutive day fee			£25.00
SCRAP METAL DEALERS LICENCES			
Application for a new site licence	£311.00	£320.30	£330.00
Fee per additional site	£160.00	£164.80	£170.00
Application for renewal of a site licence	£257.00	£264.70	£273.00
Fee per additional site	£170.00	£175.10	£180.00
Application for a new collectors licence	£155.00	£159.70	£165.00
Application for renewal of a collectors licence	£102.00	£105.10	£108.00
Variation of a licence	£70.00	£72.10	£74.00
Request for a copy of a licence (if lost or stolen)	£27.00	£27.80	£29.00
ZOO LICENCES			
Application for grant or renewal of a licence	£267.50	£278.20	£287.00
Secretary of state inspector and veterinary fees	Recovered at cost	Recovered at cost	Recovered at cost

DANGEROUS WILD ANIMALS (DWA)			
Application for grant or renewal of a licence	£251.50	£261.60	£269.00
Inspector and Vet's fees (for every inspection)	Recovered at cost	Recovered at cost	Recovered at cost
SEX ESTABLISHMENTS			
Application for grant or renewal of a licence	£1,091.40	£1,135.10	£1,169.00
Application for transfer of a licence	£535.00	£556.40	£573.00
Application for variation of a licence	£1,091.40	£1,135.10	£1,169.00
PAVEMENT LICENCES			
Application for a new pavement licence - 2 years		£500.00	£500.00
Application for a renewal pavement licence - 2 years		£350.00	£350.00
HYPNOTISM			
Application for authorisation	£53.50	£55.60	£57.00
An admin charge will be payable on receipt of refund request for any type of licence			£30.00

LICENSING ACT 2003 - FEES SET BY CENTRAL GOVERNMENT - SAME FOR ALL DISTRICT COUNCILS

Temporary Event Notices

Fee to serve a Temporary Event Notice (TEN)	£21.00
Copy of a TEN (if lost or stolen)	£10.50

Personal licences

Application for the grant of a personal licence	£37.00
Fee for a replacement personal licence (if lost or stolen)	£10.50
Fee to notify a change of name or address on a personal licence	£10.50

Applications for new premises licences or club premises certificates

Applications for the grant of a premises licence or club premises certificate	
Band A (NDRV 0 - 4300)	£100.00
Band B (NDRV 4301 - 33000)	£190.00
Band C (NDRV 33001 - 87000)	£315.00
Band D (NDRV 87001 - 125000)	£450.00
Band E (NDRV 125001 +)	£635.00

Applications for the grant of a premises licence or club premises certificate (where the premises is used exclusively or primarily for the supply of alcohol for consumption on the premises)

Band A (NDRV 0 - 4300)	£100.00
Band B (NDRV 4301 - 33000)	£190.00
Band C (NDRV 33001 - 87000)	£315.00
Band D (NDRV 87001 - 125000)	£900.00
Band E (NDRV 125001 +)	£1,905.00

Additional fees for grant of a premises licences (for large venues with capacities over 5000)

5000 - 9999	£1,000.00
10000 - 14999	£2,000.00
15000 - 19999	£4,000.00
20000 - 29999	£8,000.00
30000 - 39999	£16,000.00
40000 - 49999	£24,000.00
50000 - 59999	£32,000.00
60000 - 69999	£40,000.00
70000 - 79999	£48,000.00
80000 - 89999	£56,000.00

Applications to vary premises licences and club premises certificates

Applications to vary a premises licence or club premises certificate

Band A (NDRV 0 - 4300)	£100.00
Band B (NDRV 4301 - 33000)	£190.00
Band C (NDRV 33001 - 87000)	£315.00
Band D (NDRV 87001 - 125000)	£450.00
Band E (NDRV 125001 +)	£635.00

Applications to vary a premises licence (where the premises is used exclusively or primarily for the supply of alcohol for consumption on the premises)

Band A (NDRV 0 - 4300)	£100.00
Band B (NDRV 4301 - 33000)	£190.00
Band C (NDRV 33001 - 87000)	£315.00
Band D (NDRV 87001 - 125000)	£900.00
Band E (NDRV 125001 +)	£1,905.00

Application for a minor variation of a premises licence or club premises certificate	£89.00
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Annual maintenance fees

Annual premises licence or club premises certificate fee

Band A (NDRV 0 - 4300)	£70.00
Band B (NDRV 4301 - 33000)	£180.00
Band C (NDRV 33001 - 87000)	£295.00
Band D (NDRV 87001 - 125000)	£320.00
Band E (NDRV 125001 +)	£350.00

Annual premises licence (where the premises is used exclusively or primarily for the supply of alcohol for consumption on the premises)

Band A (NDRV 0 - 4300)	£70.00
Band B (NDRV 4301 - 33000)	£180.00
Band C (NDRV 33001 - 87000)	£295.00
Band D (NDRV 87001 - 125000)	£640.00
Band E (NDRV 125001 +)	£1,050.00

Additional annual fees premises licences (for large venues with capacities over 5000)

5000 - 9999	£500.00
10000 - 14999	£1,000.00
15000 - 19999	£2,000.00
20000 - 29999	£4,000.00
30000 - 39999	£8,000.00
40000 - 49999	£12,000.00
50000 - 59999	£16,000.00
60000 - 69999	£20,000.00
70000 - 79999	£24,000.00
80000 - 89999	£28,000.00

Other applications and notifications

Application to transfer a premises licence	£23.00
Application to vary a premises licence to nominate a premises supervisor	£23.00
Fee to change name or address of the holder of a premises licence	£10.50
Fee to change the name or address of a designated premises supervisor on a premises licence	£10.50
Fee for a replacement premises licence or club premises certificate (if lost or stolen)	£10.50
Fee to notify licensing authority of a property interest in a premises	£21.00
Notification of change of club name or alteration to club rules	£10.50
Notification of change of registered address of club	£10.50
Interim authority notice following death, incapacity or insolvency of licence holder	£23.00
Application for grant of a provisional statement	£315.00

Appendix D

Redditch Borough Council - Budget Consultation for 2026/27

This survey was launched to give residents/businesses of Redditch Borough an opportunity to have their say on how the Council should spend the money it has available and where it should prioritise spending.

The survey ran from 17 November 2025 to 29 December 2025. An invite was sent directly to all members of the Community Panel and links were sent to partners to share with their contacts and the survey was publicised in local media and numerous times on social media.

A total of 143 valid surveys were returned from the panel, resulting in a response rate of 31.4%, which is a significant drop from the previous year, where there was a 44% response rate from the panel. A total of 143 surveys were received from the general public.

The final figure of **286 completed surveys** for analysis, which is lower than last year, where there were 323 valid responses. There was also at least one response from every area within the Borough.

Question 1: Are you a resident of Redditch Borough and/or have a business based here?

97.9% of respondents were a resident of the Borough.

8.1% of respondents had a business based in the Borough.

Question 2: Please tell us where you live or where your business is located. (Please note, if you live and have a business in the Borough, please only tell us where you live)

There was at least one response from every area within the Borough, ranging from Abbey Park, St. Georges and Wire Hill (1 response respectively) to Headless Cross (27 responses) and Batchley (24 responses).

Question 3: How important are the current Redditch Borough Council priorities to you?

- Economy, Regeneration & Prosperity: Extremely important = 48.2%
- **Green, Clean & Safe: Extremely important = 54.2%**
- Community & Housing: Extremely important = 42.3%

The comments for this question mostly fell into three main topics:

- Environment
 - Importance of street cleansing and maintenance, problem of littering and fly tipping, need to make town attractive
- Housing

- Need to build more, ensure current stock is in order, make use of empty properties, need fair access to appropriate of housing (including bungalows), need to move people into the right size of housing, homelessness is an issue
- Community safety
 - Feeling safe is crucial to wellbeing, drug users are an issue, a rise in ASB

Question 4: Which services do you think it is important for the Council to invest in?

The top three areas for investment were:

1. Community Safety = 52.5%
2. Community Parks & Open Spaces = 39.4%
3. Local Economic development & Employment = 39.1%

Community Safety remains the top service, as per the previous survey. However, the other top areas last year were 'Maintenance of the Landscape & Environment' and 'Housing'.

Of the small numbers of comments regarding this question, focusing on needs was the main concern, in particular wellbeing, community and youth support.

Question 5: How important are the following council services to you when considering how Redditch Borough Council manages its budget?

The top three services when considering the budget were:

1. Environmental Services = 81.8%
2. Community & Housing Services = 71.6%
3. Regeneration & Property = 62.4%

Council Service	Extremely or very important
Business Transformation & Organisational Development	33.8%
Community & Housing Services	71.6%
Corporate Services	15.5%
Environmental Services	81.8%
Financial & Customer Services	50.5%
Legal, Democratic & Elections Services	30.5%
Planning & Leisure Services	57.6%
Regeneration & Property	62.4%
Regulatory Services	37.5%
Rubicon Leisure	44.8%

Question 6: Do you support fees and charges (such as hire costs) rising by 4% to keep them in line with inflation and rising staffing costs?

- Agree = 48.8%

- Disagree = 24.8%

Strongly agree	13.8%
Agree	35%
Neither agree nor disagree	26.5%
Disagree	17.7%
Strongly disagree	7.1%

Question 7: In order to maintain services, what level of increase to Redditch Borough Council's proportion of Council Tax do you support?

- Increase of 1.99%
 - Agree = 57%
 - Disagree = 20.4%
- Increase of 2.99%
 - Agree = 34.6%
 - Disagree = 45.2%

Question 8: Please let us know your suggestions for investing in the Borough to increase prosperity and enhance appeal for residents and businesses alike

Responses to this question provided many suggestions and comments regarding the Borough. The top four themes were the importance of infrastructure (roads, public transport, amenities, maintenance of infrastructure), the environment, business support and the Town Centre.

These topics were also the top four in the previous survey, suggesting consistency in both the public's priorities and areas of concern. These themes had many cross overs, including the need for more investment, supporting the right businesses and maintaining the environment and making the Borough more attractive.

Suggestions included:

- Reducing business rates / relief
- Reducing parking costs (or make it free)
- More accessible parking
- Supporting independent retailers
- Understanding offer in Town Centre- too many charity shops, cafes, & hair businesses
- Utilise empty shops
- Improve the market
- Make the town vibrant, attractive & distinctive- develop attractions, encourage visitors
- Improve the appearance & maintenance of the Town Centre
- Improved public transport

Question 9: Please let us know any other comments on the budget or ideas for reducing costs or increasing income to ensure Council services remain sustainable

Of the responses to this question, as with the previous year, the largest category fell into the theme of efficiency and value for money. Other themes included the environment, housing, infrastructure and suggestions for commercial activity.

Suggestions included:

- Stop expenses (in particular Councillors)
- Review staffing & wages (in particular management)
- Reduce waste
- Effective maintenance
- Do more online
- Explore alternative methods of delivery
- Commercial opportunities e.g. better events, chargeable services
- Reduce events
- Promote heritage
- Community use of amenities & buildings
- Increase enforcement e.g. fly tipping & parking

Question 10: What is your current housing status?

- 77.5% of respondents either owned their homes outright or had a mortgage

Question 11: Which of the following best describes our age?

- 48.4% of respondents were 60 or over

16-19yrs	1.4%
20-29yrs	2.5%
30-39yrs	9.3%
40-49yrs	16.8%
50-59yrs	19.7%
60-69yrs	22.2%
70-79yrs	21.9%
80+ years	4.3%
Prefer not to say	1.8%

Question 12: Do you have any long-standing health condition or disability?

- Yes = 33.2%
- No = 58.1%

Question 13: Which of the following best describes your gender?

- Female = 47%
- Male = 48%

Question 14: Is the gender you identify with the same as your sex registered at birth?

- Yes = 94.6%
- No = 0.4%
- Prefer not to say = 5%

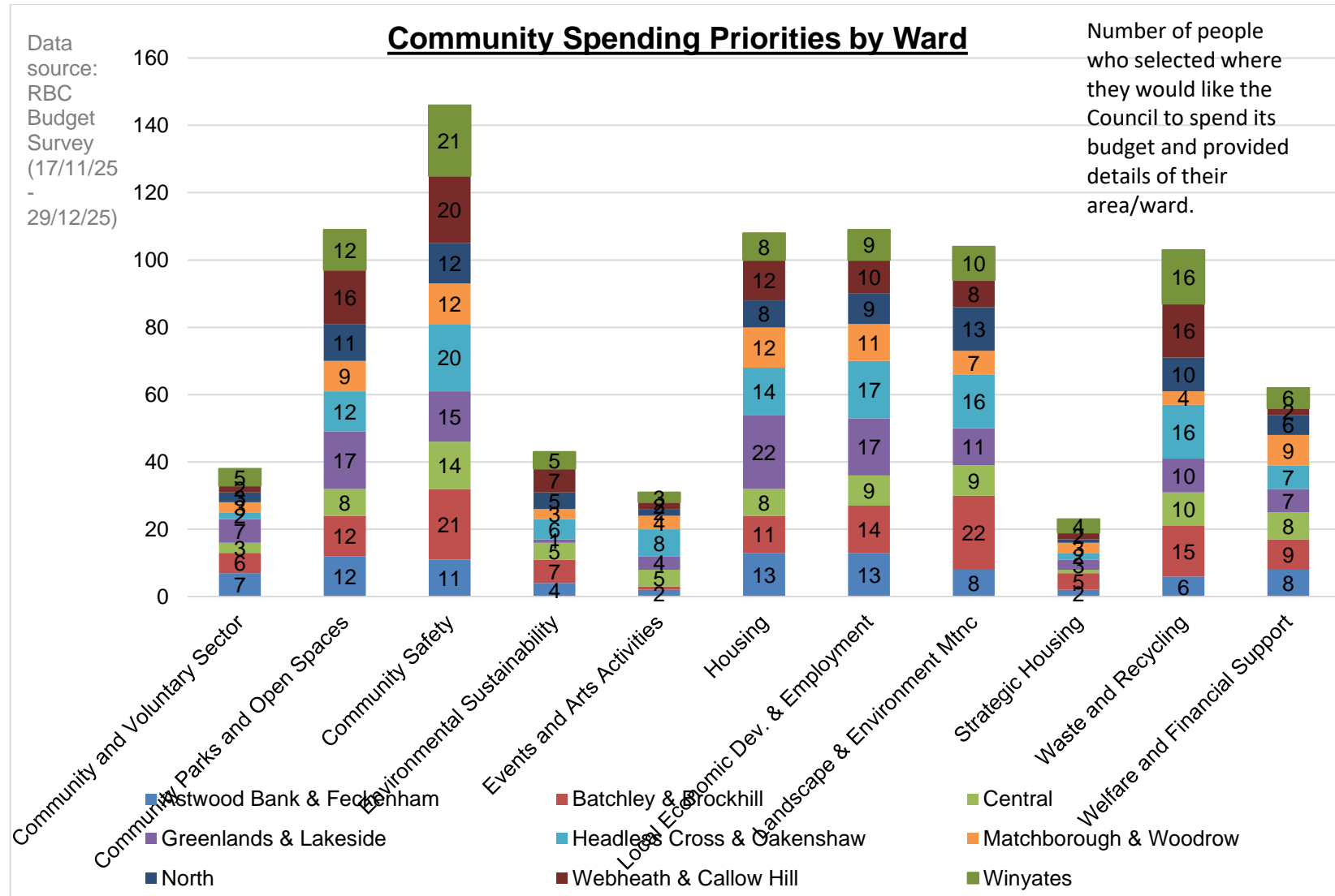
Question 15: Which best describes your ethnicity?

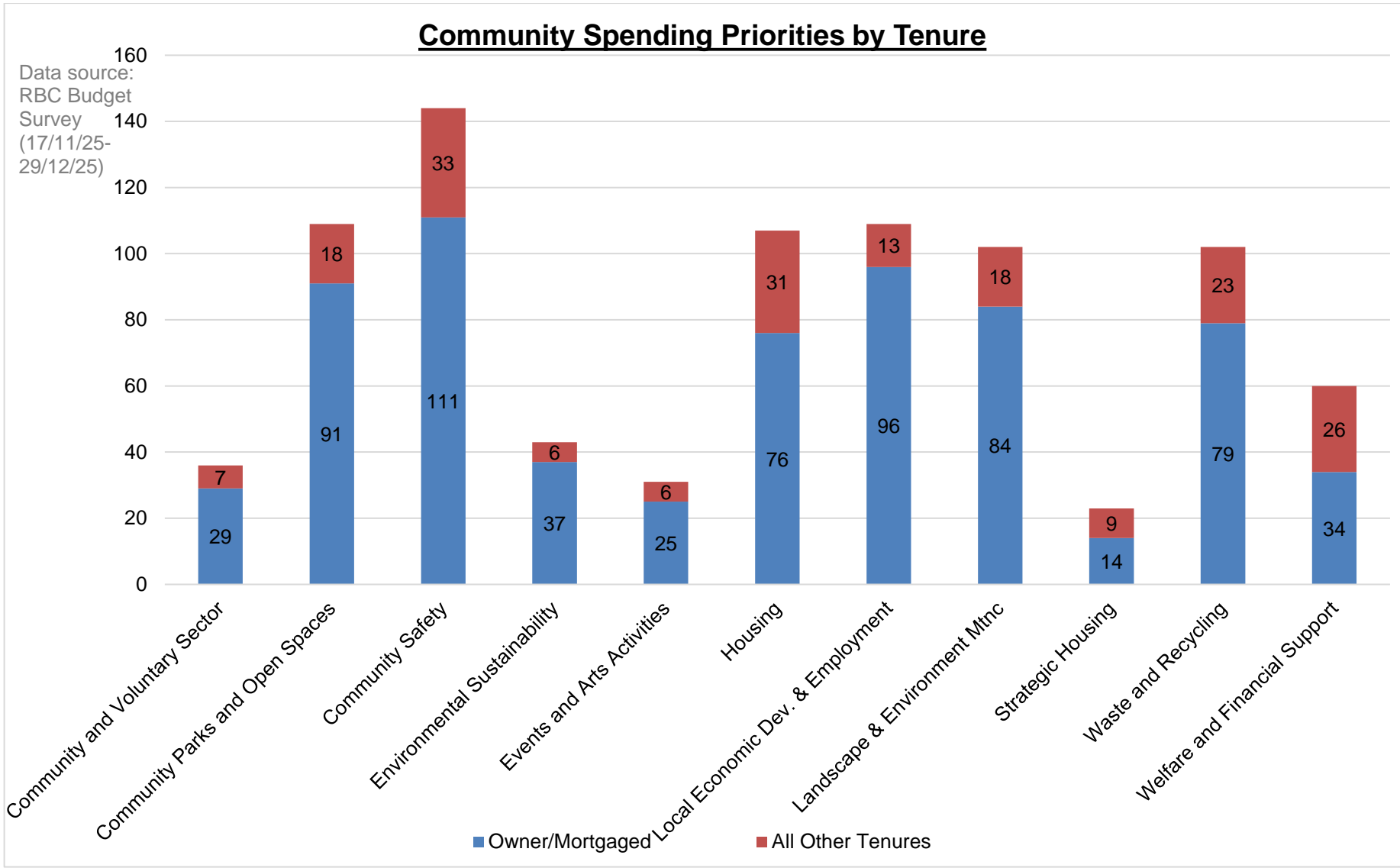
White English/Welsh/Scottish/Northern Irish/British	87.8%
Any other White background	3.2%
Mixed or Multiple ethnic groups	2.9%
Asian or Asian British	2.2%
Black, African, Caribbean or Black British Arab	0.4%
Prefer not to say	3.2%
Other ethnic group (please specify):	0.4%

Question 16: Which of the following best describes your religion or belief?

Atheist	11.6%
Buddhist	0.4%
Christian	48.0%
Humanist	2.2%
Hindu	0.4%
Jewish	0.0%
Muslim	0.7%
Pagan	0.7%
Sikh	0.4%
No religion/belief	24.7%
Prefer not to say	7.3%
Other (please specify):	3.6%

Demographic Analysis

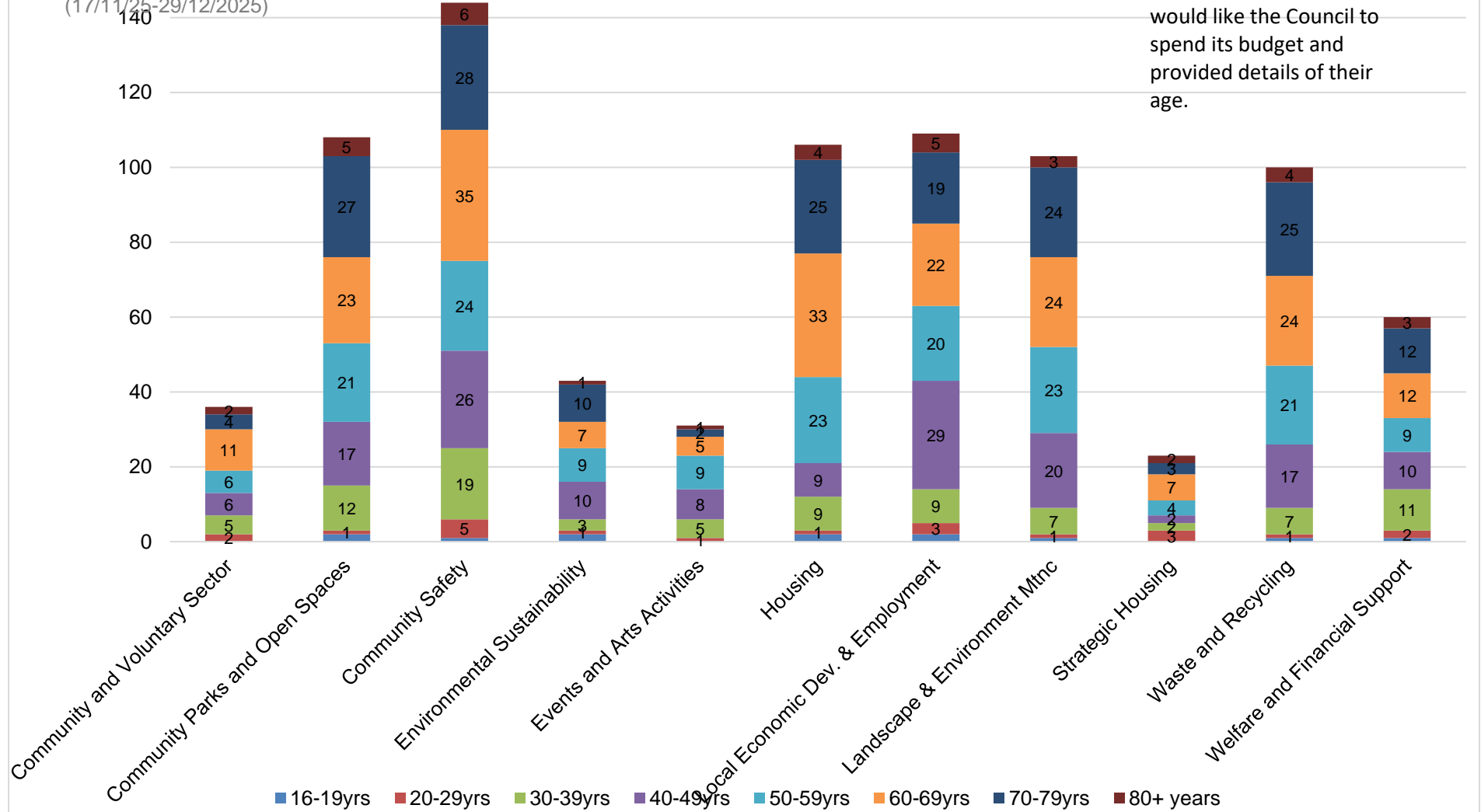




Community Spending Priorities by Age

160
Data source: RBC
Budget Survey
(17/11/25-29/12/2025)

Number of people who
selected where they
would like the Council to
spend its budget and
provided details of their
age.



Appendix D

Redditch Borough Council - Budget Consultation for 2025/26					
This survey was launched to give residents/businesses of Redditch Borough an opportunity to have their say on how the Council should spend the money it has available.					
The survey ran from 17 November 2025 to 29 December 2025. An invite was sent directly to all members of the Community Panel and links were sent to partners to share with their contacts and the survey was publicised in local media and numerous times on social media. A total of 143 valid surveys were returned from the panel, resulting in a response rate of 31.4%. A total of 143 surveys were received from the general public. The final figure of 286 completed surveys for analysis.					
			2025 Survey		2024
Q no.	Question	Responses	Total Responses	%	%
Q1 (283)	Are you a resident of Redditch Borough and/or have a business based here?	Resident of Redditch Borough	277	97.9 %	99.7 %
		Have a business based here	23	8.1%	6.5%
Q2 (279)	Please tell us where you live or where your business is located. (Please note, if you live and have a business in the Borough, please only tell us where you live)	Abbeydale	2	0.7%	2.2%
		Abbey Park	1	0.4%	0.9%
		Astwood Bank	7	2.5%	3.8%
		Batchley	32	11.5 %	8.4%
		Brockhill	7	2.5%	2.2%
		Callow Hill	8	2.9%	3.4%
		Church Hill North	13	4.7%	3.1%
		Church Hill South	12	4.3%	3.4%
		Crabbs Cross	7	2.5%	2.5%
		Enfield	2	0.7%	0.6%
		Feckenham	2	0.7%	0.9%
		Greenlands	12	4.3%	5.3%
		Headless Cross	27	9.7%	8.4%
		Hunt End	12	4.3%	3.1%
		Ipsley	2	0.7%	1.3%
		Lakeside	4	1.4%	1.9%
		Lodge Park	8	2.9%	3.1%
		Matchborough East	10	3.6%	5.0%
		Matchborough West	6	2.2%	3.1%
		Oakenshaw	3	1.1%	1.6%
		Oakenshaw South	7	2.5%	2.2%
		Riverside	9	3.2%	1.6%
		Smallwood	3	1.1%	0.6%
		Southcrest	12	4.3%	5.0%
		St. Georges	1	0.4%	0.0%
		Town Centre	8	2.9%	3.1%

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		Walkwood	5	1.8%	1.9%
		Webheath	18	6.5%	9.7%
		Winyates East	12	4.3%	3.4%
		Winyates Green	8	2.9%	2.8%
		Winyates West	11	3.9%	2.2%
		Wire Hill	1	0.4%	0.3%
		Woodrow North	5	1.8%	1.6%
		Woodrow South	2	0.7%	1.3%
Q3	How important are the current Redditch Borough Council priorities to you? (A description of each priority was provided)				
Q3a (282)	Economy, Regeneration & Prosperity	Extremely important	136	48.2 %	-
		Very important	87	30.9 %	-
		Somewhat important	51	18.1 %	-
		Not so important	6	2.1%	-
		Not at all important	2	0.7%	-
Q3b (284)	Green, Clean & Safe	Extremely important	154	54.2 %	-
		Very important	95	33.5 %	-
		Somewhat important	30	10.6 %	-
		Not so important	4	1.4%	-
		Not at all important	1	0.4%	-
Q3c (281)	Community & Housing	Extremely important	119	42.3 %	-
		Very important	89	31.7 %	-
		Somewhat important	50	17.8 %	-
		Not so important	16	5.7%	-
		Not at all important	7	2.5%	-
Q4 (284)	Which services do you think it is important for the Council to invest in? Please note that Highways and Social Care are not included as they are Worcestershire County Council functions	Community and Voluntary Sector	39	13.7 %	14.3 %
		Community Parks and Open Spaces	112	39.4 %	40.7 %
		Community Safety	149	52.5 %	49.1 %
		Environmental sustainability	44	15.5 %	15.5 %
		Events and Arts Activities	32	11.3 %	13.4 %
		Housing	110	38.7 %	41.9 %
		Local Economic Development and Employment	111	39.1 %	34.8 %

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	Please pick your top 3 most important.	Maintenance of the Landscape and Environment	106	37.3 %	46.0 %
		Strategic Housing	24	8.5%	-
		Waste and Recycling	104	36.6 %	30.4 %
		Welfare and Financial Support	63	22.2 %	24.8 %
		Other (please specify) E.g. Infrastructure, social care, public transport	18	6.3%	-
Q5	How important are the following council services to you when considering how Redditch Borough Council manages its budget? (A description of each service area was provided)				
Q5a (275)	Business Transformation & Organisational Development	Extremely important	32	11.6 %	-
		Very important	61	22.2 %	-
		Somewhat important	116	42.2 %	-
		Not so important	52	18.9 %	-
		Not at all important	14	5.1%	-
Q5b (282)	Community & Housing Services	Extremely important	111	39.4 %	-
		Very important	91	32.3 %	-
		Somewhat important	57	20.2 %	-
		Not so important	16	5.7%	-
		Not at all important	7	2.5%	-
Q5c (271)	Corporate Services	Extremely important	13	4.8%	-
		Very important	29	10.7 %	-
		Somewhat important	112	41.3 %	-
		Not so important	89	32.8 %	-
		Not at all important	28	10.3 %	-
Q5d (275)	Environmental Services	Extremely important	95	34.5 %	-
		Very important	130	47.3 %	-
		Somewhat important	40	14.5 %	-
		Not so important	7	2.5%	-
		Not at all important	3	1.1%	-
Q5e (272)		Extremely important	52	19.1 %	-

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	Financial & Customer Services	Very important	99	36.4 %	-
		Somewhat important	100	36.8 %	-
		Not so important	18	6.6%	-
		Not at all important	3	1.1%	-
Q5f (275)	Legal, Democratic & Elections Services	Extremely important	25	9.1%	-
		Very important	59	21.5 %	-
		Somewhat important	141	51.3 %	-
		Not so important	43	15.6 %	-
		Not at all important	7	2.5%	-
Q5g (276)	Planning & Leisure Services	Extremely important	47	17.0 %	-
		Very important	112	40.6 %	-
		Somewhat important	102	37.0 %	-
		Not so important	12	4.3%	-
		Not at all important	3	1.1%	-
Q5h (274)	Regeneration & Property	Extremely important	58	21.2 %	-
		Very important	113	41.2 %	-
		Somewhat important	84	30.7 %	-
		Not so important	17	6.2%	-
		Not at all important	2	0.7%	-
Q5i (269)	Regulatory Services	Extremely important	28	10.4 %	-
		Very important	73	27.1 %	-
		Somewhat important	132	49.1 %	-
		Not so important	30	11.2 %	-
		Not at all important	6	2.2%	-
Q5j (259)	Rubicon Leisure	Extremely important	47	18.1 %	-
		Very important	69	26.6 %	-
		Somewhat important	88	34.0 %	-
		Not so important	40	15.4 %	-
		Not at all important	15	5.8%	-

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Q6 (283)	Do you support fees and charges (such as hire costs) rising by 4% to keep them in line with inflation and rising staffing costs?	Strongly agree	39	13.8 %	13.7 %
		Agree	99	35.0 %	34.2 %
		Neither agree nor disagree	75	26.5 %	22.0 %
		Disagree	50	17.7 %	18.9 %
		Strongly disagree	20	7.1 %	11.2 %
Q7	In order to maintain services, what level of increase to Redditch Borough Council's proportion of Council Tax do you support?				
Q7a (251)	Increase of 1.99%	Agree strongly	44	17.5 %	27.1 %
		Agree	99	39.4 %	34.6 %
		Neither agree nor disagree	57	22.7 %	17.3 %
		Disagree	26	10.4 %	9.4 %
		Disagree strongly	25	10.0 %	11.7 %
Q7b (248)	Increase of 2.99%	Agree strongly	41	16.5 %	18.2 %
		Agree	45	18.1 %	19.8 %
		Neither agree nor disagree	50	20.2 %	11.3 %
		Disagree	49	19.8 %	16.6 %
		Disagree strongly	63	25.4 %	34.0 %
Q8 (156)	Please let us know your suggestions for investing in the Borough to increase prosperity and enhance appeal for residents and businesses alike.	This was an open question and the comments will be analysed separately			
Q9 (120)	Please let us know any other comments on the budget or ideas for reducing costs	This was an open question and the comments will be analysed separately			

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	or increasing income to ensure Council services remain sustainable.				
About You Answering these questions is optional. Any answers are completely anonymous and confidential. The reason why we ask you these questions is so we can: - Make our council services open to everyone in the district - Treat everyone fairly and appropriately when they use our services - In consultations, make sure that we have views from all across the district The Equality Act 2010 makes these aims part of our legal duties. Your answers help us check that we have met the law and help improve our services.					
Q10 (279)	What is your current housing status?	Owner	145	52.0 %	50.0 %
		Mortgaged	69	24.7 %	27.5 %
		Part rent/part buy	1	0.4%	0.6%
		Private renting	7	2.5%	4.4%
		Council tenant	30	10.8 %	12.7 %
		Social housing	7	2.5%	1.6%
		Living with relatives	14	5.0%	1.3%
		Private renting	2	0.7%	1.6%
		Other (please specify)	4	1.4%	0.3%
Q11 (274)	Which of the following best describes your age?	16-19yrs	4	1.4%	0.0%
		20-29yrs	7	2.5%	1.9%
		30-39yrs	26	9.3%	11.0 %
		40-49yrs	47	16.8 %	14.8 %
		50-59yrs	55	19.7 %	24.9 %
		60-69yrs	62	22.2 %	18.6 %
		70-79yrs	61	21.9 %	22.7 %
		80+ years	12	4.3%	4.1%
		Prefer not to say	5	1.8%	1.9%
Q12 (277)	Do you have any long-standing health condition or disability? (The Equality Act 2010 defines disability as 'a	Yes	92	33.2 %	33.1 %
		No	161	58.1 %	60.6 %
		Prefer not to say	24	8.7%	6.3%

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	physical or mental impairment that has a substantial and long-term adverse effect on your ability to carry out normal day-to-day activities')				
Q13 (279)	Which best describes your gender?	Female	131	47.0 %	49.5 %
		Male	134	48.0 %	44.8 %
		Prefer not to say	10	3.6%	4.1%
		Other (please specify)	4	1.4%	1.6%
Q14 (278)	Is the gender you identify with the same as your sex registered at birth?	Yes	263	94.6 %	-
		No	1	0.4%	-
		Prefer not to say	14	5.0%	-
Q15 (279)	Which best describes your ethnicity	White English, Welsh, Scottish, Northern Irish, British	245	87.8 %	89.6 %
		Any other White background	9	3.2%	1.6%
		Mixed or Multiple ethnic groups	8	2.9%	0.6%
		Asian or Asian British	6	2.2%	1.3%
		Black, African, Caribbean or Black British Arab	1	0.4%	0.0%
		Prefer not to say	9	3.2%	6.3%
		Other ethnic group	1	0.4%	0.6%
Q16 (275)	Which best describes your religion or belief?	Atheist	32	11.6 %	11.0 %
		Buddhist	1	0.4%	0.3%
		Christian	132	48.0 %	52.7 %
		Humanist	6	2.2%	0.9%
		Hindu	1	0.4%	0.3%
		Jewish	0	0.0%	0.0%
		Muslim	2	0.7%	0.6%
		Pagan	2	0.7%	0.3%
		Sikh	1	0.4%	0.3%
		No religion/belief	68	24.7 %	24.9 %
		Prefer not to say	20	7.3%	7.3%
		Other (please specify)	10	3.6%	1.3%
		Bisexual	13	4.7%	3.5%

Appendix D

Q17 (275)	Which of the following best describes your sexual orientation?	Heterosexual	230	83.6 %	83.2 %
		Lesbian or Gay	8	2.9%	2.2%
		Prefer not to say	24	8.7%	9.2%

REDDITCH BOROUGH COUNCIL**Council**
202626th January**Recommendations from the Constitutional Review Working Party**

Relevant Portfolio Holder	Councillor Jane Spilsbury
Portfolio Holder Consulted	Yes
Relevant Assistant Director	Claire Felton, Assistant Director of Legal, Democratic and Procurement Services
Report Author	Job Title: Assistant Director of Legal, Democratic and Procurement Services Contact c.felton@bromsgroveandredditch.gov.uk email:
Wards Affected	No specific ward relevance
Ward Councillor(s) consulted	N/A
Relevant Council Priority	Supported Governance
Non-Key Decision	
If you have any questions about this report, please contact the report author in advance of the meeting.	

1. RECOMMENDATIONS**The Council is asked to RESOLVE that:-**

- 1) Authority be delegated to Licensing officers to determine renewal applications for licences to use vehicles as hackney carriages or private hire vehicles where the vehicle does not meet the Council's required criteria in respect of the age of the vehicle.**
- 2) The Officer Scheme of Delegations in respect of Regulatory Services be updated, as detailed at Appendix 4 to this report.**
- 3) The Council Procedure Rules be amended to introduce a time limit of one hour for the consideration of Motions on Notice at Council meetings, which may only be exceeded with the agreement of Council.**

2. BACKGROUND

- 2.1 A meeting of the Constitutional Review Working Party (CRWP) took place on 6th January 2026. This report details the recommendations that were proposed by Members at this meeting and which would result in changes to the Council's constitution.

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- 2.2 Members are invited to consider the information provided in this report and to determine whether to support these recommendations.

3. OPERATIONAL ISSUES**Taxi Licensing – Age Criteria Delegation**

- 3.1 On the 7th March 2024 the Constitutional Review Working Party (CRWP) made a recommendation to Council that, for a trial 12-month period officers had delegated authority to determine hackney carriage and private hire vehicle renewal applications that fell outside of the Council's age criteria policy.
- 3.2 On 20th May 2024 Council resolved that the delegation was given to officers for a 12-month period as recommended by the CRWP. The trial period of the delegation ended on the 31st July 2025.
- 3.3 At a meeting on July 14th 2025 the Licensing Committee considered and approved the undertaking of a six-week consultation with relevant stakeholders to determine whether to make this delegation permanent.
- 3.4 This consultation was conducted between 6th October 2025 and 17th November 2025. The consultation was undertaken using an online survey tool.
- 3.5 A link to the online survey was sent to all licence holders and also to the Redditch Taxi Association. It was also sent to all Redditch Borough Councillors and other relevant stakeholders including but not limited to:
- Relevant national trade bodies
 - Worcestershire County Council
 - West Mercia Police
 - The Community Safety Team
 - Relevant managers and staff at Crossgates Depot, Redditch
- 3.6 The consultation asked respondents to answer the following question:
- Who do you think should be responsible for deciding whether or not to renew a licence to use a vehicle taxi or private hire vehicle, where that vehicle exceeds the maximum age limit set out in the Council's policy?*

Councillors (on a Licensing Sub-Committee) or Licensing Officers

REDDITCH BOROUGH COUNCIL**Council**
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- 3.7 In total, 47 people answered the main consultation question. The responses received were as follows:

	No. of responses	%
Councillors (on a Licensing Sub-Committee)	12	25.53
Licensing Officers	35	74.47

- 3.8 Respondents were also asked to explain and provide any reasons for their answer, and these are set out in Appendix 2. A total of 34 respondents provided their reasons for giving the answer that they did.
- 3.9 A further question was asked at the end of the survey to enable respondents to provide any extra comments. A total of 30 respondents provided further information. These comments are set out in Appendix 3.
- 3.10 Finally the respondents were asked to identify what capacity they were responding to the consultation in. The breakdown of all of the responses received to this question was:

Licensed Taxi / Private Hire Driver	39	82.98%
Licensed Private Hire Operator	9	19.15%
Councillor	2	4.26%
Member of the Public	4	8.51%
Other	0	0%

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- 3.11 Members should note that if the Council decides to delegate decision making on these applications to officers, the process would remain identical to that of the 12 month trial. The inspection by officers would take place at Crossgates Depot at the same time that the vehicle is subject to its mechanical safety check and checked by both the licensing officer and a taxi engineer.
- 3.12 The proposal was discussed with relevant members of the team at Crossgates Depot who confirmed that they were happy for this to continue and have found the process has improved relationships with the trade.
- 3.13 At a meeting on 8th December 2025, Members of the Licensing Committee considered the responses received during the consultation exercise and decided they were content with officers to proceed with the actions that would be required to delegate authority to officers to determine renewal applications for licences to use vehicles as hackney carriages or private hire vehicles where the vehicle does not meet the Council's required criteria in respect of the age of the vehicle.
- 3.14 The first such action was to ask the CRWP to consider this matter and recommend to Council that the Council's constitution be amended to delegate authority to officers to determine renewal applications for licences to use vehicles as hackney carriages or private hire vehicles where the vehicle does not meet the Council's required criteria in respect of the age of the vehicle.
- 3.15 Should this proposal be agreed, the wording in part 3.12 of its Hackney Carriage and Private Hire Vehicle Licensing Policy would need to be amended to make clear that any renewal applications for licences to use vehicles as hackney carriages or private hire vehicles where the vehicle does not meet the Council's required criteria in respect of the age of the vehicle, will be determined by officers under delegated authority rather than by a Licensing Sub-Committee.
- 3.16 The Licensing Committee was informed on 8th December 2025 that the Hackney Carriage and Private Hire Vehicle Licensing Policy would need to be amended to state the following:

"Where a vehicle does not meet council's criteria on age, the application will be determined by authorised officers under powers delegated to them by the Council."

In this case the renewal application would be determined jointly by a Licensing Officer and a qualified Taxi Engineer.

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- 3.17 At the meeting of the CRWP held on 6th January 2026, Members considered this proposal which had been referred by the Licensing Committee. Following a discussion of the report, the CRWP agreed unanimously to recommend that authority should be delegated to Worcestershire Regulatory Services officers to determine renewal applications for licences to use vehicles as hackney carriages or private hire vehicles where the vehicle does not meet the Council's required criteria in respect of the age of the vehicle.

Scheme of Delegations - Licensing

- 3.18 The Scheme of Delegations is the part of the Constitution that gives authority for certain decisions to be delegated from Council, the Executive Committee or other Committees to certain specified officers. It sets out the decisions which are delegated by Council to officers and the decisions which are delegated by the Executive Committee / Leader to officers. In relation to certain regulatory decisions, the delegation is from Council to the relevant Committee, namely Planning Committee or Licensing Committee.
- 3.19 At the CRWP meeting, a briefing note was presented for Members' consideration in respect of the Officer Scheme of Delegations for Regulatory Services. This briefing note highlighted differences in terms of the delegations and process listed in the Scheme of Delegations compared to the Taxi Licensing handbook, which sets out the relevant policies for the authority. In particular, the CRWP was informed that Officers had noticed that the new wording in the driver's handbook regarding revocation with immediate effect was not as clear as it could be in the Scheme of Delegations, and Officers suggested that changes were therefore needed to update the Scheme of Delegations.
- 3.20 To bring the Scheme of Delegations into line with the policies detailed in the Taxi handbook, amendments have been suggested to the Scheme, as detailed in Appendix 4. These changes would make it clear that:
- the primary remedy to consider in an emergency situation is revocation.
 - that officers will not exercise the power to revoke without reference to Licensing Sub-Committee except in an emergency situation.
 - That the emergency must meet one of the tests set out in paras (i) to (iii) in the Appendix.
 - That the decision will be taken by the Head of Worcestershire Regulatory Services (WRS) in consultation with the Council's legal team.

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- That the Chair/ Vice Chair of the committee will be notified as soon as reasonably practicable.
 - That the incident will be reported to the next full meeting of the Licensing Committee.
- 3.21 By way of further explanation, the Statutory Taxi and Private Hire Vehicle Standards confirmed that if a period of suspension is imposed, it should not be extended or changed to revocation at a later date. It is unlikely the need to suspend would arise in an unforeseen way and it is for that reason that it is proposed that the word “suspension” be removed.
- 3.22 The sort of cases where a suspension might still apply is if a driver has failed a Class 2 medical assessment or a training need has been identified. Wherever possible officers would arrange for those cases to come before a hearing of the sub-committee. In the unlikely situation of a more urgent suspension being required, officers would retain the ability to do this under delegated powers. That said, it is not believed that this would arise very frequently.
- 3.23 In addition to the changes outlined above, officers are suggesting an amendment to some of the references to the legislation for licensing which had become out of date.
- 3.24 At the meeting held on 6th January 2026, the CRWP considered the proposal to amend the Scheme of Delegations for Regulatory Services in line with policies in the taxi handbook. Following a discussion, the CRWP agreed to recommend to Council that the proposed amendments be approved, as detailed in Appendix 4. This recommendation was agreed unanimously by the CRWP.

Motions on Notice

- 3.25 At a meeting of the CRWP held on 7th March 2024, Members discussed the process for consideration of Motions on Notice at Council meetings. During this meeting, it was noted that there was no time limit at present for the consideration of Motions on Notice at Council meetings and the suggestion was made that this should be reviewed further to ensure the smooth administration of Council business.
- 3.26 At the subsequent meeting of the CRWP held on 6th January 2026, Members further considered the fact that there is currently no time limit in place for consideration of Motions on Notice at Council meetings. To assist with these discussions, a table detailing the time limits in place at other Councils in Worcestershire, where applicable, was provided for Members’ consideration (Appendix 5).

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- 3.27 The CRWP concluded that it would be sensible to introduce a time limit for the consideration of Motions on Notice at Council meetings. It was further proposed that this time limit should be set at one hour per meeting, with the potential to extend the time at each meeting with the agreement of all Members present. This timeframe was selected by the CRWP on the basis that this would be consistent with the approach already in place at Bromsgrove District Council, with which Redditch Borough Council shares many services, and would therefore provide helpful consistency for Officers. The proposal received unanimous support from the CRWP.

4. FINANCIAL IMPLICATIONS

- 4.1 The costs of carrying out the licensing consultation exercise were met from existing budgets held by Worcestershire Regulatory Services.

5. LEGAL IMPLICATIONS

- 5.1 Review and revision of the Constitution is governed by Article 15. The Scheme of Delegations is regularly altered and updated to reflect changes in the operation of the Council and changes to legislation. This includes an annual review of the Scheme of Delegations which is conducted at the Annual Council meeting.
- 5.2 Section 101 of the Local Government Act 1972 (as amended) gives a general power to local authorities to discharge functions through officers. Local Authorities are required by the same Act to maintain a list of these, which is referred to as the Scheme of Delegation. This sets out those powers of the Council which can be carried out by officers of the Council.

6. OTHER - IMPLICATIONS

Local Government Reorganisation

- 6.1 There are no specific implications for Local Government Reorganisation.

Relevant Council Priority

- 6.2 The proposals detailed in this report support the organisational priority of sustainable governance.

Climate Change Implications

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- 6.3 No specific climate change implications have been identified.

Equalities and Diversity Implications

- 6.4 The licensing consultation that was undertaken in respect of the potential delegation for the age criteria for taxi licences was conducted using an online survey tool. This approach provided people completing the survey with the opportunity to use freely available online translation tools to translate the questions being asked into any language of their choosing.

7. RISK MANAGEMENT

- 7.1 Proper consultation on any proposals to amend the Council's policies minimises the risk of legal challenge if the proposals are subsequently implemented.

8. APPENDICES and BACKGROUND PAPERS

Appendices

Appendix 1 – Relevant Extract from the minutes of the Licensing Committee meeting held on 8th December 2025.

Appendix 2 – Respondent Comments – Licensing Consultation

Appendix 3 – General Comments – Licensing Consultation

Appendix 4 – Amended Scheme of Delegations – Delegations to the Head of Worcestershire Regulatory Services

Appendix 5 – Motions on Notice – Time Limits at Worcestershire Councils

Background Papers

'Delegation of Hackney Carriage and Private Hire Vehicles outside of policy due to Age. Responses received to the 6 week consultation', Report to the Licensing Committee meeting held on 8th December 2025: [Agenda for Licensing, 08/12/2025](#)

MINUTES

Present:

Councillor David Munro (Chair) and Councillors Juliet Barker Smith, Brandon Clayton, Matthew Dormer, Andrew Fry, Sid Khan, Gary Slim, Jen Snape, Paul Wren and Sharon Harvey

Officers:

Kiran Lahel, Hazel Powell and Vanessa Brown

Democratic Services Officers:

Gavin Day

13. DELEGATION OF HACKNEY CARRIAGE AND PRIVATE HIRE VEHICLES OUTSIDE OF POLICY DUE TO AGE. RESPONSES RECEIVED TO THE 6 WEEK CONSULTATION.

The Licencing and Support Services Manager, Worcestershire Regulatory Services (WRS), presented the report to Members.

The purpose of the report was for Members to consider the consultation responses and to resolve whether to proceed with the actions required to permanently delegate authority to officers to determine applications for licences to use vehicles as hackney carriages or private hire vehicles where the vehicle does not meet the Council's required criteria in respect of the age of the vehicle.

Officers drew Members attention to the table at 3.7 on page 7 of the Public Documents pack and detailed that of the 47 responders 74.47% were in Favor of delegating decision making to Licencing Officers. Additionally, it was further noted that there was a good response to the survey and Officers were content with the validity of the result.

The comments made by consultees were found on pages 11 to 17 of the Public Reports pack, Officers noted that although some of the comments were very unfavourable to Members, they believed that it was only suitable for all the responses to be shown to give Members an overview of the consultation feedback.

Officers clarified that as per the consultation criteria, the delegation would only be for vehicle renewals which were outside of the age

Chair

Licensing Committee

Monday, 8th December, 2025

criteria. Additionally, Officers further clarified that the next step would be a recommendation to the Constitutional Review Working Party group who would then Recommend the item on to full Council for a determination.

Members drew officers' attention to the comments in regard to reversing the milage on vehicles before a safety inspection and some of the other responses and asked if Officers could reach out to investigate the issues. Officers replied that the consultation was an anonymous exercise and therefore, it was not possible to identify the individual to approach them for more information.

Members commented that although they initially had some reservations with regard to the delegation, the trade appeared to be generally in favour of the change and that Licencing Officers and the Vehicle Safety Engineer were best suited to review those applications. Therefore, on being put to a vote it was

RESOLVED that

It be recommended to the Constitutional Review Working Party that authority be delegated to officers to determine renewal applications for licences to use vehicles as hackney carriages or private hire vehicles where the vehicle does not meet the Council's required criteria in respect of the age of the vehicle

The Meeting commenced at 7.00 pm
and closed at 7.45 pm

Appendix 2 – Respondent Comments

1	It makes sense
2	I would like to advise you on something that you maybe not aware of taxi drivers are illegally tampering with the odometer every time it is due an MOT and reversing the meter to let the taxi stay in for longer this is a big issue and needs to be looked at. This is being done at a garage in Birmingham.
3	<p>Getting a decision on vehicle licence is much quicker and less bureaucratic when dealt with by licensing officers, as it doesn't need to go to a committee meeting, which are only held once a month or less.</p> <p>Also it must be really expensive for Council's to hold committee meetings, to determine what in reality are fairly straight forward matters.</p>
4	It need lots of people to check vehicle
5	The licensing officers are surely professional and experienced enough to be trusted to make such decisions on their own merit. If allowed this would reduce time, bureaucracy and cost which in a public service surely is a good thing.
6	<p>I think it is easier more efficient and best way of deciding. The engineers can advise the officers upon the safety of the vehicle and the officers can visibly see the vehicle.</p> <p>This would be a much quicker and faster way - so there is no need for meetings</p>
7	<p>These are the Licensing officers and as such should have the authority to say yes or no.</p> <p>They also have a better knowledge of the people applying for extensions.</p>
8	It could potentially save a lot of time and be efficient. Licensing Officers have the knowledge to pass or fail vehicles in accordance to the Council's requirements.
9	They run the department not the councillors so that should be their job.
10	As licensing officers are more familiar with these cars and drivers over the years its more convenient for for everyone
11	<p>I have been through the process of both licensing officers and committee councillors. The councillors had no clue about the cars which they were inspecting and did play hardly any interest in review whilst in committee, the licensing officers engage with the driver first hand whilst inspection of the vehicle is happening live in front of you.</p> <p>I would 100% be happy with an licensing officer to review</p>
12	I believe the most important factor in whether a vehicle exceeding the maximum age limit, should be licensed is based completely

	on it's condition and roadworthiness. This decision therefore should lie in the hands of those that inspect vehicles and know what they're talking about.
13	<p>We as a trade in the last 12 months have found the decision by the licencing officer is saving time for the drivers and seen no delays in getting new plates once the decision is made. Before this the drivers were waiting a lot longer to get a committee date, thus leading to drivers not being able to work due to getting the dates on time for new plates to be issued. As councillors are aware a driver cannot take work if the vehicle is not licenced and most insurance companies will not insure a vehicle that does not have a valid licence.</p> <p>It also saves time for licencing officers in preparing reports for the committee. With already stressed resources, they can inspect the vehicle at Crossgate road alongside the vehicle inspector and ultimately get a licenced issued. I believe that the officer and vehicle inspector have what it takes to see if the vehicle being presented is to what is required.</p>
14	<p>I would like licensing officer and also the testing engineer (mot & safety tester) and at least a member of sub-committee</p> <p>It in not fair just only a licensing officer to make this imported decision . .</p>
15	I believe decisions should remain with councillors on a Licensing Sub-Committee. Licensing Officers are not trained engineers and cannot properly assess the technical safety of vehicles. At the initial application stage, a vehicle already undergoes an MOT and a full depot inspection by qualified engineers, with certificates provided. Requiring drivers to make another journey to the depot so an officer can check the vehicle again creates unnecessary hassle, extra costs, and wasted time. In the current cost-of-living climate, every minute matters. If any delegation were to be considered, it should only ever be to a qualified professional engineer, not an administrative officer.
16	licensing officers have knowledge of the vehicle mechanically, whereas the councillors don't.
17	Hi it should be checked by cross gate mot testing and he should say if u can be can't plate it
18	<p>experience</p> <p>allows consistency of approach</p> <p>safety</p> <p>fairness</p>
19	It seems sensible to me, as someone who has previously been on the Licensing Committee dealing with this matter, that this change to officers making decisions on the age criteria will be beneficial to both RBC and our taxi drivers, in terms of time and cost.
20	Crossgates better service
21	Licensing officers, e.g Simon at Crossgates house as he is the vehicle examiner so would make most logical sense.

22	<p>Licensing officers have more understanding of the taxis.</p> <p>They see the vehicles throughout the year and have a better understand of how the vehicles are maintained.</p>
23	<p>Because they have more knowledge and awareness of taxi standards. But I would urge that there should be a jury type some people who understand the other circumstances. Like a taxi operator living difficulties and buying power for new car. So should be check and balance on officers and fair decision being made. Thank you.</p>
24	<p>The safety of the vehicle is determined by the Vosa/MOT tester and is more practical to have a licensing officer to check and confirm that the vehicle meets the requirements of Redditch Council. The safety of vehicles is all important and should be the responsibility of licensing team, for extensions on licensed vehicles. Thank you</p>
25	<p>It's just makes it easier and done on the same day as the test and doesn't waste several councillors and admin of their time and money.</p>
26	<p>They know and understand the taxi system better than councillors.</p>
27	<p>The car is checked thoroughly & they're already familiar with the driver and the car itself as its seen by them twice a year</p>
28	<p>Licensing officers have a better understanding of the vehicles that are put forward for the maximum age policy.</p> <p>The officers see the vehicles more often when out on inspections.</p> <p>Have access to the crossgate test centre.</p>
29	<p>To avoid any bias or favouritism in that the councillor would not have any prior knowledge of the driver or car</p>
30	<p>The licensing Officers at the depot are all trained mechanics, they have known the cars income cases a number of years and are respected by many drivers for their thorough safety tests and judgement.</p>
31	<p>Make it easier for drivers to explain their cases. Young Drivers like me can't afford new cars so would make it easier for us to give our cases.</p>
32	<p>This will be a fair decision we're not relying on one individual opinion</p>
33	<p>It will be convenient for the licensing officer and the drivers.</p>
34	<p>The councillors should decode as their decision will be completely unbiased. Day to day dealing with licencing officers can often lead to a persona or assumption of one's application whereas councillors will be inclined to base their decision on merit and evidence presented.</p>

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Appendix 3 – General Comments – Licensing Consultation

1	Hopefully, it would speed up the process of getting licenses and plates
2	Yea taxi drivers reverse the mileage on there vehicles every time an MOT is due and the council have no way to check it. Taxi drivers do 50000 miles a year and reverse it to 20000. A vehicle which should not be running as a taxi continues to get licensed due to low mileage which actually is not. Taxi drivers are also not reporting there written of cars to DVLA and are using CAT S Cars as taxi. This is something that needs to be looked in to. This is dangerous for customers.
3	No
4	No
5	No thanks.
6	<p>I think the council should consider scrapping the age policy in the County completely like most other councils in the UK - that way you will have better cars that's are affordable and efficient for drivers as well as the public.</p> <p>You would rather have a more spacious bigger older car than a small less than 6 year old car.</p> <p>There are already two safety tests which are sufficient- and reality wise older cars were built to last with more reliability and safety.</p>
7	<p>Yeah go back to 1 test per year like all other councils.</p> <p>Also can you issue uber with a Redditch operators licence as incomes going down.</p>
8	N/a
9	It should be the MOT inspector opinion if the car is fit to be a private hire or hackney carriage he is the only person qualified for this

10	Yes, the age limit for a car should be upto 12 years like Uber, and Redditch plated private hire drivers should be allowed to drive for uber/bolt etc.
11	No councillors please they ate a waste of time and have no idea.
12	I understand the Council wanting to maintain a certain level of vehicle stature but I think new applications age limits should be increased to allow for older vehicles in great condition to be licensed. Also, the annual cost of a vehicle licence needs looking at asap!! There were recent price hikes and none of us stakeholders were even notified, and the annual cost now is over £130 more per year than it is for Wolverhampton. RBC seriously risk losing a large majority to Wolverhampton if this isn't looked at.
13	Councillors can continue with other issues in the borough and use their time more productively in resolving these issues.
14	I think it should be an engineer who test the vehicle for MOT & safety test for taxis this person is qualified and he /she know the and have the background of the vehicles .
15	<p>The current system already ensures safety and compliance through MOT testing and full inspections by qualified depot engineers. Adding an additional step for Licensing Officers, who are not engineers, creates duplication and inconvenience without adding real value.</p> <p>Drivers are already under pressure with the rising cost of living, and unnecessary extra journeys waste both time and money. Any future system should focus on efficiency and fairness, while recognising that technical assessments must remain in the hands of trained professionals, not administrative staff.</p>
16	No
17	No
18	I am happy to do crossgate
19	N/A

20	Licensing officers are more readily available
21	Council should work on operators safety and security and take some steps so operators can make reasonable earnings and treated fairly by users.
22	No
23	<p>When we visited the crossgate depot with the licencing officers there it was more easy to access and went alot more smoothly.</p> <p>Was a lot less time consuming.</p>
24	No
25	No
26	It takes too long to renew licenses and plates two months I have to wait
27	With the way taxis are going and the struggles drivers are facing, new cars being put in should be a bit more reasonable like 10 years old. It's too hard to afford a car like that nowadays.
28	No
29	No
30	The input of the MOT tester is crucial to the decision

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Appendix 4**REGULATORY SERVICES****1. LICENSING****HEAD OF REGULATORY SERVICES (WORCESTERSHIRE REGULATORY SERVICES)**

To determine applications made for licences of premises for acupuncture, tattooing, ear piecing and electrolysis.

To determine applications for the registration of animal trainers and exhibitors.

To be responsible for inspections of premises are undertaken to ensure compliance with animal welfare licensing legislation and to engage veterinary surgeons for these purposes where necessary.

To authorise officers for the purpose of Part II of the Local Government (Miscellaneous Provisions) Act 1976.

To be designated as “Proper Officer” for the provisions of the Breeding of Dogs Act 1973 and to act on behalf of the Council in respect of the provisions of the Act and to engage veterinary surgeons for the purpose of inspecting premises under the Act.

To determine applications for house to house and street collections.

To respond to applications where the Council is a responsible authority or consultee.

To be designated as “Proper Officer” for the purposes of the administration of the Dangerous Wild Animals Act 1976 and to be authorised to carry out all appropriate functions including the entering of premises.

To grant consents for uncontested Street Amenity Consents under the Highways Act 1980

To authorise the entry of premises for the purpose of enforcing the provisions of the following legislation on behalf of the Council:

- Animal Boarding Establishments Act 1963.
- ~~Breeding of Dogs Act 1973.~~
- [Animal Welfare Act 2006](#)
- Gambling Act 2005.
- Licensing Act 2003.
- Local Government (Miscellaneous Provisions) Acts 1976 and 1982.
- Town Police Clauses Act 1847.
- Zoo Licensing Act 1981.

To determine all matters under the Gambling Act 2005 except:

- Determination of fee levels.
- Applications for aviaries to premises licences, provisional statements, club gaming/club machine permits and other permits where representations have been received and not withdrawn.
- Applications for transfer of premises licences where representations have been made by the Gambling Commission.

- Review of premises licenses.
- Decision to give a counter notice to a temporary use notice.
- Refusal of applications for registration by societies wishing to promote lotteries.

Hackney Carriages and Private Hire Operators', Vehicles and Drivers'

To determine all matters in relation to Hackney Carriage Drivers and Private Hire Operators, Vehicles and Drivers except:

Hackney Carriage and Private Hire Drivers

- Determination of applications where the applicant does not meet the Council's application criteria.
- ~~“Suspension / r~~Revocation of a drivers licence except, where ~~suspension /~~ revocation is required with immediate effect due to actions of the driver meeting one of the three tests set out below, namely (in consultation with the Licensing Committee Chairman / Vice-Chairman) that since the grant of the licence they have:-
 - been convicted of an offence involving dishonesty, indecency or violence; or
 - been convicted of an offence under or has failed to comply with the provision of the Act of 1847 or section 61 of the Local Government (Miscellaneous Provisions) Act 1976; or
 - any other reasonable cause.

In such circumstances the Head of Worcestershire Regulatory Services, in consultation with the Council's Legal Department, will have the delegated authority to immediately revoke a driver's licence.

Where these delegated powers are used the following provisions shall apply: -

- The Chair/ Vice Chair of the Council's Licensing Committee will be notified as soon as is reasonably practicable; and

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(ii) [Details of the revocation of the licence will be reported to the next meeting of the Council's Licensing Committee.](#)

[subject to a report being presented to a meeting of the Licensing Sub-Committee."](#)

Hackney Carriage and Private Hire Vehicles

- Determination of an application where the vehicle does not meet the Council's application criteria.
- "Suspension / revocation / refuse to renew a vehicle licence, where suspension / revocation is required with immediate effect (in consultation with the Licensing Committee Chairman / Vice-Chairman) on any of the following grounds:-
 - (i) that the vehicle is unfit for use as a hackney carriage or private hire vehicle;
 - (ii) any offence under, or non-compliance with, the provision of the Act of 1847 or section 60 of the Local Government (Miscellaneous Provisions) Act 1976; or
 - (iii) any other reasonable cause.

subject to a report being presented to a meeting of the Licensing Sub-Committee.

Operator's

- Determination of an application where the applicant does not meet the Council's criteria in respect of character.

Fares/Standards

- Revisions to the Council's Table of Hackney Carriage Fares.

- Appointment of Hackney Carriage stands/revisions to existing Hackney Carriage stands.

To suspend Premises and Club Premises Licences following non payment of fees under sections 55A and 92A of the Licensing Act 2003 (as amended)

To determine all matters under the Licensing Act except:

- Application to vary designated premises supervisors if representations are made.
- Applications for personal licences, premises licences/ club premises licences and provisional statements where representations have been received.
- Applications for Interim Authorities if a police representation is made.
- Application to vary premises licences/ club premises certificates if representations are made.
- Applications to review premises/ club premises certificate.
- Any interim steps following an application for an expedited review.
- Determination of Temporary Event Notices where representations have been **made** by the Police.
- Applications to transfer premises licences if representations are made.
- Applications for minor variations if representations are made by the Police.

To determine all matters relating to Market and Street Trading except:

- Designation of consent streets and non consent streets under Schedule 4 of the Local Government (Miscellaneous Provisions) Act 1982.
- Deciding the Council's policy in relation to the issue of street trading consents.

To determine applications for licences for riding establishments

To determine applications for Zoo Licensing

To carry out any other function or responsibility in relation to the legislation listed at RS1 not specifically referred to above

RS1

- Animal Boarding Establishments Act 1963.
- Animal Welfare Act 2006.
- ~~Breeding and Sale of Dogs (Welfare) Act 2006.~~
- ~~Breeding of Dogs Act 1973 and 1991.~~
- Dangerous Wild Animals Act 1976.
- Gambling Act 2005.
- Licensing Act 2003.
- Local Government (Miscellaneous provisions) Acts 1976 and 1982.
- Pet Animals Act 1951.
- Police Factories Act (miscellaneous provisions) Act 1916.
- Riding establishments Acts 1964 and 1970.
- Scrap Metal Dealers Act 2013.
- ~~Vehicle Crime Act 2001 – Section 4 (13) – Motor Salvage Operators.~~
- Town Police Clauses Act 1847.
- Video Recordings Act 1984 and 1993.
- Licensing Act 2003.
- Hackney carriage licensing.
- Private Hire (including driver, vehicle and operator) licensing.
- Control of sex establishments (including lap dancing and sexual entertainment venues).

- Street Trading.
- Street amenity licences.
- Zoo Licensing Act 1981.

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Appendix 5 - Time Limits – Motions on Notice

Council	Time limit for consideration of Motions on Notice at Council meetings (if applicable)	Other points to note
Bromsgrove District Council	1 hour	The time can be extended with the agreement of Council
Malvern Hills District Council	1 hour	
Worcester City Council	No restriction	
Worcestershire County Council	90 minutes	The time can be extended with the agreement of Council
Wychavon District Council	No restriction	
Wyre Forest District Council	90 minutes	

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REDDITCH BOROUGH COUNCIL**RECORD OF DECISION TAKEN UNDER URGENCY PROCEDURES**

SUBJECT: Appointment of an interim Director of Finance and Section 151 Officer

BRIEF STATEMENT OF SUBJECT MATTER:

On 12th November 2025 the Joint Appointments Committee met to discuss arrangements for the appointment of a Section 151 Officer and Director of Finance following the departure of the previous office holder. Members agreed to delegate authority to the Chief Executive to shortlist potential candidates and to establish an Appointments Panel to undertake interviews. Unfortunately, whilst this process commenced, it was not possible to progress with this process.

The current acting Director of Finance and Section 151 Officer has been acting up in her role since late October 2025. In the context of the busy budget setting period, she now needs to concentrate on her substantive role of Assistant Director of Finance and Customer Services and Deputy Section 151 Officer and has highlighted the value in appointing another candidate as interim Director of Finance and Section 151 Officer.

The Chief Executive has approached Penna recruitment consultants who have considered potential agency candidates. Penna have identified an experienced candidate, who would be an agency member of staff, who could be appointed interim Director of Finance and Section 151 Officer: Ms Julie Lorraine.

The position of Section 151 Officer is a statutory officer post. As such, the Council is required to nominate an officer under Section 151 of the Local Government Act 1972 to be responsible for the proper administration of its financial affairs. The relevant wording states that: -“Without prejudice to section 111 above, every local authority shall make arrangements for the proper administration of their financial affairs and shall secure that one of their officers has responsibility for the administration of those affairs.” Section 113 of the Local Government Finance Act 1988 requires that the officer appointed as the Chief Finance Officer (CFO) must be a member of a specified accountancy body.

It is a legal requirement that the appointment of the Section 151 Officer, as a statutory officer, is made by full Council. This is set out in the relevant regulations (The Local Authorities (Standing Orders) Regulations 2001 (as amended) Schedule I Part II) which are reproduced in the Officer Employment Rules at Part 17 of the Constitution. Unfortunately, there are not due to be any Council meetings at Bromsgrove District Council as the employing authority prior to 21st January 2026. This would also not provide sufficient time to follow the structured appointments process to employ a new permanent Section 151 Officer, involving the work of the Joint Appointments Committee.

The Director of Finance and Section 151 post is a senior officer position that is shared between Bromsgrove District and Redditch Borough Councils. Section 113 of the Local Government Act 1972 permits Councils to enter an agreement to place the services of their staff at the disposal of other local authorities.

Bromsgrove District Council is the employing authority for the position of Section 151 Officer. Subject to Members' approval of Ms Julie Lorraine's appointment as interim Section 151 Officer,

she will need to be made available by Bromsgrove District Council under the shared services arrangements to perform such duties as are required by the post for Redditch Borough Council.

The position of Director of Finance and Section 151 Officer has been evaluated by West Midlands Employers to be £114,282 - £118,694. Whilst funding is built into the budget to support employment of a Director of Finance and Section 151 Officer on a permanent basis, additional financial support would be required to support these proposed interim arrangements due to the additional costs associated with agency staffing. All costs for the position will be divided equally, on a 50:50 ratio, between Bromsgrove District and Redditch Borough Council.

It has been identified that the costs are likely in the region of £180k for a period of six months (to be shared by the two Councils). This figure includes the payment made to the individual and the fee attached by the recruiting agency.

The current budget of £140k for the post of Director of Finance and Section 151 Officer has been fully committed for 2025/26. The additional requirement of £60k in 2025/26 can be accommodated from within the Finance Reserve.

For 2026/27, it is estimated that of the £120k covering the remaining four months, £48k will be funded from within the existing budget and £72k will be funded from the Finance Reserve.

It is proposed that this interim appointment will continue until such time as a replacement Section 151 Officer commences employment with Bromsgrove District Council.

DECISION:

RESOLVED that:

Subject to the prior approval by Bromsgrove District Council as employing authority, to approve the temporary appointment of Ms Julie Lorraine as interim Director of Finance and Section 151 Officer until such time as a replacement Director of Finance and Section 151 Officer commences employment with Bromsgrove District Council, to fulfil the purposes of Section 151 of the Local Government 1972.

(Council)

GROUND FOR URGENCY:

This decision needs to be taken urgently because it has not been possible to appoint a replacement Section 151 Officer in a timely manner and the current acting Section 151 Officer now needs to return to her substantive post during the busy budget setting period.

DECISION APPROVED BY:

CHIEF EXECUTIVE

.....
(Signature) (John Leach - (CX))

Date: 15th January 2026

PROPOSED ACTION SUPPORTED *(amend as appropriate)*

..... (Signature) (Signature) (Signature) (Signature) (Signature)
(Block Capitals)	(Block Capitals)	(Block Capitals)	(Block Capitals)	(Block Capitals)
MAYOR *	PF HOLDER	LEADER	LDR of the CONSERVATIVE Group	CHAIR O&S Committee
Date:	Date:	Date:	Date:	Date:

Notes:

* In addition to the Executive decision above regarding the matter under consideration, the Mayor is signing to agree both that the Executive decision proposed is reasonable in all the circumstances and to it being treated as a matter of urgency. This is to ensure that the call-in procedures as set out in Part 8 of the Constitution shall not apply where an Executive decision being taken is urgent.

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