



# Executive Committee

Tue 13 Jan  
2026  
6.30 pm

Oakenshaw Community Centre,  
Castleditch Lane, B98 7YB

If you have any queries on this Agenda please contact  
Eve Davies

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## ***GUIDANCE ON FACE-TO-FACE MEETINGS***

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Please note that this is a public meeting.

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.

# Executive

Tuesday, 13th January, 2026

6.30 pm

Oakenshaw Community Centre

## Agenda

### Membership:

Cllrs:

Sharon Harvey  
(Chair)  
Jane Spilsbury  
(Vice-Chair)  
Juliet Barker Smith  
Juma Begum

Bill Hartnett  
Jen Snape  
Monica Stringfellow  
Ian Woodall

### 1. Apologies

### 2. Declarations of Interest

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

### 3. Leader's Announcements

### 4. Minutes (Pages 5 - 16)

### 5. Biodiversity First Consideration Report (Pages 17 - 26)

### 6. Homelessness Prevention Grant Funding 2026/27 to 2028/29 (including Rough Sleeper Grant) and Domestic Abuse Grant (Pages 27 - 34)

### 7. Pay Policy 2026-2027 (Pages 35 - 48)

### 8. Independent Remuneration Panel Recommendations 2026-2027 (Pages 49 - 66)

### 9. Business Rates - Discretionary Rates Relief Policy 2026/27 (Pages 67 - 80)

### 10. Council Tax Base Report 2026/27 (Pages 81 - 84)

### 11. Council Tax - Empty Homes Discounts and Premiums 2026/27 (Pages 85 - 94)

### 12. Council Tax Support Scheme 2026/27 (Pages 95 - 98)

### 13. Discretionary Council Tax Reduction Policy 2026/27 (Pages 99 - 110)

**14. Housing Revenue Account Rent Setting 2026/27** (Pages 111 - 116)

**15. Medium Term Financial Plan 2026-27 to 2028-29 Fees and Charges and consultation outcome including Worcestershire Regulatory Services Budget Recommendations** (Pages 117 - 168)

Due to the closing date of the budget consultation, the consultation responses (Appendix D to this report) will be published in an additional papers pack to this agenda.

**16. Overview and Scrutiny Committee** (Pages 169 - 178)

**17. Minutes / Referrals - Overview and Scrutiny Committee, Executive Panels etc.**

To receive and consider any outstanding minutes or referrals from the Overview and Scrutiny Committee, Executive Panels etc. since the last meeting of the Executive Committee, other than as detailed in the items above.

**18. To consider any urgent business, details of which have been notified to the Head 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**

## **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 24<sup>th</sup> 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 23<sup>rd</sup> 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 3<sup>rd</sup> 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 6<sup>th</sup> 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 24<sup>th</sup> 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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REDDITCH BOROUGH COUNCIL**Executive Committee**  
202613<sup>th</sup> January**Biodiversity First Consideration Report**

Relevant Portfolio Holder	Councillor Jen Snape
Portfolio Holder Consulted	Yes
Relevant Assistant Director	Judith Willis, Assistant Director of Community and Housing Service
Report Author	Job Title: Climate Change Manager Contact email: <a href="mailto:matthew.eccles@bromsgroveandredditch.gov.uk">matthew.eccles@bromsgroveandredditch.gov.uk</a> Contact Tel: 07816 112073
Wards Affected	All
Ward Councillor(s) consulted	N/A
Relevant Council Priority	The green thread
<del>Key Decision</del> / 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 is asked to RESOLVE that:-**

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

**2. BACKGROUND**

- 2.1 The Environment Act 2021 places a legal duty on public authorities to conserve and enhance biodiversity. Redditch Borough Council must publish a Biodiversity Duty Report covering the period up to 1st January 2026 and publish this by 26<sup>th</sup> March 2026. The Biodiversity Duty Report reviews current activity, identifies gaps, and sets out recommended actions across all service areas.

**3. OPERATIONAL ISSUES**

- 3.1 The council is actively implementing measures to enhance local biodiversity. Initiatives include leaving grass uncut in designated areas to create habitats for wildlife and support pollinator species, alongside planting wildflower meadows and pollinator-friendly spaces as part of

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the Sustainable Community Strategy. Additionally, revised management plans at Morton Stanley Park have expanded meadow areas, introduced mowing patterns to encourage flowering plants, and repurposed grass cuttings to create reptile habitats.

- 3.2 Follow consultation with relevant departments the report identifies existing policies and actions across Planning, Leisure, Environmental Services, Housing, and Regeneration. It highlights opportunities for improvement, including:

- Continued engagement with the Worcestershire Local Nature Recovery Strategy.
- Monitoring and implementing Biodiversity Net Gain (BNG) through planning.
- Enhancing biodiversity on council-owned land.
- Promoting citizen science and community engagement

- 3.3 A new biodiversity report is required every 5 years

**4. FINANCIAL IMPLICATIONS**

- 4.1 Some actions may require capital investment, e.g., new mowing equipment for grass verge management and individual departments will bring forward to Executive Committee any capital/revenue requirements.
- 4.2 Officers will explore funding opportunities (e.g., Defra grants) if available and where required.

**5. LEGAL IMPLICATIONS**

- 5.1 The Council is legally required to publish a Biodiversity Duty Report covering the period up to 1<sup>st</sup> January 2026 by 26<sup>th</sup> March 2026.
- 5.2 The biodiversity report has the following mandatory elements that it must cover.
- Policies, Objectives and Actions
  - How Other Strategies Were Considered
  - Future Actions
  - Biodiversity Net Gain Information

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

- 6.1 No direct implications identified at this stage. Any new authority as a result of LGR will also have this legal duty to produce a biodiversity report.

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**Relevant Council Priority**

- 6.2 The proposals detailed in this report support the Council's Green Clean and Safe priority.

**Climate Change Implications**

- 6.3 Biodiversity actions contribute to climate resilience, carbon sequestration, and nature-based solutions.

**Equalities and Diversity Implications**

- 6.4 The report and associated documents will be made accessible. Equality impact assessments will be undertaken where relevant.

**7. RISK MANAGEMENT**

- 7.1 Risks include non-compliance with statutory duties and insufficient monitoring of biodiversity outcomes. Mitigation includes establishing a central reporting mechanism and appointing a lead officer.

**8. APPENDICES and BACKGROUND PAPERS**

- Appendix A: Biodiversity First Duty Report

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**9. REPORT SIGN OFF**

<b>Department</b>	<b>Name and Job Title</b>	<b>Date</b>
Portfolio Holder	Jen Snape	Please give the date they signed off the report here.
Lead Director / Assistant Director	Judith Wills	Please give the date they signed off the report here.
Financial Services	Debra Goodall,	Please give the date they signed off the report here.
Legal Services	Nicola Cummings, Principle Solicitor, Governance	02/12/2025
Policy Team (if equalities implications apply)	Rebecca Green	02/12/2025

## Appendix A

# Redditch Borough Council Biodiversity Duty Report

## Executive Summary

This Biodiversity Duty Report complies with Section 40 and 40A of the Natural Environment and Rural Communities Act 2006 (as amended by the Environment Act 2021). It includes mandatory and optional sections recommended by DEFRA guidance, providing a comprehensive overview of Redditch Borough Council's biodiversity actions, achievements, and future plans.

## 1. Policies, Objectives and Actions

The Council has adopted multiple strategies embedding biodiversity considerations:

- Redditch Borough Local Plan No.4 (Policies 5 and 16)
- Leisure and Culture Strategy (2022)
- Open Space Study (2022)
- Parks and Open Space Strategy (2022)
- Green Infrastructure Baseline Report (2014)
- BNG Supply and Demand Assessment (2024)
- Tree management policy (2023)

Key actions completed include:

- 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

## 2. How Other Strategies Were Considered

The Council actively engaged with Worcestershire Local Nature Recovery Strategy (LNRS) and will integrate its priorities into planning and land management operations.

### 3. Future Actions

Planned actions for 2026-2031 include:

Action	Timescale	Responsibility
Continue LNRS engagement and integrate priorities	2025 onwards	Planning & Leisure
Implement Parks and Open Space biodiversity recommendations	2024/25 onwards	Parks Team
Submit additional Green Flag applications	2025/26 onwards	Parks Team
Develop BNG policies in emerging Local Plan	2024/25	Planning Policy
Prepare and publish Biodiversity Duty Report	By 26/03/26	Climate Change Manager
Include in the council's climate change strategy monitoring and reporting on Biodiversity	February 2026	Climate Change Manager
Develop engagement activities to involve communities and schools for education and awareness of Biodiversity	2026 Onwards	Climate Change Manager

### 4. Biodiversity Net Gain Information

BNG became mandatory on 12 February 2024. Redditch Borough Council has:

- Monitored planning applications subject to BNG requirements
- Commissioned BNG Supply and Demand Assessment (2024)
- Identified Arrow Valley Country Park as a key offsite BNG supply site (84 units, rising to 96.6 units with LNRS multiplier)
- Explored policy options for a local hierarchy for offsite BNG delivery

### 5. Information about the Authority

Redditch Borough Council serves approximately 87,000 residents across 54.35 km<sup>2</sup> (21 sq mi). Functions include planning, leisure, housing, environmental services, and community engagement. The Council manages parks, open spaces, and influences biodiversity through planning decisions, operational practices, partnerships and through community leadership.

Land holdings include Arrow Valley Country Park, Morton Stanley Park, Overdale Park, Brockhill Park & Batchley Pool. The council maintains the highway verges on behalf of Worcestershire County Council. The council's planning decisions shape biodiversity outcomes through Local Plan policies and development management.

## 6. Top Achievements

The council has been successful in achieving a number of awards that have a direct impact on improving biodiversity.

- 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

## 7. How Policies and Actions Have Helped

The council has introduced a number of policies and actions that have contributed to improved biodiversity in parks, enhanced pollinator habitats through verge management, and reduced pesticide use. Working in partnerships such as with LNRS engagement have enabled the council to strengthen its landscape recovery.

## 8. Awareness and Education

The council has led a number of community engagement initiatives including Citizen Science projects using iNaturalist, signage on biodiversity-friendly verge management, and partnership communications through local networks.

## 9. Monitoring and Evaluation

Monitoring includes ecological surveys for verge management, Citizen Science data collection, and Green Flag Award criteria compliance. The council will include in its new climate change strategy biodiversity as one of its key actions and performance monitoring requirements.

## 10. Highlights and Challenges

Highlights: Green Flag Awards, successful community engagement, partnership working.

Challenges: limited land for offsite BNG, resource constraints for monitoring, balancing biodiversity with development.

### **Case Study: Managing Tree Health and Biodiversity Resilience – Ash Dieback Strategy**

#### **Context**

Ash Dieback (*Hymenoscyphus fraxineus*) is a serious fungal disease affecting native European ash trees, leading to crown dieback and eventual tree death. Nearly **1,000 species** are associated with ash, including **69 species highly dependent on ash** (fungi, bryophytes, invertebrates, lichens). The loss of ash trees poses a significant biodiversity risk and impacts ecosystem functions such as nutrient cycling and carbon storage.

#### **Council Response**

Redditch Borough Council has implemented a comprehensive approach to managing tree health and biodiversity resilience through its Ash Dieback Strategy (2025–28) and Tree Management Policy. The strategy prioritises risk-based inspections across high, medium, and low-risk zones, ensuring public safety while retaining ecological value. Key actions include:

- **Risk-Based Tree Inspections**

- High-risk zones (busy parks, roads): inspected every 12–18 months.
- Medium-risk zones: every 2 years.
- Low-risk zones: every 4 years.

- **Habitat Retention**

- Retain standing deadwood and habitat piles where safe to support fungi, bats, and invertebrates.
- Identify and preserve disease-tolerant ash for future propagation.

- **Replanting and Recovery**

- Target: up to **100,000 trees over 15 years** using diverse species for resilience.
- Apply **canopy volume approach** and **2:1 replacement ratio** to restore ecological function.

- **Community Engagement**

- Public awareness campaigns: signage in parks, local media, and nature walks.



- Citizen involvement: tree census, seed collection, propagation, and planting events.
- **Standards and Best Practice**
  - All works comply with **BS3998:2010 Tree Work – Recommendations** and **BS5837:2012 Trees in Relation to Design, Demolition and Construction**.

### **Biodiversity Benefits**

- Maintains habitat for specialist species during decline phase.
- Builds long-term resilience through species diversification.
- Enhances carbon sequestration and climate adaptation.

### **Future Commitments**

- Annual ash dieback surveys and monitoring using Visual Tree Assessment (VTA).
- Integration of tree health data into GIS for strategic planning.
- Continued engagement with stakeholders (Worcestershire Wildlife Trust, Friends Groups, Parish Councils).

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**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"><li>• Community and Housing</li></ul>
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.

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## 4.4 Proposed Allocation of Homelessness Prevention Grant.

<b>Initiatives</b>	<b>2026/27 (up to £700,638)</b>	<b>2027/28 (up to £744,361)</b>	<b>2027/29 (up to £772,087)</b>
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
<b>Total</b>	<b>£672,495</b>	<b>£672,495</b>	<b>£672,495</b>
<b>Underspend</b>	<b>£28,143</b>	<b>£71,866</b>	<b>£99,592</b>

Proposed allocation of Domestic Abuse Grant

<b>Initiatives</b>	<b>2026/27 (up to £35,697)</b>	<b>2027/28 (up to £35,697)</b>	<b>2028/29 (up to £35,697)</b>
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
<b>Total</b>	<b>£35,697</b>	<b>£35,697</b>	<b>£35,697</b>
<b>Underspend</b>	<b>£0</b>	<b>£0</b>	<b>£0</b>

- 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.

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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

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**9. REPORT SIGN OFF**

<b>Department</b>	<b>Name and Job Title</b>	<b>Date</b>
Portfolio Holder	Councillor Bill Hartnett, Portfolio Holder for Housing	25 <sup>th</sup> November 2025
Assistant Director	Judith Willis Assistant Director of Community and Housing Services	24 <sup>th</sup> November 2025
Financial Services	Deb Goodall, Assistant Director of Finance and Customer Services	24 <sup>th</sup> 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 <sup>th</sup> 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: <a href="mailto:becky.talbot@bromsgroveandredditch.gov.uk">becky.talbot@bromsgroveandredditch.gov.uk</a> 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 31<sup>st</sup> 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.

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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 31<sup>st</sup> 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**

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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 1<sup>st</sup> April 2025 (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

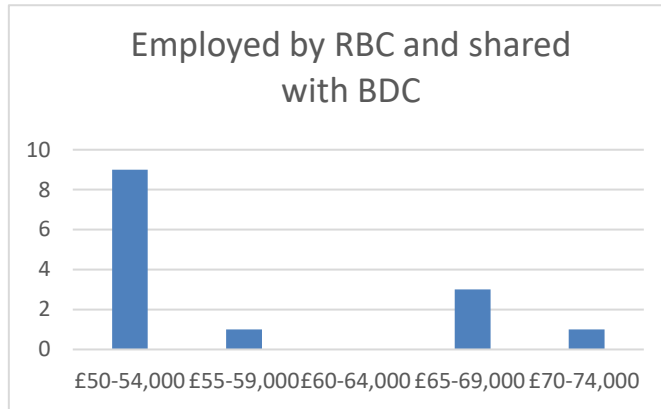
4 x Assistant Director 2

Employed by BDC and shared with RBC

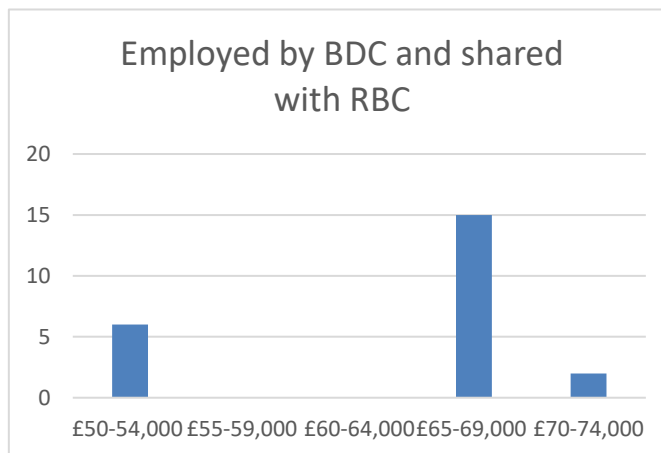
3 x Assistant Director 2

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



<b>Title</b>	<b>% of Chief executive salary</b>	<b>Pay range (minimum) £</b>	<b>Pay range (maximum) £</b>	<b>Incremental points</b>	<b>Cost to Redditch Borough Council £</b>
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 1<sup>st</sup> April 2025 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) whether or not to accept all, some or none of the recommendations of the Independent Remuneration Panel for 2026-27;**
- 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

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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 rounded 4.5% 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

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the Audit, Governance and Standards Committee and the Group 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.

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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](#)

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**9. REPORT SIGN OFF**

<b>Department</b>	<b>Name and Job Title</b>	<b>Date</b>
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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Appendix 1

**Independent Remuneration Panel  
for Worcestershire District Councils**

**Annual Report and Recommendations for 2026/27**

**Redditch Borough Council**

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**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 4.5% 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 <sup>1</sup> 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

<sup>1</sup>ONS 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 4.5% 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) £
<b>Basic Allowance:</b>	1	1	5,826	5,015.35	1	6,095
<b>Special Responsibility Allowances*:</b>						
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 <sup>+</sup>	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 <sup>+</sup>	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

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**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 1<sup>st</sup> April 2026**
- 2) The rural settlement list as set out in Appendix A of the policy is approved and adopted for use from 1<sup>st</sup> 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 30<sup>th</sup> 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 1<sup>st</sup> 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 31<sup>st</sup> 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**

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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**

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

**Equalities and Diversity Implications**

- 6.5 None

**7. RISK MANAGEMENT**

- 7.1 No Specific risk identified.

**8. APPENDICES and BACKGROUND PAPERS**

Appendix A – Discretionary Rate Relief Policy.

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## Appendix A

# Redditch Borough Council Discretionary Rate Relief Policy and Guidance

### 1. Purpose and Scope

This policy sets out Redditch Borough Council's approach to awarding Discretionary Rate Relief (DRR). It applies to all non-domestic ratepayers who may be eligible for discretionary relief and outlines the criteria, process and governance for awarding such relief.

The council aims to:

- Support organisations that contribute to the social, economic, and environmental wellbeing of Redditch.
- Promote fairness, transparency, and consistency in decision making.
- Align relief awards with the strategic priorities of the council and available budgets.

### 2. Legislative Framework

The award of Discretionary Rate Relief governed by a range of statutory provisions that define both mandatory and discretionary powers. The following legislative references form the basis of this policy and guide the Council's approach to assessing and granting relief:

**Schedule 4ZA of the Local Government Finance Act 1988:** This schedule outlines the conditions under which mandatory relief is granted for occupied hereditaments. It sets out that premises used wholly or mainly for charitable purposes, or by community amateur sports clubs will be entitled to relief of 80%.

**Schedule 4ZB of the Local Government Finance Act 1988:** This schedule sets out the mandatory relief for unoccupied hereditaments and allows for full relief for property that was last used for charitable purposes or by a CASC.

**Section 47 of the Local Government Finance Act 1988:** This section provides the discretionary power for billing authorities to award rate relief to a charity or CASC that already receives mandatory rate relief or to award relief to certain not for profit organisations. The Localism Act 2011 expanded this power to allow relief to any ratepayer provided it is reasonable and in the interests of local council taxpayers.

**Section 44A of the Local Government Finance Act 1988:** Section 44A allows for relief on partly occupied premises. If part of a property is temporarily unoccupied the council may request the Valuation Office Agency to apportion the rateable value

between the occupied and unoccupied areas, enabling relief on the unoccupied portion.

**Section 49 of the Local Government Finance Act 1988:** Section 49 enables councils to award relief where a ratepayer is experiencing hardship providing it is in the interests of local council taxpayers for relief to be given.

**Subsidy Control Act 2022:** The Subsidy Control Act 2022 replaced EU State Aid rules and requires public authorities to ensure that any financial assistance (including rate relief) complies with UK subsidy control principles.

### 3. Principles for Awarding Discretionary Relief

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

- The organisation delivers a clear local community benefit.
- The award of relief supports the council's priorities.
- The financial impact is proportionate and justified.
- The organisation demonstrates financial need and transparency.
- The business provides a clear plan and evidence as to how it will become self-reliant.
- The award complies with subsidy control rules.

### 4. Explanation of Key Principles

The principles are intended to ensure that relief is awarded fairly and responsibly:

**Clear local community benefit:** Services, activities or support directly improves the wellbeing or provision of services to residents of Redditch. Examples include:

- Supporting vulnerable residents
- Promoting health, education or inclusion
- Enhancing local culture or recreation.

The benefit should be clear and definite; it should be inclusive; and locally focussed.

**Supporting council priorities:** The award of relief should align with the council's strategic goals.

**Financial impact is proportionate and justified:** Relief should match the organisation's need and the scale of benefit. A charity with limited income and high community impact may justify a 100% relief, where as a charity with significant reserves, or with a low impact may only justify a partial award.

**Financial need and transparency:** Applicants must show limited income or reserves and a requirement on relief to develop or maintain services. There must be clear and open financial reporting to help to ensure that relief is awarded to organisations that genuinely need support.

**Plan for self-reliance:** Organisations should not rely indefinitely on relief and should outline steps to reduce dependency on relief e.g. through providing a business or sustainability plan; outlining income generation strategies; or setting out an explanation of the steps toward financial independence. This encourages long-term sustainability and responsible use of relief.

**Compliance with subsidy control:** Relief should meet requirements of Subsidy Control Act including MFA thresholds and reporting requirements.

## **5. Discretionary Relief Exclusions**

Relief will not generally be provided where:

**The ratepayer is a national organisation or regional organisation:** Large international, national or regional organisations will not automatically receive discretionary relief unless exceptional local benefit is demonstrated. The policy prioritises local organisations that directly provide services to Redditch residents.

**Relevant unrestricted reserves or income:** If an organisation has adequate financial resources, especially unrestricted reserves, it is expected to pay its business rates without assistance. Redditch's awards of discretionary relief are intended for organisations that genuinely need financial assistance to continue delivering local services.

**Relief will distort competition or provide an advantage:** Relief will not usually be awarded where the application of relief will distort competition or provide an advantage to charitable or non-profit organizations over ordinary ratepayers. While charitable and non-profit organisations often provide valuable community services some may also engage in commercial activities such as operating cafes, gyms or the provision of event spaces that compete directly with local businesses.

**Duplication of services:** Where the ratepayer would duplicate existing services and no additional local need has been identified relief may be withheld.

## **6. Hardship Relief**

In cases of hardship and where it would be reasonable to do so having regard to the interest of the council taxpayers the council may grant either partial or full hardship relief under section 49 of the Local Government Finance Act 1988.

Hardship relief will be the exception rather than the rule. The council will consider hardship relief where:

- The business is facing exceptional short-term hardship that threatens its ability to continue trading.
- The business provides a significant benefit to the local community through the provision of essential services, local employment or social value.
- The award of relief represents a fair and proportionate use of funds.

- There is evidence of the future viability of the business and a clear plan for business recovery.

Hardship is not strictly limited to financial hardship and that of itself will not be a deciding factor. Where the business has the ability to pay their liability at the time, or in future through deferment of payment then hardship relief will not usually be considered.

## **7. Discretionary Relief for Rural Settlements**

Under section 47 of the Local Government Finance Act 1988, as amended by the Localism Act 2011, Redditch Borough Council has the power to grant discretionary rate relief to premises within rural settlements. Although the statutory “rural condition” was removed in 2012 councils retain full discretion to support rural businesses where it is reasonable and in the interests of local council taxpayers.

### **Eligibility Criteria**

We will continue to consider discretionary rate relief for rural businesses where:

- The property is situated within a designated rural settlement as defined by the council’s rural settlement list
- The business demonstrates a clear community benefit such as:
  - Providing essential goods or services
  - Supporting local employment
- The rateable value of the property is £16,500 or less (local policy threshold)
- The applicant demonstrates financial need and transparency
- The financial impact is proportionate and justified
- The award complies with subsidy control requirements

The discretionary relief aims to retain the discretionary rural relief provisions that existed prior to the 2012 changes and to support businesses that sustain vital services in rural communities.

## **8. Localism Act Relief**

Under Section 47 LGFA 1988 (as amended by the Localism Act 2011), the Council may grant discretionary relief to any ratepayer where it is reasonable and in the interests of council taxpayers. This power allows flexibility to support local economic development, regeneration, and community benefit beyond traditional charitable and non-profit categories. Applications will be considered where:

- The business contributes to local employment or regeneration.
- The award supports strategic objectives.
- The financial impact is proportionate and justified.

Relief under this section will normally be time-limited and subject to annual review.

## **9. Government Funded Discretionary Relief**

From time to time, the Government introduces temporary relief schemes (e.g. Retail, Hospitality and Leisure Relief, Supporting Small Business Relief, and Discretionary Transitional Relief). These schemes are delivered using the expanded section 47 powers inserted by the Localism Act.

The Government publishes full guidance on the administration of temporary relief schemes and the council has a general requirement to consider Government guidance before awarding any discretionary relief. To enable delivery of the relief in-line with national policy objectives the council will administer Government funded schemes in accordance with the published guidance.

## **10. Relief for Part-Occupied Properties**

If part of a property is empty for a short time, the council can ask the Valuation Office Agency to split the rateable value between the occupied and unoccupied parts. This means the business only pays rates on the part it is using.

We will consider relief where:

- The empty part will be used again soon.
- The occupation pattern is temporary and unavoidable, for example phased occupation of premises, or damage to property from fire or flood.
- The part occupation is not the result of normal maintenance, refurbishment, seasonal shutdowns or reduction in capacity due to normal business risks.

## **11. Applications and Appeals**

Applications for relief must be made in writing and be signed by the ratepayer, or an appropriately authorised representative of the applicant. Applications may be made electronically, or a form supplied by the council. The council will set out the evidence required to support an application and this may include:

- Audited accounts and certified financial statements
- Evidence of community benefit
- Supporting documents required for specific relief types, e.g. business plan demonstrating future income streams for the organisation.

Incomplete applications, or applications that do not provide sufficient supporting information will not be considered.

Applications will be assessed against this policy and decisions will be notified in writing stating the amount of relief, duration and any conditions relating to the award of relief.

Applicants may request a review within 28 days of the decision and reviews will be completed by an officer not involved in the original decision.

If the original decision is upheld, then the applicant will be informed in writing and advised of the final internal appeal to the Assistant Director of Finance and Customer Services, who will consider the appeal in consultation with the relevant portfolio holder.

There will be no further internal appeal process, however, ultimately the ratepayer may appeal through Judicial Review.

Ratepayers must inform the council immediately of any change in circumstances that may affect their eligibility for relief, examples include:

- Changes in the use of the property.
- Significant increases in income or reserves.
- Closure or relocation of the business.

### **12. Backdating Relief**

Application for discretionary relief will normally be backdated to the start of the current rate year or the date the ratepayer became liable, whichever is later.

Backdating to earlier years may be allowed if:

- The application is made and decided within six months of the end of the relevant rate year; or
- The property is added to the rating list for the first time and the application is made within three months of that date.

Government funded relief can also be backdated provided funding is still available under the relevant government scheme.

### **13. Delegation**

The council's scheme of delegation allows for the Revenue Services Manager, and Assistant Financial Support Manager to determine awards of:

- Mandatory relief
- Discretionary rate relief for charities, community amateur sports clubs, and charity shops.
- Discretionary rate relief for non-profit making organisations
- Discretionary rural rate relief
- Relief for part-occupied premises
- Hardship relief
- Government funded discretionary rate relief

Individual awards of discretionary rate relief made using the expanded powers under the Localism Act 2011 are delegated to the Head of Finance and Customer Services in consultation with the relevant Portfolio Holder and Leader of the Council.

#### 14. Subsidy Control

Any discretionary relief awarded under this policy constitutes a subsidy within the meaning of the UK Subsidy Control Act 2022. The council must ensure that all awards comply with the statutory principles and obligations.

A subsidy exists where all four conditions apply:

1. **Public resources** – assistance is provided from public funds by a public authority.
2. **Economic advantage** – the assistance confers an economic advantage on one or more enterprise.
3. **Specificity** – The assistance is selective and not generally available to all enterprises.
4. **Effect on competition or investment** – The assistance can affect competition or investment.

Discretionary rate relief will normally fall under the Minimal Financial Assistance (MFA) threshold which allows an economic actor to receive up to £315,000 over a rolling three-year period.

Applicants must declare any subsidies received from other public authorities to ensure compliance.

Relief will not be granted where it would cause the recipient to exceed the MFA threshold or breach other subsidy control requirements.

Subsidies exceeding £100,000 must be uploaded to the UK subsidy database.

**Appendix A – Rural Settlement List**

The areas below have been designated as rural settlement

Parish	Settlement
Feckenham	Feckenham



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**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 RESOLVE 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:

<b>Parish of Feckenham</b>	<b>380.8</b>
<b>Rest of Redditch</b>	<b>26,099.3</b>
<b>Total for the Borough</b>	<b>26,480.1</b>

**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 30<sup>th</sup> 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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**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**

None

**9. REPORT SIGN OFF**

<b>Department</b>	<b>Name and Job Title</b>	<b>Date</b>
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)		

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**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 <a href="mailto:david.riley@bromsgroveandredditch.gov.uk">david.riley@bromsgroveandredditch.gov.uk</a> 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:-**

- 1) the determinations set out in Appendix A be adopted with effect from 1<sup>st</sup> 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.

**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 1<sup>st</sup> 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

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Levelling-Up and Regeneration Act 2023. The expanded powers provided greater discretion to councils and allowed additional council 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 1<sup>st</sup> 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

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boat moorings; homes that would be the main residence of a member 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 1<sup>st</sup> April 2022 and reviewed effective from 1<sup>st</sup> 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 1<sup>st</sup> 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 1<sup>st</sup> April 2027.

**3. OPERATIONAL ISSUES**

- 3.1 Long-term empty home premiums were introduced in Redditch from 1<sup>st</sup> 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 1<sup>st</sup> 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 refurnishing 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**

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- 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 1<sup>st</sup> April 2027. Local Government reorganisation could lead to the abolition of Redditch Council and replacement with a new unitary authority on 1<sup>st</sup> 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**

- 6.3 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**

- 6.4 None

**Equalities and Diversity Implications**

- 6.5 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

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	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 9<sup>th</sup> January 2024*

*Executive Committee Meeting Minutes: Agenda Item 6. Council Tax Empty Homes Discounts and Premiums. Redditch Borough Council 11<sup>th</sup> 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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**Appendix A – Council Tax Determinations****1. Discounts under section 11A(4) and 11(A)(4A) of the Local Government Finance Act 1992**

Effective from 1<sup>st</sup> 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:

<b>Class</b>	<b>Description</b>	<b>Discount</b>
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"> <li>i) The owner is a local housing authority; and</li> <li>ii) When next in use the dwelling will be occupied under the Housing Act 1985</li> </ul>	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 1<sup>st</sup> 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

<b>Class</b>	<b>Description</b>	<b>Exception</b>
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 marked 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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**Council Tax Support Scheme 2026/27**

Relevant Portfolio Holder	Councillor I 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:-**

- 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.**

**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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### **Appendix A – Income Bands 2026/27**

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

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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:-**

- 1) The revised section 13A(1)(C) policy be approved and adopted from 1<sup>st</sup> 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 1<sup>st</sup> 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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## Appendix A

### 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****13<sup>th</sup> January 2026****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
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 3.1 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.

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- 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 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:

<b>Service Charge</b>	<b>Applies Lease holder</b>	<b>Benefit eligible?</b>	<b>Weekly charge 2025/26 (48 weeks)</b>	<b>Proposed Weekly charge 2026/27 (48 weeks)</b>
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	£40.10	£40.90
Communal Heating	N	Y		
Bredon House			£9.40	£9.59
Mendip House			£10.70	£10.91
Malvern House			£9.40	£9.59
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



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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 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.

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- 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 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,

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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**

None

**6. BACKGROUND PAPERS**

None.

**AUTHOR OF REPORT**

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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 <a href="mailto:debra.goodall@bromsgroveandredditch.gov.uk">debra.goodall@bromsgroveandredditch.gov.uk</a> 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.

**REDDITCH BOROUGH COUNCIL**

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.

**REDDITCH BOROUGH COUNCIL**

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**



**REDDITCH BOROUGH COUNCIL**

- 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:

**REDDITCH BOROUGH COUNCIL**

- 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 13<sup>th</sup> January 2026.

**REDDITCH BOROUGH COUNCIL**

- 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.

**REDDITCH BOROUGH COUNCIL**

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

**REDDITCH BOROUGH COUNCIL**

- 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

**REDDITCH BOROUGH COUNCIL**

- 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 13<sup>th</sup> 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.

**REDDITCH BOROUGH COUNCIL**

- 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**



**REDDITCH BOROUGH COUNCIL**

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

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**REDDITCH BOROUGH COUNCIL**  
**EXECUTIVE 13 January 2026**

**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 £
	<b>Large Schemes</b>																					
	<b>Towns Fund</b>																					
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				
	<b>Schemes Agreed to Continue in Tranche 1</b>																					
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																	

# REDDITCH BOROUGH COUNCIL

## EXECUTIVE 13 January 2026

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										

# REDDITCH BOROUGH COUNCIL

## EXECUTIVE 13 January 2026

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					

# REDDITCH BOROUGH COUNCIL

## EXECUTIVE 13 January 2026

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 Chaging Rooms and Toilets					250,000						250,000												
	Forge Mill - New outdoor Kiosk and Toilet					300,000		1				300,000												
	PitcherOak, refurbish Male Changing and bebuild 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	

# REDDITCH BOROUGH COUNCIL

**EXECUTIVE 13 January 2026**

## 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
<b>General Fund Earmarked Reserves:</b>																
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
<b>Total General Fund Earmarked Reserves</b>	<b>17,186</b>	<b>1,019</b>	<b>(247)</b>	<b>17,958</b>	<b>4,580</b>	<b>(4,281)</b>	<b>18,257</b>	<b>1,402</b>	<b>(1,817)</b>	<b>17,842</b>	<b>1,402</b>	<b>(1,550)</b>	<b>17,694</b>	<b>0</b>	<b>0</b>	<b>17,694</b>

**Appendix C – Fees and Charges (non-commercial)**

# REDDITCH BOROUGH COUNCIL

## EXECUTIVE 13 January 2026

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 £
<b>Photocopying per copy</b>					
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
<b>Other Corporate Charges</b>					
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
<b>Venue hire additional services</b>					
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
<b>Full design &amp; print services:</b>					
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



# REDDITCH BOROUGH COUNCIL

**EXECUTIVE 13 January 2026**

## **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><b>PLUS</b></p> <p>Boost your event with our simple options.</p> <ul style="list-style-type: none"> <li>• Promotional services <ul style="list-style-type: none"> <li>o Reach the local community with our official social media</li> <li>o Show up on Google with our special website options</li> <li>o Promote your event in our busy public spaces</li> </ul> </li> <li>• Design services <ul style="list-style-type: none"> <li>o Stand out</li> <li>o Bespoke for you, from our professional design team</li> </ul> </li> <li>• Printing services <ul style="list-style-type: none"> <li>o All your printing needs in one place</li> <li>o Signs, flyers, agendas, welcome banners, and more</li> </ul> </li> </ul> <p>Packages available from as little as £30.</p> <p>To find out more contact 01527 881296 or <a href="mailto:venues@bromsgrove.gov.uk">venues@bromsgrove.gov.uk</a>.  <a href="http://www.bromsgrove.gov.uk/venues">www.bromsgrove.gov.uk/venues</a></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"> <li>• Choose beautiful invitations</li> <li>• Add table plans, place settings, &amp; more</li> <li>• Photo displays &amp; banners</li> <li>• Signs</li> <li>• Use your own designs, or our designers</li> </ul> <p>To find out more just contact 01527 881296 or <a href="mailto:weddings@bromsgrove.gov.uk">weddings@bromsgrove.gov.uk</a>.  <a href="http://www.bromsgrove.gov.uk/weddings">www.bromsgrove.gov.uk/weddings</a></p>					

# REDDITCH BOROUGH COUNCIL

## EXECUTIVE 13 January 2026

<b>Bereavement Services</b>			
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
<b>INTERMENT FEES (Full Earth Burial)</b>			
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
<b>INTERMENT FEES (Cremated Remains)</b>			
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
<b>ADDITIONAL INFORMATION</b>			
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
<b>MISCELLANEOUS</b>			
Transfer of Exclusive Right	£136.00	2%	139.00
Certified copy of entry in register burials (inc VAT)	£30.00	3%	31.00
<b>CREMATION FEES</b>			
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

# REDDITCH BOROUGH COUNCIL

## EXECUTIVE 13 January 2026

<b>Bereavement Services</b>			
Roundings to the nearest 10p.			
Service Category	Actual Charge 25/26 £	Actual Increase 26/27	Actual Charge 26/27 £
<b>ADDITIONAL SERVICES</b>			
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
<b>BURIAL / MEMORIAL SERVICES</b>			
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
<b>OBITUS (all charges inc VAT)</b>			
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
<b>MEMORIAL OPTIONS (REDDITCH CREMATORIUM)</b>			
<b>BOOK OF REMEMBRANCE (all charges inc VAT)</b>			
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

# REDDITCH BOROUGH COUNCIL

## EXECUTIVE 13 January 2026

<b>Bereavement Services</b>			
Roundings to the nearest 10p.			
Service Category	Actual Charge 25/26 £	Actual Increase 26/27	Actual Charge 26/27 £
<b>MEMORIAL BENCH</b>			
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
<b>MEMORIAL WALL PLAQUES (REDDITCH CREMATORIUM)</b>			
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
<b>BIRD BATH MEMORIAL</b>			
<b>5 Year Lease</b>			
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
<b>10 Year Lease</b>			
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
<b>20 Year Lease</b>			
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
<b>OCTAGONAL PLANTER (Barbican Memorial)</b>			
<b>3 Year Lease</b>			
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

## EXECUTIVE 13 January 2026

<b>Bereavement Services</b>			
Roundings to the nearest 10p.			
Service Category	Actual Charge 25/26 £	Actual Increase 26/27	Actual Charge 26/27 £
<b>INDOOR MEMORIAL TREE</b>			
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

## EXECUTIVE 13 January 2026

### 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 £
<b>Legal Costs</b>					
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
<b>* 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</b>					
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+ - <b>2.75% of the purchase price, with a minimum charge of £500</b>	Full Cost	N/A	Full Cost	N/A	Full Cost
Major land sales - legal fees £50,000+ - <b>2.75% of the purchase price, with a minimum charge of £750</b>	Recovery	N/A	Recovery	N/A	Recovery
Deed of release of covenant - <b>1% of the release consideration with a minimum of £750</b>	Full Cost	N/A	Full Cost	N/A	Full Cost
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					
<b>Section 106</b>					
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

# REDDITCH BOROUGH COUNCIL

## EXECUTIVE 13 January 2026

### 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 £
<b><u>LOCAL LAND CHARGES</u></b>					
<b><u>Search Type</u></b>					
<b>Official Certificate of Search (LLC1) only</b>	N/A	N/A	N/A	N/A	N/A
<b>CON29R Enquiries of Local Authority (2016)</b>					
- Residential	131.40	4%	136.70	2%	139.40
- Commercial	184.00	4%	191.40	2%	195.20
<b>Standard Search Fee: LLC1 and CON 29R combined</b>					
- Residential	N/A	N/A	N/A	N/A	N/A
- Commercial	N/A	N/A	N/A	N/A	N/A
<b>CON 290 Optional enquiries of Local Authority (2007)</b>					
(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
<b><u>Committee Room 1:</u></b>					
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
<b><u>CIVIC SUITE COMMERCIAL CHARGES</u></b>					
<b><u>Committee Room 2/3:</u></b>					
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
<b><u>Council Chamber:</u></b>					
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

# REDDITCH BOROUGH COUNCIL

## EXECUTIVE 13 January 2026

### 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
<b><u>Full Civic Suite: Monday to Saturday (including servery)</u></b>					
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
<b><u>Full Civic Suite: Sunday - exceptional (including servery)</u></b>					
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
<b><u>CIVIC SUITE COMMERCIAL CHARGES</u></b>					
<b><u>Equipment Hire</u></b>					
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
<b><u>Other Fees</u></b>					
Security	307.20	4%	319.50	2%	325.90
Retainer					
<b><u>CIVIC SUITE - REFRESHMENT CHARGES</u></b>					
Teas and Coffees	1.40	4%	1.50	2%	1.50
Commercial - per cup					



# REDDITCH BOROUGH COUNCIL

## EXECUTIVE 13 January 2026

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 £
<b>Learning online</b>					
<b>Personal Development</b>					
<b>Unemployed</b>					
Maths *	FREE	FREE	FREE	FREE	FREE
English *	FREE	FREE	FREE	FREE	FREE
*Must demonstrate a need after initial assessment.					
<b>Employed</b>					
Maths *	FREE	FREE	FREE	FREE	FREE
English *	FREE	FREE	FREE	FREE	FREE
*Must demonstrate a need after initial assessment.					
<b>IA Eligibility</b>					
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]					
<b>Computer Courses</b>					
<b>Full Awards [Full course includes BCS registration, online materials, offline resources, practice papers, tests &amp; certification]</b>					
<b>Unemployed</b>					
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
<b>Employed</b>					
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
<b>Testing only option [Testing only option includes BCS Registration, 4 tests and certification]</b>					
<b>Unemployed</b>					
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
<b>Unemployed - no benefits not seeking work</b>					
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
<b>Employed - Less than 16 hours</b>					
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
<b>Employed</b>					
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

## EXECUTIVE 13 January 2026

Service Category	Actual Charge 24/25 £	Actual Increase 25/26	Actual Charge 25/26 £	Charge Increase 26/27	Proposed Charge 26/27 £
<b>Single Awards 1 unit only [ includes BCS registration, online materials, offline resources,</b>					
<b>Unemployed</b>					
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
<b>Unemployed - no benefits not seeking work</b>					
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
<b>Employed</b>					
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
<b>Testing only option Per module [Testing only option includes BCS Registration, 1 test and</b>					
<b>Unemployed</b>					
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
<b>Unemployed - no benefits not seeking work</b>					
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
<b>Employed</b>					
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					
<b>Property Services</b>					
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

## EXECUTIVE 13 January 2026

<b>Business Transformation &amp; Organisational Development</b>					
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 £
<b><u>New &amp; Existing Properties</u></b>					
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

<b>HRA Services</b>					
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 £
<b><u>Service Charges</u></b>					
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
<b><u>Sheltered Scheme (VAT inclusive)</u></b>					
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
<b><u>Bredon House, Mendip House and Malvern House</u></b>					
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
<b><u>Garage Rents</u></b>					
Garages	12.00	4%	12.50	2%	12.80
Car Ports	4.50	4%	4.70	2%	4.80
Non Council Tenants plus VAT					
<b><u>General Repairs</u></b>					
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
<b><u>Glazing</u></b>					
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
<b><u>Plumbing</u></b>					
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

## EXECUTIVE 13 January 2026

<b>HRA Services</b>					
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
	£		£		£
<b>Carpentry</b>					
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
<b>Electrics</b>					
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
<b>Gas</b>					
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
<b>Building</b>					
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
<b>Environmental</b>					
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
<b>External</b>					
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
<b>St Davids House Luncheon Club</b>					
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**

<b>HRA Services</b>					
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 £
<b><u>Home Support Service</u></b>					
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
<b><u>Tenants' Support - St David's House/Queen's Cottages</u></b>					
Full Charge	51.30	4%	53.40	2%	54.50
<b><u>Service Charges</u></b>					
St David's House	37.80	4%	39.30	2%	40.10
Queen's Cottages	37.80	4%	39.30	2%	40.10
<b><u>St David's House</u></b>					
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%					
<b><u>Landlords References</u></b>					
Landlords References	75.40	4%	78.40	2%	80.00

# REDDITCH BOROUGH COUNCIL

## EXECUTIVE 13 January 2026

<b>Community Fees and Charges</b>					
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
<b><u>Private Sector Housing</u></b>					
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
<b><u>Lifeline</u></b>					
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
<b>*This is a lifetime set price and cannot be increased</b>					
<b><u>Hire Products (Linked to Lifeline and activated in the monitoring centre)</u></b>					
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
<b><u>Dial a Ride Service</u></b>					
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 <b>medical journey</b> )	6.00	4%	6.20	2%	6.30
Customers without a concessionary bus pass (per single <b>medical journey</b> )	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
<b><u>Shophmobility</u></b>					
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

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



# 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
<b>ACUPUNCTURE, COSMETIC PIERCING, SEMI-PERMANENT SKIN COLOURING, TATTOOING, ELECTROLYSIS</b>			
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
<b>GAMBLING ACT 2005 (inc. SMALL LOTTERIES)</b>			
<b>Small society lotteries</b>			
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
<b>Application for the grant of a premises licence</b>			
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
<b>Premises licence annual fees</b>			
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
<b>Application to vary a premises licence</b>			
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
<b>Application to transfer a premises licence</b>			
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
<b>Application for a provisional statement</b>			
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
<b>Application for the grant of a premises licence (provisional statement holders)</b>			
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

<b><u>Community Fees and Charges</u></b>			
Roundings to the nearest 10p.			
Service Category	Actual Charge 24/25	Actual Charge 25/26	Actual Charge 26/27
<b>Application for reinstatement of a premises licence</b>			
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
<b>Premises licence fees (miscellaneous)</b>			
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
<b>Licensed Premises Gaming Machine Permits</b>			
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
<b>Licensed Premises Gaming Machines (Automatic Entitlement)</b>			
Fee to serve notification	£50.00	£50.00	£50.00
<b>Club Gaming Permits</b>			
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
<b>Club Machine Permits</b>			
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
<b>Family Entertainment Centre Gaming Machine Permit</b>			
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
<b>Prize Gaming Permits</b>			
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

## 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
<b>Temporary Use Notices</b>			
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
<b>STREET TRADING</b>			
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
<b>SCRAP METAL DEALERS LICENCES</b>			
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
<b>ZOO LICENCES</b>			
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
<b>DANGEROUS WILD ANIMALS (DWA)</b>			
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
<b>SEX ESTABLISHMENTS</b>			
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
<b>PAVEMENT LICENCES</b>			
Application for a new pavement licence - 2 years		£500.00	£500.00
Application for a renewal pavement licence - 2 years		£350.00	£350.00
<b>HYPNOTISM</b>			
Application for authorisation	£53.50	£55.60	£57.00
<b>An admin charge will be payable on receipt of refund request for any type of licence</b>			£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

## EXECUTIVE 13 January 2026

### 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

## 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 £
<b>TABLE A: STANDARD CHARGES FOR THE CREATION OR CONVERSION TO NEW HOUSING</b>					
<b>1,2,3 or More Properties:</b>					
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
<b>TABLE B: Domestic Extensions and alterations to a Single Building (please contact us)</b>					
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
<b>Garage Conversion to habitable room</b>					
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
<b>Extension project Consolidated to just the Table B heading</b>					
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
<b>All other extensions Consolidated to just the Table B heading</b>					
	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
<b>Loft Conversions Consolidated to just the Table B heading</b>					
	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
<b>Detached garage over Consolidated to just the Table B heading</b>					
	Full Cost Recovery	N/A	Full Cost Recovery	N/A	Full Cost Recovery
<b>Electrical works by non-qualified electrician</b>					
	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
<b>Renovation of thermal element</b>					
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
<b>Installing steel beam(s) within an existing house</b>					

# 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 £
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
<b>Window replacment</b>					
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
<b>Installing a new boiler or wood burner etc.</b>					
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
<b>TABLE C: All Other works - Alterations and new build</b>					
£0 +	Please Contact Us	N/A	Please Contact Us	N/A	Please Contact Us
<p><b>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</b></p> <p><b>These charges have been set on the following basis:</b></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><b>Building Control – Supplementary Charges</b></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>					
<b>ARCHIVED APPLICATIONS</b>					
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
<b>WITHDRAWN APPLICATIONS</b>					
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

## 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 £
<b>RE-DIRECT INSPECTION FEES / ISSUE COPY DOCUMENTS</b>					
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 £
<b><u>Monitoring Fees to be applied to Planning Obligations</u></b>					
<b>Obligations where the Council is the recipient</b>					
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
<b>Obligations for another signatory (eg. Worcestershire County Council)</b>					
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

<b><u>Business Centres</u></b>					
<b>Secretarial</b>					
- minimum charge	14.80	4%	15.40	2%	15.70
- charge per hour	17.80	4%	18.50	2%	18.90
<b>Postal Address Facility - per month</b>	55.30	4%	57.50	2%	58.70
<b>Telephone Divert:</b>					
Normal - per quarter	141.50	4%	147.20	2%	150.10
Gold - per quarter	267.50	4%	278.20	2%	283.80
<b>Photocopying:</b>					
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
<b>Photocopying:</b>					
A4 single side - non tenants	0.20	4%	0.20	2%	0.20
<b>Conference Room (per hour):</b>					
Greenlands Tenants	14.90	4%	15.50	2%	15.80
Greenlands Non Tenants	29.70	4%	30.90	2%	31.50
<b><u>Heming Rd (monthly charge) :</u></b>					
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**  
**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 £
<b><u>Greenlands (monthly charge) :</u></b>					
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 £
<b>FOOTBALL</b>					
<b>SENIOR 11 a side with changing</b>					
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
<b>SENIOR 11 a side without changing</b>					
Match games	50.00	4%	52.00	2%	53.00
<b>JUNIOR 9 or 11 a side with changing</b>					
Match games	37.70	4%	39.20	2%	40.00
per season ( x 12 games)	452.00	4%	470.10	2%	479.50
<b>JUNIOR 9 or 11 a side without changing</b>					
Match games	28.20	4%	29.30	2%	29.90
per season ( x 12 games)	339.00	4%	352.60	2%	359.70
<b>MINI FOOTBALL 5 or 7 a side</b>					
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
<b>SPORTS DEVELOPMENT CHARGES</b>					
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
<b>Allotment Charges</b>					
<b>Small (&gt;177m2)</b>					
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
<b>Medium (&gt;177&lt;254m2))</b>					
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

## 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 £
<b>Large (&lt;254m2)</b>					
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.					
<b>Events, Open and Civic Spaces Hire</b>					
<b>£250 - £1500 Bond Payable</b>					
<b>Events</b>					
<b>Commercial Rates</b>					
<b>Small Attendance = 0 to 99</b>					
Per half day	188.30	4%	195.80	2%	199.70
Per Day	341.30	4%	355.00	2%	362.10
<b>Medium Attendance = 100 to 499</b>					
Per half day	264.80	4%	275.40	2%	280.90
Per Day	453.10	4%	471.20	2%	480.60
<b>Large Attendance = 500 to 1999</b>					
Per half day	341.30	4%	355.00	2%	362.10
Per Day	570.80	4%	593.60	2%	605.50
<b>Community Rates</b>					
<b>Small Attendance = 0 to 99</b>					
Per half day	77.70	4%	80.80	2%	82.40
Per Day	126.50	4%	131.60	2%	134.20
<b>Medium Attendance = 100 to 499</b>					
Per half day	95.30	4%	99.10	2%	101.10
Per Day	160.10	4%	166.50	2%	169.80
<b>Large Attendance = 500 to 1999</b>					
Per half day	113.00	4%	117.50	2%	119.90
Per Day	196.60	4%	204.50	2%	208.60
<b>Charities / Not For Profit Organisations</b>					
<b>Small Attendance = 0 to 99</b>					
Per half day	53.00	4%	55.10	2%	56.20
Per Day	87.10	4%	90.60	2%	92.40
<b>Medium Attendance = 100 to 499</b>					
Per half day	63.60	4%	66.10	2%	67.40
Per Day	105.30	4%	109.50	2%	111.70
<b>Large Attendance = 500 to 1999</b>					
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
<b>Fairs &amp; Circuses Min of 3 day Hire</b>					
<b>Additional Costs for Outdoor Event Space:</b>					
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

## EXECUTIVE 13 January 2026

<b>Planning, Regeneration &amp; Leisure Services</b>					
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 £
<b>Outdoor Fitness Session</b>					
<b>Commercial Rates (Per Day)</b>					
Summer Fee (Apr to Sept) <b>One day maximum usage per week</b>	488.50	4%	508.00	2%	518.20
Summer Fee (Apr to Sept) <b>Two days maximum usage per week</b>	788.60	4%	820.10	2%	836.50
Summer Fee (Apr to Sept) <b>Three days maximum usage per week</b>	853.30	4%	887.40	2%	905.10
Winter Fee (Oct to Mar) <b>One day maximum usage per week</b>	243.60	4%	253.30	2%	258.40
Winter Fee (Oct to Mar) <b>Two days maximum usage per week</b>	488.50	4%	508.00	2%	518.20
Winter Fee (Oct to Mar) <b>Three days maximum usage per week</b>	729.70	4%	758.90	2%	774.10
Annual Fee <b>One day maximum usage per week</b>	635.60	4%	661.00	2%	674.20
Annual Fee <b>Two days maximum usage per week</b>	1,035.80	4%	1,077.20	2%	1,098.70
Annual Fee <b>Three days maximum usage per week</b>	1,235.90	4%	1,285.30	2%	1,311.00
<b>Community Rates (Per Day)</b>					
Summer Fee (Apr to Sept) <b>One day maximum usage per week</b>	241.30	4%	251.00	2%	256.00
Summer Fee (Apr to Sept) <b>Two days maximum usage per week</b>	361.30	4%	375.80	2%	383.30
Summer Fee (Apr to Sept) <b>Three days maximum usage per week</b>	423.70	4%	440.60	2%	449.40
Winter Fee (Oct to Mar) <b>One day maximum usage per week</b>	96.50	4%	100.40	2%	102.40
Winter Fee (Oct to Mar) <b>Two days maximum usage per week</b>	241.30	4%	251.00	2%	256.00
Winter Fee (Oct to Mar) <b>Three days maximum usage per week</b>	361.30	4%	375.80	2%	383.30
Annual Fee <b>One day maximum usage per week</b>	300.10	4%	312.10	2%	318.30
Annual Fee <b>Two days maximum usage per week</b>	541.40	4%	563.10	2%	574.40
Annual Fee <b>Three days maximum usage per week</b>	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 - <b>NEW CHARGE</b>	2.00	4%	2.10	2%	2.10
Use of Power connection					
<b>Additional Costs for Outdoor Fitness Space:</b>					
1 Set up and Clearance charged @ 50% of applicable rate					
<b>Outdoor Open Space/ Civic Space Event Hire</b>					
<b>Small Attendance = 0-100</b>					
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
<b>Medium 101- 499</b>					
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
<b>Large 500+</b>					
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 £
<b>Band Stand</b>					
<u>Criteria and eligibility guidance notes attached in events toolkit</u>					
<b>Bandstand Hire T/centre</b>					
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
<b>Parks and Open Spaces Fitness Hire (eg Bootcamps)</b>					
<u>Summer Fee (Apr to Sept) One day maximum usage per week</u>					
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
<u>Summer Fee (Apr to Sept) Two days maximum usage per week</u>					
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
<u>Summer Fee (Apr to Sept) Three days maximum usage per week</u>					
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
<u>Winter Fee (Oct to Mar) One day maximum usage per week</u>					
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
<u>Winter Fee (Oct to Mar) Two days maximum usage per week</u>					
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
<u>Winter Fee (Oct to Mar) Three days maximum usage per week</u>					
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
<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
<b>Undercover Market</b> (Street trading licence required) - <b>New Charge</b>					
- 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**

<b><u>Finance and Customer Services</u></b>					
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
<b><u>Revenues</u></b>					
<b><u>Court Costs</u></b>					
<b>Council Tax</b>					
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
<b>NNDR</b>					
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

**Appendix D – Consultation responses**

To follow





# Overview and Scrutiny Committee

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Monday, 24th November,  
2025

## MINUTES

### Present:

Councillor Matthew Dormer (Chair), and Councillors William Boyd, Claire Davies, Andrew Fry, Rita Rogers and Paul Wren

### Also Present:

Councillor Sharon Harvey – Leader of the Council and Portfolio Holder for Regeneration and Environmental Services  
Councillor Bill Hartnett – Portfolio Holder for Housing

### Officers:

Guy Revans, Simon Parry, Judith Willis and Doug Henderson

### Democratic Services Officers:

M Sliwinski

#### 45. APOLOGIES AND NAMED SUBSTITUTES

Apologies for absence were received from Councillors Warhurst and Mathur.

#### 46. DECLARATIONS OF INTEREST AND OF PARTY WHIP

There were no declarations of interest nor of party whip.

#### 47. PUBLIC SPEAKING

There were no public speakers registered to speak at this meeting.

#### 48. BEREAVEMENT SERVICES - BURIAL STRATEGY - PRE-SCRUTINY

The Environmental Services Manager presented a report on the Council's Burial Strategy. It was explained that the Burial Strategy was a crucial document for the Council to ensure a long-term,

Chair

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respectful, and inclusive management of burial spaces whilst meeting legal, cultural, and environmental needs. Without prior planning, Redditch faced a risk of running out of burial space and the Burial Strategy was designed to be a positive step in the effective management of burial space and future development of cemeteries within the Borough.

It was noted that Redditch Borough Council operated and managed three cemeteries, Plymouth Road, Edgioake Lane and Abbey Cemetery and St Stephen's, St Luke's and Feckenham closed church yards. Plymouth Road cemetery was closed to new burials, Edgioake Lane Cemetery had approximately five years of burial provision available at current usage but was under review to free up further space for 5+ years of burial provision.

Abbey Cemetery was the main burial area in Redditch Borough and had approximately 8 months left of burials space in early 2024. Through the later parts of 2024 a vigorous exercise of reviewing burial space within the cemetery led to securing a further 10 years of space at the site.

Work had been undertaken in recent years to assess the suitability of several different sites across the Borough as per previous reports. In total twenty-six sites were originally reviewed, the various sites including land at the rear of Morrisons, Foxlydiate Woods, additional extension to the existing Edgioake lane site, Ipsley Church Lane, Greenland's playing fields, Coldfield Drive, Oakenshaw Park, and Woodrow Park.

It was noted that following the change of administration in May 2024 the works at Ipsley Church Lane site were put on hold. In early 2025 a new site review was undertaken in respect of Land North of Morrisons and West of the B4497, B98 0JD (Proposed Site 2B). To date this site had passed the Environment Agency (EA) requirements to secure a standard permit.

Following the presentation of the report, a Member asked about the Edgioake Lane Cemetery and review being undertaken there. It was confirmed that officers were reviewing the prepaid plots at the site with a view of potentially recovering these plots. It was highlighted there was no plan to recover full graves on the site.

A Member queried if there was scope for natural burial ground provision. The Environmental Services Manager responded that this could not be accommodated at the Abbey Cemetery but would be considered as part of the provision at a new burial site. It was noted

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in terms of burial practices that there was a relatively static number of burials each year in Redditch Borough. Nationally, the proportion was around 15 per cent burials and 85 per cent cremations.

In relation to the twenty-six potential sites originally reviewed by the Council it was noted that ground water, geology and associated testing was carried out at all these sites. In respect of the Land North of Morrisons and West of the B4497, B98 0JD (Proposed Site 2B), as it was near the lake, borehole and deep ground water testing had been carried out over winter/spring time to determine the suitability of the site and this confirmed that the site had passed the Environment Agency (EA) requirements to secure a standard permit.

It was noted that a further report would be prepared in respect of burial provision in due course which would also be submitted for consideration by Overview and Scrutiny Committee.

On being put to the vote, the recommendation of the report was endorsed.

## **RECOMMENDED that**

**the Redditch Borough Council Burial Strategy be approved.**

### **49. QUARTER 2 HOUSING IMPROVEMENT PLAN UPDATE - PRE-SCRUTINY**

A Q2 update on the Housing Improvement Plan was provided for Members' consideration. A summary of progress against each of the Consumer Standards was presented within the report and some of the Consumer Standards metrics were highlighted within the presentation for this item.

It was reported that for measure NC3 to establish a procedure to keep tenants informed of progress of their Anti-Social Behaviour (ASB) cases, staff training was being provided and processes had been reviewed to ensure cases were managed as per process with a final visit when a case was being closed.

With regard to Consumer Standard SQ5 – Implement Total Mobile for Repairs and Maintenance – it was reported that in Q1 2025/26 the Council had lost the project manager assisting the team in the configuration and development prior to implementation of the Total Mobile (TM) system. Nevertheless, the system was now at the final testing stage.

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On the overdue repairs and maintenance jobs, it was reported that since the Regulatory Judgment, the number of overdue jobs had reduced from circa 3,000 to 1,052 at the end of Q2 2025/26, with 521 jobs currently in progress and a further 91 reported at no access to property.

For Electrical Inspection Condition Reports (EICR), work was progressing with contractors who were issued with properties where no certificate was currently held either at all or within the 5-year reporting cycle. There was greater co-ordination reported between Housing Tenancy Officers and the Electrical and Gas Teams in place to visit and seek to gain entry to hard-to-reach properties currently outstanding in terms of electrical and other inspections.

In terms of tenant engagement work, delays had been experienced but draft proposals for the range of formal and informal opportunities were being prepared. This would detail how tenants could interact with and influence Housing Services. It was highlighted that to provide meaningful engagement for tenants required work to understand their specific needs and, for those on tenants' panel, how they could participate fully in tenant governance arrangements. Senior Tenant Engagement Officer would be recruited into post in early 2026 to help progress this area of work.

As part of the monthly meetings with the Housing Regulator, it was agreed there would be a revision to this Housing Improvement Plan, which would be reflected in the Quarter 3 report to Members.

Following presentation of the report, a question was raised about the programme for the completion of all outstanding fire safety remedial actions. It was explained by officers that the target was to clear all outstanding fire remedial actions within two years. A Member questioned why the expected delivery was not quicker than around two years given a 12 per cent reduction in outstanding remedial actions between Q1 and Q2 of this year had already been achieved and additional capital would be provided into the programme. The Officer responded that this was due to the volume of properties affected and economies of scale in terms of it being easier to clear a larger proportion of backlog works in larger blocks, and more time-consuming to set up works separately at smaller sites. It was further explained that there were circa 700 fire door actions outstanding and this actions would require significant time to deal with.

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With regard to Electrical Compliance Manager recruitment, Members were informed that the Service went out to market on two occasions but did not find a suitable candidate. The Council's recruitment agency, Opus, would be approached to provide a temporary cover or undertake recruitment to a permanent post. Failing this arrangement, authority would be sought to go outside the ordinary arrangement.

A question was asked about Anti-Social Behaviour (ASB) cases and how tenants were updated on the cases or know that the matter had been dealt with. The Assistant Director Community and Housing Services responded that Officers were required to update tenants in a timely manner, whilst a formal procedure was put in place. Work was in progress to provide further training to Neighbourhood Tenancy Officers regarding effective communication and positive case closure. This also included tracking of cases on the software system and implementation of a final visit at the case closure.

The effect of Local Government Reorganisation (LGR) on the Housing Service within Redditch was discussed. It was noted that in terms of any changes to specific service delivery, support from tenants was needed. As part of LGR, the Redditch Council's stock of housing (Housing Revenue Account) would be moved to a larger unitary authority, whether a north Worcestershire or a whole Worcestershire model was adopted.

## **RESOLVED that**

**the Housing Improvement Plan Quarter 2 2025/26 Update, which includes actions to address areas for improvement, confirmed as part of the Regulator of Social Housing Inspection process, is noted.**

## **50. QUARTER 2 HOUSING PERFORMANCE - PRE-SCRUTINY**

The Assistant Director of Environmental and Housing Property Services presented the Housing Consumer Standards Report for Q2 2025/26. The report detailed the Council's performance in relation to 10 of the Regulator of Social Housing tenant satisfaction measures.

In respect of the Homes that do not meet the Decent Homes Standards measure, it was reported that, following a review of the asset management database the Council had identified an issue with software that had resulted in previous reporting being

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inaccurate. This had led to a revised figure for Q2 2025/26 which was a sharp increase in the number of properties that did not meet the Decent Homes Standards for this period. The percentage figure increased from 4.15 per cent up to 11.90 per cent. The Housing Regulator had been alerted to this error in previous reporting and Officers were working to identify properties affected and works that needed to be carried out in those properties. During Q2 2025/26 the Council had been working with the software provider to get the assurance that future reporting would be accurate.

For stock condition surveys, it was reported that these commenced in August 2025 with a target to complete 1,340 surveys in 2025/26. In Quarter 2, 121 surveys had been completed with additional resources allocated to target 100 surveys per week over the remainder of the fiscal year.

The Council's performance in non-emergency and emergency repairs completed within the landlord's target timescale showed improvement over the previous quarter whilst for building safety measures it was reported that fire safety checks were rated red due to consultant capacity issues with a shortage of fire risk assessors. This capacity issue had now been addressed.

In terms of work carried out to reduce fire risk within apartment blocks, it was highlighted that the caretaking team now operated a full service in communal areas of regular cleaning that included full checks for fire risks.

Another red rated measure was in respect of lift safety checks. It was explained that there was a drop in performance as the Council's insurer experienced difficulties accessing one of the lifts for inspection. This had now been remedied across the blocks as key safes were in place for inspectors to access lift shafts.

It was highlighted in relation to direct tenant data that in Q2 2025/26, the Service experienced a drop in performance in relation to complaints handling, but that Senior Complaints Officer had now been recruited which would improve capacity within the complaints' team. It was reported that 113 compliments were received by the Service during Q2.

With respect to repairs it was stated that the Service undertook around 10,000 repairs annually and there were now monthly reports submitted from complaints officer to classify each complaint and implement appropriate remedial action(s).

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The Assistant Director of Environmental and Housing Property Services stated that the Council's Housing Service had more sufficient mitigations in place now to address the issues with performance highlighted in the report. External consultant had been employed to check whether the measures undertaken to date were enough to address outstanding issues.

The annual tenant satisfaction survey would be released in mid-January 2026 and Members were asked to help engage with residents and tenants to maximise the response rate to the survey.

**RESOLVED that**

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

**51. EXECUTIVE COMMITTEE'S WORK PROGRAMME - SELECTING ITEMS FOR SCRUTINY**

The Executive Committee Work Programme was submitted for Members' consideration.

**RESOLVED that**

**the Executive Committee's Work Programme be noted.**

**52. OVERVIEW AND SCRUTINY WORK PROGRAMME**

The Overview and Scrutiny Work Programme was submitted for Members' consideration.

**RESOLVED that**

**the Overview and Scrutiny Work Programme be noted.**

**53. TASK GROUPS, SHORT SHARP REVIEWS AND WORKING GROUPS - UPDATE REPORTS**

As Councillor Warhurst, who chaired all of the working groups and task groups covered in this agenda item, had submitted his apologies, there were no updates provided at this meeting.

It was noted with respect of Budget Scrutiny Working Group that at its meeting on 20<sup>th</sup> November 2025 it considered, and endorsed, two Executive Committee reports in respect of Quarter 2 2025/26

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Performance Monitoring Report and Quarter 2 2025/26 Finance Monitoring Report (including Financial Saving and Half Yearly Treasury Management Report).

## **RESOLVED that**

**the Task Groups and Working Groups Update Reports be noted.**

### **54. EXTERNAL SCRUTINY BODIES - UPDATE REPORTS**

Updates on the meetings of External Scrutiny Bodies were provided as follows:

- a) West Midlands Combined Authority (WMCA) Overview and Scrutiny Committee – Council Representative, Councillor Boyd

Councillor Boyd reported that he had not attended the most recent meeting of WMCA Overview and Scrutiny, which took place this morning (24<sup>th</sup> November 2025) as the meeting was not sent to his calendar. In respect of the previous meeting of WMCA Overview and Scrutiny Committee, Councillor Boyd reported that discussion concerned regional transport which was of little direct relevance to Redditch Borough.

- b) West Midlands Combined Authority (WMCA) Transport Delivery Overview and Scrutiny – Council Representative, Councillor Fardoe

As Councillor Fardoe was not present, there was no update provided on the recent meetings of this External Body.

- c) Worcestershire Health Overview and Scrutiny Committee (HOSC) – Council Representative, Councillor Fry

Councillor Fry reported that the main point of discussion at the recent HOSC meeting on 10<sup>th</sup> October 2025 was in respect of pharmaceutical needs assessment in Worcestershire. Councillor Fry reported that the professionals from the Local Pharmaceutical Committee (LPC) present at the meeting expressed concerns that pharmaceutical services were in crisis with 109 total contractors, including 88 community pharmacies and 21 dispensing GP practices in Worcestershire. This represented a 6 per cent reduction in the number of service providers since the last assessment in 2022. It was noted that even though most residents in



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Worcestershire had good access to pharmacy services, there were parts of the county which saw pharmacies close over the past few years.

**RESOLVED that**

**the External Scrutiny Bodies updates be noted.**

## **55. EXCLUSION OF THE PUBLIC AND PRESS**

It was agreed that exclusion of the public and press was not necessary in relation to Minute Item 56. Minutes (of the meeting of 1 September 2025), as the contents of the exempt minute record would not be discussed in the meeting. The meeting remained in public session for its entire duration.

## **56. MINUTES**

The minutes of the Overview and Scrutiny Committee meeting held on 1<sup>st</sup> September 2025, including the exempt minutes record, were submitted for Members' consideration.

**RESOLVED that**

**the minutes of the meeting of Overview and Scrutiny Committee held on 1<sup>st</sup> September 2025 be approved as a true and correct record and signed by the Chair.**

The Meeting commenced at 6.30 pm  
and closed at 7.15 pm

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