

Notice of Meeting



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Executive

Thursday 8 June 2023 at 6.00pm

in the Council Chamber, Council Offices,
Market Street, Newbury

Note: This meeting can be streamed live here: <https://www.westberks.gov.uk/executivelive>

Date of despatch of Agenda: Wednesday 31 May 2023

For further information about this Agenda, or to inspect any background documents referred to in Part I reports, please contact Sadie Owen (Principal Democratic Services Officer) on 07824 823 893
e-mail: sadie.owen1@westberks.gov.uk

Further information and Minutes are also available on the Council's website at www.westberks.gov.uk



Agenda - Executive to be held on Thursday, 8 June 2023 (continued)

To:	Councillors Lee Dillon (Chairman), Adrian Abbs, Jeff Brooks, Heather Codling, Martin Colston, Iain Cottingham, Denise Gaines, Janine Lewis, Alan Macro and Tony Vickers
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Agenda

Part I

	Pages
1. Apologies for Absence To receive apologies for inability to attend the meeting (if any).	5 - 6
2. Minutes To approve as a correct record the Minutes of the meeting of the Executive held on 23 March 2023.	7 - 18
3. Declarations of Interest To remind Members of the need to record the existence and nature of any personal, disclosable pecuniary or other registrable interests in items on the agenda, in accordance with the Members' Code of Conduct .	19 - 20
4. Public Questions Members of the Executive to answer questions submitted by members of the public in accordance with the Executive Procedure Rules contained in the Council's Constitution.	21 - 22
5. Petitions Councillors or Members of the public may present any petition which they have received. These will normally be referred to the appropriate Committee without discussion.	23 - 24

Items as timetabled in the Forward Plan

	Pages
6. Capital Financing Performance Report Outturn 2022/23 (EX4381) Purpose: the financial performance report provided to Members reports on the under or over spends against the Council's approved capital budget. This report presents the provisional outturn position for financial year 2022/23.	25 - 44



7. **2022/23 Revenue Financial Performance Quarter Four: Provisional Outturn (EX4380)** 45 - 70
- Purpose: to report on the financial performance of the Council against the revenue budget. The report is Quarter Four, the provisional outturn position for the 2022/23 financial year. The outturn is the culmination of budget monitoring and management accounting throughout the financial year.
- The report highlights where over and underspends against budget have occurred during the year and reasons for these, as well as the overall position for the financial year.
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8. **2022/23 Performance Report Quarter Four/Year end (EX4292)** 71 - 116
- Purpose: to provide assurance that the core business and council priorities for improvement measures in the Council Strategy 2019-2023 are being managed effectively, and where performance has fallen below the expected level, present information on the remedial action taken and the impact of that action.
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9. **Delivery of the Local Authority Housing Fund (EX4336)** 117 - 132
- Purpose: the Government has provided funding to Local Authorities through the LAHF (Local Authority Housing Fund) scheme to deliver additional housing units for displaced persons that in the longer term will be used for wider housing need. The Council has worked successfully with residents and communities to provide an effective response to global humanitarian crises, welcoming many displaced persons from Ukraine and Afghanistan through various Government schemes to the district. The Council continues to support displaced persons and this scheme offers the opportunity to enable longer term support as well as benefit West Berkshire residents through the increased supply of Council temporary accommodation housing. The Council is seeking to deliver 17 housing units through the initial LAHF allocation.
- The Government has provided the opportunity for further funding and the delivery of an extra ten housing units by 31.3.2024. This paper seeks to enable the release of capital funding to deliver the purchase of these housing units from open market purchases.
-
10. **Hackney Carriage Tariffs - 2023 (Post Consultation) (EX4298)** 133 - 168
- Purpose: to provide feedback on the statutory consultation in relation to the hackney carriage table of fares.
- The Executive is asked to determine whether or not to modify the hackney carriage fare scale, following the Executive Decision on 23 March 2023, in light of the objections received (and not withdrawn) during the consultation period.
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11. **Members' Questions**

169 - 170

Members of the Executive to answer questions submitted by Councillors in accordance with the Executive Procedure Rules contained in the Council's Constitution. *(Note: There were no questions submitted relating to items not included on this Agenda.)*

Sarah Clarke
Service Director: Strategy and Governance

West Berkshire Council Strategy Priorities

Council Strategy Priorities:

PC1: Ensure our vulnerable children and adults achieve better outcomes

PC2: Support everyone to reach their full potential

OFB1: Support businesses to start, develop and thrive in West Berkshire

GP1: Develop local infrastructure to support and grow the local economy

GP2: Maintain a green district

SIT1: Ensure sustainable services through innovation and partnerships

If you require this information in a different format or translation, please contact Sadie Owen on telephone (01635) 519052.



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Item 1 – Apologies for absence

Verbal Item

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DRAFT

Note: These Minutes will remain DRAFT until approved at the next meeting of the Committee

EXECUTIVE

MINUTES OF THE MEETING HELD ON THURSDAY, 23 MARCH 2023

Councillors Present: Lynne Doherty (Chairman), Steve Ardagh-Walter, Dominic Boeck, Graham Bridgman, Thomas Marino, Richard Somner and Howard Woollaston

Also Present: Councillors Lee Dillon, Adrian Abbs, Alan Macro, Erik Pattenden and Tony Vickers

Members and Officers Present Remotely: Councillor Carlyne Culver, Joseph Holmes (Executive Director – Resources)

Apologies for inability to attend the meeting: Councillors Ross Mackinnon, Jo Stewart and Jeff Brooks

Officers Present: Paul Coe (Interim Executive Director- People), Clare Lawrence (Executive Director – Place), Nigel Lynn (Chief Executive), Sadie Owen (Principal Democratic Services Officer) Lizzie Reeves (Project Manager - MC, OS) and Nicola Thomas (Service Lead – Legal & Democratic)

PART I

94. Apologies for Absence

Apologies were received from Councillors Ross Mackinnon, Jo Stewart, and Jeff Brooks.

95. Opening Statement and Minutes

Councillor Lynn Doherty invited Councillor Richard Somner to make a statement, which was felt to be in the interests of West Berkshire residents.

Councillor Somner commented that he wished to make a statement about the Planning Service, noting the level of frustration with the service in the past that had been aimed both at the service and, in some instances, at individual officers.

Councillor Somner highlighted a number of objectives that had been set; to improve both internal and external communications, improve the culture of the service, to improve the performance and speed in processing planning applications and to increase the efficiency and transparency of the CIL process.

Councillor Somner reported that progress had been made against all of the objectives.

Councillor Somner noted that the Local Plan was close to being submitted, and that since consultation had closed in early March officers had reviewed, categorised and summarised 700 representations containing approximately 1,700 individual comments on policies. It was noted that these achievements had been secured against a backdrop of an ever changing national planning policy, requiring a high level of dedication from officers.

Councillor Somner noted that there was still work to do and that further enhancements were planned, including a dedicated planning customer charter. Officers would also be undertaking a further review of the community infrastructure levy from a customer perspective. A comprehensive training programme was also being developed which would be offered to both district, and town and parish councillors.

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Councillor Somner reported that planning committees would move to a monthly basis which would provide certainty and regularity for residents.

It was reported that there was a concerted drive to recruit permanent staff and less consultants and to further digitalise the department.

Councillor Somner expressed his gratitude to the communities and stakeholders that had contributed to the process, and the tireless dedication and work of officers and fellow councillors in creating the Council's new Local Plan.

Minutes

The Minutes of the meeting held on 9 February 2023 were approved as a true and correct record and signed by the Leader.

96. **Declarations of Interest**

Councillors Howard Woollaston, Richard Somner and Eric Pattenden declared an interest in Agenda Item 8, as members of BBOWT, Tony Vickers declared an interest as a member of a local access forum referred to in Agenda Items 8 and 9, and Councillor Adrian Abbs declared an interest in Agenda Item 8 as a member of Greenham Parish Council, but all reported that, as their interest was a personal or an other registrable interest, but not a disclosable pecuniary interest, they determined to remain to take part in the debate and vote on the matter.

97. **Public Questions**

A full transcription of the public and Member question and answer sessions is available from the following link: [Transcription of Q&As](#).

98. **Petitions**

There were no petitions presented to the Executive.

99. **Local Transport Plan Consultation (EX4337)**

Councillor Richard Somner introduced the report (Agenda Item 6), which provided an update on the recent Local Transport Plan Consultation.

Councillor Tony Vickers referred to a recent government budget which had announced 70% cuts to funding for the cycling and walking strategy and queried what the impact of this would be on the Council's Local Transport Plan.

Councillor Vickers further commented that there were a number of people that were unable to access services digitally and that it needed to be reflected within the Local Transport Plan.

Councillor Somner, commented that he was expecting details of active travel funding to be available in May.

Councillor Somner commented that his interpretation of paragraph 5.4 of the report was that less people were travelling to work but noted Councillor Vickers concerns and agreed that they would be taken into consideration as the plan progressed.

RESOLVED that: the Executive note the report and the recent consultation that has taken place to help shape the future of travel and transport across the District.

100. **Thatcham and Hungerford Town Centre Strategies (EX4325)**

Councillor Lynne Doherty introduced and proposed the report (Agenda Item 7), noting that the recommendation was in error and that it was for Executive to approve the paper rather than Council.

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Councillor Steve Ardagh-Walter welcomed the report, particularly the strategy for Thatcham and the suggestion to move the library to the town centre.

Councillor Lee Dillon queried whether the change of recommendation may have impacted the substantive nature of the report and the public's inclination to respond. The Deputy Monitoring Officer commented that the report was clear on what the Executive was being asked to consider and consequently the public was not being misled.

Councillor Dillon welcomed the report and noted that the strategy for Thatcham suggested a community centre in the heart of the town. He stated that Thatcham Town Council had purchased a building in 2009 from West Berkshire Council in order to deliver such a centre. Councillor Doherty responded that the strategy contained a broad range of proposals which required further consultation prior to any decisions being made.

Councillor Doherty further commented that retail had changed significantly since 2009 and that the report showed the Council's progressive nature in responding to such change by recognising that the high street would need to adapt to remain attractive to consumers.

Councillor Dillon commented that there needed to be more consultation.

Councillor Tony Vickers commented that had he known that the report would be decided that evening his party may have decided to call it in and would have looked at the details more carefully. Councillor Vickers welcomed the report but stated that the Hungerford neighbourhood plan steering group had not been consulted as part of the Strategy. Councillor Doherty commented that there had been a dedicated member session to allow full scrutiny of the paper and that the consultation had been widely publicised.

Councillor James Cole reported that he had been with members of the Hungerford neighbourhood plan that day and that they had been fully aware of the strategy. From the perspective of Hungerford, Councillor Cole welcomed the report and hoped that strategy would be approved and progressed.

Councillor Richard Somner seconded the report and hoped that the residents of both Hungerford and Thatcham would rapidly start to see the benefits stemming from them.

RESOLVED that: Executive

- Endorse both Town Centre Strategies for Thatcham and Hungerford in order to protect and enhance their economic vitality in order to meet the needs of residents, businesses, workers and visitors; and
- Seek to take forward the delivery of the Strategies in partnership with key stakeholders.

101. **Renewal of the BBOWT partnership for Countryside Management (EX4313)**

Councillor Richard Somner introduced and proposed the report (Agenda Item 8), which set out the current arrangement that the Council had with the Berkshire, Buckinghamshire and Oxfordshire Wildlife Trust (BBOWT), and sought approval for continuation of the partnership for a further ten years.

Councillor Tony Vickers noted that whilst he supported the work of BBOWT, their priority was conservation rather than public access. In relation to Appendix 1, Councillor Vickers requested greater provision of mobility scooters in local parks. Councillor Somner did not think that public access was detailed within the contract, however agreed that Officers would discuss with BBOWT.

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Whilst acknowledging that BBOWT's priority was conservation, Councillor Adrian Abbs commented that Greenham Common attracted significant public access and that BBOWT needed to reflect the public's desires as well as the welfare of wildlife. Councillor Abbs suggested the addition of key performance indicators (KPI's) to the contract to achieve more of a balance.

Councillor Dominic Boeck, as an ex member of the Greenham and Crookham Common Commission stated that there was a need to balance often conflicting interests of the commoners and grazers rights, with public access and the requirement in law to preserve the common in its historic state.

Councillor Dillon highlighted the improvements made at Thatcham Nature Reserve and suggested that it may be a location for the introduction of mobility scooters.

Councillor Dillon noted the KPIs set by BBOWT and queried how they intended to improve their target of reserves rich in wildness from 87% to the set target of 95%. Councillor Somner agreed to take the matter forward with BBOWT.

Councillor Steve Ardagh-Walter noted the conflict between human access and wildlife interaction but welcomed the improvements to wildlife assets that BBOWT would have over the forthcoming years and seconded the recommendations of the report.

RESOLVED that: Executive resolves to

- Approve the continuation of the current partnership arrangement with BBOWT for a further 10 years from the 1 April 2024 until the 31 March 2034; and
- Delegate authority to the Service Lead (Legal and Democratic Services) in consultation with the Service Director (Environment) to negotiate and make amendments to the agreement with BBOWT.

102. **Response to Referred Place Motions (EX4327)**

Councillor Steve Ardagh-Walter introduced and proposed the report (Agenda Item 9), and apologised to all members of the Council due to the age of some of the motions detailed within the report. Councillor Ardagh-Walter reported that Officers were developing a better process for responding to motions to ensure swifter conclusion in the future.

Councillor Lynne Doherty commented that the Monitoring Officer had set up a central monitoring system to ensure that motions would be dealt with fairly and swiftly in the future.

Councillor Graham Bridgman commented that the booking system at local refuse centres was working very well and efficiently.

Councillor Lee Dillon requested a list of those actions that had been adopted by the Council. Councillor Ardagh-Walter clarified that a detailed analysis was within the Appendices to the report.

Councillor Tony Vickers disagreed with the response to his public funds for public access motion which stated that there was no immediate need as things had moved on. Councillor Vickers commented that the campaign needed to continue.

Councillor Adrian Abbs referred to use of the recycling centres and suggested a two tier system for those that wished to continue booking and those that wanted to visit without booking in advance.

Councillor Abbs referred to the recent decision at Council to approve the motion presented by the Green group for urban trees, as opposed to the decision in the paper to reject his high street canopy motion, and suggested that the administration were playing

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at politics. Councillor Ardagh-Walter commented that there was a definite distinction between high street canopies and urban trees and that they were two different proposals.

The Leader ejected Councillor Abbs from the meeting due to rude, disrespectful behaviour, for repeatedly interrupting Councillor Ardagh-Walter. The meeting adjourned for five minutes.

Upon resumption the Leader apologised to all Members and those members of the public watching who had witnessed Councillor Abbs' behaviour. The deputy monitoring officer read section 5.14.1 and 5.14.2 of the Council's constitution which explained the powers which had allowed for Councillor Abbs' ejection. Councillor Dillon commented that the powers had not been invoked in the correct procedural manner and that in the future Officers should correctly inform the Leader in order to follow the formal process.

Councillor Erik Pattenden queried how long it should generally take to respond to a motion and whether there were any set targets. Councillor Ardagh-Walter suggested that there was no defined period and that all motions would vary depending upon their complexity. He accepted however that a target for initial response with an indication of likely timescale would be useful.

Councillor Richard Somner shared Councillor Ardagh-Walter's concerns in relation to delays in responding to motions and referred to the sprinklers motion submitted by Councillor Tony Linden. Councillor Somner seconded the recommendations within the report.

RESOLVED that: Executive agree the below recommended responses and endorse the future recommended actions.

Member raising Motion	Motion Title	Recommended Response	Recommended further actions
Cllr Jeff Brooks	Booking systems at HWRCs See Appendix A for full details	A response was provided nearer the time and actions taken in conjunction with Portfolio Holder	No further actions recommended
Cllr Tony Vickers	Public funds for public access See Appendix B for full details	One element of the motion is no longer relevant. The remaining call to action in the Motion is supported.	The Natural Solutions Delivery Partnership and Rural Business Forum both have a part to play in taking this forward.
Cllr Carolyne Culver	Declare an ecological emergency See Appendix C for full details	The motion is rejected However, the aim of reversing the decline in biodiversity is supported	Opportunities for positive action will be taken particularly in relation to engaging with the Nature Recovery Network Strategy (Berkshire level) and the Natural Solutions Delivery Partnership in West Berkshire
Cllr Carolyne Culver	Response to COP26 in Glasgow See Appendices D and E for full details	The motion is rejected. However, a number of the proposals have been taken forward by the Council.	i) Alok Sharma MP be invited to speak to the Environment Advisory Group now that he is not so busy with COP business. ii) To continue to progress policies through the Local Plan Review that require high energy efficiency standards and to develop an SPD or equivalent to support these policies.
Cllr Adrian Abbs	High Street Canopies See Appendix F for full details	The motion is rejected A number of the proposals are already covered by BAU activities	Officers will continue to consider opportunities for increasing trees in urban areas where it is appropriate and

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			possible to do so and make use of additional funds agreed at Full Council on 2 March 2023
Cllr Adrian Abbs	Domestic Energy Efficiency See Appendix G for full details	Due to the lack of staff resource available to consider this detail to date, it is difficult to either confirm support for the motion or reject it at this stage.	When the Energy and Carbon Team are up to full strength the scoping of this project can start. A further recommendation will then be made to the Portfolio Holder in consultation with the Environment Advisory Group considering the details of a possible project with a particular focus on funding, resources and deliverability.
Cllr Jeff Brooks	Pedestrianisation of Northbrook Street and Market Place, Newbury (extended hours) See Appendix H for full details	The proposals in the motion will be considered as part of the wider Newbury Masterplan delivery programme	Further investigation of the pedestrianisation proposal will be included as a workstream in the Newbury Masterplan delivery programme, which is being developed currently and will include further engagement with stakeholders in the town centre.

103. Motion to Council - Defibrillators (EX4329)

Councillor Graham Bridgman introduced and proposed the report (Agenda Item 10), explaining that he was presenting it in his capacity as Chair of the Health and Wellbeing Board.

Councillor Bridgman apologised for the delay in producing the report, explaining that the original motion had been presented to Council on 8 July 2021 where it had been decided that it should return with a response to Executive, via the Health and Wellbeing Board. The motion was heard at the meeting of 30 September 2021 where it was agreed that a detailed investigation would be undertaken concentrating on seven proposed actions relating to defibrillators and their use within telephone boxes. The report was presented to the May 2022 meeting providing a detailed response and suggestions. At that meeting the Health and Wellbeing Board agreed a series of proposals and actions. Councillor Bridgman explained that the report was now being presented to Executive to note and endorse the work of the Health and Wellbeing Board had undertaken in relation to the motion.

Councillor Lee Dillon thanked Councillor Bridgman for the response and the work of the Health and Wellbeing Board and noted that Members should encourage parish councils to submit more bids to fund the installation of defibrillators.

RESOLVED that: Executive agrees to

- Community proposals for the installation of new defibrillator sites will continue to be supported through the Members' bids programme, and that these will be assessed in terms of:
 - Proximity to other sites, with proposals rejected if they are within 100m of an existing open access defibrillator;
 - Confirmation that: new open access defibrillators will be registered on the national database, and that provision is made for on-going maintenance checks, and replacement of the unit when life-expired; and
 - Provision is made by the applicant for community training on how to use the device.
- The Council should not take a default position of adopting all phone boxes for use as open access defibrillator locations for the reasons outlined in the report.

104. Achievements and Progress Report - West Berkshire Council Strategy 2019-2023 (EX4342)

Councillor Lynne Doherty introduced the report (Agenda Item 11), which detailed the achievements and progress of the West Berkshire Council Strategy 2019-202. Councillor Doherty commented that it was important to reflect on the plan and achievements made by the current Council in adopting and following the plan. Councillor Doherty highlighted the work that had been undertaken by Children and Family Services, which had managed to maintain a high standard even throughout the Covid pandemic. Councillor Doherty further praised the work that had been done to support businesses throughout the pandemic.

Councillor Richard Somner commented that he was proud of the support, dedication and commitment of the officers within his Portfolio of Place, and welcomed the report.

Councillor Dominic Boeck reflected on the good job that the Council was doing in relation to education and schools, with 90% of children being admitted to schools of their parents' choice and 94 % of those schools rated 'Good' or better. During the preceding four years the Council had opened two new schools, Theale Primary and Highwood Copse Primary School, and Councillor Boeck further noted that two SEN schools had received ratings of 'Outstanding', which he saw as a credit to the Council's investment and the quality of teaching. Councillor Boeck noted that Children and Family Services had received a 'Good' Ofsted rating in the preceding year and echoed Councillor Somner's thanks and praise to officers over the past four years and also to the Council's public and private partners for their support of the children and young people in West Berkshire.

Councillor Steve Ardagh-Walter commented that he was delighted that the Council had made a really solid start in the relatively new service of environment. Councillor Ardagh-Walter noted that there was a huge amount still to do and was looking forward to continuing the drive forward and improving the environment of West Berkshire.

Councillor Lee Dillon noted that whilst Councillor Boeck had highlighted that 94% of the district's schools had been rated 'good' or 'outstanding' by Ofsted, the actual target set had been 95%. Further he drew attention to the roads citing that whilst it was only 3% of the road network that had been assessed as requiring repair, the target had been 2%.

Councillor Alan Macro noted that the Planning and Housing achievement and progress notes stated that determination of planning applications 'in a timely manner, [had] improved considerably over the first three years of the strategy', which was at odds with the 2022/23 Performance Report Quarter Three (Agenda Item 13), which stated that determination of planning applications had been 'impacted by staff recruitment challenges, additional process requirements and consultation responses' timescales. Further, Councillor Macro noted that the Council's website had a specific page entitled 'Planning Applications Backlog'.

RESOLVED that: Executive

- Note the achievements in delivering the Council Strategy's core business and priorities for improvement covering the period 2019 – 2023, set out in Appendix B.

105. West Berkshire Council Strategy 2023 - 2027 Consultation Feedback - Summary Report

Councillor Lynne Doherty introduced the report (Agenda Item 12), noting that it was an early report that had been presented for Members to note the feedback received from the consultation on the Draft Council Strategy that would inform the updated final draft Council Strategy 2023-2027.

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RESOLVED that: Executive

- Note the feedback received to the draft Council Strategy that will inform the updated final draft Council Strategy 2023-2027.
- Note the updated final draft Council Strategy 2023-2027 shall be considered for approval at the Council meeting in May 2023.

106. **2022/23 Performance Report Quarter Three (EX4291)**

Councillor Tom Marino introduced the report (Agenda Item 13), noting that indicators for the district showed that resilience in the economy and delivering core business activities had remained strong despite challenges.

Councillor Erik Pattenden referred to a chart on page 394 of the Agenda pack which showed the number of Children in Need and commented that the figure of 1,183 as at 31 December 2022 was almost double that of 627 for 31 December 2019. Councillor Pattenden noted that recruitment had been cited as a cause in previous reports and queried whether there were any other factors.

Councillor Dominic Boeck responded that the increase was as a consequence of recruitment and rising demand. Councillor Boeck suggested that life had become more complicated following Covid, with the interruption to education, cost of living crisis and unemployment which had led to complex conditions and an increase in cases which had then impacted an already difficult recruitment situation. Councillor Boeck commented that the Executive had supported officer requests for an improved recruitment and retention package and that plan was now in place with early signs of a positive response.

Councillor Alan Macro referred to a chart on page 397 of the Agenda pack titled 'Overall number of new requests for support (ASC)', and queried whether the chart displayed cumulative numbers. Paul Coe, Interim Executive Director for People confirmed that it was cumulative number and agreed that future reports would clarify the fact.

RESOLVED that: Executive

- Note the progress made in delivering the Council Strategy Delivery Plan 2019-2023, a maintained strong performance for the core business areas, good results for the majority of the measures relating to the council's priorities for improvement, and remedial actions taken where performance is below target.

107. **Statutory Consultation on Hackney Carriage Tariffs 2023 (EX4298)**

Councillor Tom Marino introduced and proposed the report (Agenda Item 14), noting that it was being brought to Executive earlier than preceding years at a request from the taxi trade to modify the tariffs and assist with their planning. It was noted that the Council would be consulting on an interior fouling charge of £100, rather than the £200 suggested by the trade.

Councillor Lee Dillon raised concern at the impact taxis had on the home based community when parked up and suggested that where the Council provided a taxi licence, it should also ensure that there was adequate overnight storage provision for that vehicle. Councillor Marino agreed to discuss the suggestion with officers.

Councillor Graham Bridgman commented that the paper had been thoroughly debated at Licensing Committee and that the relationship with the trade was greatly improved to previous years. Councillor Bridgman expressed disappointment in the legal advice that fares could not be split and suggested that the legislation be investigated further. Councillor Bridgman seconded the recommendations within the report.

RESOLVED that: Executive

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- **NOTES** the existing tariffs which have been in place since 29 July 2022 (Appendix A).
- **CONSIDERS** the proposed modifications from the Taxi Trade (Appendix B) and the outcome of the recent non-statutory consultation undertaken with the Taxi Trade as set out in Appendix C.
- **RESOLVES**, with the exception of the fouling charge, whether or not to make variations to the current table of fares for hackney carriage tariffs based on the proposals set out in Appendix B this report.
- **CONSIDERS** whether or not to include a fouling charge on the tariff card and if so **RESOLVES** that a £100 (interior) and £25 (exterior) charge be consulted on.

If the Executive decides to make any changes to the current table of fares they are asked to:

- **RESOLVE** that the period within which objections to the variation(s) can be made (the statutory consultation) will be the 11 May 2023 to the 25 May 2023 or a longer period determined at the meeting.
- **AGREE** that a public notice (akin to the one set out in Appendix D) will be placed in the Newbury Weekly News and the Reading Chronicle on the 11 May 2023.
- **AGREE** that the consultation will be promoted on the website and a note will be displayed at the Market Street Offices by the 11 May 2023.
- **AGREE** that a copy of the notice should be emailed individually to all West Berkshire licensed Hackney Carriage Proprietors for their comments.
- **NOTE** that if objections are received, and not withdrawn, the Executive at the 08 June 2023 meeting will consider the objections and determine whether the varied table of fares shall be modified or not, and set a date when the varied table of fares, with or without modification, will come into operation. The implementation date must be no later than two months after the period for objections closes.
- **NOTE** that if no objections are received, or if the objections are withdrawn, the varied table of fares will come into effect on the day after the statutory consultation closes.
- **NOTE** that the outcome of the statutory consultation and any subsequent decisions of the Executive will be reported back to the July meeting of the Licensing Committee.

108. **Newbury Sports Hub - revised costs and seeking permission to sign Development Management Agreement (EX4332)**

Councillor Howard Woollaston introduced and proposed the report (Agenda Item 15), stating that advice from Legal Services was that the risk of a judicial review was now so remote that it was appropriate to agree to start work on the Sports Hub.

Further, it was clarified that there was current cost certainty for the project only until May, making commencement of the project crucial.

Councillor Lee Dillon commented that it had been bought to his group's decision that day that legal proceedings had been filed with the council in relation to requesting leave to appeal to the Court of Appeal, and requested officer confirmation. Councillor Lynne Doherty clarified that the notice of appeal had not been served.

Councillor Dillon anticipated that it would be served in the forthcoming days and estimated an ensuing delay to the project of two months. Councillor Dillon suggested that it would be prudent to await the conclusion of the legal proceedings prior to agreeing commencement of the work. Councillor Doherty noted that this was clarified on page 434 of the agenda pack under the Legal Implications section.

Councillor Dillon queried how much more the Executive was willing to pay should the project be further delayed and costs increase. Councillor Woollaston responded that the

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Executive were very committed to the project and anticipated that it would be a great facility for Newbury and West Berkshire.

Councillor Erik Pattenden queried whether a greater contingency should have been put aside given the contentious nature of the project. Councillor Woollaston responded that he did not feel that anyone could have foreseen the legal issues that had arisen.

Councillor Doherty commented that the football community genuinely just wanted to play football and to find a solution and that location was not an issue, with only a narrow subsection opposing the Monks Lane site. Councillor Doherty seconded the recommendations within the report and noted that it had a lot of local support.

RESOLVED that: Executive

- Approve the allocation of £3.878M to complete the development of Newbury Sports Hub and thereby achieve the delivery of the number one priority in the Playing Pitch Strategy and to give approval, subject to planning permission, for the signing of the Development Management Agreement with Alliance Leisure Services.
- In consultation with the Portfolio Member for Finance and Economic Development, the Executive Director of Resources is given delegated authority to approve additional costs arising in relation to this development up to a maximum of £250,000 above £3.878M.

109. **Contract Award for Leisure Management Contract (EX4221)**

Councillor Howard Woollaston introduced and proposed the report (Agenda Item 17), which sought approval to award the Leisure Management Contract following a tender process.

Councillor Lee Dillon noted that the Sports Hub was listed as a leisure site and queried whether the winner of the contract would be able to set the fees and charges for the Sports Hub. Councillor Woollaston confirmed that this was correct and that this contained within the current business case for the Sports Hub.

Councillor Alan Macro referred to section 6.2 of the report which proposed the opening of a new leisure centre and expressed hope that it would be located in the east of the district. Councillor Woollaston confirmed that this was the case.

Councillor Erik Pattenden queried the Council's exposure if the provider was unable to reach the income targets and the impact that this may have on the service levels of the contract. He further queried to what level maintenance had been held back over preceding years. Councillor Woollaston commented that there was a fixed price contract which was increased by inflation but that the risk would be taken by the contractor. Councillor Woollaston assured Councillor Pattenden that the contractor was very experienced and had undertaken a large amount of due diligence. Councillor Woollaston commented that the Council had not held back on maintenance duties over previous years and that the leisure centres would be transferred in as good condition as possible, albeit with three pending refurbishment.

Recommendation (Vote to be taken in Part II):

- Award the Leisure management contract to the successful bidder in consultation with the s151 Officer and the Portfolio holder for Housing, Leisure and Culture.
- Delegate authority to the Service Lead Legal & Democratic Services in consultation with the Interim Executive Director (People) to;
 - (a) finalise the terms of the agreement as set out in the tender documents and to make any necessary drafting or other amendments (such amendments shall not be

EXECUTIVE - 23 MARCH 2023 - MINUTES

substantial or material) to the terms of the agreement necessary to produce a final agreement for execution and to enter into that agreement; and

(b) finalise and enter into appropriate leases and/or licences required for the operator's occupancy of each facility managed by the operator under the leisure contract.

110. **Contract Award - Building Maintenance Measured Term Contract (EX4294)**

Councillor Tom Marino introduced and proposed the report (Agenda Item 17), which sought approval to award the Building Maintenance Measured Term Contract, following a tender process.

Recommendation (Vote to be taken in Part II):

The Executive resolves to:

- Award the contract for the provision of building maintenance services to the successful bidder; and
- Delegate authority to Service Lead Legal & Democratic Services to finalise the terms of the contract as set out in the tender documents and to make any necessary drafting or other amendments to the terms of the contract which are necessary to reach final agreement but do not materially affect the intent and substance of the contract.

111. **Members' Questions**

A full transcription of the public and Member question and answer sessions is available from the following link: [Transcription of Q&As](#).

112. **Exclusion of Press and Public**

RESOLVED that members of the press and public be excluded from the meeting for the under-mentioned item of business on the grounds that it involves the likely disclosure of exempt information as contained in Paragraph 6 of Part 1 of Schedule 12A of the Local Government Act 1972, as amended by the Local Government (Access to Information)(Variation) Order 2006. Rule 8.10.4 of the Constitution also refers.

113. **Contract Award for Leisure Management Contract (EX4221)**

(Paragraph 6 – information relating to proposed action to be taken by the Local Authority)

The Executive considered a report (Agenda Item 20), which sought approval to award the Leisure Management Contract.

RESOLVED that: the recommendations in the exempt report be agreed.

Other options considered:

- Extension with the incumbent operator Parkwood Leisure – the current contract has been extended to the maximum allowed under the current terms.
- Officers utilised the Sport England facilities planning model tool to determine if the scale and location of West Berkshire's leisure centres were appropriate for the existing population and projected population growth up to 2036. The outcome of this was that the existing leisure centres are appropriately located to serve the needs of the population and the scale of provision was also appropriate. However the age of the existing stock was highlighted as an issue which could affect future demand. The planned capital investments are designed to help alleviate this issue. In the future the report advised that rationalising the service could provide benefits with the opening of

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a new leisure centre which could cover the catchment area of more than one of West Berkshire’s existing centres. The issue of identifying a location for a new leisure centre is highlighted for future consideration in the leisure strategy 2022-32.

- Closure of services – leisure centres are community hubs and participants utilise the services for social and health reasons. For older people, the social aspect is often of particular value and this was highlighted in the public consultation underpinning the leisure strategy. Additionally, leisure centres are homes for local sports clubs and the only venues where schools can meet their curriculum obligations to teach children to swim 25 metres and Key Stage 2. Any closure should be considered in the context of an Equality Impact Assessment.
- Bring service back in house – this would require a major restructure of the leisure team and result in a considerable increase in costs for core services such as HR, Payroll, ICT as more than c200 staff would be joining the Council.

114. Contract Award - Building Maintenance Measured Term Contract (EX4294)

(Paragraph 6 – information relating to proposed action to be taken by the Local Authority)

The Executive considered a report (Agenda Item 21), which sought Executive approval to award the Building Maintenance Measured Term Contract, following a tender process.

RESOLVED that: the recommendations in the exempt report be agreed.

Other options considered:

The existing arrangement for ad hoc commissioning of works does not provide the advantages of the proposed long term contract. Short term contracts are not recommended as a short term contract is unattractive to suppliers and are not advantageous to the Council as a short term contract provides no scope for suppliers to manage mobilisation costs.

(The meeting commenced at 5.00 pm and closed at 7.45 pm)

CHAIRMAN

Date of Signature

Executive – 8 June 2023

Item 3 – Declarations of Interest

Verbal Item

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Item 4:

Public Questions to be answered at the Executive meeting on 8 June 2023.

Members of the Executive to answer questions submitted by members of the public in accordance with the Executive Procedure Rules contained in the Council's Constitution.

A. Question submitted by Ian Hall to the Portfolio Holder for Regeneration, Growth and Strategy Development:

"Following the judicial review of the re-development of Newspaper House in 2020 that decided an Environmental Impact Assessment was needed, why was one not ordered and paid for by WBC in 2020? Given the importance attached to the redevelopment of the London Road Industrial Estate, surely one should have been instructed?"

B. Question submitted by John Gotelee to the Portfolio Holder for Highways, Housing and Sustainable Travel:

"The cycle way round St Johns roundabout is highly dangerous and has recently seen a child knocked off his bike. The problem is that motorists give way to the right but then when exiting the roundabout are expected to give way to cyclists on their left. What does the council propose to do to make this roundabout safe for cyclists?"

C. Question submitted by Graham Smith to the Leader of the Council and Portfolio Holder for Strategy, Communications and Public Safety:

"Given the redevelopment in the Kersey Crescent area that has occurred since the original gating order was imposed in 2008, what grounds does the council have for believing that the threshold for imposing a public spaces protection order prohibiting general use of the footway between Speen Lodge Court and Bath Road in Speen by law-abiding members of the public might be exceeded should the current order not be renewed?"

D. Question submitted by Ian Hall to the Portfolio Holder for Regeneration, Growth and Strategy Development:

"When the contract for the redevelopment of the London Road Industrial Estate was signed with St Modwen, why was an Environmental Impact Assessment not instructed in 2015?"

E. Question submitted by Ian Hall to the Portfolio Holder for Regeneration, Growth and Strategy Development:

"As the football pitch is not part of the LRIE i.e it predates the LRIE and is not an area of protected employment, can the name Bond Riverside be canceled and the LRIE be called the LRIE?"

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Executive – 8 June 2023

Item 5 – Petitions

Verbal Item

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Capital Financing Performance Report Outturn 2022/23

Committee considering report:	Executive
Date of Committee:	8 June 2023
Portfolio Member:	Councillor Iain Cottingham
Date Portfolio Member agreed report:	25 May 2023
Report Author:	Shannon Coleman-Slaughter
Forward Plan Ref:	EX4381

1 Purpose of the Report

The financial performance report provided to Members reports on the under or over spends against the Council's approved capital budget. This report presents the provisional outturn position for financial year 2022/23.

2 Recommendations

- 2.1 Members are asked to note the provisional outturn on the 2022/23 capital programme.
- 2.2 In respect of reprofiling of planned capital expenditure, members are asked to approve:
- £17.1 million of planned expenditure to be reprofiled into financial year 2023/24 (project details in Appendix B).
 - £736k of funding proposed to be brought forward from approved expenditure for financial year 2023/24 into financial year 2022/23 (project details in Appendix C).

3 Implications and Impact Assessment

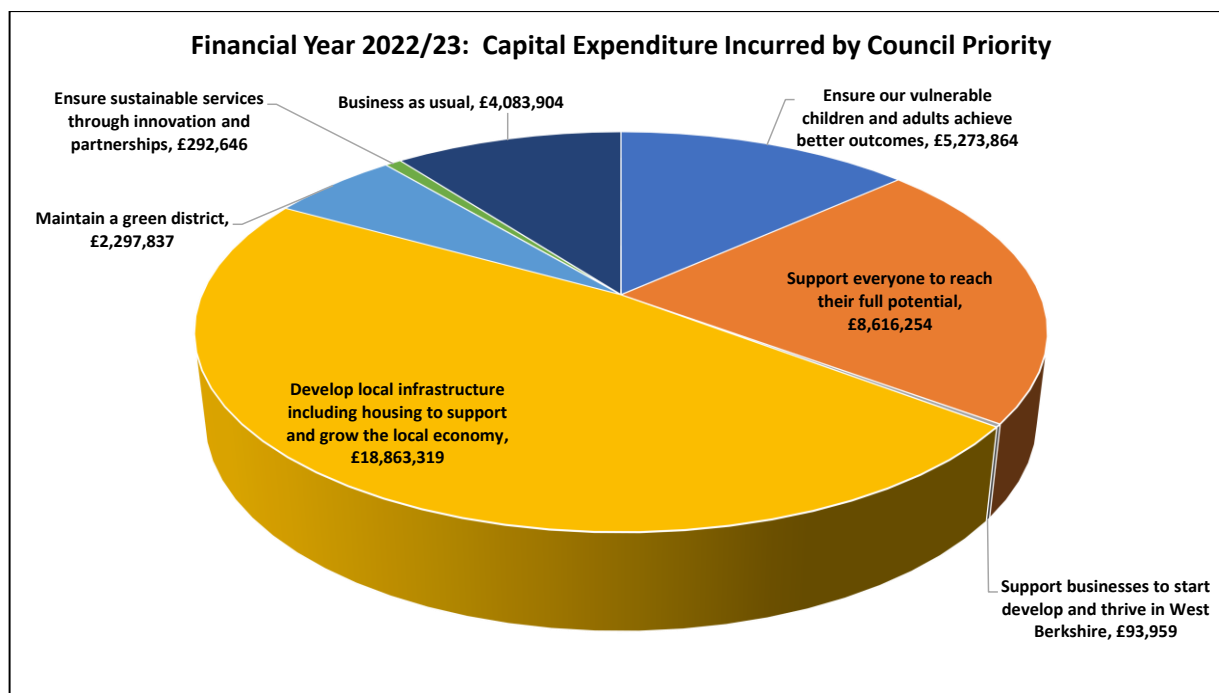
Implication	Commentary
Financial:	The outturn position is expenditure of £35.9 million has been incurred against a revised budget of £60.1 million, an overall forecast underspend of £20.6 million. £17.1 million of future expenditure is proposed to be reprofiled into financial year 2023/24. £736k of funding is proposed to be brought forward from financial year 2023/24 into financial year 2022/23.

Human Resource:	Not applicable			
Legal:	Not applicable			
Risk Management:	The Council is also exposed to inflationary cost pressures across the capital programme as a whole. Furthermore, any rise in PWLB borrowing rates resulting from recent increases in Bank rate will result in increased interest cost on any new borrowing undertaken. Both of these external risks are largely outside the Council's ability to control, although the Council will take appropriate advice from our external treasury consultants, to determine the optimum time and structure for any new borrowing to be undertaken.			
Property:	Not applicable			
Policy:	Not applicable			
	Positive	Neutral	Negative	Commentary
Equalities Impact:				
A Are there any aspects of the proposed decision, including how it is delivered or accessed, that could impact on inequality?		X		
B Will the proposed decision have an impact upon the lives of people with protected characteristics, including employees and service users?		X		
Environmental Impact:		X		

Health Impact:		X		
ICT Impact:		X		
Digital Services Impact:		X		
Council Strategy Priorities:		X		
Core Business:		X		
Data Impact:		X		
Consultation and Engagement:	Joseph Holmes, Executive Director for Resources, s151 Officer			

4 Executive Summary

4.1 The capital programme enables delivery of key Council schemes focused on supporting the approved Capital and Council Strategies. As at the close of financial year 2022/23 £39.5 million of expenditure across capital schemes had been incurred.



4.2 As part of the outturn position £17.1 million of future planned expenditure is proposed to be reprofiled into financial year 2023/24, a detailed breakdown of which is included

in Appendix B. This is comprised of £13.0 million of Council funded expenditure (i.e. to be financed through external borrowing) and £4.1 million of externally funded expenditure. A further £736k of funding is proposed to be brought forward from financial year 2023/24 to enable completion of existing projects, details are provided in Appendix C. Quarter Three reprofiling will be processed as part of the 2022/23 financial year close down process.

- 4.3 In respect of financing the capital programme, as at 31st March 2023, the Council's total level of long term borrowing to fund capital spend stood at £186.9 million.
- 4.4 With regard to the wider economic outlook, the Bank of England (BoE) has increased Bank Rate by 0.25% to 4.5% (May 2023). This is the 12th consecutive rise in Bank Rate in response to high inflation. Recent economic instability has been reflected in significant increases to Local Government borrowing from the PWLB (Public Works and Loans Board), with rates for a 25 year annuity loan now on average at near 5% compared to a historic average of 2.5%. In a rising interest environment, the Council will face risks of increased cost on any new external borrowing undertaken to support delivery of planned capital works, in addition to general cost inflationary pressures. The capital programme approved by Council Committee in March 2022 was set with the expectation to undertake £14.5 million of new long term borrowing alongside £8.1 million of short term borrowing during 2022/23. During the current financial year officers have sought to mitigate risk through a strategy of not undertaking long term borrowing in respect of PWLB financing and, instead focusing on supporting delivery of the capital programme through short term borrowing and cash balances. The strategy of keeping borrowing and investments below their underlying levels, sometimes known as internal borrowing, has reduced risk and keep interest costs low. The Investment and Borrowing Strategy for financial year 2023/24 has been set with the same underlying principles.
- 4.5 Capital financing costs are incurred a year in arrears, hence the cost of financing 2022/23 capital expenditure will fall into financial year 2023/24. Current planning indicates that approximately there is a £9.5 million borrowing requirement in 2023/24 in support of capital expenditure, the waste PFI and maintaining minimum investment balances of £10 million.

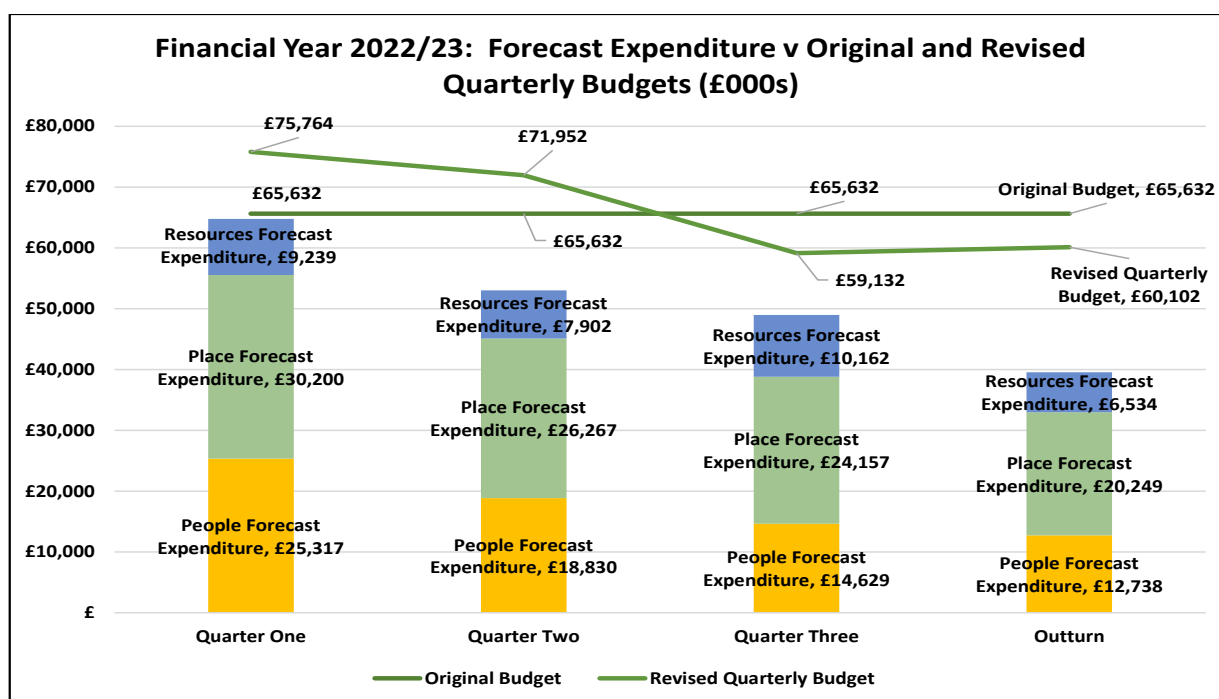
5 Supporting Information

Introduction

- 5.1 Capital expenditure and its supporting financing have financial consequences for the Council for many years into the future. Expenditure is therefore subject to both a national regulatory framework and to local policy framework.
- 5.2 The Prudential Code requires authorities to look at capital and investment plans in light of overall organisation strategy and resources to ensure that decisions are made with sufficient regard to the long term financing implications and risks to the Council. To demonstrate that local authorities have fulfilled these objectives, the code sets out a number of indicators, although the Code does not include suggested indicative limits or ratios. Local Authorities are to set their own limits and ratios, subject to controls under section 4 of the Local Government Act 2003. The Council's capital programme is a key driver of the treasury management activity.

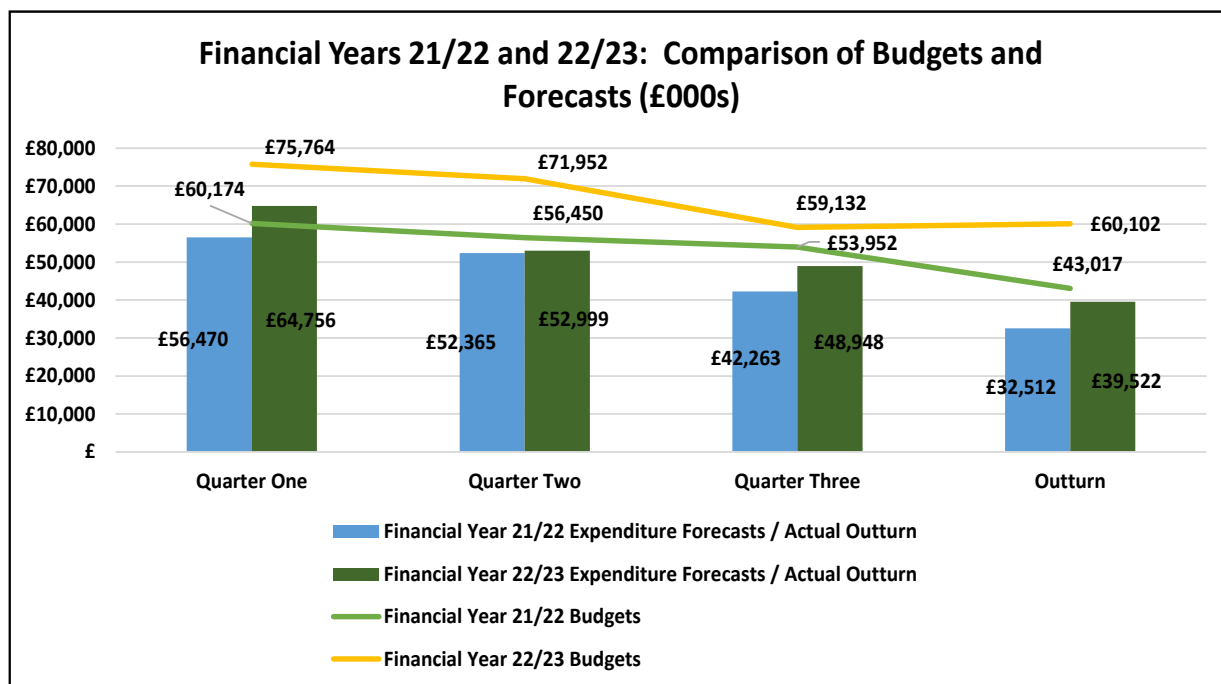
Background

- 5.3 At outturn total expenditure incurred against the approved capital programme of £60.1 million for financial year 2022/23 amounts to £39.5 million generating a £20.6 million underspend.
- 5.4 The 2022/23 capital programme was agreed by Council in March 2022 with a gross expenditure budget of £65.6 million split between externally funded expenditure of £28.7 million and £36.9 million of Council funded expenditure (i.e. application of capital receipts and external borrowing). The repayment of principal sums and interest on loans used to fund capital expenditure are met from the revenue budget for capital financing and risk management. Included within the capital programme for 2022/23 was £20.3 million of expenditure reprofiled from the 2021/22 approved capital programme, with an additional £9 million of expenditure subsequently reprofiled into 2022/23 at the end of 2021/22. During the financial year budget changes may occur, mainly as a result of budgets brought forward from prior financial years, additional grants, s106 and Community Infrastructure Levy (CIL) allocations received in year or expenditure re-profiled in future financial years. As part of the budget monitoring process, the forecast year end position of the capital projects is reviewed and proposals for unutilised budgets to be re-profiled is reviewed by CSG. Appendix A provides a breakdown of budget changes during the financial year.
- 5.5 The outturn position is after £22.7 million of expenditure having been reprofiled into financial year 2023/24 in Quarters One and Two (£5.8 million and £17.0 million respectively). The graphic below details forecasting during the current financial year against the original approved budget as revised for reprofiling and other in year budget changes.



- 5.6 The trend for a reducing expenditure forecast and increased reprofiling throughout the financial year is not uncommon. Projects are subject to delays for various reasons – for example, delay in appointing contractors, planning negotiations and increased costs

through inflation and restriction of accessible suppliers. The graphic below compares the 2023/24 position against budget (line element of the graphic) to the quarterly position in financial year 2021/22 (bar element of the graphic).



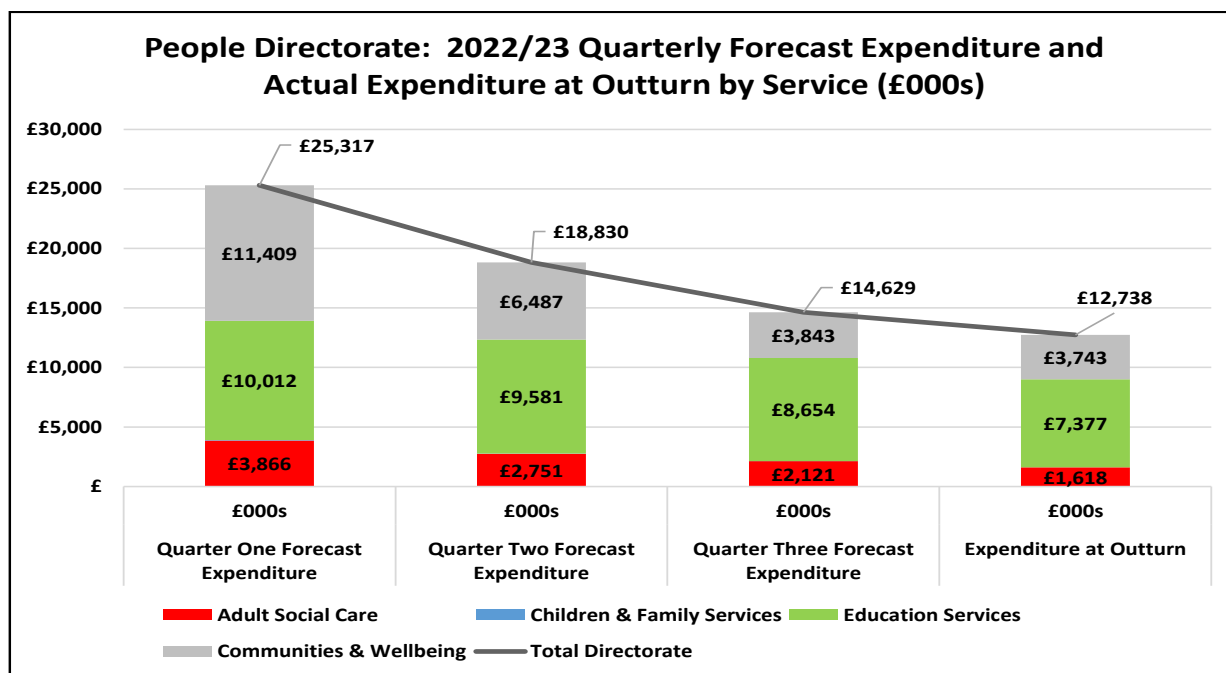
5.7 Reprofiting throughout the financial is incorporated into the annual capital programme budget setting process to ensure all capital financing assumptions remain robust and sustainable.

The People Directorate

5.8 During financial year 2022/23 the directorate incurred total expenditure of £12.7 million against a budget of £19.9 million, creating an underspend of £7.2 million at outturn.

5.9 £7.27 million of forecast expenditure is proposed to be reprofiled into financial year 2023/24 of which £1.48 million is funded externally and £5.79 million funded through Council borrowing. The directorate is also proposing to bring forward £297k of funding from the approved 2023/24 capital programme to enable funding of projects currently ahead of schedule. The £297k is split between £233k of external funding and £64k of Council funding. Full details of reprofiling is included in appendix B.

5.10 The graphic below details forecasting during financial year 2022/23 against the original approved budget as revised for reprofiling and other in year budget changes. The table below summaries actual expenditure for the People Directorate against budget as at the year end.



5.11 Adult Social Care has an outturn position of £1.6 million of expenditure incurred against a budget of £3.5 million. The service is proposing to reprofile the full underspend position of £1.89 million into financial year 2023/24. Of the £1.89 million, £254k is externally funded expenditure. £1.89 million primarily relates to planned expenditure on the refurbishment of the Council’s residential home asset base and modernisation works. £343k of the £1.89 million relates to the ongoing upgrade of Care Director, the project is anticipated to be completed in financial year 2023/24.

5.12 Children and Family Services has not incurred any capital expenditure during the financial year. An approved budget of £20k for adaptations to homes to facilitate foster placements was created as part of the capital budget planning process. The budget is demand led in nature and no call has been on the budget during the financial year. The service has not proposed to reprofile the budget into financial year 2023/24.

5.13 Education Services has an outturn position of £7.4 million of expenditure incurred against a budget of £9.9 million. The service is proposing to reprofile £2.49 million of expenditure into financial year 2023/24, of which all is Council funded. The reprofiled expenditure relates to a number of projects that have been commenced and will run into financial year 2023/24. Key projects are: SEMH/ASD Resource Provision, focused on secondary schools (£1.16 million). Highwood Copse where there are a number of outstanding works relating to the remodelling of the pickup and drop off point (£327k). The Parsons Down rationalisation project where costs in respect of the demolition of the modular unit and former infant school site are forecast for 2023/24 (£172k). The service is also proposing to bring forward £233k of external funding from financial year 2023/24 to cover planned maintenance and enhancements overspends.

5.14 The Communities and Wellbeing Service has an outturn position of £3.7 million of expenditure incurred against a budget of £6.5 million. The service is proposing to reprofile £2.89 million of expenditure into financial year 2023/24, of which £1.22 million is externally funded and £1.67 million is Council funded. The reprofiled expenditure relates to a number of projects that have been commenced and will run into financial

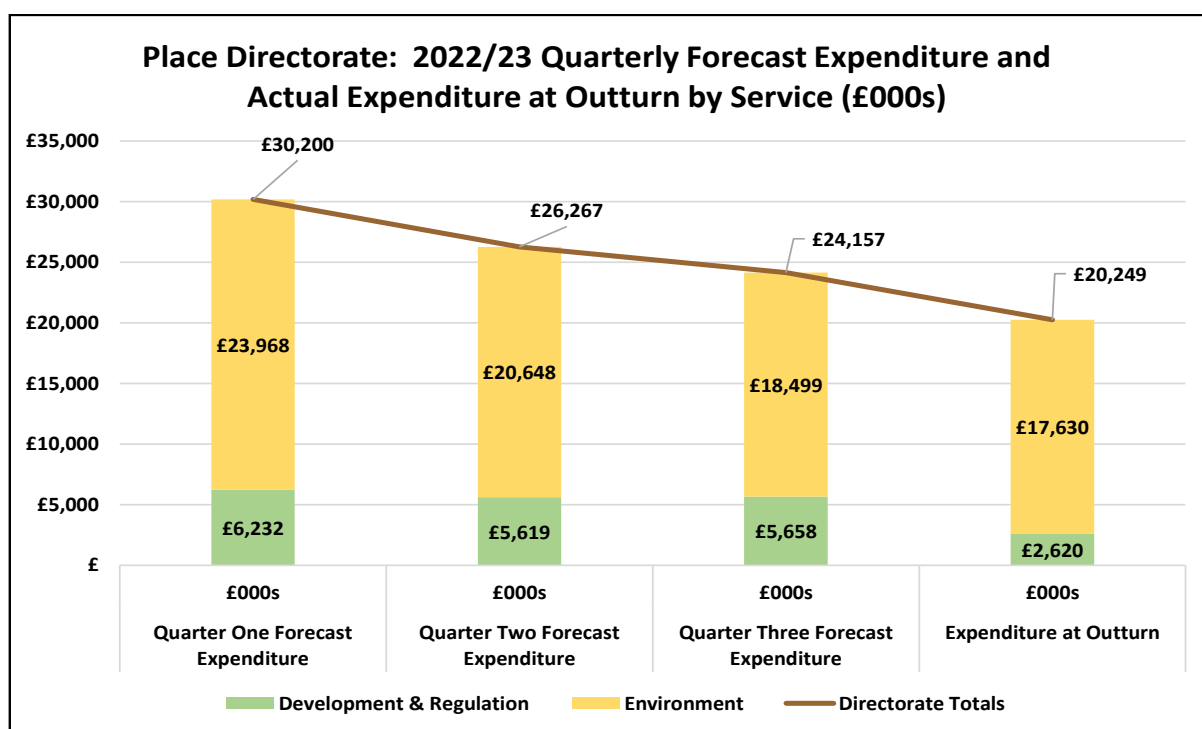
year 2023/24. Key projects are: The Playing Pitch Action Plan (£735k), which has been delayed due to a judicial review. Leisure Centre compliance and modernisation works (£394k). The Berkshire Records Office expansion project has yet to commence and has been reprofiled for delivery into financial year 2023/24 (£1.45 million). The service has also incurred a number of minor project overspends against planned maintenance and enhancement budgets in year and is proposing to bring forward approved funding from 2023/24 of £64k.

The Place Directorate

5.15 During financial year 2022/23 the directorate incurred total expenditure of £20.2 million against a budget of £26.9 million, creating an underspend of £6.7 million at outturn.

5.16 £5.1 million of forecast expenditure is proposed to be reprofiled into financial year 2023/24. All proposed expenditure reprofiling is fully funded through Council borrowing. The directorate is also proposing to bring forward £423k of funding from the approved 2023/24 capital programme to enable funding of projects currently ahead of schedule. The £423k is split between £218k of external funding and £205k of Council funding. Full details of reprofiling is included in appendix B.

5.17 The graphic below details forecasting during financial year 2022/23 against the original approved budget as revised for reprofiling and other in year budget changes. The table below summaries actual expenditure for the Place Directorate against budget as at the year end.



5.18 The Development and Regulation Service has an outturn position of £2.6 million of expenditure incurred against a budget of £5.7 million. The service is proposing to reprofile £2.1 million into financial year 2023/24, which is fully Council funded. The planned expenditure relates to ongoing projects Four Hoses Corner and the London

Road Industrial Estate Redevelopment. The balance of the underspend is across a number of projects including the demand led Disabled facilities Grant (£525k).

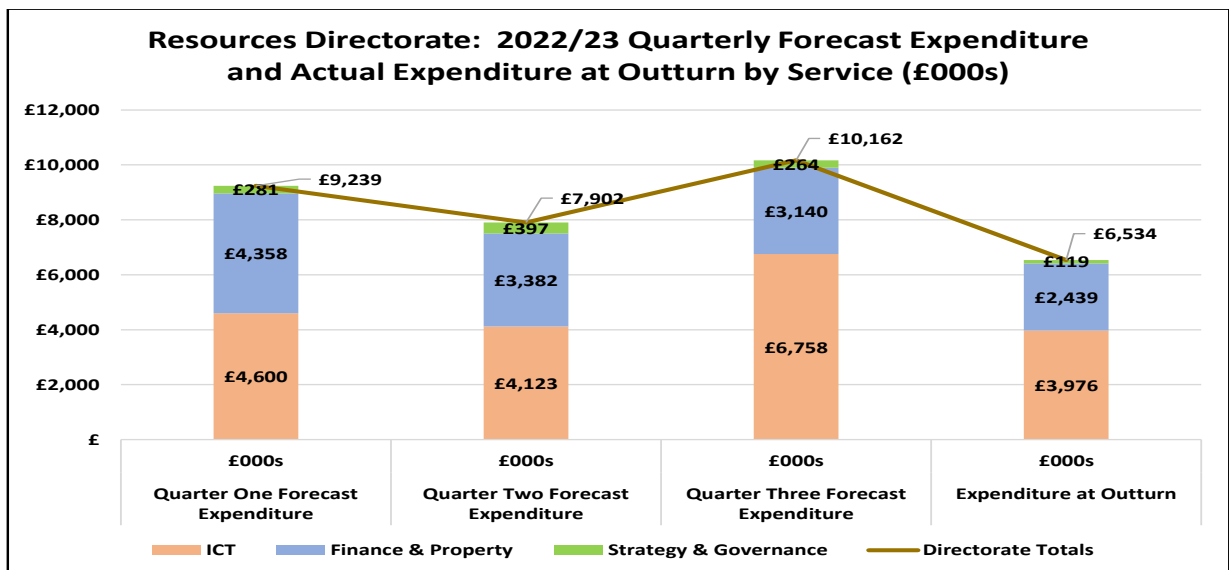
5.19 The Environment Service has an outturn position of £17.6 million of expenditure incurred against a budget of £21.2 million. The service is proposing to reprofile expenditure of £3.05 million which is fully Council funded. Key projects with expenditure subject to reprofiling include: The Kings Road Link Improvements (£563k), the Highway Improvement Programme (£468k), the Bus Services Improvement Plan (£325k), Phoenix Centre Access Improvements (£256k), and the Footways Improvements Project (£235k). The service is also proposing to bring forward funding from 2023/24 totalling £423k to cover accelerated project expenditure in 2022/23. £218k of external funding is to be brought forward to cover expenditure across planned maintenance and enhancements to bridges and playground equipment. Council funding of £205k is proposed to be brought forward and applied against expenditure on renewable energy provision and the solar photovoltaics initiative. Other key projects contributing to the underspend position are: Newbury Rail Station Improvements (£1.05 million), Theale Rail Station Improvements (£400k), and Natural Carbon Measures (£191k).

The Resources Directorate

5.20 During financial year 2022/23 the directorate incurred total expenditure of £6.5 million against a budget of £13.2 million, creating an underspend of £6.7 million at outturn.

5.21 £4.8 million of forecast expenditure is proposed to be reprofiled into financial year 2023/24. Funding of proposed expenditure reprofiling is split between Council borrowing (£2.2 million) and externally funded projects (£2.6 million). The directorate is also proposing to bring forward £16k of Council funding from the approved 2023/24 capital programme to enable funding of projects currently ahead of schedule. Full details of reprofiling is included in appendix B.

5.22 The graphic below details forecasting during financial year 2022/23 against the original approved budget as revised for reprofiling and other in year budget changes. The table below summaries actual expenditure for the Place Directorate against budget as at the year end.



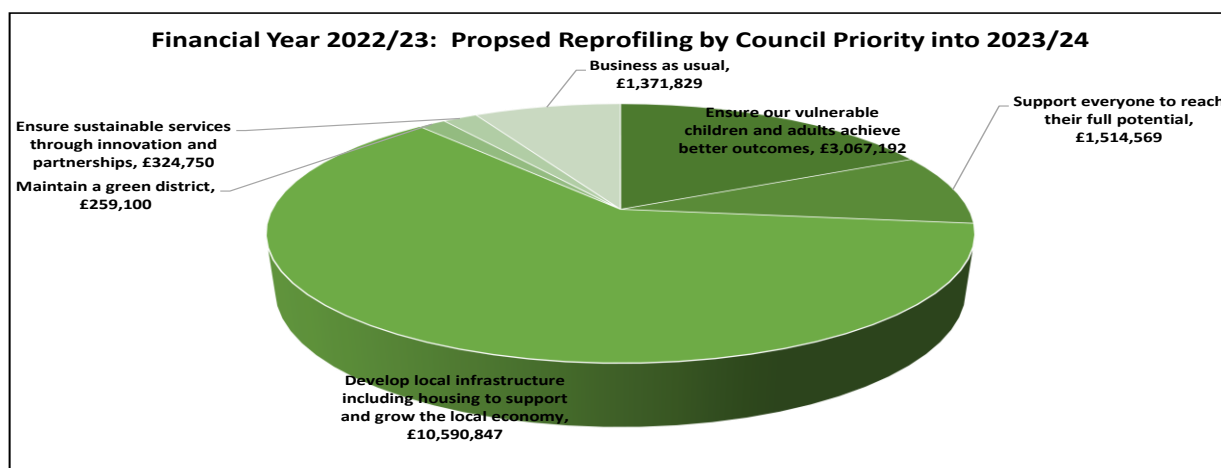
5.23 The ICT Service has an outturn position of £3.9 million of expenditure incurred against a budget of £8.2 million. The service is proposing to reprofile the full £4.2 million of expenditure into financial year 2023/24, funding split between Council borrowing (£1.6 million) and external funding (£2.6 million). Proposed reprofiled expenditure relates primarily to the Superfast Broadband Infrastructure project which is externally funded (£2.1 million), the Full Fibre to Schools project (£1.0 million of which £316k is externally funded), the Contact Centre Improvement project (£300k), and various projects focused on refreshing and upgrading current ICT hardware. The service is also proposing to bring forward £9k of external funding from financial year 2023/24 to fund PSN Accreditation planned maintenance which was undertaken in 2022/23.

5.24 The Finance and Property Service has an outturn position of £2.4 million against a budget of £4.6 million. The service is proposing to reprofile £325k of expenditure into financial year 2023/24. All proposed reprofiling is Council funded. Key projects subject to reprofiling are: The implementation of the new HR and Payroll System (formally known as the Enterprise Resource Planning System Project), (£232k) and improvements to the Malt House in Great Shefford (£49k). The service is also proposing to bring forward Council funding of £7k to cover cost incurred on unallocated corporately owned buildings (i.e. buildings not assigned to a specific service), during the financial year. The key areas of underspend in the service are: Landlord fit out works to commercial properties (£970k), expenditure was not required within the financial year, separate future provision has been made within the approved capital programme 2023-2033. Planned building maintenance and enhancements (£478k) and Community Infrastructure Funding Bids which is a demand led budget (£181k).

5.25 The Strategy and Governance Service has an outturn position of £119k of expenditure against a £410k budget. The service is proposing to reprofile £282k of Council funded expenditure into financial year 2023/24. Key projects subject to reprofiling are: Digitisation Infrastructure (£106k) and the Education Management Information System (£50k).

Proposals

5.26 At outturn £17.1 million of expenditure is proposed to be reprofiled into financial year 2023/24. £4.1 million of expenditure is externally funded with a balance of £13.0 million funded from Council borrowing. Reprofiled expenditure relates to projects already commenced or due to commence in early 2023/24.



5.27 A further £736k of funding is proposed to be brought forward from financial year 2023/24 to cover projects which are either ahead of schedule or have incurred additional costs in 2022/23. The £736k is split between £460k of external funding and £276k of Council funding. Appendix B provides a full breakdown by project title of all proposed reprofiling.

5.28 Post reprofiling the outturn position is a revised Council funded budget of £47.3 million with expenditure incurred of £39.52 million generating a revised underspend of £7.8 million.

Directorate	Budget at Outturn	Expenditure at Outturn	Expenditure Variance to Budget at Outturn (Under) / Overspend	Proposed Expenditure Re-profiling (Net of External Funding)	Proposed Council Funding Brought Forward	Revised Budget at Outturn	Revised Expenditure Variance to Budget
	£000s	£000s	£000s	£000s	£000s	£000s	£000s
People	£19,906	£12,738	(£7,168)	£5,795	£64	£14,176	(£1,437)
Place	£26,980	£20,249	(£6,731)	£5,082	£205	£22,103	(£1,854)
Resources	£13,215	£6,534	(£6,681)	£2,172	£7	£11,050	(£4,516)
Chief Executive	£	£	£	£	£	£	£
Total Council	£60,102	£39,522	(£20,580)	£13,049	£276	£47,329	(£7,807)

5.29 Key projects where reprofiling has not been requested and contributing to the revised underspend position are: Newbury Rail Station Improvements (£1.05 million), Theale Station Improvements (£400k), Landlord fit out works for commercial properties (£970k), and expenditure against the Disabled facilities Grant (£525k).

6 Other options considered

No other options were considered.

7 Conclusion

7.1 The capital programme is subject to a number of financial risks. Construction inflation (currently forecast at 8 - 10% compared to an assumed level of 2%) potentially resulting current contracts being subject to a reduction in scope to deliver within agreed financial terms and tender cost for new projects subject to significant increases. The scale of the programme itself is also dependant on sufficient resourcing both internally and externally being available to support delivery. During 2021/22 £27.8 million of expenditure was reprofiled into 2022/23 (including £9 million reprofiled at outturn), which equated to 58% of the original 2021/22 capital programme. Total reprofiling in 2022/23 was £22.7 million as at Quarter Two with a subsequent £17.1 million proposed at outturn.

7.2 All capital expenditure must be financed, The Prudential Code requires authorities to look at capital and investment plans in light of overall organisation strategy and resources to ensure that decisions are made with sufficient regard to the long term financing implications and risks to the Council. A key indicator is the Council's Authorised Limit for external for debt which was approved at Council on 3rd March 2022, at £367.1 million for the current financial year. As well as the level of borrowing needed to fund capital expenditure, the Limit also allows for debt embedded in the Waste PFI contract and any temporary borrowing which is required for cash flow purposes during the year (up to a maximum of £24 million at any one time).

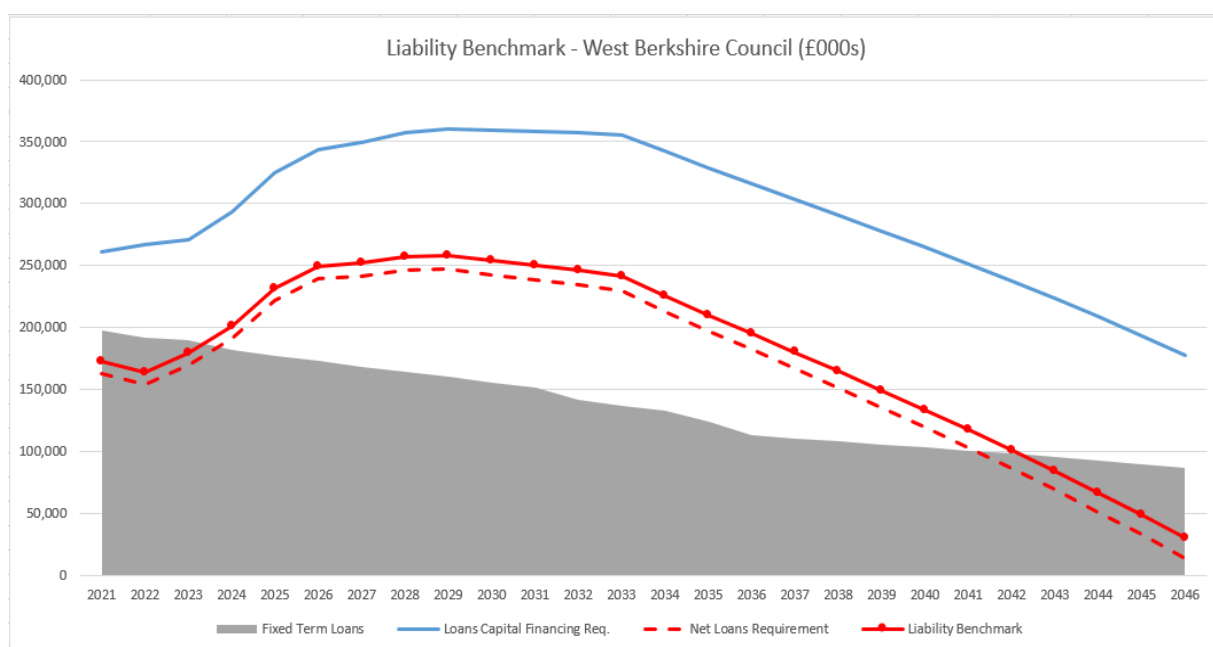
- 7.3 As at 31st March 2023, the Council's total level of long term borrowing to fund capital spend stood at £186.9 million. During financial year 2022/23 a strategy of not undertaking long term borrowing in respect of Public Works and Loan Board (PWLB) financing has been pursued, (enabled by in year reprofiling of expenditure), instead focusing on supporting delivery of the capital programme through short term borrowing and cash balances. The strategy of keeping borrowing and investments below their underlying levels, sometimes known as internal borrowing, in order to reduce risk and keep interest costs has minimised the impact of rising PWLB rates on the Council.
- 7.4 In August 2021 HM Treasury significantly revised guidance for the PWLB lending facility and CIPFA published its revised Prudential Code for Capital Finance and Treasury Management Code on 20th December 2021. To comply with the Prudential Code, authorities must not borrow to invest primarily for financial return. This Code also states that it is not prudent for local authorities to make investment or spending decision that will increase the Capital Financing Requirement – “CFR” - (which represents an authority's underlying need to borrow for capital purposes), unless directly and primarily related to the functions of the authority. The 2022/23 capital programme was expected to increase the Council's CFR by £23 million to £304.5 million by 31.3.2023 based on the Council's draft 2021/22 financial statements and the approved capital programme. At outturn the revised CFR is £279.5 million with a forecast to increase to £301.9 during 2023/24.

Capital Financing requirement	31.3.2023	31.3.2024	31.3.2025
	Actual	Forecast	Forecast
	£000s	£000s	£000s
Capital Financing requirement	279,472	301,877	331,740
Less other debt liabilities	-10,670	-9,807	-8,892
Loans Capital Financing Req.	268,802	292,071	322,849
Less: Existing External Borrowing	-189,891	-181,973	-177,242
Internal Borrowing	78,911	110,098	145,607
Less: Balance Sheet Resources	-99,581	-100,581	-101,581
Investments / (New Borrowing)	20,670	-9,516	-44,026

- 7.5 Capital financing costs are incurred a year in arrears, hence the cost of financing 2022/23 capital expenditure will fall into financial year 2023/24. Based on the outturn position, the Council's Balance Sheet forecast indicates that long term borrowing will be required in financial year 2023/24. Current planning indicates that approximately there is a £9.5 million borrowing requirement in 2023/24 in support of capital expenditure and the waste PFI financing. It should be noted that the Balance Sheet resources assumption are based on draft 2022/23 accounts, taking into consideration the current balances of usable reserves (£45.2 million) and working capital (debtors and creditors of £54.6 million). Until such time the accounts are finalised and an audit opinion provided by the Council's external auditors, the figures remain draft and hence are subject to adjustment.
- 7.6 To compare the Council's actual borrowing against an alternative strategy, a liability benchmark has been calculated showing the lowest risk level of borrowing. This assumes the same forecasts as the table above, but that cash and investment balances are kept to a minimum level of £10 million at each year-end to maintain sufficient liquidity. The liability benchmark is an important tool to help establish whether the

Council is likely to be a long-term borrower or long-term investor in the future, and so shape its strategic focus and decision making. The liability benchmark itself represents an estimate of the cumulative amount of external borrowing the Council must hold to fund its current capital and revenue plans while keeping treasury investments at the minimum level required to manage day-to-day cash flow. Councils are now required as part of in year reporting to publish the liability benchmark.

Liability Benchmark	31.3.2023	31.3.2024	31.3.2025
	Actual	Forecast	Forecast
	£000	£000	£000
Loans Capital Financing Req.	268,802	292,071	322,849
Less: Balance Sheet Resources	-99,581	-100,581	-101,581
Net Loans Requirement	169,221	191,489	221,267
Plus liquidity allowance	10,000	10,000	10,000
Liability Benchmark	179,221	201,489	231,267



7.7 Based on the Council's CFR and the liability benchmark, the Council is long term borrower. The Council is required to ensure that capital financing is reasonable and affordable in the long term. CIPFA recommends that the optimum position for external borrowing should be at the level of the Liability Benchmark (i.e., all balance sheet resources should be used to maximise internal borrowing). If the outputs show future periods where external loans are less than the Liability Benchmark, then this indicates a borrowing requirement thus identifying where the authority is exposed to interest rate, liquidity and refinancing risks. Conversely where external loans exceed the Liability Benchmark then this will highlight an over borrowed position which will result in excess cash in the organisation requiring investment thus exposing the authority to credit and reinvestment risks and a potential cost of carry. The table below sets out the Council's borrowing position compared to its Liability Benchmark.

Borrowing v Benchmark	31.3.2023	31.3.2024	31.3.2025
	Actual	Forecast	Forecast
	£000	£000	£000
Existing External Borrowing	189,891	181,973	177,242
Liability Benchmark	179,221	201,489	231,267

7.8 Based on the outturn position, the Council, currently is in an over borrowed position. However, during 2021/22, 2022/23, and as set out in the Investment and Borrowing Strategy for 2023/24 (as approved by Council in March 2023), the Council is currently utilising cash flows to maintain an internally borrowed position, resulting in the external borrowing levels reducing against the Liability Benchmark. On this basis, alongside a position of borrowing remaining lower than the Council's Capital Financing Requirement, the s151 Officer is confident that capital expenditure is affordable in the longer term.

8 Appendices

Appendix A – Financial Year 2022/23 Budget Changes

Appendix B – Financial Year 2022/23: Outturn Expenditure Re-profiling Proposal to 2023/24

Appendix C - Financial Year 2022/23: Proposed Funding Brought Forward from 2023/24

Subject to Call-In:

Yes: No:

Officer details:

Name: Shannon Coleman-Slaughter
 Job Title: Acting Head of Finance & Property
 Tel No: 01635 503225
 E-mail: Shannon.colemanslaughter@westberks.gov.uk

Budget Changes: Financial Year 2022/23

Service Area	Original Budget 2022/23 £000	Budget Agreed by CSG to be Re-profiled from 2021/22 £000	Agreed Re-profiling at Q1 £000	Agreed Re-profiling at Q2 £000	Agreed Re-profiling at Q3 £000	Other Changes to 2022/23 Budget £000	Revised Budget for 2022/23 £000
PEOPLE DIRECTORATE							
Adult Social Care	£3,022	£786	£0	(£548)	£0	£248	£3,509
Children & Family Services	£20	£10	£0	(£10)	£0	£0	£20
Communities & Wellbeing	£11,104	£656	(£351)	(£4,932)	£0	£39	£6,516
Education Services	£13,024	£1,139	(£239)	(£4,675)	£0	£613	£9,861
Total for People Directorate	£27,170	£2,591	(£590)	(£10,165)	£0	£900	£19,906
PLACE DIRECTORATE							
Development & Regulation	£4,979	£1,253	£0	(£575)	£0	£66	£5,723
Environment	£26,744	£2,975	(£5,165)	(£5,594)	£0	£2,298	£21,257
Total for Place Directorate	£31,723	£4,228	(£5,165)	(£6,169)	£0	£2,364	£26,980
RESOURCES DIRECTORATE							
ICT	£3,179	£1,425	£0	(£429)	£0	£4,051	£8,226
Finance & Property	£3,114	£694	£0	£0	£0	£771	£4,580
Strategy & Governance	£446	£105	£0	(£237)	£0	£95	£410
Total for Resource Directorate	£6,739	£2,224	£0	(£666)	£0	£4,917	£13,216
CHIEF EXECUTIVE							
Chief Executive	£0	£0	£0	£0	£0	£0	£0
Total for Chief Executive	£0	£0	£0	£0	£0	£0	£0
Totals	£65,632	£9,043	(£5,755)	(£17,000)	£0	£8,181	£60,102

Financial Year 2022/23: Outturn Expenditure Re-profiling Proposal to 2023/24

Directorate	Service	Cost Centre	Project	Expenditure Budget	Expenditure at Outturn	Underspend at Outturn	Re-profiling Request	Externally Funded Re-profiling	Council Funded Value	Approved 2023/24 Budget	2023/24 Budget inc Re-profiling
People	Adult Social Care	86044	Autism Capital Grant	£12,540	£	(£12,540)	£12,540	(£12,540)	£	£	£12,540
People	Adult Social Care	86045	Modernising ASC	£83,000	£	(£83,000)	£83,000	£	£83,000	£	£83,000
People	Adult Social Care	86046	Care Director V6	£666,960	£323,287	(£343,673)	£343,670	£	£343,670	£360,840	£704,510
People	Adult Social Care	86047	Willows Care Home - Garden Project	£20,000	£	(£20,000)	£20,000	£	£20,000	£	£20,000
People	Adult Social Care	86048	Birchwood Care Home - Garden Project	£20,000	£	(£20,000)	£20,000	£	£20,000	£	£20,000
People	Adult Social Care	86051	Notrees Day Centre - Refurbishment	£300,000	£15,612	(£284,388)	£284,388	£	£284,388	£300,000	£584,388
People	Adult Social Care	86052	Birchwood Care Home - Refurbishment	£400,000	£155,009	(£244,991)	£244,991	£	£244,991	£	£244,991
People	Adult Social Care	86053	Willows Edge - Refurbishment	£250,000	£9,000	(£241,000)	£241,000	(£241,000)	£	£250,000	£491,000
People	Adult Social Care	86054	TeleCare	£37,500	£	(£37,500)	£37,500	£	£37,500	£37,500	£75,000
People	Adult Social Care	86055	Feasibility Study for ASC Care Home	£30,000	£18,000	(£12,000)	£12,000	£	£12,000	£170,000	£182,000
People	Adult Social Care	86008	O/T Equipment	£1,390,520	£989,393	(£401,127)	£401,127	£	£401,127	£1,195,000	£1,596,127
People	Adult Social Care	87132	Social Services - Pmp	£298,000	£108,118	(£189,883)	£189,883	£	£189,883	£164,189	£354,072
People	Totals: Adult Social Care			£3,508,520	£1,618,420	(£1,890,101)	£1,890,098	(£253,540)	£1,636,558	£2,477,529	£4,367,627
People	Education Services	82277	Theale Primary Basic Need Project	£177,080	£13,054	(£164,026)	£164,026	£	£164,026	£	£164,026
People	Education Services	82285	Highwood Copse	£334,980	£8,285	(£326,695)	£326,695	£	£326,695	£140,730	£467,425
People	Education Services	82308	The Wincombe Primary - Basic Need Bulge	£1,760	£397	(£1,363)	£1,363	£	£1,363	£	£1,363
People	Education Services	82315	Hungerford Primary - UIFSM	£109,890	£261	(£109,629)	£8,500	£	£8,500	£	£8,500
People	Education Services	82317	Speenhamland - 2FE Project	£429,610	£261,694	(£167,916)	£151,140	£	£151,140	£	£151,140
People	Education Services	82319	i-college Alternative Education - East of Area	£1,475,340	£1,384,353	(£90,987)	£90,987	£	£90,987	£623,310	£714,297
People	Education Services	82327	Special Provision Fund Allocation - Intervention	£2,530	£	(£2,530)	£2,530	£	£2,530	£	£2,530
People	Education Services	82329	Parsons Down Rationalisation	£585,680	£413,728	(£171,952)	£16,880	£	£16,880	£51,800	£68,680
People	Education Services	82335	Garland School - Nurture Provision	£326,000	£282,527	(£43,473)	£43,470	£	£43,470	£10,060	£53,530
People	Education Services	82336	SEMH/ASD Resourced Provision - Secondary	£2,907,260	£1,740,166	(£1,167,094)	£1,167,094	£	£1,167,094	£2,319,740	£3,486,834
People	Education Services	82337	Calcot Schools Remodelling	£136,480	(£925)	(£137,405)	£137,405	£	£137,405	£1,214,580	£1,351,985
People	Education Services	82338	Downlands Sport Centre - replacement and expansion	£50,000	£22,908	(£27,092)	£27,092	£	£27,092	£	£27,092
People	Education Services	82339	Falkland Primary School - Classroom Replacement	£20,000	£	(£20,000)	£20,000	£	£20,000	£242,030	£262,030
People	Education Services	82340	Brookfields School - Accessibility	£50,000	£25,953	(£24,048)	£24,048	£	£24,048	£500,790	£524,838
People	Education Services	82341	Additional Places - Secondary Basic Need	£145,960	£72,387	(£73,573)	£73,573	£	£73,573	£205,420	£278,993
People	Education Services	82344	North Newbury - New primary school	£50,000	£	(£50,000)	£50,000	£	£50,000	£240,970	£290,970
People	Education Services	82345	Thatcham Park Early Years Accomodation	£10,000	£	(£10,000)	£10,000	£	£10,000	£54,330	£64,330
People	Education Services	82346	Castle School Ways of Working Facility	£10,000	£	(£10,000)	£10,000	£	£10,000	£567,080	£577,080
People	Education Services	82347	Engaging Potential	£5,000	£	(£5,000)	£5,000	£	£5,000	£202,850	£207,850
People	Education Services	82348	Mortimer St John's Infants School - relocation	£5,000	£	(£5,000)	£5,000	£	£5,000	£143,000	£148,000
People	Education Services	82349	Kennet School Physical Disability Resource	£50,000	£	(£50,000)	£50,000	£	£50,000	£	£50,000
People	Education Services	82352	Brookfields Expansion	£97,000	£	(£97,000)	£97,000	£	£97,000	£	£97,000
People	Education Services	82353	Castle Gate Messy Play	£10,000	£	(£10,000)	£10,000	£	£10,000	£	£10,000
People	Totals: Education Services			£6,989,570	£4,224,787	(£2,764,783)	£2,491,803	£	£2,491,803	£6,516,690	£9,008,493
People	Communities & Wellbeing	85124	Libraries Public PC Replacement	£3,290	£1,212	(£2,078)	£2,080	£	£2,080	£	£2,080
People	Communities & Wellbeing	85188	Leisure Centre Compliance & Modernisation	£418,380	£24,883	(£393,497)	£393,500	£	£393,500	£	£393,500
People	Communities & Wellbeing	87133	Cultural Services - Pmp	£144,730	£135,927	(£8,803)	£8,800	£	£8,800	£164,850	£173,650
People	Communities & Wellbeing	85195	Expansion of Berkshire Records Office. Reading	£1,447,450	£	(£1,447,450)	£1,447,450	(£1,183,000)	£264,450	£	£1,447,450
People	Communities & Wellbeing	85196	Feasibility studies for options to deliver the Leisure Strategy	£269,340	£120,179	(£149,161)	£149,160	£	£149,160	£	£149,160
People	Communities & Wellbeing	85198	Hungerford LC - Modular exercise studio	£120,000	£6,446	(£113,555)	£113,560	£	£113,560	£170,830	£284,390
People	Communities & Wellbeing	85199	Playing Pitch Action Plan	£750,000	£15,329	(£734,671)	£734,670	£	£734,670	£3,190,000	£3,924,670
People	Communities & Wellbeing	85125	Planned maintenance of library buildings	£141,900	£54,855	(£87,045)	£41,000	(£41,000)	£	£100,000	£141,000
People	Totals: Communities & Wellbeing			£3,295,090	£358,831	(£2,936,259)	£2,890,220	(£1,224,000)	£1,666,220	£3,625,680	£6,515,900
People	Totals: People Directorate			£13,793,180	£6,202,038	(£7,591,142)	£7,272,121	(£1,477,540)	£5,794,581	£12,619,899	£19,892,020

Capital Financing Performance Report Outturn 2022/23

Directorate	Service	Cost Centre	Project	Expenditure Budget	Expenditure at Outturn	Underspend at Outturn	Re-profiling Request	Externally Funded Re-profiling	Council Funded Value	Approved 2023/24 Budget	2023/24 Budget inc Re-profiling
Place	Development & Regulation	87756	Newbury Town Centre Masterplan	£67,000	£21,358	(£45,642)	£45,640	£	£45,640	£201,000	£246,640
Place	Development & Regulation	80010	Four Houses Corner	£2,017,910	£613,557	(£1,404,353)	£1,404,353	£	£1,404,353	£3,373,000	£4,777,353
Place	Development & Regulation	87750	London Road Industrial Estate	£695,000	£118,835	(£576,165)	£576,165	£	£576,165	£172,500	£748,665
Place	Totals: Development & Planning			£2,779,910	£753,750	(£2,026,160)	£2,026,158	£	£2,026,158	£3,746,500	£5,772,658
Place	Environment	81149	Ftwy Imp Existing & New	£345,000	£109,996	(£235,004)	£235,000	£	£235,000	£245,000	£480,000
Place	Environment	81272	Land Drainage	£400,000	£258,300	(£141,700)	£141,700	£	£141,700	£300,000	£441,700
Place	Environment	81567	Highway Improved Programme	£4,324,180	£3,856,532	(£467,648)	£467,650	£	£467,650	£5,631,710	£6,099,360
Place	Environment	81625	Term Maintenance Establishment	£775,500	£690,764	(£84,736)	£84,740	£	£84,740	£775,500	£860,240
Place	Environment	81627	Newbury Town Centre Paving	£66,930	£10,644	(£56,286)	£56,290	£	£56,290	£	£56,290
Place	Environment	81636	Capitalised Drainage Maintenance	£700,000	£654,452	(£45,548)	£45,550	£	£45,550	£500,000	£545,550
Place	Environment	81646	Reactive Maintenance	£132,000	£117,990	(£14,010)	£14,010	£	£14,010	£132,000	£146,010
Place	Environment	81673	Hungerford Footpath Maintenance	£200,000	£142,349	(£57,651)	£57,650	£	£57,650	£	£57,650
Place	Environment	81668	Seperate Food Waste	£1,086,300	£1,073,594	(£12,706)	£12,700	£	£12,700	£	£12,700
Place	Environment	81051	Village Speed Limits	£40,720	£7,957	(£32,763)	£32,760	£	£32,760	£30,000	£62,760
Place	Environment	81103	Local Sfty Acc Reduct	£119,760	£76,788	(£42,972)	£42,970	£	£42,970	£75,000	£117,970
Place	Environment	81181	Signing Improvements	£40,040	£7,551	(£32,489)	£32,490	£	£32,490	£30,000	£62,490
Place	Environment	81186	Traffic Signal Upgrades	£300,000	£134,496	(£165,504)	£165,500	£	£165,500	£246,290	£411,790
Place	Environment	81236	Active Travel Infrastructure	£982,520	£868,096	(£114,424)	£114,420	£	£114,420	£640,000	£754,420
Place	Environment	81311	Future Programme Development	£214,480	£205,022	(£9,458)	£9,460	£	£9,460	£100,000	£109,460
Place	Environment	81426	Robin Hood Roundabout & A4	£100,000	£10,844	(£89,156)	£89,160	£	£89,160	£1,400,000	£1,489,160
Place	Environment	81514	Public Transport Infrastructure	£78,660	£10,164	(£68,496)	£68,500	£	£68,500	£50,000	£118,500
Place	Environment	81581	Kings Road Link, Newbury	£1,097,600	£534,803	(£562,797)	£562,800	£	£562,800	£	£562,800
Place	Environment	81603	Aldermaston Footways	£70,000	£19,012	(£50,988)	£50,990	£	£50,990	£179,310	£230,300
Place	Environment	81632	On Street Electrical Charge Point	£75,000	£49,602	(£25,398)	£25,400	£	£25,400	£449,400	£474,800
Place	Environment	81658	Car Park Maintenance	£49,500	£35,984	(£13,516)	£13,520	£	£13,520	£30,000	£43,520
Place	Environment	81662	Hampstead Norreys Flood Alleviation Scheme	£40,000	£	(£40,000)	£40,000	£	£40,000	£	£40,000
Place	Environment	81670	Pavement to St Mary's School	£22,880	£8,675	(£14,205)	£14,210	£	£14,210	£	£14,210
Place	Environment	81675	Phoenix Centre Access Improvements	£286,000	£30,096	(£255,904)	£255,900	£	£255,900	£	£255,900
Place	Environment	81652	Transport Services Fleet Upgrade	£308,200	£210,050	(£98,150)	£98,150	£	£98,150	£	£98,150
Place	Environment	81677	Bus Services Improvement Plan (BSIP)	£446,040	£121,287	(£324,753)	£324,750	£	£324,750	£669,053	£993,803
Place	Totals: Environment			£12,301,310	£9,245,048	(£3,056,262)	£3,056,270	£	£3,056,270	£11,483,263	£14,539,533
Place	Totals: Place Directorate			£15,081,220	£9,998,798	(£5,082,422)	£5,082,428	£	£5,082,428	£15,229,763	£20,312,191

Capital Financing Performance Report Outturn 2022/23

Directorate	Service	Cost Centre	Project	Expenditure Budget	Expenditure at Outturn	Underspend at Outturn	Re-profiling Request	Externally Funded Re-profiling	Council Funded Value	Approved 2023/24 Budget	2023/24 Budget inc Re-profiling
Resources	ICT	87358	Upgrade of Print Room	£15,000	£	(£15,000)	£15,000	£	£15,000	£20,000	£35,000
Resources	ICT	87352	Perimeter Firewall	£16,700	£	(£16,700)	£16,700	£	£16,700	£	£16,700
Resources	ICT	87281	VMWare Hardware Refresh	£40,000	£31,455	(£8,545)	£8,545	£	£8,545	£100,000	£108,545
Resources	ICT	87285	Members ICT	£80,000	£	(£80,000)	£80,000	£	£80,000	£	£80,000
Resources	ICT	87289	Superfast Broadband Project Management	£901,410	£335,528	(£565,882)	£565,882	(£565,882)	£	£897,450	£1,463,332
Resources	ICT	87300	Superfast Broadband Infrastructure	£2,995,490	£1,417,489	(£1,578,001)	£1,578,001	(£1,578,001)	£	£	£1,578,001
Resources	ICT	87301	Planning Service Upgrade	£11,250	£	(£11,250)	£11,250	£	£11,250	£	£11,250
Resources	ICT	87304	Upgrade Backup Infrastructure	£50,000	£	(£50,000)	£50,000	£	£50,000	£35,000	£85,000
Resources	ICT	87306	Corporate SAN	£20,000	£	(£20,000)	£20,000	£	£20,000	£20,000	£40,000
Resources	ICT	87342	Maintenance of DR Facility	£67,940	£12,841	(£55,099)	£55,099	£	£55,099	£117,950	£173,049
Resources	ICT	87346	Refresh MFD Fleet	£200,000	£	(£200,000)	£200,000	£	£200,000	£	£200,000
Resources	ICT	87348	ICT Helpdesk System	£48,060	£10,535	(£37,525)	£37,525	£	£37,525	£	£37,525
Resources	ICT	87349	Corporate Database Server Replacement	£110,000	£36,034	(£73,966)	£50,000	£	£50,000	£32,000	£82,000
Resources	ICT	87355	Cyber Security Enhancements	£47,380	£40,230	(£7,150)	£7,150	£	£7,150	£30,600	£37,750
Resources	ICT	87354	Contact Centre Systems Enhancements	£402,100	£	(£402,100)	£300,000	£	£300,000	£150,000	£450,000
Resources	ICT	87400	MHCLG Full Fibre to Schools Project	£1,347,090	£316,382	(£1,030,708)	£1,030,708	(£316,382)	£714,326	£648,760	£1,679,468
Resources	ICT	87401	Digital Connectivity Infrastructure Accelerator - Grant	£498,870	£357,852	(£141,018)	£141,018	(£141,018)	£	£	£141,018
Resources	Totals: Customer Services & ICT			£6,851,290	£2,558,345	(£4,292,945)	£4,166,878	(£2,601,283)	£1,565,595	£2,051,760	£6,218,638
Resources	Finance & Property	87129	Compliance (LRA, FRA, Asbestos)	£32,180	£30,734	(£1,446)	£1,450	£	£1,450	£8,000	£9,450
Resources	Finance & Property	87130	The Malt House (Great Shefford)	£121,000	£71,859	(£49,141)	£49,140	£	£49,140	£	£49,140
Resources	Finance & Property	87634	Enterprise Resource Planning System	£240,500	£8,760	(£231,740)	£231,740	£	£231,740	£500,000	£731,740
Resources	Finance & Property	87636	Agresso Rebuild	£296,760	£253,899	(£42,862)	£42,860	£	£42,860	£	£42,860
Resources	Totals: Finance & Property			£690,440	£365,251	(£325,189)	£325,190	£	£325,190	£508,000	£833,190
Resources	Strategy & Governance	87550	HR/Payroll System	£18,840	£2,208	(£16,632)	£16,630	£	£16,630	£	£16,630
Resources	Strategy & Governance	87601	Digitalisation Infrastructure/ ICT Allocation	£180,300	£74,360	(£105,940)	£105,940	£	£105,940	£100,000	£205,940
Resources	Strategy & Governance	87801	Integrated Performance, Risk and Project Management System	£38,300	£24,000	(£14,300)	£14,300	£	£14,300	£79,450	£93,750
Resources	Strategy & Governance	87802	Education Management Information System	£50,000	£	(£50,000)	£50,000	£	£50,000	£200,000	£250,000
Resources	Strategy & Governance	87803	Schools Participatory Budget Exercise	£30,000	£200	(£29,800)	£29,800	£	£29,800	£	£29,800
Resources	Strategy & Governance	87804	Project Management - S&G	£65,000	£	(£65,000)	£65,000	£	£65,000	£117,321	£182,321
Resources	Totals: Strategy & Governance			£382,440	£100,768	(£281,672)	£281,670	£	£281,670	£496,771	£778,441
Resources	Totals: Resources Directorate			£7,924,170	£3,024,365	(£4,899,805)	£4,773,738	(£2,601,283)	£2,172,455	£3,056,531	£7,830,269
Council	Totals: Council			£36,798,570	£19,225,201	(£17,573,369)	£17,128,287	(£4,078,823)	£13,049,464	£30,906,193	£48,034,480

Financial Year 2022/23: Proposed Funding Brought Forward from 2023/24

Directorate	Service	Cost Centre	Project	Expenditure Budget	Expenditure at Outturn	Overspend at Outturn	Re-profiling Request	Externally Funded Re-profiling	Council Funded Value	Approved 2023/24 Budget	2023/24 Budget inc Re-profiling
People	Education Services	87131	Education - Pmp	£2,000,000	£2,233,028	£233,028	£233,030	£233,030	£	£2,789,660	£2,556,630
People	Communities & Wellbeing	85200	Refurbishment of Northcroft Leisure Centre preliminary works	£	£15,510	£15,510	£15,510	£	£15,510	£151,000	£135,490
People	Communities & Wellbeing	85123	Berkshire Records Office Maintenance	£10,000	£12,937	£2,937	£2,940	£	£2,940	£10,000	£7,060
People	Communities & Wellbeing	85134	Shawhouse Mansion Mtce	£84,360	£97,811	£13,451	£13,450	£	£13,450	£30,000	£16,550
People	Communities & Wellbeing	87610	Members Bids	£38,880	£71,168	£32,288	£32,290	£	£32,290	£195,620	£163,330
Place	Environment	81160	Street Lighting	£300,000	£302,479	£2,479	£2,480	£2,480	£	£100,000	£97,520
Place	Environment	81400	Essential Maintenance - Bridges	£300,000	£424,772	£124,772	£124,770	£124,770	£	£300,000	£175,230
Place	Environment	81401	Preventative Maintenance - Bridges	£100,000	£107,065	£7,065	£7,070	£7,070	£	£100,000	£92,930
Place	Environment	81455	Travel Plans – eCargo & eBikes (Transport Planning)	£31,920	£54,874	£22,954	£22,950	£	£22,950	£52,800	£29,850
Place	Environment	83110	Solar PV Initiative	£167,910	£180,722	£12,812	£12,810	£	£12,810	£750,000	£737,190
Place	Environment	83132	Renewable Energy Provision	£200,000	£344,195	£144,195	£144,200	£	£144,200	£750,000	£605,800
Place	Environment	81242	Imp To Pedestrian	£13,890	£18,535	£4,645	£4,650	£4,650	£	£13,890	£9,240
Place	Environment	81245	Ridgeway	£25,080	£36,282	£11,202	£11,200	£11,200	£	£13,000	£1,800
Place	Environment	83111	BBOWT Capital Projects	£100,000	£138,101	£38,101	£38,100	£38,100	£	£100,000	£61,900
Place	Environment	85116	Playground Equipment	£144,520	£199,364	£54,844	£54,840	£30,000	£24,840	£140,000	£85,160
Resources	ICT	87282	PSN Accreditation Maintenance	£45,000	£53,898	£8,898	£8,900	£8,900	£	£40,000	£31,100
Resources	Finance & Property	87127	Unallocated Buildings	£20,790	£27,968	£7,178	£7,180	£	£7,180	£20,000	£12,820
Council	Totals: Council			£3,582,350	£4,318,711	£736,361	£736,370	£460,200	£276,170	£5,555,970	£4,819,600

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2022/23 Revenue Financial Performance Quarter Four: Provisional Outturn

Committee considering report:	Executive
Date of Committee:	8 June 2023
Portfolio Member:	Councillor Iain Cottingham
Date Portfolio Member agreed report:	20 May 2023
Report Author:	Melanie Ellis
Forward Plan Ref:	EX4380

1 Purpose of the Report

- 1.1 To report on the financial performance of the Council against the revenue budget. This report is Quarter Four, the provisional outturn position for the 2022/23 financial year. The outturn is the culmination of budget monitoring and management accounting throughout the financial year.
- 1.2 The financial reporting outturn will change after the financial statements are finalised, including further review of accruals and provisions. This will then become part of the Council’s financial statements for the 2022/23 financial year.
- 1.3 The report highlights where over and underspends against budget have occurred during the year and reasons for these, as well as the overall position for the financial year.

2 Recommendation

- 2.1 To note the provisional management accounting outturn of £4.71m overspend. After using the reserves that were set aside to support this, the overspend totals £0.77m. This will reduce the Council’s general fund reserve to £7.2m, which is just above the minimum level set, with further planned and unplanned removal of earmarked reserves to support the 2022/23 outturn position.

3 Implications and Impact Assessment

Implication	Commentary
Financial:	£4.71m over spend. After taking account of provision in reserves the overspend is £0.77m.

Human Resource:	None			
Legal:	None			
Risk Management:	Risks to next years' budget are included where relevant in the report.			
Property:	None			
Policy:	No			
	Positive	Neutral	Negative	Commentary
Equalities Impact:				
A Are there any aspects of the proposed decision, including how it is delivered or accessed, that could impact on inequality?		Y		
B Will the proposed decision have an impact upon the lives of people with protected characteristics, including employees and service users?		Y		
Environmental Impact:		Y		
Health Impact:		Y		
ICT Impact:		y		
Digital Services Impact:		y		

Council Strategy Priorities:		y		Business as usual
Core Business:		y		The financial position and stewardship has enabled the Council to continue to provide services in line with the approved 2022/23 budget.
Data Impact:		y		
Consultation and Engagement:	Budget holders, Heads of Service and Directors.			

4 Executive Summary

- 4.1 The 2022/23 net revenue budget of £143.8m was set in March 2022, using £140m of revenue funding and £4m of reserves. During the year the budget was increased to £148.6m by grant funding and budgets carried forward from previous years.
- 4.2 During the 2022/23 budget build, inflationary pressures were identified in demand led services. Not all of these pressures were built into the budget, with some being put aside in reserves to be called on should the pressures arise.
- 4.3 Inflation did increase throughout 2022/23 and at outturn the variance to budget is an overspend of £4.71m. After using the reserves that were set aside to support this, the overspend totals £0.77m. This will reduce the Council's general fund reserve to £7.2m, which is just above the minimum level set, with further planned and unplanned removal of earmarked reserves to support the 2022/23 outturn position.
- 4.4 The management accounting overspend is after taking into account £1.67m of funds carried forwards to 2023/24, which comprise of moving unspent funding and grants into earmarked reserves to spend in 2023/24, including the Public Health grant.
- 4.5 The position has improved by £267k from the Quarter Three forecast.

2022/23 Directorate Summary	Net Budget	Net Income/ Expenditure	Items going straight to CIES	Variance (before planned use of reserves)	Use of Earmarked Reserves	Use of General Fund	Funding Earmarked for 2023/24	(Under)/over spend				Change from Last Quarter
								Quarter One	Quarter Two	Quarter Three	Quarter Four	
								Year end forecast	Year end forecast	Year end forecast	Final variance	
£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	
People	88,631	97,653	(1,796)	7,225	(2,830)	(992)	1,175	3,463	3,395	4,220	4,578	358
Place	32,052	28,335	3,862	145	0	(500)	344	(196)	126	378	(12)	(390)
Resources	12,648	11,301	0	(1,347)	0	51	153	(555)	(630)	(409)	(1,143)	(734)
Chief Executive	534	527	0	(7)	0	0	0	(25)	(11)	(10)	(7)	3
Capital Financing/Risk Mgt	14,740	5,085	8,347	(1,308)	(1,340)	0	0	(551)	(1,739)	(3,145)	(2,648)	496
Total	148,606	142,900	10,413	4,707	(4,170)	(1,441)	1,671	2,136	1,141	1,034	767	(267)

4.6 The People Directorate overspend is £4.5m which comprises overspends of £1.2m in Adult Social Care (ASC), £1.6m in Children & Family Services (CFS), £1.3m in Education and £0.5m in Communities & Well Being.

4.7 In ASC:

- Long term services overspent by £2.5m. There are higher client numbers, 1775 compared to 1763 modelled, due to higher levels of new requests for support and demand from hospital discharge. There is an increase in the cost of new client care packages due to inflation and complexities. There is lower occupancy in our own care homes and clients have had to be placed in externally commissioned beds costing more.
- Short term services are £0.26m underspent due to the additional funding announced in November for Hospital Discharge. This funding has been used both against previously forecast and new expenditure.
- There is a £2.2m overspend in our care homes due to agency staffing requirements, a shortfall of income, high dependency clients, covid cases and energy costs.
- The £1.2m ASC overspend is after the use of Earmarked Reserves of £2m for inflation and other risks, and £0.5m which was identified as further risk against the General Fund. Without this the overspend would be £3.7m.

4.8 In CFS £1.6m over spend comprises £0.8m over spend in placements as identified in the model during budget build and £2m in Family Safeguarding teams due to agency costs and additional capacity requirements and £0.4m in childcare lawyers. This is offset by savings of £0.7m in other areas. Use of reserves has reduced these pressures by £0.9m.

4.9 The Education £1.3m over spend is predominantly due to Home to School Transport, with more children with special needs requiring transportation. The Communities and Wellbeing overspend of £0.5m is due to income pressures in leisure.

4.10 The Place Directorate outturn is a £12k underspend. There is a £0.2m pressure in Development & Regulation (D&R) and a £0.2m underspend in Environment.

- In D&R there are £0.2m agency pressures covering sickness and vacancies in the planning service and a £0.4m shortfall of planning income. Housing faced pressures of £0.4m from emergency and temporary accommodation. Minerals and Waste Examination has been delivered with a £0.3m underspend and there are further underspends from vacancies and grant Funding.
- In Environment, car parking/season ticket income has significantly reduced compared to pre-pandemic levels leaving a shortfall of £1m. This was flagged as a risk during the 2022/23 budget build and £0.4m was held against the General Fund for this. There are also pressures from solar energy income, street lighting, network management and maintenance. However, waste management is seeing increased levels of recycling income, reduced use of landfill and overachievement of garden waste subscriptions, and other services have underspends from staff vacancies and overachievement of income.

- 4.11 The Resources Directorate underspend is £1.1m and has arisen from the agency rebate and commercial property income which are covering off agency costs in Finance & Property and ICT, and corporate building maintenance costs.
- 4.12 The Capital Financing is an under spend of £0.5m from utilisation of short term borrowing and cash flow as opposed to longer term financing. Savings have also been achieved through the prepayment of pension contributions.
- 4.13 There is an underspend of £2.1m in Risk Management from £1.3m release of the Outcomes Based Budgeting Reserve to support the pay award pressures across all services, £0.1m release from reserves that is no longer required, and £0.7m forecast benefit from a review of outstanding purchase orders.
- 4.14 The 2022/23 savings and income generation programme of £5.3m is 77% Green.

5 Supporting Information

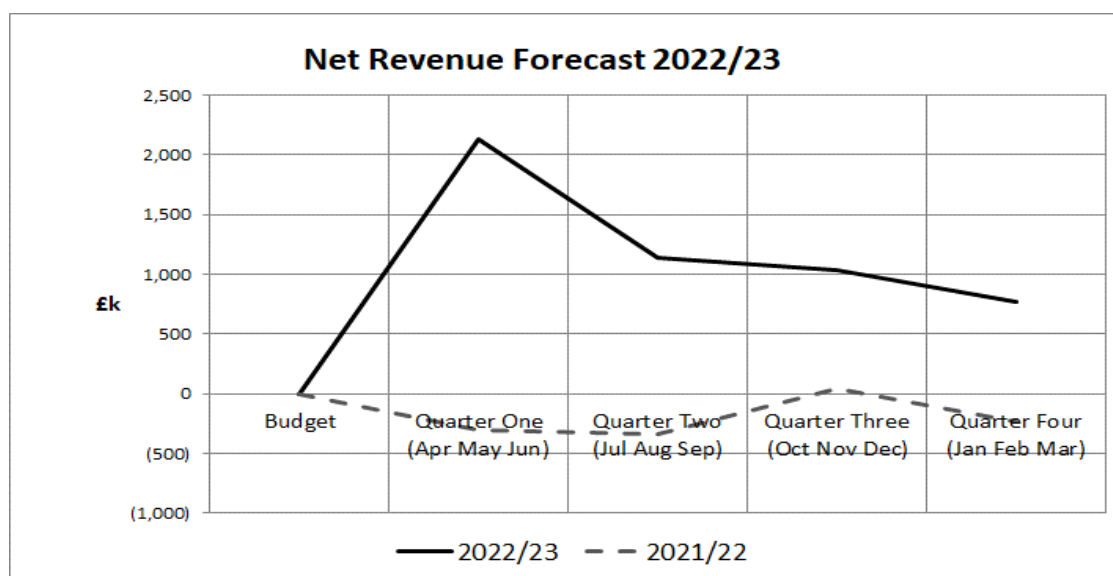
Introduction

- 5.1 The 2022/23 net revenue budget of £143.8m was set in March 2022, using £140m of revenue funding and £4m of reserves. During the year the budget was increased to £148.6m by grant funding and budgets carried forward from previous years.
- 5.2 During the 2022/23 budget build, inflationary pressures were identified in demand led services. Not all of these pressures were built into the budget, with some being put aside in earmarked reserves to be called on should the pressures arise.

Quarter Four 2022/23

- 5.3 Inflation increased throughout 2022/23 and at outturn the management accounting variance to budget is an overspend of £4.7m. After using the reserves that were set aside to support this, the overspend totals £0.77m, which is 0.5% of the Council's 2022/23 net revenue budget. This will reduce the Council's general reserves.
- 5.4 The management accounting overspend is after taking into account £1.67m of funds carried forwards to 2023/24, which comprise of moving unspent funding and grants into earmarked reserves to spend in 2023/24, including the Public Health grant.
- 5.5 The 2022/23 pressures were largely all forecast at Quarter One. Decisions to use reserves to fund the pay award were made at Quarter Two and Three, along with actions within services to mitigate the overspend as far as possible. The quarterly forecasts and outturn are shown in the chart below.

2022/23 Revenue Financial Performance Quarter Four: Provisional Outturn



5.6 The outturn by service is shown below:

2022/23	Net Budget	Net Income/Expenditure	Items going straight to CIES	Variance (before planned use of reserves)	Use of Earmarked Reserves	Use of General Fund	Funding Earmarked for 2023/24	Quarter One	Quarter Two	Quarter Three	Quarter Four	Change from Last Quarter
								Year end forecast	Year end forecast	Year end forecast	Final variance	
	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000
Adult Social Care	55,175	59,072	0	3,896	(2,000)	(845)	130	1,402	1,738	1,378	1,182	(196)
Children & Family Services	19,097	21,660	0	2,563	(830)	(101)	0	1,057	452	1,317	1,632	315
Executive Director	343	313	0	(30)	0	0	0	(7)	(31)	(15)	(30)	(16)
Education DSG funded	(444)	1,352	(1,796)	0	0	0	0	0	0	0	0	0
Education	9,884	11,073	0	1,189	0	0	108	582	931	1,095	1,297	202
Public Health & Wellbeing	1,750	1,064	0	(686)	0	0	686	0	0	0	0	0
Communities & Wellbeing	2,826	3,119	0	293	0	(47)	251	429	305	445	497	52
People	88,631	97,653	(1,796)	7,225	(2,830)	(992)	1,175	3,463	3,395	4,220	4,578	358
Development & Regulation	6,943	3,100	3,862	19	0	(100)	294	(52)	155	496	213	(283)
Executive Director	215	215	0	1	0	0	0	(22)	10	11	1	(10)
Environment	24,895	25,019	0	125	0	(400)	50	(122)	(40)	(129)	(225)	(96)
Place	32,052	28,335	3,862	145	0	-500	344	(196)	126	378	(12)	(390)
ICT	2,299	2,389	0	91	0	0	0	53	(35)	163	91	(73)
Executive Director	299	293	0	(6)	0	0	0	0	(11)	(13)	(6)	7
Commissioning & Procurement	890	378	0	(513)	0	0	0	(237)	(317)	(396)	(513)	(117)
Finance & Property	1,693	1,117	0	(576)	0	51	126	(194)	78	63	(399)	(462)
Strategy & Governance	7,467	7,124	0	(343)	0	0	27	(177)	(345)	(227)	(316)	(89)
Resources	12,648	11,301	0	(1,347)	0	51	153	(555)	(630)	(409)	(1,143)	(734)
Chief Executive	534	527	0	(7)	0	0	0	(25)	(11)	(10)	(7)	3
Capital Financing	14,610	5,715	8,347	(548)	0	0	0	(421)	(1,009)	(975)	(548)	427
Risk Management	130	(630)	0	(760)	(1,340)	0	0	(130)	(730)	(2,170)	(2,100)	70
Capital Financing/Risk Mgt	14,740	5,085	8,347	(1,308)	(1,340)	0	0	(551)	(1,739)	(3,145)	(2,648)	496
Total	148,606	142,900	10,413	4,707	(4,170)	(1,441)	1,671	2,136	1,141	1,034	767	(267)

NB: Rounding differences may apply to the nearest £k.

Impact on Reserves

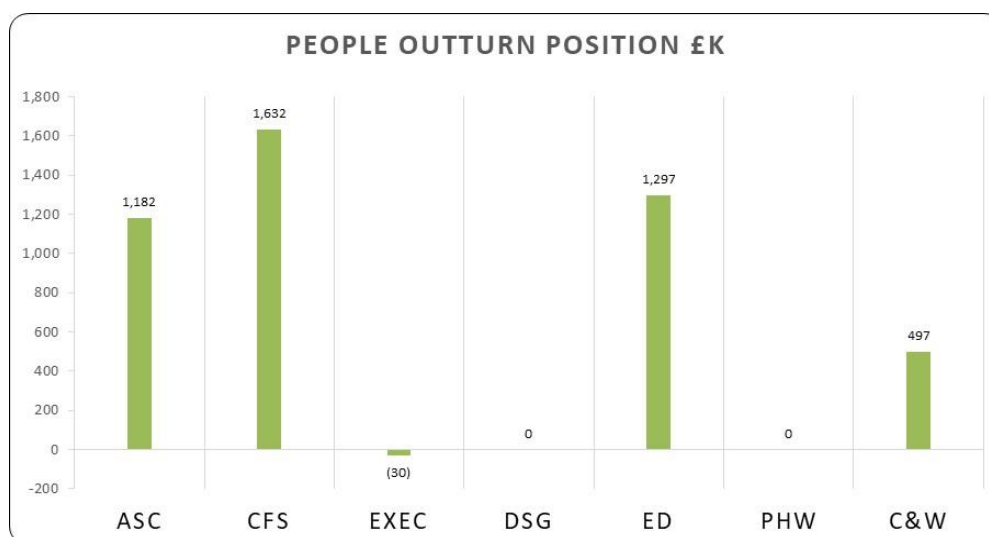
5.7 The table below shows how specific earmarked reserves have reduced from £11.19m to £3.92m. This is made up of budgets and grants carried forward from 2021/22, plus release of risk reserves during the year. Other earmarked funds have reduced from £12.64m to £1.68m, which is largely due to timing differences within the Collection Fund for Council Tax and Business Rates. The General Fund has reduced from £12.9m to £7.2m to support the 2022/23 budget and outturn.

Reserve	Opening Balance	Drawn to support budget	Balance available	Utilisation to support 2022/23 outturn	Set aside for 2023/24	Balance Remaining
	£m	£m	£m	£m	£m	£m
Service risk reserves	4.99	-1.83	3.16	-2.83	0.98	1.31
Outcomes Based Budgeting	1.34		1.34	-1.34		0.00
Public Health	1.54	-0.66	0.88		0.69	1.57
other	1.76	-0.71	1.04			1.04
COMF	1.56	-1.56	0.00			0.00
Specific earmarked total	11.19	-4.76	6.43	-4.17	1.67	3.92
Other earmarked funds*	12.64	-10.96	1.68			1.68
Total earmarked funds	23.83	-15.72	8.11	-4.17	1.67	5.61
General Fund	12.9	-4.25	8.65	-1.44		7.21

*self-insurance, covid, commercial property, collection fund reserves.

People Directorate

5.8 The People Directorate outturn is an over spend of £4.6m against a budget of £89m, representing 17.6% of budget. Overall the forecast overspend has increased by £358k from last quarter.



5.9 In ASC, the overspend is £1.2m, which is 2.1% of the net budget of £55m. This is after the use of Earmarked Reserves of £2m for inflation and other risks, and £0.5m which was identified as further risk against the General Fund. Without this the overspend would be £3.7m. Overall, the ASC forecast overspend has decreased by £0.2m since Quarter Three mostly from unutilised services and additional grant funding.

5.10 ASC long term services (LTS) are £2.5m over spent.

- There are higher client numbers than modelled, 1775 compared to 1763. The rise in clients is attributable to higher levels of new requests for support, mirroring the national picture set out by the Association of Directors of Adult Social Services in their Spring Budget survey. This includes high demand from hospital discharge.
- There is an increase in the cost of new client care packages, due to inflation of 13% (some of which was provided for in reserves), complexities and challenges in the external workforce market.
- There has been lower occupancy in our own care homes due to consultation and embargo resulting in clients being placed in externally commissioned beds costing more.

5.11 Short term services are £0.26m under spent due to the additional funding announced in November for Hospital Discharge. This funding was used both against previously forecast and new expenditure.

5.12 Other overspends is ASC total £1.4m, of which £0.75m relates to the pay award.

- There is a £2.2m overspend in our own care homes due to a shortfall of income, agency staffing requirements from recruitment difficulties, high dependency clients, covid cases and energy costs.
- West and Central teams are overspent by £0.3m due partly to the pay award but mostly from the use of agency workers covering vacant posts.
- Underspends of £1.2m have arisen in Shared Lives due to carers and in the Reablement, Maximising Independence and Management Teams due to vacancies and additional funding.

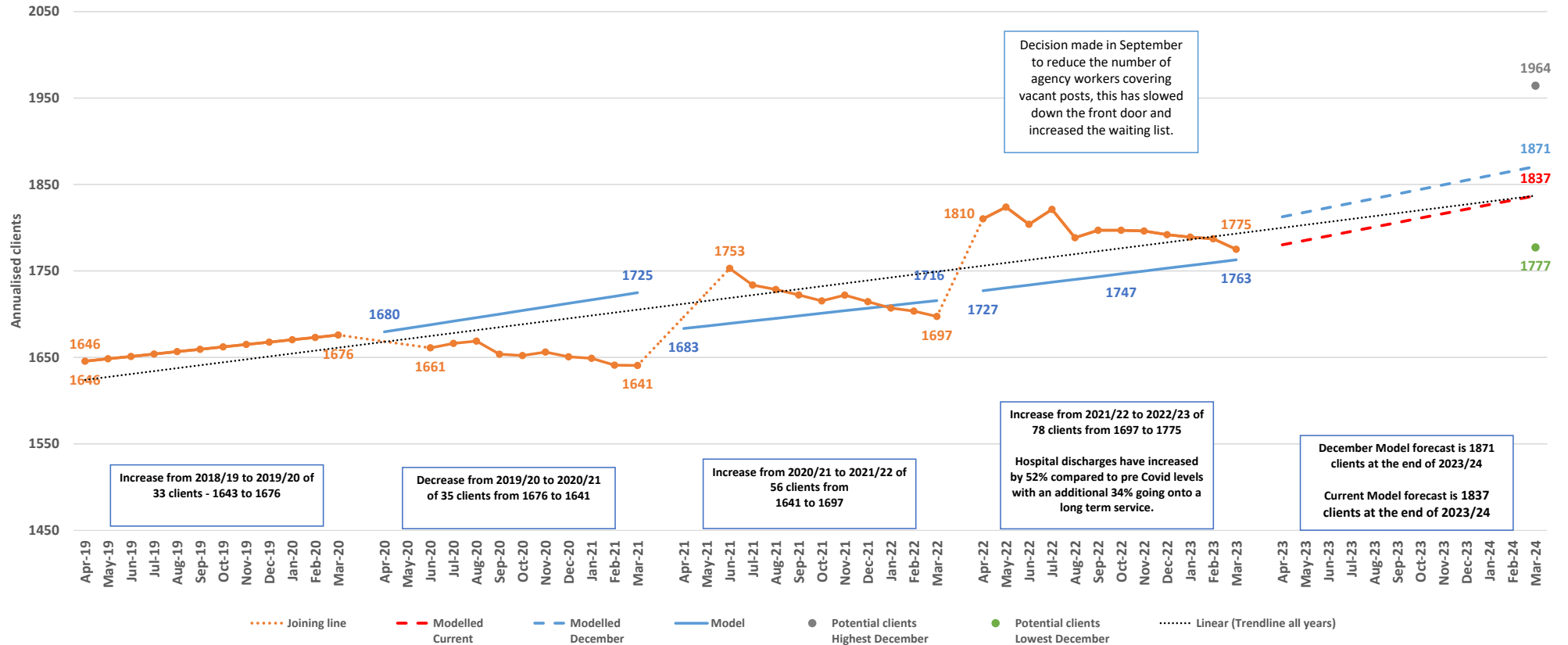
5.13 The service continues to take action to suppress market demand such as reinforcing the three conversations model suppressing the need for long term services, strategic review of in-house care home provision, use of technology enabled care and maximising external funding streams. Market Management is working with local providers to ensure supply and demand are better aligned and offering better value for money. Net weekly spend on long term services is carefully monitored. All requests for long term services are scrutinised weekly at Good Practice Forum. Staffing options are being explored with HR.

5.14 The ASC Model for long term services is updated monthly, with assumptions reviewed and agreed by the ASC Financial Planning Steering group and reported at the ASC Financial Planning meeting. The modelling produces a financial impact range between low cost, most likely and high cost. The model inflation has been agreed at 3.5% for 2023/24, reflecting a 2.7% uplift for providers and a £375k risk fund. The uplift reflects expected changes in costs balanced against increases already awarded to providers.

The graphs below shows client numbers from April 2019 and net expenditure for Long Term Services.

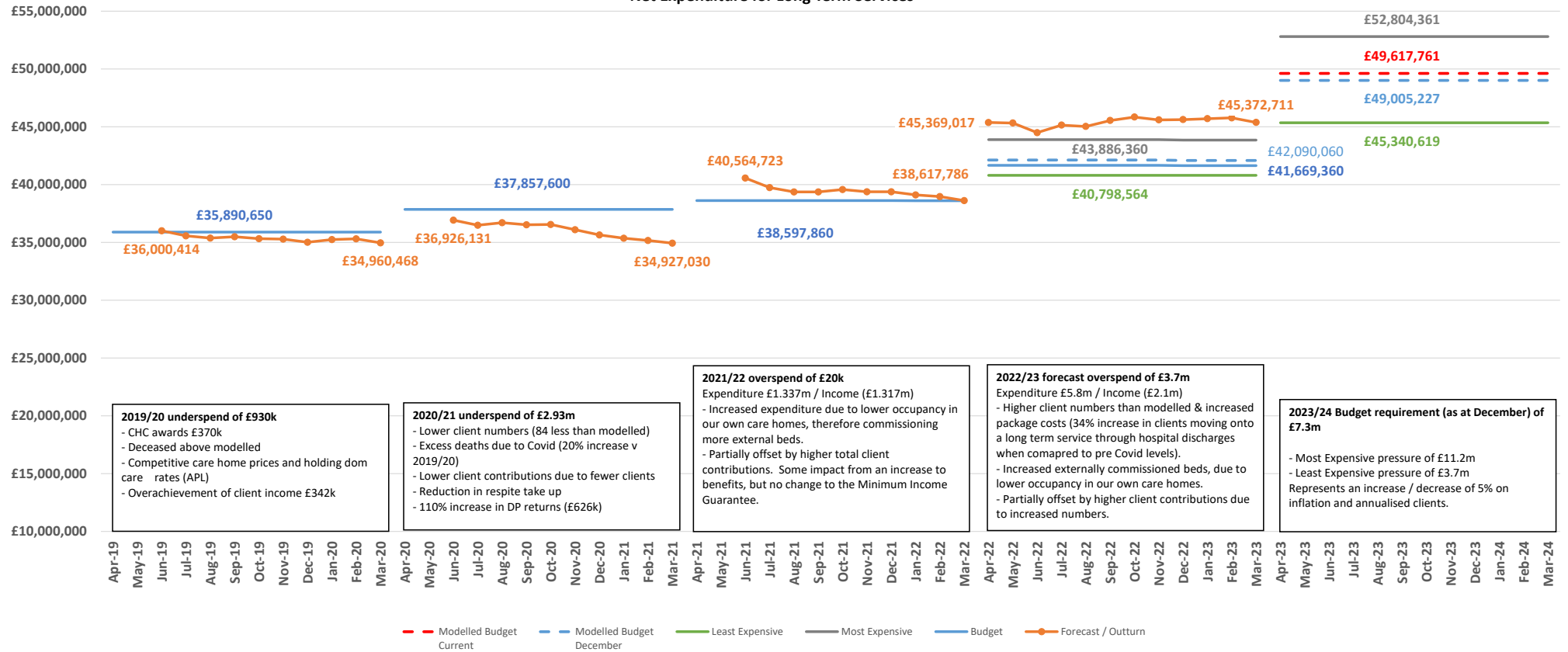
2022/23 Revenue Financial Performance Quarter Four: Provisional Outturn

Adult Social Care
Annualised client numbers for Long Term Services



2022/23 Revenue Financial Performance Quarter Four: Provisional Outturn

Adult Social Care
Net Expenditure for Long Term Services



5.15 In CFS, the outturn is a £1.6m over spend, which is 8.6% of the net budget of £19m. This is after the use of Earmarked Reserves of £0.8m and £0.1m which was identified as further risk against the General Fund. Without this the overspend would be £2.5m. Overall the forecast has increased by £0.3m since Quarter Three from placement costs, childcare lawyers and agency workers.

- There is a £0.8m over spend in placements which was identified in the model during budget build and was fully provided for in reserves. The children in care population has increased by 19%, but child protection demand has increased by 83% in the last year. This is in addition to increased complexity, mental health and emotional wellbeing needs, and provision for teenagers. There is a small cohort of young people with very high care needs requiring specialist residential provision plus the additional challenge of recent legislative changes and a national shortage of suitable residential placements.
- The Family Safeguarding teams are overspending by £2m due to agency costs. This has been required to cover vacancies, maternity leave and urgent additional capacity requirements to cover the significant increase in child protection plans and children in care.
- Childcare lawyers had a £0.4m overspend due to an increase in the number of cases in court.
- There were £0.7m underspends in the other areas including Management Team, Contact Advice and Assessment and the Centre for Skills and Professional Development. The underspends arose from staff vacancies and additional funding.

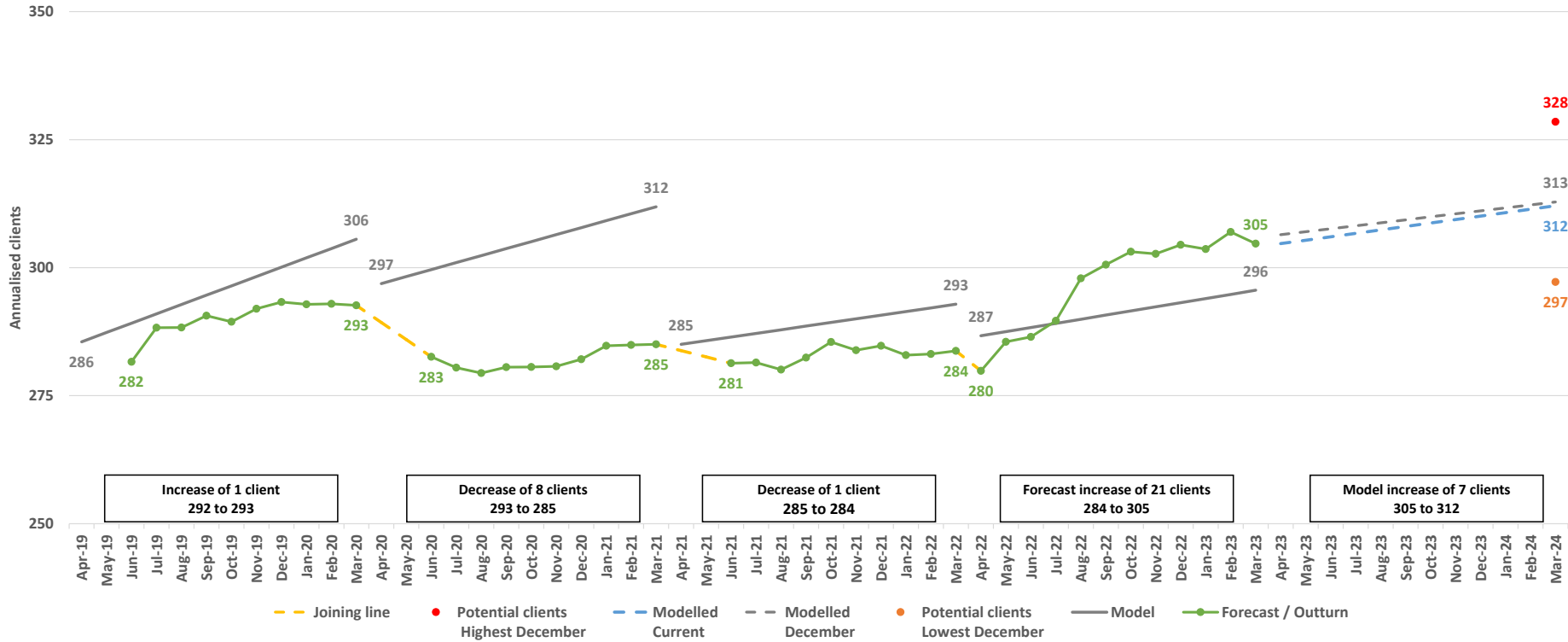
5.16 The service continue to effectively manage placements as part of the Children and Family service Accommodation & Resources Panel. There is a robust plan in place for some children to appropriately safely step down from costly residential care. Additional in house supports to foster carers (fostering hub, mental health team) will enable increasing numbers of children to live in lower cost 'In house' placements.

5.17 There is active recruitment taking place for qualified staff to fill vacancies. The national picture is one of acute shortage of social workers. The recruitment and retention package has been renewed, and options are being explored for overseas social workers to relocate to the UK.

5.18 The model for placements has been refined and is updated monthly. Client numbers and net expenditure are shown in the graphs below.

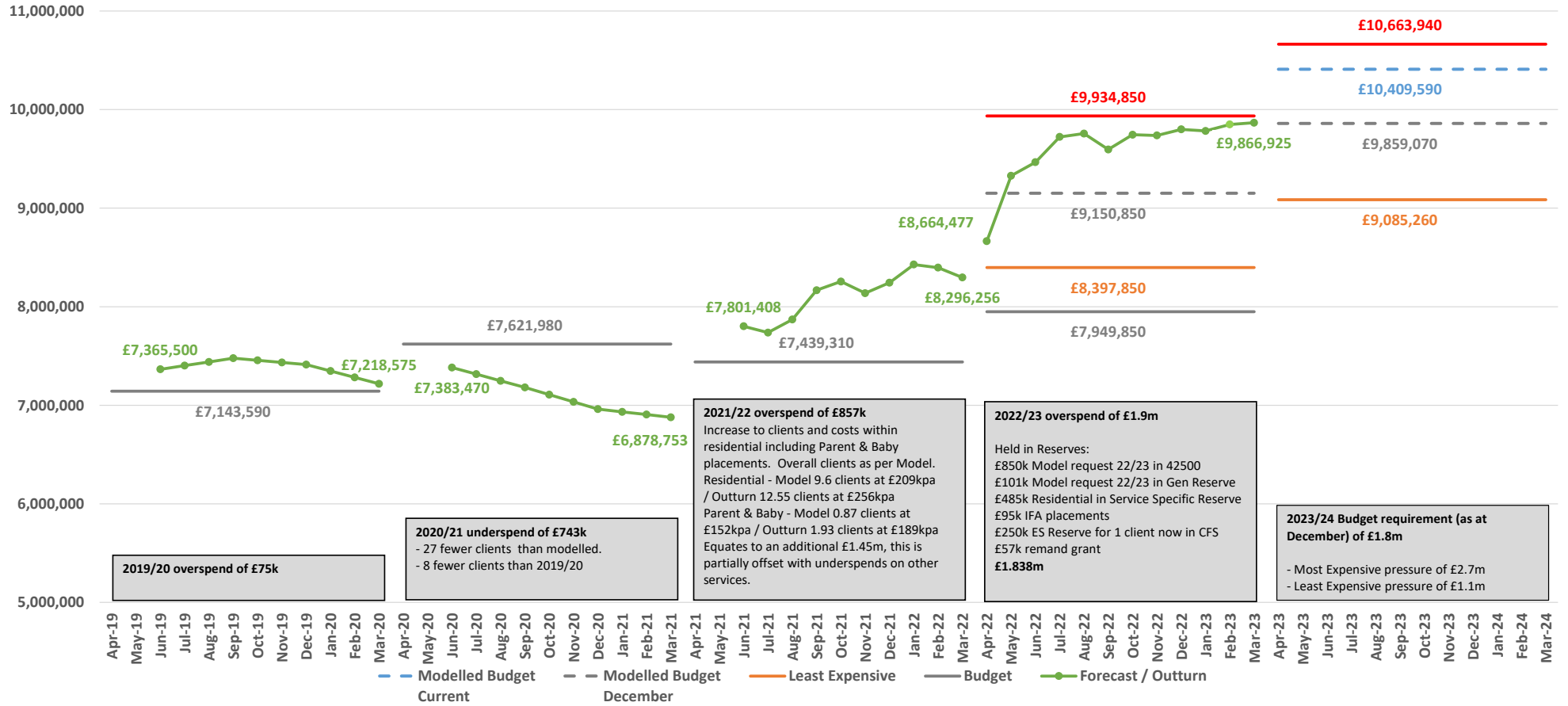
2022/23 Revenue Financial Performance Quarter Four: Provisional Outturn

Children & Family Services annualised client numbers
(excludes UASC)



2022/23 Revenue Financial Performance Quarter Four: Provisional Outturn

Children & Family Services Net Expenditure
(excludes UASC)



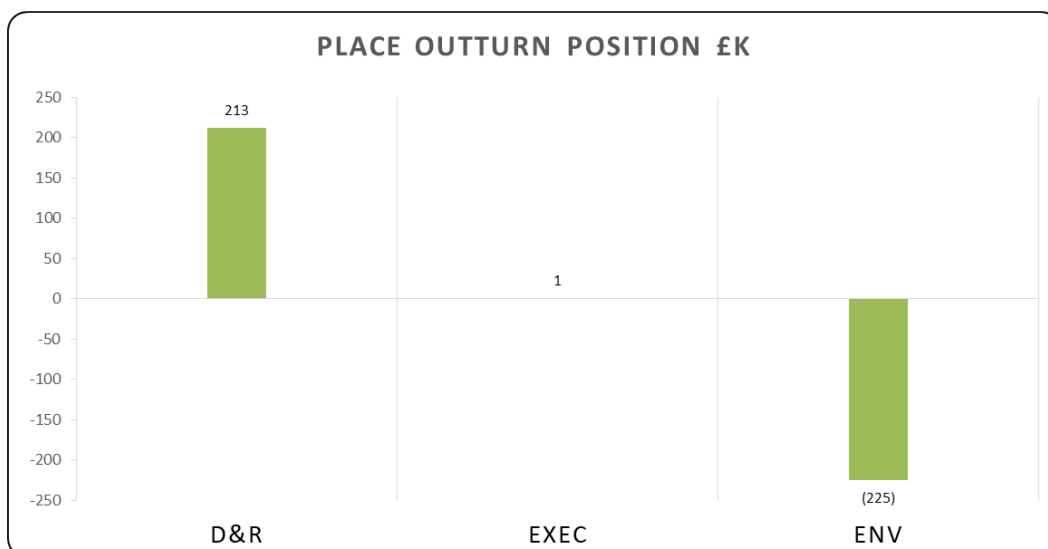
5.19 Education outturn is a £1.3m over spend. The over spend is predominantly due to a £1.1m pressure on Home to School Transport (HTST). The volatility of this service means that it is difficult to forecast but there are more children with special needs requiring transportation, limited spaces in Newbury schools, rising fuel costs and driver’s wages all contributing to this year’s overspend position. The service is engaged in looking for ways to reduce HTST costs. Other pressures arose from agency costs in the Children with Disabilities Team and in disability support packages residential. The overspend has increased by £200k from last quarter largely in residential support packages.

5.20 Public Health closed on line, after transferring the underspend of £585k to the Public Health Reserve, together with a further £100k which was drawn down and not used. The underspend is mainly due to staff projects being supported from COMF funding and underspends on joint arrangements held with other local authorities. The underspend increased by £314k from last quarter from joint arrangements and additional funding received.

5.21 Communities and Wellbeing is reporting a £0.5m overspend. The overspend is mainly due to income pressures in leisure, but Libraries are also overspent due to the pay award and shortfall in parish contributions, and Shaw House did not meet internal income targets.

Place Directorate

5.22 The Place Directorate outturn is a £12k underspend against a budget of £32m, representing 0.04% of budget. Overall the forecast spend has decreased by £390k from last quarter.



5.23 In Development and Regulation, there is a £0.2m over spend.

- In Development and Planning, there are £172k of agency and consultant pressures from covering sickness and vacancies and the service struggling to recruit qualified permanent staff. Planning income is below target, with a pressure of £366k, which was flagged as a risk during the 2022/23 budget build, with £0.1m held in the

General Fund, which has now been set against the pressure. Minerals and Waste Examination has been delivered with a £278k underspend.

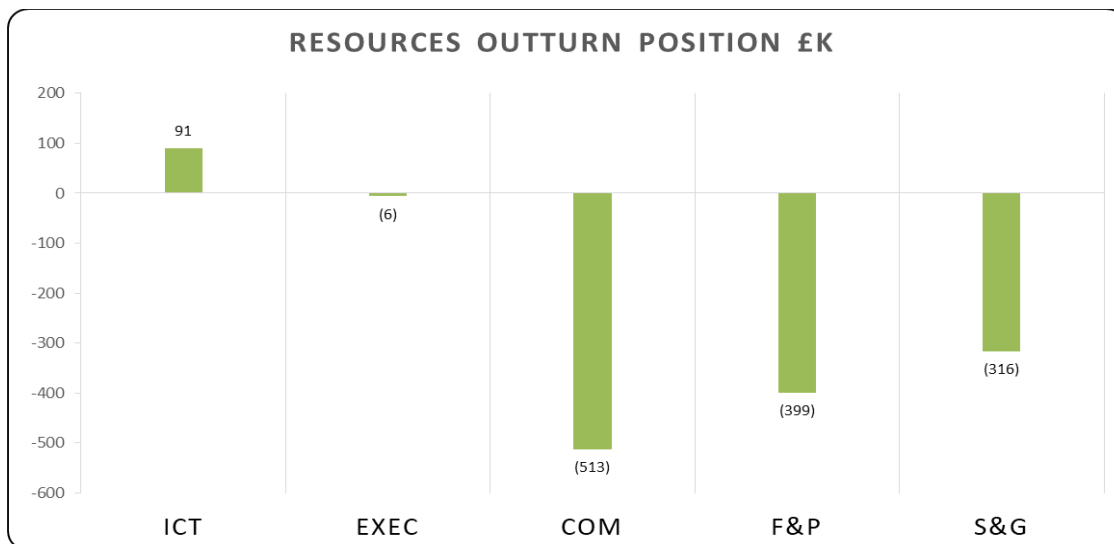
- Housing faced £334k of pressures on emergency and temporary accommodation from provision of accommodation and repairs and maintenance. There are £71k pressures from Rough Sleeping Initiative, £58k from restrictive grant conditions in the Household Support Fund and £73k on Discretionary Housing Payments. There has been a revenue saving of £158k against site management as the costs are capital in nature and an overachievement of rental income of £71k.
- Economic Development has underspends of £140k due to vacancies, capitalisation, delayed projects and grant funding.
- There are further service underspends in respect of grant contributions towards staff time spent on migration schemes, secondment/backfill arrangements for the Service Director and a delayed management restructure. This has saved £168k.
- The decreased spend from last quarter is £283k largely in staffing and agency costs mostly in Development & Planning. There was improved income in Planning and CIL.

5.24 In Environment, there is a £0.2m underspend. The forecast has reduced by £96k since last quarter.

- Parking income is the largest area of pressure which has experienced significant reductions compared to pre-pandemic levels both from car parks and season tickets amounting to £1m. This was flagged as a risk during the 2022/23 budget build, with £0.4m held in the General Fund, which has now been set against the pressure.
- In Asset Management, pressures include £148k increased costs from street lighting, £130k from emergency call outs and winter maintenance due to poor weather and increased pot holes, and £77k from maintenance requirements. However, there has been a £300k reduction in revenue expenditure as staff have been able to be charged to capital projects.
- In Network Management, there is a £341k pressure on supervision fees for Section 38 and 278 orders, a £160k pressure on the streetworks income target, but an £87k overachievement of Traffic Regulation income. The overspends here are covered by a reserve.
- In Environment Delivery, solar energy income was under achieved by £167k based on current output of the installed solar panels. An investment bid was approved to reduce this target for the 2023/24 budget.
- Waste management saw increased levels of recycling income and reduced use of landfill saving £570k and an overachievement of garden waste subscriptions leading to a favourable variance of £160k.
- The decreased spend from last quarter was mainly in the Waste Contract.

Resources Directorate/Chief Executive

5.25 The Resources Directorate provisional outturn is an underspend of £1.1m, while the Chief Executive Service is a provisional underspend of £7k. The combined forecast underspend of £1.1m represents 8.7% of the net budget of £13.1m. The spend has reduced by £732k from last quarter’s forecast.



5.26 In Commissioning & Procurement, the £513k surplus is largely due to income from the agency contract rebate, as a result of the increased agency usage. The C&P surplus has increased by £117k from last quarter, of which £81k is from the rebate and the remainder from reductions in staffing costs. The agency rebate target has been increased by £300k for 2023/24.

5.27 In ICT the outturn is an overspend of £91k. There are agency pressures in Telecoms and Applications teams to support corporate projects. Other pressures are from print and reprographic income, school income and cloud based storage costs. There are staffing underspends and contributions offsetting some of the overspend and the impact of the pay award. The ICT overspend has reduced since the Quarter Three forecast mainly due to increased grant funding for supporting schemes.

5.28 In Finance and Property, the £399k underspend has arisen from a £300k overachievement on commercial property income, £59k benefit from unutilised accruals, £115k insurance claim, grant contributions from Energy Rebate scheme and migration schemes and income from the Health and Safety buy back. This is offsetting service pressures including pay award pressure and temporary staff costs covering workload pressures in the Financial Reporting Team £156k, agency pressures in Exchequer Services £77k, energy costs, repairs, maintenance and security in corporate buildings £171k. The F&P forecast spend has decreased by £462k since Quarter Three, due to Commercial Investment reduced management costs/additional income, lower spend on corporate offices, and grant funding received into Revenues and Benefits late in March.

5.29 Strategy and Governance has a £316k underspend. In HR there are £136k savings from National Insurance, and in the Customer Services & Engagement Team there are £303k savings due to use of Transformation Funding, vacant posts and grant funding. In Legal

there are pressures due to Coroners Court increased costs £116k, land charges income of £77k and client disbursements £61k (covered by reserve). Audit have a £45k underspend from vacancies. The S&G forecast reduced by £89k since Quarter Three due to staffing vacancies and external funding receipts in the Customer Services and Engagement Team.

Capital Financing and Risk Management

5.30 Capital Financing has an underspend of £0.5m. Capital financing costs are lower than expected due savings on capital financing through utilisation of short term borrowing and cash flow as opposed to longer term financing. Savings have also been achieved through the prepayment of pension contributions.

5.31 At Quarter Three the underspend was expected to be £427k higher, but the Minimum Revenue Provision (MRP) charge needed to be increased by £338k due to a change in capital financing accounting treatment. The other changes were from lower investment income and more short term borrowing costs.

5.32 There is an underspend of £2.1m in Risk Management arising from:

- £1.34m release of the Outcomes Based Budgeting reserve (OBB) to support the pay award pressures across all services.
- £130k release of a provision from reserves that is no longer required.
- £650k benefit from a review of outstanding purchase orders.

Employee and Agency Spend

5.33 At Quarter Four, total employee spend including agency was £73.8m against a budget of £69.6m, an overspend of £3.9m. The overspend has increased by £0.6m from last quarter. The overspend is partly due to the pay award. Provision was made in the budget for an increase of 2%, but the actual pay award was £1,925 per FTE, which equates to an average percentage increase of approximately 5.5%. Funds of £1.34m were released from Earmarked Reserves to support some of the extra cost.

5.34 A recruitment freeze has been in place and savings have been identified from vacant posts totalling £292k since Quarter Two.

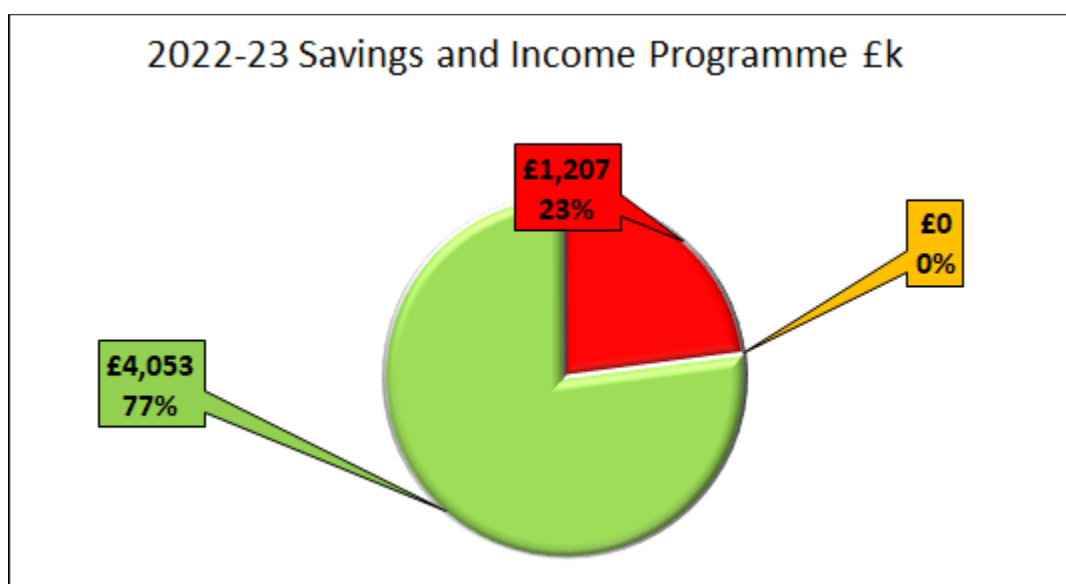
5.35 Within employee costs, agency spend to Quarter Four was £11.9m. Agency is 17% as a percentage of employee budgets.

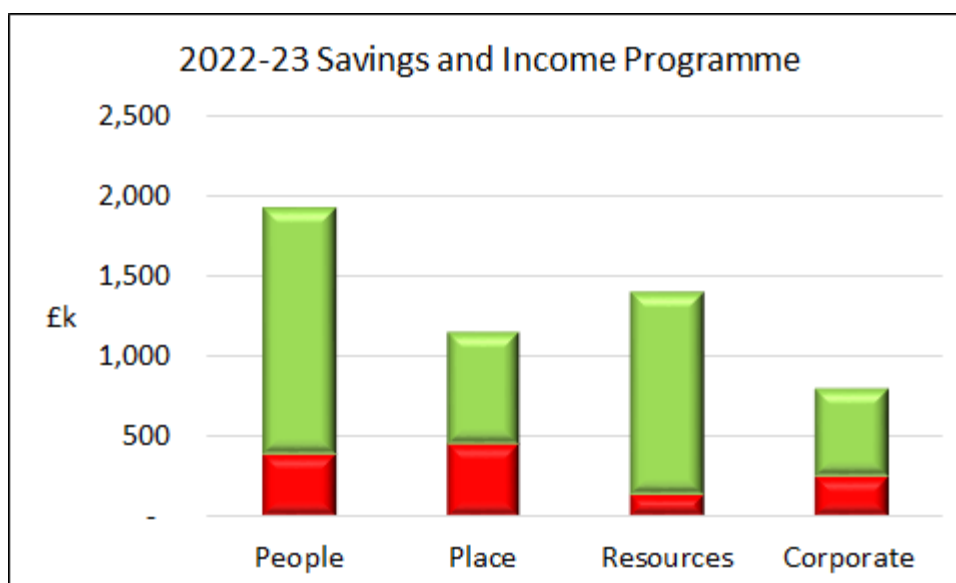
2022/23 Revenue Financial Performance Quarter Four: Provisional Outturn

Service	Employee Budget to Q4	Employee Spend to Q4 (including agency)	Over/ (under) spend	Agency spend to Q4	Agency as a % of Employee budgets
Adult Social Care	17,844,480	19,757,813	1,913,333	4,417,239	25%
Children & Family Services	8,885,510	10,221,226	1,335,716	3,119,151	35%
Communities & Wellbeing	2,056,900	1,978,301	(78,599)	-	0%
Executive Director - People	303,760	287,796	(15,964)	975	0%
Education	5,899,900	6,212,614	312,714	776,644	13%
Public Health & Wellbeing	2,202,040	2,040,755	(161,285)	64,445	3%
Executive Director – Place	200,020	185,785	(14,235)	-	0%
Development & Regulation	10,425,670	12,123,561	1,697,891	2,354,237	23%
Environment	6,090,080	5,793,968	(296,112)	212,608	3%
Commissioning & Procurement	1,426,610	1,416,209	(10,401)	13,339	1%
Executive Director - Resources	185,450	150,250	(35,200)	-	0%
Finance & Property	4,656,710	4,926,584	269,874	469,234	10%
ICT	2,302,400	2,272,509	(29,891)	149,668	7%
Strategy & Governance	6,903,770	5,944,999	(958,771)	303,302	4%
Chief Executive	510,150	510,309	159	-	
Total	69,893,450	73,822,679	3,929,229	11,880,842	17%
Note: excludes DSG					

2022/23 Savings and income generation programme

5.36 In order to meet the funding available, the 2022/23 revenue budget was built with a £5.3m savings and income generation programme. The programme is monitored using the RAG traffic light system. The status is shown in the following charts:





Red items are as follows:

Service	Saving item	Impact on 2023/24
Corporate	£250k from Timelord reduced mileage	Saving not achieved in 2022/23, partly due to catching up post covid. This will be reviewed during 2023/24 and may require an investment bid if the saving cannot be met long term.
ASC	£36k for supported living in ASC.	Delays in construction of a new Learning Disability service due to supply chain issues. Date for client move is now June 2023. 2023/24 achievement is dependent on the start date and which clients move in.
ASC	£26k Resource Allocation System software and £43k for ASC digital pathway,	This will be implemented as part of Care Director V6 upgrade, and achieving this saving in 2023/24 will be dependent on the implementation date.
ASC	£100k for ASC utilisation of the workforce reform grant.	This is not achievable within the funding received and the conditions placed on the grants. One off saving only for 2022/23.
CFS	£133k for Children's staffing capacity savings.	Not achieved due to high levels of demand. 2023/24 £1.4m investment into CFS staffing.
C&W	£42k for income from Northcroft leisure expansion.	Project delayed. No investment bid for 2023/24, but unlikely to fully achieve as project still not started.

2022/23 Revenue Financial Performance Quarter Four: Provisional Outturn

Education	£4k traded income in Education.	£36k of the saving was achieved.
D&R	£32k home improvement agency income	There is not sufficient demand for private adaptation work to achieve the savings target. No investment bid was submitted, so this will remain a pressure for 2023/24.
D&R	£15k temporary accommodation maintenance	There has been an increase in spend on R&M in 2022/23. This is partly due to the increase in cost of materials as well as an increase in levels of R&M to ensure properties are suitable for the next tenants.
Env	£100k for Environment in delivery of solar PV projects.	An investment bid has been approved for 2023/24 to realign unachievable income.
Env	£300k from Traffic Management	Anticipated income from some developments have not materialised due to the roads not being adopted (for example North Newbury). When a road is not adopted, fees cannot be charged, however there is still a need for supervision to ensure construction to an adoptable standard.
ICT	£33k print and postage	Increased costs of paper and lack of external income. New MFD to be rolled out which should provide some efficiencies.
F&P	£18k from property disposals management cost savings	In the long term this saving will be achieved, however due to delays in disposing properties, this has not been achieved in 2022/23.
F&P	£75k from Timelord2	Not achieved due to energy costs and project delay. Savings will be fully achieved in future years once property disposed of or utilised.

Proposals

5.37 To note the provisional outturn of £4.7m overspend. After taking account of provision that was made in reserves for specific risks at the time of budget setting, the overspend is £0.77m. This will reduce the Council's general fund reserve to £7.2m, which is just above the minimum level set, with further planned and unplanned removal of earmarked reserves to support the 2022/23 outturn position.

6 Other options considered

6.1 None.

7 Conclusion

7.1 The 2022/23 financial year presented financial challenges for the Council due to inflation and demand. Provision that was set aside in Earmarked Reserves has been used to reduce the management accounting overspend by £4.2m, and £1.4m which was provided against the General Fund. The remaining overspend of £0.77 will further reduce the General Fund. The overspend is after taking into account £1.67m of funds carried forwards to 2023/24, which comprise of moving unspent funding and grants into earmarked reserves to spend in 2023/24, including the Public Health grant.

7.2 The £5.3m savings and income generation programme is 77% achieved.

8 Appendices

8.1 Appendix A – Quarter Four position

8.2 Appendix B – Budget changes

Subject to Call-In:

Yes: No:

The item is due to be referred to Council for final approval	<input type="checkbox"/>
Delays in implementation could have serious financial implications for the Council	<input type="checkbox"/>
Delays in implementation could compromise the Council's position	<input type="checkbox"/>
Considered or reviewed by Overview and Scrutiny Management Committee or associated Task Groups within preceding six months	<input type="checkbox"/>
Item is Urgent Key Decision	<input type="checkbox"/>
Report is to note only	<input checked="" type="checkbox"/>

Document Control

Document Ref:		Date Created:	
Version:		Date Modified:	
Author:			
Owning Service			

Change History

Version	Date	Description	Change ID
1			

2022/23 Revenue Financial Performance Quarter Four: Provisional Outturn

Version	Date	Description	Change ID
2			

Appendix Ai – Quarter Four position

	Budget			Net Outturn						
	Original Budget £	Budget Changes £	Final Net Budget £	Net Exp/Inc £	Items going straight to CIES £	Variance (before planned use of reserves) £	Use of Earmarked Reserves £	Use of GF £	Funding Earmarked for 2023/24 £	Final Variance £
Adult Social Care	55,119,550	55,640	55,175,190	59,071,672		3,896,482	-2,000,000	-845,000	130,000	1,181,482
Children & Family Services	17,972,860	1,123,640	19,096,500	21,659,541		2,563,041	-830,000	-101,000		1,632,041
Executive Director - People	330,710	12,730	343,440	313,298		-30,142				-30,142
Education (DSG Funded)	-444,000	0	-444,000	1,352,479	-1,796,479	0				0
Education	9,891,580	-7,240	9,884,340	11,073,689		1,189,349		108,000	108,000	1,297,349
Public Health & Wellbeing	-80,000	1,829,710	1,749,710	1,063,841		-685,869		685,869	685,869	0
Communities & Wellbeing	2,437,230	398,070	2,835,300	3,128,716		293,416		-46,588	251,000	497,828
People	85,227,930	3,412,550	88,640,480	97,663,237	-1,796,479	7,226,278	-2,830,000	-992,588	1,174,869	4,578,559
Development & Regulation	6,584,490	358,490	6,942,980	3,100,214	3,862,000	19,234		-100,000	294,000	213,234
Executive Director – Place	214,610	0	214,610	215,490		880				880
Environment	24,207,560	687,090	24,894,650	25,019,416		124,766		-400,000	50,000	-225,234
Place	31,006,660	1,045,580	32,052,240	28,335,120	3,862,000	144,880	0	-500,000	344,000	-11,120
ICT	2,222,590	76,000	2,298,590	2,389,307		90,717				90,717
Executive Director - Resources	313,430	-14,000	299,430	293,341		-6,089				-6,089
Commissioning & Procurement	744,880	145,530	890,410	377,795		-512,615				-512,615
Finance & Property	1,331,100	352,910	1,684,010	1,107,505		-576,505		51,000	126,000	-399,505
Strategy & Governance	7,000,150	466,550	7,466,700	7,123,892		-342,808		27,000	27,000	-315,808
Resources	11,612,150	1,026,990	12,639,140	11,291,840	0	-1,347,300	0	51,000	153,000	-1,143,300
Chief Executive	533,970	0	533,970	526,657		-7,313				-7,313
Chief Executive	533,970	0	533,970	526,657	0	-7,313	0	0	0	-7,313
Capital Financing & Management	14,610,470	0	14,610,470	5,715,300	8,347,000	-548,170				-548,170
Risk Management	850,000	-720,000	130,000	-630,342		-760,342	-1,340,000			-2,100,342
Capital Financing and Management	15,460,470	-720,000	14,740,470	5,084,958	8,347,000	-1,308,512	-1,340,000	0	0	-2,648,512
Total	143,841,180	4,765,120	148,606,300	142,901,811	10,412,521	4,708,032	-4,170,000	-1,441,588	1,671,869	768,313

Appendix Aii – Quarter Four position

Gross Performance							
Expenditure			Income			Net	
Annual Expenditure Budget £	Actual Expenditure £	Expenditure Variance £	Annual Income Budget £	Actual Income £	Income Variance £	Net Variance £	
Adult Social Care	75,258,330	84,853,763	9,595,433	-20,083,140	-25,782,091	-5,698,951	3,896,482
Children & Family Services	21,274,170	24,634,481	3,360,311	-2,177,670	-2,974,940	-797,270	2,563,041
Executive Director - People	343,440	326,319	-17,121	0	-13,021	-13,021	-30,142
Education (DSG Funded)	120,510,600	125,268,860	4,758,260	-120,954,600	-123,916,381	-2,961,781	1,796,479
Education	13,902,750	16,121,249	2,218,499	-4,018,410	-5,047,560	-1,029,150	1,189,349
Public Health & Wellbeing	7,946,390	7,509,921	-436,469	-6,196,680	-6,446,080	-249,400	-685,869
Communities & Wellbeing	4,263,360	4,240,625	-22,735	-1,428,060	-1,111,908	316,152	293,416
People	243,499,040	262,955,218	19,456,178	-154,858,560	-165,291,981	-10,433,421	9,022,757
Development & Regulation	13,823,990	19,199,655	5,375,665	-6,881,010	-16,099,441	-9,218,431	-3,842,766
Executive Director – Place Environment	214,610	215,490	880	0	0	0	880
Place	50,427,900	55,642,941	5,215,041	-18,375,660	-27,307,822	-8,932,162	-3,717,120
ICT	3,172,190	3,240,559	68,369	-873,600	-851,252	22,348	90,717
Executive Director - Resources	299,430	331,706	32,276	0	-38,365	-38,365	-6,089
Commissioning & Procurement	10,452,150	11,846,073	1,393,923	-9,561,740	-11,468,279	-1,906,539	-512,615
Finance & Property	33,227,530	32,242,102	-985,428	-31,543,520	-31,134,597	408,923	-576,505
Strategy & Governance	8,555,410	8,278,942	-276,468	-1,088,710	-1,155,050	-66,340	-342,808
Resources	55,706,710	55,939,382	232,672	-43,067,570	-44,647,543	-1,579,973	-1,347,300
Chief Executive	533,970	569,192	35,222	0	-42,535	-42,535	-7,313
Chief Executive	533,970	569,192	35,222	0	-42,535	-42,535	-7,313
Capital Financing & Management	14,730,470	7,723,563	-7,006,907	-120,000	-2,008,263	-1,888,263	-8,895,170
Risk Management	130,000	-630,342	-760,342	0	0	0	-760,342
Capital Financing and Management	14,860,470	7,093,221	-7,767,249	-120,000	-2,008,263	-1,888,263	-9,655,512
Total	365,028,090	382,199,955	17,171,865	-216,421,790	-239,298,144	-22,876,354	-5,704,489

Appendix B – Budget Changes

Service	Original Net Budget £000	Approved Budget B/F from 2022-23 £000	Budget changes not requiring approval £000	Grants/funding released from reserves £000	FAGG approved release from reserves £000	Approved by S151 & Portfolio Holder £000	Approved by Executive £000	Budget C/F to 2023-24 £000	Final Net Budget £000
Adult Social Care	55,120			56					55,175
Children and Family Services	17,973	44	1,080						19,097
Executive Director	331					13			343
Education DSG funded	(444)								(444)
Education	9,892		(161)	154					9,884
Public Health & Wellbeing	(80)			1,829					1,750
Communities & Wellbeing	2,428	76	38	284					2,826
People	85,219	120	957	2,323	0	13	0	0	88,631
Development & Regulation	6,584	274	12	166				(93)	6,943
Executive Director	215								215
Environment	24,208	60	(1)	628					24,895
Place	31,007	334	11	794	0	0	0	(93)	32,052
ICT	2,223		8	68					2,299
Executive Director	313		(14)						299
Commissioning & Procurement	745	111	34						890
Finance & Property	1,340	106	(39)	286					1,693
Strategy & Governance	7,000	447	(38)	58					7,467
Resources	11,621	663	(49)	412	0	0	0	0	12,648
Chief Executive	534								534
Capital Financing & Risk	15,460		(850)		130				14,740
Total	143,841	1,117	69	3,529	130	13	0	(93)	148,606
Quarter One	143,841	129		465					144,435
Quarter Two	143,841	177		245	130				144,987
Quarter Three	143,841	80	69	470		13			145,619
Quarter Four	143,841	731	0	2,349	0	0	0	(93)	148,606
Total	143,841	1,117	69	3,529	130	13	0	(93)	148,606

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2022/23 Performance Report Quarter Four/Year end

Committee considering report:	Executive
Date of Committee:	8 June 2023
Portfolio Member:	Councillor Jeff Brooks
Date Portfolio Member agreed report:	25 May 2023
Report Author:	Jenny Legge/Catalin Bogos
Forward Plan Ref:	EX4292

1 Purpose of the Report

- 1.1 To provide assurance that the core business and council priorities for improvement measures in the [Council Strategy 2019-2023](#) are being managed effectively, and where performance has fallen below the expected level, present information on the remedial action taken and the impact of that action.

2 Recommendation

- 2.1 To note the progress made in delivering the Council Strategy Delivery Plan 2019-2023, a maintained strong performance for the core business areas, good results for the majority of the measures relating to the council's priorities for improvement, and remedial actions taken where performance is below target.

3 Implications and Impact Assessment

Implication	Commentary
Financial:	To be highlighted and managed by individual services.
Human Resource:	To be highlighted and managed by individual services.
Legal:	To be highlighted and managed by individual services.
Risk Management:	To be highlighted and managed by individual services.
Property:	To be highlighted and managed by individual services.
Policy:	To be highlighted and managed by individual services.

	Positive	Neutral	Negative	Commentary
Equalities Impact:				
A Are there any aspects of the proposed decision, including how it is delivered or accessed, that could impact on inequality?		x		
B Will the proposed decision have an impact upon the lives of people with protected characteristics, including employees and service users?		x		
Environmental Impact:		x		
Health Impact:		x		
ICT or Digital Services Impact:		x		
Council Strategy Priorities or Business as Usual:	x x			Supports all priorities and core business of the Council Strategy 2019-2023.
Data Impact:		x		
Consultation and Engagement:	The information provided for this report, has been signed off by the relevant Head of Service/Service Director and Portfolio Holder.			

4 Executive Summary

4.1 This paper provides updates for each component of the Council Strategy Delivery Plan 2019-2023:

- Non-targeted influencer measures for context.
- Targeted measures for each core business area.
- Targeted measures for each priority for improvement.
- Corporate health measures for internal context.

- 4.2 The **Influencer measures** indicated that the district continued to fare well. The high demand on our services remained elevated due to Covid-19 pressures. In some cases demand started to decrease compared to the previous quarters, but the main social care demand measures are still increasing.
- 4.3 The economic indicators show strong resilience, with footfall in Newbury Town Centre faring well, and the number of empty business rated properties continuing to fall.
- 4.4 The social care measures highlight increasing pressures and demand on services such as Children Social Care, Adult Social Care, Domestic Abuse, and housing.
- 4.5 Delivering our **Core Business activities** remains strong despite some challenges relating to staff retention and recruitment evident across all areas of work. Particularly strong performance was achieved in relation to: countryside and open spaces, timeliness of providing benefits, our culture, leisure and library services, economic development support for businesses, allocation of school places according to parents' preferences, waste management (including recycling) and the collection of business rates.
- 4.6 Of the measures rated Amber or Red, a number of areas to highlight include:
- Social care visits – high demand on staff can results in recording issues. Staffing challenges impacted our social care services' ability to achieve visit compliance to child protection plan cases. Assurance is provided by the service that managers are checking and authorising situations when visits have to go over timescales.
 - Planning applications determined on time – impacted by local ambitious targets, staff recruitment challenges, additional process requirements and consultation responses' timescales.
 - Keeping streets clean – impacted by an increase in litter dropped from vehicles and resource prioritisation.
- 4.7 Improvement activity through the Council Strategy **priorities for improvement** continued to progress, with the majority of measures targeted for this year being achieved. Areas of achievement to note include: people who feel safe and had their concerns met after having used our Adult Social Care Services, successful outcomes from early response support for parents and children and number of young people (including with special needs) involved in work experience.
- 4.8 Of the measures rated Amber or Red, a number of areas to highlight include:
- Educational attainment (provisional) – Local performance mirrors the national picture, with results being impacted by high levels of staff and pupil absence due to Covid and flu, a higher level of demand for support for pupils with Special Educational Needs, an increase in the number of exclusions, and difficulties in retaining and recruiting teaching assistants.
- 4.9 The council's **corporate health indicators** highlight focus on resource management, a controlled approach to manage service demand and inflation pressures on the Council's funding, resulting in an £0.77m budget overspend (after deployment of reserves set

aside to support these pressures which amounted to £4.71m) and an decreasing in workforce turnover.

5 Supporting Information

Influencer measures

The detailed information on the measures mentioned in this report can be found online in the Performance Portal here: <https://westberksperformance.inphase.com/>

- 5.1 Non-targeted measures of influence are monitored to provide context to the work being carried out across Council services.
- 5.2 The major focus for the district remained responding to a number of international and national challenges, e.g. supporting displaced people due to conflict, and economic challenges which impact at local level too.
- 5.3 Overall, the local **economy has remained strong**. Empty business rated industrial properties remained at consistent level and the number of empty non-industrial units continued to reduce. People visited Newbury Town Centre at a better level compared to the same quarters of previous years (impacted by the Covid-19 restrictions at that time). The number of planning applications rose from last quarter, and remained relatively stable over the longer term trend.
- 5.4 Within the local **social care indicators**, on the background of low crime rates, compared to last year, criminal activity increased slightly in all categories. Thames Valley Police are exploring the rise in Domestic Abuse reporting. In January 2023 their analyst noted that the role of the Local Police Authority Domestic Abuse Champion (DAC), introduced in 2022 was to re-engage on an ongoing basis with victims of domestic abuse post initial reports, supporting Medium Risk and vulnerable victims. Evidence was showing that victims felt much more supported and confident to report further incidents/crimes, and further reports had been made directly to the DAC. This was contributing to improved confidence in reporting crimes.
- 5.5 As of December 2022, crimes of harassment, nuisance and intimidation are no longer reported as part of the Anti-social behaviour dataset. The data reported is therefore lower, but the level is consistent.
- 5.6 Children social care referral and enquiry numbers remain very high. Whilst there are clearly relevant social factors, e.g. increased financial pressures on families, children being less visible during Covid, it is unclear why West Berkshire are now seeing referral/Section 47 investigations (when a child is suffering or likely to suffer abuse) rates that exceed those of statistical neighbours. The number of child protection plans has reached record high levels. The service has commissioned a review by SESLIP (The South East Sector Led Improvement Partnership) to explore these issues further.
- 5.7 The increase in number of Adult Safeguarding S42s enquiries opened (when an adult may be at risk of abuse or neglect) was reflective of the increase in concerns received during the period. Ongoing audits during quarter four continued to support the findings in quarter three that the statutory decision making was both consistent and appropriate.

- 5.8 The service continued to monitor abuse types reflected in S42 enquiries. Examination of information relating to categories of abuse submitted for a S42 enquiry during this reporting period continued to illustrate a complex and variable web of situations that existed across the community with no specific dominant cause or type.
- 5.9 The number of Adult Social Care clients requiring Long Term support has steadily increased since September 2020, and continues to be monitored by the service. This quarters figure was reflective of the demand pressures for Adult Social Care, predominantly in the population aged 65 and over.
- 5.10 The number of households prevented from being homeless, although higher than previous quarter was consistent with this time last year. The number of households in temporary accommodation, although not huge numbers, was the highest it has been since September 2019.
- 5.11 We repaired 779 pothole/edge of road repairs this quarter. This winter was particularly challenging and a huge undertaking for both the Council's Highway Maintenance team and our contractor Volker Highways. Wet weather ahead of the Christmas break followed by freezing weather in the New Year accelerated the deterioration of many sections of road, causing a significant amount of potholes and an increase in highways related claims. However, these conditions are not unique to this district and are affecting roads nationally. In recognition of this issue, the Government made an additional £200m available for pothole repairs in its spring statement, £950k of which was allocated to West Berkshire Council. In addition, the Council also committed an additional £7m over the next 3 years to highway maintenance and we will use this funding to ensure the resilience of our road network going forward.
- 5.12 Borrowing from libraries continued to rise, being 14.5% higher than at the end of December 2021. This shows that people are returning to libraries after the pandemic. The popularity of the Summer Reading Challenge is apparent in the peak of usage during quarter two. West Berkshire had the highest percentage participation of 4-11 year olds in South East England.

Core Business and Priorities for Improvement Performance

The detailed information on the measures mentioned in this report can be found online in the Performance Portal here: <https://westberksperformance.inphase.com/>

Please note:

Red, Amber, Green ratings are based on a 5% tolerance from target.

Planned – are tasks/milestones in progress

Completed with a green star – are measures/tasks which are completed and on or ahead of schedule

Completed with a red triangle – are measures/tasks which are completed later than scheduled

? - means no actual value for the current period has been recorded

n/r - means actual value for the current period is not expected to be reported e.g. annual measure

Core Business Activities

5.13 Four of the eleven core business areas have achieved strong (Green) performance results against challenging targets and on a background of increasing demand on most of the Council's services.

- **Countryside and open spaces** – as part of the wildlife verges project, the verge network has been surveyed.
- **Providing benefits** – timely decisions on new benefits claims
- **Culture, Leisure and libraries** – delivery of digital and physical events across Leisure and Culture Services and attendance to these, visits to libraries, Museum, Shaw House and West Berkshire's sports and leisure centres above targets.
- **Economic Development** – delivered the quarterly business engagement events to provide advice and guidance.

5.14 A further six areas have achieved good performance, within the Amber threshold:

- **Protecting our children** – Children and Family Services is rated by Ofsted as "Good" and maintained very strong performance in relation to the timeliness of assessments. There is assurance that the visits to children in care are taking place in a timely manner with any exceptions being authorised by management. Increasing demand regarding the number of Child Protection Plans, and staff turnover impacted on staff workloads in particular on being able to conduct timely one group meetings and visits to children with a child protection plan. The service is focusing on recruitment and on recording training.
- **Supporting Education** – at 93.8% (76/81), the percentage of schools judged good or better is just below the target of 95%. Improvements plans are in place and have been implemented, but the service is dependent on re-inspection by Ofsted to be able to show any change to this data. The number of children being allocated one of their preferred schools, both primary and secondary, is above target.
- **Collecting bins and keeping streets clean** – better than target recycling levels. The level of litter in the district increased, often due to drivers dropping items from their vehicles. The reduction in the resource level available to the street-cleansing contract, the need for prioritising the Covid response and shortages of HGV drivers has constrained the contractor's ability to sustain an ambitious level of cleansing all over the district. However, the Council has been stepped up cleansing of roadsides.
- **Ensuring the Wellbeing of Older People and Vulnerable Adults** – Only four out of our five adult social care provider services was rated good or better by the CQC (Care Quality Commission). The fifth one, Birchwood care home was inspected in February 2023, and although the overall rating continued to be Requires Improvement, overall the final report was very positive and showed significant improvements across all areas (e.g. responsiveness, caring and effectiveness areas of inspection were all rated as "Good").
- **Maintaining our roads** – % of A roads in need of repair achieved the target of maximum 3%.
- **Council Tax and Business Rates collection** – better than target collection of Business Rates, but Council Tax collection is just 1% under the target, impacted by Covid, Cost of Living crisis and other additional workload, such as the service distributing the energy support scheme to 1,200 households.

5.15 The remaining area has been rated overall Red:

- **Planning and Housing** – timeliness of planning application determination remained below local ambitious targets (Red), even if better than national standards. Performance continued to be impacted by vacancies in the service, consultations responses and additional processing requirements. The service is progressing an improvement plan to ensure the customers' aspirations are met. The % of planning appeals won is below target, however with 44 appeals made in total for the year, the numbers are very low.

Council Strategy Priorities for Improvement:

5.16 Results at the end of quarter four show that progress continued to be made to deliver the Council Strategy priorities for improvement with five of the six being RAG rated Green.

- **Ensure our vulnerable children and adults achieve better outcomes** – Strong results have been achieved regarding, people who feel safe and had their concerns met after having used our Adult Care Services, parents feeling well supported by our Early Response Hub, care leavers in education, employment and training and young people who have got involved in work experience and project work experiences.

The percentage of repeat referrals to Children's Services, although slightly off target, is in line with the England average, and better than the regional average.

Supporting more vulnerable young adults into employment resulted 66% of our care leavers aged 19 to 21 benefiting of employment, education or training, compared to the national figure of 52%, and better than our target of 60%.

Government figures show that the number of people sleeping rough nationally rose by more than a quarter last year. The rise follows four years of decreases in rough sleeping, partly due to initiatives during the pandemic. The figures suggest the number of people sleeping rough is 35 per cent lower than the peak in 2017, but 74 per cent higher than in 2010. Locally, the latest available data shows a reduction of rough sleepers from 6 at the end of Sep 2022 to 4 at the end of Dec 2022.

Data about the Rough sleepers offered accommodation was not available at the time of writing this report.

West Berkshire's Youth Offending Team (YOT) received an overall rating of 'Outstanding' following an inspection by His Majesty's Inspectorate of Probation. Inspectors commended West Berkshire YOT for creating 'a culture where everyone feels they belong and have a part to play' - involving children and their parents/carers in every aspect of supervision, and continually looking for ways to improve.

- **Support everyone to reach their full potential** – our educational attainment targets were set higher than the national and regional average as the impact of the pandemic was not known. Local performance mirrors the national picture, with results being impacted by high levels of staff and pupil absence due to Covid and flu, a higher level of demand for support for pupils with Special Educational Needs, an increase in the number of exclusions, and difficulties in retaining and recruiting

teaching assistants. Targets have been exceeded for attainment results at the end of KS2 (primary school).

An innovative pilot project to teach children that being healthy can also help the natural world called 'Wild West Berkshire' was launched. The pilot is a joint initiative with the Berkshire, Buckinghamshire and Oxfordshire Wildlife Trust (BBOWT). It is designed to show how health connects to nature and includes talks about eating healthier food, taking more exercise and how that helps wildlife and tackling climate change.

Final works on the Newbury Lido refurbishment, including the installation of the new pool tank, interactive splash pad and slides will be completed by the end of June 2023. The Lido will be open to the public this summer.

West Berkshire offers 16 free regular walks taking place either monthly, twice a month or weekly from various locations across the district to promote physical and mental wellbeing. A new limited series of Creative Wellbeing Walks were launched in partnership with Rambler's Wellbeing Walks in Hungerford and Mortimer led by experienced artist Simon Jardine. Each walk included short stops to paint, draw or photograph areas of interest and ends with a creative class, tea and coffee

- **Support businesses to start develop and thrive in West Berkshire -** Placemaking Strategies for Thatcham and Hungerford Town centres were developed by a consultant team led by Hemingway Design, commissioned by the Council in 2022. The Strategies were developed in collaboration with residents, stakeholders and Thatcham and Hungerford Town Councils and endorsed at a meeting of the Executive on 23 March 2023.
- **Develop local infrastructure including housing to support and grow the local economy** – The end of year target for premises that are able to access Gigabit capable broadband has been achieved. Data about the number of affordable homes granted planning permission and the actual number of completions was not available for inclusion in this paper.

Work began to look at options for delivering housing for Ukrainian and Afghan families. A new £6m project, including a £2.5m contribution from central Government, will see a mix of flats and houses purchased. Seventeen residential properties will be delivered as part of our ongoing support for Ukrainian and Afghan families settling in the district.

- **Maintain a green district** - EV charging infrastructure was available in 32% of WBC public car parks. The need to procure a new supplier for EV charging points meant that the 50% target could not be achieved.

Only one landowner committed to the pilot to facilitate increased biodiversity and carbon sequestration project this year. Feedback from landowners indicate that the lack of commitment is a result of unclear guidance from Central Government of Biodiversity Net Gain which includes being unable to formally register their sites. A temporary solution is being investigated by the Council's Planning Policy team with support from the Environment Delivery Team in relation to the one firm pilot project.

Once a temporary solution is in place it is hoped that this will provide reassurance to other landowners and additional pilot projects will come forward.

Liftshare, a car sharing platform, was launched as a pilot scheme for local residents in East Garston, Chaddleworth, Great Shefford and Hungerford. Using Liftshare saves money on travel, reduces our carbon emissions and helps to ensure our communities have access to the places they need to visit.

- **Ensure sustainable services through innovation and partnerships** - By encouraging clients to use assistive technology and telecare, we increased the number of people who feel able to remain in their homes, but know that they can let others know when they need help.

Corporate Health

5.17 At outturn the variance to budget is an overspend of £4.71m. After using the reserves that were set aside to support this, the overspend totals £0.77m.

5.18 Absence levels are more consistent with pre-Covid quarters, with the majority of occurrences being in the People Directorate. Short term sickness levels have risen steadily throughout the year. Days lost to mental health sickness have lessened since their highest in March 2021, and have settled at a consistent level, with work related stress absence at around 3% of all stress, depression and mental health illness days taken.

5.19 Staff turnover dipped from 19.0% last quarter to 15.9%, but continued to be well above the WBC average rate.

Proposals

5.20 To note the progress made in delivering the Council Strategy Delivery Plan, a maintained strong performance for the core business areas (in particularly challenging circumstances primarily due to recruitment difficulties in a number of areas), good results for the majority of the measures relating to the Council's priorities for improvement and remedial actions taken where performance was below target.

6 Other options considered

None considered.

7 Conclusion

7.1 Quarter four results show that strong performance levels have been maintained and key services delivered to residents as part of the activities in the Core Business category.

7.2 Action plans are in place to address performance measures rated "Amber" and "Red" and the Executive is asked to note these actions and the overall performance reported.

8 Appendices

8.1 Appendix A – Red and amber measures

8.2 Appendix B – Influencer measures dashboard

Subject to Call-In:

Yes: No:

- The item is due to be referred to Council for final approval
- Delays in implementation could have serious financial implications for the Council
- Delays in implementation could compromise the Council's position
- Considered or reviewed by Overview and Scrutiny Management Committee or associated Task Groups within preceding six months
- Item is Urgent Key Decision
- Report is to note only

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Core Business Area

Protecting our children

Ref	Reporting Destination	Measure Name	YTD RAG	YTD Actual	YTD Target	Comments
CFS-KPI-039	Executive	% of CiC where child has been visited in the past 6 weeks (or 12 weeks if agreed visiting schedule)	▲ Red	86.3%	95.0%	The performance has fallen below the target, but the service is satisfied that children are being seen within timescales. There is sometimes a recording issue with workers, due to high demand currently. We have regular meetings to ensure compliance with visiting timescales and recording of visits. On the rare occasion when a visit needs to go over timescale, the service manager is informed and approves it if the reason is valid.

Supporting education

Ref	Reporting Destination	Measure Name	YTD RAG	YTD Actual	YTD Target	Comments
ES-KPI-023	Executive	% of all schools (inc. Academies and iCollege) judged good or better by Ofsted	● Amber	93.8%	95.0%	At 93.8% (76 schools) this is only fractionally below the target of 95%, representing 1 school out of 81 below target. Performance and improvements on this measure are dependent on the timings of inspections. Speenhamland were inspected in March and we are predicting that this went well. An improvement in grading will increase the total to 77 schools, meeting the target. Aldermaston are also due an inspection this academic year. We are working intensively with the school to support them in pre-inspection work towards improving their grading.

Ensuring the wellbeing of older people and vulnerable adults						
Measure Ref	Reporting Destination	Measure Name	YTD RAG	YTD Actual	YTD Target	Comments
ASC-KPI-004	Executive	% of WBC provider services inspected by Care Quality Commission (CQC) and rated as good or better	▲ Red	80.0%	100%	<p>Birchwood Nursing Home was re-inspected in February 2023. Although the overall rating continued to be Requires Improvement overall the final report was very positive and showed significant improvements across all areas. Responsive, Caring and Effective were all rated as GOOD. The inspection team consisted of 5 individuals; clinical nurse, pharmacist, expert by experience for residents and families, expert by experience for staffing and a lead inspector.</p> <p>No additional enforcement action was taken by the CQC as a result of this inspection.</p> <p>The home remains compliant with all health and safety issues and has been rated as GOOD by the internal health and safety team at their recent inspection.</p> <p>New admissions are ongoing and have been successfully undertaken. We are still experiencing a delay in the procurement process for the Electronic Medication Administration Record System (eMAR) which will help to reduce the number of medication errors within the home. The contract has been with our legal team since the beginning of Dec. We have received a draft contract from the legal team which is being reviewed.</p>

Collecting your bins and keeping the streets clean						
Measure Ref	Reporting Destination	Measure Name	YTD RAG	YTD Actual	YTD Target	Comments
TCl-KPI-074	Executive	Maintain a "Good" level of litter, detritus and graffiti (YTD)	▲ Red	Satisfactory	Good	<p>The contractual target for street cleanliness is 'satisfactory', however the Waste Team aspires to a 'good' level of street cleanliness, hence this stretching target. Prior to the pandemic the Council was regularly achieving this target, however the stretch on resources during the pandemic and caused by the subsequent shortage of HGV staff has left this target unattainable for a number of years.</p> <p>The Council has been stepping up cleansing of roadsides in recent months, particularly on our major routes and will continue throughout the summer, from which point BAU (business as usual) will be maintained. Anti-littering and fly-tipping comms campaign has also been launched by the Waste Team around the district, with posters erected at selected bus stop displays and livery updates on waste collection trucks. It is therefore anticipated that performance against this indicator will improve going forward.</p>
Collecting Council Tax and Business rates						
Measure Ref	Reporting Destination	Measure Name	YTD RAG	YTD Actual	YTD Target	Comments
FP-KPI-026	Executive	Council Tax collected as a % of Council Tax due	● Amber	97.9%	98.8%	<p>Despite this being just under 1% below target, I believe that this is still a good result and the best collection over the past 5 years. We are still recovering from COVID and going through a cost of living crisis. We are currently distributing a further energy support scheme to 1200 households within the area.</p> <p>The number of recovery documents issued last year was substantial, over 7500 reminders were issued and over 3800 summons were sent to customers who did not pay in accordance with their bills. I see this continuing well into 2023/24.</p>

Planning and housing						
Measure Ref	Reporting Destination	Measure Name	YTD RAG	YTD Actual	YTD Target	Comments
PLS-KPI-001	Executive	% of 'major' planning applications determined within 13 weeks or the agreed extended time	▲ Red	81.1%	90.0%	<p>REASON FOR RED:</p> <p>As set out in previous Quarters, the Service has, throughout the Year, been carrying a number of vacant posts and that, together with sustained application numbers overall, has resulted in officers carrying high individual workloads. There have also been issues with the timeliness of consultation responses, including those from internal consultees, which has also affected the throughput of applications. Furthermore, the introduction earlier in the year of nutrient neutrality considerations into the application process has affected progress on a number of applications. In addition to affecting the timely throughput of applications, these issues have also led to a backlog of planning applications developing in the Service. The backlog has been sufficiently large for us to have to advertise the issue publicly on our website. There has been an impact through the teams at all Officer and Team Leader levels.</p> <p>Following on from previous Quarters, these issues have together led to an impact of not meeting locally set performance targets for the Year.</p> <p>For completeness, when looking at the national picture for performance, and having regard to designation of authorities, on the basis of applications determined in the 24 month period to the end of December 2022 (latest data available), performance is recorded as 85.1% on 'Majors' and 86.7% on 'Non-Majors' against the respective national thresholds of 60% and 70%. There is therefore no risk at present of the authority being designated for poor performance.</p> <p>Whilst we are not currently meeting the targets set at a local level, the national thresholds for 'Majors' and 'Non-Majors' are being</p>

					<p>exceeded and thus the Service is continuing to perform well and this should be recognised.</p> <p>REMEDIAL MANAGEMENT ACTION BEING UNDERTAKEN:</p> <p>The remedial actions presented in previous Quarters are in place and remain necessary at this time. In order to manage issues going forward, performance will continue to be monitored. We are seeking to recruit to permanent posts to fill some of the vacant posts in the Service to deal with planning applications. With regard to the backlog of planning applications in the Service, we are already taking a range of actions to address this. The approach we are taking is publicised on the website to ensure that customers are aware of the situation and about what we are doing to address the issue which includes a new negotiations strategy, working with our internal consultees to address delays in consultation responses and also reviewing our processes to increase the effectiveness and efficiency of our Service. We have also implemented a process of holding applications until a case officer becomes available to take it forward, yet with much of the consultation work being front loaded within the process to ensure timely progression of the application once it reaches an officer. We are currently employing temporary planning consultants to assist with dealing with planning applications (we currently have 3 FTE agency workers dealing with such applications) and are in the middle of a recruitment programme seeking permanent replacement planning officers for these agency staff. Other measures are also being prioritised and explored to improve the Service and minimise the risk of repeated backlogs in the future.</p> <p>As set out previously, a Service Improvement Plan consisting of a number of priorities and other tasks has recently been developed and work on this is continuing. As part of this we are intending to review many of our processes and the way we work across the</p>
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					<p>Planning Service and with other parts of the Council. Through that work we plan to identify and make adjustments where these can improve the efficiency and effectiveness of the way we work, the quality and consistency of our work and also providing clarity as to the level of service we deliver to our customers.</p> <p>One important action to note is that a review of internal targets, as part of the Service Improvement Plan, has been undertaken and the result of this is that it has been agreed that going forward from Q1 2023/2024, the categories and targets to be used locally to measure performance on district matter planning applications are:</p> <p>% of 'Major' planning applications determined within time (within the statutory determination period or within an agreed extended period). Target 66%.</p> <p>% of 'Non-Major' planning applications determined within time (within the statutory determination period or within an agreed extended period). Target 77%.</p> <p>These will replace the current local targets measuring performance on 'Majors', 'Minors' and 'Others'. This will ensure that our local performance targets on district matter planning applications are changed so as to be more aligned, in terms of categories and targets, to how performance is measured nationally on the speed of determining planning applications. It has however been considered appropriate to add a 10% increase on top of the national thresholds to use as our local targets. This approach to targets will also help with the work being done towards rebalancing the customer experience.</p>
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Planning and housing						
Measure Ref	Reporting Destination	Measure Name	YTD RAG	YTD Actual	YTD Target	Comments
PLS-KPI-004	Executive	% of 'minor' planning applications determined within 8 weeks or the agreed extended time	▲ Red	80.5%	86.0%	Comment as for 'major' planning applications KPI above
Planning and housing						
Measure Ref	Reporting Destination	Measure Name	YTD RAG	YTD Actual	YTD Target	Comments
PLS-KPI-007	Executive	% of 'other' planning applications determined within 8 weeks or the agreed extended time	▲ Red	82.9%	90.0%	Comment as for 'major' planning applications KPI above

Planning and housing						
Measure Ref	Reporting Destination	Measure Name	YTD RAG	YTD Actual	YTD Target	Comments
PLS-KPI-010	Executive	% of planning appeals won	▲ Red	60.2%	65.0%	<p>There is no particular change in circumstances within the Service that has caused this outcome for the year. Which appeals are submitted, when those appeals are made, and also when those appeals are determined, are entirely outside the control of the Service.</p> <p>Throughout the year, the number of appeals is relatively low overall and therefore greater percentage swings are likely over the short Quarterly reporting periods as opposed to the full Year End outcome. Normally it is anticipated that appeal decisions can balance out over the Year, however, on this occasion the Service has fallen slightly short of the target but as indicated this is by less than 5%.</p> <p>In order to provide some context and accountability for the appeal decisions for the Year:</p> <p>Of the 26 appeals won (appeals dismissed): 25 were following a delegated decision of refusal and 1 was following a recommendation of approval which was overturned to refusal at Committee.</p> <p>Of the 18 appeals lost (appeals allowed, including one split decision): 13 were following a delegated decision of refusal and 5 were following recommendations of approval which were overturned to refusal at Committee (including one decision related to a non-determination appeal).</p> <p>The appeal decisions have been justified in all cases by the relative Inspectors having looked at the specific merits of the particular cases. Decisions are monitored within the Service and no repetitive or predominant aspects to the decisions at this time have been found.</p>

					<p>REMEDIAL MANAGEMENT ACTION BEING UNDERTAKEN:</p> <p>Monitoring of the Planning Inspectorate's appeal decisions and the comments made in them about the original decisions that were made by the LPA (which led to the need to appeal) are monitored in the Service after the receipt of each decision. There is currently no identifiable adverse pattern in respect of appeal decisions. If such a pattern were to emerge, any necessary remedial management action would be identified and implemented.</p> <p>As set out previously, a Service Improvement Plan consisting of a number of priorities and other tasks has recently been developed and work on this is continuing. As part of this we are intending to review many of our processes and the way we work across the Planning Service and with other parts of the Council. Through that work we plan to identify and make adjustments where these can improve the efficiency and effectiveness of the way we work, the quality and consistency of our work and also providing clarity as to the level of service we deliver to our customers.</p> <p>One important action to note is that a review of internal targets, as part of the Service Improvement Plan, has been undertaken and the result of this is that it has been agreed that going forward from Q1 2023/2024, the categories and targets to be used locally to measure performance on district matter planning applications are:</p> <p>% of 'Major' planning applications determined within time (within the statutory determination period or within an agreed extended period). Target 66%.</p> <p>% of 'Non-Major' planning applications determined within time (within the statutory determination period or within an agreed extended period). Target 77%.</p>
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						<p>These will replace the current local targets measuring performance on 'Majors', 'Minors' and 'Others'. This will ensure that our local performance targets on district matter planning applications are changed so as to be more aligned, in terms of categories and targets, to how performance is measured nationally on the speed of determining planning applications. It has however been considered appropriate to add a 10% increase on top of the national thresholds to use as our local targets. This approach to targets will also help with the work being done towards rebalancing the customer experience.</p>
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Priorities for Improvement

Ensure our vulnerable children and adults achieve better outcomes

Measure Ref	Reporting Destination	Measure Name	YTD RAG	YTD Actual	YTD Target	Comments
CFS-KPI-012	Executive	% of repeat referrals to Children's Services within 12 months of a previous referral	▲ Red	21.4%	20.0%	The percentage of repeat referrals is in line with the England average which is between 21% and 22%. It is below the South East average which is 26% to 28%. It has been agreed that the current target set at 20% will be changed to 22% however this change cannot be facilitated until the reporting period for 24/25 begins.

Support everyone to reach their full potential

Measure Ref	Reporting Destination	Measure Name	YTD RAG	YTD Actual	YTD Target	Comments
ED-KPI-003	Executive	% of major developments that incl. skills & employment plan as a condition of planning permission	▲ Red	50.0%	70.0%	<p>There was one major application which received approval in this quarter - however we had provided a consultation response to it in February 2022. This was prior to this KPI to include ESPs in major developments had been set, and hence we did not include this in the comments.</p> <p>Economic Development consultation responses to major developments now include a recommendation to include an ESP as a condition of approval, where appropriate.</p>

Support everyone to reach their full potential

Measure Ref	Reporting Destination	Measure Name	YTD RAG	YTD Actual	YTD Target	Comments
ES-KPI-029	Executive	% of 16-17 year olds who are not in education, employment or training or whose status is not known	▲ Red	2.7%	2.0%	We still remain in Quintile 1 for combined NEET/Not Known figure. We have also had a surge in leavers - primarily from College - who have left for a range of reasons. Some of these are NEET, some remain unknown as we are trying to establish contact.

ES-KPI-077	Executive	% achieving the national standard for reading, writing and maths combined (KS2)	▲ Red	56.0%	65.0%	<p>Although not meeting our target, there is good evidence of positive performance.</p> <p>The target of 65% would appear to be ambitious. At 56% we are just behind the national and regional average (both at 59%). This places us in the 4th quartile nationally for 2021/22 but, as with other areas, the difference between quartiles is small. It would only take a fractional improvement to move into the 3rd quartile.</p> <p>As in other Key Stages, the drop in performance from 2019 mirrors the national picture.</p> <p>Prior to this performance was higher, and at or just below the national average.</p> <p>WBC % achieving national standard for RWM (KS2): 2017/18 = 64%, 2018/19 = 64%, 2021/22 = 56%</p> <p>National % achieving national standard for RWM (KS2): 2017/18 = 64%, 2018/19 = 65%, 2021/22 = 59% 2021/22</p> <p>WBC % achieving national standard: Reading = 75%, Writing = 67%, Maths = 71%, RWM = 56% 2021/22</p> <p>National % achieving national standard: Reading = 75%, Writing = 69%, Maths = 71%, RWM = 59%</p> <p>There are 27 schools above the national average, and 27 schools below the LA average. This implies a significant variance in performance (low of 33.3%, high of 100%), though this is sometimes based on small numbers of pupils.</p> <p>Contributing Factors:</p>
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					<p>Setting targets last year was extremely difficult. We did not know the full impact that the pandemic would have on figures. We were not able to set targets lower than 2018/2019 due to it looking as if we did not have ambition. This however has impacted on our figures, when not reaching those targets.</p> <p>Writing is the one subject that is a key issue and focus, impacting on the combined RWM rate. Writing has seen a national dip, due to the difficulties in teaching writing remotely. The pandemic caused significant difficulties in getting sufficient evidence of standards in Writing. When looking at the individual subjects, only Writing is below the national average (67%, compared with 69% nationally). This highlights improvements in Maths and Reading from previous years. During a return to the moderation cycle, we have seen evidence that schools have still been setting shorter grammar related pieces of writing and this has impacted on the levels that have been able to be awarded. Schools are very aware of this.</p> <p>West Berkshire participated in Operation Warm Welcome and still continues to this day. Schools have welcomed many children over the year and have been delighted to do so. These children have contributed to the school community and the schools have seen the many benefits of a community coming together to support and care for families from war torn countries. These children are all EAL and have significant trauma which is surfacing the longer they are in our schools.</p> <p>Actions Being Taken and Alternative Plans:</p> <p>Courses and guidance at Primary Headteacher meetings have highlighted this issue. An extensive range of courses are being run this year, including significant support being given for Writing e.g. Diminishing the Difference, Closing the Gap to Raising Attainment.</p>
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						<p>There is also a KS2 Moderation Day scheduled for 18/04/2023 to support with borderline pupils with writing. Being back in class means better modelling and scaffolding is possible.</p> <p>There is bespoke work under way, including a new English Advisor working with numerous schools for specific English assistance. Strategies are in place supporting Teachers and ECT's having lower confidence after disrupted years teaching.</p>
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Support everyone to reach their full potential						
Measure Ref	Reporting Destination	Measure Name	YTD RAG	YTD Actual	YTD Target	Comments
ES-KPI-096	Executive	% of pupils eligible for Free School Meals achieving a Good Level of Development at Foundation Stage	▲ Red	35.2%	40.0%	<p>At 35.2% for 2021/22 the target of 40% has not been met. This is noticeably below the national average and in the 4 quartile nationally. This reflects the pre-COVID-19 position, where performance has been dropping since 2016.</p> <p>However, the FSM cohort at Foundation Stage is very small in West Berkshire, with just 178 pupils across the whole LA (currently 9.9% compared to 17.8% nationally). The number of schools with only 1 and with 5 or fewer FSM pupils at FS has increased compared to previous years.</p> <p>Overall performance for all children is significantly better at 64.8% (3 quartile), very close to the national average of 65.2%.</p> <p>Not including Brookfields and The Castle, there are 12 schools where no FSM children achieved GLD. However, these all only represent 4 or fewer children per school. Two schools have been identified as having a noticeably larger number of FSM pupils but lower rate achieving GLD.</p> <p>Though a concern, the gap in performance for FSM pupils at FS has narrowed over the last three available years, particularly this year. This is opposed to the national average, where the gap for FSM pupils has widened in 2021/22.</p> <p>WBC % of FSM Pupils achieving GLD: 2017/18 = 42.1% (32% gap), 2018/19 = 40.3% (34.3% gap), 2021/22 = 36% (28% gap)</p> <p>WBC % of all pupils achieving GLD: 2017/18 = 74.1%, 2018/19 = 74.6%, 2021/22 = 64.8%</p> <p>National % of FSM Pupils achieving GLD: 2017/18 = 56.5%, 2018/19 = 56.4%, 2021/22 = 49.1%</p> <p>National % of all pupils achieving GLD: 2017/18 = 71.5%, 2018/19 = 71.8%, 2021/22 = 65.2%</p> <p>Contributing Factors:</p>

					<p>Setting targets last year was extremely difficult. We did not know the full impact that the pandemic would have on figures. We were not able to set targets lower than 2018/2019 due to it looking as if we did not have ambition. This however has impacted on our figures, when not reaching those targets.</p> <p>Speech and Language delays for children in EYFS, due to the pandemic – not being in a setting and having the language stimulus and also having to learn to speak during mask wearing has contributed to their delays. There have been long delays getting Speech and Language support in schools.</p> <p>Research on school readiness has found that children are not in the same place as they were pre-pandemic. They are catching up throughout the Key stage.</p> <p>High levels of staff and pupil absence – COVID, flu, new strains – Omicron which was very infectious. The second year was harder than the first, safety measures were being withdrawn but COVID levels were very high and staff and pupil absence impacts on the progress that can be made.</p> <p>West Berkshire participated in Operation Warm Welcome and still continues to this day. Schools have welcomed many children over the year and have been delighted to do so. These children have contributed to the school community and the schools have seen the many benefits of a community coming together to support and care for families from war torn countries. These children are all EAL and have significant trauma which is surfacing the longer they are in our schools. This situation will affect our figures.</p> <p>Actions Being Taken and Alternative Plans:</p> <p>EYFS adviser works across the authority supporting settings with their provision.</p> <p>EMTAS support team work with EAL and refugee children.</p> <p>FSM/PPG advisers work with every school to write and implement their PPG strategy. Emphasis on the very highest ambition that we have for all our children and particularly our Disadvantaged children. We run termly meetings and every school in the authority</p>
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						<p>has had support with ensuring that their strategy targets the areas affected most.</p> <p>A Flying Start to letters and sounds has been validated by the DFE and is being trialed in a number of our schools. The impact that is being tracked shows that children are more secure with phase 1 than in previous years with different schemes.</p>
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Support everyone to reach their full potential						
Measure Ref	Report ing Destin ation	Measure Name	YTD RAG	YTD Actual	YTD Target	Comments
ES-KPI-107	Execut ive	% of pupils eligible for FSM achieving expected standard in combined reading writing and maths	▲ Red	30.3%	45.0%	<p>This will be affected by overall performance where the drop in performance from 2019 mirrors the national picture. As with disadvantaged RWM attainment, at 30.3% WBC are noticeably below the national average of 45.3% and regional average of 35.2% (4 quartile). Prior to this, a significant improvement was made in 2019.</p> <p>As with disadvantaged pupils, the FSM cohort in WB has also always been proportionally much smaller than nationally and regionally (currently 15.4% compared with 24.8% nationally). Only 11 schools have 10 or more FSM pupils at KS2.</p> <p>WBC No. of FSM pupils at KS2: 2017/18 = 109, 2018/19 = 166, 2021/22 = 297</p> <p>WBC % of FSM pupils at KS2: 2017/18 = 6.1%, 2018/19 = 8.5%, 2021/22 = 15.1%</p> <p>National % of FSM pupils at KS2: 2017/18 = 14.1%, 2018/19 = 16.1%, 2021/22 = 24.8%</p> <p>WBC Number of schools with only 1 FSM children at KS2 = 8</p> <p>WBC Number of schools with 5 or fewer FSM children at KS2 = 33</p> <p>WBC Number of schools with 10 or more FSM children at KS2 = 11</p> <p>Though a concern, the gap in performance for FSM pupils at KS2 has improved, narrowing over the last three available years, as with disadvantaged pupils. Whereas nationally, the gap for FSM pupils has remained roughly the same.</p> <p>WBC % FSM pupils achieving national standard for RWM (KS2): 2017/18 = 26% (38% gap), 2018/19 = 37% (27% gap), 2021/22 = 30.3% (26% gap)</p> <p>WBC % of all pupils achieving national standard for RWM (KS2): 2017/18 = 64%, 2018/19 = 64%, 2021/22 = 56%</p>

					<p>National % of FSM pupils achieving national standard for RW (KS2): 2017/18 = 46%, 2018/19 = 47%, 2021/22 = 42%</p> <p>National % of all disadvantaged pupils achieving national standard for RW (KS2): 2017/18 = 64%, 2018/19 = 65%, 2021/22 = 59%</p> <p>Contributing Factors:</p> <p>Setting targets last year was extremely difficult. We did not know the full impact that the pandemic would have on figures. We were not able to set targets lower than 2018/2019 due to it looking as if we did not have ambition. This however has impacted on our figures, when not reaching those targets.</p> <p>As with the overall rate for all pupils and also with Disadvantaged pupils, Writing is the one subject that is a key issue and focus, impacting on the combined RWM rate. Writing has seen a national dip, due to the difficulties in teaching writing remotely. The pandemic caused significant difficulties in getting sufficient evidence of standards in Writing. When looking at the individual subjects, only Writing is below the national average (67%, compared with 69% nationally). This highlights improvements in Maths and Reading from previous years.</p> <p>During a return to the moderation cycle, we have seen evidence that schools have still been setting shorter grammar related pieces of writing and this has impacted on the levels that have been able to be awarded. Schools are very aware of this.</p> <p>West Berkshire participated in Operation Warm Welcome and still continues to this day. Schools have welcomed many children over the year and have been delighted to do so. These children have contributed to the school community and the schools have seen the many benefits of a community coming together to support and care for families from war torn countries. These children are all EAL and have significant trauma which is surfacing the longer they are in our schools.</p> <p>Actions Being Taken and Alternative Plans:</p> <p>Courses and guidance at Primary Headteacher meetings have</p>
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						<p>highlighted this issue.</p> <p>An extensive range of courses are being run this year, including significant support being given for Writing.</p> <p>There is also a KS2 Moderation Day scheduled for 18/04/2023 to support with borderline pupils with writing.</p> <p>Being back in class means better modelling and scaffolding is possible.</p> <p>There is bespoke work under way, including a new English Advisor working with numerous schools for specific English assistance.</p> <p>Strategies are in place supporting Teachers and NQT having lower confidence after disrupted years teaching.</p>
ES-KPI-114	Executive	% of CiC on track to achieve their targets in GCSE or equivalent examinations (Y11)	▲ Red	35.7%	80.0%	<p>There are fewer than 20 young people in the cohort, and fewer than 10 of the group are currently able to access GCSE qualifications and should achieve in line with their PEP targets (Personal Education Plan). Fewer than 10 are unaccompanied asylum seeking children or have significant learning difficulties meaning that they cannot access GCSE exams. The majority of those able to access GCSEs have a good chance of achieving their targets (62%). Those who are not able to achieve their targets include young people with emotional based school avoidance (EBSA) or who have not had a school place for most of year their current year due to EHCP reassessment (Education, Health and Care Plan). The Virtual School has provided direct support through its Educational Psychologist and Emotional Health Worker and has funded 1:1 tuition, where this has been required.</p>

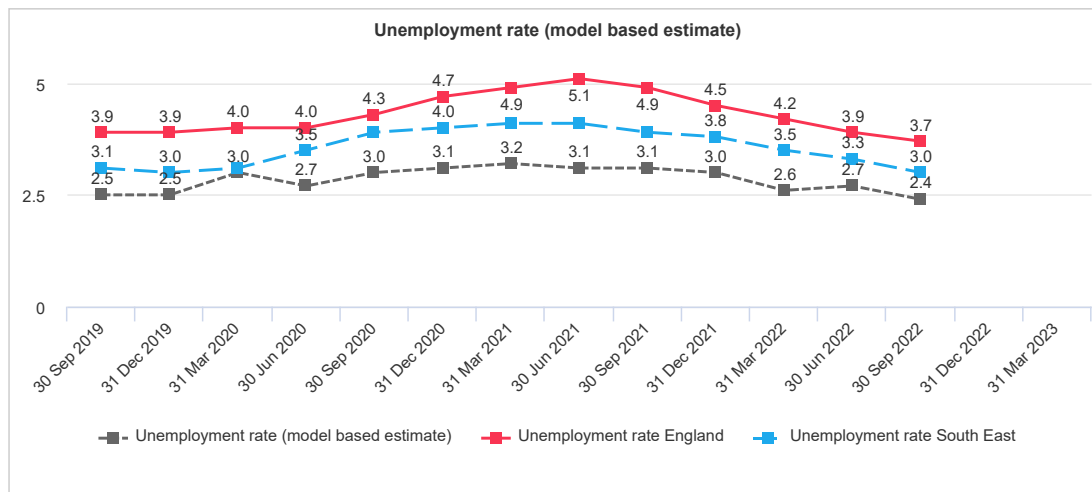
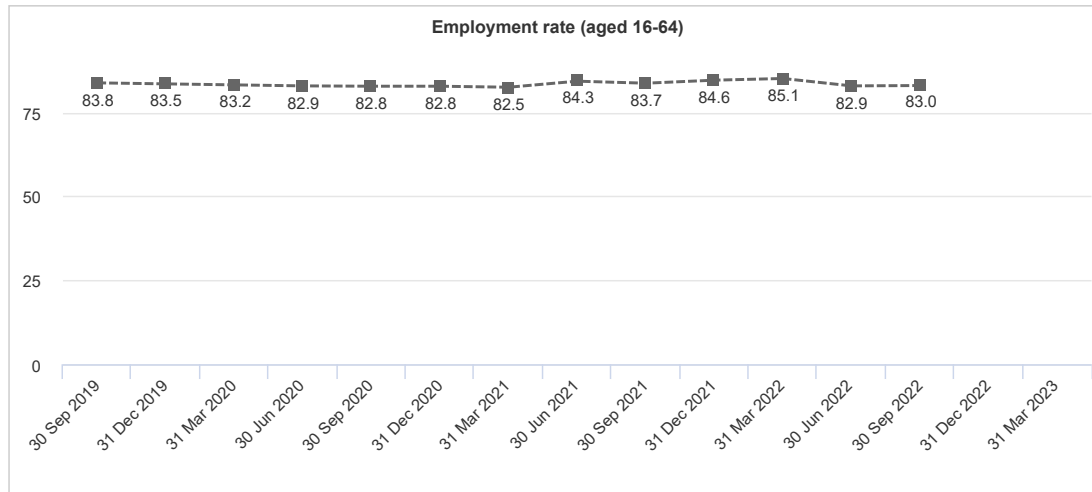
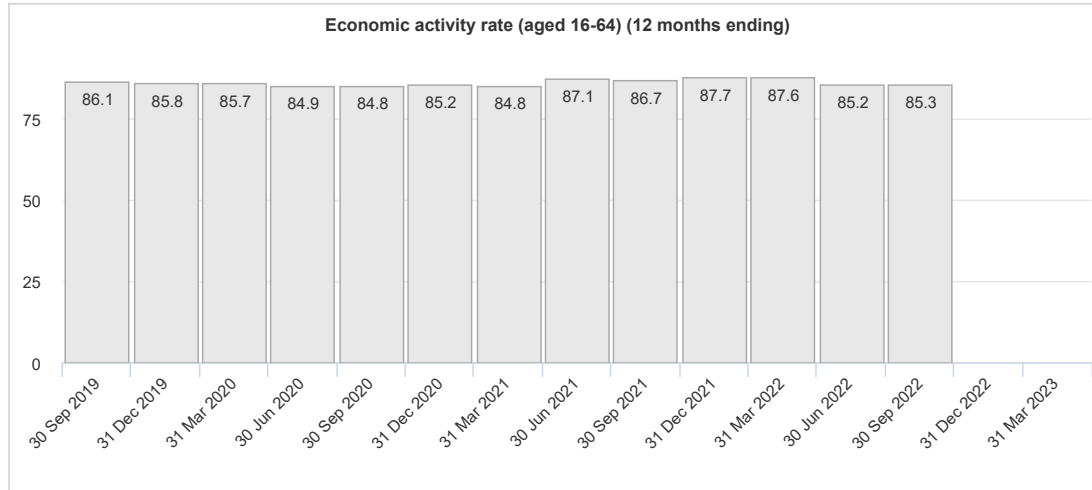
Support everyone to reach their full potential						
Measure Ref	Report ing Destination	Measure Name	YTD RAG	YTD Actual	YTD Target	Comments
ES-KPI-118	Execut ive	Average attainment 8 score for pupils eligible for Free School Meal (FSM) (KS4)	● Amber	33.6	34	<p>At 33.6, performance was fractionally below the target of 34. However, this is noticeably below the national average of 37. This reflects the pre-COVID-19 position.</p> <p>Five schools in West Berkshire are above the national average Attainment 8 score with seven schools, including Brookfields and The Castle, below the LA average Attainment 8 score.</p> <p>The gap in attainment 8 scores for FSM pupils, as with disadvantaged pupils, has been increasing. The improvement in Attainment 8 scores in 2021/22 overall is not reflected in disadvantaged pupils and FSM pupils.</p> <p>As with disadvantaged, the FSM cohort in WB has always been proportionally much smaller than nationally and regionally (currently 11.2% compared with 19.2% nationally). This only represents 211 FSM pupils at KS4 in West Berkshire schools.</p> <p>Overall Attainment 8 performance is better, well above the national average.</p> <p>Contributing Factors</p> <p>Setting targets last year was extremely difficult. We did not know the full impact that the pandemic would have on figures. We were not able to set targets lower than 2018/2019 due to it looking as if we did not have ambition. This however has impacted on our figures, when not reaching those targets.</p> <p>School led tutoring, a national grant scheme forming part of the DfE's education recovery plan to support catch-up for lost</p>

					<p>education due to the pandemic, has not always been easy for schools to implement. Some schools have struggled to spend the grant due to staff absence. However, it is anticipated that this should improve in time.</p> <p>Of the ten secondary schools in West Berkshire, seven are Academies. As such, engagement with the schools is limited. Of the schools below the LA average, Park House, rated as Inadequate, are now expected to show improvements quite quickly. John O'Gaunt is part of the Excalibur Trust, and not connected to Authority. So engagement and impact is also limited.</p> <p>Actions Being Taken and Alternative Plans</p> <p>FSM/PPG advisers work with every school to write and implement their PPG strategy. Emphasis on the very highest ambition that we have for all our children and particularly our FSM and Disadvantaged children. We run termly meetings and every school in the authority has had support with ensuring that their strategy targets the areas affected most.</p>
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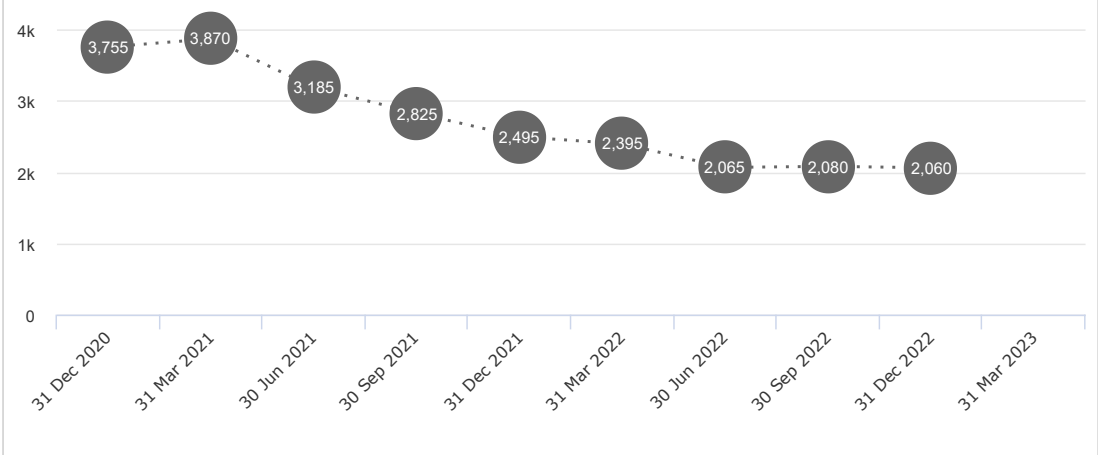
Maintain a green district						
Measure Ref	Reporting Destination	Measure Name	YTD RAG	YTD Actual	YTD Target	Comments
TC-KPI-022	Executive	% of all WBC public car parks with 20 or more spaces to have EV charging available	▲ Red	32.0%	50.0%	Target not achieved due to the need to procure a new supplier for Electric Vehicle Charge Points.
TC-KPI-050	Executive	Commence pilot projects to help inform the best way for the Natural Solutions Development (NSD) Partnership to support projects	▲ Red	1	2	Currently only one landowner has fully committed to a pilot project, however there has been interest from a number of others. Feedback from landowners indicate that the lack of commitment is a result of unclear guidance from Central Government of Biodiversity Net Gain which includes being unable to formally register their sites. A temporary solution is being investigated by the Council's Planning Policy team with support from the Environment Delivery Team in relation to the one firm pilot project. Once a temporary solution is in place it is hoped that this will provide reassurance to other landowners and additional pilot projects will come forward.

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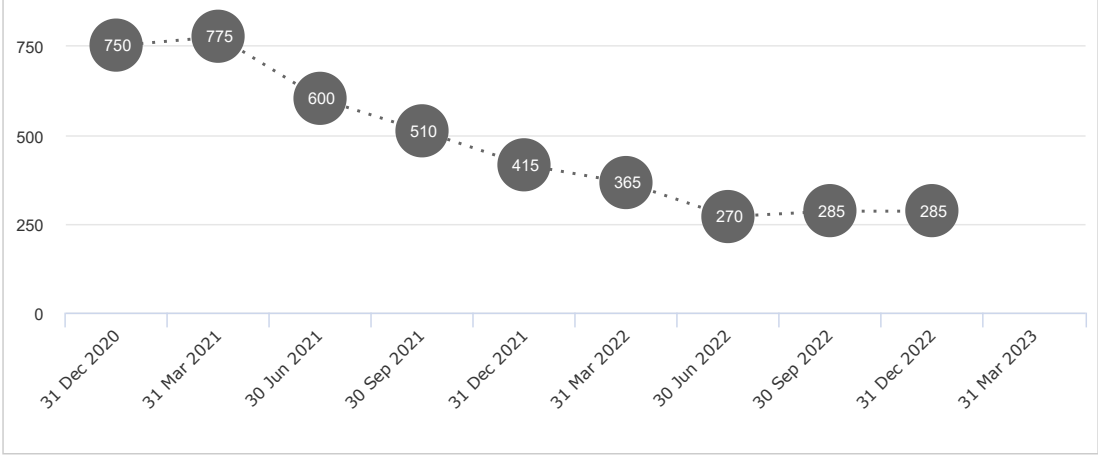
Economy



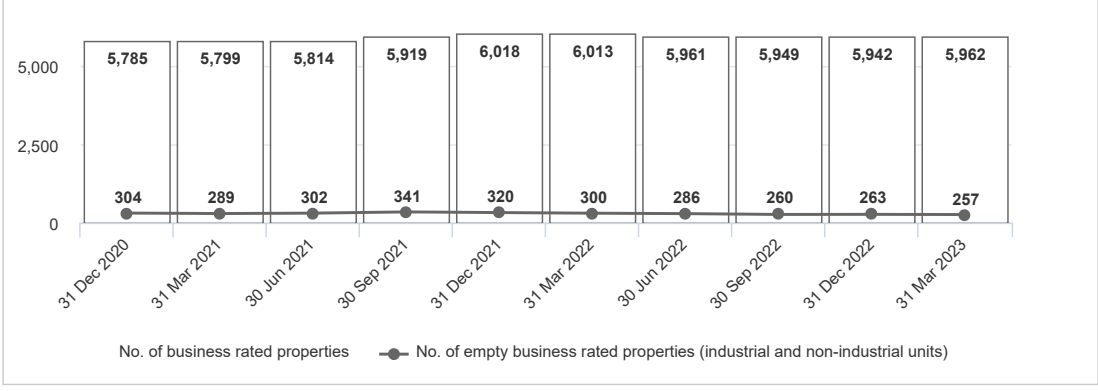
Total claimant count (aged 16+) - JSA & Universal Credit



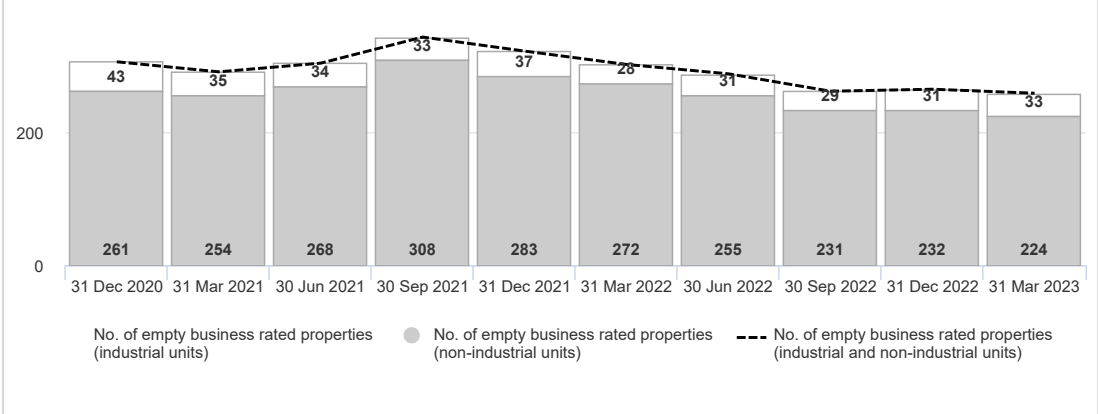
Total claimant count (aged 16-24) - JSA & Universal Credit



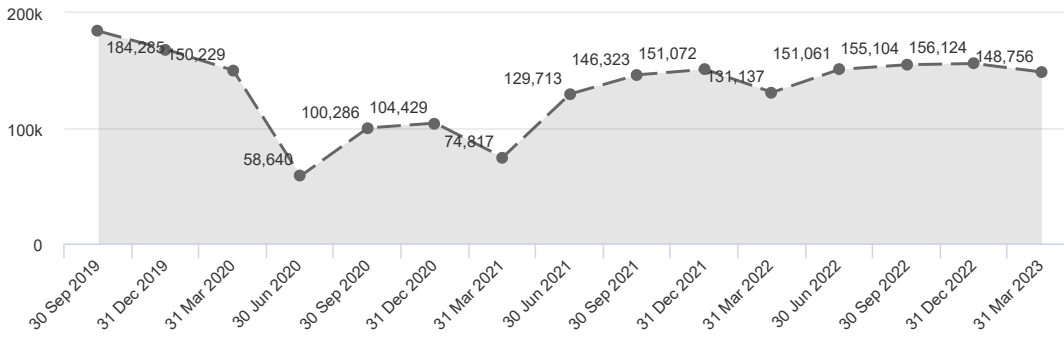
Number of business rated and empty properties



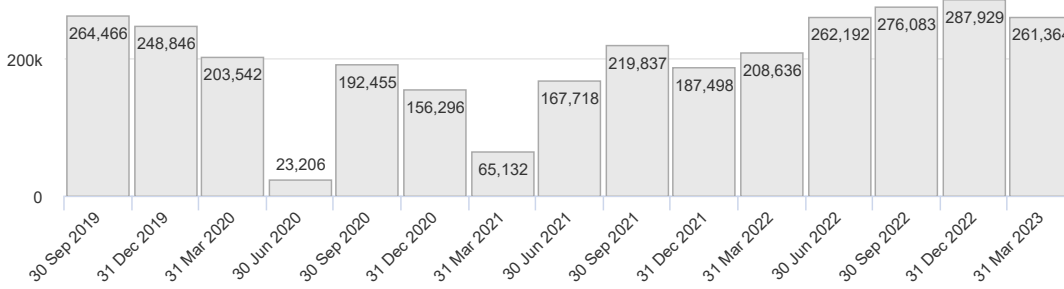
Number of empty business rated properties (industrial and non-industrial)



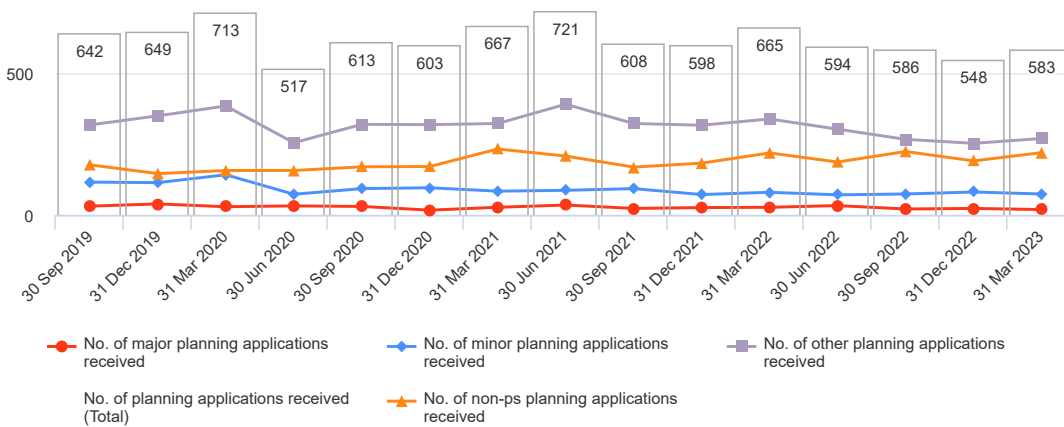
Newbury Town Centre footfall (weekly average)



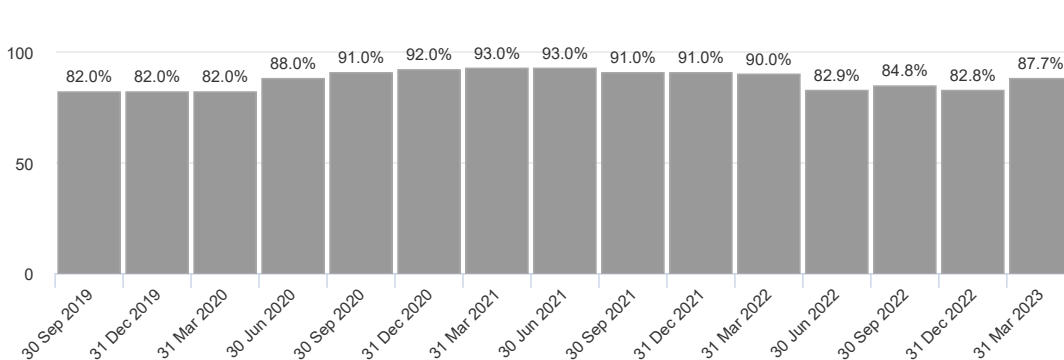
Number of parking tickets sold in WBC managed parking spaces (includes PaybyPhone ticket sales from 2020/21 onwards)

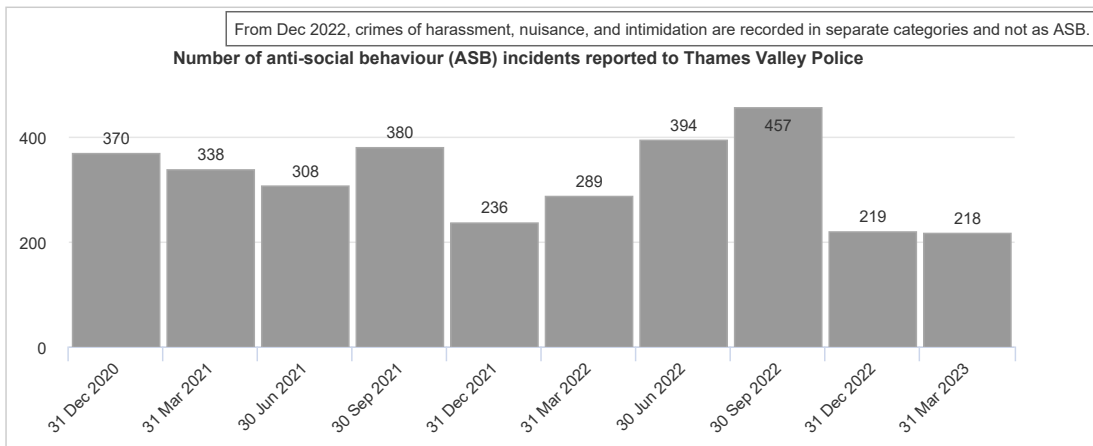
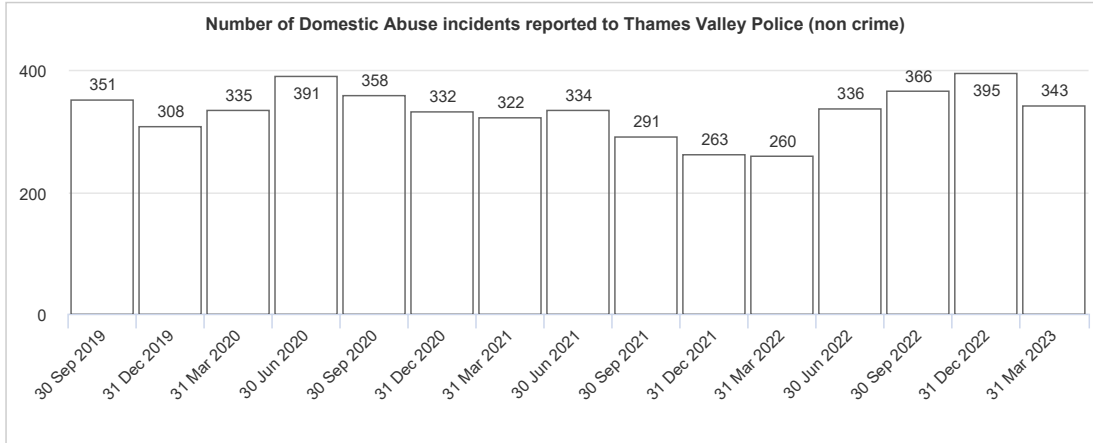
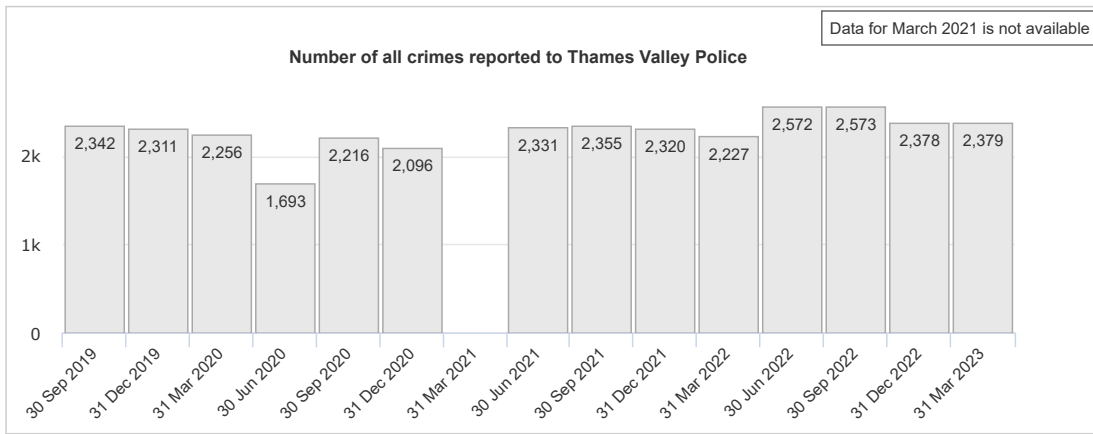


Number of planning applications received

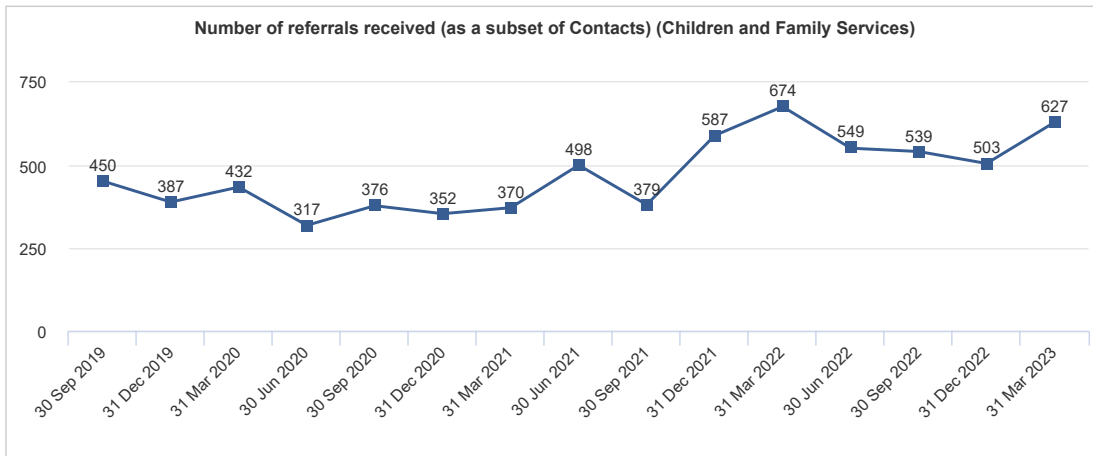


% Approval Rate (Planning Permissions)

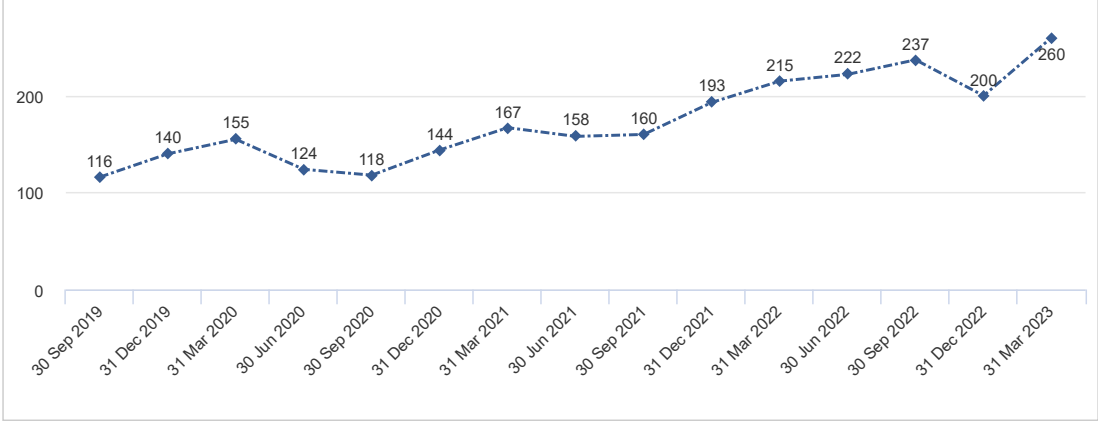




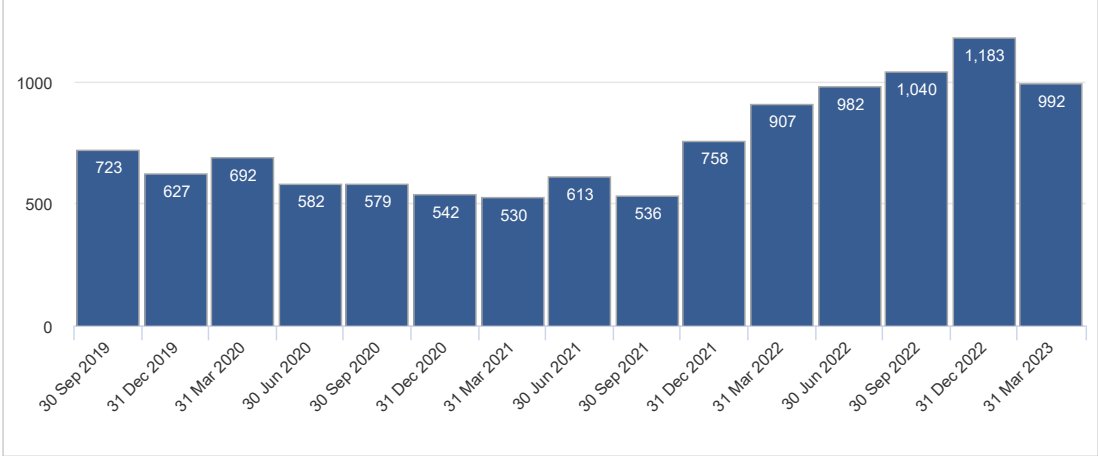
Social Care



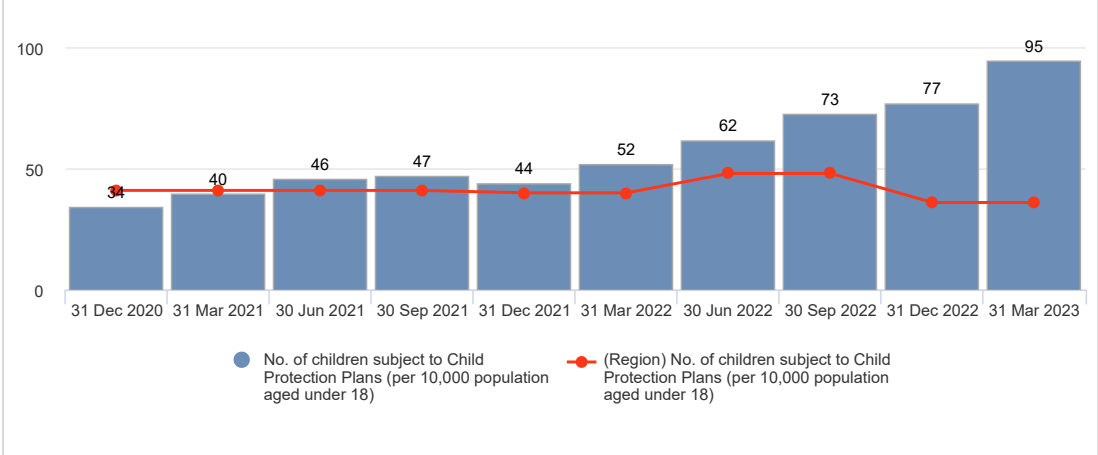
Number of S47 (Child Protection) enquiries initiated



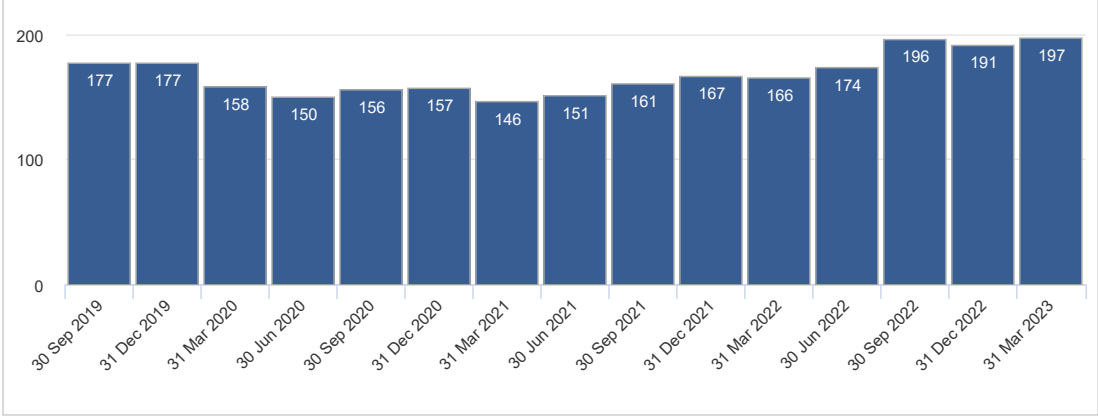
Number of Children in Need (CIN) (excluding CiC and CP)

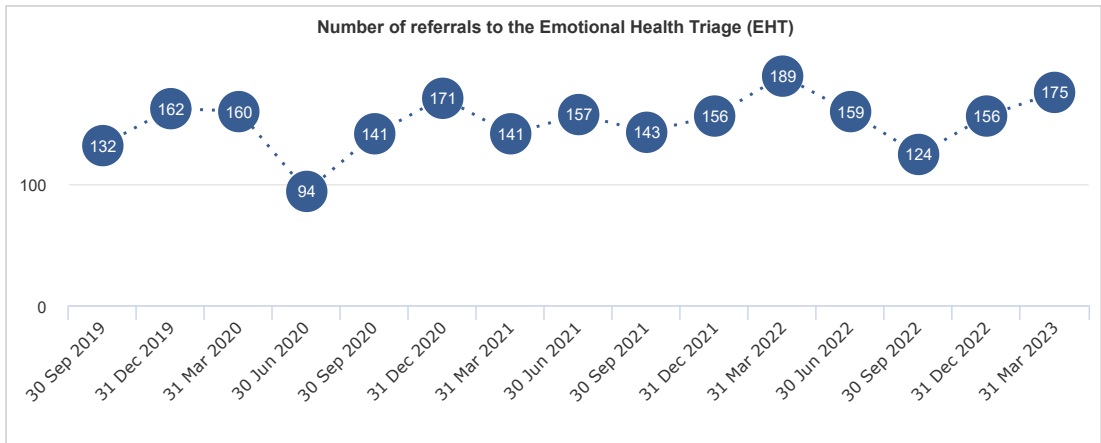
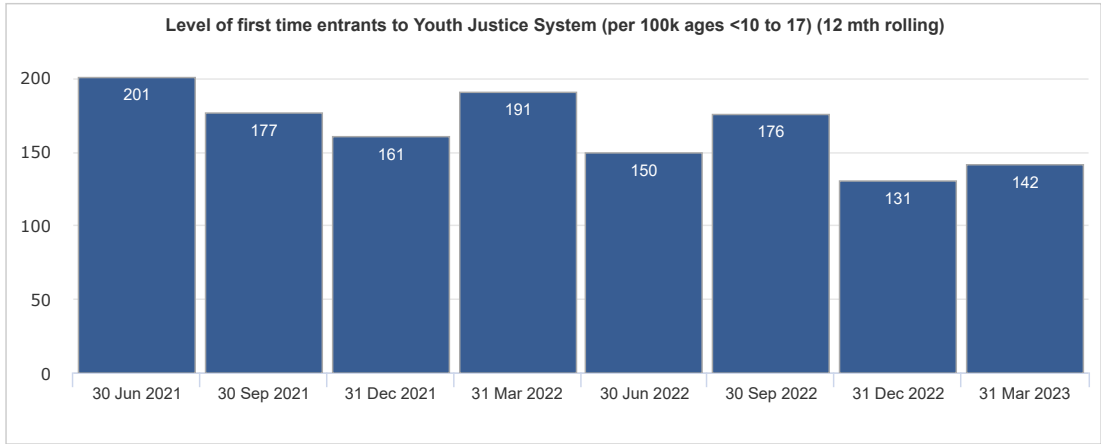
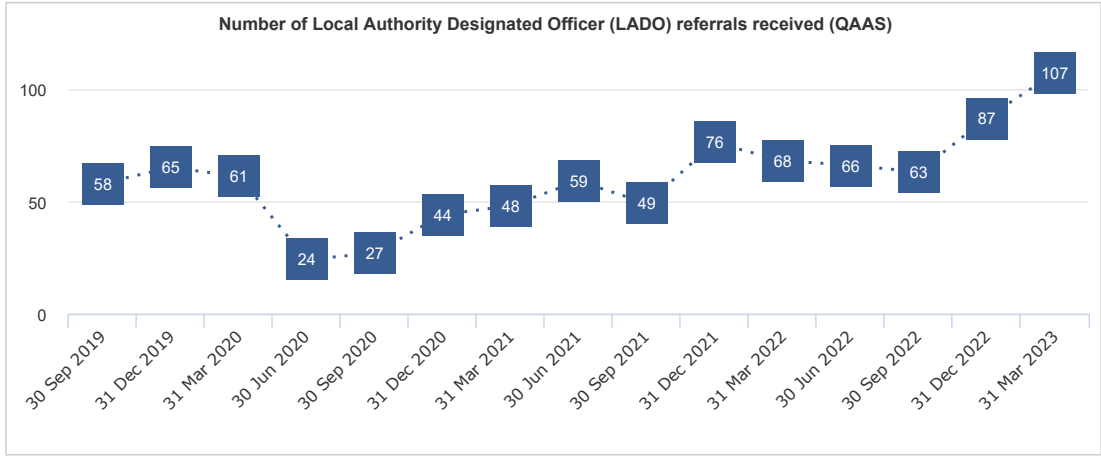
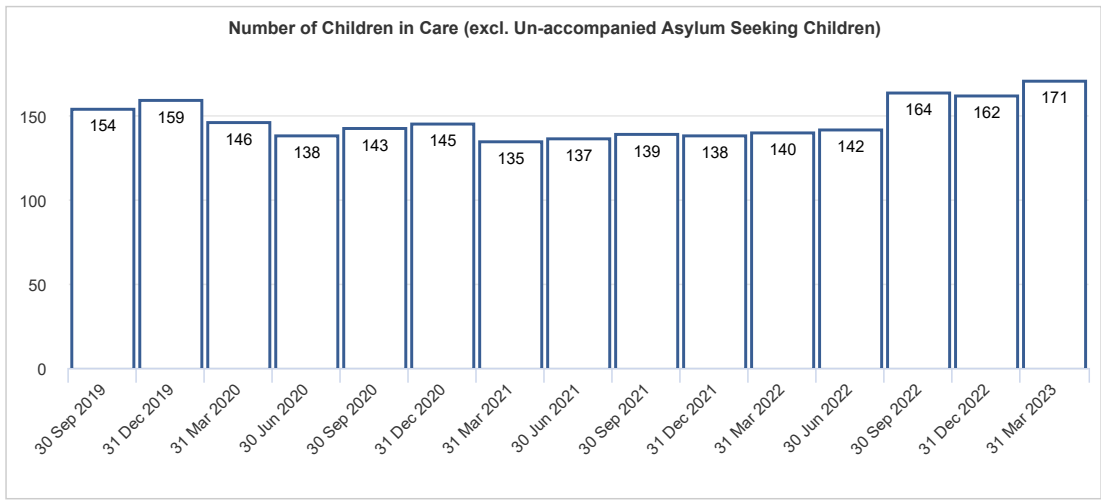


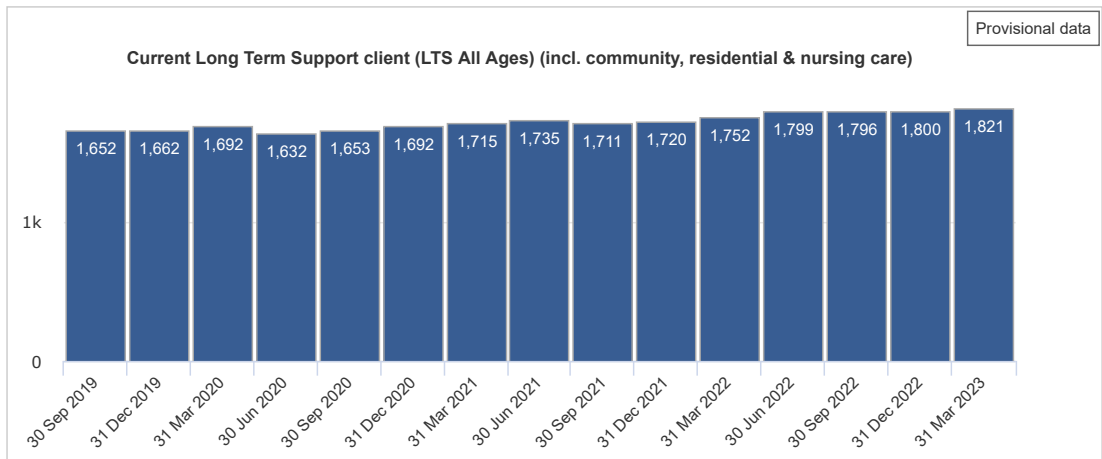
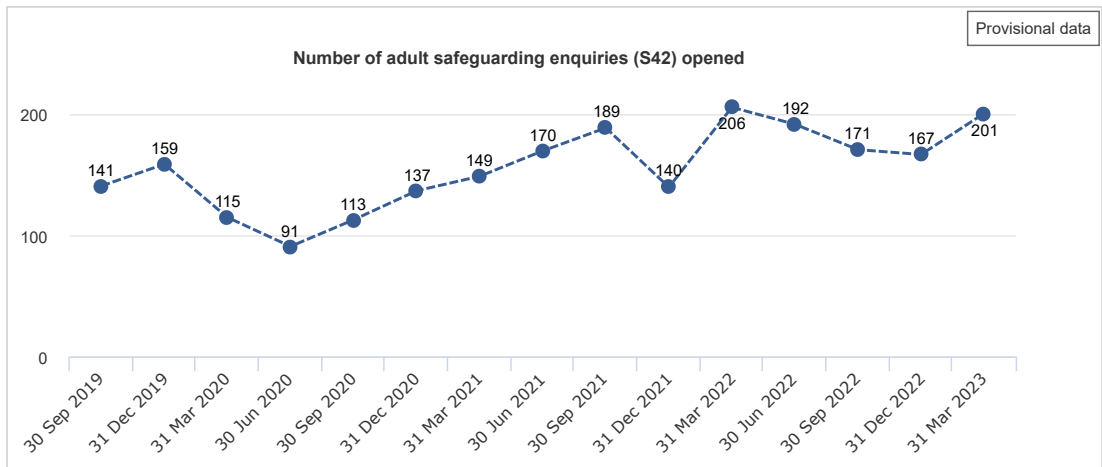
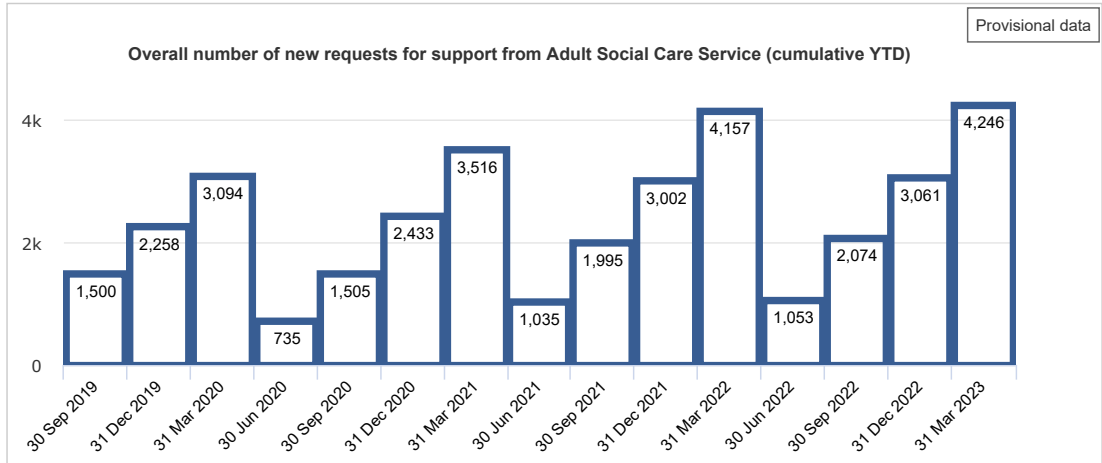
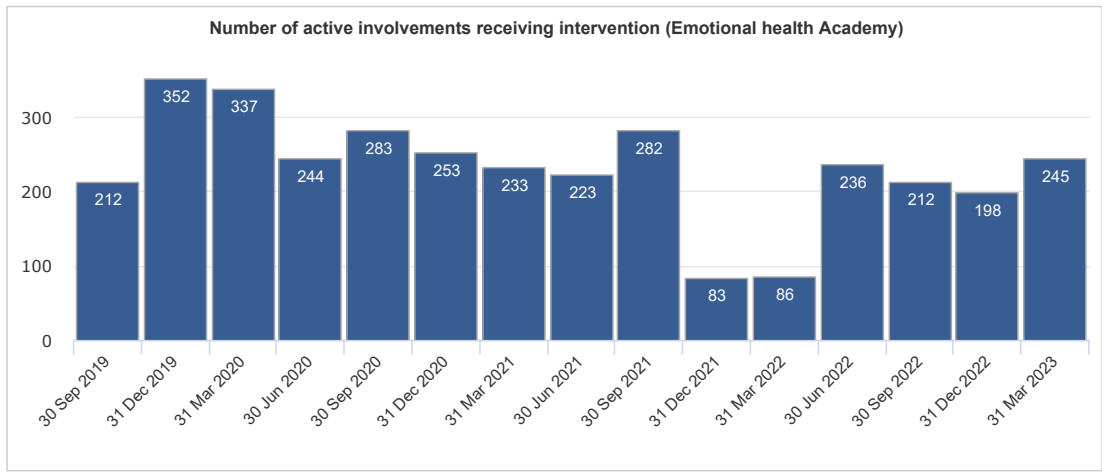
Number of children subject to Child Protection Plans (per 10,000 population aged under 18)



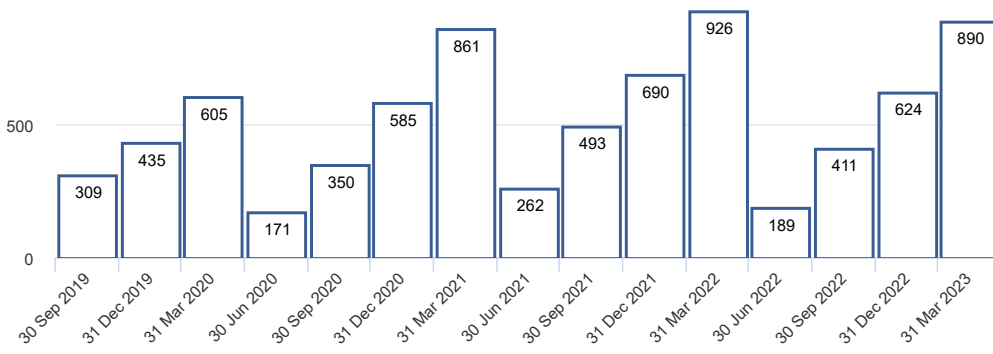
Number of Children in Care cases



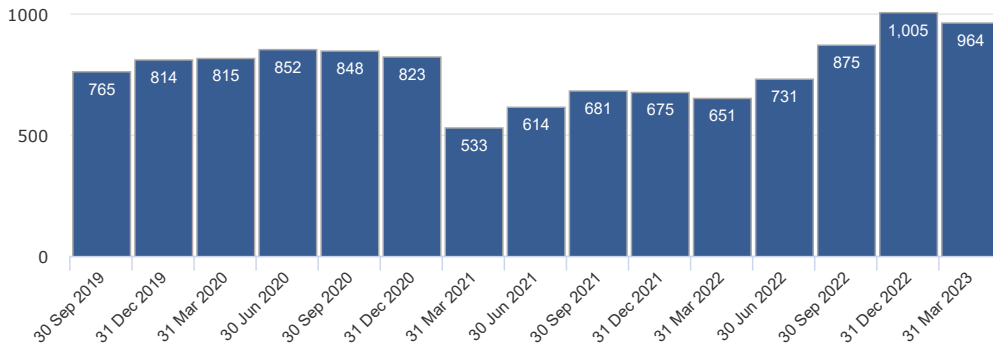




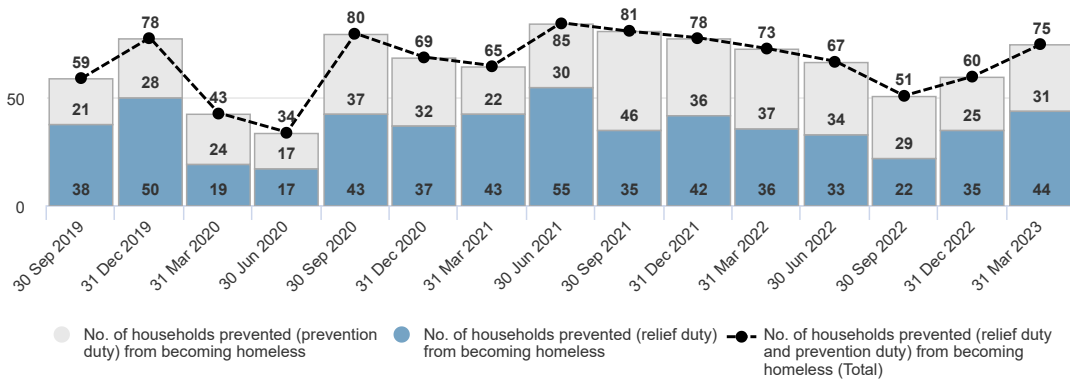
Number of people accessing reablement (Short Term support to maximise independence) (cumulative ytd)



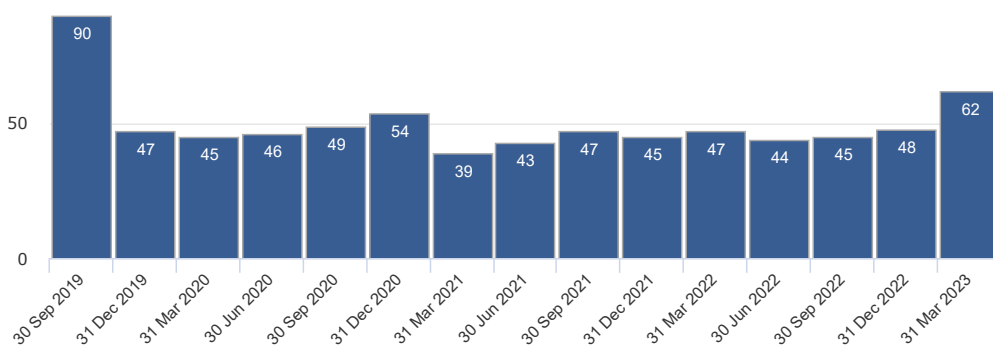
Number of active (qualifying) households on the Housing Register



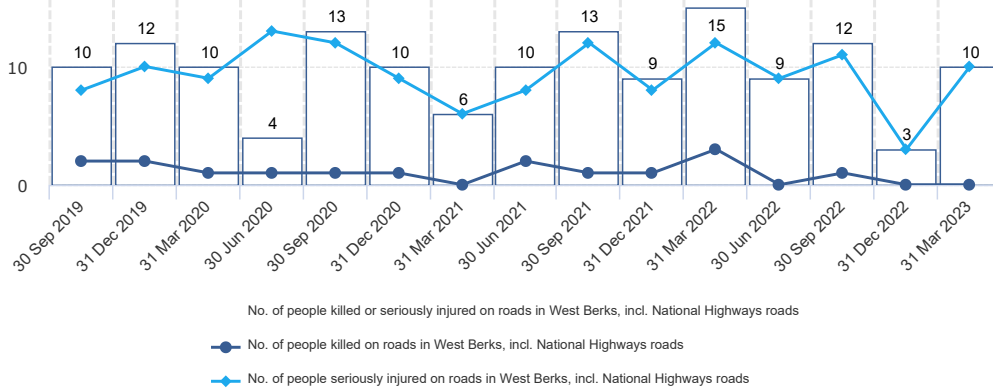
Number of households prevented (relief duty and prevention duty) from becoming homeless (TOTAL)



Number of households in temporary accommodation at the end of the quarter

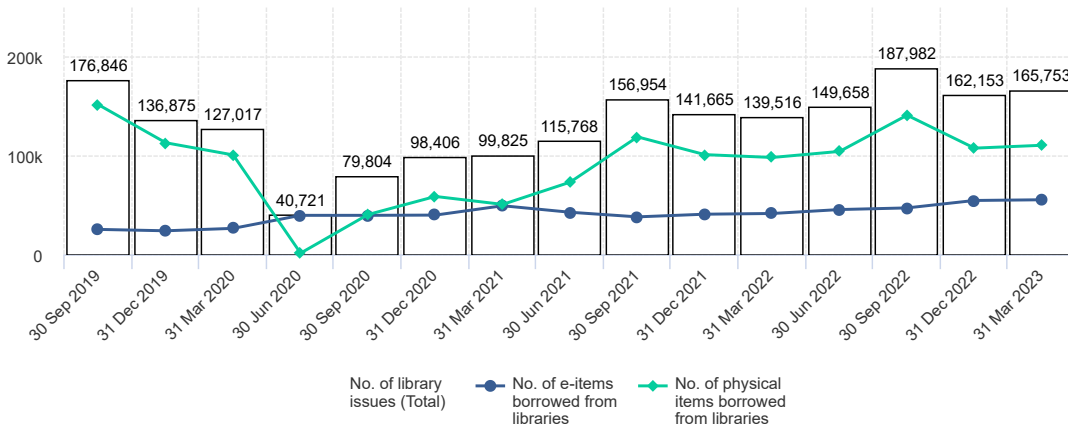


Number of people killed or seriously injured on roads in West Berkshire, incl. Highway Agency roads (Total)

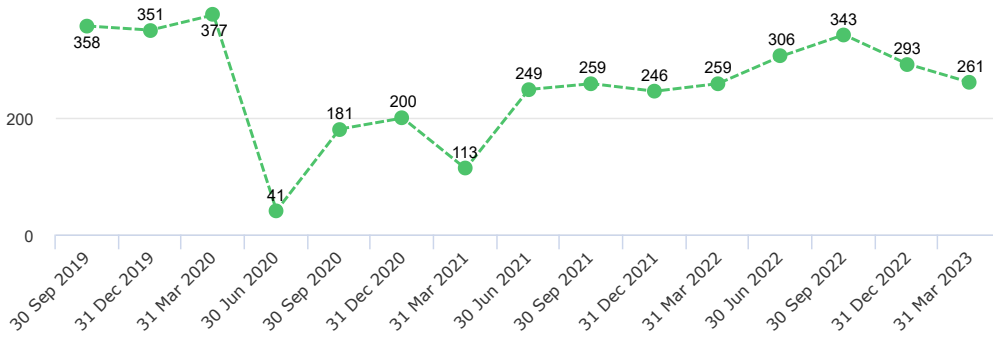


Environment

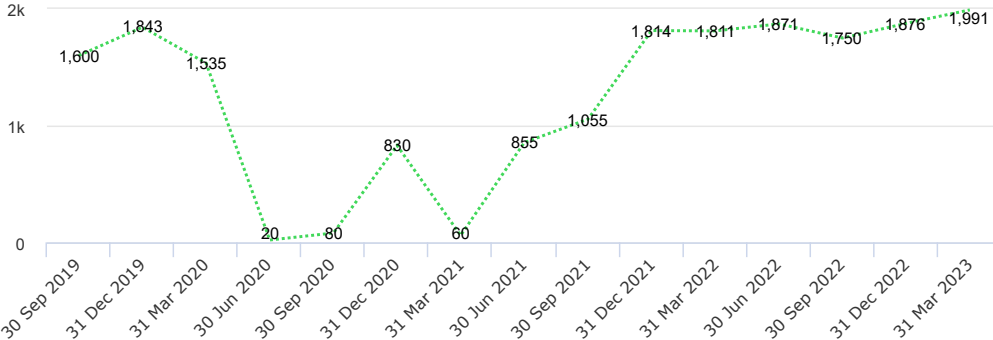
Number of library issues (Total)

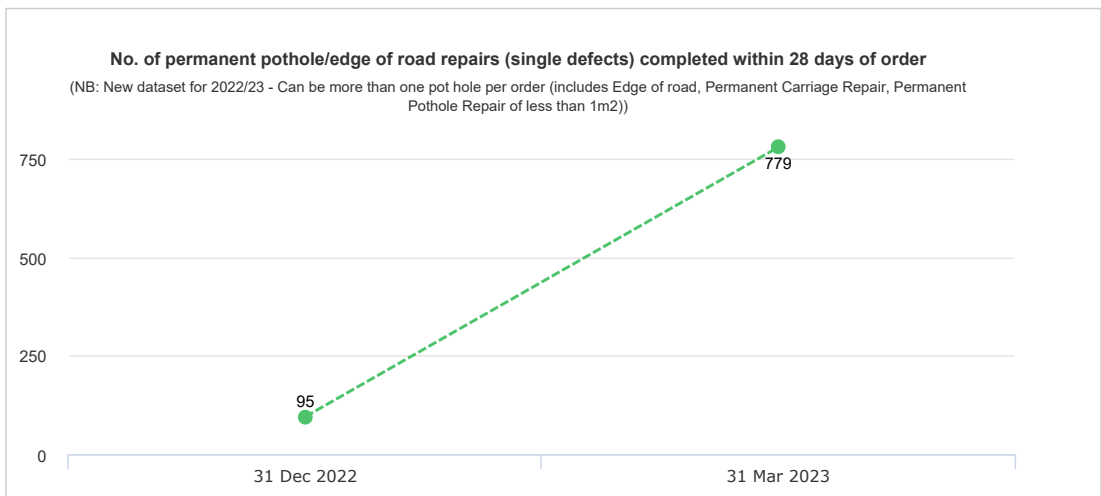
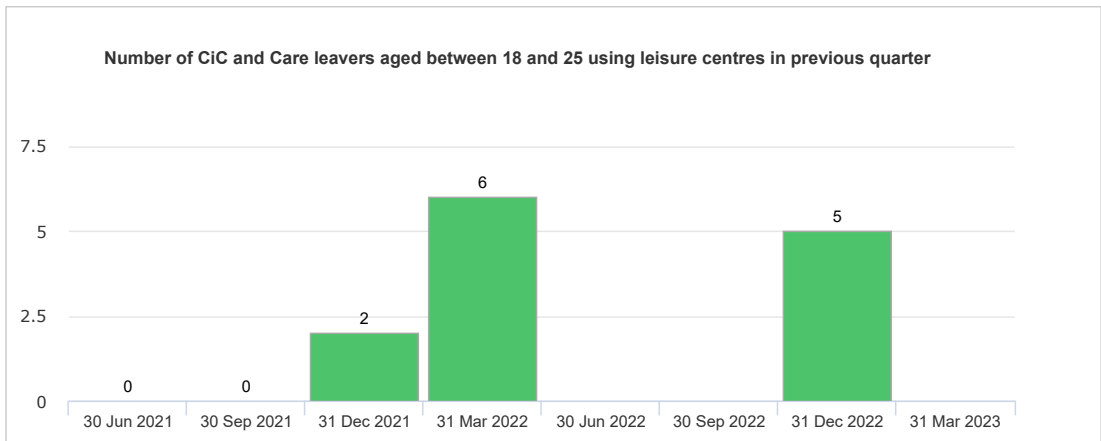
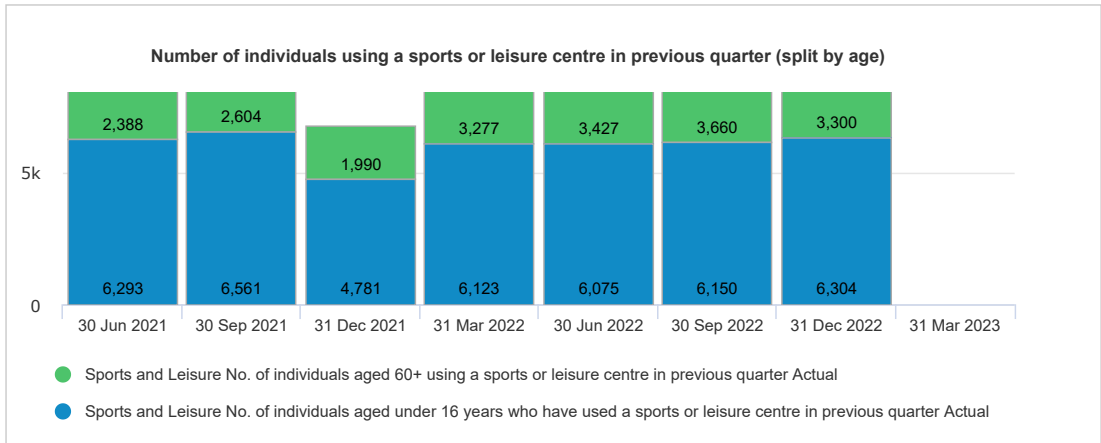
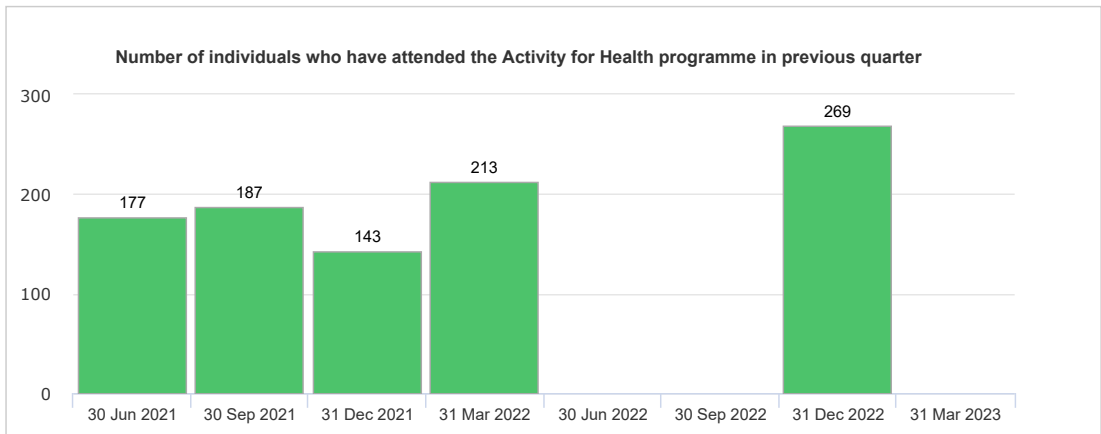


Number of volunteers across Culture and Library Services (Total)

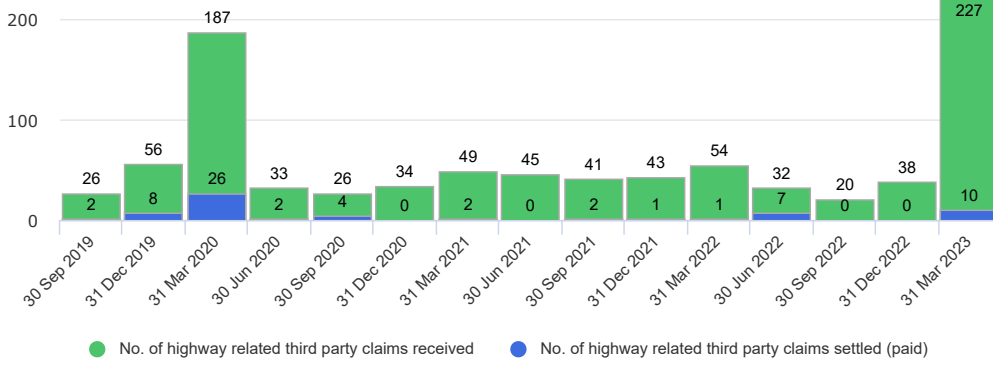


Number of volunteer hours dedicated to countryside activities

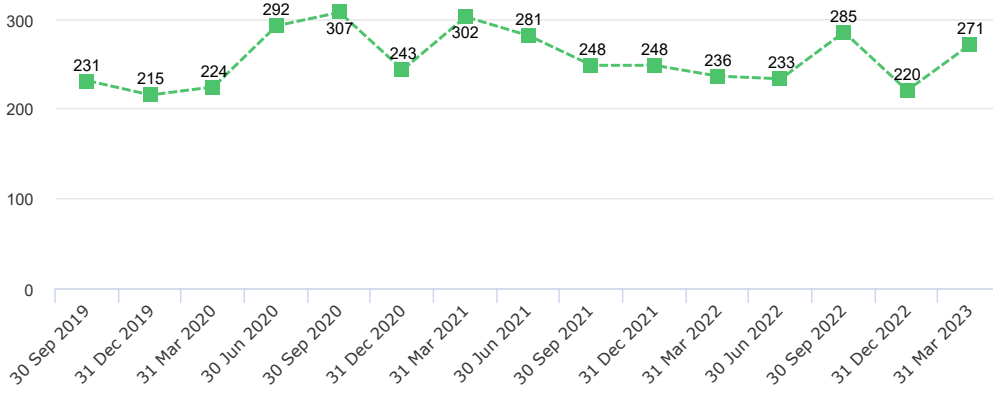




Number of highway related third party claims received and settled



Number of flytips reported



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Delivery of the Local Authority Housing Fund

Committee considering report:	Executive
Date of Committee:	8 June 2023
Portfolio Member:	Councillor Denise Gaines
Date Portfolio Member agreed report:	25 May 2023
Report Author:	Joseph Holmes (Executive Director – Resources)
Forward Plan Ref:	EX4336

1 Purpose of the Report

- 1.1 The Government has provided funding to Local Authorities through the LAHF (Local Authority Housing Fund) scheme to deliver additional housing units for displaced persons that in the longer term will be used for wider housing need. The Council has worked successfully with residents and communities to provide an effective response to global humanitarian crises, welcoming many displaced persons from Ukraine and Afghanistan through various Government schemes to the district. The Council continues to support displaced persons and this scheme offers the opportunity to enable longer term support as well as benefit West Berkshire residents through the increased supply of Council temporary accommodation housing. The Council is seeking to deliver 17 housing units through the initial LAHF allocation.
- 1.2 The Government has provided the opportunity for further funding and the delivery of an extra 10 housing units by 31.3.2024. This paper seeks to enable the release of capital funding to deliver the purchase of these housing units from open market purchases.

2 Recommendations

That the Executive resolves

- 2.1 To delegate to the Service Lead for Legal and Democratic Services, in consultation with Housing and Property Services, delegated authority to negotiate, agree to purchase and enter into purchase documentation for each individual property identified for the Local Authority Housing Fund above £300,000 within the overall funding envelope of £9.25m (rising from the previous £6m allocated).
- 2.2 To approve the increase of housing units to be provided through the scheme from 17 properties to 27 units
- 2.3 To allocate a further **£3.25m** in total of funding from the Capital Strategy to deliver the additional 10 housing units of which £1.3m if Government funded.

- 2.4 To note the refurbishment of the WestPoint House property to support this scheme
- 2.5 To approve the setting of rents at the Local Housing Allowance level for scheme 1 (subject to confirmation from the Service Lead for Legal and Democratic Services) and Social rent for Scheme 2; otherwise rents will be set at Social Rent across both schemes.
- 2.6 To delegate to the Service Lead for Legal and Democratic Services, in consultation with Housing and Property Services, delegated authority to enter into individual licences or the appropriate form of tenancy for the occupancy of the properties purchased or re-developed.

3 Implications and Impact Assessment

Implication	Commentary
<p>Financial:</p>	<p>There are significant financial implications of this report. Full Council already approved £6m of budget for the purchase of 17 properties, this report asks for a further £3.25m of capital funding, 40% of which is funded by DLUHC.</p> <p>The revenue implications of model show the annual breakeven points at 11 years (subject to updated PWLB rates and potential use of s106 or other sources of funding) as the worst case scenario, with it being in surplus in year 1 if Local Housing Allowance rents are used.</p> <p>The model assumes no capital increases nor any benefit to the Council of those uplifts, though this is likely to occur over the long term period. The model excludes repairs and maintenance costs; these will need to be factored into future budgets in the capital strategy once the condition of properties are known; this financial risk is mitigated by using the £20,000 DLUHC grant for each property.</p>
<p>Human Resource:</p>	<p>There are no significant HR implications other than a greater draw on internal staffing resources</p>
<p>Legal:</p>	<p>The Council has made a non-binding submission to DLUHC that it will be able to provide the 27 properties required.</p> <p>The Council was required to enter into a MoU with DLUHC in order to secure the grant funding from the LAHF and will need to comply with the associated terms of this.</p> <p>Each identified property for purchase will be subject to a due diligence process in terms of relevant searches, ownership and title matters prior to acquisition.</p>

	<p>The Council is awaiting clarification on the rental amounts that can be charged as the Council do not hold a HRA (Housing Revenue Account), as it transferred its housing stock to Sovereign Housing Association. The properties that will be acquired will be held in the General Fund including West Point. The Council can charge at Social Rent levels, but would prefer to charge the Local Housing Allowance rate for Scheme 1 in respect of temporary accommodation housing.</p>			
Risk Management:	<p>The project has a Risk Register which is regularly updated. There are a range of risks, the most significant being the availability of properties at an affordable level within the scheme, and making them safe and fit for occupation, the delivery of WestPoint House refurbishment on time, and the timescales to deliver all schemes within the timeline of the 31st March 2024. It is recognised that this is a very ambitious target set by the Government for the scheme and this remains a key risk to the scheme.</p>			
Property:	<p>There are significant property implications with an increase in properties that require management and maintenance as well as the opportunity for greater support for reducing homelessness. The Council is redeveloping WestPoint house and has an Application for a Lawful Development Certificate for a Proposed Use or Development in the planning system.</p>			
Policy:	<p>This scheme ties in closely with our Housing Strategy and associated policies.</p>			
	Positive	Neutral	Negative	Commentary
Equalities Impact:				
A Are there any aspects of the proposed decision, including how it is delivered or accessed, that could impact on inequality?		x		Completed – appendix A – no requirement for stage 2 EIA determined

Delivery of the Local Authority Housing Fund

<p>B Will the proposed decision have an impact upon the lives of people with protected characteristics, including employees and service users?</p>		X		See above
<p>Environmental Impact:</p>	X			<p>The refurbishment of West Point is expected to significantly improve the environmental performance of the building including replacement windows and replacement of current air conditioning units with air source heat pumps.</p> <p>This will improve the thermal performance of the structure and use a more environmentally friendly source for providing heat</p> <p>The current EPC rating is an E and it is anticipated that this would improve with the refurbishment works to be undertaken.</p>
<p>Health Impact:</p>		X		None identified
<p>ICT Impact:</p>		X		None identified
<p>Digital Services Impact:</p>		X		None identified
<p>Council Strategy Priorities:</p>				<p>Consider whether the proposal will support any of the Council's Priorities for improvement or if it is business as usual. If you consider that the proposal supports any of the Council's Priorities, you must explain how it will do so by reference to the commitments detailed within the Strategy.</p> <p>If the impact is positive or negative, you must provide an explanation for your answer.</p>

Delivery of the Local Authority Housing Fund

Core Business:	X			This scheme will increase the amount of temporary accommodation housing that the Council owns and so will mean the Council is more able to support residents with housing need in future years.
Data Impact:		X		None identified
Consultation and Engagement:	This scheme has been consulted internally with the project group and the with portfolio holders for finance, displaced persons and regeneration.			

4 Executive Summary

- 4.1 The Government created the Local Authority Housing Fund (LAHF) in December 2022 as a £500m capital grant fund in financial years 2022/2023 and 2023/2024 to support local authorities to obtain and refurbish property in order to provide sustainable housing for those unable to secure their own accommodation who are here under the following schemes: Afghan Citizen Resettlement Scheme (ACRS), Afghan Relocations and Assistance Policy (ARAP) (collectively referred to as the Afghan Schemes), Ukraine Family Scheme, 3 the Homes for Ukraine and the Ukraine Extension Scheme (collectively referred to as Ukraine schemes).
- 4.2 West Berkshire Council (WBC) was one of the first seventeen Councils to be approved as part of the scheme with a larger number of Councils subsequently included within the fund. The LAHF is split into two schemes. The first one is for the delivery of 15 property units for displaced persons and the Government provides up to 40% of the funding for this scheme. The second scheme is for the delivery of two larger units of at least four bedroom housing and the Government provides 50% of the funding for this scheme.
- 4.3 On review of the housing units available in the district and the development potential on the Council's own land, mindful of the deadline of the 31st March 2024 to deliver units, the Council is redeveloping the WestPoint House site. This site is now vacant following the successful Timelord 2 project to relocate the majority of Council staff into the Market Street Offices, and this property will enable the provision of 5 units, with 10 units purchased on the open market as part of scheme 1. Scheme 2 will be delivered through purchasing two properties on the open market. The Executive is also being asked to increase the number of properties included within Scheme 1 from 15 to 25 units.
- 4.4 With the exception of the properties that will be used to house the families that are currently in bridging accommodation and which properties will be held as part of the Council's main housing stock, the majority of the properties, purchased and redeveloped, will then form part of the Councils wider Temporary Accommodation estate to support the delivery of housing and prevention of homelessness in the future.

4.5 The Executive has a decision to make on rental charges between social rent (approximately 60% of market price) and local housing allowance (approximately 70% of market price) levels of rent for Scheme 1; this paper proposes the later.

5 Supporting Information

Introduction

5.1 The Government through DLUHC (Department of Levelling Up, Housing and Communities) provided expressions of interest in a LAHF in December 2022 to house displaced persons in the district. The Council has been supporting displaced persons across the district over the past two years; through the support of our residents, 672 people have been housed through the Homes for Ukraine scheme, and through various Government schemes, the Council has 335 people in hotels in the district.

5.2 The intention of the LAHF scheme is for the Council, with some Government funding, to provide temporary housing for displaced persons in the short term

Background

5.3 The government scheme works through purchasing or developing housing units per the below taken from the LAHF guidance:

“The basic model assumes stock acquisition. In practice this could include, but is not limited to:

- Refurbishing and/or converting local authority-owned residential or non-residential buildings, including defunct sheltered accommodation;
- Acquiring, refurbishing and/or converting non-local authority owned residential or non-residential buildings, including bringing empty or dilapidated properties back into use;
- Acquiring new build properties ‘off-the-shelf’, including acquiring and converting shared ownership properties;
- Developing new properties, including developing modular housing on council owned sites, and;
- Working with and supporting other organisations who want to offer accommodation for this cohort.”

5.4 The Government then splits the scheme in two. Scheme 1 involves the allocation of a certain number of units per authority, WBC allocation being 15 units, with the government 40% of the cost of these units; this is for any displaced person who meet the criteria below. For Scheme 2, which is only for those in bridging hotels, the Government is providing 50% of the cost of properties that are 4 or more bedrooms and WBC need to provide two units of accommodation. We would want to deliver some of the properties to be more accessible.

5.5 The funding elements of the scheme are based on ‘average lower quartile property price for the area’. Given the constraint this inherently provides, the Council has sought to review its own corporate property portfolio for suitable properties subject to

refurbishment and change of use application where appropriate. Given that the Council does not have Council Housing stock and quite constrained operational property, there are not a significant number of vacant properties that could be converted to housing units by the 31st March 2024 timescale, nor within planning timescales as well as construction. On review of the Councils corporate properties, WestPoint House was the most beneficial given that it is empty, can be developed under permitted development, and no significant construction works are required to the fabric of the building. It is also in a suitable location with a number of other similar developments nearby. On top the funding element provided to the Council, the Government are providing up to £20,000 per property for fit out and refurbishment costs. Note however that it will require a dedicated resource and support infrastructure for ongoing maintenance, property management, statutory compliance and fulfilment of landlord obligations.

Scheme eligibility

5.6 Only those individuals who fall in the category below are eligible for these new housing units:

“... those eligible for the housing are those who are homeless, at risk of homelessness or who live in unsuitable Temporary Accommodation (including bridging accommodation) and who also meet the below definition. Those on the:

- Afghan Citizen Resettlement Scheme (including eligible British Nationals under this scheme) (ACRS),
- Afghan Relocations and Assistance Policy (ARAP)
- Ukraine Family Scheme (UFS),
- Homes for Ukraine (HFU),
- Ukraine Extension Scheme (UES)

5.7 The Government are clear in their expectation that once the needs of the displaced persons have been met then these properties can be used in the medium to long term for the Councils wider temporary accommodation need and so in the longer term this scheme provides a significant increase in the Council's own housing stock and ability to support residents through greater use of WBC owned temporary accommodation.

Financial implications

5.8 There are significant financial implications of the LAHF scheme. That Government are funding 40% of the costs of temporary accommodation makes this an attractive opportunity to the Council to help deliver a key service delivery objective of increasing the supply of temporary accommodation in the district.

5.9 The total allocation to WBC if all 27 properties are delivered is per the below from Central Government:

Table 1.1: Funding allocations (capital)

	2022-23 allocatio n	2023-24 allocation	Total DLUHC allocation	WBC contributio n	Total budget
Scheme 1 and 2 funding – original allocation of 15+2 homes	£753,932	£1,759,176	£2,513,108	£3,488,108	£6,001,216
Scheme 1 funding – further 10 properties	£0	£1,300,000	£1,300,000	£1,950,000	£3,250,000
Total budget by timings	£753,932	£3,059,176	£3,813,108	£5,438,108	£9,251,216
Scheme 1 - allocation	£585,000	£2,665,000	£3,250,000	£4,875,000	£8,125,000
Scheme 2 - 4+ bed properties for households currently in bridging accommodation	£168,932	£394,176	£563,108	£563,108	£1,126,216
Total budget by scheme	£753,932	£3,059,176	£3,813,108	£5,438,108	£9,251,216

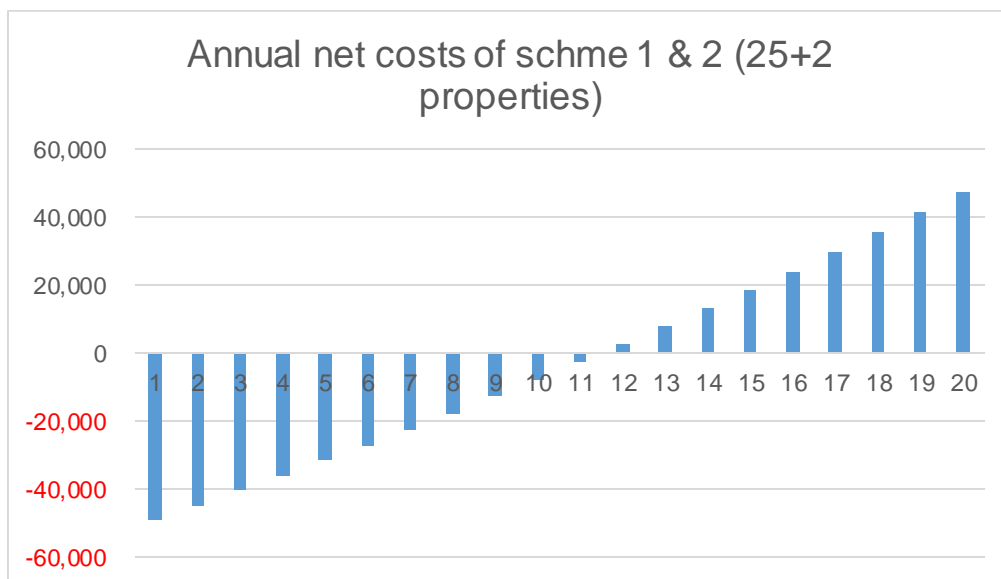
5.10 A range of assumptions have been made, for example a level of income based on social rent that increases by the Government’s inflation target of CPI at 2% with a void/bad debt provision of 5%. Costs and income have been modelled over a 20 year period for the below summary, though the capital cost of the scheme will be paid back over a 40 year period. The figures are based on expected costs, not necessarily the total grant provided by the Government:

Table 1.2: Summary of payback period based on rental levels

Scheme	Break-even year (assuming 40 year borrowing) – annual budget
Scheme 1 – 25 units and Scheme 2 – 2 units (4+ bedrooms) – social rent for all	Year 11
Scheme 1 – 25 units and Scheme 2 – 2 units (4+ bedrooms) – local housing allowance rent for scheme 1 and social rent for scheme 2	Year 1

5.11 For the original scheme 1 and 2 (i.e. 15 units plus 2 through scheme 2) the payback period would be similar to providing an additional 10 units through scheme 1. To reduce the payback period, the Council would need to only utilise scheme 1, though this is not an option as part of the Memorandum of Understanding. Scheme 2 has a greater financial impact as the properties are much more expensive (reflective of the Government providing 50% of costs rather 40% in scheme 1, but that the rental income does not increase with the same proportion of cost.

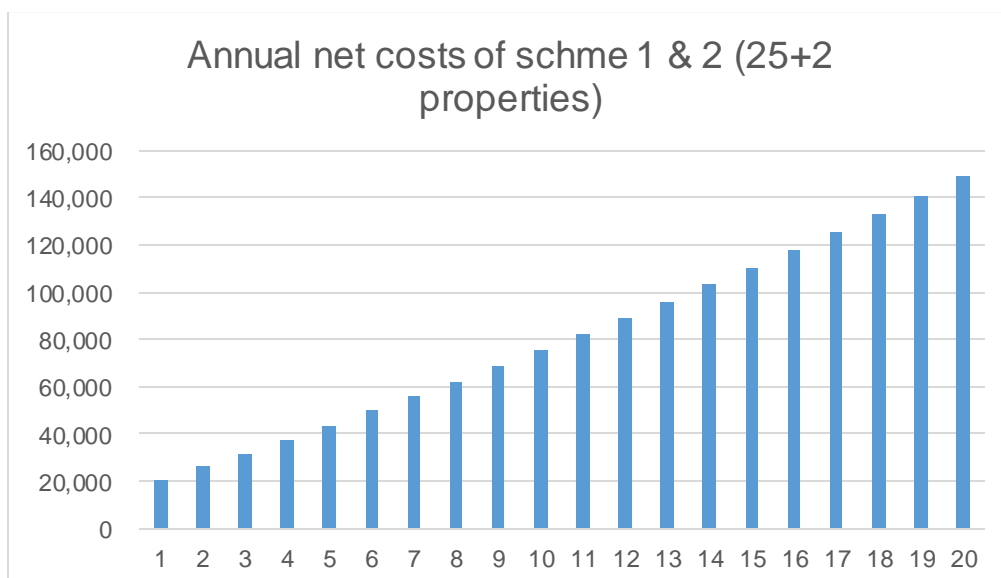
Chart 2.1: Full scheme for 27 units with social rent



5.12 The Scheme 1 additional 10 units has been included as the Government provided the opportunity for a further offer to be made above their original allocation to WBC. Officers provided a response that a further 10 could be sought subject to the financial business case. The council signed a Memorandum of Understanding with the Government in respect of these, but this is subject to a final declaration from WBC for 2023-24 that the units have been delivered.

5.13 The Council has the opportunity to use Local Housing Allowance rents for scheme 1. This rent level is the point at which benefits payments will cover rent. Using this level of rent would increase annual payments and mean that the scheme would break even from the first year financially as the rental income (with 5% for void and bad debt costs) would be higher than the costs of finance.

Chart 2.2: Full scheme for 27 units with LHA rent for scheme 1 (25 properties) and social rent for scheme 2 (2 properties)



5.14 The Council would also benefit from the value of having an additional £9.2m of temporary accommodation assets in their financial statements. This report does not include any assumption that the value of these properties will increase, though history would indicate that over a number of years this would most likely be the case. The report does not include repairs and maintenance costs either as this will be dependent upon the properties purchased; however, the £20,000 allocation per unit should reduce the repairs and maintenance needs early in the scheme and the additional income delivered through this scheme would finance future capital costs. These costs will be identified in the capital strategy in future years once the properties are purchased and their condition known.

Proposals

5.15 The proposal within this report is progress the delivery of 17 units (15 through a mixture of purchasing on the open market and developing 5 units in the WestPoint building). To enable the successful delivery of these units, delegation is provided to the Property Services Manager to deliver the WestPoint refurbishment scheme and purchase of the 12 open market properties (the split being two 4+ bedroom properties in scheme 2 and ten properties in scheme 1) within the agreed budget of £6m approved by Full Council on the 2nd March.

5.16 There will be an internal process for determining each purchase using the process below:

- A set of standards to minimise any possible future costs with input from property, a building surveyor and Housing. To include an internal and external spec, covering communal facilities if appropriate.
- An in house buildings surveyor to attend viewings prior to an offer being made – very much depends on workload if this can be agreed.
- A valuation as part of the conveyancing process
- Housing will lead on the purchasing process and will build a process map that can be agreed at the project group
- Legal Services will advise on the titles of the identified properties and any encumbrances that affect them, all legal documentation in relation to purchase and future maintenance, landlords' obligations and occupation.

5.17 There is also an opportunity to deliver ten further units through scheme 1. The Council has signed a memorandum of understanding to progress these, though if the extra ten properties cannot be provided, the Council will need to refund the Government grant back to the DLUHC. The recommendations include a request for a further £3.25m of capital budget (£1.95m funded by WBC with £1.3m from the Government) to deliver the purchase of an additional 10 properties.

6 Other options considered

6.1 The Council has a range of other options; it could determine to cease all work and return funding to DLUHC as well as face abortive costs; this has been disregarded as the scheme as a whole was included in the approved Capital Programme for 2023-24 and aligns to the Council motion and support for displaced persons.

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- 6.2 Other properties were considered and discounted, for example West Street House and the land near the Phoenix Centre. These were discounted due to either being considered by the Joint Venture (land near the Phoenix Centre) and/or that the planning timescales followed by procurement and construction time would put the properties beyond the 31st March 2024 deadline. Good practice for housing management would be to place a low number temporary accommodation units together so these sites would also likely be too large if developed alone.
- 6.3 If additional funding is available from the Government these could be considered as part of the future LAHF scheme with a wider Council development programme if the financial business case supported this for the WBC taxpayer.
- 6.4 The Council could opt to purchase all properties on the open market; this remains open as a consideration if WestPoint House cannot be delivered within DLUHC timescales; however, it has been initially discounted as the costs of redeveloping WestPoint are lower than the unit price of buying on the open market so makes the scheme more affordable for WBC within the Government financial parameters.
- 6.5 The Council could opt for just 15 properties within scheme 1; however, this has been disregarded in favour of a more ambitious target of 25 properties delivered to provide greater support to displaced people in the district and for wider temporary accommodation in the future.

7 Conclusion

- 7.1 The Council has successfully supported displaced people into living within the district. This scheme enables a further opportunity to provide support, as well as enabling a legacy of temporary accommodation for wider use for the housing service to provide for residents of the district. This will be a significant financial investment for the Council, though the opportunity to have 40% of the costs provided by the Government for a rising temporary accommodation need enables the Council to deliver a key service within a more affordable financial envelope. Subject to legal confirmation, the Council wishes to charge rent at LHA levels which further protects the overall taxpayer impact of this scheme.

8 Appendices

- 8.1 Appendix A – Equalities Impact Assessment

Background Papers:

DLUHC guidance

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1148035/Local_Authority_Housing_Fund_Prospectus_and_Guidance.pdf

WBC Capital strategy 2023-33 (2nd March Council)

Subject to Call-In:

Yes: No:

Wards affected: All

Officer details:

Name: Joseph Holmes
Job Title: Executive Director (Resources)
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Document Control

DocumentRef:		Date Created:	
Version:		Date Modified:	
Author:			
Owning Service			

Change History

Version	Date	Description	Change ID
1			
2			

Appendix A

Equality Impact Assessment (EqIA) - Stage One

What is the proposed decision that you are asking the Executive to make:	To delegate to the Service Lead for Legal and Democratic Services, having first consulted the Executive Director for Resources, to purchase individual properties for the Local Authority Housing Fund above £300,000 within the overall funding envelope of £9.25m;
Summary of relevant legislation:	
Does the proposed decision conflict with any of the Council's priorities for improvement? <ul style="list-style-type: none"> • Ensure our vulnerable children and adults achieve better outcomes • Support everyone to reach their full potential • Support businesses to start, develop and thrive in West Berkshire • Develop local infrastructure including housing to support and grow the local economy • Maintain a green district • Ensure sustainable services through innovation and partnerships 	No If yes, please indicate which priority and provide an explanation
Name of Budget Holder:	
Name of Service/Directorate:	Resources
Name of assessor:	Emma Craig
Date of assessment:	26/04/2023
Version and release date (if applicable):	

Is this a ?		Is this policy, strategy, function or service ... ?	
Policy	No	New or proposed	Yes
Strategy	No	Already exists and is being reviewed	No
Function	No	Is changing	No
Service	No		

1. What are the main aims, objectives and intended outcomes of the proposed decision and who is likely to benefit from it?	
Aims:	To purchase 22 homes and refurb West Point House to provide 5 homes, for use by households who are homeless or at risk of homelessness who are under either the Afghan or Ukraine Schemes.

Objectives:	Mitigate the expected increased pressures on local authority homelessness and social housing resources which arise from the eligible cohort; Reduce emergency, temporary and bridging accommodation costs; Deliver accommodation that as far as possible allows for the future conversion of housing units to support wider local authority housing and homelessness responsibilities to UK nationals (i.e. after usage by this cohort ends); Utilise accommodation solutions to enable effective resettlement and economic integration of the eligible cohort.
Outcomes:	27 homes under contract by November 2023 and occupied by March 2024.
Benefits:	Homes available for 2 large households from the Calcot bridging hotel preventing those households from presenting as homeless in the future when the hotel is closed and the associated difficulties in finding housing both temporary and permanent for large households. Homes available for any Ukrainians households who lose access to hosted accommodation, preventing the need for temporary accommodation, which may be hotel accommodation, therefore reducing the associated costs. Prevents those accessing these homes from adding to the local housing pressures, such as accessing social housing. Many of the homes are likely to be available for use as temporary accommodation in the future, after the usage from this cohort ends. Reducing the need for hotels to fulfil our temporary accommodation obligations.

2. Which groups might be affected and how? Is it positively or negatively and what sources of information have been used to determine this?

(Please demonstrate consideration of all strands – Age, Disability, Gender Reassignment, Marriage and Civil Partnership, Pregnancy and Maternity, Race, Religion or Belief, Sex and Sexual Orientation)

Group Affected	What might be the effect?	Information to support this
Age	N/A	Use of these homes is not restricted by age
Disability	Access to the homes by those with reduced mobility.	It is our intention to purchase 2-3 homes with consideration to accessibility needs.
Gender Reassignment	N/A	Use of these homes is not restricted for this group
Marriage and Civil Partnership	N/A	Use of these homes is not restricted for this group
Pregnancy and Maternity	N/A	Use of these homes is not restricted for this group

Delivery of the Local Authority Housing Fund

Race	N/A	Use of these homes is not restricted for this group
Religion or Belief	N/A	Use of these homes is not restricted for this group
Sex	N/A	Use of these homes is not restricted for this group
Sexual Orientation	N/A	Use of these homes is not restricted for this group
Further Comments:		

3. Result	
Are there any aspects of the proposed decision, including how it is delivered or accessed, that could contribute to inequality?	No
We are mitigating the possible impact on those with reduced mobility by purchasing a number of homes allowing for ease of access and movement.	
Will the proposed decision have an adverse impact upon the lives of people, including employees and service users?	No
These are additional homes which would otherwise be unavailable designed to prevent homelessness and reduce the impact of this cohort on local housing pressures.	

If your answers to question 2 have identified potential adverse impacts and you have answered ‘yes’ to either of the sections at question 3, or you are unsure about the impact, then you should carry out a EqlA 2.

If an EqlA 2 is required, before proceeding you should discuss the scope of the Assessment with service managers in your area. You will also need to refer to the EqlA guidance and template – <http://intranet/index.aspx?articleid=32255>.

4. Identify next steps as appropriate:	
EqlA Stage 2 required	No
Owner of EqlA Stage Two:	
Timescale for EqlA Stage Two:	

Name: Emma Craig Date: 26/04/2023

Please now forward this completed form to Pamela Voss, Equality and Diversity Officer (pamela.voss@westberks.gov.uk), for publication on the WBC website.

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Hackney Carriage Tariffs – 2023 (Post Consultation)

Committee considering report:	Executive
Date of Committee:	8 June 2023
Portfolio Member:	Councillor Lee Dillon
Date Portfolio Member agreed report:	25 May 2023
Report Author:	Moira Fraser
Forward Plan Ref:	EX4298

1 Purpose of the Report

- 1.1 To feedback on the statutory consultation in relation to the hackney carriage table of fares.
- 1.2 The Executive is asked to determine whether or not to modify the hackney carriage fare scale, following the Executive Decision on [23 March 2023](#), in light of the objections received (and not withdrawn) during the consultation period.

2 Recommendations

The Executive is asked to:

- 2.1 **CONSIDER** the objections and comments received during the statutory consultation as set out in Appendix A; and
- 2.2 **DETERMINE** which of the options set out at 6.1 to adopt; and
- 2.3 Should the decision be to adopt with modifications, to **AGREE** such modifications and **DETERMINE** accordingly.
- 2.4 **CONFIRM** a date of 19 June 2023 for the table of fares, with or without modification, to come into effect.

3 Implications and Impact Assessment

Implication	Commentary
-------------	------------

<p>Financial:</p>	<p>The cost of placing the public notices was around £950 which was met from within existing budgets. There are no other specific financial implications arising from this report.</p> <p>There is a potential for licensing income to reduce should the decision made have a detrimental impact on the number of drivers and operators working in the district. This will be monitored and managed through the Joint Management Board.</p>
<p>Human Resource:</p>	<p>None</p>
<p>Legal:</p>	<p>The procedure for setting fares and public notice requirements are stipulated within Section 65 of the Local Government (Miscellaneous Provisions) Act 1976.</p> <p>The procedure is prescriptive and requires that a decision to make/vary a table of fares is made first. Following this, there is a statutory consultation requirement, to allow for any objections to the new/varied table to be made. The remainder of the process is dependent on whether any objections are received (and not withdrawn) or not.</p> <p>There is no right of appeal so any legal challenge to the decision(s) made in relation to a new/varied table of fares would be by way of judicial review.</p> <p>The function of making/varying the table of fares for hackney carriages is a function of the Executive (which could be exercised in accordance with the Council’s Scheme of Delegation).</p> <p>As objections have been received and not withdrawn the Executive is required to determine whether or not any modifications should be made to the table of fares.</p> <p>The fouling charge can be considered under section 65 of The Local Government (Miscellaneous Provisions) Act 1976.</p> <p>Section 65 (1) provides:-</p> <p>(1) A district council may fix the rates or fares within the district as well for a time as distance, and all other charges in connection with the hire of a vehicle or with the arrangements for the hire of a vehicle, to be paid in respect of the hire of hackney carriages by means of a table (hereafter in this section referred to as a “table of fares”) made or varied in accordance with the provisions of this section.</p>

	<p>As a consequence, this charge was included as part of the consultation which has followed the process set out in section 65.</p> <p><u>Section 65 (4) provides:-</u></p> <p>(4) If objection is duly made as aforesaid and is not withdrawn, the district council shall set a further date, not later than two months after the first specified date, on which the table of fares shall come into force with or without modifications as decided by them after consideration of the objections.</p> <p>As objections have been received and not withdrawn the Council can make any modifications to the table of fares, which includes the fouling charge that they consider to be reasonable, after considering the objections and following the statutory process.</p> <p>Legal Services have been consulted. (Beth Varcoe and Sarah Clarke)</p>			
Risk Management:	There would be a risk of challenge to the decision should the statutory process not be followed.			
Property:	None			
Policy:	None			
	Positive	Neutral	Negative	Commentary
Equalities Impact:				

<p>A Are there any aspects of the proposed decision, including how it is delivered or accessed, that could impact on inequality?</p>		X		<p>Nationally young women are one of the largest groups to use taxis. Other groups, such as those who are disabled and those who are elderly may also use taxis more frequently.</p> <p>Any change to fares suggested could impact these groups financially, but equally there needs to be a viable taxi trade to provide a taxi service for these groups and all residents/visitors to West Berkshire.</p> <p>The review of the current fares is seeking to protect the public from excessive fares but at the same ensuring that this remains a profitable sector and therefore retaining drivers and operators to provide the service to those who rely on it.</p> <p>No comments relating to equalities were received during the consultation.</p>
<p>B Will the proposed decision have an impact upon the lives of people with protected characteristics, including employees and service users?</p>		X		<p>See above</p>
<p>Environmental Impact:</p>		X		<p>A well-functioning taxi sector will assist with promoting public transport in the district.</p>
<p>Health Impact:</p>		X		<p>None</p>
<p>ICT Impact:</p>				<p>None</p>
<p>Digital Services Impact:</p>		X		<p>The table of fares (with or without modification) will be published on the Council's website along with the Public Protection Partnership's Website.</p>

Council Strategy Priorities:		X		The provision of a viable taxi trade in the district will support a number of the priorities in the Council Strategy, in particular they are associated with supporting businesses to start, develop and thrive in West Berkshire.
Core Business:		X		Providing support to the taxi trade forms part of the business as usual for the Public Protection Partnership.
Data Impact:		X		All data obtained during the consultation will be dealt with in accordance with the PPP - Privacy Notice
Consultation and Engagement:	<p>In making this decision Members will be cognisant of the comments made during the statutory consultation process undertaken in accordance with section 65 of the Local Government (Miscellaneous Provisions) Act 1976.</p> <p>An informal consultation was conducted with the taxi trade prior to the statutory consultation and the outcome of that consultation can be found here.</p> <p>The Licensing Committee were consulted on the proposals at the 23 January 2023 Committee meeting and will be informed of the outcome of this process at the 10 July 2023 meeting as was previously agreed by the Executive.</p>			

4 Executive Summary

- 4.1 The Local Government (Miscellaneous Provisions) Act 1976 section 65 gives a Local Authority the power to determine the table of fares for the hire of hackney carriages. This legislation also prescribes a statutory consultation process and a means of ensuring objections are properly considered in relation to a Local Authority's adoption of or variation to a table of fares prior to the table coming into effect.
- 4.2 The current tariff scale was confirmed by the [Executive on the 07 July 2022](#). A subsequent delegated officer decision taken on the [23 September 2022](#) sought authority to present the published hackney carriage fare table agreed at the 07 July 2022 Executive meeting in an alternative format. This was in order to remove any ambiguity around charges for multi seater vehicles and was designed to assist both the trade and their customers.
- 4.3 It was agreed at the January 2023 Taxi Trade Liaison Group meeting and the Licensing Committee that the proposed modifications (set out in Appendix D) would be brought to

the March Executive for discussion and agreement on the consultation process with a view to any modifications agreed being implemented in June or July 2023 at the latest should the Executive be minded to make any modifications. As of 2024 the proposal is to align tariff setting with the financial year, should any modifications be proposed.

- 4.4 The consultation ran from the 11th May to the 25th May 2023. As objections to the varied table of fares have been received (see Appendix A) and not withdrawn the matter must be considered further to decide whether or not to modify the table of fares before it comes into effect and to set a further date for the table to come into effect. The table of fares must come into operation by the 24 July 2023 i.e. no later than two months after the last date for making objections (25 May 2023) with or without modification.

5 Supporting Information

Introduction

- 5.1 The process of setting a fare increase is complex and a balance needs to be struck between the legitimate aims of the taxi trade to maintain profitability in the face of increasing costs, while protecting the public from excessive fares.
- 5.2 Local authorities have a statutory power to set the maximum fares that licensed hackney carriages (taxis) can charge for a journey. Under section 65 of the Local Government (Miscellaneous Provisions) Act 1976, local authorities have the power to "...fix the rates or fares within the district as well for time as distance, and all other charges in connection with the hire of a vehicle or with the arrangements for the hire of a vehicle, to be paid in respect of the hire of hackney carriages by means of a table (hereafter in this section referred to as a "table of fares") made or varied in accordance with the provisions of this section."
- 5.3 Any changes to the current table of fares must be subjected to a statutory consultation process. Where objections to the proposed table of fares are received and not withdrawn, decisions are required as to whether or not to modify the revised table of fares and to set an implementation date.
- 5.4 The Department for Transport's 'Taxi and private hire vehicle licensing: best practice guidance' (March 2010) includes some guidance around taxi fares at paragraphs 52 to 54. It notes that it is "*good practice to review the fare scales at regular intervals*". The guidance emphasises that "*Fare scales should be designed with a view to practicality*" and goes on to state;

"The Department also suggests that in reviewing fares authorities should pay particular regard to the needs of the travelling public, with reference both to what it is reasonable to expect people to pay but also to the need to give taxi drivers sufficient incentive to provide a service when it is needed. There may well be a case for higher fares at times of higher demand."

- 5.5 The trade are not obligated to charge the maximum fare. This means that hackney carriage drivers are within their rights to negotiate the fare down provided that the final agreed fare is no more than the maximum set. The best practice guidance confirms;

“Taxi fares... in principle are open to downward negotiation between passenger and driver. It is not good practice to encourage such negotiations at ranks, or for on-street hailings... But local licensing authorities can usefully make it clear that published fares are a maximum...”

“There is a case for allowing any taxi operators who wish to do so to make it clear... that they charge less than the maximum fare...”

Background

- 5.6 The current tariff scale was confirmed by the [Executive on the 07 July 2022](#). A subsequent delegated officer decision taken on the [23 September 2022](#) sought, and was given, authority to present the published hackney carriage fare table agreed at the 07 July 2022 Executive meeting in an alternative format. This was in order to remove any ambiguity around charges for multi seater and saloon vehicles and was designed to assist both the trade and their customers.
- 5.7 Options for amending the tariffs were discussed at the 23 January 2023 Licensing Committee meeting as well as at the informal Taxi Trade Liaison Group meeting held in January. A non-statutory consultation was also undertaken with the trade between the 26 January 2023 and the 09 February 2023 to establish their views on the proposals put forward prior to the discussion at the March Executive meeting. (see Appendix B for the outcome).
- 5.8 The Executive, after taking the comments of the Licensing Committee and the informal consultation on board agreed to consult on the following:

	Tariff 1	Tariff 2	Tariff 3
Initial Flag			
Current	£5.00	£7.50	£10.00
Proposed	£5.00	£7.50	£10.00
Yardage			
Current	20p/135.385 yards	30p/135.385 yards	40p/135.385 yards
Proposed	40p/ 243.692 yards	60p/ 243.692 yards	80p/ 243.692 yards
First Mile			
Current	£5.40	£8.10	£10.80
Proposed	£5.80	£8.70	£11.60
Per Mile			
Proposed	£2.60	£3.90	£5.20
Current	£2.90	£4.30	£5.80
Waiting time			
Current	20p/ 24 secs £30p/h	30p/ 24 secs £45p/h	40p/ 24 secs £60p/h
Proposed	40p/43.636 £38p/h	60p/43.636 £49.50p/h	80p/43.636 £66p/h
Fouling	Interior		Exterior
Current	£75		£25
Proposed	£100		£25

- 5.9 This was largely in line with the initial request made by the trade. The main difference was that the trade had requested that the fouling charges be set at £200 (interior) and £50 (exterior). After taking the comments received during the informal consultation and some comparator data into consideration the then Executive were of the opinion that charges of £100 (interior) and £25 (exterior) should be consulted on.
- 5.10 The Executive agreed to consult between the 11th May and the 25th May 2023. A public notice was placed in both the Newbury Weekly News and the Reading Chronicle, a notice was placed in the Market Street Reception, the consultation was put onto the West Berkshire Council Consultation Hub and the Public Protection Partnership website, the trade was notified about the consultation and it was also sent to the Community Panel.
- 5.11 During the consultation the Council received seven objections to the proposals and 14 more general comments from a total of 19 respondents. Four of the objections received, all from residents, related to the proposed increase in the fares. These objectors commented that, while they acknowledged the cost of living issues being experienced by the trade, as the price of fuel was now reducing they did not feel that the proposed increases could be substantiated.
- 5.12 One objector (a Private Hire Driver) felt that the increase was not high enough based on the fact that it was an 8.5% proposed increase when inflation was running at closer to 10%.
- 5.13 Two objections (one from an operator and one from a driver) were received stating that the fouling charges proposed were too low. They commented that depending on the time of day that the incident occurred it might not be possible to have the car cleaned. This would mean that it would have to be off the road for some time or the driver would have to hire another vehicle. They felt that the charge should take potential loss of earnings and other costs incurred into account alongside the cost of cleaning the vehicle.
- 5.14 Eleven comments were received supporting the modifications. Of the 19 responses received ten were from residents, two from drivers (did not state if PH or HC), two hackney carriage drivers, two private hire drivers and three operators. Four of the supporters of the increase were residents who were of the opinion that the increases appeared to be fair and reasonable given the increase in fuel charges, the high cost of living and the inevitable increase in other costs faced by the drivers.
- 5.15 The objections and comments are set out in full in Appendix A to the report.
- 5.16 As objections have been received and not withdrawn the Executive is required to decide whether or not the revised table of fares, including the fouling charges, should be modified before it is implemented and decide the date for implementation.
- 5.17 The Executive will also need to decide a date for the table of fares as set out at Appendix D to come into effect, with or without modification. This must be by 24 July 2023 in accordance with the requirements under s.65 Local Government (Miscellaneous Provisions) Act 1976. Officers are proposing that this be the 19 June 2023 which should give the meter agents time to make provisions for the meters to be recalibrated, should this be needed.

6 Options

6.1 The Executive can either

- (a) Modify the table of fares at Appendix D; or
- (b) Approve the revised table of fares at Appendix D as drafted, without modification; or
- (c) Determine not to adopt the modifications to the table of fares set out in Appendix D

7 Other options considered

7.1 The options are outlined above in accordance with the statutory framework.

8 Appendices

- 8.1 Appendix A –Outcome of the Statutory Consultation
- 8.2 Appendix B – Outcome of the Non-Statutory Consultation
- 8.3 Appendix C – Current Table of Fares (for multi seaters and saloons)
- 8.4 Appendix D – Proposed Table of Fares (for multi seaters and saloons)

Background Papers:

Local Government (Miscellaneous Provisions) Act 1976
<http://www.legislation.gov.uk/ukpga/1976/57>

[Department for Transport Taxi and Private Hire Vehicle Licensing: Best Practice Guidance \(March 2010\)](#)

Subject to Call-In:

Yes: No:

- The item is due to be referred to Council for final approval
- Delays in implementation could have serious financial implications for the Council
- Delays in implementation could compromise the Council's position
- Considered or reviewed by Overview and Scrutiny Management Committee or associated Task Groups within preceding six months
- Item is Urgent Key Decision
- Report is to note only

Wards affected: All

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2			

Outcome of the Statutory Hackney Carriage Tariffs Consultation - 2023

Background

The current hackney carriage fare scales were agreed in July 2022. It has been agreed that, as of 2024 the review of fares will be aligned to the financial year to assist the trade with their financial planning. Due to the timing of the request this has not been possible in the financial year beginning April 2023, and it was instead agreed that the review should be completed by the end of July 2023 at the latest.

Initial discussions with the trade took place at the January 2023 Taxi Trade Liaison Group meeting. These were followed by further discussions at the [Licensing Committee on 23 January 2023](#) and the meeting of the [Executive Committee on 23 March 2023](#). It was agreed that under the [Local Government \(Miscellaneous Provisions\) Act 1976 Section 65 Hackney Carriage Fares](#), a statutory two week consultation on proposed modifications to the table of fares should be undertaken.

What We Proposed

	Current	Proposed
<p>Tariff 1</p> <p>Any journey with 1-4 passengers</p> <p>Applies for any hiring when journey commences between 06:00 and 21:59 Monday to Saturday (Excluding Bank Holidays, Public Holidays, 24th, 25th, 26th, 31st December and 1st January)</p>	<p>For the first 1489.235 yards or 264 seconds (whichever is reached first) £5.00</p> <p>For each subsequent 135.385 yards or every 24 seconds (whichever is reached first) 20p</p> <p>Waiting time per hour £30.00</p>	<p>For the first 1340.307 yards £5.00</p> <p>For each subsequent 243.692 yards 40p</p> <p>Waiting time per hour £33.00</p>
<p>Tariff 1b</p> <p>Any journey with 5 or more passengers</p>	<p>For the first 1489.235 yards or 264 seconds (whichever is reached first) £7.50</p>	<p>For the first 1340.307 yards £7.50</p>

	Current	Proposed
Applies for any hiring when journey commences between 06:00 and 21:59 Monday to Saturday (Excluding Bank Holidays, Public Holidays, 24 th , 25 th , 26 th , 31 st December and 1 st January)	For each subsequent 135.385 yards or every 24 seconds (whichever is reached first) 30p Waiting time per hour £45.00	For each subsequent 243.692 yards 60p Waiting time per hour £49.50
Tariff 2 Any journey with 1-4 passengers Applies for any hiring when journey commences between 22:00 and 05:59 Monday to Saturday, 06.00 and 21.59 Sundays, bank holidays, and public holidays, between 06:00 and 23.59 on 24 th , 26 th and 31 st December.	For the first 1489.235 yards or 264 seconds (whichever is reached first) £7.50 For each subsequent 135.385 yards or every 24 seconds (whichever is reached first) 30p Waiting time per hour £45.00	For the first 1340.307 yards £7.50 For each subsequent 243.692 yards 60p Waiting time per hour £49.50
Tariff 2b Any journey with 5 or more passengers Applies for any hiring when journey commences between 22:00 and 05:59 Monday to Saturday, 06.00 and 21.59 Sundays, bank holidays, and public holidays, between 06:00 and 23.59 on 24 th , 26 th and 31 st December.	For the first 1489.235 yards or 264 seconds (whichever is reached first) £11.25 For each subsequent 135.385 yards or every 24 seconds (whichever is reached first) 45p Waiting time per hour £67.50	For the first 1340.307 yards £11.25 For each subsequent 243.692 yards 90p Waiting time per hour £74.25

	Current	Proposed
<p>Tariff 3</p> <p>Any journey with 1-4 passengers</p> <p>Applies for any hiring when the journey commences between: 00.00 and 23.59 on 25th December; 00.00 and 05:59 on 26th December; 00.00 and 05:59 on 1st January</p>	<p>For the first 1489.235 yards or 264 seconds (whichever is reached first) £10.00</p> <p>For each subsequent 135.385 yards or every 24 seconds (whichever is reached first) 40p</p> <p>Waiting time per hour £60.00</p>	<p>For the first 1340.307 yards £10.00</p> <p>For each subsequent 243.692 yards 80p</p> <p>Waiting time per hour £66.00</p>
<p>Tariff 3b</p> <p>Any journey with 5 or more passengers</p> <p>Applies for any hiring when the journey commences between: 00.00 and 23.59 on 25th December; 00.00 and 05:59 on 26th December; 00.00 and 05:59 on 1st January</p>	<p>For the first 1489.235 yards or 264 seconds (whichever is reached first) £15.00</p> <p>For each subsequent 135.385 yards or every 24 seconds (whichever is reached first) 60p</p> <p>Waiting time per hour £90.00</p>	<p>For the first 1340.307 yards £15.00</p> <p>For each subsequent 243.692 yards 120p</p> <p>Waiting time per hour £99.00</p>
<p>Extra Charges</p>	<p>If a hackney carriage is booked by telephone, text, email or other electronic means a booking fee may be charged by prior arrangement only</p> <p>Congestion Charge, Ultra Low Emission Zone, or any tolls will be applied for any journey where such charges or tolls are incurred. These</p>	<p>If a hackney carriage is booked by telephone, text, email or other electronic means a booking fee may be charged by prior arrangement only</p> <p>Congestion Zone Charges, Tolls or similar will be applied for any journey where such charges or tolls are incurred.</p>

	Current	Proposed
	<p>charges would not appear on the meter.</p> <p>A charge for "fouling" was introduced, meaning that passengers who soiled the interior or exterior of a taxi could be charged.</p> <p>Interior - maximum £75 Exterior - maximum £25</p>	<p>Fouling charge to be retained and charged at: Interior - maximum £100 Exterior - maximum £25</p>

The net effect of the proposed changes would mean the cost of a two mile journey, during tariff 1 operating hours, would increase from £8.00 to £8.70 in a saloon vehicle.

Why We Wanted Your Views

The Council is committed to balancing the legitimate aims of the taxi trade to maintain profitability in the face of increasing costs, while protecting the public from excessive fares. The issue of setting fares for hackney carriage drivers is an important one for two reasons: the fare set by licensing authority largely determines the ability of drivers to earn a decent living, but also aims to ensure that passengers receive a fair deal when taking a journey in a licensed hackney carriage. We' therefore welcomed your views in order to ensure that we are balancing these two objectives.

The procedure for setting fares and public notice requirements are stipulated within [section 65 of the Local Government \(Miscellaneous Provisions\) Act 1976](#).

The procedure is prescriptive and requires that a decision to make/vary a table of fares is made first. Following this, there is a statutory consultation requirement, to allow for any objections to the new/varied table to be made. The remainder of the process is dependent on whether any objections are received (and not withdrawn) or not.

Who and How we Consulted

- A notice was placed in the Newbury Weekly News and the Reading Chronicle on the 11 May 2023 and on the Public Protection Partnership's website on the same day.
- It was also posted on the Council's Consultation Hub on the 11 May 2023
- A copy of the notice was also placed in the Market Place Reception by the 11 May 2023.
- An email was sent to all licensed Hackney Carriage Proprietors to alert them to the consultation.
- A notification was also sent out to the 1195 people on the Community Panel
- The consultation ran from the 11 May to 25 May 2023.

What you Told Us

The Council received **seven objections** to the proposals and **14 more general comments** from a total of 19 respondents. Four of the objections related to the proposed increase in the fares, one felt that the increase was not high enough and two objections were received stating that the fouling charges were too low. We received 11 comments supporting the modifications. Of the 19 responses received ten were from residents, two from drivers (did not state if PH or HC), two hackney carriage drivers, two private hire drivers and three operators.

Objection
Resident Fares need to decrease - fuel costs are going down not up. The proposed increases are only increasing the cost of living crisis and increasing private car journeys in West Berkshire
Resident Taxis are too expensive
Resident Looking at the proposed charges they're doubling in price but surely the cost of petrol/diesel hasn't doubled. I understand the need for the costs to keep up with inflation but think that doubling the price is a bit too much
Resident Appalling, this will raise fare from Cold Ash to Newbury higher than going by to Cardiff and back by private car

Objection
<p>WBC PH Driver</p> <p>Why only 8.5% when the inflation rate is at 10% .??? And why not give full EV vehicles a Hackney Carriage plate maybe first 50 cars to start with see how it works i.e. .anyone who buys a new EV car should be able to get a new Hackney Carriage Licence plate issued if they want one instead of having to buy a wheelchair access vehicle to be Hackney Carriage.</p>
<p>WBC Operator</p> <p>The fouling charge I still don't think this is high enough, One of my cars on the fleet had someone be sick in it at 22.00 on Saturday. The car is then out of use until it can be valeted meaning the driver lost the rest of the night where he could earn between £200-£300 plus he is hit with a cleaning bill of £130.00.</p>
<p>WBC Driver</p> <p>I agree with most of the changes, but I feel like the fouling charges still need to be reviewed. As explained in previous emails if someone was to foul in the taxi after 5pm you won't find anywhere to get your car valeted, which means you would be at a loss of money. And it would be a loss as even though the vehicle wouldn't be in use, you still have to pay insurance sign on fee for your operator, taxi plate, taxi badge etc.</p> <p>The longer the waste remains in the car the bigger the risk of smells adhering to the material of the seats. Once you get round to clean the car, most valeting places won't want to clean it up, and as most of them advertise there will be extra charges if the car is really dirty.</p> <p>Your left with no other option on the day than to try and rent a car for the night, so the cost of someone fouling, increase as not only do you have to clean the car and pay a premium to get rid of any odours but add rent for the night (if your able to find one)</p>

We also received the following **comments** in relation to the consultation which are set out below:

General Comments
Cost
<p>Resident</p> <p>I think the changes seem fare. It simplifies some of the tariffs and allows a fair cost of living increase for longer journeys or larger groups.</p>

General Comments

Resident

It seems fair to me. We use taxi's a lot and the local drivers are great. We don't begrudge them an increase. Especially with the current cost of living being so high.

WBC PH Driver

I agree with the proposed fares.

Resident

The increases appear to be fair and reasonable given the increase in fuel charges and the inevitable increase in insurance costs

WBC HC Driver

I agree with the increase and although appreciate that fuel has come down pretty much nothing else has. Everyday living costs have gone up a huge amount compared to this time last year mortgage payments grocery items and gas and electricity costs have gone up a huge amount compared to this time last year.

WBC Operator

I strongly support a tariff increase. The cost of fuel has slightly reduced However the cost of living mortgages rents gas electric etc are still at an all time high. Repair bill and services cost on the vehicle are also at an all time high and cars are off the road longer waiting on parts hence more down time for drivers. Wages for staff again at an all time high and not in line with current tariff costs.

WBC Driver

I'm happy to see that there has been a slight increase on the fares, as unfortunately for everyone everything else has/is and will go up.

Yesterday as an example I had to change all 4 tyres in my taxi and budget ones now cost £308 compares to £280 I used to pay. If you were to put mid range you would be looking at £120 a tyre. Insurance for vehicles in general is on the rise, car parts are on the rise, with the added problem of waiting time for some parts to be supplied due to the lack of materials atm, etc

WBC Operator

Happy with the 8.5% increase

WBC HC Driver

I believe we do need a fare increase due to daily cost of living rising.

Fuel has recently been reduced but servicing and maintenance cost have risen along with tyres.

WBC Operator

I am in favour of 8 and half % because everything keeps going up And rate of inflation is 10 % I have invested a lot of money in buying an electric car and feel there could be more incentives. Maybe electric cars should be Hackney and the Hackney licence be

General Comments
non-transferable This is just an idea. I love my electric car and most days I can work from 8am til 4pm on same charge. It is the way forward for everyone
Resident
I think the proposed changes are fair reflection of the current state of the economy
Public and Other Transport
Resident
The new Lib Dem council should open up the market and allow companies such as Uber, Bolt (taxify) and Free now to operate in West Berkshire. It's a scandal we can't have access to these services to ensure the competitiveness of taxi services.
Vehicle Standards
Resident
all though I think the current charges are very expensive early Sunday morning RBH to near Thatcham £67 (mid-February 23) I can sympathise with the driver trying to make a living, BUT the taxi was the equivalent of a rattly old van.
General Support
Taxi Trade
No objections from me!

What We Are Proposing To Do

The Local Government (Miscellaneous Provisions) Act 1976 section 65 gives a Local Authority the power to determine the table of fares for the hire of hackney carriages. This legislation also prescribes the statutory consultation process that must be followed and the procedures for ensuring that objections are properly considered in relation to a Local Authority's adoption of or variation to a table of fares before the table comes into effect.

As objections to the tariffs have been received and not withdrawn, the Executive is required to decide whether or not the revised table of fares should be modified before it is implemented and decide the date for implementation. A report will therefore be taken to the [08 June 2023 Executive meeting](#) for a decision.

The Executive when making a decision will also need to decide a date for the table of fares to come into effect, with or without modification. This must be by 24 July 2023 in accordance with the requirements under s.65 Local Government (Miscellaneous Provisions) Act 1976.

Officers are proposing that this be the 19 June 2023 which should give the trade time to have their meters recalibrated, should this be needed.

We will write to the taxi trade and the meter companies and advise them of the outcome of the consultation and publish this document on the website.

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Outcome of the Non-Statutory Hackney Carriage Tariffs Consultation with the Taxi Trade

Background

West Berkshire Council is committed to balancing the legitimate aims of the taxi trade to maintain profitability in the face of increasing costs, while protecting the public from excessive fares. The current hackney carriage fare scale came into effect on the 29 July 2022. An amendment to the presentation of the tariffs was agreed in September 2022 which provided separate tariff cards for multi seater and saloon vehicles.

As was previously agreed a discussion about the tariffs took place at the 09 January 2023 Taxi Trade Liaison Group meeting where the trade suggested that:

- For 2023 they would like to see an uplift of the fares linked to Consumer Price Index (CPI) (circa 10% in November 2022);
- If approved they would like modifications to be implemented as close to the 01 April as was practicably possible each year but accepted that for 2023 the implementation date was likely to be in June or July;
- They would like the maximum fouling charges to be revisited and increased and suggested that a maximum charge of £200 should be implemented;
- They would like to see calendar time and date control on the meters to be mandated;
- They would like the words 'Hiring when journey commences between' to be revisited and replaced to reflect journeys between certain times; and
- The Hackney Carriage and Private Hire Licensing Policy be amended to mandate a requirement for all vehicles to accept card and online payments.

As a result of these discussions a report was taken to the [Licensing Committee on the 23 January 2023](#) where it was agreed that an informal consultation should be undertaken with the wider trade to establish their views.

What Was Proposed

The Licensing Committee proposed the following timetable for considering any modifications to the tariffs in 2023 provided that a formal request was received from the trade:

25 January to 08 February 2023	Two week informal consultation with the trade on any proposals put forward at this meeting.
20 March 2023	Special Licensing Committee to be updated on the proposals being presented to the Executive for consideration (any comments made at the LC to be reported either verbally or as a to follow item to the Executive)
23 March 2023	Formal Report Setting out Proposals to the Executive

11 May to 25 May 2023	Statutory consultation (minimum of 14 days) the timing can be amended at the discretion of Executive Members but needs to reflect that the implementation date must be within two months of the consultation closing.
09 June 2023	<p>Decision taken by the Executive if any objections to the modifications are received and the Executive must set a date when the varied table of fares, with or without modification, will come into operation. This date must be within two months of the consultation closing.</p> <p>If no objections are received or if they are withdrawn the modified tariffs would come into effect on the day after the statutory consultation closes or the date of withdrawal of the last objection whichever date is the later.</p>
July 2023	Outcome of the consultation to be reported back to the Licensing Committee.

Who and How we Consulted

The Licensing Committee requested that an informal (non-statutory) consultation be undertaken with the trade to ascertain the level of support for the proposals raised at the Taxi Trade Liaison Group meeting on the 09 January 2023. A consultation document was emailed to all Members of the trade on the 26 January 2023. The consultation was open for comments from members of the West Berkshire Taxi Trade from the 26 January 2023 to the 09 February 2023.

The consultation sought to establish:

1. The extent to which the trade supported aligning future tariff changes to the financial year i.e. implementing them as close to the 01 April each year as was practicably possible;
2. The extent to which the trade supported the mandating of acceptance of card and other electronic payments;
3. The level of support for requiring meters to be capable of being time and date controlled;
4. What changes should be made to fouling charges for both the interior and exterior of vehicles;
5. Suggestions for resolving disputes between the trade and customers in relation to fouling charges;
6. Whether or not the trade supported displaying saloon and multi-seater tariffs on different cards;
7. Whether or not the trade supported the 50% uplift for multi-seater vehicles;
8. If the trade supported linking annual modifications to tariffs to the Consumer Price Index;
9. If there was support for increasing tariffs by 10% in 2023;

- 10. What percentage of change to the tariffs the trade supported for 2023; and
- 11. The level of support for keeping the flag rate the same in 2023.

What You Told Us

The Council received nine responses to the survey. Of those respondents five identified themselves as WBC Licensed Hackney Carriage Drivers, two were both Hackney Carriage Drivers and WBC Licensed Operators, albeit one was a Private Private Hire Operator and one a Private Hire Driver.

Question 2: To what extent do you agree with the proposal to align any modifications to the tariffs with the start of the financial year (i.e. from the 01 April in any year modifications are made) as of 2024?

Response:

- 7 (78%) respondents strongly agreed with the statement;
- 1 respondent agreed with the statement; and
- 1 person disagreed with the statement but did not offer a reason for doing so.

Comments

(C1) The cost of living is going up and up and although some think it's expensive all other charges are going up such as repairs etc. The cars need to be kept in good condition and legal

Question 3: To what extent do you agree with the request that the Hackney Carriage and Private Hire Licensing Policy includes a requirement mandating that all vehicles accept card payments?

Response:

- 7 (78%) respondents strongly agreed with the statement (see C2 and C3 below);
- 1 respondent neither agreed or disagreed with the statement; and
- 1 respondent strongly disagreed with the statement for the reason set out in section C1 below.

Comments

(C1) A crazy idea there are operators like me that do mainly contract work and a card machine is an expense not needed. Also in rural areas there could be a problem with reception. As long as an operator informs the passenger they may prefer to pay by BACS. If it is private hire this can easily be informed. My own work is probably 95% contract work and I think the benefits would out way the risks.

(C2) ensure the public can get home now nearly all banks have shut

(C3) should be implemented ASAP

Question 4: To what extent do you agree with the request that all meters must be capable of being time and date controlled?

Response:

- 7 (78%) respondents strongly agreed with the statement (see C2 below); and
- 2 (22%) respondents strongly disagreed with the proposal with one citing the reason set out in C1 below.

Comments

(C1) An added expense. I don't have a meter as I am private hire. Perhaps insist when a car has a new meter installed it should be time/ date controlled
(C2) protect public from being overcharged

Question 5: Current Maximum Fouling Charges are set at £75 (Interior) and £25 (exterior). What changes, if any, do you think should be made to these charges?

<p>Interior: 4 respondents stated that £100 would be more appropriate; 1 respondent stated that £150 would be more appropriate; 2 respondent stated that £200 would be more appropriate; 1 respondent stated that £250 would be more appropriate; 1 person did not respond to this question</p>
<p>Exterior: 5 respondents stated that £25 was acceptable; 2 respondents did not respond to this question; 1 respondent stated that £50 was more appropriate; 1 respondent stated that £75 was more appropriate.</p>

Question 6: If fouling charges are set as a maximum would you always charge the maximum?

Yes	4
No	5

Question 7: If the answer to the above is no what factors would you use to determine the charge?

(C1) If it can be cleaned and safe to use then I would use my initiative. However if car is off road the £200 is a must but you also have loss of earnings.
(C2) How bad it was
(C3) The charge would be the same cost as charge to myself for cleaning if able to keep the contact of customer or would take maximum if not able to keep contact of customer
(C4) Dependent on the mess and time of day/shift
(C5) depending on mess

Question 8: How would you propose that any disagreements on the level of fouling charges be resolved?

(C1) It should be down purely to the driver. As stated it is not just the cleaning fee it is also the loss of earnings.
(C2) consultation
(C3) I would like to think the council would have our backs with any disputes with the public
(C4) reasoning
(C5) I will call to police
(C6) Difficult but I would like to think that the person doing the fouling is willing to pay
(C7) All depends on circumstances. Some fouling is tantamount to criminal damage

Question 9: To what extent do you support the introduction of different tariff cards for saloon vehicles and multi seaters?

Response:

- One respondent stated that they neither agreed nor disagreed with the statement and the remaining 8 respondents were strongly supportive of the new tariff cards for the reasons set out below.

Comments

(C1) Makes sense. If a larger car during the day or night why shouldn't it be more
(C2) makes it a lot easier to explain to customers
CC3) good idea

Question 10: To what extent do you support the current uplift of 50% for vehicles that are carrying five or more passengers?

Response:

One respondent stated that they neither agreed nor disagreed with the statement and the remaining 8 respondents were strongly supportive of the 50% uplift for multi seater vehicles citing the reasons below.

Comments

(C1) saves people money not having to get 2 cars and helps pay for the extra costs
(C2) these vehicles can cost a lot more than a standard car

Question 11: To what extent do you agree with the suggestion that modifications to the tariffs be linked to the Consumer Price Index each year?

Response:

One respondent stated that they neither agreed nor disagreed with the statement and the remaining 8 respondents were strongly supportive of linking annual price increases to CPI.

Comments

(C1) Drivers need to maintain their cars. If you are not earning extra money to pay the higher operating costs then people may start to cut corners.

Question 12: The Taxi Liaison Group discussed increasing the fares by circa 10% in 2023. To what extent would you support this proposal?

Response:

- One respondent did not answer this question;
- 5 respondents were strongly supportive;
- 1 respondent agreed with the proposal;
- 1 respondent neither agreed nor disagreed;
- 1 respondent disagreed with the statement (see C1).

Comments

(C1) I just think with the cost of living crisis at the moment we run the risk of putting up prices too much for the public to accept.

(C2) cost of living in West Berkshire is going up all the time

(C3) cost of living

Question 13: If the tariffs are to be modified in 2023 what would be your preference?

10% decrease	1 (may be an error as they were also strongly supportive of 10% increase see question 12)
5% decrease	0
Stay the same	1
5% Increase	0
10% Increase	7
Other	0

Question 14: If the Executive is minded to amend the tariffs to what extent do you with the suggestion that the flag rate should not be changed?

Response:

- 5 respondents strongly agreed with this suggestion;
- 1 respondent agreed with retaining the current flag rate;
- 3 respondents neither agreed nor disagreed with the proposal;
- None of the respondents objected to the suggestion.

Question 15: Any Other Comments:

(C1) I would like the Licensing Authority to move legislation a lot quicker than at present. West Berkshire Taxi standards are lagging a long way behind other authority areas.

What We Are Proposing To Do

The outcome of the non-statutory consultation will be sent to all members of the West Berkshire taxi trade and will be published on the Public Protection Partnership website. It will also be circulated to Members of the Licensing Committee and the Portfolio Holder. It will help to inform the report to the Executive and will be included as an attachment to that report.

The outcome of this initial consultation will be taken to a Special Licensing Committee meeting on the 20 March 2023 where Members will be asked to discuss the outcome of the non-statutory consultation.

As there is support for modifying the tariffs a report will now be taken to the Executive meeting on the [23 March 2023](#). The Executive will make a decision about any proposed modifications, the methodology for undertaking the required statutory consultation and timetabling. These decisions will be undertaken in accordance with the procedure for setting fares and public notice requirements as stipulated within section 65 of the Local Government (Miscellaneous Provisions) Act 1976.

If changes are proposed to be made the Council will publish a notice setting out the proposed changes in at least one local newspapers which will explain that readers will have at least fourteen days from the date of the first publication of the notice to object to the change. Notices will also be displayed at the Council Offices and will be placed on the Public Protection Partnership and Council's website and information will be emailed to the Trade.

If no objections to any proposed variation are received within the consultation period or if all objections are withdrawn, the revised fares will come into operation on the date of the expiration of the consultation period specified in the notice or the date of withdrawal of the last objection whichever date is the later.

If objections are received the matter will be discussed by the Executive at the 08 June 2023 Executive meeting and a further date would need to be set to determine when

the new table of fares, with or without modifications following consideration of the objections, would come into force. This date is required to be no later than two months after the consultation period.

Hackney Carriages Table of Fares (29 July 2022)

MAXIMUM fare for any hiring when the journey commences:

A lesser fare can be agreed prior to commencement of the journey.

<p>Taxi Plate Number</p> <p>Licensed to Carry Passengers</p> <p>Any comments regarding this vehicle or driver should be made to:</p> <p>West Berkshire Council, Council Offices, Market Street, Newbury, Berkshire, RG14 2AF</p> <p>Or via email to licencing@westberks.gov.uk Quoting the above Taxi Plate number or drivers badge number</p>	<p>Tariff 1 (Standard Time Saloon) Indicated by a "T1" on the taxi meter</p> <p>Any journey with 1-4 passengers</p> <p>1. 06:00 and 21:59 Monday to Saturday</p> <p>(Excluding Bank Holidays, Public Holidays, 24th, 25th, 26th, 31st December and 1st January)</p>	<p>Tariff 2 (Time and 1/2 Saloon) Indicated by a "T2" on the taxi meter</p> <p>Any journey with 1-4 passengers</p> <p>1. 00:00 and 06.00 Monday to Sunday. 2. 22:00 and 23:59 Monday to Sunday. 3. 06.00 and 21.59 Sundays, Bank Holidays, Public Holidays, 24th, 26th, 31st December & 1st January.</p>	<p>Tariff 3 (Double Time Saloon) Indicated by a "T3" on the taxi meter</p> <p>Any journey with 1-4 passengers.</p> <p>1. 00.00 and 23.59 on 25th December 2. 00.00 and 05:59 on 26th December. 3. 00.00 and 05:59 on 1st January.</p>
	<p>Tariff 1 Multi (Standard Time Multi) Indicated by a "T1b" on the taxi meter</p> <p>Any journey with 5 or more passengers</p> <p>1. 06:00 and 21:59 Monday to Saturday</p> <p>(Excluding Bank Holidays, Public Holidays, 24th, 25th, 26th, 31st December and 1st January)</p>	<p>Tariff 2 Multi (Time and a ½ Multi) Indicated by a "T2b" on the taxi meter</p> <p>Any journey with 5 or more passengers</p> <p>1. 00:00 and 06.00 Monday to Sunday. 2. 22:00 and 23:59 Monday to Sunday. 3. 06.00 and 21.59 Sundays, Bank Holidays, Public Holidays, 24th, 26th, 31st December & 1st January.</p>	<p>Tariff 3 Multi (Double Time Multi) Indicated by a "T3b" on the taxi meter</p> <p>Any journey with 5 or more passengers</p> <p>1. 00.00 and 23.59 on 25th December 2. 00.00 and 05:59 on 26th December. 3. 00.00 and 05:59 on 1st January</p>
<p>Initial Flag The first 1489.235 yards (1361.756 meters) (11/13 mile)</p>	<p>T1 £5.00 / T1b £7.50 (First mile =£5.40) / (First mile =£8.10)</p>	<p>T2 £7.50 / T2b £11.25 (First mile =£8.10) / (First mile =£12.15)</p>	<p>T3 £10.00 / T3b £15.00 (First mile =£10.80) / (First mile =£16.20)</p>
<p>For each subsequent 135.385 yards (123.796 meters) (1/13 of a mile) completed or part thereof</p>	<p>T1 20p / T1b 30p (£2.60 running mile) / (£3.90 running mile)</p>	<p>T2 30p / T2b 45p (£3.90 running mile) / (£5.85 running mile)</p>	<p>T3 40p / T3b 60p (£5.20 running mile) / (£7.80 running mile)</p>
<p>Waiting time: for every period of 24 seconds or part thereof (Below 11.54 mph is charged as waiting time)</p>	<p>T1 20p / T1b 30p T1 (£5.00 per 10 mins, £30.00 per hour) T1b (£7.50 per 10 mins, £45.00 per hour)</p>	<p>T2 30p / T1b 45p T2 (£7.50 per 10 mins, £45.00 per hour) T2b (£11.25 per 10 mins, £67.50 per hour)</p>	<p>T3 40p / T3b 60p T3 (£10.00 per 10 mins, £60.00 per hour) T3b (£15.00 per 10 mins, £90.00 per hour)</p>

Where the taxi is used for pre-booked journeys the fare shall be calculated from the point in the district at which the hirer commences their journey. (Local Government (Miscellaneous Provisions) Act 1976 sec. 67)

If a Hackney Carriage is booked by telephone, facsimile, e mail, or other electronic means a booking fee may be charged by prior arrangement only.

Congestion Zone Charges, Tolls or similar will be applied for any journey where such charges or tolls are incurred.

Fouling will be charged at a maximum of (£75 interior) (£25 Exterior)

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Hackney Carriages Table of Fares (29 July 2022)

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A lesser fare can be agreed prior to commencement of the journey.

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<p>Initial Flag The first 1489.235 yards (1361.756 meters) (11/13 mile)</p>	<p>£5.00 First mile =£5.40</p>	<p>£7.50 First mile =£8.10</p>	<p>£10.00 First mile =£10.80</p>
<p>For each subsequent 135.385 yards (123.796 meters) (1/13 of a mile) completed or part thereof</p>	<p>20p £2.60 running mile</p>	<p>30p £3.90 running mile</p>	<p>40p £5.20 running mile</p>
<p>Waiting time: for every period of 24 seconds or part thereof (Below 11.54 mph is charged as waiting time)</p>	<p>20p £5.00 per 10 mins, £30.00 per hour</p>	<p>30p £7.50 per 10 mins, £45.00 per hour</p>	<p>40p £10.00 per 10 mins, £60.00 per hour</p>

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Hackney Carriages Table of Fares With Effect from X

MAXIMUM fare for any part of a journey dependant on Time, Day and Date:

A lesser fare can be agreed prior to commencement of the journey.

<p>Taxi Plate Number</p> <p style="font-size: 2em; color: red; text-align: center;">???</p> <p>Licensed to Carry ? Passengers</p> <p>Any comments regarding this vehicle or driver should be made to:</p> <p>West Berkshire Council, Council Offices, Market Street, Newbury, Berkshire, RG14 2AF</p> <p>Or via email to licencing@westberks.gov.uk Quoting the above Taxi Plate number or drivers badge number</p>	<p style="text-align: center; color: red;">Tariff 1</p> <p style="text-align: center;">(Standard Time Saloon)</p> <p>Indicated by a “T1” on the taxi meter</p> <p>Any journey with 1-4 passengers</p> <ol style="list-style-type: none"> 06:00 and 21:59 Monday to Saturday <p style="text-align: center;">(Excluding Bank Holidays, Public Holidays, 24th, 25th, 26th, 31st December and 1st January)</p> <hr/> <p style="text-align: center; color: red;">Tariff 1 Multi</p> <p style="text-align: center;">(Standard Time Multi)</p> <p>Indicated by a “T1 b” on the taxi meter</p> <p>Any journey with 5 or more passengers</p> <ol style="list-style-type: none"> 06:00 and 21:59 Monday to Saturday <p style="text-align: center;">(Excluding Bank Holidays, Public Holidays, 24th, 25th, 26th, 31st December and 1st January)</p>	<p style="text-align: center; color: red;">Tariff 2</p> <p style="text-align: center;">(Time and 1/2 Saloon)</p> <p>Indicated by a “T2” on the taxi meter</p> <p>Any journey with 1-4 passengers</p> <ol style="list-style-type: none"> 00:00 and 06.00 Monday to Sunday. 22:00 and 23:59 Monday to Sunday. 06.00 and 21.59 Sundays, Bank Holidays, Public Holidays, 24th, 26th, 31st December & 1st January. <hr/> <p style="text-align: center; color: red;">Tariff 2 Multi</p> <p style="text-align: center;">(Time and a ½ Multi)</p> <p>Indicated by a “T2 b” on the taxi meter</p> <p>Any journey with 5 or more passengers</p> <ol style="list-style-type: none"> 00:00 and 06.00 Monday to Sunday. 22:00 and 23:59 Monday to Sunday. 06.00 and 21.59 Sundays, Bank Holidays, Public Holidays, 24th, 26th, 31st December & 1st January. 	<p style="text-align: center; color: red;">Tariff 3</p> <p style="text-align: center;">(Double Time Saloon)</p> <p>Indicated by a “T3” on the taxi meter</p> <p>Any journey with 1-4 passengers.</p> <ol style="list-style-type: none"> 00.00 and 23.59 on 25th December 00.00 and 05:59 on 26th December. 00.00 and 05:59 on 1st January. <hr/> <p style="text-align: center; color: red;">Tariff 3 Multi</p> <p style="text-align: center;">(Double Time Multi)</p> <p>Indicated by a “T3 b” on the taxi meter</p> <p>Any journey with 5 or more passengers</p> <ol style="list-style-type: none"> 00.00 and 23.59 on 25th December 00.00 and 05:59 on 26th December. 00.00 and 05:59 on 1st January
<p style="text-align: center;">Initial Flag</p> <p>The first 1340.307 yards (1225.576 meters)</p>	<p style="text-align: center; color: red;">T1 £5.00 / T1b £7.50</p>	<p style="text-align: center; color: red;">T2 £7.50 / T2b £11.25</p>	<p style="text-align: center; color: red;">T3 £10.00 / T3b £15.00</p>
<p style="text-align: center;">For each subsequent 243.692 yards (222.831 meters) completed or part thereof</p>	<p style="text-align: center; color: red;">T1 40p / T1b 60p</p>	<p style="text-align: center; color: red;">T2 60p / T2b 90p</p>	<p style="text-align: center; color: red;">T3 80p / T3b 120p</p>
<p style="text-align: center;">Waiting time: for every period of 43.636 seconds or part thereof</p>	<p style="text-align: center; color: red;">T1 40p / T1b 60p</p> <p style="text-align: center;">T1 (£5.50 per 10 mins, £33.00 per hour) T1b (£8.25 per 10 mins, £49.50 per hour)</p>	<p style="text-align: center; color: red;">T2 60p / T1b 90p</p> <p style="text-align: center;">T2 (£8.25 per 10 mins, £49.50 per hour) T2b (£12.37 per 10 mins, £74.25 per hour)</p>	<p style="text-align: center; color: red;">T3 80p / T3b 120p</p> <p style="text-align: center;">T3 (£11.00 per 10 mins, £66.00 per hour) T3b (£16.50 per 10 mins, £99.00 per hour)</p>

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Fouling will be charged at £100 Interior and £25 Exterior

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Hackney Carriages Table of Fares With Effect From X

MAXIMUM fare for any part of a journey dependant on Time, Day and Date:

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<p>Initial Flag The first 1340.307 yards (1225.576 meters)</p>	<p>£5.00</p>	<p>£7.50</p>	<p>£10.00</p>
<p>For each subsequent 243.692 yards (222.831 meters) completed or part thereof</p>	<p>40p</p>	<p>60p</p>	<p>80p</p>
<p>Waiting time: for every period of 43.636 seconds or part thereof</p>	<p>40p £5.50 per 10 mins, £33.00 per hour</p>	<p>60p £8.25 per 10 mins, £49.50 per hour</p>	<p>80p £11.00 per 10 mins, £66.00 per hour</p>

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Fouling will be charged at £100 interior and £25 exterior

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Executive – 8 June 2023

Item 11 – Members’ Questions

There were no questions submitted relating to items not included on this Agenda

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