

## Notes for guidance on completing the Budget Requirement return (BR1), 2024-25

This form should be completed in accordance with sections 32 and 33 of the [Local Government Finance Act 1992](#) ("the 1992 Act"). Authorities are reminded that sections 32 and 33 of the 1992 Act have been extensively amended by Schedule 12 to the [Local Government \(Wales\) Act 1994](#).

Both are further amended by the [Local Authorities \(Alteration of Requisite Calculations\) \(Wales\) Regulations 2002](#) (the "2002 regulations") and [Local Authorities \(Alteration of Requisite Calculations\) \(Wales\) Regulations 2013](#).

Section 33 is further amended by the [Local Government Reorganisation \(Calculation of Basic Amount of Council Tax\) \(Wales\) Order 1996](#).

Any budget requirement (or other calculation relevant to this return) for which another has been substituted at the time of completing this return should be ignored.

### Line 1

This cell is calculated by adding line 15 and line 17 to give the total Budget Requirement including Community Council Precepts.

### Line 2

The cost to the authority of discretionary non-domestic rate relief anticipated to be granted (under sections 47 and 49 of the [Local Government Finance Act 1988, as amended](#)). This is not part of the budget requirement; amounts should be shown to the nearest pound.

### Line 4

Any increase or decrease in the amount of revenue support grant payable to an authority in respect of previous years as a result of an amending report should not be included within the income item in the calculation of an authority's basic amount of council tax. Section 33 of the 1992 Act states that: 'Item P is the aggregate of the sums which the authority estimates will be payable for the year into its general fund in respect of redistributed non-domestic rates, revenue support grant or additional grant'. Any such amounts should, instead, be included within the income that is netted off when calculating the authority's budget requirement for 2024-25.

### Line 5

This is calculated as line 1 plus line 2 minus line 19.

This is the amount R-P in section 33(1) of the 1992 Act, with P adjusted as required by sub sections 3(B) and 3(C) of section 33 of the 1992 Act.

**Line 6**

The 'taxbase before collection rate adjustment' is the total of the 'relevant amounts', (as defined in regulations 3 and 4 of the [Local Authorities \(Calculation of Council Tax Base\) \(Wales\) Regulations 1995 \(SI 1995/2561](#) : "the 1995 regulations"), as amended by [SI 1999/2935](#). If, due to revisions, this figure is different from that supplied in line E1 on form CT1, it would be helpful if the authority indicated the reason.

**Line 7**

The estimated collection rate for 2024-25 in accordance with regulation 3 of SI 1995/2561.

**Line 8**

The figure is the amount (if any) calculated by the billing authority under regulation 3(4) of the 1995 regulations. It represents the amount which the authority has added to its taxbase for the year relating to sums which are likely to be paid to the authority by the Secretary of State for Defence in respect of dwellings which fall within Class O of [SI 1992/558](#). The amount must be expressed here in terms of band D equivalent dwellings.

**Line 9**

The amount calculated by the authority for 2024-25 for item T in section 33(1) of the 1992 Act. Again, if, due to revisions, this figure differs from that supplied in line E5 on form CT1 and repeated at line 9 for reference, the authority is asked to indicate the reason.

**Line 10**

The basic amount of council tax, calculated by the billing authority under section 33(1) of the 1992 Act, as modified by sub sections (3B) and (3C) of section 33 of the 1992 Act.

**Line 11**

This is the precept of the police authority on the billing authority council tax, expressed as a band D equivalent figure. It should relate to the total police authority precept reported at line 16 and the taxbase for the billing authority reported at line 9.

**Line 12**

This is the sum of the council tax figures shown in lines 10 and 11. It represents the average headline (band D equivalent) council tax for the area.

**Line 15**

The aggregate amount for 2024-25 of any precepts issued by, or anticipated to be issued by, community councils to the county/county borough council which were taken into account in calculating its budget requirement.

**Line 16**

Record here the precept of police authority.

**Line 17**

The amount calculated by the authority for 2024-25 under section 32(4) of the 1992 Act. All levies, special levies and precepts issued by local precepting authorities are included in the amount calculated under section 32(4). The amount should be shown to the nearest pound. This is item R in section 33(1) of the 1992 Act. This line should exclude amounts of discretionary non-domestic rate relief anticipated to be granted (to be shown in line 2). The budget requirement should be net of all grants, including the unhypothecated Outcome Agreement Grant (formally IAG) and any amounts of RSG relating to earlier years as a result of an amending report. The figure should exclude any community council precepts, which are recorded in line 15.

**Line 19**

The sum of lines 3 and 4.

**Line 22**

This is line 10 minus line 23.

**Line 23**

This is line 15 divided by line 9.