

THE COUNCIL'S BUDGET: GENERAL FUND REVENUE BUDGET AND CAPITAL PROGRAMME 2012/13

Cabinet Member	Councillor Jonathan Bianco
Cabinet Portfolio	Finance, Property and Business Services
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Papers with report	Appendices 1 to 12

1. HEADLINE INFORMATION

Summary	<p>The report sets out the Cabinet's proposals for the Council's General Fund revenue budget and capital programme for 2012/13.</p> <p>The revenue budget proposals have been developed to deliver a zero increase in Council Tax for the fourth successive year for all residents and for the sixth year for the over 65's. They also provide for additional priority growth of £2.25m, whilst maintaining balances and reserves at over £12m.</p> <p>Overall there will be a small reduction in the level of Council Tax as the revenue budget proposals result in a freeze on the Hillingdon element at 2011/12 levels and there is a reduction of 1% on the Greater London Authority (GLA) precept.</p> <p>The proposed capital programme includes total investment of £197.4m over the next 3 years with £89.3m in 2012/13, including £1m of new priority capital growth.</p> <p>Cabinet are requested to recommend their budget proposals to full Council on 23 February 2012. This is in order to formally set the General Fund revenue budget, capital programme and Council Tax for the 2012/13 financial year.</p>
Contribution to our plans and strategies	<p>The revenue budget and capital programme together form the financial plan for the Council for the 2012/13 financial year and contain the funding strategy for delivering the Council's objectives. They also provide the funding strategy for the Council's goals for Hillingdon as a whole in the Sustainable Community Strategy.</p>
Financial Cost	<p>Zero increase in the Hillingdon element of Council Tax for the fourth successive year for all residents.</p>
Relevant Policy Overview Committee	<p>Corporate Services and Partnerships Policy Overview Committee Education and Children's Services Policy Overview Committee Residents' and Environment Services Policy Overview Committee Social Services, Health and Housing Policy Overview Committee</p>

Ward(s) affected	All
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2. RECOMMENDATIONS

That Cabinet approves for recommendation to Council:

- 1. The General Fund revenue budget proposals for 2012/13 summarised at Appendix 1, including the detailed budget changes contained at Appendices 2 to 6;**
- 2. The proposed fees and charges included at Appendix 7;**
- 3. The capital programme set out at Appendix 8;**
- 4. The Treasury Management Strategy Statement, Annual Investment Strategy and Minimum Revenue Provision Statement for 2012/13 to 2013/15 as detailed in Appendix 10;**
- 5. The proposed London Borough of Hillingdon Pay Policy Statement for 2012/13 set out at Appendix 11;**
- 6. That it resolves that Cabinet may utilise the general reserves or balances during the MTFE financial years 2012/13 to 2014/15 in respect of those functions which have been reserved to the Cabinet in Article 7 of the Constitution (as set out in Schedule G of the Constitution - Budget and Policy Framework Procedure Rules).**
- 7. That Cabinet notes the Chief Finance Officer's comments regarding his responsibilities under the Local Government Act 2003.**

SUMMARY

The budget proposals included in this report represent Cabinet's budget strategy for 2012/13 and beyond. The revenue budget proposals have been developed to deliver a zero increase in the Hillingdon element of Council Tax for 2012/13 whilst maintaining balances and reserves at well above £12m over the medium term.

The main challenge in delivering a balanced budget for 2012/13 is the development of significant savings of around £17.7m, on top of the £26.2m being delivered in 2011/12. However, the Council's Business Improvement Delivery Programme is now well established and is driving the delivery of these savings. Excellent progress has been made during 2011/12 and the council is well on track to achieve the £26.2m of savings.

The final funding settlement for 2012/13 was broadly in line with the estimates used to draft the budget. Overall, funding has been cut by £9.2m, partially offset by a further central Government grant of £2.8m enabling a freeze in Council Tax in 2012/13.

Detailed within the budget proposals are savings proposals of £17.7m, £6.2m of corporate increases, £5.8m of contingency provisions and service pressures and an allowance of £3.1m for inflation. In addition provision has been made for £2.25m of priority growth in revenue and £1m priority growth in capital.

- The key increases in corporate items arise from £2m provision for new capital investment including a further £1m for the school building programme and an additional contribution to balances of £2.1m.
- The key service pressure increases, all of which are provided for in contingency, have increased by £5.8m. This includes £2m for Adult Social Care demographic pressures, £1.5m for the costs of Transitional Children, £0.6m for an asylum funding shortfall, £0.6m for an increase in the Waste Disposal Levy, £0.7m for a temporary accommodation pressure, and contingencies against shortfall in income streams - £0.3m against a shortfall in income through schools withdrawing from the Council's payroll and OH services, and £0.5m from leisure contracts. These have been netted down by a reduction of £0.3m in other Children's Service pressures and the removal of a previous contingency item of £1m relating to the potential shortfall on the delivery of savings in services where Government grant funding had previously been reduced.
- An additional £2.25m of new priority growth is included in the budget. Whilst a significant portion remains unallocated, the proposals included in this report include allocations to the voluntary sector, to extend library opening hours, for community safety, for road and pavement maintenance and for increasing children's and families caseload support.

The development of savings proposals has continued to concentrate on more efficient service delivery methods, the rolling out of the new Council operating model, focusing on core services and by not creating new pressures by providing services that are no longer funded by Central Government.

Total savings proposals amount to just under £17.7m, with £7.7m in Planning, Environment, Education & Community Services, and £8.3m in Social Care, Health & Housing, and £1.8m in Central Services. Full details of the proposals are contained in Appendix 6.

The report also includes the fees and charges recommendations for 2012/13, detailed in Appendix 7.

The draft capital programme for 2012/13 and indicative allocations for the following two years are presented in this report and in Appendix 8. The General Fund Capital Programme amounts to £197.4m over three years, with £111.2m of that investment focused on meeting demand for Primary School Places across the borough. In addition this programme will enable completion of a number of major projects during 2012/13 including the South Ruislip and Hayes End Library Developments and a new Civic Amenity Site at New Years Green Lane.

The HRA Capital Programme amounts to £38.7m over the period 2012/13 to 2014/15 and includes the delivery of 225 units of supported housing as part of the Council's wider reablement strategy as well as work to existing stock.

The report also includes the Treasury Management Strategy Statement, Annual Investment Strategy and Minimum Revenue Provision Statement for 2012/13, including the Prudential Indicators. Each of these items is recommended by Cabinet for approval by full Council.

The Localism Act 2011 introduces a requirement on Local Authorities to publish an annual Pay Policy Statement which articulates the Council's approach to the pay of its workforce; in particular to the pay of its senior officers (chief officers) and its lowest paid employees. The first statement is to be published by 31 March 2012, and must be approved by full Council. This first

pay policy statement, which is included in this report at Appendix 11, simply summarises the current position with pay in the Council, and indicates areas that will be subject to review in the coming year. The statement fully meets the requirements as set out in the Localism Act, section 38 (1).

Legal Considerations

The Chief Finance Officer has a duty under the Local Government Act 2003 to comment on the robustness of the budget for the coming year and the adequacy of the Council's reserves. These duties are exercised in this report. The Chief Finance Officer has recommended that an appropriate level of unallocated balances for the authority is in the range from £12m to £26.5m. As described in the report, unallocated balances have been maintained well above £12m throughout the current year and are forecast to be in excess of £20m at the year end. They will remain well in excess of the £12m as a result of the budget recommendations in this report. The budget also contains a Development and Risk Contingency of £16.7m over and above unallocated balances of over £20m.

Reasons for recommendations

The recommendations have been framed to comply with the Budget and Policy Framework rules. They allow the presentation to Council of recommended budgets for 2012/13. This includes the impact on the Council Tax and housing rents, service charges and allowances.

Cabinet should give full consideration to the Chief Finance Officer's comments under the Local Government Act 2003, and the need to ensure sufficient resources are available in balances and contingencies in the event of any significant adverse changes in the Council's funding environment.

The Council has powers only to approve revenue budgets and set Council Tax for the following financial year. Medium term revenue budgets are presented to aid future financial planning and support good decision-making. However, they are not formally approved in setting the budget. The Capital Programme is approved over a three-year period as the statutory framework provides greater freedoms under the Prudential Code to encourage a longer term approach to capital financing and borrowing decisions.

Council will be requested to approve the proposals put forward by Cabinet. If approved without further amendment they will be effective immediately.

Alternative options considered / risk management

Growth proposals included in the budget could be removed and either the Council Tax requirement reduced or alternative items substituted for them. Similarly, further items could be added to the budget requirement either through additional growth, increased provision for risk, or by reducing the package of savings. The Council Tax could then be increased accordingly within the constraints imposed by the Government's capping regime and the loss of the Council Tax freeze grant of £2.8m. A change in the budget requirement of £1.1 m either way (increase or decrease) will result in an increase or decrease of 1.0% in the level of the Council Tax.

Members could decide to add or remove new capital schemes from the draft capital programme included in this report. The funding for any additional new schemes would necessarily come from unsupported borrowing in the first instance. This would have a consequential upward impact on the revenue budget requirement and Council Tax.

Members could decide to vary the proposed fees and charges outlined at Appendix 7. Any decision to do so could have an impact on the budget requirement. This would need to be reflected in the budget to be recommended to Council.

The Development and Risk Contingency identified the key risks and uncertain items for which provision is contained with the revenue budget. Reduction of this provision is not recommended. This would otherwise increase the likelihood of unfunded pressures emerging into budget monitoring in the 2012/13 financial year. The capital programme also includes a contingency sum to manage financial risk on key schemes. In addition, unallocated balances are held within the range recommended by the Chief Finance Officer. Whilst further contributions from balances could be made, any reduction in balances to below the lower limit of this range is not recommended.

Policy Overview Committees Comments

Each of the Policy Overview Committees has received reports setting out the draft revenue budget and capital programme proposals relevant to their remit. These were approved by Cabinet on 15 December 2011 for consultation at the January 2012 round of meetings.

Each service Policy Overview Committee referred their comments on to the Corporate Services and Partnerships Policy Overview Committee on 6 February 2012. The Committee's comments to Cabinet are contained in Appendix 12.

3. INFORMATION

Supporting Information

Background to the 2012/13 MTFF Process

- 1 This is the second report to Cabinet on the budget proposals for 2012/13 and beyond. The previous report presented to Cabinet on 15 December 2011 set out the Medium Term Financial Forecast (MTFF). Draft revenue budget and capital programme proposals were approved then for consultation with Policy Overview Committees and other stakeholders.
- 2 This report updates the earlier December Cabinet report for known changes. It sets out the Cabinet's General Fund revenue budget and capital programme for 2012/13, with medium term projections for two years beyond next year. The Council does not have the power to set budgets more than one year in advance. However, the inclusion of medium term figures helps to demonstrate the ongoing impact of the budget proposals. It also provides context for the budget decisions proposed.
- 3 The report includes Prudential Indicators for 2012/13 to 2014/15. These show the impact of the Council's capital spending plans, included in the Treasury Management Strategy Statement, Annual Investment Strategy and Minimum Revenue Provision Statement for 2012/13, at Appendix 10.
- 4 The Chief Finance Officer's duty, under the Local Government Act 2003, to consider the adequacy of the Council's reserves and robustness of the estimates, is exercised within this report.

- 5 The budget report for Council Tax setting for 2011/12 contained an initial savings requirement of £16.4m for 2012/13. The budget strategy developed in response to the CSR 2010, which was reliant on the HIP Business Improvement Delivery project, contained challenging savings targets totalling in excess of £60m over the subsequent four year period. Having delivered budgeted savings of around £15.6m in 2010/11 (£10.2m original savings target, increased to £15.6m to deal with in-year Government cuts) and being well on track to deliver an additional £26.2m savings in 2011/12, initial plans had been developed to deliver the £16.4m savings required in 2012/13.
- 6 Work on the development of savings proposals was integrated with service transformation work programmes and managed through the HIP Business Improvement Delivery programme. BID has continued to develop and evolve. The DCE PEECS has full control for the delivery of the total BID programme to ensure there is a standardised approach taken across all departments and services. This refreshed governance framework enabled significant early progress on both the delivery of a balanced 2011/12 budget position and the development of a balanced set of proposals for 2012/13. Alongside this, groups have continued to monitor and model all known and emerging pressures, feeding the output of their work into the 2012/13 budget proposals.
- 7 The Local Government Finance Settlement at the end of 2010 was for 2 years, so large elements of the funding for 2012/13 were known at the start of the budget cycle. However, there were still a number of areas of uncertainty within the budget and consultations issued during the course of the last year have added further uncertainty going forward.
- 8 This budget report outlines a strategy and detailed proposals that are capable of delivering a balanced budget with minimal impact on the delivery of front line services and within the following parameters:
 - zero increase for Hillingdon’s element of the Council Tax (funded by a second year of Central Government grant);
 - further priority growth available for new initiatives of £2.25m and a further £1m for capital initiatives;
 - increased funding for capital financing related to new capital investment of £2m;
 - maintaining balances and reserves well in excess of £12m

GENERAL FUND REVENUE BUDGET

Update on 2011/12 Budget Monitoring

- 9 To provide some context to the budget setting for 2012/13, it is essential that the latest position with the 2011/12 budget is established as there is a strong link between many of the proposals included in the 2011/12 budget and those in 2012/13.
- 10 The latest in-year revenue monitoring position (Month 9 December) shows that forecast net expenditure for the year 2011/12 is £6,031k less than the budget. There is a £3,431k forecast underspend on directorate budgets, a projected underspend in capital financing costs of £2,250k largely due to budgets set aside in advance for schools capital financing which are not forecast to be needed in the current financial year and there is also a transfer of £350k from the Learning Disabilities Modernisation Fund as this fund going forward is being mainstreamed within SCH&H budgets. Given the large savings target that

needs to be delivered in 2011/12 resulting from the front loaded CSR central government funding cuts this is an extremely positive position.

- 11 The balances forecast to be carried into 2012/13 are now £21.3m. However, in addition to this there is still £1m of unallocated contingency, £551k remaining in the HIP contingency and £650k in unspent priority growth. The assumption currently built into monitoring is that these will both be fully spent by the year end. However, if these sums are not called down then balances will be up to £23.5m at the year end.

Changes since Report to Cabinet on 15 December 2011

- 12 The table below summarises the changes to the recommended budget proposals from the report considered by Cabinet on 15 December 2011. Each of the items is considered in more detail in the following section.

Table 1: Changes to Revenue Proposals since Cabinet on 15 December 2011

	Amount 2012/13 (£000s)
<i>Adjustments to funding and grants:</i>	
- LD & Health Reform grant	(6)
- flood Grant Reduction	1
- Extended Rights to free transport	(78)
- EIG increase	(357)
- Remove provision for academy topslice	(1,810)
- London Boroughs Grants Scheme	(34)
- Remove potential Waste/Recycling Grant	150
<i>Adjustments to pressures and contingency:</i>	
- Create contingency for 2 year old nursery commitment	357
- Increase contingency for shortfall in income from schools from a reduction in buy back of Occupational Health Service	80
- Increase in HS2 contingency	100
- Adult Social Care budget adjustment	(10)
- West Waste levy	(550)
- Increase to the BID pump priming contingency	100
<i>Inflation adjustments:</i>	
- removal of provision for pay inflation	(245)
<i>Adjustments to Priority Growth Allocations:</i>	
- Schools Building Surveyor	60
- New Responsibilities for flood defence moved from service pressure to growth	55
- Additional growth for road and Pavements maintenance	500
- Additional unallocated priority growth	195
<i>Adjustment to savings:</i>	
Additional SCH&H BID major transformation savings Increase	(100)
PEECS prior years savings shortfall	584
Net Change to Balances	(1,123)

13 Adjustments to Funding and Grants

The December report was based on an estimate of the local government finance settlement and the actual settlement when announced varied only very slightly from our initial estimate. During 2011/12, following budget setting, there was a new allocation of £62k for extended rights and a general duty to promote sustainable travel. This grant was added to the corporate grants total and included in budget monitoring from the start of the year. In 2012/13 this grant is being increased by £16k, but the full 2012/13 allocation is included above as last year's allocation was not included in the original budget figures. EIG grant has increased by £357k, potentially to fund additional nursery places for 2 year olds. In the December report, a provision was included for a potential further £1.8m topslice of funding to fund a national shortfall in funding for Academies as proposed in a consultation document issued in the summer of 2011. However, the government has now proposed an alternative mechanism for funding Academies going forward so this provision is no longer required. Finally, the December report also included a potential £150k grant for waste and recycling. However, as final details of this grant are not expected to be issued until after Council Tax setting it has been excluded from the budget at this stage. Once details are known it will be reported to Cabinet through the monthly budget monitoring report.

14 Adjustments to Pressures and Contingency

A new contingency has been created for the funding of nursery provision for 2 year olds in line with the increase in EIG. The expectation of government is that free nursery provision should be given to the 900 most deprived children in Hillingdon. Until the take up of the service is known, a contingency provision has been created. This is explained in detail in paragraph 39 below. Over the winter, social care demographics have been totally refreshed and the levels of contingency provision slightly reduced. In addition the related savings proposals have increased in line with the amended demographic projections. However, due to the size and complexity of the overall social care review programme, further explained in paragraph 36 below, an additional contingency to offset any shortfall in these savings has also been included. The net impact of the changes to savings and contingency is a reduction of £10k. Following the finalisation of the London West Waste budget, the overall pressure on the West Waste levy has reduced by £550k in 2012/13. This is largely due to pressure led by this Council for the application of balances arising from underspends in the current and previous years as well as from better savings plans. Additional contingencies have also been created to support work on HS2, and to provide for a shortfall in schools income following their withdrawal from the Council's Occupational Health Service.

15 Inflation Adjustments

Further work has been done to refresh the inflation model over the last few weeks, and while there are still a few changes to levy payments awaiting final confirmation, the overall inflation allowance has been reduced by £245k, following the removal of the allowance for pay inflation.

16 Increase in Priority Growth Proposals

Additional growth is proposed for road and pavement maintenance (£500k), to fund a schools building surveyor to support the schools maintenance programme (£60k), to

increase the unallocated priority growth (£195k), and to fund new responsibilities for flood defence (£55k).

17 Savings Adjustment

The December report contained a cross cutting saving of £800k for major transformation projects and targeted reviews. This figure has since been increased by £100k and then allocated out to groups, as explained below in paragraph 54.

18 Overall the net impact of these changes would add an additional £2.1m to balances from that set out in the draft budget in December.

Budget Requirement 2012/13

19 The movement between the current 2011/12 year's budget and the draft budget requirement for 2012/13 is summarised in Table 2 below. Further detail on each of the lines in the table is set out in subsequent sections of the report. A more detailed summary of the MTFE over the full 3 year period is attached in Appendix 1.

Table 2: Budget Requirement 2012/13

	Budget (£000s)
Budget Requirement 2011/12	194,746
Non Formula Grant reductions	-3,676
Inflation	3,070
Corporate Items	6,219
Contingency	5,755
Priority Growth	2,250
Savings	-17,696
Budget Requirement 2012/13	190,668
<u>Funding Sources</u>	
Council Tax Receipts	112,890
Government Formula Grant (estimated)	77,778
Total Resources	190,668

Inflation

20 The core amount of inflationary cost increases in the budget for 2012/13 is £3.1m. This represents a very slight decrease of £0.3m compared to the earlier projections contained in the budget report to Cabinet and Council in February 2011.

21 Table 2 overleaf sets out the general inflation rates applied to specific budget lines.

Table 2: Inflation

Category	Rate (%)	2012/13 (£000s)
Employers' Pension Contribution increase and Added Years Pensions Increase at CPI	0.8%	852
Premises Costs	2.0%	141
Fuel Costs	7.5%	200
Care Placements	1.0%	687
Contracts with unavoidable inflation increases	Contractual	654
Concessionary fares & taxicard scheme	Actual	514
Levies	Actual	22
Total		3,070

- 22 The CSR10 set out a proposed pay freeze for Local Government staff for 2 years in addition to that imposed in 2010/11 and as a result there is no provision within the budget for pay inflation. However, a 1% increase in employer pension contributions (equates to 0.8% of the total non-schools payroll), as agreed as part of the 2010 valuation of the pension fund has been included. In addition, existing added years' pension payments are entitled to an increase in line with the September rate of CPI which was 5.2%.
- 23 Inflation has not been provided for on most non-salary items unless there is an unavoidable contractual increase. However, given that RPI is now running just under 5% there is considerable pressure from external contractors to increase prices at a time when the Council's funding is reducing considerably. If the market cannot adjust to the new reality in terms of the funding available to councils going forward, then councils may be forced into considering in-sourcing certain services. For those services that remain outsourced then the importance of good contract management is heightened, particularly in terms of identifying activities that generate costs for a contractor that are not essential for the Council as the client.
- 24 With the rising cost of fuel an inflationary provision of 7.5% has been provided for and an increase of 1.0% has been applied for adult's and children's services care placements. The 5.88% inflationary increase in the concessionary fares levy announced by the Mayor of London has also been recognised.
- 25 The core inflation provision does not include any inflation on income as these are included in the respective Group's savings proposals.

Corporate Items

- 26 This heading is used to describe items that affect the Council overall, or have a significant impact on the majority of service groups within the authority. A net increase in budget of £6.3m in 2012/13 is required to cover these items which are shown in summary in the table overleaf and also in Appendix 2.

Table 3: Corporate Items

Corporate Items	Amount 2012/13 (£000s)
Capital programme financing costs	300
Provision for future capital investment	1,000
Additional capital programme financing provision (PSCP)	1,000
Change in budgeted contribution to balances	3,919
Total	6,219

- 27 The budget for 2012/13 includes the provision of a £3m revenue fund for financing future capital investment requirements such as the Primary Schools Capital Programme (PSCP). £2m of this is already in the 2011/12 budget and a further £1m will be added in 2012/13. However, the projected phasing of the borrowing required on this programme suggests that the full £3m will not be required until 2013/14 so this budget should underspend in 2012/13. The budget also incorporates a reduction of £1m in capital financing costs from that forecast in February 2011 as a result of debt refinancing, MRP analysis and capital programme rephasing.
- 28 A £1.0m provision for future capital investment has also been incorporated into the draft budget. This is the start of a new process of topslicing certain savings to start to build a revenue fund to fund future capital investment. There are no projects identified at this stage that will require funding from this source, so as things stand this budget should not be called upon in 2012/13.
- 29 The draft budget for 2012/13 includes a payment into balances of £2.13m, a movement of £3.919m on the current year's £1.793m drawdown. The report to Cabinet in February 2011 had previously projected a phased reduction in the draw down of balances over a three year period, reducing the current £1.793m budgeted drawdown to £1.243m in 2012/13, then £693k in 2013/14 and then zero in 2014/15. The current budget not only repays the drawdown but also contributes another £2.1m to provide for uncertainty in government funding from 2013/14 onwards. As at month 9, 2011/12 balances are forecast to be at £21.3m as at 31st March 2012 and this strategy looks to raise balances to in excess of £20m for the next 3 years. This should provide a significant contingency to help absorb any further adverse movement in central Government funding in addition to providing scope for absorbing any potential delays in the delivery of savings.

Development and Risk Contingency

- 30 The development and risk contingency is used to manage issues that typically arise during the budget process where the likelihood of resources being required is uncertain. Rather than include all of these in the draft budget and therefore overstate the estimated budget requirement, they are collated within the Development and Risk Contingency.
- 31 Groups have identified and reviewed all service pressures and as noted at the start of the report there are demand led pressures emerging in the current year's budget monitoring for which further new or additional provision has been included in next year's contingency budget. To offset this, some savings are being brought forward from 2013/14 into 2012/13.

- 32 A net increase in the contingency of £5.8m reflects the latest estimate of potential funding to cover a range of financial risks faced by Council in 2012/13. The increase arises mainly from the significant demographic pressures facing the Council. A detailed breakdown on contingency is shown in Appendix 3.

Table 5: Development and Risk Contingency

Contingency Items	Pressure 2011/12 (£000s)	Pressure 2012/13 (£000s)	Change (£000s)
Total	10,936	16,691	5,755

- 33 The current contingency provision for Adult's Social Care for demographic pressures is £6.2m, an increase of £2.08m on 2011/12. Latest projections support these figures being retained as noted in month 9 monitoring, however, these will continue to be tracked over the forthcoming months. The actual cost to the Council will be dependent on the success of the Supported Housing programme.
- 34 In Children's social care the contingency figure has significantly reduced from earlier projections of £0.9m to £0.165m as the original contingency provision was calculated before the impact of the Southwark judgement could be fully evaluated. Further analysis has now established a reduced contingency requirement.
- 35 The latest projections for transitional children moving through to Adult Services continue to demonstrate an increasing trend on service demand. £2.7m is being provided for within contingency (an increase of £1.4m on the current year) to cover the estimated costs of clients likely to transfer during the next year.
- 36 Social Care has savings targets from their Reablement and Learning Disability and Physical Disabilities modernisation programmes which are very dependent on a large scale complicated building programme, aiming to make significant reductions in costly residential placements through an increased provision of supported housing. As a result, it is prudent to include a new contingency provision of £500k in 2012/13 to cover potential shortfalls in savings from a delay in the delivery of this building programme.
- 37 Following the transfer of responsibility for asylum to the SCH&H finance team, the modelling has been totally reviewed and forecasts recalculated. In addition, as reported in budget monitoring, there has been a significant downward movement in the number of UASC for whom LBH can claim funding from UKBA due to an individuals change in status (either naturalised or 'exhausted all appeals'). Whilst the Gateway agreement with UKBA in previous years has enabled LBH to mitigate against this reduction by receiving a fixed £1.9m each year, UKBA have indicated that this grant will be reviewed and potentially reduced by 20% from 2012/13. As a result the contingency for 2012/13 has been adjusted to £1.449m, an increase from the £0.52m estimated back in February.
- 38 The contingency requirement for the West Waste levy has reduced to £0.6m, £0.6m lower than that estimated for 2012/13 back in February 2011. Lower tonnages than projected have lowered the variable (PAYT) element of the levy and in addition West Waste has applied further balances to mitigate some of the expected increase in the 2012/13 levy. The further application of balances has become possible as a result of a

better than expected outturn for 2010/11 and better than expected projected outturn for 2011/12.

- 39 An extra £357k has been awarded as Early Intervention Grant, to increase Council funding for 2 year olds nursery provision. This is in addition to £719k already included in the increased 2012/13 EIG allocation in respect of 2 year old funding and already factored into the MTF. The expectation of the government is that this sum should be used to provide free nursery places to around 900 of the most deprived children in Hillingdon although technically it is unringfenced. At this early stage, as there is uncertainty over the likely take up and the cost of providing this service it is suggested that a contingency be created to fund the service. A further complication is that the DfE have suggested that this funding may at some point be transferred to the DSG, possibly in 2013/14, and that EIG could potentially be topsliced to fund this. There is a risk that even if the Council can run the service for a lower sum than the £1,076k EIG increase suggests will be needed, the whole sum may be topsliced in 2013/14 to fund the increase in DSG if responsibility transfers. This is one of a number of areas in the budget where there is considerable financial uncertainty from 2013/14 onwards.
- 40 The draft budget includes a sum of £1m in general contingency within the development and Risk contingency. This reflects the large degree of uncertainty that exists over a number of budgets and Central Government funding at this point in time.
- 41 The 2010/11 outturn for development control showed a gross pressure of £0.5m, the worst performance in the last four years and monitoring in 2011/12 is projecting a £0.4m pressure. In order to provide for a potential worsening in the economic position during 2012/13 the contingency has been increased to £0.5m.
- 42 The draft 2012/13 budget in February 2011 showed the contingency for the Local Development Framework legal and consultancy fees dropping out in 2012/13. However, three Examination in Public issues have been identified where costs could fall in 2012/13, so a £90k contingency has been included and in 2013/14 an additional £65k contingency has been included for a further issue.
- 43 The contingency for HS2 Challenge has been increased by an additional £100k for 2012/13 to fund further support to challenge this new railway building programme.
- 44 An additional new contingency item for the impact of Housing Benefit changes on temporary accommodation has also been included. The supply of private sector properties available to the Council has been squeezed, increasing pressure on bed and breakfast accommodation and alongside this increasing rents are resulting in substantial cost pressures. The contingency requirement in 2012/13 has been assessed at £0.7m. Going forward a proposed levy on empty properties could help to alleviate this pressure, although Central Government has yet to confirm how these proposals will be taken forward.
- 45 There are potential shortfalls in budgeted income in the Council's various outsourced leisure contracts, necessitating the creation of a contingency item to provide for this shortfall. There are currently a number of issues in relation to the contracts with Fusion and Bromley MyTime. The provision required in 2012/13 has been assessed at £0.5m and then in 2013/14 it also provides for the break clause in the contract with Bromley MyTime being invoked.

- 46 Early in the year a full review of all SLAs with schools for Council services was undertaken and risks were identified in relation to the potential for schools to withdraw from the Council's payroll and Occupational Health services. Seven schools immediately gave the Council 6 months notice to withdraw from the payroll service and others were expected to follow. As a result, it was decided that it was better from the Council's perspective to put all the schools on notice that the Council would not provide a Payroll Service after this financial year, enabling more certainty in planning for future years. Contingency of £220k for this is provided for 2012/13 and 2013/14 only, as the payroll system contract expires during 2013, which will open up options for fundamentally reviewing how the service is delivered at a lower cost. In relation to Occupational Health, the shortfall in income from the withdrawal of schools creates a budget pressure and this has been provided for in contingency with £80k in 2012/13 and then £50k going forward. Long term alternative methods of service provision for Occupational Health are being considered.
- 47 The Development and Risk Contingency is set out in Appendix 3. Items with a total potential risk of £19m are included in the contingency for 2012/13. When the probability of occurrence is applied to these amounts, the total for which funding needs to be provided stands at £16.7m, an increase of £5.8m on 2011/12.

Priority Growth

- 48 Provision has been made in the budget strategy for a further £2.25m of new priority growth in addition to the £1m of uncommitted priority growth already in the base budget. Currently, potential growth bids totalling £1.1m have been included in the draft budget and a further £1.1m remains unallocated, including £0.4m to expand support to the voluntary sector.

Table 6: Priority Growth

Priority growth	Amount 2012/13 (£000s)
PEECS bids	996
SCH&H bids	150
Expansion in support to the voluntary sector	400
Unallocated priority growth	704
Total	2,250

- 49 The PEECS growth bids include sports bursaries for talented young local athletes; a bid to continue to fund free swimming for over 65s following the cessation of Government funding; a bid to base fund budget to the youth offending team and community safety team previously funded by the London Communities Safety Fund; a bid for additional library staffing budget to cover the extended opening hours in the newly refurbished libraries; a proposal for road and pavement maintenance; a bid to fund new responsibilities in relation to flood defence; and a bid to fund a schools building surveyor to work on the schools maintenance programme.
- 50 The SCH&H bid relates to the requirement of 3 additional social workers to support the increasing caseload within the Children's and Families service.

- 51 As reported to Cabinet in both December and January the budget to support Hillingdon's voluntary sector was set at just over £1.4m. It was proposed that an additional £400k of new priority growth be added to this budget. Officers have recently undertaken a review of support to the voluntary sector with a view to identifying those elements of support that could be increased to reduce the potential pressure on Council services going forward. A report was considered at Cabinet in January which included proposals to allocate £265k of this additional priority growth allocation.

Savings

- 52 The savings proposed in the draft budget for 2012/13 total £17.7m. These are shown in detail in appendices 5 and 6 and in summary in the table below. The proposals for each Group have been split into 3 categories:
- Full year impact of 2011/12 savings where there have been no changes to the proposals agreed in February 2011 Council Tax setting
 - Full year impact of 2011/12 saving where proposals for 2012/13 presented to February 2011 Council Tax setting, have been revised in either amount or content.
 - New proposals for 2012/13

Table 7: Savings Proposals

Savings Proposals	Saving 2012/13 (£000s)
Central Services	1,781
Planning, Environment, Education & Community Services	7,653
Social Care, Health & Housing	8,262
Total Savings Proposals	17,696

- 53 The savings proposals contained within this draft budget have been developed through the HIP Business Improvement Delivery programme (BID), the Council's response to the projected budget savings requirement of around £60m over the four year period 2010-14. Each Group has planned and is delivering a programme of BID projects all subject to central control and review by the DCE PEECS who ensures that there is consistency in approach and application across the Council.
- 54 The savings proposals total £17.7m for 2012/13, £1.3m higher than that projected to be required in February 2011. The total savings figure for each Group are net of the redundancy costs contained within their package of proposals. A summary of the approach taken in each Group to the development of their savings proposals is given below. Included within each of the group proposals is a specific target for major transformation projects and targeted reviews. This workstream will deliver savings of £1.25m in 2012/13, £1.5m in 2013/14 and £2m in 2014/15.

Central Services

- 55 Central Services have identified proposals totalling £1.8m for 2012/13. Each service is undergoing a review of their structure through the application of the Council's organisation design principles and operating model. This has resulted in a number of major restructures and changes to the way services are delivered. The 2012/13

savings are largely derived from later phases of this restructuring or the full year effect of restructures that are already being implemented to deliver the 2011/12 savings requirements.

- 56 There is There is £0.5m of savings proposed in Finance from a rationalised team structure arising from the Council's top tier restructure implemented in 2011/12 and from a review of the Council's insurance arrangements. In HR there are £0.5m of savings proposed including £0.1m in relation to rationalised business support and £0.2m in relation to reduced and more targeted Learning & Development activity. There is a further £0.4m of savings proposed through the restructure of the Performance and Partnership teams. Further details of the proposals developed to date are detailed in appendix 6b.

Planning, Environment, Education and Community Services

- 57 The approach to the delivery of savings within PEECS is being driven through a programme of transformational reviews of every service. This includes large scale reorganisation, restructuring and removal of duplication, undertaken in the context of a significantly larger service grouping. Within this over-arching work, the opportunity is being taken to question the need for services and examine alternative methods of service delivery, through process efficiency, use of technology or combining previously discrete service areas. Other workstreams include a continuing review of the scale of fees and charges and a phased review of contract-related expenditure, which are supported by a robust process for controlling and challenging expenditure decisions across the Group.
- 58 This programme is on track to deliver £11.3m of savings in 2011/12 and a further £7.7m savings in 2012/13. The proposals developed for 2012/13 include £0.8m of savings required to deliver the projected shortfall on the 2011/12 savings target. The target has been increased by £0.8m in 2012/13 and £1.6m in 2013/14 to deliver further education savings. Further details of the savings proposals developed to date are included in appendix 6c.

Social Care, Health & Housing

- 59 In developing savings proposals in 2011/12, SCH&H took the opportunity to develop a new strategic model, which gave specific focus to a 'core offer' of essential services. As part of this process 3 key priorities were identified, allowing development of a thematic approach to savings proposals of Managing Demand, Managing the Support System, and Managing Supply. The savings being developed for 2012/13 are the next phase of this approach. This major change in service provision is dependent on the future use of several major assets, in particular in developing supported housing, and hence links across to the capital programme development. In addition, there will be a structural review of the whole Group and a BID transformation review of every service in the Group. Savings proposals for 2012/13 of £8.3m have been developed and further details are included in appendix 6a.

Fees and Charges

- 60 The Council is empowered to seek income from fees and charges to service users across a wide range of activities. Some of these fees and charges are set by the Government or other stakeholders, but many others are set at the discretion of the

Council, based on Cabinet's recommendations. The Council, through use of the Resident's Card, has introduced differential charging, and any increase in fees and charges to resident's will be in general limited to no higher than general inflation. Parking charges are going to be frozen again next year, while many other increases have been kept to a minimum. Only those charges where benchmarking has indicated that Hillingdon's charges are substantially lower than other authorities, such as cemeteries, are above inflation increases proposed.

- 61 The inflation assumption included in the budget does not take account of any increase in income from fees and charges. However, within their detailed savings proposals groups have taken account of any projected increases.
- 62 Schedules detailing the proposals relating to fees and charges for 2012/13 are attached at Appendix 7.

Central Government Grant

- 63 The final Local Government Finance Settlement for 2012/13 was largely unaltered from the provisional figures contained within the 2011/12 settlement. This is the second year of the two year settlement announced at the end of 2010. Estimates for future years were prepared on the basis of estimated Government Formula Grant derived from the CSR 2010 and have remain significantly unchanged from February 2011, although a further reduction of £1m has been included following the announcement to cap public sector pay awards at 1%. The future years' position is discussed further in the Medium Tern Impact of the proposals section below.
- 64 Included within the budget is grant from Central Government to fund a freeze in Council Tax for a further year. This provide a similar sum to that provided in 2011/12 i.e. £2.8m. However, this further funding to fund the 2012/13 Council Tax freeze is for one year only and will therefore add £2.8m to the savings requirement in 2013/14 and beyond.
- 65 An extra £357k has been awarded as Early Intervention Grant, to increase Council funding for 2 year olds nursery provision. This is in addition to £719k already included in the increased 2012/13 EIG allocation in respect of 2 year old funding and already factored into the MTFF. The expectation of the government is that this sum should be used to provide free nursery places to around 900 of the most deprived children in Hillingdon although technically it is unringfenced. A further complication and future risk is that the DfE have suggested that this funding may at some point be transferred to the DSG, possibly in 2013/14, and that EIG could potentially be topsliced to fund this.
- 66 On 3 February 2012 CLG announced the process for making bids for funding towards supporting weekly rubbish collections. The scheme is worth £250m over the CSR period with £50m to be allocated in 2012/13. The Weekly Collection Support Scheme is a challenge fund that will be awarded to council's who can demonstrate a need for support for investment in innovation and new technology. Initial bids need to be submitted by the beginning of May 2012 and awards are due to be paid in the autumn of 2012. The scheme is primarily aimed at funding new investment that delivers service enhancement. At this point the MTFF makes no assumptions around either new investment or grant funding in respect of this scheme.

- 67 There have been a few minor adjustments to some of the other specific grants, arising from late confirmation of the 2011/12 and 2012/13 grant determinations. The most significant change is in relation to the Home Office Grant, which is expected to reduce from £300k to £142k. This grant is in relation to the London Community Safety Fund which is now administered by the GLA who have notified that it is likely to be reduced by a further 40% in 2012/13.

Balances and Reserves

- 68 The projected unallocated balances and reserves are currently forecast to be £21.3m as at 31 March 2012, well above the minimum target level of balances and over £4m in excess of what they were projected to be at the start of the current financial year. However, this assumes that the £1m of priority growth (£350k committed to date), £1m unallocated contingency (nothing committed to date) and the £800k HIP contingency (£249k committed to date) will all be spent in full by the year end. Balances could therefore be up to £23.5m if these contingencies are not called down over the remainder of the year.
- 69 The MTFF strategy is to maintain balances long term at a level of no lower than £12m. The budget strategy contained in this report will keep balances well above this level, at around £25m over the next 3 years. There is a planned payment into balances of £2.1m in 2012/13 but then no further payments over the remainder of the 3 years. This should provide some contingency to help absorb any further adverse movement in central Government funding and provide some capacity in case of late delivery of some savings. This proposal keeps balances within the recommended range advised by the Chief Finance Officer.

Medium Term Impact of Proposals

- 70 Whilst the immediate focus of this report is on the 2012/13 budget, this needs to be balanced with key developments over the medium term.
- 71 In May 2010 the Council entered into a new four year cycle, taking the opportunity both to set new goals and to adopt new approaches to the Council's ways of working through the HIP BID programme. A savings requirement of £60m was identified for the following 4 year period commencing 2011/12. The refreshed MTFF strategy now indicates that the requirement over this 4 year period will need to be £69.1m. The incremental savings over the next 3 years commencing 2012/13 are assessed at £17.7m, £12.1m and £13.1m respectively. The peak years for savings are therefore likely to be 2011/12 and 2012/13 at £26.2m and £17.7m respectively.
- 72 However, over the medium term there are significant uncertainties in relation to both the funding of local Government and new burdens which may become the responsibility of local Government which make forecasting beyond 2012/13 more difficult.
- 73 The most significant issues are in relation to the review of local Government funding. Following several consultations during 2011, the government announced in the Local Government Finance Bill that it will enable councils to retain a portion of the business rates generated locally to replace formula grant and that it would also localise council tax benefits. The aim is to totally reform local government funding to provide an incentive to promote local economic growth and to give more local control on the use of funding and service prioritisation.

- 74 Retention of business rates would commence from April 2013, to align with the next two year local government finance settlement. Whilst it is too early to calculate the impact of the proposals, as much of the detail of the system has yet to be announced, initial analysis has highlighted a few key issues which could have a significant impact on the council's future funding. The most significant are that there will be no growth in the first 2 years, future growth will only be possible between resets (every 10 years) which will make long term planning difficult and the tariff (and top-up) will be updated by RPI each year, which could be a disincentive to growth. In overall terms there is concern that a very complex system is being set up that may in practice not allow authorities to generate much in the way of extra income. The potential growth in the NNDR base may be too attractive to the Treasury to take for the 'national good' leaving little for local authorities.
- 75 Intelligence on potential growth in the NNDR base and the timing of that growth will be crucial to informing the MTFP going forward. The NNDR base has fallen so far during 2011/12 highlighting the fact that it is not always certain to increase. Early indications are that there is the potential that even more specific grants will be tipped into this system at the next Spending Review which makes getting the right scheme at the outset more important. The budget for future years will be updated further as and when further information becomes available and the model basis is clarified.
- 76 The second major issue relates to the reform of the benefits regime. Whilst Housing Benefit will be absorbed into the new universal benefit, Council Tax Benefit (CTB) will be localised with effect from April 2013 and replaced with a council tax reduction scheme. Each council will have to design, administer and run a local scheme, and do so with an immediate 10 per cent reduction in funding. The scheme will be funded through a specific grant from central government. Certain groups (such as pensioners) will be protected from any reduction in the level of benefits. The initial estimate of the funding shortfall to Hillingdon is £2.21m.
- 77 At this stage, the intention in designing a scheme is to cap payments from the scheme to the level of grant received. However, the design of the scheme will be critical to minimise the funding risk going forward, to allow for demographic increases. Work on the collation of data to begin scheme design options has commenced, aiming to deliver a report on the potential financial implications during the summer and a scheme ready for consultation during the autumn.
- 78 There has been strong lobbying of Government by local councils across the country in an attempt to have this proposal dropped and for CTB to be rolled into the Universal Credit proposals or at least to have the implementation date delayed. However, Government has made clear their intention to proceed with this proposal and to implement with effect from 1 April 2013.
- 79 Aligned to the localisation of Council Tax benefit, are some technical changes to council tax to introduce flexibility for local authorities to help keep overall Council Tax levels down or to be able to increase spend on improving frontline services. The proposals include the flexibility to reduce or remove council tax relief on second homes and empty properties; the power to remove Council Tax discounts on properties that have been vacant for more than 2 years to encourage empty homes to be brought back into use, thereby increasing the Council Tax base; giving residents the right to pay their Council Tax bills in 12 monthly instalments, rather than 10; and permitting electronic billing and

online publication of associated information, such as the Council Tax booklet, normally printed and posted with every Council Tax bill. These proposals will also be effective from April 2013. Within these proposals there is significant potential to relieve both volume and budget pressures on temporary accommodation through bringing empty properties back into use.

- 80 In addition, on 15 July 2011 the Department of Health confirmed the intention to transfer Public Health services from PCT's to local government with the intention of providing a service which focus on the prevention of illness. A ring fenced grant will be transferred from the NHS in April 2013, with shadow budget allocations due to be published shortly. Currently Hillingdon PCT has around £20m in resources to support public health activity.
- 81 A public health outcomes framework has been published which sets out the desired outcomes for public health and how these will be measured. Councils will be judged on how well they improve public health and the most successful local authorities will qualify for extra funding. The framework concentrates on two 'high-level outcomes' to be achieved across the public health system:
- Increased healthy life expectancy;
 - Reduced differences in life expectancy and healthy life expectancy between communities.
- 82 A set of more than 60 supporting indicators, grouped into four domains, will help assess progress both locally and nationally on an annual basis:
- Improving the wider determinants of health;
 - Health improvement;
 - Health protection;
 - Healthcare public health and preventing premature mortality.
- 83 A further burden transferring from central government to local government is the provision of a local financial assistance scheme. As part of the review of the benefits system, the government announced a reform of the Social Fund which will involve the abolition of the current system of discretionary payments. As part of their replacement, there will be a new locally-based provision to replace Community Care Grants and Crisis Loans for general living expenses. There will be no statutory duty on local authorities to deliver the service, but Government will set out their expectations and state that the new burden will be fully funded. Councils are expected to design, set up and deliver a local system for emergency provision for vulnerable groups according to local circumstances, to be effective from April 2013.
- 84 The result of these various significant changes in local government funding and the transfer of new burdens is that there is currently very little certainty regarding the likely funding or budget requirement beyond 2012/13.
- 85 Within the draft budget, a potential increase in council tax of 2.5% has been included for the years 2013/14 and 2014/15 however this is purely illustrative at this stage and is not a policy objective.
- 86 The savings proposals outlined in the report should be capable of delivering a balanced budget in 2012/13. However, there remain unallocated savings for 2013/14 (£2m) and 2014/15 (£9m) which will need to be allocated. Given the uncertainties over the many

changes expected in 2013/14, it is not yet appropriate to allocate this gap out in further savings targets to Groups at this stage.

SCHOOLS BUDGETS

- 87 The funding that the Council receives for Schools Budgeted expenditure is through the Dedicated Schools Grant (DSG), which is a ring fenced grant. The value of the DSG is determined by multiplying the Guaranteed Unit of Funding (GUF) per pupil by the number of pupils as captured on the January census date (for 2012/13 this was the 19 January 2012). For 2012/13, the Council's DSG will still include funding for those schools that have become academies (including the DSG Local Authority Central Spend Equivalent Grant (LACSEG)), and by implication their budget share will be affected by the Council's school funding formula.
- 88 The DSG funds both the delegated individual schools budget and items which Schools Forum have agreed can be retained centrally, including Special Educational Needs, Alternative Education provision and Early Years provision. The Council also receives a Pupil Premium Grant based on the number of pupils that are and were eligible for a free school meal (FSM) over the last six years (known as ever 6 FSM). This is passported directly to schools based on the following allocations:-
- The level of the Pupil Premium has been confirmed at £600 per pupil (an increase of £112 on the current rate of £488), however the method of distribution has changed from those currently eligible for Free School Meals to those pupils eligible for Free School Meals at any point over the last six years (Ever 6).
 - Children in Care of school age who have been looked after for more than six months (i.e. the pupils counted on the SSDA903 (Under the Children Act 1989, a child is looked after by a local authority if he or she; is provided with accommodation, for a continuous period of more than 24 hours, [Children Act 1989 Section 20 and 21]; or is subject to a care order [Children Act 1989 Part IV]), will be those pupils that have been continuously looked after for over 6 months aged 4 to 15 at 31 August 2011. The count point for 2012 is 31st March) will continue to receive £488.
 - An additional amount of £250 per pupil will be included in the Pupil Premium in 2012/13 for the children of members of the UK armed forces, which is an increase from the current £200.
- 89 No cost falls upon the Council Tax payer unless the Council chooses to supplement the Schools Budget from the General Fund.
- 90 Throughout this financial year (2011/12) the coalition Government has consulted extensively with councils on a wide range of school funding issues including:
- The Basis for the Decision on the Appropriate Amount of Academies Funding Transfer for 2011-12 and 2012-13
 - School Funding Reform: Proposals for a Fairer System
 - Implementation of the 2010/11 Review of Education Capital (The James Review)
 - The Proposed Decision on the Calculation and Recovery Arrangements on the Academies Funding Transfer for 2011/12 and 2012/13

- 91 The outcomes of these consultations are still being developed but clarity has been received on the proposed National Funding formula, where it is clearer that the Government will introduce a new funding formula for 2013/14, but will still require Council's, through their own local funding formula, to determine individual school budget shares.
- 92 It is also clear that no further adjustments will be made to Councils' budgets for the Revenue Support Grant LACSEG top-slice calculations, other than reimbursing those Council's where the top-slice is greater than the actual calculated deduction for 2012/13, by means of a grant.
- 93 Schools Forum is the principal institution established for the Council's consultations with schools on financial matters. In order to ensure that Schools Forum makes informed decisions, the proposed funding arrangements are also issued to schools inviting responses that are subsequently considered by Schools Forum in making their decisions and advice.
- 94 The main focus of Schools Forum has been to undertake a fundamental review of the Primary and Secondary schools funding formula, which took place between July 2011 and November 2011. Schools were consulted on the proposed changes informally in December 2011 and more formally in January 2012. The outcomes of which have been considered at the Schools Forum meeting on 24 January 2012.
- 95 Although Schools Forum has decision-making powers with regard to certain aspects of the Council's proposals for schools funding, most other aspects of the consultation process are to enable Schools Forum to advise the Council on the decisions that rest with Cabinet. Schools Forum has articulated its advice to Cabinet on the issues for consideration, which is contained in a separate report on this Cabinet agenda. Cabinet will make the final decisions on the arrangements for schools funding for 2012/13 from the recommendations of this report.

CAPITAL PROGRAMME

Background

- 96 The development of a medium term capital programme is currently dominated by the requirement to provide sufficient primary school places and this programme is projected to cost a total of £126,845k based on latest pupil number estimates. In addition to this, many of the remaining capital schemes relate to projects that have already commenced or ongoing programmes of works.
- 97 The driving principles underlying programme development are to minimise the revenue impact in future years arising from interest payments and Minimum Revenue Provision (MRP) or alternatively, to identify future revenue resources to facilitate borrowing for capital purposes in a sustainable and prudent manner. The budget proposed in this report has fulfilled these principles and would create minimal additional revenue liabilities over and above that already earmarked. However, there are risks associated with the realisation of capital receipts and the level of primary school places required, that could adversely impact future revenue financing costs.
- 98 A summary of the proposed capital programme has been included in Appendix 8 and shows individual schemes alongside the financing source for each scheme.

99 The capital programme continues to contain a number of on-going programmes of works requiring £7,052k of council resources in 2012/13 (table 6), much of which does not satisfy requirements for borrowing under the Prudential Code. Such schemes are therefore reliant on sufficient un-ringfenced capital receipts to sustain delivery.

Changes since report to Cabinet on 15 December 2011

100 Table 1 below sets out amendments to the General Fund capital programme since the report to Cabinet in December.

Table 1

General Fund	Draft Programme	Draft Programme	Draft Programme	Total Draft Programme
	2012/13 (£000s)	2013/14 (£000s)	2014/15 (£000s)	(£000s)
December Cabinet Report	95,099	70,660	38,219	203,978
<u>Changes to Projects</u>				
Priority Growth	1000	0	0	1000
ICT Single Development Plan	(31)	500	500	969
Libraries Refurbishment	500			500
Primary School Capital Programme	(4,065)	5,360	(1,107)	188
Town Centre Initiatives	185			185
Urgent Building Condition Works	(600)	(600)	(600)	(1,800)
Yiewsey Pool Self-Financing Scheme	(5,500)	(5,250)		(10,750)
Highways Structural Works	300	0	0	300
Vehicle Replacement	250	0	0	250
Highgrove Pool Phase II	450	0	0	450
<u>Changes to Expenditure Profiles</u>				
Additional rephasing from 2011/12	2,138			2,138
Profiling 2012/13 Projects	(440)	440		0
February Cabinet Report	89,286	71,110	37,012	197,408
Movement	(5,813)	450	(1,207)	(6,570)

101 £1,000k of Priority Growth has been included in 2012/13 budgets to support investment in new capital priorities arising in year. This is in addition to the growth already included within the December report which included provision for the refurbishment of Winston Churchill Hall and the development and resurfacing of West Drayton Cemetery.

102 Council Resourced investment in the ICT Single Development plan has been increased to £1,000k per annum following reallocation of Department of Health Community Capacity funding to the Queenswalk development. This budget will continue to support the Council's wider ICT requirements and transformational BID workstreams.

103 An additional £500k is included to bring the borough-wide Library Refurbishment programme to a close, supporting works at Harlington and Oak Farm Libraries. This would be funded from Council Resources, although there may be scope to utilise Section 106 Contributions for this programme.

104 Forecast total expenditure on the Primary School Capital Programme has decreased to £126,845k (£127,916k at December 2011), primarily due to design changes within

Phase 3 of the programme. Expenditure forecasts on Phase 2 and 3 projects have been refined, accounting for the decreased budget requirement in 2012/13.

- 105 Investment in Town Centre Initiatives has been increased by £185k following receipt of Outer London Funding during 2011/12. The Council is hopeful of receiving further grant funding for town centre initiatives but this is not confirmed at this stage so is not yet included in the budget.
- 106 Previous proposals for a self-financing scheme on the former Yiewlsey Pool site have been removed from the programme until a new proposal is developed and costed.
- 107 Additional growth has been provided to support further investment in Highways infrastructure and fleet replacement.
- 108 Funding for the Highgrove Pool refurbishment project has been increased by £450k to align the centre with the newly developed Hillingdon and Botwell Green Sports & Leisure Centres. On-going borrowing costs arising from this project will be fully funded from revenue savings within leisure contracts.
- 109 Following refinement of expenditure profiles, some 2011/12 budgets will be rephased into 2012/13. These include £700k on Highgrove Pool and £950k of DH HIV grant funded GF Supported Housing budget.
- 110 Table 2 sets out updates to the HRA capital programme since previously reported to Cabinet on 15 December 2011.

Table 2

Housing Revenue Account	Draft Programme	Draft Programme	Draft Programme	Total Draft Programme
	2012/13 (£000s)	2013/14 (£000s)	2014/15 (£000s)	(£000s)
December Cabinet Report	11,773	11,457	11,542	34,772
Supported Housing Programme	6,150	916	(5,740)	1,326
Works to Stock	0	1,335	1,250	2,585
February Cabinet Report	17,923	13,708	7,052	38,683
Movement	6,150	2,251	(4,490)	3,911

- 111 Forecast expenditure on Supported Housing over the period 2012/13 to 2014/15 has been revised due to works now being expected to commence in 2012. Total investment in this programme remains at £27,980k.
- 112 Increased investment in existing housing stock is proposed from 2013/14, to be funded from HRA revenue resources no longer required to support subsidy payments to DCLG. These works are expected to consist of energy efficiency measures aimed to reduce energy costs for tenants and emissions.

Primary School Capital Programme

- 113 In order to meet the demand for additional school places, this draft budget includes provision for £126,845k of investment over the period 2010/11 to 2014/15 which is

intended deliver an additional 27.5 forms of entry across the borough and meet expected demand from bulge year groups until 2014/15.

114 There remains a significant risk that further fluctuations in projected pupil numbers necessitate additional expansions. Using the average cost of Phase 2 expansions as an indicator, the cost of any additional form of entry is in excess of £5,000k.

115 Table 3 sets out the latest expenditure forecast on the schools programme. This is based on contractual arrangements for Phase 1 and latest feasibility studies for Phases 2 and 3. This programme remains focused on mainstream provision and does not include expansion of the Special School estate.

Table 3

Primary School Capital Programme	2010/11	2011/12	2012/13	2013/14	2014/15	Total	FE Perm.	Temp. Units
	£'000	£'000	£'000	£'000	£'000			
Minor Works	559	595	0	0	0	1,154		3.0
Phase 1	1,080	8,500	11,498	243	0	21,321	6.0	
Phase 1A (incl. Rosedale)	10	2,430	802	0	0	3,242		7.0
Phase 2	0	2,014	26,832	40,123	8,958	77,928	15.5	-2.0
Phase 2A	0	157	2,443	0	0	2,600		10.0
Phase 3	0	274	626	9,000	8,100	18,000	6.0	
Phase 3A	0	0	0	1,300	1,300	2,600		10.0
Expenditure	1,649	13,970	42,201	50,666	18,358	126,845	27.5	28.0
DfE Grant*	1,649	11,542	25,231	8,564	8,564	55,550		
Section 106	0	2,428	2,971	5,800	3,870	15,069		
Council Resources	0	0	13,999	36,302	5,924	56,226		
Revenue Impact	0	0	944	3,392	3,792	3,792		

116 Funding for this programme consists of DfE Grants and Section 106 Contributions, with significant support from Council Resources to manage the shortfall in external funding. This shortfall is currently expected to result in on-going revenue financing costs of approximately £3,792k per annum, of which £3,000k has been identified within latest revenue budgets.

117 DfE have announced the initial tranche of 2012/13 funding which brings confirmed DfE support for Hillingdon's expansion programme to £33,369k. Further 2012/13 funding is expected to be confirmed from the additional £600m Basic Needs funding announced in the Chancellor's Autumn Statement, the outcome of which will be reported to Cabinet during 2012/13.

118 Section 106 Contributions included above consist of £2,428k of previously allocated funds, £8,600k of expected contributions relating to the RAF Uxbridge site and a further £4,041k of contributions yet to be allocated. As at 31 December 2011 unallocated Education Section 106 Contributions of £5,367k were held by the Council, from which there may be scope to reduce Council Resources further.

Funding of the General Fund Capital Programme

119 Table 4 overleaf shows the proposed financing for the draft budget included in Appendix 9. This programme of investment continues to be supported from a combination of external grants and third party contributions, capital receipts and Prudential Borrowing.

Table 4

General Fund Financing	2012/13 £'000	2013/14 £'000	2014/15 £'000	Total £'000
GF Prudential Borrowing	36,551	35,753	16,259	88,563
GF Capital Receipts	13,344	12,675	0	26,019
Grants	36,075	16,882	16,883	69,840
Other 3 rd Party Contributions	3,316	5,800	3,870	12,986
Total	89,286	71,110	37,012	197,408

- 120 In the absence of increased grant funding, significant use of Prudential Borrowing will be required to finance the proposed 2012/13 capital programme. Of the £36,551k borrowing requirement for 2012/13 specific resources have been identified to support £13,999k investment in school expansions and £13,756k invest-to-save/self-financing projects. The remaining £8,796k of borrowing will require additional on-going revenue support.
- 121 Forecast 2012/13 capital receipts are sufficient to support continued investment in programmes of works such as Chrysalis, Highways Infrastructure and Disabled Facilities Grants. Whilst sufficient capital receipts are forecast for 2012/13 and 2014/15, a shortfall is projected from 2014/15 as shown in table 5 below.
- 122 Other contributions included in Table 4 are predominantly Section 106 contributions available to support school expansion projects and includes a proposed new school at RAF Uxbridge.
- 123 Grant funded expenditure of £36,075k is included in this 2012/13 draft programme, however a number of allocations are yet to be confirmed and such in-year movements will be reported via the monthly monitoring process. Table 5 below sets out grants included in the programme.

Table 5

Capital Grant	Awarding Body	2012/13 £'000	2013/14 £'000	2014/15 £'000	Total £'000
Devolved Formula Capital (DFC)	DfE	739	739	739	2,217
Capital Maintenance	DfE	3,408	3,408	3,408	10,224
Basic Needs (Initial)	DfE	7,556	7,556	7,556	22,668
Basic Needs (Top Up)	DfE	5,053			5,053
Transport for London LIP	TfL	3,297	1,992	1,992	7,281
Disabled Facilities Grant	DH	1,500	1,500	1,500	4,500
Empty Property Grant	HCA	65	65	65	195
LA Contaminated Land Grant	EA		1,622	1,623	3,245
Community Capacity	DH	533			533
2012/13-14/15 Allocations		22,151	16,882	16,883	55,916
<i>Rephased DFC</i>	<i>DfE</i>	<i>1,439</i>			<i>1,439</i>
<i>Rephased Capital Maintenance</i>	<i>DfE</i>	<i>350</i>			<i>350</i>
<i>Rephased Basic Needs</i>	<i>DfE</i>	<i>11,614</i>			<i>11,614</i>
<i>Rephased Community Capacity</i>	<i>DH</i>	<i>521</i>			<i>521</i>
Rephased Grants		13,924	0	0	13,924
Total Grant Funding Available		36,075	16,882	16,883	69,840

Shaded grant allocations have been confirmed with awarding bodies, other amounts represent best estimates.

124 Grant funded expenditure falls into two distinct categories; £8,225k of investment is directly attributable to grants for which variations in external funding would simply lead to the equivalent variation in expenditure. Such projects are funded from Devolved Formula Capital, TfL LIP and a share of DfE Capital Maintenance grant. The remainder (£27,850k) is demand led and reductions in external funding would necessitate additional use of Council Resources. £21,235k of such funding is either confirmed or carried forward from 2011/12. The remaining £6,618k consists of DH Community Capacity funding, HCA Empty Property Grant, both of which are expected to be confirmed by 31 March 2012, and additional DfE Basic Needs funding to be announced during 2012/13.

Ongoing Programmes of Works

125 The capital programme includes a total of £8,552k of programmes of work. Of this sum only £1,500k of these programmes satisfy the Prudential Code requirements for borrowing (ICT Single Development Plan, £100k of the Property Works Programme and £400k of the Civic Centre Works Programme). The remainder of the programme needs to be funded from capital receipts and these are detailed in Table 6.

Table 6

Application of Capital Receipts	2012/13 (£'000)	2013/14 (£'000)	2014/15 (£'000)	Total (£'000)
Community Initiatives	1,710	1,525	1,525	4,760
Highways Programmes	1,938	1,638	1,638	5,214
Property & Facilities Management	1,954	1,350	500	3,804
Social Care Grants	1,450	1,450	1,450	4,350
Total Expenditure	7,052	5,963	5,113	18,128
Capital Receipts available to fund Programmes of Works	9,795	6,150	0	15,945
Capital Receipts (Surplus)/Shortfall	(2,743)	(187)	5,113	2,183

126 Delivery of the current disposals programme will be sufficient to support 2012/13 programmes of works included in Appendix 9 however, further capital receipts or other funding streams will need to be identified to support the investment in such programmes from 2015/16.

HRA Capital Programme

127 The capital programme within the HRA has been developed against the backdrop of the move to self-financing from April 2012. Final settlement figures have now been released. Hillingdon will be required to acquire £191.6m of national housing debt in return for retaining all rental income, thus saving around £15m per year for 2012/13, rising to £25m in future years. In addition, a borrowing cap has been set that gives the HRA a headroom capacity of £47m for new housing development schemes.

128 Table 7 overleaf sets out funding for this draft HRA capital programme, which includes budgetary provision to complete Pipeline projects and continue capital renewal works to existing stock.

Table 7

HRA Financing	2012/13 £'000	2013/14 £'000	2014/15 £'000	Total £'000
HRA Prudential Borrowing	12,639	8,408	2,727	23,774
HRA Capital Receipts	2,064	0	0	2,064
Grants	820	1,815	840	3,475
Other Contributions	2,400	3,485	3,485	9,370
Total	17,923	13,708	7,052	38,683

129 Completion of existing pipeline programmes is expected to require £1,233k HRA Resources and £100k of previously awarded grant funding. HCA grant funding of £3,375k will support this investment in 225 new units of social housing, with the remaining £23,279k funded from HRA Resources. In addition to generating future rental income for the HRA, this programme will contribute towards the delivery of Social Care associated with reablement workstreams.

130 Table 8 below details capital grants included within this HRA programme, in both cases availability of this funding has been confirmed with the awarding body.

Table 8

Capital Grant	Awarding Body	2012/13 £'000	2013/14 £'000	2014/15 £'000	Total £'000
HCA SHP	HCA	720	1,815	840	3,375
HCA Pipeline LD Rephasing	HCA	100	0	0	0
Total Grant Funding Available		820	1,815	840	7,163

131 HRA Resources included within this programme consists primarily of Prudential Borrowing, which is to be supported from future rental income generated on new build sites. In addition £2,064k capital receipts arising from sale of residential units completed under the current Pipeline Phase 2 - Low Cost Home Ownership Programme, will be available to reduce the call on Prudential Borrowing required to deliver this programme. Identification of further surplus HRA sites unsuitable for development of supported housing may provide opportunities to decrease any call on borrowing.

OVERALL BUDGET FOR COUNCIL TAX SETTING 2012/13

Chief Finance Officer's Comments Regarding Responsibilities under the Local Government Act 2003

132 Under Section 25 of the Local Government Act 2003 the Chief Finance Officer as the Council's nominated section 151 officer, has a responsibility to comment on:

- The robustness of the estimates for the coming year
- The adequacy of the Council's reserves

133 The Chief Finance Officer is able to give positive assurances on the robustness of the estimates in general for the coming year. This view is based on:

- The use of an established, rigorous process for developing the budget through the Medium Term Financial Forecast (MTFF) process. This includes close alignment

with the service planning process. This has been further strengthened through the continued development of the Business Improvement Delivery programme

- The inclusion within the base budget of a £16.7m Development and Risk contingency
- Service managers having made reasonable assumptions about demand pressures and taken a prudent view of volatile areas.
- Risk based financial monitoring being undertaken during the year and reported to Cabinet on a monthly basis. This includes the agreement of recovery plans to ensure that the budget is delivered in overall terms.
- Procedures in place to capture and monitor procurement and other efficiency savings
- Prudent assumptions made about interest rates
- The recommended increases in fees and charges in line with the assumptions in the revenue budget
- The use of the Council's project management approach to monitor delivery of the material savings in the revenue budget.

134 The Chief Finance Officer also has a duty to comment on the adequacy of the Council's reserves when the budget is being set. At the time of budget setting for 2011/12, the Chief Finance Officer set a recommended range of balances. This was between £12m and £24m, based on an analysis of the risks facing the Council. The recommended range has been updated following a review of the risks facing the Council. This is set out in the next section.

Statement on Balances and Reserves

135 The Chief Finance Officer has undertaken a review of the risks currently facing the Council. This has enabled an update to the recommended range of balances that the Council should hold. This forms the basis of the guidance provided above in relation to his responsibilities under the Local Government Act 2003.

136 To assess the adequacy of general reserves, the Chief Finance Officer has taken into account the strategic, operational and financial risks facing the Council. The Council should retain adequate reserves to cover unexpected expenditure and avoid costly short-term borrowing. Equally the Council wishes to utilise the maximum resources available to achieve its objectives therefore it plans to maintain reserves at the lowest prudent level.

137 To determine the recommended level of reserves the Council has assessed risk against the criteria as specified in Local Authority Accounting Panel (LAAP) Bulletin 77 (November 2008). This assessment includes the following:

- The robustness of the financial planning process (including the treatment of inflation and interest rates and the timing of capital receipts)
- How the Council manages demand led service pressures
- The treatment of planned efficiency savings / productivity gains
- The financial risks inherent in any major capital projects, outsourcing arrangements or significant new funding partnerships
- The strength of the financial monitoring and reporting arrangements
- Cashflow management and the need for short term borrowing
- The availability of reserves, Government grants and other funds to deal with major contingencies and the adequacy of provisions

- The general financial climate to which the Council is subject and its track record in budget and financial management
- 138 The assessment, although based on the Council's procedures and structures, does have an element of subjectivity and to allow for this the optimum level of reserves incorporates a range. The recommended range for reserves for 2012/13 is £12m to £26.5m. Ideally the Council should avoid having balances below the minimum level of £12m, or above the maximum level of £26.5m. The Council's aim to maintain balances at £12m is therefore within this range. Details of the risk assessment are included in Appendix 9.
- 139 The range of issues that impact on the need to hold balances and reserves has been reviewed since last year's budget setting process, although the assessment of the minimum level of balances has remained constant due to a range of positive contributors being offset by negative assessments. Whilst most current funding streams have now been confirmed, there remain significant uncertainties for future years funding. And, whilst the forecast year end balances have increased, the proposed contingency has also increased. Perhaps the most significant contributor to the necessity for reserves arises from the front loading of the budget cuts, resulting in a budget for 2012/13 which contains savings proposals for over £17.7m, and this coming on top of taking savings of over £26m out of the budget in 2011/12.
- 140 The projected level and recommended range of balances will vary depending on the budget proposals that are put forward by Cabinet.

The Council Tax Requirement for 2012/13

- 141 The budget proposals included in this report represent Cabinet's budget strategy for 2012/13 and beyond. The revenue budget proposals have been developed to deliver a zero increase in Council Tax for the fourth successive year. The Council Tax level is subject to Members' final choices in the budget setting process.

Council Tax Referendum

- 142 As part of the provisional local government finance settlement the Government also confirmed the draft council tax referendum threshold for 2012/13. This reflects the new arrangements introduced in the Localism Act 2011 to replace the current system of council tax capping. This requires local authorities to hold referendums to approve their proposed council tax increases where these exceed a threshold set by Parliament.
- 143 The council tax increase above which local authorities would be required to hold a referendum in 2012/13 on the basis of the Government's provisional proposals is 3.5%. The budget proposals outlined in this report maintain council tax at the same level as in 2011/12 and therefore the referendum threshold will not be triggered for the financial year 2012/13.

Greater London Authority Precept

- 144 The Mayor of London's draft budget proposals for 2012/13 are scheduled for consideration by the London Assembly on 9 February 2012 and so will not be confirmed until after that date. The draft proposals result in a 1% decrease in the element of

Council Tax that relates to the GLA precept. This is analysed across the relevant functional bodies as follows:

Table 9: Change in Proposed GLA Precept by Functional Body

Functional Body	Band 'D' Council Tax 2011/12 (£)	Band 'D' Council Tax 2012/13 (£)	Percentage Change (%)
Metropolitan Police Authority	226.01	233.46	+3.30
London Fire and Emergency Planning Authority	51.76	40.08	-22.57
Greater London Authority	30.08	31.29	+3.76
Transport for London	1.97	1.89	0
Total	309.82	306.72	

145 The largest element of the GLA Group's budget relates to the Metropolitan Police Authority and this aligns to the Mayor's primary responsibility in making London safer. The increase in the Metropolitan Police's budget requirement protects operational capacity and the maintenance of officer numbers at existing levels. Minor decreases have been applied to the council tax contribution towards the London Fire and Emergency Planning Authority to reflect their achievement of significant back office efficiencies.

146 The GLA budget includes the budget and Council Tax implications of the Olympics Delivery Authority. The contribution from Council Tax payers towards the Olympics remains at £20 per Band 'D' property in 2012/13, unchanged from 2011/12.

Financial Implications

This is a financial report and the financial implications are included throughout.

4. EFFECT ON RESIDENTS, SERVICE USERS & COMMUNITIES

What will be the effect of the recommendation?

The budget proposals in this report result in no change in the Council Tax for 2012/13. The budget proposals contain the funding strategy for delivering the Council's objective. The effects are therefore extremely wide ranging. They will be managed through the performance targets and outcomes that will be delivered through the resources approved in the revenue budgets and capital programme.

The revenue budget and capital programme include growth in some new service areas and these proposals will result in improved outcomes for residents and service users. Overall the package of proposals is designed to secure the most effective combination of service outcomes across the whole of the Council's business. This will be by improving the value for money offered by services and by maximising funding, procurement, efficiency and service effectiveness gains.

Consultation Carried Out or Required

Each of the Policy Overview Committees has received reports setting out the draft revenue budget and capital programme proposals relevant to their remit. This was approved by Cabinet on 15 December 2011 for consultation at the January 2012 round of meetings. Comments on the budget from each of the service Policy Overview Committees were referred to the Corporate Services and Partnerships Policy Overview Committee, who met on 8 February 2012 to consider the comments received from the three other Policy Overview Committees on the budget proposals relevant to their remit. The comments from that committee are included in appendix 12.

The Council also has a statutory responsibility to consult on its budget proposals with business ratepayers and residents in the borough. A budget consultation survey was published on the Council's web site relation to the Cabinet's draft budget proposals after the meeting on 15 December 2011. Additionally the January Policy Overview Committee public meetings have a specific focus on the budget proposals within each of the related service areas. No specific responses were received from the business community arising from this consultation. The draft budget reported to December Cabinet has also been available to view on the Council's website. Schools Forum has also been consulted on those budget proposals that have a potential impact on schools budgets.

5. CORPORATE IMPLICATIONS

Corporate Finance

This is a corporate finance report and the corporate financial implications are noted throughout.

Legal

The Budget and Policy Framework Procedure Rules as set out in the Council's Constitution require the Cabinet to make proposals on the Council's budget. This requires them to be in accordance with the timetable which it has published. The Cabinet proposals are set out in this report for the consideration of full Council.

In respect of income the Council provides a number of services in respect of which it can impose charges and fees to users. In certain instances those fees or charges may be set by Government. In other cases the Council has a discretion as to the level of charges it sets. It should be noted that in respect of certain matters the Council can only impose a fee or charge which reflects the actual cost to the Council of providing such services. This has to be considered when setting the overall budget.

The Chief Finance Officer's duties under the Local Government Act 2003, insofar as they relate to budget setting are set out in the body of the report. Of importance to members is the duty for him to comment on the robustness of estimates for the forthcoming year. Members will note that earlier in this report, the Chief Finance Officer has given a number of positive assurances in relation to this issue.

The second duty for Members to note is the duty imposed on the Chief Finance Officer to comment on the adequacy of the Council's reserves. Members will note that a Statement of Reserves and Balances is contained within paragraphs 135 to 140 of the report which discharges this duty.

As the Council's Section 151 Officer, it is the Chief Finance Officer's professional duty to propose to Members a budget which is soundly based, balanced and adequate to fund the expected level of service provision in the forthcoming financial year. This duty is reinforced in the Council's Constitution. This requires the Chief Finance Officer to ensure the lawfulness and financial prudence of decision making.

The 'Wednesbury reasonable' principle also requires a local authority, when making decisions, to take into account all relevant considerations and to disregard all irrelevant considerations. Clearly, in the context of budget-setting, having regard to the Chief Finance Officer's professional advice is a relevant consideration for Members to take into account. However, Members are not bound to follow his advice. However, they should have good reasons for departing from it should they choose to do so. Furthermore, Members must at all times have regard to the overriding principle that they should set a legal budget and one which is as prudent as the circumstances permit.

Members must have regard to section 106 Local Government Finance Act 1992. This is in respect of a Member who has not paid an amount due in respect of Council Tax for at least two months after it becomes payable. They may not vote on matters concerning the level of Council Tax or the administration of it. Therefore, any Members who are more than two months in arrears with their Council Tax payments must make a declaration to this effect at the beginning of the meeting.

For the first time, there is a new recommendation in the report which is asking Cabinet to recommend to full Council a proposed Pay Policy Statement for 2012/13. The Localism Act 2011 introduced a requirement for such a Statement to be agreed by full Council and this part of the Act became law on 15th January 2012. Section 38 of the Act stipulates what the Statement must include and it is to be read together with draft Guidance which has been issued by the Government.

Corporate Property and Construction

Corporate Property and Construction has liaised very closely with Corporate Finance in the production of this report and concurs with all figures included within the revenue and capital budgets pertaining to the Corporate Property and Construction function. Where estimates have been used for the value of future planned asset disposals to support the capital programme, valuations have been carried out on such surplus assets alongside full option appraisals to determine optimal use.

The Council will continue its programme of strategic asset review throughout 2012/13, with an emphasis on optimising the efficiency of the Council's asset base in an environment of rapidly changing service delivery models, maximising opportunities for new developments to enable delivery of council priorities, in particular, addressing the urgent need for the provision of additional Primary School places within the borough.

Corporate Property and Construction will take operational responsibility for the delivery of the majority of the capital programme along with revenue asset management. Detailed scoping, tendering outcomes and monitoring of costs and progress of projects will be reported separately to cabinet / cabinet member via individual reports and the monthly monitoring process.

Relevant Service Groups

The budget proposals included in this report result from a substantial corporate process involving all service Groups. In particular, individual Corporate Directors and CMT collectively have developed the proposals in this report. The implications for all services of the individual budget proposals are set out in detail in the attached appendices.

6. BACKGROUND PAPERS

Report to Cabinet 15 December 2011 – Medium Term Financial Forecast 2012/13 – 2014/15

Report to Council 24 February 2011 – General Fund Revenue Budget and Capital Programme 2011/12

Local Government Finance Settlement 2012/13 located at
<http://www.local.communities.gov.uk/finance/1213/grant.htm>

Corporate Summary	2011/12	2012/13	2013/14	2014/15
	£(000s)	£(000s)	£(000s)	£(000s)
<u>Resources</u>				
Increase in Council Tax Base (Band D properties)	1,166	1,118	750	750
Increase in Council Tax (%)	0.0%	0.0%	2.5%	2.5%
Collection Fund Deficit / (Surplus)	1,438	(1,334)	0	0
Council Tax Base (Band D properties)	99,118	100,236	100,986	101,736
Council Tax Band D (£)	£1,112.93	£1,112.93	£1,140.75	£1,169.27
<i>Council Tax Revenues</i>	<i>108,870</i>	<i>112,890</i>	<i>115,200</i>	<i>118,957</i>
Government Formula Grant	85,876	77,778	74,078	70,378
Early Intervention Grant	10,857	11,933	11,174	10,772
Council Tax freeze grant	2,765	5,516	2,758	2,758
Learning Disability and Health Reform Grant	5,781	5,924	5,713	5,507
Preventing homelessness	580	580	560	540
Housing & Council Tax Benefit Subsidy Admin Grant	2,418	2,265	2,185	2,106
NHS S256 Agreement	2,728	2,610	2,519	2,429
Home Office Grant	300	142	137	132
Extended Rights Grant		78	75	72
Lead Local Flood Authority Grant	127	184	179	172
<i>Grant Income</i>	<i>111,432</i>	<i>107,010</i>	<i>99,378</i>	<i>94,866</i>
Total Resources	220,302	219,900	214,578	213,823
<u>Budget Requirement</u>				
Roll Forward Budget	229,841	220,302	220,302	220,302
Inflation (non-schools)	1,980	3,070	8,068	12,940
Corporate Items	4,548	6,219	4,801	6,001
Contingency	176	5,755	9,150	14,395
Priority Growth Items	1,776	2,250	2,055	3,055
Savings	(26,238)	(17,696)	(29,798)	(42,870)
Total Budget Requirement - all resources	220,302	219,900	214,578	213,823
Less non-formula grant	(25,556)	(29,232)	(25,300)	(24,488)
Budget Requirement	194,746	190,668	189,278	189,335
Budget Gap / (Surplus)	0	0	0	0

Corporate Items

Description	Net Variation from 2011/12 Budget		
	2012/13	2013/14	2014/15
	£(000s)	£(000s)	£(000s)
<u>Corporate Items</u>			
<u>Increases</u>			
Capital Programme financing costs	300	800	1,500
Provision for future capital investment	1,000	1,000	1,000
Additional Capital Programme financing provision (PCP)	1,000	1,000	1,000
Contributions (from) / to Balances	3,919	1,793	1,793
Increase in Council Tax Older Persons Discount	0	500	1,000
LAA Reward Grant share to Safer Hillingdon Partnership	0	-292	-292
Sub-total	6,219	4,801	6,001
<u>Decreases</u>			
Sub-total	0	0	0
Net Corporate Items	6,219	4,801	6,001

Development & Risk Contingency		Gross Risk 2012/13	Probability	Provision 2012/13	Provision 2013/14	Provision 2014/15
		£(000s)	(%)	£(000s)	£(000s)	£(000s)
<u>Potential Calls</u>						
Social Care Pressures (Adults)	SCHH	6,339	97%	6,171	8,323	10,453
Social Care Pressures (Children's)	SCHH	165	100%	165	240	315
Increase in Transitional Children due to Demographic Changes	SCHH	2,754	100%	2,742	4,274	5,792
Potential shortfall in reablement, LD & PD savings targets	SCHH	500	100%	500	2,000	3,500
Waste Disposal Levy	PEECS	1,200	46%	550	1,000	1,300
Additional costs for 2 year olds	PEECS	357	100%	357	0	0
Asylum Funding Shortfall	SCHH	1,449	100%	1,449	1,240	1,174
General Contingency	All	1,000	100%	1,000	1,000	1,000
Uninsured claims	CS	400	100%	400	400	400
Development Control Income	PEECS	500	100%	500	500	500
Carbon Reduction Commitment Energy Efficiency Scheme	PEECS	460	98%	450	440	430
Local Development Framework legal & consultancy fees	PEECS	90	100%	90	65	0
Pump priming for BID savings	ALL	500	100%	500	0	0
SEN transport	PEECS	150	67%	100	100	100
HS2 Challenge contingency	PEECS	200	100%	200	0	0
Impact of HB changes on Temporary Accommodation	SCHH	737	100%	737	737	737
Schools withdrawal from the HR payroll and OH service	CS	382	79%	300	270	50
Contingency against Leisure outsourced income streams	PEECS	480	100%	480	347	430
Total Potential Calls		19,009		16,691	20,936	26,181
<u>Financing</u>						
Base Budget				10,936	11,786	11,786
Increase / Decrease in Contingency				5,755	9,150	14,395
Total Financing				16,691	20,936	26,181
Managed Risk Gap in Contingency				0	0	0

Priority Growth Proposals		Group	Net Variation from 2011/12 Budget		
Ref	Description		2012/13 £(000s)	2013/14 £(000s)	2014/15 £(000s)
PEECS G01	Golden Bursaries for Talented Athletes	PEECS	20	20	20
PEECS G02	Free Swimming for 65+	PEECS	15	15	15
PEECS G05	Community Safety, ASB & Investigations	PEECS	142	142	142
PEECS G06	CCTV extended maintance, Housing, Parking, Green	PEECS	25	25	25
PEECS G08	Additional Litter and dog waste bins	PEECS	18	0	0
PEECS G09	Extended Library Opening Hours	PEECS	161	183	183
P18	Children & Family Increased Caseload	SCHH	150	150	150
	Expansion in support to the voluntary sector	CS	400	400	400
	Schools Building Surveyor	PEECS	60	60	60
	New responsibilities in relation to Flood defence	PEECS	55	55	55
	Road & pavement maintenance	PEECS	500	0	0
	Unallocated funding for further priority initiatives		704	1,005	2,005
Total Priority Growth Proposals			2,250	2,055	3,055

Description	Group	Net Variation from 2011/12		
		2012/13	2013/14	2014/15
Social Care, Health & Housing	SC,H&H	-8,262	-15,311	-19,871
Central Services	CS	-1,781	-2,367	-2,448
Planning, Environment, Education & Community Services	PEECS	-7,653	-9,878	-11,368
Sub-total		-17,696	-27,556	-33,687
Remaining MTFF Target				
Unallocated Savings	All	0	-2,242	-9,183
Sub-total		0	-2,242	-9,183
Total Savings		-17,696	-29,798	-42,870

SC,HH Ref	Description	2012-13 £000's	2013-14 £000's	2014-15 £000's
(1) FULL YEAR IMPACT OF 2011-12 SAVING (NO CHANGES)				
RE3	Full year impact of 2011-12 Saving - older peoples in-house services, day services & client transport	-9	-129	-189
ES1	Full year impact of 2011-12 - West London Alliance home care framework & high cost packages	-119	-219	-219
1.3	Full year impact of 2011-12 saving - Corporate parenting function admin cost reduction	0	-40	-40
1.5	Full year impact of 2011-12 saving - merger of respite services	-40	-40	-40
2.1	Full year impact of 2011-12 saving - children's services business support review	-255	-255	-255
BI1A	Reduction in currently budgeted ASCH&H redundancy costs	-150	-250	-300
BI1A	Reduction in currently budgeted C&F redundancy costs	-38	-38	-38
(2) FULL-YEAR IMPACT OF 2011-12 SAVING (REVISED)				
1.2	Full year impact of 2011-12 saving - BID review of safeguarding and quality assurance (double count removed for later years)	0	0	0
RE2	Full year impact of 2011-12 Saving - learning disability in-house services, day services & client transport	-318	-631	-721
BI1	Full year impact of 2011-12 saving - application of BID operating model	-855	-875	-875
PR1	Full year impact of 2011-12 saving - improved commissioning and contracting	0	-66	-818
1.4	Full year impact of 2011-12 saving - Looked after children placements review	-1,673	-2,769	-2,769
ES2 B / ES11	Full year impact of 2011-12 saving - HRA review	-500	-500	-750
FC11	Income inflation	-200	-200	-200
	The annual increase in welfare benefits is based on the CPI for October and it is expected that this will create headroom between this rate and the LBH assumed income inflation rate. The additional income will be received automatically as it is generated from the annual financial assessment review undertaken for Adult Social Care clients. This saving estimate will be reviewed in late September when the CPI inflation rate estimate will be more reliable.			
RE1	Full year impact of 2011-12 saving - reablement service	-507	-3,319	-5,047
RE1a	Full year impact of 2011-12 saving - reshaping learning disability housing & support	-644	-2,349	-3,550
RE1b	Full year impact of 2011-12 saving - reshaping physical disability housing & support	-277	-697	-787
RE1c	Use of Care Fund Calculator	-240	-240	-240
(3) NEW 2012-13 MEASURES				
PR11	Residential / Nursing demand and supply management strategy	-825	-825	-825
	As part of a West London Alliance (WLA) initiative, all residential and nursing care providers have been asked to assume -2% inflation for 11/12. The 2011/12 base budget assumes an inflation pressure of 1.5% for residential and nursing care providers. On the basis that a 1% reduction can be achieved on average, 2.5% of the relevant budget can be given up as a saving. It is estimated that £825k can be saved as a result of these price changes / reduced inflationary pressure on the 2011/12 base budget.			
PR12	Accreditation, Procurement and Contract Management (APC) Scheme for Residential and Nursing Care Providers	-325	-325	-325
	As part of the West London Alliance (WLA) a new scheme for accrediting, procuring and contract managing (APC) residential and nursing care providers is being launched in August 11. The maximum potential for this should all suppliers sign up is £1m although this is highly unlikely; to date 1 significant supplier has done so saving £200k/annum for Hillingdon			
RE12	MH Commissioning	-500	-794	-883
	It is expected that as a result of the analysis undertaken of the 12 clients CNWL have identified to transfer to LBH the eventual full year bill will be £500k less than originally provided for. To date 8 of the 12 have been formally signed off with negotiations continuing in respect of the remaining 4 clients which will be subject to final agreement with CNWL.			
	2010/11 & 2011/12 savings target net shortfall / (surplus) that needs addressing on a permanent basis	63		
	BID Major transformation projects and targeted reviews	-850	-750	-1,000
Net Savings		-8,262	-15,311	-19,871

Ref	Description of proposal	2012/13 £000's	2013/14 £000's	2014/15 £000's
(1) Full Year Impact of 2011-12 Savings (No Changes)				
LS1	Full year impact of 2011/12 Savings - Review of Legal Services	-23	-23	-23
	Full year impact of 2011/12 saving - Credit Crunch Contingency not required	-75	-75	-75
(2) Full Year Impact of 2011-12 Savings (Revised)				
HRBS1	Review of Business Support HR related tasks to transfer from BSU teams to HR in line with the Council's operating model. This will reduce the work carried out in the teams and negates the need for a stand alone BSU management team.	-147	-168	-189
HR L&D1	L&D Rationalisation of Training To rationalise the delivery of training within the Council. To review and reduce the amount of training currently provided, replacing externally commissioned training where possible with internal delivery, preferably through bitesize sessions or e-learning if appropriate. In addition to provide an effective and efficient administrative and commissioning process for L&D activities within the Council.	-203	-228	-228
HR1	Restructure of HR Service A review of the structure of the HR Business Partners will take place in 2013/14, the timing of which is planned to ensure that the BID process is fully supported in 2012/13. It is anticipated that the structure will be reduced by one post.	0	-59	-59
HR3	Occupational Health & Safety This proposal will reduce the number of Health and Safety advisers in the team by 1.5 FTE while still ensuring efficient service provision. A further review of the business processes within the health and safety service will also be carried out.	-53	-53	-53
DS3	BID review of Democratic Services In 2010/11 the Electoral and Registration Services were reviewed as a part of the BID process and merged into a single team. In light of the Council's BID process and the need to ensure compliance with the overall operating model, it is now proposed to further review the structure of the team and their working processes, with a view to achieving further efficiencies and savings and potentially generating income.	-12	-32	-32
PP1	Review of Policy and Performance Services Following the centralisation of Performance and Intelligence teams, a major review was undertaken to align the business partner model to the needs and demands of the newly formed Council structure, establish resilience in key functions and to focus on performance improvement. The review has resulted in a significant reduction in grades and in overall head count.	-360	-427	-427
AE2	BID Review of Audit and Enforcement Service As part of a wider review of resources, efficiencies have been identified in the Visiting officers fraud team through the merging of two teams. There will also be a review of the schools audit function in light of the anticipated conversion of schools to Academy status with a view to reducing the fte of the schools' auditor in line with the reduced number of schools requiring to be audited.	-34	-34	-34
FS1	Revenues review - Restructuring of Debtors and Creditors functions Following the successful appointment of both the management and staffing structures in the Debtors and Creditors function, Phase 3 will commence at the end of the year with a view to questioning whether service provision is working efficiently, and to identify further savings which can be made. At this stage two further posts have been identified.	-60	-60	-60
FS2	BID Finance Review To review the structure of the Accounting Teams responding to the new Council structure, the implementation of a shared service function and the changes in the support requirements of schools. The £323k saving in 12/13 is in addition to the £184k delivered in 2011/12.	-323	-443	-443

Ref	Description of proposal	2012/13 £000's	2013/14 £000's	2014/15 £000's
FS3	Review of Insurance Premiums and Provisions To complete a full review of all Insurance budgets in light of the new contract arrangements that started in December 2010, including a review of charges to schools and school academies. Using improved Management information, identify opportunities for investing in preventative work that could reduce the volume of claims in the future	-110	-160	-160
FS4	Audit Fees The Council currently employs Deloitte's as its External Auditors, within the framework agreed by the Audit Commission, which sets the level of fees that can be charged. The proposed demise of the Audit Commission will change the way in which the market can operate, which will provide the Council with an opportunity to potentially reduce its costs. It was originally thought that this arrangement would come into effect in 2012/13 but this has now been put back a year so indicative savings are now shown from 2013/14 onwards.	0	-50	-50
PCM2	BID Service Review - Following incorporation of I-Proc Team A review of the structure of the iProc team following their integration into the Procurement team and the go-live of the P2P project.	-31	-31	-31
(3) New 2012-13 Measures				
HR L&D2	Review of Social Worker Development Programme This proposal will replace the Social Worker degree programme with a Bursary scheme (thus reducing backfill costs).	-67	-104	-114
HR2	HR Revenues This saving will come from agreed revisions of the HR service to the HRA and any work will be absorbed by existing staff as required.	-53	-53	-53
PP3	Review of Partnership team structure Review will establish a more strategic approach to Economic Development and Regeneration and broader partnerships, bolster and support planning colleagues on town centres, regeneration (Hayes) and economic input to planning (e.g. S106, OLC). It will also ensure strategic approach across groups to engagement and support for voluntary sector. It will achieve this by reducing headcount (9 to 5.5) and make savings of at least £86k and applying the BID operating model, design principles: a flatter structure and review of grading.	-86	-86	-86
	London Boroughs Grant Scheme further reduction in contributions This proposal is for further savings in addition to those made in 2011/12 regarding payments on the London Borough Grant Scheme	-69	-131	-131
	2010/11 & 2011/12 savings target net shortfall / (surplus) that needs addressing on a permanent basis	5		
	BID Major transformation projects and targeted reviews	-80	-150	-200
Total Central Services		-1,781	-2,367	-2,448

Ref	Description of proposal	2012/13 £000's	2013/14 £000's	2014/15 £000's
(1) FULL YEAR IMPACT OF 2011-12 SAVING (NO CHANGES)				
PECS02	Full year impact of 2011-12 saving - Business Support & PA's /Performance & Quality	-28	-28	-28
PECS04	Full year impact of 2011-12 saving - Green Spaces restructure and contract efficiencies	-43	-43	-43
PECS11	Full year impact of 2011-12 saving - BID Compliance review	-115	-228	-228
PECS25	Full year impact of 2011-12 saving - CCTV Reduced Opening Hours	-83	-83	-83
PECS26	Full-year impact of 2011-12 saving - Advertising income	-50	-100	-150
PECS28	Full year impact of 2011-12 saving - Arts & Libraries Management consolidation	-20	-20	-20
ICT4	Full year impact of 2011-12 saving - Impact of Microsoft Migration	0	-30	-30
3.2	Full year impact of 2011-12 saving - Reduce size of Education Welfare Service	-14	-14	-14
4.3	Full year impact of 2011-12 saving - BID Review of the Fiesta programme	0	0	0
5.5	Full year impact of 2011-12 saving - BID Review of Music Service	-126	-126	-126
(2) FULL-YEAR IMPACT OF 2011-12 SAVING (REVISED)				
PECS05	Corporate Landlord	-74	-74	-74
	Review of staffing and contracts across new Corporate Landlord function			
PECS13	BID Localities model	0	0	0
	Staffing efficiencies through implementation of Standard Operating model to remaining services across the Group.			
PECS14	Common London Permit Scheme	-213	-213	-213
	Expected contribution to fixed overheads from implementation of new DfT charging regime for utilities works from Quarter 2 of 2011/12.			
PECS 16	Parking	-17	-17	-17
	Review of contractual arrangements and staffing levels			
PECS 17	Review of Technical Admin	-323	-323	-323
	Review and consolidation of Technical Administration support across the Directorate			
PECS 23	New Homes Bonus - Matched funding	-1,120	-1,870	-2,620
	DCLG Local Growth Initiative to match fund Council Tax on new homes built - 6 year programme.			
ICT1	BID Review and consequent Restructuring of ICT Service	-210	-240	-240
	Restructuring and efficiencies in ICT staffing levels			
ICT2	Potential Opportunities from Re-tendering ICT Contracts	-50	-100	-350
	Savings and efficiencies from renewed managed and desktop contracts			
ICT5	Process development within Contact Centre	-90	-180	-270
	Opportunities through the use of improved technology and investigating different delivery models, including considering the outsourcing of individual services.			
2.1	Business Support Review	0	0	0
	Review and consolidation of Technical Administration support across the Directorate - now integrated with PECS17			
4.1	Youth and Connexions Review (Youth)	-665	-665	-665
	Comprehensive restructuring of Youth Services			
(3) NEW 2012-13 MEASURES				
PEECS12-01	Review of Early Years service including Children's Centres.	-304	-502	-502
	Bid Project for Early Years service incorporating initial review of Children's Centres budgets			

Ref	Description of proposal	2012/13 £000's	2013/14 £000's	2014/15 £000's
PEECS12-02	Review of Education Management Structures	-268	-268	-268
	Review of senior staffing structures across the Education service			
PEECS12-03	Green Spaces & Trees Management review	-33	-33	-33
	2nd phase of Green Spaces review and Trees Management consolidation			
PEECS12-04	Applications Processing Project	-182	-182	-182
	Consolidation and re-engineering of the applications process across the Directorate			
PEECS12-05	Review of Risk Based Assessments	-234	-234	-234
	The third phase of the Localities workstream within the Directorate that will consolidate all risk based assessment work across the Directorate.			
PEECS12-06	PEECS Contract Review	-100	-100	-100
	Examination of all contract related expenditure agreements across the Directorate			
PEECS12-07	Road Safety Restructuring	-76	-76	-76
	Review of staffing structures across Road Safety and Safer Routes to Schools Teams.			
PEECS12-08	Pest Service Review	-30	-30	-30
	Consolidation of spend and delivery of Pest Control services			
PEECS12-09	Depot Management review	-48	-48	-48
	BID review of Fleet and Depot management			
PEECS12-10	Streetscene (Highways services)	-100	-100	-100
	Review of vacant posts across Streetscene services			
PEECS12-11	Carbon reduction Commitment	-253	-253	-253
	Revised Carbon Reduction Commitment allowance provision			
PEECS12-12	Barnhill School PFI reprofiling	-310	-310	-310
	Review of budget for PFI contract			
PEECS12-13	Hospital Tuition & Behaviour Support	-133	-133	-133
	Expenditure and funding review			
PEECS12-14	2010/11 Expenditure review	-195	-195	-195
	Review of 2010/11 outturn and any remaining discretionary spend budgets			
PEECS12-15	Invest to Save schemes - Energy Efficiency	-50	-50	-50
	Reduction in energy consumptions from a range of energy efficiency initiatives			
PEECS12-16	Income Generation and Fees & Charges review	-195	-195	-195
	A range of income related initiatives and inflationary uplift from Fees & Charges review			
PEECS12-17	Planning Enforcement Review	-48	-48	-48
	Integration of service with Investigations team			
PEECS12-18	Educational Psychologists Service review	-192	-192	-192
	Reassessment of staffing levels and service level agreements with Schools			
PEECS12-19	DSG Base Funding Review	0	0	0
	Minor revisions to funding assumptions for DSG			
PEECS12-20	Targeted Mental Health in Schools	-96	-96	-96
	Review of service spend and activity			
PEECS12-21	Ongoing review of non-ringfenced grant related spend	-263	-263	-263
	Further review of non-ringfenced grants in restructured Education service			

Ref	Description of proposal	2012/13 £000's	2013/14 £000's	2014/15 £000's
PEECS12-22	Further review of Children's Centres expenditure	-205	-205	-205
	Continuing review of budgets			
PEECS12-23	Introduction of managed vacancy factor for Education budgets	-116	-116	-116
	Vacancy factor applied to Education budgets in line with other service areas			
PEECS12-24	Review of HRA Funding of Community Safety Police Officer Team	-112	-112	-112
	Realignment of team's funding streams to reflect activity			
PEECS12-25	Community Safety Grant Funding reduction	-142	-142	-142
	Reduction in expenditure to reflect the decrease in funding available			
PEECS12-26	Education Funding - Academy transfers	-800	-1,600	-1,600
	Reduction in expenditure to reflect the reduced level of central government funding due to Academy transfers			
	Reduction in currently budgeted redundancy costs	-462	-562	-712
	2010/11 & 2011/12 savings target net shortfall / (surplus) that needs addressing on a permanent basis	271	537	537
	Delete old ECP/Education non attainable savings targets	584	584	584
	BID Major transformation projects and targeted reviews	-320	-600	-800
Total Savings/ Total		-7,653	-9,878	-11,368

Introduction

1. This appendix sets out the current 2011/12 charges and any proposed changes to the fees and charges for 2012/13. This appendix relates to Social Care and Housing (General Fund) services, charges raised by the HRA are included in the HRA budget report elsewhere on this agenda.
2. There are no set charges raised to parents or children in receipt of children's social care services. However a charge is raised to parents if their child is in care; the weekly amount is subject to a financial assessment.
3. The full cost of Social Care services is recharged to Other Local Authorities; therefore the maximum charge in some cases refers to the amount that would be charged should another LA use that service.

Recommendations

4. It is **recommended** that discretionary charges for Social Care and Housing Services are increased by 4.5% (rounded as appropriate) from 1st April 2012 with the exception of:
 - a) TeleCareLine service, charges to remain unchanged for all service levels
 - b) Meals service, charges to remain unchanged
 - c) Adult Social Care Service users, including those assessed to receive personal budgets, who will continue to be financially assessed to determine the maximum charge payable (para 18)
 - d) DFG agency fee, increase the fee we charge to administer, carry out and monitor the works for major disabled facility adaptations from 15% to 16.5%, the first increase since April 2005 (para 20 refers)
5. It is **recommended** that for Colne Park caravan site the charge for electricity is split between individual consumption and the landlord supply costs of lighting the communal areas. It is recommended that this change is effective from 1st January 2012, (para 24 refers).
6. A number of LBH social care charges are linked to the DWP and DCLG rates and are therefore based on current information although subject to confirmation. Cabinet are asked to **delegate authority** to Officers to amend the proposed charges contained in this report should these rates subsequently confirmed by the DWP and DCLG be different.
7. A number of LBH Housing charges are linked to DCLG directives and Cabinet are asked to **delegate authority** to Officers to amend the proposed charges contained in this report should these rates subsequently confirmed by the DCLG be different.

Social Care Services

8. The regulations governing the Social Care (Social Services) charging regime are complex and therefore, as an aid to decision making, the report provides Members with background information on the statutory framework which regulates it.

Residential Services

9. Local authorities (LA's) are obliged to charge persons provided with accommodation under Part 3 of the National Assistance Act 1948. Section 22 of the Act requires LA's to fix a standard rate for such accommodation at an amount equivalent to the full cost to the authority in providing or purchasing it. LA's must assess an individual's ability to pay for services and decide what amount should be charged using the 1992 Assessment of Resources Regulations. Residents must be given a clear explanation of their financial assessment and informed of any proposed changes. The specific rules are reviewed and published annually by the DH in their Charging for Residential Accommodation Guide (CRAG).
10. Residents will pay their assessed charge direct to the LA except when placed in the independent sector when residents may pay their contribution direct to the home or to the LA with the LA paying the remainder. LA's remain responsible for the full amount of the debt should the resident default on payment. A charge should not be made for aftercare services provided under section 117 of the Mental Health Act 1983.

11. Clients may choose accommodation anywhere in England and Wales and at a more expensive rate than the council would usually expect to pay providing that the resident or a third party is willing and able to pay the 'top up' difference. Failure to meet top up arrangements could result in the resident being moved to other cheaper accommodation. Similarly self-funding clients with diminishing resources could find themselves being moved to lower cost accommodation. However, if their assessed needs can only be met in their current accommodation neither the resident nor a third party should be asked for a top up. Any arrangements made between the council, a resident and third parties will need to be reviewed regularly to take account of changes to accommodation fees and the council's usual costs which may not change in line and at the same rate. It must be made clear to residents and third parties whether the council intends to share the costs of future accommodation price increases.

12. Funding councils may refer to their own "usual costs" when making placements in another council's areas. A council's usual cost policy should be set at the start of each financial year, planning period or in response to significant market changes. The calculation of usual costs should be based on actual cost of providing care, other local factors and best value requirements. Councils should not set arbitrary ceilings on the amount they expect to pay for services nor should residents be charged more as a result of market inadequacies or commissioning failures. Councils need to be able to demonstrate that set costs are sufficient to meet assessed care needs to provide residents with the level of care services that they could reasonably expect to receive.

Non-Residential Services

13. Section 17 of the Health and Social Services and Social Security Adjudications Act 1983 gives councils a discretionary power to charge adult recipients of non-residential services. Section 17 of the Act provides that councils may recover such charges as they consider reasonable; this necessitates taking account of a user's financial means. Particular care needs to be taken to avoid an adverse impact on a user's income and guidelines have been published by the DH and are contained in "Fairer Contributions Guidance, Calculating an Individual's Contribution to their Personal Budget" published in July 2009. Councils can justify charging a flat rate for services such as meals which substitute for ordinary living costs.

14. In considering what is reasonable in their local circumstances councils may need to go beyond the DH minimum requirements that a user's net income should not be reduced below defined basic levels of income support or the Guarantee Credit of Pension Credit plus a 25% buffer. This minimum level is set so as not to undermine policies for social inclusion and the promotion of independence

15. It is proposed to increase the currently hourly rate charge for Homecare services from £13.80 to £14.40 (4.3%); nb this has been rounded down to enable ease of calculation.

16. It is not acceptable to make a charge on disability benefits without assessing the reasonableness of doing so for each user. The guidance expects earnings of disabled people and their carers to be disregarded for assessment purposes so as to provide an incentive for them to enter and progress in the work environment. Councils have a responsibility to seek to maximise the incomes of users, where they would be entitled to benefits and therefore should ensure that comprehensive benefits advice is provided to all users at the time of a charge assessment. Councils need to monitor the impact of charging policies on users and need to know how much it costs to administer their system.

17. At the present time the number of people in receipt of a personal budget is increasing and by the end of 2012/13 is expected to become the majority of service users. The DH guidance^[1] allows authorities to choose the percentage of a person's personal budget that should be subject to a charge and thereby determines the maximum charge according to their individual financial circumstances. A maximum charge of 100% of an individual's personal budget was set when Council approved the 2011/12 budget and there are no proposals to change this for 2012/13. However this will continue to be reviewed annually whilst experience is gained.

18. The transition to personal budgets will be completed during 2012/13 and as a result all service users assessed for a personal budget will be financially assessed under Fairer Charging to determine their maximum contribution towards their care services. Under personal budget arrangements there is no longer a direct relationship between the service purchased by the individual and a unit charge, indeed the council will be unaware of what an individual is purchasing and individuals are unlikely to be utilising traditional services to which a unit charge can be applied as per the current practice.

Whilst this appears to introduce charges for all care (including respite), over 90% of current clients will be unaffected by this change as their maximum assessed charge is already below the cost of care being provided; so they will continue to pay the same as they currently do. For those who are affected the department will review these on a case by case basis. If an individual has savings greater than the CRAG upper limit which is currently £23,250 then they will pay the full cost of the care provided. The personal budget is calculated by the Resource Allocation system (RAS) and represents the amount of money an individual requires to meet their assessed needs.

19. As part of the transition arrangements from traditional based care to self directed support (SDS) and the use of personal budgets, the charging relationship between LBH grant funded voluntary services and residents will be reviewed during 2012/13.

Disabled Facility Grant (DFG)

20. In line with other West London Boroughs, it is proposed to increase the agency fee we charge to administer, carry out and monitor the works for major disabled facility adaptations from 15% to 16.5%, this is the first increase since April 2005. There is no charge should the client choose to project manage the works themselves. The current fee income generates £250,000 to which this increase would add a further £25,000. The fee's generated are then allocated to the staff costs relating to producing those fee's.

Income Management

21. Assessment of a person's need for care should not be confused with the financial assessment of a person's ability to pay a charge. Once someone has been assessed as needing a service that service should not be withdrawn because the user refuses to pay the charge. The Council should continue to provide the service while pursuing the debt which may involve taking action through the civil courts.

22. The Council's solicitor advises that the Council has no course of redress should a client default on payment in such circumstances where a client is charged the full rate without them having completed a financial assessment. The solicitor advises also that where a person has power of attorney over a client's affairs and defaults on making a payment on their behalf the council would have to sue the client who in turn would have to counter sue the person with power of attorney. This course of action is not considered feasible due to the fact vulnerable clients are generally reluctant to pursue the matter.

HOUSING (GENERAL FUND) SERVICES

Introduction

23. The paragraphs below give brief details of Housing General Fund fees, along with any proposed changes to the current charges.

Colne Park Caravan Site

24. As regards the main rental charge and following consultation with Hillingdon Housing Service, and in line with HRA dwelling increases, a 6.4% inflationary increase is recommended for all plots at the caravan site. This inflationary rise is set in comparison to the main council dwelling rents.

25. The expected increase in charges from the water supply company is likely to be 4.5% from April 2012. In respect of electricity it is recommended that the charge between individual consumption and the landlord supply costs of lighting the communal areas are separated with effect from 1st January 2012. This will result in a reduced charge per unit used by an individual which when added to a new flat rate contribution per week per plot, will result in a cost neutral position; the flat rate contribution will be collected as part of the site service charge.

TeleCareLine

26. A new TeleCareLine service was launched in April 2011 with 4 charging bands depending on the level of service, these were set at £1.13, £5.00, £8.50 and £12.00 per week. The service is free of charge for all residents aged 85+; Adult Social Care service users who meet 'substantial and critical' FACS criteria (subject to financial assessment); and the first 6 weeks as part of an Adult Social Care reablement package.

Private Sector Enforcement Notice

27. A charge can be made when a formal enforcement notice is served under the Housing Act 2004. The service has in the past charged the maximum allowed under the statutory order and confirmation of this charge for 2012/13 is awaited from the DCLG.

HMO Licensing

28. This relates to Houses in Multiple Occupation, which depending on size are now subject to more detailed regulation and licensing. The Council's costs are recoverable via a fee which is set according to a formula agreed by the West London Housing sub-regional group.

Works in Default

29. Officers will, after appropriate notice, ensure that works to property are carried out, where there is a safety or health concern. Costs incurred are recoverable which, following legal advice, are based on the cost of the officers' time involved in resolving the issue.

Homelessness / Temporary Accommodation

30.. Two main types of temporary accommodation are used for homeless residents of the borough:

- a) Private Sector Short-term Leases (PSL).
- b) Bed & Breakfast accommodation (B&B).

31. In 2002/03 the Government provided new incentives to local authorities which made PSL properties affordable for local authorities for use in accommodating homeless clients. Rent charges for PSL properties are constrained; the Government sets maximum rent levels for Housing Benefit eligibility. In recent years the practice has been at Hillingdon for officers to set the precise level of rent, with appropriate member consultation, within the cap level, once the announcement has been received. Rents were increased by over inflation levels for 2006/07, to take account of the impact of the 2010 target – e.g. reducing numbers in PSL and less ability to spread costs.

32. From 2010/11 the Government reviewed the subsidies paid for Housing Benefit on PSL properties and significantly revised the cap level and now apply this across homes according to the number of bedrooms. This had the effect of reducing the council's income by around £6m per annum. The Government set housing benefit cap levels based on LHA levels at January 2011 for the two years: 2011/12 and 2012/13. Consequently, in line with current practice, there will be no change in weekly PSL rents as shown in the table below.

Weekly Rent Charged	1 Bed	2 bed	3 bed	4 bed	5 bed
2012/13 Rent pw	£195.77	£226.92	£268.47	£310.00	£341.16
2011/12 Rent pw	£195.77	£226.92	£268.47	£310.00	£341.16

b) Bed & Breakfast

33. From 2010/11 the housing benefit threshold for B&B has been similarly set at the January 2011 LHA rates. Officers are recommending a rental charge to recover cost of procuring and managing B&B accommodations be set at the appropriate LHA bed levels for 2012/13.

2012/13 MTFF

34. The planned increases for discretionary charges proposed for 2012/13 are as set out in the recommendations above and are estimated to increase income by £25k. This minimal impact on the departments income base is due to the nature of the financial assessment process and source of income.

35. The total income base (excluding Housing Benefit and other grants) is approx £20.6m which will increase by approx £200k due to the increase in individual DWP benefits for service users in receipt of long term residential care. This marginal increase in income is because the majority of the department's charges (and therefore income) is effectively set by Government.

HRA Rent

36. The proposed increase in rent from April 2012 is determined by the DCLG guidance. This starts with the September RPI rate (5.6%) to which is added 0.5% for rent restructuring and 0.3% convergence to formula rent; the latter to be applied for the next 4 years. This combination results in a proposed rent increase of 6.4% from April 2012.

[1] Fairer contributions guidance: calculating an individual's contribution to their personal budget

Type of Fee / Charge (charges are per week unless otherwise stated)	Current Minimum Charge £	Proposed Minimum Charge £	% Increase Min Charge	Current Max Charge £	Proposed Maximum Charge £	% Increase Max Charge	Date of last change to charge	Effective Date
Asylum Service (per month)								
Asylum Service Charges for 18+	5.00	5.00	0.00%	5.00	5.00	0.00%	01-Feb-11	01-Apr-12
Asylum rental contribution Charges for 18+	75.00	75.00	0.00%	75.00	75.00	0.00%	01-Feb-11	01-Apr-12
Home care:								
Per hour	Nil	Nil	0.00%	13.80	14.40	4.35%	07-Apr-08	09-Apr-12
Meals on wheels (per meal):								
Daily delivery	2.80	2.80	0.00%	2.80	2.80	0.00%	05-Apr-10	09-Apr-12
Frozen meals weekly/fortnightly	2.80	2.80	0.00%	2.80	2.80	0.00%	05-Apr-10	09-Apr-12
Lunch club dining centre meal	2.80	2.80	0.00%	2.80	2.80	0.00%	05-Apr-10	09-Apr-12
Day centre meal	2.80	2.80	0.00%	2.80	2.80	0.00%	05-Apr-10	09-Apr-12
Respite (Residential) Care:								
Young Adults (18-25)	Nil	Nil	0.00%	58.94	61.53	4.39%	04-Apr-11	09-Apr-12
Adults (25-60)	Nil	Nil	0.00%	72.87	76.09	4.42%	04-Apr-11	09-Apr-12
Older People (over 60)	Nil	Nil	0.00%	113.05	118.09	4.46%	04-Apr-11	09-Apr-12
Permanent (Residential) Care:								
Young Adults (18-25)	58.94	61.53	4.39%	No Max	No Max	0.00%	04-Apr-11	09-Apr-12
Adults (25-60)	72.87	76.09	4.42%	No Max	No Max	0.00%	04-Apr-11	09-Apr-12
Older People (over 60)	113.05	118.09	4.46%	No Max	No Max	0.00%	04-Apr-11	09-Apr-12
Colham Road:								
under 25	57.19	59.71	4.41%	1,996.30	2,086.21	4.50%	04-Apr-11	09-Apr-12
over 25	71.12	74.27	4.43%	1,996.30	2,086.21	4.50%	04-Apr-11	09-Apr-12
Merrimans House:								
Full board: under 25	57.19	59.71	4.41%	1,561.05	1,631.28	4.50%	04-Apr-11	09-Apr-12
Full board: over 25	71.12	74.27	4.43%	1,561.05	1,631.28	4.50%	04-Apr-11	09-Apr-12
Respite: under 25	Nil	Nil	0.00%	58.94	61.53	4.39%	04-Apr-11	09-Apr-12
Respite: over 25	Nil	Nil	0.00%	73.64	76.93	4.47%	04-Apr-11	09-Apr-12

Type

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ALL CHARGES ARE OUTSIDE THE SCOPE OF VAT

Type of Fee / Charge (charges are per week unless otherwise stated)	Current Minimum Charge £	Proposed Minimum Charge £	% Increase Min Charge	Current Max Charge £	Proposed Maximum Charge £	% Increase Max Charge	Date of last change to charge	Effective Date
Hatton Grove:								
under 25	57.19	59.71	4.41%	1,524.10	1,592.64	4.50%	04-Apr-11	09-Apr-12
over 25	71.12	74.27	4.43%	1,524.10	1,592.64	4.50%	04-Apr-11	09-Apr-12
Merchiston House:								
under 25	57.19	59.71	4.41%	2,459.27	2,569.91	4.50%	04-Apr-11	09-Apr-12
over 25	71.12	74.27	4.43%	2,459.27	2,569.91	4.50%	04-Apr-11	09-Apr-12
Charles Curran:								
under 25	57.19	59.71	4.41%	1,524.10	1,592.64	4.50%	04-Apr-11	09-Apr-12
over 25	71.12	74.27	4.43%	1,524.10	1,592.64	4.50%	04-Apr-11	09-Apr-12
Chapel Lane:								
under 25	57.19	59.71	4.41%	1,062.65	1,110.41	4.49%	04-Apr-11	09-Apr-12
over 25	71.12	74.27	4.43%	1,062.65	1,110.41	4.49%	04-Apr-11	09-Apr-12
Fully staffed supported housing unit:								
Goshawk Gardens	Nil	Nil	0.00%	796.04	831.81	4.49%	04-Apr-11	09-Apr-12
236 Swakeleys Road	Nil	Nil	0.00%	796.04	831.81	4.49%	04-Apr-11	09-Apr-12
1 & 3 Standale Grove	Nil	Nil	0.00%	796.04	831.81	4.49%	04-Apr-11	09-Apr-12
Satellite supported housing unit:								
9 Petworth Gardens	Nil	Nil	0.00%	143.08	149.80	4.70%	04-Apr-11	09-Apr-12
71 Marshall Drive	Nil	Nil	0.00%	143.08	149.80	4.70%	04-Apr-11	09-Apr-12
8 Newhaven close	Nil	Nil	0.00%	143.08	149.80	4.70%	04-Apr-11	09-Apr-12
Other Accommodation:								
Supported Accommodation	0.00	0.00	0.00%	No Max	No Max	0.00%	04-Apr-11	09-Apr-12
Adult Care Scheme	0.00	0.00	0.00%	No Max	No Max	0.00%	04-Apr-11	09-Apr-12

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Type of Fee / Charge (charges are per week unless otherwise stated)	Current Minimum Charge £	Proposed Minimum Charge £	% Increase Min Charge	Current Max Charge £	Proposed Maximum Charge £	% Increase Max Charge	Date of last change to charge	Effective Date
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Learning Disability Day Services (per session):

Parkview	Nil	Nil	0.00%	79.60	83.00	4.27%	05-Apr-10	09-Apr-12
Phoenix	Nil	Nil	0.00%	79.60	83.00	4.27%	05-Apr-10	09-Apr-12
Challenging Behaviour	Nil	Nil	0.00%	79.60	83.00	4.27%	05-Apr-10	09-Apr-12
Woodside	Nil	Nil	0.00%	43.66	45.55	4.33%	05-Apr-10	09-Apr-12
Rural Activities	Nil	Nil	0.00%	43.66	45.55	4.33%	05-Apr-10	09-Apr-12

Older People (per session):

Grassy Meadow	Nil	Nil	0.00%	45.82	47.90	4.54%	05-Apr-10	09-Apr-12
Asha	Nil	Nil	0.00%	45.82	47.90	4.54%	05-Apr-10	09-Apr-12
Poplar Farm	Nil	Nil	0.00%	45.82	47.90	4.54%	05-Apr-10	09-Apr-12
Asian Carers Grant Respite (Day Care)	Nil	Nil	0.00%	45.82	47.90	4.54%	05-Apr-10	09-Apr-12
Poplar Farm Saturday Service	Nil	Nil	0.00%	75.14	78.52	4.50%	05-Apr-10	09-Apr-12

Personal Budgets (PB)

Maximum Financial contribution	Nil	Nil	0.00%	N/A	100% of PB	0.00%	N/A	09-Apr-12
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Client Financial Affairs (CFA)

Management charge (Per Hour)	34.48	36.00	4.41%	34.48	36.00	4.41%	N/A	09-Apr-12
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Colne Park Caravan Site:

Main Rental Charge - Single Plot	0.00	N	0.00%	115.40	122.80	6.41%	01-Apr-11	01-Apr-12
Main Rental Charge - Double Plot	0.00	N	0.00%	201.95	214.90	6.41%	01-Apr-11	01-Apr-12
Water Single Plot	0.00	N	0.00%	4.89	5.11	4.50%	01-Apr-11	01-Apr-12
Water Double Plot	0.00	N	0.00%	8.56	8.94	4.44%	01-Apr-11	01-Apr-12
Personal Use Electricity Charge per kwh	0.00	N	0.00%	0.11	0.09	-18.18%	01-Apr-11	01-Apr-12
Communal Electric charge per week	0.00	N	0.00%	0.00	0.20	0.00%	01-Apr-11	01-Apr-12

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Type of Fee / Charge (charges are per week unless otherwise stated)	Current Minimum Charge £	Proposed Minimum Charge £	% Increase Min Charge	Current Max Charge £	Proposed Maximum Charge £	% Increase Max Charge	Date of last change to charge	Effective Date
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TeleCareLine (TCL):

Level 1	0.00	0.00	0.00%	1.13	1.13	0.00%	01-Apr-05	01-Apr-12
Level 2	0.00	0.00	0.00%	5.00	5.00	0.00%	01-Apr-11	01-Apr-12
Level 3	0.00	0.00	0.00%	8.50	8.50	0.00%	01-Apr-11	01-Apr-12
Level 4	0.00	0.00	0.00%	12.00	12.00	0.00%	01-Apr-11	01-Apr-12

Private Sector Housing (Fixed fees):

Private Sector Enforcement Notice	300.00	300.00	0.00%	300.00	300.00	0.00%	01-Apr-09	01-Apr-12
HMO licensing	311.00	311.00	0.00%	480.00	480.00	0.00%	01-Apr-09	01-Apr-12
Works in default	N/A	N/A	N/A	Full Cost Recovery	Full Cost Recovery	N/A	01-Apr-09	01-Apr-12
Agency Charge for Disabled Facility Grants (percentage is applied to cost of works)	0.00%	15.00%	10.00%	15.00%	16.50%	10.00%	01-Apr-05	01-Apr-12

Homelessness (set to recover costs up to HB threshold levels):

Temporary Accommodation	150.00	150.00	0.00%	375.00	375.00	0.00%	01-Apr-10	01-Apr-12
Bed & Breakfast	150.00	150.00	0.00%	375.00	375.00	0.00%	01-Apr-10	01-Apr-12

HRA**HRA Council dwelling rents:**

HRA Council dwelling rents (average)	95.24	101.41	6.48%	95.24	101.41	0.00%	04-Apr-11	02-Apr-12
Flats/Maisonettes 1 bed	77.70	82.61	6.32%	77.70	82.61	0.00%	04-Apr-11	02-Apr-12
Flats/Maisonettes 2 beds	88.29	94.05	6.52%	88.29	94.05	0.00%	04-Apr-11	02-Apr-12
Flats/Maisonettes 3+ beds	102.00	108.55	6.42%	102.00	108.55	0.00%	04-Apr-11	02-Apr-12
Houses/Bungalows 1 bed	87.58	93.23	6.45%	87.58	93.23	0.00%	04-Apr-11	02-Apr-12
Houses/Bungalows 2 beds	101.94	108.51	6.45%	101.94	108.51	0.00%	04-Apr-11	02-Apr-12
Houses/Bungalows 3 beds	115.48	122.91	6.43%	115.48	122.91	0.00%	04-Apr-11	02-Apr-12
Houses/Bungalows 4+ beds	125.37	133.47	6.46%	125.37	133.47	0.00%	04-Apr-11	02-Apr-12

Type

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ALL CHARGES ARE OUTSIDE THE SCOPE OF VAT

MTFF 2012/13 - 2015/16

Fees & Charges - Social Care, Health & Housing

Appendix 7

Type of Fee / Charge (charges are per week unless otherwise stated)	Current Minimum Charge £	Proposed Minimum Charge £	% Increase Min Charge	Current Max Charge £	Proposed Maximum Charge £	% Increase Max Charge	Date of last change to charge	Effective Date
HRA Commerical Income:								
Garages	10.30	10.93	6.10%	10.30	10.93	0.00%	04-Apr-11	02-Apr-12
Car Ports	5.89	6.25	6.10%	5.89	6.25	0.00%	04-Apr-11	02-Apr-12
Hard Standings/ Parking Spaces	3.99	4.23	6.10%	3.99	4.23	0.00%	04-Apr-11	02-Apr-12

HRA Ancillary Charges:

Grounds Maintenance	£1.15 to £3.43	£1.15 to £3.43	6.10%	£1.15 to £3.43	£1.15 to £3.43		04-Apr-11	02-Apr-12
CCTV Maintenance Charge	0.58	0.62	6.10%	0.58	0.62	0.00%	04-Apr-11	02-Apr-12
Door Entry	0.21	0.22	6.10%	0.25	0.21	0.00%	04-Apr-11	02-Apr-12
Window Cleaning	0.25	0.27	6.10%	0.25	0.25	0.00%	04-Apr-11	02-Apr-12
Caretaking Band - A	10.00	10.00	0.00%	10.00	10.00	0.00%	04-Apr-11	04-Apr-11
Caretaking Band - B	6.50	6.50	0.00%	6.50	6.50	0.00%	04-Apr-11	04-Apr-11
Caretaking Band - C	4.50	4.50	0.00%	4.50	4.50	0.00%	04-Apr-11	04-Apr-11
Caretaking Band - D	3.50	3.50	0.00%	3.50	3.50	0.00%	04-Apr-11	04-Apr-11
Caretaking Band - E	2.50	2.50	0.00%	2.50	2.50	0.00%	04-Apr-11	04-Apr-11
Caretaking Band - F	1.50	1.50	0.00%	1.50	1.50	0.00%	04-Apr-11	04-Apr-11
Sheltered Housing	5.00	5.00	0.00%	5.00	5.00	0.00%	04-Apr-11	04-Apr-11
Queens Lodge	6.30	6.30	0.00%	6.30	6.30	0.00%	04-Apr-11	04-Apr-11
Additional Refuse Collection	1.75	1.95	6.10%	1.84	1.75	0.00%	04-Apr-11	02-Apr-12

HRA Energy Charges:

Communal Electric	1.14	1.14	0.00%	1.14	1.14	0.00%	04-Apr-11	04-Apr-11
Sheltered Heating - Communal Element	£2.39 to £3.20	£2.39 to £3.20	0.00%	£2.39 to £3.20	£2.39 to £3.20	0.00%	04-Apr-11	04-Apr-11
Sheltered Heating - Property Element	£4.12 to £9.10	£4.12 to £9.10	0.00%	£4.12 to £9.10	£4.12 to £9.10	0.00%	04-Apr-11	04-Apr-11
District Heating - Communal Element	£1.09 to £3.42	£1.09 to £3.42	0.00%	£1.09 to £3.42	£1.09 to £3.42	0.00%	04-Apr-11	04-Apr-11
District Heating - Property Element	£4.07 to £11.82	£4.07 to £11.82	0.00%	£4.07 to £11.82	£4.07 to £11.82	0.00%	04-Apr-11	04-Apr-11

Extra Care Housing Accommodation:

Management Support Charge	0.00	22.77	0.00%	0.00	22.77	0.00%	01-Oct-11	01-Apr-12
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All prices are VAT inclusive

Type of Fee/Charge	Type	Current Charges Residents £	Current Charges Non-Residents £	Vat Status	Proposed New Charges Residents £	% Increase	Proposed New Charges Non Residents £	% Increase	Date of last change to charge	Effective Date
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Advertising charges in Hillingdon People

Full page	B	1,680.00	1,680.00	STD	1,680.00	0.00%	1,680.00	0.00%	01-Apr-11	01-Apr-12
Half page	B	960.00	960.00	STD	960.00	0.00%	960.00	0.00%	01-Apr-11	01-Apr-12
Quarter page	B	600.00	600.00	STD	600.00	0.00%	600.00	0.00%	01-Apr-11	01-Apr-12
Eighth page	B	300.00	300.00	STD	300.00	0.00%	300.00	0.00%	01-Apr-11	01-Apr-12
Display box	B	144.00	144.00	STD	144.00	0.00%	144.00	0.00%	01-Apr-11	01-Apr-12
Back page	B	1,920.00	1,920.00	STD	1,920.00	0.00%	1,920.00	0.00%	01-Apr-11	01-Apr-12
Inside front full page	B	1,800.00	1,800.00	STD	1,800.00	0.00%	1,800.00	0.00%	01-Apr-11	01-Apr-12
Inside front half page	B	1,020.00	1,020.00	STD	1,020.00	0.00%	1,020.00	0.00%	01-Apr-11	01-Apr-12

Court Summons

Council Tax	R	125.00	125.00	NB	125.00	0.00%	125.00	0.00%	01-Apr-11	01-Apr-12
NNDR	R	165.00	165.00	NB	165.00	0.00%	165.00	0.00%	01-Apr-11	01-Apr-12

Registrar**Certificates purchased from the Registrar**

Birth, Death and Stillbirth - Standard	M	3.50	3.50	NB	3.50	0.00%	3.50	0.00%	01-Apr-11	01-Apr-12
Birth and Stillbirth - Short	M	0.00	0.00	NB	0.00	0.00%	0.00	0.00%	01-Apr-11	01-Apr-12
Birth - Additional Short	M	3.50	3.50	NB	3.50	0.00%	3.50	0.00%	01-Apr-11	01-Apr-12
Marriage	M	3.50	3.50	NB	3.50	0.00%	3.50	0.00%	01-Apr-11	01-Apr-12

Certificates purchased from Registrar after time of initial registration

All	M	7.00	7.00	NB	7.00	0.00%	7.00	0.00%	01-Apr-11	01-Apr-12
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Vat status
 STD - Standard Rated
 EXP - Exempt
 NB - Non Business

All prices are VAT inclusive

Type of Fee/Charge	Type	Current Charges Residents £	Current Charges Non-Residents £	Vat Status	Proposed New Charges Residents £	% Increase	Proposed New Charges Non Residents £	% Increase	Date of last change to charge	Effective Date
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Certificates purchased from the Superintendent

Birth - Short	M	9.00	9.00	NB	9.00	0.00%	9.00	0.00%	01-Apr-11	01-Apr-12
Birth - Standard	M	9.00	9.00	NB	9.00	0.00%	9.00	0.00%	01-Apr-11	01-Apr-12
Death and Marriage	M	9.00	9.00	NB	9.00	0.00%	9.00	0.00%	01-Apr-11	01-Apr-12

Marriages/Civil Partnerships (Statutory fees)

Entry of each notice	M	33.50	33.50	NB	33.50	0.00%	33.50	0.00%	01-Apr-11	01-Apr-12
Basic ceremony/Schedule in Superintendent's Office	M	40.00	40.00	NB	40.00	0.00%	40.00	0.00%	01-Apr-11	01-Apr-12
Registrar's attendance at Registered Building	M	80.00	80.00	NB	80.00	0.00%	80.00	0.00%	01-Apr-11	01-Apr-12

Marriages/Civil Partnerships (Non - Statutory fees)

Silver ceremony in four seasons room (Mon-Thurs)	M	97.50	97.50	EXP	97.50	0.00%	97.50	0.00%	01-Apr-11	01-Apr-12
Silver ceremony in four seasons room (Fri-Sat)	M	102.50	102.50	EXP	102.50	0.00%	102.50	0.00%	01-Apr-11	01-Apr-12
Gold ceremony in four seasons room (Mon-Thurs)	M	154.00	154.00	EXP	154.00	0.00%	154.00	0.00%	01-Apr-11	01-Apr-12
Gold tier ceremony in four seasons room (Fri-Sat)	M	169.50	169.50	EXP	169.50	0.00%	169.50	0.00%	01-Apr-11	01-Apr-12
Ceremony at approved Premises (Mon - Thurs)	M	307.50	307.50	EXP	307.50	0.00%	307.50	0.00%	01-Apr-11	01-Apr-12
Ceremony at approved Premises (Fri-Sat)	M	410.00	410.00	EXP	410.00	0.00%	410.00	0.00%	01-Apr-11	01-Apr-12
Ceremony at approved Premises (Sun)	M	457.00	457.00	EXP	457.00	0.00%	457.00	0.00%	01-Apr-11	01-Apr-12

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All prices are VAT inclusive										
Type of Fee/Charge	Type	Current Charges Residents £	Current Charges Non-Residents £	Vat Status	Proposed New Charges Residents £	% Increase	Proposed New Charges Non Residents £	% Increase	Date of last change to charge	Effective Date

Citizenship ceremony

Citizenship ceremony (Home Office set Fee)	M	80.00	80.00	NB	80.00	0.00%	80.00	0.00%	01-Apr-11	01-Apr-12
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Nationality Checking Service

Nationality Checking Service - Adults	M	60.00	60.00	STD	60.00	0.00%	60.00	0.00%	01-Apr-11	01-Apr-12
Nationality Checking Service - Children		30.00	30.00	STD	30.00	0.00%	30.00	0.00%		

Electoral

Registration confirmation letters	R	15.00	15.00	NB	15.00	0.00%	15.00	0.00%	01-Apr-11	01-Apr-12
Edited registers	B	30.00	30.00	NB	30.00	0.00%	30.00	0.00%	01-Apr-11	01-Apr-12
Credit reference agencies registers	B	500.00	500.00	NB	500.00	0.00%	500.00	0.00%	01-Apr-11	01-Apr-12

Certificate Priority Service

1 Hour	M	10.00	10.00	STD	10.00	0.00%	10.00	0.00%	01-Apr-11	01-Apr-12
24 Hour	M	5.00	5.00	STD	5.00	0.00%	5.00	0.00%	01-Apr-11	01-Apr-12

Renewal of Marriage Vows

Four Seasons	M	173.50	173.50	STD	173.50	0.00%	173.50	0.00%	01-Apr-11	01-Apr-12
Approved Premises	M	262.50	262.50	STD	262.50	0.00%	262.50	0.00%	01-Apr-11	01-Apr-12

Baby naming Ceremonies

Four Seasons	M	173.50	173.50	STD	173.50	0.00%	173.50	0.00%	01-Apr-11	01-Apr-12
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Citizenship ceremony

Individual Citizenship ceremony (cost in addition to statutory charge) - Midweek Charge	M	100.00	100.00	NB	100.00	0.00%	100.00	0.00%	01-Apr-11	01-Apr-12
Individual Citizenship ceremony (cost in addition to statutory charge) - Saturday Charge	M	125.00	125.00	NB	125.00	0.00%	125.00	0.00%	01-Apr-11	01-Apr-12

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All Prices Include VAT										
Type of Fee / Charge	Type	Current Charges Residents £	Current Charges Non-Residents £	Vat Status	Proposed New Charges Residents £	% Increase	Proposed New Charges Non Residents £	% Increase	Date of last change to charge	Effective Date

Corporate Landlord Estates & Valuation services

Licence to assign leases: initial flat rate	M	350.00	350.00	EXP	350.00	0.00%	350.00	0.00%	01-Apr-11	01-Apr-12
Thereafter: fee scale at officer rate:	M	77.00	77.00	EXP	77.00	0.00%	77.00	0.00%	01-Apr-11	01-Apr-12
Principal Valuer										
Qualified Valuer	M	62.00	62.00	EXP	62.00	0.00%	62.00	0.00%	01-Apr-11	01-Apr-12
Assistant / admin officer	M	47.00	47.00	EXP	47.00	0.00%	47.00	0.00%	01-Apr-11	01-Apr-12

Licence to make alterations to leases fee scale at officer rate:

Principal Valuer	M	77.00	77.00	EXP	77.00	0.00%	77.00	0.00%	01-Apr-11	01-Apr-12
Qualified Valuer	M	62.00	62.00	EXP	62.00	0.00%	62.00	0.00%	01-Apr-11	01-Apr-12
Assistant Valuer / admin officer	M	47.00	47.00	EXP	47.00	0.00%	47.00	0.00%	01-Apr-11	01-Apr-12

Licence to change or extend leases fee scale at officer rate:

Principal Valuer	M	77.00	77.00	EXP	77.00	0.00%	77.00	0.00%	01-Apr-11	01-Apr-12
Qualified Valuer	M	62.00	62.00	EXP	62.00	0.00%	62.00	0.00%	01-Apr-11	01-Apr-12
Assistant Valuer / admin officer	M	47.00	47.00	EXP	47.00	0.00%	47.00	0.00%	01-Apr-11	01-Apr-12

Arbitration of disputes regards leases related charges :

Photocopying Assistant / admin officer	M	47.00	47.00	EXP	47.00	0.00%	47.00	0.00%	01-Apr-11	01-Apr-12
Transport	M	LBH milage rates	LBH milage rates	EXP	LBH milage rates	0.00%	LBH milage rates	0.00%	01-Apr-11	01-Apr-12
Licence to install satellite dishes per licence	M	77.00	77.00	EXP	77.00	0.00%	77.00	0.00%	01-Apr-11	01-Apr-12

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All Prices Include VAT										
Type of Fee / Charge	Type	Current Charges Residents £	Current Charges Non-Residents £	Vat Status	Proposed New Charges Residents £	% Increase	Proposed New Charges Non-Residents £	% Increase	Date of last change to charge	Effective Date

Building Control

Building control fees are now set within the context of the 2010 regulations and the prescribed cost recovery model, that relies on the most up to date financial and activity data for review.

It is therefore prudent to set fee levels as close as possible to the start of the new financial year. Consequently new fee proposals are not made at this stage, and are targeted to be presented to Cabinet in March 2012.

Table 1 (Erection of New Housing & Flats) - Building Notice Charge -Plan charge 50% : Inspection charge 50%

1	R	606.01	606.01	STD	tbc		tbc		01-Apr-11	tbc
2	R	727.20	727.20	STD	tbc		tbc		01-Apr-11	tbc
3	R	848.41	848.41	STD	tbc		tbc		01-Apr-11	tbc
4	R	969.60	969.60	STD	tbc		tbc		01-Apr-11	tbc
5 to 10	R	1,212.00	1,212.00	STD	tbc		tbc		01-Apr-11	tbc
1 to 5 Flats	R	848.41	848.41	STD	tbc		tbc		01-Apr-11	tbc
5 to 10 Flats	R	1,090.81	1,090.81	STD	tbc		tbc		01-Apr-11	tbc

Table 2 (Domestic Extension(s)) - Plan charge 40% : Inspection charge 60%

Less than 40m2	R	606.01	606.01	STD	tbc		tbc		01-Apr-11	tbc
40m2 to 60m2	R	606.01	606.01	STD	tbc		tbc		01-Apr-11	tbc
60m2 (up to 100m2)	R	727.20	727.20	STD	tbc		tbc		01-Apr-11	tbc

Domestic Extension(s) - with the following other works within the existing house (Installation of new WC, shower, bath or basin within existing room

Less than 40m2	R	606.01	606.01	STD	tbc		tbc		01-Apr-11	tbc
40m2 to 60m2	R	606.01	606.01	STD	tbc		tbc		01-Apr-11	tbc
60m2 (up to 100m2)	R	727.20	727.20	STD	tbc		tbc		01-Apr-11	tbc

Domestic Loft Conversions

Less than 40m2	R	606.01	606.01	STD	tbc		tbc		01-Apr-11	tbc
40m2 to 60m2	R	606.01	606.01	STD	tbc		tbc		01-Apr-11	tbc
60m2 (up to 100m2)	R	727.20	727.20	STD	tbc		tbc		01-Apr-11	tbc

Type
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Vat status
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EXP - Exempt
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All Prices Include VAT										
Type of Fee / Charge	Type	Current Charges Residents £	Current Charges Non-Residents £	Vat Status	Proposed New Charges Residents £	% Increase	Proposed New Charges Non Residents £	% Increase	Date of last change to charge	Effective Date

Domestic Loft Conversion - with the following other works within the existiiing house (Installation of new WC, shower, bath or basin within existing room

Less than 40m2	R	606.01	606.01	STD	tbc		tbc		01-Apr-11	tbc
40m2 to 60m2	R	606.01	606.01	STD	tbc		tbc		01-Apr-11	tbc
60m2 (up to 100m2)	R	727.20	727.20	STD	tbc		tbc		01-Apr-11	tbc

Table 2 Other Domestic Buildings (Detached Garage/Carport or attached Conservatory) Plan charge 40% : Inspection charge 60%

Less than 40m2	R	484.80	484.80	STD	tbc		tbc		01-Apr-11	tbc
40m2 (up to 100m2)	R	727.20	727.20	STD	tbc		tbc		01-Apr-11	tbc
Less than 40m2	R	484.80	484.80	STD	tbc		tbc		01-Apr-11	tbc
40m2 (up to 100m2)	R	727.20	727.20	STD	tbc		tbc		01-Apr-11	tbc

Table 2 Other Works to Single Dwelling Plan charge 50% : Inspection charge 50%

Installation of new WC/shower/bath or basin within existing room	R	242.40	242.40	STD	tbc		tbc		01-Apr-11	tbc
Formation of New WC/Shower room/bathroom	R	242.40	242.40	STD	tbc		tbc		01-Apr-11	tbc
Removal of Chimney Breast(s)	R	242.40	242.40	STD	tbc		tbc		01-Apr-11	tbc
Formation of Structural Opening in wall e.g. simple through lounge	R	242.40	242.40	STD	tbc		tbc		01-Apr-11	tbc
Formation of Structural Opening in wall with removal of chimney breast(s)	R	363.61	363.61	STD	tbc		tbc		01-Apr-11	tbc
Formation of Structural Opening in wall requiring new foundation, piers etc	R	363.61	363.61	STD	tbc		tbc		01-Apr-11	tbc
Formation of Structural Opening in wall requiring new foundation, piers etc with removal of chimney breast(s)	R	363.61	363.61	STD	tbc		tbc		01-Apr-11	tbc
Replacement of roof weathering (Flat & Pitched)	R	242.40	242.40	STD	tbc		tbc		01-Apr-11	tbc

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Type of Fee / Charge	Type	Current Charges Residents £	Current Charges Non-Residents £	Vat Status	Proposed New Charges Residents £	% Increase	Proposed New Charges Non Residents £	% Increase	Date of last change to charge	Effective Date
Underpinning up to 6m	R	484.80	484.80	STD	tbc		tbc		01-Apr-11	tbc
Replacement or installation of 5 or fewer new windows/rooflights)	R	242.40	242.40	STD	tbc		tbc		01-Apr-11	tbc
(at least half of room and up to 50m2)	R	121.21	121.21	STD	tbc		tbc		01-Apr-11	tbc
Electrical wiring (up to 4 bed dwelling - 12 circuits)	R	363.61	363.61	STD	tbc		tbc		01-Apr-11	tbc

Table 2 Conversion work Dwellings Plan charge 50% : Inspection charge 50%

Attached/detached Garage to habitable use	R	484.80	484.80	STD	tbc		tbc		01-Apr-11	tbc
Conversion to habitable use (e.g. conservatory)	R	484.80	484.80	STD	tbc		tbc		01-Apr-11	tbc
Conversion of existing building into 5 or fewer self contained flats	R	727.20	727.20	STD	tbc		tbc		01-Apr-11	tbc
Conversion of one flat/house into two	R	727.20	727.20	STD	tbc		tbc		01-Apr-11	tbc

Table 3 Commercial Charges - Shops & Offices (Small Extensions) Plan charge 50% : Inspection charge 50%

Less than 40m2	R	606.01	606.01	STD	tbc		tbc		01-Apr-11	tbc
40m2 to 60m2	R	727.20	727.20	STD	tbc		tbc		01-Apr-11	tbc
60m2 (up to 100m2)	R	969.60	969.60	STD	tbc		tbc		01-Apr-11	tbc

Table 3 Commercial Charges - Detached shed or covered yard Plan charge 50% : Inspection charge 50%

Less than 40m2	R	484.80	484.80	STD	tbc		tbc		01-Apr-11	tbc
40m2 (up to 100m2)	R	727.20	727.20	STD	tbc		tbc		01-Apr-11	tbc

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Table 3 Commercial Charges - Other Minor works Plan charge 50% : Inspection charge 50%

New shopfront (up to 10m)	R	242.40	242.40	STD	tbc		tbc		01-Apr-11	tbc
Installation of ATM to existing shopfront	R	121.21	121.21	STD	tbc		tbc		01-Apr-11	tbc
Installation of new rooflight/smoke vents to existing roof (up to 5)	R	242.40	242.40	STD	tbc		tbc		01-Apr-11	tbc

Table 3 Commercial Charges (continued) - Fitting out works (including WC's, staff kitchen etc) Plan charge 50% : Inspection charge 50%

Up to 500m2	R	363.61	363.61	STD	tbc		tbc		01-Apr-11	tbc
More than 500m2 (up to 1000m2)	R	484.80	484.80	STD	tbc		tbc		01-Apr-11	tbc
Formation of staff kitchen (up to 10m2)	R	242.40	242.40	STD	tbc		tbc		01-Apr-11	tbc
Formation of commercial kitchen	R	363.61	363.61	STD	tbc		tbc		01-Apr-11	tbc
Formation of structural opening (1 opening)	R	242.40	242.40	STD	tbc		tbc		01-Apr-11	tbc
Formation of structural openings (up to 5 openings)	R	363.61	363.61	STD	tbc		tbc		01-Apr-11	tbc
Formation of new WC/shower room/bathroom fit out	R	242.40	242.40	STD	tbc		tbc		01-Apr-11	tbc
Installation of new WC/shower/bath or basin within existing room fit out	R	121.21	121.21	STD	tbc		tbc		01-Apr-11	tbc
New partitions to form office/room(s) in existing building (up to 10m in length)	R	242.40	242.40	STD	tbc		tbc		01-Apr-11	tbc
New air conditioning installation	R	121.21	121.21	STD	tbc		tbc		01-Apr-11	tbc
New emergency lighting/smoke detection (up to 500m2)	R	121.21	121.21	STD	tbc		tbc		01-Apr-11	tbc
New suspended ceiling (up to 500m2)	R	121.21	121.21	STD	tbc		tbc		01-Apr-11	tbc
Replacement fire doors to corridors or stairs (up to 5 doors)	R	121.21	121.21	STD	tbc		tbc		01-Apr-11	tbc

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Type of Fee / Charge	Type	Current Charges Residents £	Current Charges Non-Residents £	Vat Status	Proposed New Charges Residents £	% Increase	Proposed New Charges Non Residents £	% Increase	Date of last change to charge	Effective Date

Table 3 General to all commercial - New mezzanine floor - Plan charge 50% : Inspection charge 50%

Up to 500m2	R	363.61	363.61	STD	tbc		tbc		01-Apr-11	tbc
More than 500m2 (up to 1000m2)	R	484.80	484.80	STD	tbc		tbc		01-Apr-11	tbc
Replacement roof covering (flat or pitched roof up to 500m2)	R	242.40	242.40	STD	tbc		tbc		01-Apr-11	tbc
Underpinning (up to 10m in length)	R	727.20	727.20	STD	tbc		tbc		01-Apr-11	tbc
New wall/partition (up to 10m in length)	R	242.40	242.40	STD	tbc		tbc		01-Apr-11	tbc
Replacement or installation of 5 or fewer new windows/rooflights	R	242.40	242.40	STD	tbc		tbc		01-Apr-11	tbc

Table 3 Other Commercial - Plan charge 40% : Inspection charge 60%

Factory (up to 2000m2)	R	2,424.00	2,424.00	STD	tbc		tbc		01-Apr-11	tbc
Warehouses (up to 1000m2)	R	484.80	484.80	STD	tbc		tbc		01-Apr-11	tbc
Schools (up to 2000m2)	R	2,424.00	2,424.00	STD	tbc		tbc		01-Apr-11	tbc
Assembly Buildings (up to 2000m2)	R	2,424.00	2,424.00	STD	tbc		tbc		01-Apr-11	tbc
Commercial Buildings (up to 2000m2)	R	2,424.00	2,424.00	STD	tbc		tbc		01-Apr-11	tbc
Public Houses (up to 2000m2)	R	2,424.00	2,424.00	STD	tbc		tbc		01-Apr-11	tbc
Hotels (up to 2000m2)	R	2,424.00	2,424.00	STD	tbc		tbc		01-Apr-11	tbc
Hospitals (up to 2000m2)	R	2,424.00	2,424.00	STD	tbc		tbc		01-Apr-11	tbc

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Leisure Services																
Swimming-Indoor																
Peak - Adult	R	3.40	3.80	1.60	1.80	STD	3.50	2.94%	4.00	5.26%	1.70	6.25%	1.90	5.56%	01-Jan-11	01-Apr-12
Peak - Child	R	1.70	1.70	0.90	1.10	STD	1.80	5.88%	1.80	5.88%	1.00	11.11%	1.20	9.09%	01-Jan-11	01-Apr-12
Off Peak - Adult	R	2.70	3.00	0.80	1.00	STD	2.80	3.70%	3.10	3.33%	0.90	12.50%	1.10	10.00%	01-Jan-11	01-Apr-12
Off Peak - Child	R	1.40	1.40	0.70	1.00	STD	1.50	7.14%	1.50	7.14%	0.80	14.29%	1.10	10.00%	01-Jan-11	01-Apr-12
Family Swim - Peak Ticket (2 adults & 2 children)	R	8.70	9.75	4.80		STD	9.00	3.45%	10.00	2.56%	5.00	4.17%			01-Jan-11	01-Apr-12
Family Swim - Off Peak Ticket (2 adults & 2 children)	R	7.20	8.10	2.80		STD	7.40	2.78%	8.40	3.70%	2.90	3.57%			01-Jan-11	01-Apr-12
Swimming-Outdoor																
Adult	R	5.20	5.70	3.60	4.60	STD	5.40	3.85%	6.00	5.26%	3.70	2.78%	4.70	2.17%	01-Jan-11	01-Apr-12
Child	R	3.10	3.10	2.10	3.10	STD	3.20	3.23%	3.30	6.45%	2.20	4.76%	3.20	3.23%	01-Jan-11	01-Apr-12
Under 5's	R	0.00	0.00	0.00	0.00	STD		0.00	0.00	0.00	0.00	0.00	0.00	0.00	01-Jan-11	01-Apr-12
Family (2 adults & 2 children)	R	13.30	15.40	11.30	13.30	STD	14.00	5.26%	16.50	7.14%	11.50	1.77%	14.00	5.26%	01-Jan-11	01-Apr-12
Early morning (adult)	R	2.60	3.10	2.10		STD	2.70	3.85%	3.20	3.23%	2.20	4.76%			01-Jan-11	01-Apr-12
Evening Swim (adult)	R	3.10	3.60	2.60		STD	3.20	3.23%	3.80	5.56%	2.70	3.85%			01-Jan-11	01-Apr-12
Spectators Adult	R	0.80	0.80	0.40	0.40	STD	0.90	12.50%	1.00	25.00%	0.50	25.00%	0.50	25.00%	01-Jan-11	01-Apr-12
Spectators Children	R	0.50	0.50	0.25	0.25	STD	0.50	0.00%	0.50	0.00%	0.30	20.00%	0.30	20.00%	01-Jan-11	01-Apr-12
Swimming - Other																
Birthday Parties Sports hall and room hire (90 minutes)	R	100.50	112.75			STD	102.00	1.49%	114.00	1.11%					01-Jan-11	01-Apr-12
Birthday Parties Sports hall and room hire (90 minutes) + party host included	R					STD	125.00		140.00							01-Apr-12
Swimming Instruction (per lesson) Adult	R	6.90	7.70	5.00	5.20	STD	7.00	1.45%	7.90	2.60%	5.20	4.00%	5.40	3.85%	01-Jan-11	01-Apr-12
Swimming Instruction (per lesson) Child	R	4.40	4.40	3.30	3.50	STD	5.00	13.64%	5.00	13.64%	3.50	6.06%	3.60	2.86%	01-Jan-11	01-Apr-12
Swimming Instruction (per lesson) Child - Bronze, Silver or Gold	R	4.70	4.70	3.80	4.00	STD	tbc	0.00%	tbc		4.00	5.26%	4.20	5.00%	01-Jan-11	01-Apr-12
Swimming Instruction (per lesson) One to one tuition	R	19.50	21.80	16.40	17.40	STD	20.50	5.13%	22.80	4.59%	17.00	3.66%	18.50	6.32%	01-Jan-11	01-Apr-12
Swimming Instruction (per lesson) One to one tuition (child) (excluding Hillingdon Sports & Leisure Complex)	R	15.45	15.45	10.80	10.80	STD	16.50	6.80%	17.00	10.03%	12.00	11.11%	12.50	15.74%	01-Jan-11	01-Apr-12
Swim Crash Course 1/2 hour per day x 5 day (per half hour)	R	20.50	22.60	15.90	17.45	STD	tbc	0.00%	tbc		16.50	3.77%	18.00	3.15%	01-Jan-11	01-Apr-12

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Private Hire (Hillingdon Pools from 25 to 33 metres)																
Hourly rate (Other organisations)	R		115.80			STD			116.00	0.17%					01-Jan-11	01-Apr-12
Hourly Rate (Hillingdon Clubs)	R	97.40				STD	98.00	0.62%							01-Jan-11	01-Apr-12
Per lane per hour (Other organisations)	R		23.20			STD			24.00	3.45%					01-Jan-11	01-Apr-12
Per lane per hour (Hillingdon Clubs)	R	19.50				STD	20.00	2.56%							01-Jan-11	01-Apr-12
Private Hire (50m Pool)																
Hourly rate (Other organisations)	R		209.00			STD			225.00	7.66%					01-Jan-11	01-Apr-12
Hourly Rate (Hillingdon Clubs)	R	188.60				STD	190.00	0.74%							01-Jan-11	01-Apr-12
Per lane per hour (Other organisations)	R		26.20			STD			30.00	14.50%					01-Jan-11	01-Apr-12
Per lane per hour (Hillingdon Clubs)	R	23.60				STD	24.00	1.69%							01-Jan-11	01-Apr-12
School Bookings - Up to 30 children	R	34.35	38.50			STD	35.00	1.89%	40.00	3.90%					01-Jan-11	01-Apr-12
School Bookings - Up to 50 children	R	55.35	62.00			STD	57.00	2.98%	65.00	4.84%					01-Jan-11	01-Apr-12
School Bookings - Each Additional child	R	1.05	1.20			STD	1.10	4.76%	1.30	8.33%					01-Jan-11	01-Apr-12
Fun Sessions (Children) - 1 hour	R	2.50	2.50	1.70	1.70	STD	2.60	4.00%	2.60	4.00%	1.80	5.88%	1.80	5.88%	01-Jan-11	01-Apr-12
Young at Heart																
Single session	R	3.70	4.10	2.80	3.00	STD	3.80	2.70%	4.20	2.44%	3.00	7.14%	3.00	0.00%	01-Jan-11	01-Apr-12
Single session (Botwell Green Sports & Leisure Centre)	R	1.00	1.00			STD	1.50	50.00%	1.50	50.00%					01-Jan-11	01-Apr-12
Solarium																
Single session	R	6.70	7.50			STD	6.80	1.49%	7.60	1.33%					01-Jan-11	01-Apr-12
Gym																
Gym Inductions (Casual use) Group	R	16.40	18.50	10.25	10.25	STD	17.00	3.66%	19.00	2.70%	11.00	7.32%	11.00	7.32%	01-Jan-11	01-Apr-12
Gym Inductions (Casual use) Individual 1:2:1	R	26.40	29.20	20.50	20.50	STD	27.00	2.27%	30.00	2.74%	21.00	2.44%	21.00	2.44%	01-Jan-11	01-Apr-12
Replacement Card Charge	R	3.10	3.10	3.10	3.10	STD	3.20	3.23%	3.20	3.23%	3.20	3.23%	3.20	3.23%	01-Jan-11	01-Apr-12
Casual Gym Session Peak	R	6.70	7.20	4.10	4.30	STD	7.00	4.48%	7.60	5.56%	4.30	4.88%	4.50	4.65%	01-Jan-11	01-Apr-12
Casual Gym Session Off-Peak	R	5.20	5.70	2.60	2.80	STD	5.40	3.85%	5.90	3.51%	2.70	3.85%	3.00	7.14%	01-Jan-11	01-Apr-12
Coached Fitness Classes Charges	R	5.80	6.30	4.60	4.80	STD	6.00	3.45%	6.50	3.17%	4.80	4.35%	5.00	4.17%	01-Jan-11	01-Apr-12

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Health & Fitness Membership																
Site Specific Peak Membership (Hillingdon Sport & Leisure Complex only including Outdoor Pool)	R	50.00	54.00			STD	tbc	0.00%	55.00	1.85%					01-Jan-11	01-Apr-12
Site Specific Peak Membership (Botwell Sport & Leisure Centre, Highgrove Pool, Hillingdon Sport & Leisure Complex excluding the Outdoor Pool)	R	43.25	47.40			STD	45.00	4.05%	50.00	5.49%					01-Jan-11	01-Apr-12
Site Specific Peak Membership (Queensmead Sports Centre only)	R	38.00	42.00			STD	39.15	3.03%	43.20	2.86%					01-Jan-11	01-Apr-12
Off Peak Site Specific Membership	R	33.00	37.00			STD	34.00	3.03%	38.15	3.11%					01-Jan-11	01-Apr-12
LBH Employee Membership (Equal to 'Top Level' Membership)	R	39.00	39.00			STD	39.00	0.00%	39.00	0.00%					01-Jan-11	01-Apr-12
'Top Level' Membership (access to all available Sites excluding Outdoor Pool at Hillingdon Sport & Leisure Complex)	R	tbc	tbc	tbc	tbc	STD	tbc		tbc		tbc	tbc	tbc	tbc	01-Jan-11	01-Apr-12
Health Suite Session	R	4.30	4.80	3.30	3.30	STD	4.50	4.65%	5.00	4.17%	3.40	3.03%	3.40	3.03%	01-Jan-11	01-Apr-12
Main Hall Hire																
Special Events	R	POA	POA			STD		POA		POA					01-Jan-11	01-Apr-12
Hillingdon Sport & Leisure Centre (4 courts)	R	38.95	43.50			STD	40.00	2.70%	45.00	3.45%					01-Jan-11	01-Apr-12
Queensmead Sports Centre (6 courts)	R	56.90	63.95			STD	57.50	1.05%	65.00	1.64%					01-Jan-11	01-Apr-12
Botwell Leisure Centre (4 courts)	R	39.15	43.70			STD	40.00	2.17%	45.00	2.97%					01-Jan-11	01-Apr-12
Dance / Aerobics Studio Hire	R	35.00	39.20			STD	36.00	2.86%	40.00	2.04%					01-Jan-11	01-Apr-12
Gymnastics Hall Hire Fee	R	80.00	90.00			STD	85.00	6.25%	95.00	5.56%					01-Jan-11	01-Apr-12
Gymnastics Hall Hire Fee (Judge Heath)	R	tbc	tbc			STD	85.00	0.00%	95.00						01-Jan-11	01-Apr-12
Badminton																
Peak - Per court (Hillingdon Sport & Leisure Complex & Botwell Sport & Leisure Centre)	R	9.75	10.90			STD	10.00	2.56%	11.25	3.21%					01-Jan-11	01-Apr-12
Peak - Per court (Queensmead Sports Centre)	R	9.50	10.70			STD	9.70	2.11%	10.90	1.87%					01-Jan-11	01-Apr-12
Off Peak - Per court (All Sites)	R	5.75	6.50			STD	6.00	4.35%	6.70	3.08%					01-Jan-11	01-Apr-12

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Other																
Trampoline / Martial Arts etc.	R	20.00	22.50			STD	21.00	5.00%	23.50	4.44%					01-Jan-11	01-Apr-12
Queensmead SC - Netball / 5-a-side External / AI (including floodlights) (per Cricket Lane Charges	R	28.70	32.30			STD	30.00	4.53%	34.00	5.26%					01-Jan-11	01-Apr-12
Table Tennis per table	R	6.05	6.80			STD	6.20	2.48%	7.00	2.94%					01-Jan-11	01-Apr-12
Holiday Activity																
Weekly - Full day	R	73.80	82.00	49.20	49.20	STD	75.00	1.63%	85.00	3.66%	51.00	3.66%	51.00	3.66%	01-Jan-11	01-Apr-12
Weekly - Full day each Additional child from family	R	57.90	64.60	41.00	41.00	STD	60.00	3.63%	66.00	2.17%	42.00	2.44%	42.00	2.44%	01-Jan-11	01-Apr-12
Daily - Full day	R	17.45	19.50	11.00	11.00	STD	18.00	3.15%	20.00	2.56%	11.50	4.55%	11.50	4.55%	01-Jan-11	01-Apr-12
Daily - Full day each Additional child from family	R	13.35	14.90	8.20	8.20	STD	14.00	4.87%	15.50	4.03%	8.50	3.66%	8.50	3.66%	01-Jan-11	01-Apr-12
Athletics																
Adult	R	2.85	3.20	1.60	1.70	STD	3.00	5.26%	3.40	6.25%	1.70	6.25%	1.80	5.88%	01-Jan-11	01-Apr-12
Child	R	1.60	1.60	1.10	1.10	STD	1.70	6.25%	1.70	6.25%	1.20	9.09%	1.20	9.09%	01-Jan-11	01-Apr-12
Spectators	R	0.50	0.50			STD	0.50	0.00%	0.50	0.00%					01-Jan-11	01-Apr-12
Meetings - Hillingdon Clubs / Schools (Monday - Friday)	R	36.90				STD	37.00	0.27%							01-Jan-11	01-Apr-12
Meetings - Hillingdon Clubs / Schools (Weekends)	R	42.25				STD	44.00	4.14%							01-Jan-11	01-Apr-12
Meetings - Other Organisations (Monday - Friday)	R		52.80			STD			54.00	2.27%					01-Jan-11	01-Apr-12
Meetings - Other Organisations (Weekends)	R		58.10			STD			60.00	3.27%					01-Jan-11	01-Apr-12
Meetings - Events - Additional cost per hour	R	51.25	51.25			STD	54.00	5.37%	54.00	5.37%					01-Jan-11	01-Apr-12
Meeting Room Full day (8 hrs max)	R	189.65	210.20			STD	195.00	2.82%	220.00	4.66%					01-Jan-11	01-Apr-12
Meeting Room Evening Rate	R	38.00	42.55			STD	40.00	5.26%	45.00	5.76%					01-Jan-11	01-Apr-12
Meeting Room Part day (rate per hour)	R	30.75	34.50			STD	32.00	4.07%	36.00	4.35%					01-Jan-11	01-Apr-12
Football Pitch																
1 to 2 matches (per match)	R	194.75	215.25			STD	200.00	2.70%	225.00	4.53%					01-Jan-11	01-Apr-12
3 to 5 matches (per match)	R	169.20	189.70			STD	175.00	3.43%	195.00	2.79%					01-Jan-11	01-Apr-12
6 to 9 matches (per match)	R	143.50	161.00			STD	150.00	4.53%	165.00	2.48%					01-Jan-11	01-Apr-12
10 or more matches (per match)	R	128.20	142.50			STD	135.00	5.30%	145.00	1.75%					01-Jan-11	01-Apr-12

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Astroturf Pitch																
Full pitch	R	102.50	114.80			STD	105.00	2.44%	120.00	4.53%					01-Jan-11	01-Apr-12
1/3 pitch	R	56.40	62.50			STD	57.50	1.95%	65.00	4.00%					01-Jan-11	01-Apr-12
Botwell Green																
Full Pitch (Botwell Green Sport & Leisure Centre)	R	80.00	90.00			STD	81.00	1.25%	92.00	2.22%					01-Jan-11	01-Apr-12
Half Pitch (Botwell Green Sports & Leisure Centre)	R	56.40	62.50			STD	58.00	2.84%	64.00	2.40%					01-Jan-11	01-Apr-12
Petanque																
Casual use	R	1.20	1.40			STD	1.20	0.00%	1.50	7.14%					01-Jan-11	01-Apr-12
Full pitch (six)	R	25.60	28.70			STD	26.00	1.56%	30.00	4.53%					01-Jan-11	01-Apr-12
1/6 pitch	R	5.20	5.70			STD	5.20	0.00%	6.00	5.26%					01-Jan-11	01-Apr-12
Gymnastics & Other Junior Activities																
Gym Tots & Pre School 45 minute lessons	R	4.40	4.40	3.30	3.50	STD	4.65	5.68%	4.65	5.68%	3.50	6.06%	3.70	5.71%	01-Jan-11	01-Apr-12
General Gym 1-5	R	4.70	4.70	3.80	4.00	STD	4.95	5.32%	4.95	5.32%	4.00	5.26%	4.20	5.00%	01-Jan-11	01-Apr-12
Football	R	4.70	4.70	3.80	4.00	STD	4.95	5.32%	4.95	5.32%	4.00	5.26%	4.20	5.00%	01-Jan-11	01-Apr-12
Trampoline (Intermediate)	R	4.70	4.70	3.80	4.00	STD	4.95	5.32%	4.95	5.32%	4.00	5.26%	4.20	5.00%	01-Jan-11	01-Apr-12
Adult Gymnastics	R	8.00	8.80	6.00	7.00	STD	8.20	2.50%	9.00	2.27%	6.20	3.33%	7.20	2.86%	01-Jan-11	01-Apr-12
Development & Floor & Vault Squad 2	R	4.00	4.00	3.00	3.20	STD	4.20	5.00%	4.20	5.00%	3.20	6.67%	3.40	6.25%	01-Jan-11	01-Apr-12
Development & Floor & Vault Squad 1	R	3.50	3.50	2.50	2.70	STD	3.70	5.71%	3.70	5.71%	2.70	8.00%	2.90	7.41%	01-Jan-11	01-Apr-12
Sports Acro Squad	R	2.58	2.58	1.55	1.75	STD	2.70	4.65%	2.70	4.65%	1.70	9.68%	1.90	8.57%	01-Jan-11	01-Apr-12
Additional staff for parties	R	21.50	21.50	21.50	21.75	STD	23.00	6.98%	23.00	6.98%	23.00	6.98%	23.00	5.75%	01-Jan-11	01-Apr-12
Creche off-peak	R	2.05	2.05	1.40	2.60	STD	2.15	4.88%	2.15	4.88%	1.50	7.14%	2.70	3.85%	01-Jan-11	01-Apr-12
Creche peak	R	2.60	2.60	1.90	3.10	STD	2.80	7.69%	2.80	7.69%	2.00	5.26%	3.20	3.23%	01-Jan-11	01-Apr-12
Toddlers World	R	4.00	4.00	3.60	4.10	STD	4.10	2.50%	4.10	2.50%	3.70	2.78%	4.10	0.00%	01-Jan-11	01-Apr-12

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Ice Rink																
Off Peak Adult	R	5.00				STD	5.00	0.00%							01-Jan-11	01-Apr-12
Peak Adult	R	7.00				STD	7.00	0.00%							01-Jan-11	01-Apr-12
Peak Child	R	5.50	6.00			STD	5.50	0.00%	6.00	0.00%					01-Jan-11	01-Apr-12
Off Peak Child	R	3.50	4.00			STD	3.50	0.00%	4.00	0.00%					01-Jan-11	01-Apr-12
Schools Shared Session	S	110.00				STD	110.00	0.00%							01-Jan-11	01-Apr-12
School sole session	S	230.00				STD	230.00	0.00%							01-Jan-11	01-Apr-12
Peak Family	R	20.00				STD	20.00	0.00%							01-Jan-11	01-Apr-12
Off Peak Family	R	14.00				STD	14.00	0.00%							01-Jan-11	01-Apr-12
Peak Adult Group Discount	R	5.60	6.00			STD	5.60	0.00%	6.00	0.00%					01-Jan-11	01-Apr-12
Off Peak Adult Group Discount	R	4.00	4.00			STD	4.00	0.00%	4.00	0.00%					01-Jan-11	01-Apr-12
Peak Child Group Discount	R	4.40				STD	4.40	0.00%							01-Jan-11	01-Apr-12
Off Peak Child Group Discount	R	2.80				STD	2.80	0.00%							01-Jan-11	01-Apr-12
Sponsorship Income	B	1,200.00				STD	1,200.00	0.00%							01-Jan-11	01-Apr-12
Golf Courses - Season Tickets																
7 day season ticket	R	525.00	650.00			STD	525.00	0.00%	650.00	0.00%					01-Dec-11	01-Apr-12
5 day season ticket	R	399.00	475.00			STD	399.00	0.00%	475.00	0.00%					01-Dec-11	01-Apr-12
Senior on income support	R			250.00	265.00	STD					250.00	0.00%	265.00	0.00%	01-Dec-11	01-Apr-12
Student	R			150.00	175.00	STD					150.00	0.00%	175.00	0.00%	01-Dec-11	01-Apr-12
Junior	R			150.00	175.00	STD					150.00	0.00%	175.00	0.00%	01-Dec-11	01-Apr-12
Golf Courses - Green Fees (Haste Hill / Ruislip)																
Adult 18 holes (Monday to Friday)	R	14.00	17.00			STD	14.00	0.00%	17.00	0.00%					01-Dec-11	01-Apr-12
Adult 18 holes (weekends and bank holidays)	R	20.00	23.00			STD	20.00	0.00%	23.00	0.00%					01-Dec-11	01-Apr-12
Adult dusk (Monday to Friday)	R	10.00	12.50			STD	10.00	0.00%	12.50	0.00%					01-Dec-11	01-Apr-12
Adult 12pm to 2pm (weekends and bank holidays)	R	15.00	17.00			STD	15.00	0.00%	17.00	0.00%					01-Dec-11	01-Apr-12
Adult dusk (weekends and bank holidays)	R	10.00	15.00			STD	10.00	0.00%	15.00	0.00%					01-Dec-11	01-Apr-12
Senior / Junior / Student (Monday to Friday)	R			10.00	11.00	STD					10.00	0.00%	11.00	0.00%	01-Dec-11	01-Apr-12
Junior / Student (weekends and bank holidays)	R			10.00	12.50	STD					10.00	0.00%	12.50	0.00%	01-Dec-11	01-Apr-12

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Golf Courses - Green Fees (Uxbridge)																
Adult 18 holes (Monday to Friday)	R	10.00	11.00			STD	10.00	0.00%	11.00	0.00%					01-Dec-11	01-Apr-12
Adult 18 holes (weekends and bank holidays)	R	12.00	13.00			STD	12.00	0.00%	13.00	0.00%					01-Dec-11	01-Apr-12
Adult 12 holes (Monday to Friday)	R	7.00	8.00			STD	7.00	0.00%	8.00	0.00%					01-Dec-11	01-Apr-12
Adult dusk (Monday to Friday)	R	6.00	7.00			STD	6.00	0.00%	7.00	0.00%					01-Dec-11	01-Apr-12
Adult dusk (weekends and bank holidays)	R	7.00	9.00			STD	7.00	0.00%	9.00	0.00%					01-Dec-11	01-Apr-12
Senior / Junior / Student (Monday to Friday)	R			7.00	8.00	STD					7.00	0.00%	8.00	0.00%	01-Dec-11	01-Apr-12
Junior / Student (weekends and bank holidays)	R			8.00	9.00	STD					8.00	0.00%	9.00	0.00%	01-Dec-11	01-Apr-12
Golf Courses - Golf Society Prices (Haste Hill / Ruislip only)																
18 holes (Monday to Friday) (Ruislip)	R	12.00	14.00			STD	12.00	0.00%	14.00	0.00%					01-Dec-11	01-Apr-12
18 holes (Monday to Friday) (Haste Hill)	R	12.00	15.00			STD	12.00	0.00%	15.00	0.00%					01-Dec-11	01-Apr-12
18 holes (weekends and bank holidays) (Ruislip)	R	17.00	22.00			STD	17.00	0.00%	22.00	0.00%					01-Dec-11	01-Apr-12
18 holes (weekends and bank holidays) (Haste Hill)	R	17.00	20.00			STD	17.00	0.00%	20.00	0.00%					01-Dec-11	01-Apr-12
27 holes (Monday to Friday)	R	20.00	22.50			STD	20.00	0.00%	22.50	0.00%					01-Dec-11	01-Apr-12
27 holes (weekends and bank holidays)	R	24.00	25.00			STD	24.00	0.00%	25.00	0.00%					01-Dec-11	01-Apr-12
36 holes (Monday to Friday) (Haste Hill only)	R	25.00	27.00			STD	25.00	0.00%	27.00	0.00%					01-Dec-11	01-Apr-12
36 holes (weekends and bank holidays) (Haste Hill only)	R	30.00	35.00			STD	30.00	0.00%	35.00	0.00%					01-Dec-11	01-Apr-12

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Golf Courses - Bring a Friend Green Fees (Haste Hill / Ruislip) (Season Ticket Holders Only)

Adult 18 holes (Monday to Friday)	R	12.60	15.30			STD	12.60	0.00%	15.30	0.00%					01-Dec-11	01-Apr-12
Adult 18 holes (weekends and bank holidays)	R	18.00	20.70			STD	18.00	0.00%	20.70	0.00%					01-Dec-11	01-Apr-12
Adult dusk (Monday to Friday)	R	9.00	11.25			STD	9.00	0.00%	11.25	0.00%					01-Dec-11	01-Apr-12
Adult 12pm to 2pm (weekends and bank holidays)	R	13.50	15.30			STD	13.50	0.00%	15.30	0.00%					01-Dec-11	01-Apr-12
Adult dusk (weekends and bank holidays)	R	9.00	13.50			STD	9.00	0.00%	13.50	0.00%					01-Dec-11	01-Apr-12
Senior / Junior / Student (Monday to Friday)	R			9.00	9.90	STD					9.00	0.00%	9.90	0.00%	01-Dec-11	01-Apr-12
Junior / Student (weekends and bank holidays)	R			9.00	11.25	STD					9.00	0.00%	11.25	0.00%	01-Dec-11	01-Apr-12

Golf Courses - Bring a Friend Green Fees (Uxbridge) (Season Ticket Holders Only)

Adult 18 holes (Monday to Friday)	R	9.00	9.90			STD	9.00	0.00%	9.90	0.00%					01-Dec-11	01-Apr-12
Adult 18 holes (weekends and bank holidays)	R	10.80	11.70			STD	10.80	0.00%	11.70	0.00%					01-Dec-11	01-Apr-12
Adult 12 holes (Monday to Friday)	R	6.30	7.20			STD	6.30	0.00%	7.20	0.00%					01-Dec-11	01-Apr-12
Adult dusk (Monday to Friday)	R	5.40	6.30			STD	5.40	0.00%	6.30	0.00%					01-Dec-11	01-Apr-12
Adult dusk (weekends and bank holidays)	R	6.30	8.10			STD	6.30	0.00%	8.10	0.00%					01-Dec-11	01-Apr-12
Senior / Junior / Student (Monday to Friday)	R			6.30	7.20	STD					6.30	0.00%	7.20	0.00%	01-Dec-11	01-Apr-12
Junior / Student (weekends and bank holidays)	R			7.20	8.10	STD					7.20	0.00%	8.10	0.00%	01-Dec-11	01-Apr-12

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Breakspear Crematorium**Cremation Fees**

Stillborn. inc Organist	R	42.00	42.00	EXP	44.00	4.76%	44.00	4.76%	01-Apr-11	01-Apr-12
Children 6 years and under. inc Organist	R	68.00	68.00	EXP	72.00	5.88%	72.00	5.88%	01-Apr-11	01-Apr-12
Children 7 - 11 years. inc Organist	R	107.00	107.00	EXP	114.00	6.54%	114.00	6.54%	01-Apr-11	01-Apr-12
Children 12 - 17 years. inc Organist	R	205.00	205.00	EXP	218.00	6.34%	218.00	6.34%	01-Apr-11	01-Apr-12
Over 17 years. inc Organist	R	520.00	520.00	EXP	550.00	5.77%	550.00	5.77%	01-Apr-11	01-Apr-12

Cremation of retained organs

Additional Service Time	R	168.00	168.00	EXP	178.00	5.95%	178.00	5.95%	01-Apr-11	01-Apr-12
Cancellations	R	115.00	115.00	EXP	124.00	7.83%	124.00	7.83%	01-Apr-11	01-Apr-12
Certificates of Cremation - overseas	R	20.00	20.00	EXP	21.00	5.00%	21.00	5.00%	01-Apr-11	01-Apr-12
Scattering of Ashes	R	46.00	46.00	EXP	48.00	4.35%	48.00	4.35%	01-Apr-11	01-Apr-12
Retaining cremated remains(per month)	R	12.00	12.00	EXP	12.00	0.00%	12.00	0.00%	01-Apr-11	01-Apr-12
Postage & Packing in Polytainer UK only	R	55.00	55.00	EXP	58.00	5.45%	58.00	5.45%	01-Apr-11	01-Apr-12
Baby Urn - poly	R	9.60	9.60	STD	10.00	4.17%	10.00	4.17%	01-Apr-11	01-Apr-12
Supply New Garden Seat inc 10 years lease	R	1,471.68	1,471.68	STD	1,544.00	4.91%	1,544.00	4.91%	01-Apr-11	01-Apr-12
Trees & Shrubs - rose bushes inc 5 years lease	R	222.00	222.00	STD	235.00	5.86%	235.00	5.86%	01-Apr-11	01-Apr-12
Trees & Shrubs - rose trees inc 5 years lease	R	276.00	276.00	STD	290.00	5.07%	290.00	5.07%	01-Apr-11	01-Apr-12
Trees & Shrubs - ornamental shrubs inc 5 years lease	R	276.00	276.00	STD	290.00	5.07%	290.00	5.07%	01-Apr-11	01-Apr-12
Trees & Shrubs - ornamental trees (10 years)	R	372.00	372.00	STD	394.00	5.91%	394.00	5.91%	01-Apr-11	01-Apr-12
Plaque for trees, shrubs, roses or seats	R	86.40	86.40	STD	91.00	5.32%	91.00	5.32%	01-Apr-11	01-Apr-12
Book of Remembrance - 2 line entry	R	57.60	57.60	STD	61.00	5.90%	61.00	5.90%	01-Apr-11	01-Apr-12

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Book of Remembrance - 5 line entry	R	100.80	100.80	STD	106.00	5.16%	106.00	5.16%	01-Apr-11	01-Apr-12
Book of Remembrance - 8 line entry	R	148.80	148.80	STD	158.00	6.18%	158.00	6.18%	01-Apr-11	01-Apr-12
Book of Remembrance - 10 line entry	R	182.40	182.40	STD	193.00	5.81%	193.00	5.81%	01-Apr-11	01-Apr-12
Extra - Floral Emblem	R	75.60	75.60	STD	80.00	5.82%	80.00	5.82%	01-Apr-11	01-Apr-12
Extra - Full Heraldic Device	R	114.00	114.00	STD	120.00	5.26%	120.00	5.26%	01-Apr-11	01-Apr-12
Memorial Cards - 2 line entry	R	38.40	38.40	STD	40.00	4.17%	40.00	4.17%	01-Apr-11	01-Apr-12
Memorial Cards - 5 line entry	R	57.60	57.60	STD	60.00	4.17%	60.00	4.17%	01-Apr-11	01-Apr-12
Memorial Cards - 8 line entry	R	93.60	93.60	STD	98.00	4.70%	98.00	4.70%	01-Apr-11	01-Apr-12
Memorial Cards - 10 line entry	R	120.00	120.00	STD	126.00	5.00%	126.00	5.00%	01-Apr-11	01-Apr-12
Memorial Booklets - 2 line entry	R	57.60	57.60	STD	60.00	4.17%	60.00	4.17%	01-Apr-11	01-Apr-12
Memorial Booklets - 5 line entry	R	78.00	78.00	STD	82.00	5.13%	82.00	5.13%	01-Apr-11	01-Apr-12
Memorial Booklets - 8 line entry	R	120.00	120.00	STD	126.00	5.00%	126.00	5.00%	01-Apr-11	01-Apr-12
Memorial Booklets - 10 line entry	R	150.00	150.00	STD	157.00	4.67%	157.00	4.67%	01-Apr-11	01-Apr-12
Additional lines in Booklets - 2 line entry	R	33.60	33.60	STD	35.00	4.17%	35.00	4.17%	01-Apr-11	01-Apr-12
Additional lines in Booklets - 5 line entry	R	50.40	50.40	STD	53.00	5.16%	53.00	5.16%	01-Apr-11	01-Apr-12
Additional lines in Booklets - 8 line entry	R	86.40	86.40	STD	90.00	4.17%	90.00	4.17%	01-Apr-11	01-Apr-12
Additional lines in Booklets - 10 line entry	R	110.40	110.40	STD	116.00	5.07%	116.00	5.07%	01-Apr-11	01-Apr-12
Garden Niches										
10 years incl Urn & Inspection (new facility)	R	1,596.00	1,596.00	STD	1,675.00	4.95%	1,675.00	4.95%	01-Apr-11	01-Apr-12
Columbarium Niches - single-inc 10 years lease	R	346.00	346.00	EXP	363.00	4.91%	363.00	4.91%	01-Apr-11	01-Apr-12
Columbarium Niches - double-inc 10 years lease	R	578.00	578.00	EXP	606.00	4.84%	606.00	4.84%	01-Apr-11	01-Apr-12
Langley casket up to 50 characters	R	205.00	205.00	EXP	215.00	4.88%	215.00	4.88%	01-Apr-11	01-Apr-12
Metal Urn	R	32.00	32.00	EXP	33.00	3.13%	33.00	3.13%	01-Apr-11	01-Apr-12
Cloister Spaces - single-inc 10 years lease	R	150.00	150.00	EXP	157.00	4.67%	157.00	4.67%	01-Apr-11	01-Apr-12
Inscription	R	82.00	82.00	EXP	86.00	4.88%	86.00	4.88%	01-Apr-11	01-Apr-12
Cloister Spaces - double-inc 10 years lease	R	342.00	342.00	EXP	359.00	4.97%	359.00	4.97%	01-Apr-11	01-Apr-12
Inscription	R	126.00	126.00	EXP	132.00	4.76%	132.00	4.76%	01-Apr-11	01-Apr-12

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All prices including VAT										
Type of Fee / Charge	Type	Current Charges Residents £	Current Charges Non-Residents £	Vat Status	Proposed New Charges Residents £	% Increase	Proposed New Charges Non Residents £	% Increase	Date of last change to charge	Effective Date
Classic - inc 5 years lease										
Window Spaces	R	242.00	242.00	EXP	254.00	4.96%	254.00	4.96%	01-Apr-11	01-Apr-12
Inscription	R	108.00	108.00	STD	113.00	4.63%	113.00	4.63%	01-Apr-11	01-Apr-12
New Flower Vases	R	434.40	434.40	STD	456.00	4.97%	456.00	4.97%	01-Apr-11	01-Apr-12
Additional letters each	R	6.00	6.00	STD	6.30	5.00%	6.30	5.00%	01-Apr-11	01-Apr-12
Additional Gilded Motif	R	122.40	122.40	STD	128.00	4.58%	128.00	4.58%	01-Apr-11	01-Apr-12
Additional Hand Painted Motif	R	181.20	181.20	STD	190.00	4.86%	190.00	4.86%	01-Apr-11	01-Apr-12
Photoplaque	R	181.20	181.20	STD	190.00	4.86%	190.00	4.86%	01-Apr-11	01-Apr-12
New Windows -- Small -- 10 years -l colour	R	540.00	540.00	STD	567.00	5.00%	567.00	5.00%	01-Apr-11	01-Apr-12

Cemetery Fees

Adult Interments (persons exceeding 16 years of age at death) - In New Private Graves

Depth for 1 interment	R	450.00	900.00	EXP	540.00	20.00%	1,080.00	20.00%	01-Apr-11	01-Apr-12
Depth for 2 interment	R	494.00	988.00	EXP	590.00	19.43%	1,180.00	19.43%	01-Apr-11	01-Apr-12
Depth for 3 interment	R	660.00	1,320.00	EXP	720.00	9.09%	1,440.00	9.09%	01-Apr-11	01-Apr-12
Depth for 4 interment	R	756.00	1,512.00	EXP	830.00	9.79%	1,660.00	9.79%	01-Apr-11	01-Apr-12

Adult Interments (persons exceeding 16 years of age at death) - In Re-Opened Private Graves

Depth for 1 interment	R	484.00	968.00	EXP	580.00	19.83%	1,160.00	19.83%	01-Apr-11	01-Apr-12
Depth for 2 interment	R	610.00	1,220.00	EXP	730.00	19.67%	1,460.00	19.67%	01-Apr-11	01-Apr-12
Depth for 3 interment	R	802.00	1,604.00	EXP	875.00	9.10%	1,750.00	9.10%	01-Apr-11	01-Apr-12
Depth for 4 interment	R	997.00	1,994.00	EXP	1,095.00	9.83%	2,190.00	9.83%	01-Apr-11	01-Apr-12

Interment of Infants (a stillborn child or child whose age at death did not exceed 3 years "Infants")

In Child's grave	R	36.00	72.00	EXP	40.00	11.11%	80.00	11.11%	01-Apr-11	01-Apr-12
In private grave (single depth)	R	84.00	168.00	EXP	90.00	7.14%	180.00	7.14%	01-Apr-11	01-Apr-12
In private grave for the child's interment plus 2 adults	R	166.00	332.00	EXP	180.00	8.43%	360.00	8.43%	01-Apr-11	01-Apr-12

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In private grave for the child's interment plus 3 adults	R	208.00	416.00	EXP	225.00	8.17%	450.00	8.17%	01-Apr-11	01-Apr-12
In Child's grave (where applicable)	R	72.00	144.00	EXP	86.00	19.44%	172.00	19.44%	01-Apr-11	01-Apr-12
In private grave (single depth)	R	105.00	210.00	EXP	125.00	19.05%	250.00	19.05%	01-Apr-11	01-Apr-12
In private grave for the child's interment plus 2 adults	R	250.00	500.00	EXP	300.00	20.00%	600.00	20.00%	01-Apr-11	01-Apr-12
In private grave for the child's interment plus 3 adults	R	318.00	636.00	EXP	380.00	19.50%	760.00	19.50%	01-Apr-11	01-Apr-12
Interment of Cremated Remains (within full private graves)										
When the grave is closed to full interments	R	162.00	324.00	EXP	172.00	6.17%	344.00	6.17%	01-Apr-11	01-Apr-12
To a depth to permit 1 further full interment	R	318.00	636.00	EXP	338.00	6.29%	676.00	6.29%	01-Apr-11	01-Apr-12
To a depth to permit 2 further full interment	R	462.00	924.00	EXP	490.00	6.06%	980.00	6.06%	01-Apr-11	01-Apr-12
To a depth to permit 3 further full interment	R	604.00	1,208.00	EXP	640.00	5.96%	1,280.00	5.96%	01-Apr-11	01-Apr-12
To scatter cremated remains (within Cremation Section and Columbaria)	R	72.00	144.00	EXP	76.00	5.56%	152.00	5.56%	01-Apr-11	01-Apr-12
New and re-open cremation graves	R	162.00	324.00	EXP	172.00	6.17%	344.00	6.17%	01-Apr-11	01-Apr-12
Re-opening of Columbaria units	R	124.00	248.00	EXP	132.00	6.45%	264.00	6.45%	01-Apr-11	01-Apr-12
Interments in Heritage Graves										
Adults interment	R	440.00	880.00	EXP	465.00	5.68%	930.00	5.68%	01-Apr-11	01-Apr-12
Childs interment	R	164.00	328.00	EXP	173.00	5.49%	346.00	5.49%	01-Apr-11	01-Apr-12
Infants interment	R	105.00	210.00	EXP	110.00	4.76%	220.00	4.76%	01-Apr-11	01-Apr-12
Grave Digging Surcharges										
For a variation in size within 2"	R	114.00	228.00	EXP	136.00	19.30%	272.00	19.30%	01-Apr-11	01-Apr-12
For a variation in size between 2" and 4"	R	218.00	436.00	EXP	260.00	19.27%	520.00	19.27%	01-Apr-11	01-Apr-12
For a variation in size between 4" and 6"	R	328.00	656.00	EXP	393.00	19.82%	786.00	19.82%	01-Apr-11	01-Apr-12
For a variation in size in excess of 6"	R	432.00	864.00	EXP	518.00	19.91%	1,036.00	19.91%	01-Apr-11	01-Apr-12
Exclusive rights of burial (Conventional Graves)										
Grave space measuring 9 feet by 4 feet	R	1,400.00	2,800.00	EXP	1,680.00	20.00%	3,360.00	20.00%	01-Apr-11	01-Apr-12
Grave space measuring 9 feet by 8 feet	R	2,800.00	5,600.00	EXP	3,360.00	20.00%	6,720.00	20.00%	01-Apr-11	01-Apr-12

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Exclusive rights of burial (Lawn Section Graves)										
Grave space measuring 9 feet by 4 feet	R	1,000.00	2,000.00	EXP	1,200.00	20.00%	2,400.00	20.00%	01-Apr-11	01-Apr-12
Grave space measuring 9 feet by 8 feet	R	2,000.00	4,000.00	EXP	2,400.00	20.00%	4,800.00	20.00%	01-Apr-11	01-Apr-12
Exclusive rights of burial (Bricked Grave or Vault)										
Grave space measuring 9 feet by 4 feet	R	POA	POA	EXP	POA		POA		01-Apr-11	01-Apr-12
Grave space measuring 9 feet by 8 feet	R	POA	POA	EXP	POA		POA		01-Apr-11	01-Apr-12
Lined Muslim Graves										
For traditional uncoffined burial	R	1,700.00	3,400.00	EXP	1,800.00	5.88%	3,600.00	5.88%	01-Apr-11	01-Apr-12
Children's Section Graves										
Gravespace measuring 4 feet by 2 feet	R	250.00	500.00	EXP	300.00	20.00%	600.00	20.00%	01-Apr-11	01-Apr-12
Woodland Graves (West Drayton Cemetery) Special Regulations Apply										
Gravespace measuring 9 feet by 4 feet	R	625.00	1,250.00	EXP	750.00	20.00%	1,500.00	20.00%	01-Apr-11	01-Apr-12
* Hillingdon's charges for graves and interments have been historically considerably lower than other boroughs. These increases go some way to bringing these in line with other charges but are still relatively lower.										
Imported Food Unit										
Products of animal origin										
0 to 100kg per AWB	B	60.00	60.00	NB	60.00	0.00%	60.00	0.00%	01-Apr-11	01-Apr-12
101 to 1,000kg per CVED	B	90.00	90.00	NB	90.00	0.00%	90.00	0.00%	01-Apr-11	01-Apr-12
1,001 to 5,000kg per CVED	B	140.00	140.00	NB	140.00	0.00%	140.00	0.00%	01-Apr-11	01-Apr-12
5001kg to 15,000kg per CVED	B	150.00	150.00	NB	150.00	0.00%	150.00	0.00%	01-Apr-11	01-Apr-12
Above 15,001Kg to 42,000kg per CVED	B	340.00	340.00	NB	340.00	0.00%	340.00	0.00%	01-Apr-11	01-Apr-12
Above 42,000kg per CVED	B			NB	372.00		372.00			01-Apr-12
Semen / Embryos per CVED	B	50.00	50.00	NB	60.00	20.00%	60.00	20.00%	01-Apr-11	01-Apr-12
From New Zealand	B	26.00	26.00	NB	30.00	15.38%	30.00	15.38%	01-Apr-11	01-Apr-12
Completion of part one of CVED on TRACES per CVED	B	10.00	10.00	NB	10.00	0.00%	10.00	0.00%	01-Apr-11	01-Apr-12

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Out of hours Additional charges										
Up to midnight (18:00 to 00:00)	B	150.00	150.00	NB	150.00	0.00%	150.00	0.00%	01-Apr-11	01-Apr-12
After midnight (00:00 to 08:00)	B	400.00	400.00	NB	400.00	0.00%	400.00	0.00%	01-Apr-11	01-Apr-12
Additional Charge per CVED on Christmas Day and New Years Day	B	20.00	20.00	NB	20.00	0.00%	20.00	0.00%	01-Apr-11	01-Apr-12
Products of animal origin - Catch certificate										
Third Countries	B	45.00	45.00	NB	45.00	0.00%	45.00	0.00%	01-Apr-11	01-Apr-12
Bilateral Countries	B	15.00	15.00	NB	15.00	0.00%	15.00	0.00%	01-Apr-11	01-Apr-12
(for Catch certificate only) Out Hours 18:00 to 00.00	B	150.00	150.00	NB	150.00	0.00%	150.00	0.00%	01-Apr-11	01-Apr-12
(for Catch certificate only) Out Hours 00:00 to 08.00	B	400.00	400.00	NB	400.00	0.00%	400.00	0.00%	01-Apr-11	01-Apr-12
Products of Non-Animal Origin - CED										
Documentary Check per CED	B	50.00	50.00	NB	60.00	20.00%	60.00	20.00%	01-Apr-11	01-Apr-12
Full Physical Check per CED (Plus AN/Alytical Fee)	B	160.00	160.00	NB	170.00	6.25%	170.00	6.25%	01-Apr-11	01-Apr-12
Non-Compliant (Surrender for Destruction)	B	165.00	165.00	NB	200.00	21.21%	200.00	21.21%	01-Apr-11	01-Apr-12
Non-Compliant (Onward Transmission)	B	115.00	115.00	NB	200.00	73.91%	200.00	73.91%	01-Apr-11	01-Apr-12
Out Hours 18:00 to 00.00	B	150.00	150.00	NB	150.00	0.00%	150.00	0.00%	01-Apr-11	01-Apr-12
Out Hours 00:00 to 08.00	B	400.00	400.00	NB	400.00	0.00%	400.00	0.00%	01-Apr-11	01-Apr-12
Japan Products for Radiation										
Documentary Check 1 to 10 Declarations per AWB	B	100.00	100.00	NB	120.00	20.00%	120.00	20.00%	01-Jan-11	01-Apr-12
Documentary Check 11 to 20 Declarations per AWB	B	200.00	200.00	NB	230.00	15.00%	230.00	15.00%	01-Jan-11	01-Apr-12
Documentary Check 21 to 30 Declarations per AWB	B	300.00	300.00	NB	350.00	16.67%	350.00	16.67%	01-Jan-11	01-Apr-12
Full checks 1 to 10 Declarations per AWB includes sampling and courier costs	B	275.00	275.00	NB	300.00	9.09%	300.00	9.09%	01-Jan-11	01-Apr-12
Full checks 11 to 20 Declarations per AWB includes sampling and courier costs	B	375.00	375.00	NB	400.00	6.67%	400.00	6.67%	01-Jan-11	01-Apr-12
Full checks 21 to 30 Declarations per AWB includes sampling and courier costs	B	475.00	475.00	NB	500.00	5.26%	500.00	5.26%	01-Jan-11	01-Apr-12
Additional Charge per CED on Christmas Day and New Years Day	B	20.00	20.00	NB	20.00	0.00%	20.00	0.00%	01-Apr-11	01-Apr-12

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Products of Non-Animal Origin - Organics

Full Official Checks	B	45.00	45.00	NB	45.00	0.00%	45.00	0.00%	01-Apr-11	01-Apr-12
Out Hours 18:00 to 00.00	B	150.00	150.00	NB	150.00	0.00%	150.00	0.00%	01-Apr-11	01-Apr-12
Out Hours 00:00 to 08.00	B	400.00	400.00	NB	400.00	0.00%	400.00	0.00%	01-Apr-11	01-Apr-12
Export Certificates	B	52.00	52.00	NB	130.00	150.00%	130.00	150.00%	01-Apr-11	01-Apr-12

Verification of organic certificates

Imported food clearances (normal working hours). Note All Imported foods payments Charges are for Gross weight in Kg. Payment by credit card will incur a 2.5% processing fee.	B	45.00	45.00	NB	45.00	0.00%	45.00	0.00%	01-Apr-11	01-Apr-12
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Food Hygiene Training

Per Attendee (up to 12 attendees per course)	B	60.00	60.00	NB	100.00	66.67%	100.00	66.67%	01-Apr-11	01-Apr-12
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Facilities Management**Civic Centre Room Hire Rates**

CR2 per hour	M	22.10	22.10	EXP	23.20	4.98%	23.20	4.98%	01-Apr-11	01-Apr-12
CR3 per hour	M	29.30	29.30	EXP	30.80	5.12%	30.80	5.12%	01-Apr-11	01-Apr-12
CR3a per hour	M	26.50	26.50	EXP	27.80	4.91%	27.80	4.91%	01-Apr-11	01-Apr-12
CR3/3a combined per hour	M	44.10	44.10	EXP	46.30	4.99%	46.30	4.99%	01-Apr-11	01-Apr-12
CR4 per hour	M	35.20	35.20	EXP	37.00	5.11%	37.00	5.11%	01-Apr-11	01-Apr-12
CR4a per hour	M	26.50	26.50	EXP	27.80	4.91%	27.80	4.91%	01-Apr-11	01-Apr-12
CR4/4a combined per hour	M	44.20	44.20	EXP	46.40	4.98%	46.40	4.98%	01-Apr-11	01-Apr-12
CR5 per hour	M	44.20	44.20	EXP	46.40	4.98%	46.40	4.98%	01-Apr-11	01-Apr-12
CR6 per hour	M	44.20	44.20	EXP	46.40	4.98%	46.40	4.98%	01-Apr-11	01-Apr-12
CR7 per hour	M	20.70	20.70	EXP	21.70	4.83%	21.70	4.83%	01-Apr-11	01-Apr-12
CR8 per hour - not available for hire	M	22.10	22.10	EXP					01-Apr-11	01-Apr-12
CR9 per hour	M	22.10	22.10	EXP	23.20	4.98%	23.20	4.98%	01-Apr-11	01-Apr-12
Interview rooms per hour	M	13.80	13.80	EXP	14.50	5.07%	14.50	5.07%	01-Apr-11	01-Apr-12
Council Chamber per hour	M	84.90	84.90	EXP	89.10	4.95%	89.10	4.95%	01-Apr-11	01-Apr-12
Middlesex Suite (Day) per hour	M	80.80	80.80	EXP	80.80	0.00%	80.80	0.00%	01-Apr-11	01-Apr-12
Middlesex Suite (Night) per hour	M	113.00	113.00	EXP	113.00	0.00%	113.00	0.00%	01-Apr-11	01-Apr-12
Bar Area per hour	M	44.20	44.20	EXP	44.20	0.00%	44.20	0.00%	01-Apr-11	01-Apr-12

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Borough Wide Building Services										
Catering Recharge	M	cost + 0%	cost + 0%	STD	cost + 0%	0.00%	cost + 0%	0.00%	01-Apr-11	01-Apr-12
Day To Day Repairs Under £250 Council Premises	M	cost + £35	cost + £35	EXP	cost + £35	0.00%	cost + £35	0.00%	01-Apr-11	01-Apr-12
Day To Day Repairs £250 To £5000 Council Premises	M	cost + 12.5%	cost + 12.5%	EXP	cost + 12.5%	0.00%	cost + 12.5%	0.00%	01-Apr-11	01-Apr-12
Day To Day Repairs Above £5000 Council Premises	M	cost + 10%	cost + 10%	EXP	cost + 10%	0.00%	cost + 10%	0.00%	01-Apr-11	01-Apr-12
Day To Day Repairs Under £250 Non Council Premises	M	cost + £35 + VAT	cost + £35 + VAT	STD	cost + £35 + VAT	0.00%	cost + £35 + VAT	0.00%	01-Apr-11	01-Apr-12
Day To Day Repairs £250 To £5000 Non Council Premises	M	cost + 12.5% + VAT	cost + 12.5% + VAT	STD	cost + 12.5% + VAT	0.00%	cost + 12.5% + VAT	0.00%	01-Apr-11	01-Apr-12
Day To Day Repairs Above £5000 Non Council Premises	M	cost + 10% +VAT	cost + 10% +VAT	STD	cost + 10% +VAT	0.00%	cost + 10% +VAT	0.00%	01-Apr-11	01-Apr-12
Service Contracts Council Premises	M	cost + 10%	cost + 10%	EXP	cost + 10%	0.00%	cost + 10%	0.00%	01-Apr-11	01-Apr-12
Service Contracts Non Council Premises	M	cost + 10% +VAT	cost + 10% +VAT	STD	cost + 10% +VAT	0.00%	cost + 10% +VAT	0.00%	01-Apr-11	01-Apr-12
Queenswalk Room Hire - Standard training room per hour	M	26.00	26.00	EXP					01-Apr-11	
Queenswalk Room Hire - Standard training room 1/2 Day	M	50.00	60.00	EXP					01-Apr-11	Queens walk to
Queenswalk Room Hire - Standard training room full day	M	100.00	120.00	EXP					01-Apr-11	close as
Queenswalk Venue Hire - ICT suite per hour	M	31.00	31.00	EXP					01-Apr-11	approved by
Queenswalk Catering - catering recharge	M	cost + 15%	cost + 15%	STD					01-Apr-11	September
Queenswalk Photocopying - per copy	M	0.06	0.06	STD					01-Apr-11	Cabinet

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Planning & Applications**Planning Fees - Pre-Application Advice**

Commercial Buildings - Call Out for Listed Building and Design Advice from a Conservation Officer	R	120.00	S	120.00	0.00%	01-Apr-11	01-Apr-12
Pre Application Fees - Category B Development	R	4,200.00	S	4,200.00	0.00%	01-Apr-11	01-Apr-12
Pre Application Fees - Category C Development	R	2,280.00	S	2,280.00	0.00%	01-Apr-11	01-Apr-12
Pre Application Fees - Category D Development	R	1,140.00	S	1,140.00	0.00%	01-Apr-11	01-Apr-12
Follow up Meetings - Category B Development	R	1,080.00	S	1,080.00	0.00%	01-Apr-11	01-Apr-12
Follow up Meetings - Category C Development	R	485.00	S	485.00	0.00%	01-Apr-11	01-Apr-12
Follow up Meetings - Category D Development	R	485.00	S	485.00	0.00%	01-Apr-11	01-Apr-12
Other Developments - All other Development excluding householder development and work to trees	R	270.00	S	n/a		01-Apr-11	n/a
Standard charge for Category E Development (Residential schemes of between 4 and 9 units)	B	n/a	S	600.00		n/a	01-Apr-12
Standard charge for Category F Development (Residential schemes of between 1 and 3 units)	B	n/a	S	270.00		n/a	01-Apr-12
Standard charge for Category G Development (Non residential schemes (change of use or new floor space) of 500sq.m to 999sqm)	B	n/a	S	600.00		n/a	01-Apr-12
Standard charge for Category H Development (Non residential schemes (change of use or new floor space) of up to 500sqm)	B	n/a	S	270.00		n/a	01-Apr-12
Standard charge for Category H Development (Non residential schemes (change of use or new floor space) of up to 500sqm) (The Council wishes to encourage the creation of new B1 and B2 use class small businesses - therefore the creation of new businesses or adaption / expansion of existing Hillingdon based businesses (including re-location within Hillingdon) will be exempt from a fee under category H)	B	n/a	S	nil		n/a	01-Apr-12
Householders - Minor Applications	R	270.00	NB	270.00	0.00%	01-Apr-11	01-Apr-12
Householders - Category A Development	R	6,000.00	S	6,000.00	0.00%	01-Apr-11	01-Apr-12

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Householders - Specialist: Additional flat fee where listed Building or Conservation advice is required	R	120.00	S	120.00	0.00%	01-Apr-11	01-Apr-12
Additional charges for the attendance of senior Managers - All other Development excluding householder development and work to trees	R	240.00	S	240.00	0.00%	01-Apr-11	01-Apr-12
Follow up Meetings - Category A Development	R	1,560.00	S	1,560.00	0.00%	01-Apr-11	01-Apr-12

BAA FeesGDPO Applications and other Planning Related Work

Scoping/screening opinions	B	1,000.00	NB	1,000.00	0.00%	01-Apr-11	01-Apr-12
6 pre-application meetings a year - per meeting	B	750.00	NB	750.00	0.00%	01-Apr-11	01-Apr-12
Considerations	B	85.00	NB	85.00	0.00%	01-Apr-11	01-Apr-12

Application where no extra floorspace is created	B	170.00	NB	170.00	0.00%	01-Apr-11	01-Apr-12
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Minor Developments

Floorspace created no larger than 1000m2 or site no bigger than 1hectares	B	850.00	NB	850.00	0.00%	01-Apr-11	01-Apr-12
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Major Developments

Band A 1,000m2 to 10,000m2 or between 1 and 5 hectares	B	3,400.00	NB	3,400.00	0.00%	01-Apr-11	01-Apr-12
Band B 10,000m2 to 20,000m2 or between 5 and 10 hectares	B	6,800.00	NB	6,800.00	0.00%	01-Apr-11	01-Apr-12
Band C above 20,000m2 or above 10 hectares fee	B	18,000.00	NB	18,000.00	0.00%	01-Apr-11	01-Apr-12

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Hall Hire Charges										
Meeting Hall Hire - Scale 1 (Haydon Hall)										
Rooms 1, 3 + 5 Mon - Fri	B	38.00	38.00	EXP	38.00	0.00%	39.00	2.63%		01-Apr-12
Whole Hall Sat / Sun & Bank Holidays	B	55.00	55.00	EXP	55.00	0.00%	57.00	3.64%		01-Apr-12
Rooms 2 or 4 or 6 Mon - Fri	B	32.00	32.00	EXP	32.00	0.00%	33.00	3.13%		01-Apr-12
Meeting Hall Hire - Scale 2										
Rooms 1, 3 + 5 Mon - Fri	B	20.00	20.00	EXP	20.00	0.00%	21.00	5.00%		01-Apr-12
Whole Hall Sat / Sun & Bank Holidays	B	29.00	29.00	EXP	29.00	0.00%	30.00	3.45%		01-Apr-12
Rooms 2 or 4 or 6 Mon - Fri	B	16.00	16.00	EXP	16.00	0.00%	16.00	0.00%		01-Apr-12
Cavendish Hall (Leased to Richtone Ltd - prices shown are the maximum that can be charged) - Scale 2										
Ground floor hall Mon - Thurs	B	19.00	19.00	EXP	19.00	0.00%	19.50	2.63%		01-Apr-12
First floor hall Mon - Thurs	B	19.00	19.00	EXP	19.00	0.00%	19.50	2.63%		01-Apr-12
Upstairs small room Mon - Thurs	B	15.00	15.00	EXP	15.00	0.00%	15.50	3.33%		01-Apr-12
Ground floor hall Fri / Sat / Sun	B	27.00	27.00	EXP	27.00	0.00%	28.00	3.70%		01-Apr-12
First floor hall Fri / Sat / Sun	B	27.00	27.00	EXP	27.00	0.00%	28.00	3.70%		01-Apr-12
Upstairs small room Fri / Sat / Sun	B	16.00	16.00	EXP	16.00	0.00%	16.50	3.13%		01-Apr-12
The Grange (Leased to Lido Catering Co Ltd - prices shown are the maximum that can be charged)										
Large Room Mon - Thurs	B	16.00	16.00	EXP	16.00	0.00%	16.50	3.13%		01-Apr-12
Medium room Mon - Thurs	B	16.00	16.00	EXP	16.00	0.00%	16.50	3.13%		01-Apr-12
Small room Mon - Thurs	B	15.00	15.00	EXP	15.00	0.00%	15.50	3.33%		01-Apr-12
Large Room Fri / Sat / Sun	B	20.00	20.00	EXP	20.00	0.00%	20.50	2.50%		01-Apr-12
Medium Room Fri / Sat / Sun	B	20.00	20.00	EXP	20.00	0.00%	20.50	2.50%		01-Apr-12
Small Room Fri / Sat / Sun	B	16.00	16.00	EXP	16.00	0.00%	16.50	3.13%		01-Apr-12
Kings College Pavilion - (Prices shown are the maximum that can be charged)										
Small Room Mon - Thurs inc Friday until 4.40pm	B	11.10	11.40	EXP	11.10	0.00%	11.70	2.63%		01-Apr-12
Medium Room Mon - Thurs inc Friday until 4.40pm	B	11.10	11.40	EXP	11.10	0.00%	11.70	2.63%		01-Apr-12
Large Room Mon - Thurs inc Friday until 4.40pm	B	16.40	17.30	EXP	16.40	0.00%	17.80	2.89%		01-Apr-12
Small Room Fri after 4.30 / Sat / Sun	B	21.50	22.70	EXP	21.50	0.00%	23.40	3.08%		01-Apr-12
Medium Room Fri after 4.30 / Sat / Sun	B	21.50	22.70	EXP	21.50	0.00%	23.40	3.08%		01-Apr-12
Large Room Fri after 4.30 / Sat / Sun	B	31.80	33.50	EXP	31.80	0.00%	34.50	2.99%		01-Apr-12

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Commercial Events - These are guide prices and will be negotiated on an individual basis.

Commercial events / Operating Days	B	2,255.00	2,314.00	EXP	2,255.00	0.00%	2,383.00	2.98%		01-Apr-12
Commercial events / set up strip down days	B	375.40	385.00	EXP	375.40	0.00%	397.00	3.12%		01-Apr-12
Fairs & Circuses - Monday to Thursday	B	829.00	829.00	EXP	829.00	0.00%	854.00	3.02%		01-Apr-12
Fairs & Circuses - Friday, Saturday, Sunday & Bank Holidays	B	1,134.00	1,134.00	EXP	1,134.00	0.00%	1,168.00	3.00%		01-Apr-12

Parks & Leisure Facility**Football, Rugby, Hockey, Lacrosse & Gaelic Football (pro rata per match)**

Junior - Without changing facilities	R	17.50	18.80	EXP	17.50	0.00%	19.40	3.19%		01-Apr-12
Pitch hire	R	23.60	25.50	EXP	23.60	0.00%	26.30	3.14%		01-Apr-12
changing facilities	R	25.70	27.63	EXP	25.70	0.00%	28.50	3.15%		01-Apr-12
Class 1A Modern dressing accommodation with hot & cold showers	R	57.50	61.90	EXP	57.50	0.00%	63.80	3.07%		01-Apr-12
Class 111 Dressing accommodation	R	26.70	28.80	EXP	26.70	0.00%	29.70	3.13%		01-Apr-12
Class 1V Other grounds	R	33.00	34.40	EXP	33.00	0.00%	35.40	2.91%		01-Apr-12
Junior - Without changing facilities	R	18.50	19.90	EXP	18.50	0.00%	20.50	3.02%		01-Apr-12

Bowls (May to September)**Clubs pay lump sum (mgt fee) to green spaces collect fees and season tickets themselves.**

Green Fees (per hour) Adult	R	5.00	5.00	EXP	5.00	0.00%	5.20	4.00%		01-Apr-12
Green Fees (per hour) Senior Citizens and Children	R	4.00	4.00	EXP	4.00	0.00%	4.10	2.50%		01-Apr-12
Season Tickets Adult	R	112.00	112.00	EXP	112.00	0.00%	116.00	3.57%		01-Apr-12
Season Tickets Senior Citizens and Children	R	57.00	57.00	EXP	57.00	0.00%	58.00	1.75%		01-Apr-12

Cricket (pro-rata per match)

Class 1A Modern dressing accommodation with hot & cold showers	R	102.57	110.50	EXP	102.57	0.00%	113.80	2.99%		01-Apr-12
Class 111 Dressing accommodation	R	66.67	71.84	EXP	66.67	0.00%	74.00	3.01%		01-Apr-12
Class 1V Other grounds	R	52.30	56.36	EXP	52.30	0.00%	58.10	3.09%		01-Apr-12
Class 1A Modern dressing accommodation with hot & cold showers	R	122.05	131.53	EXP	122.05	0.00%	135.50	3.02%		01-Apr-12
Class 1B Older dressing accommodation with hot & cold showers	R	112.82	121.58	EXP	112.82	0.00%	125.20	2.98%		01-Apr-12
Class 11 Dressing accommodation with washing facilities	R	88.20	95.05	EXP	88.20	0.00%	97.90	3.00%		01-Apr-12
All day match (commencing at 10.30 or 11.00am)	R			EXP						01-Apr-12
Additional charge per match for seasonal or single lettings	R	16.41	17.68	EXP	16.41	0.00%	18.20	2.94%		01-Apr-12

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Letting of Open Space

Fund-raising events	B	0.00	0.00	EXP	0.00		0.00			01-Apr-12
Charity events	B	0.00	0.00	EXP	0.00		0.00			01-Apr-12
Events - profit making or commercial - min. hourly charge	B	100.51	100.51	EXP	100.51	0.00%	103.50	2.97%		01-Apr-12
Events - local community or non-profit making - min. hourly charge	B	16.41		EXP	16.41	0.00%				01-Apr-12
Sports days	B	22.56	23.15	EXP	22.56	0.00%	23.80	2.81%		01-Apr-12
Other events / minimum charge	B	52.30	53.70	EXP	52.30	0.00%	55.30	2.98%		01-Apr-12
Wedding photographs etc	R	53.70	53.70	EXP	53.70	0.00%	55.30	2.98%		01-Apr-12

Use of Camp Site - Mad Bess Wood (Scout Groups etc)

0-29 persons per night	R	44.10	46.40	EXP	44.10	0.00%	47.80	3.02%		01-Apr-12
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Tennis (charges per hour)

Juniors - Weekdays up to 6pm	R	3.00	3.08	EXP	3.00	0.00%	3.20	4.07%		01-Apr-12
Weekends & Public Holidays	R	6.00	6.15	EXP	6.00	0.00%	6.30	2.44%		01-Apr-12
Adults - Weekdays up to 4pm	R	5.00	5.13	EXP	5.00	0.00%	5.30	3.41%		01-Apr-12
After 4pm, weekends & Public Holidays	R	6.00	6.15	EXP	6.00	0.00%	6.30	2.44%		01-Apr-12

Contact Centre**Blue Badge**

Disabled Parking Blue Badge	R	2.00	2.00	EXP	2.00	0.00%	2.00	0.00%	01-Apr-11	01-Apr-12
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Street-Scene Enforcement**Minor Highways Fees**

Scaffold / Hoarding (Additional charge per hour)	B			NB					01-Apr-11	01-Apr-12
Plant & Maintain Licences (Additional cost /hr)	B	50.00	50.00	NB	50.00	0.00%	50.00	0.00%	01-Apr-11	01-Apr-12
Mobile Construction Equipment (e.g. cranes on the highway) Additional cost per hr	B			NB	0.00		0.00		01-Apr-11	01-Apr-12
Scaffold / Hoarding (charge per application)	B		170.00	NB	0.00		180.00	5.88%	01-Apr-11	01-Apr-12
Plant & Maintain Licences (Basic cost charged per application)	M	170.00	170.00	NB	170.00	0.00%	180.00	5.88%	01-Apr-11	01-Apr-12
Mobile Construction Equipment (e.g. cranes on the highway)	B		170.00	NB			180.00	5.88%	01-Apr-11	01-Apr-12
Oversail Licences (e.g. cranes and canopies)	B		170.00	NB			180.00	5.88%	01-Apr-11	01-Apr-12
Entrance to Cellars and Pavement Lights	B	Recharged at costs		NB	Recharged at costs		Recharged at costs		01-Apr-11	01-Apr-12

Cars for Sale on the Highway

Removals - not a licencable fee and charge hardly ever occurs, we would pass on full cost and storage removed vehicle upon collection by owner.	B	Recharged at costs		NB	Recharged at costs		Recharged at costs		01-Apr-11	01-Apr-12
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"A" Board fees & charges - very rarely have to remove these and if we did we would pass removal costs on to relevant party.

Initial application fee	B	51.50	51.50	NB	51.50	0.00%	51.50	0.00%	01-Apr-11	01-Apr-12
Once approved by Planning a further:	B	96.30	96.30	NB	96.30	0.00%	96.30	0.00%	01-Apr-11	01-Apr-12
Thereafter annual fee	B	147.80	147.80	NB	147.80	0.00%	147.80	0.00%	01-Apr-11	01-Apr-12

Public Rights of Way

Application to change definitive map & statement	M	140.00	140.00	NB	150.00	7.14%	150.00	7.14%	01-Apr-11	01-Apr-12
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Highways Enquires

For legal purposes requiring a written response	B	50.00	50.00	NB	50.00	0.00%	50.00	0.00%	01-Apr-11	01-Apr-12
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Streetworks Inspection / Licensing										
Sample Inspection	B		50.00	NB			50.00	0.00%	01-Apr-11	01-Apr-12
Defected Works	B		47.50	NB			47.50	0.00%	01-Apr-11	01-Apr-12
License new plant	B		400.00	NB			450.00	12.50%	01-Apr-11	01-Apr-12
license old plant	B		400.00	NB			450.00	12.50%	01-Apr-11	01-Apr-12
Streetworks Overruns (min/day)	B		100.00	NB			100.00	0.00%	01-Apr-11	01-Apr-12
Streetworks Overruns (max/day)	B		2,500.00	NB			2,500.00	0.00%	01-Apr-11	01-Apr-12
Bar marks in front of vehicle crossings	M	135.00	135.00	NB	135.00	0.00%	135.00	0.00%	01-Apr-11	01-Apr-12
Minor Highways Fees										
Vehicle Crossings (Average crossing)	R	872.00		NB	900.00	3.21%			01-Apr-11	01-Apr-12
Oversail Licences (e.g. cranes and canopies) Additional charges per hr	B		50.00	NB			50.00	0.00%	01-Apr-11	01-Apr-12
All Highways enquiries for legal purposes requiring written response	M	50.00	50.00	NB	50.00	0.00%	50.00	0.00%	01-Apr-11	01-Apr-12
Additional Highways Enquiries										
Standard Highways Adoption Question (1 to 3 questions)	B	31.50	31.50	EXP	34.00	7.94%	34.00	7.94%	01-Apr-11	01-Apr-12
Additional Highways Questions (each)	B	10.50	10.50	EXP	12.00	14.29%	12.00	14.29%	01-Apr-11	01-Apr-12

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Children's Centres

Full day care provision

Nestles Avenue Children's Centre	R	205.00	205.00		EXP	205.00	0.00%	205.00	0.00%			01-Apr-08	01-Apr-12
South Ruislip Early Years Centre	R	205.00	205.00		EXP	205.00	0.00%	205.00	0.00%			01-Apr-08	01-Apr-12
Uxbridge Early Years Centre	R	205.00	205.00		EXP	205.00	0.00%	205.00	0.00%			01-Apr-08	01-Apr-12

Barra Hall Room Hire

Daytime room hire per hour (9am to 6pm) (concession for voluntary organisations)	M	30.00	30.00	£15 to £20	EXP	30.00	0.00%	30.00	0.00%	£15 to £20		01-Jun-10	01-Apr-12
Daytime room hire per day (9am to 6pm) (concession for voluntary organisations)	M	150.00	150.00	75.00	EXP	150.00	0.00%	150.00	0.00%	75.00	0.00%	01-Jun-10	01-Apr-12
Evening room hire per hour (concession for voluntary organisations)	M	33.00	33.00	£16.50 to £22	EXP	33.00	0.00%	33.00	0.00%	£16.50 to £22		01-Jun-10	01-Apr-12
Weekend room hire per hour (concession for voluntary organisations)	M	37.50	37.50	£18.50 to £25	EXP	37.50	0.00%	37.50	0.00%	£18.50 to £25		01-Jun-10	01-Apr-12
Weekend room hire per day (9am to 6pm) (concession for voluntary organisations)	M	187.50	187.50	93.75	EXP	187.50	0.00%	187.50	0.00%	93.75	0.00%	01-Jun-10	01-Apr-12
Additional tea / coffee (per mug)	M	0.80	0.80	0.80	STD	0.80	0.00%	0.80	0.00%	0.80	0.00%	01-Jun-10	01-Apr-12

Adult Education

Tuition Fees

Tuition Fee per Guided Learning Hour –LSC funded provision	R	2.48	4.50	1.74	EXP	2.48	0.00%	4.50	0.00%	1.74	0.00%	01-Sep-11	01-Sep-12
Tuition Fee per Guided Learning Hour –LBH funded provision	R	2.48	4.50	1.74	EXP	2.48	0.00%	4.50	0.00%	1.74	0.00%	01-Sep-11	01-Sep-12

Music Service (Termly charge)

Group tuition	R	58.50	58.50		EXP	Subject to		Subject to				01-Sep-11	01-Apr-12
Individual tuition	R	110.00	110.00		EXP	Phase 2 of	-100.00%	Phase 2 of	-100.00%			01-Sep-11	01-Apr-12
Saturday Music Centre	R	58.50	58.50		EXP	Member	-100.00%	Member	-100.00%			01-Sep-11	01-Apr-12
Evening Activity or Saturday Choir Only	R	27.75	27.75		EXP	Working	-100.00%	Working	-100.00%			01-Sep-10	01-Apr-12
Use of Instrument	R	9.75	9.75		EXP	Group Review	-100.00%	Group Review	-100.00%			01-Sep-10	01-Apr-12

Type
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Vat status
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All prices including VAT													
Type of Fee / Charge	Type	Current Charges Residents £	Current Charges Non-Residents £	Concession Charges £	Vat Status	Proposed New Charges Residents £	% Increase	Proposed New Charges Non Residents £	% Increase	Proposed New Concession Charges £	% Increase	Date of last change to charge	Effective Date

Music Service (Reduced rate for families in receipt of benefit - termly charge)

Group tuition	R	12.75	12.75		EXP	Subject to		Subject to				01-Sep-10	01-Apr-12
Individual tuition	R	21.25	21.25		EXP	Phase 2 of	-100.00%	Phase 2 of	-100.00%			01-Sep-10	01-Apr-12
Saturday Music Centre	R	12.75	12.75		EXP	Member	-100.00%	Member	-100.00%			01-Sep-10	01-Apr-12
Evening Activity or Saturday Choir Only	R	9.25	9.25		EXP	Working	-100.00%	Working	-100.00%			01-Sep-10	01-Apr-12
Use of Instrument	R	4.10	4.10		EXP	Group Review	-100.00%	Group Review	-100.00%			01-Sep-10	01-Apr-12

Music Service (Schools Charges)

Hourly Charge for School Projects	S		37.00		NB			Subject to				01-Sep-10	01-Sep-12
Hourly Charge for School Projects (to academies)	S		44.40		STD			Phase 2 of	-100.00%			01-Sep-10	01-Sep-12
								Member					
								Working					
								Group Review					

Charville YPC Northwood YPC South Ruislip YPC**Hourly Charges**

Council directly managed	M	20.00	20.00		EXP	20.00	0.00%	Subject to BID				01-Apr-11	01-Apr-12
Affiliated Youth Groups	M	25.00	25.00		EXP	25.00	0.00%	review of	-100.00%			01-Apr-11	01-Apr-12
Other voluntary group lettings	M	30.00	30.00		EXP	30.00	0.00%	Youth Service	-100.00%			01-Apr-11	01-Apr-12
Other lettings	M	40.00	40.00		EXP	40.00	0.00%		-100.00%			01-Apr-11	01-Apr-12

Daily Charges (Up to 8 Hours)

Council directly managed	M	120.00	120.00		EXP	120.00	0.00%	Subject to BID				01-Apr-11	01-Apr-12
Affiliated Youth Groups	M	150.00	150.00		EXP	150.00	0.00%	review of	-100.00%			01-Apr-11	01-Apr-12
Other voluntary group lettings	M	180.00	180.00		EXP	180.00	0.00%	Youth Service	-100.00%			01-Apr-11	01-Apr-12
Other lettings	M	241.00	241.00		EXP	241.00	0.00%		-100.00%			01-Apr-11	01-Apr-12

Daily Charges (More than 8 Hours)

Council directly managed	M	241.00	241.00		EXP	241.00	0.00%	Subject to BID				01-Apr-11	01-Apr-12
Affiliated Youth Groups	M	301.00	301.00		EXP	301.00	0.00%	review of	-100.00%			01-Apr-11	01-Apr-12
Other voluntary group lettings	M	361.00	361.00		EXP	361.00	0.00%	Youth Service	-100.00%			01-Apr-11	01-Apr-12
Other lettings	M	481.00	481.00		EXP	481.00	0.00%		-100.00%			01-Apr-11	01-Apr-12

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Vat status
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All prices including VAT													
Type of Fee / Charge	Type	Current Charges Residents £	Current Charges Non-Residents £	Concession Charges £	Vat Status	Proposed New Charges Residents £	% Increase	Proposed New Charges Non Residents £	% Increase	Proposed New Concession Charges £	% Increase	Date of last change to charge	Effective Date
Individual Rooms													
Hourly													
Charge for 1 room	M	7.00	7.00		EXP	7.00	0.00%	Subject to BID				01-Apr-11	01-Apr-12
Small hall	M	10.00	10.00		EXP	10.00	0.00%	review of	-100.00%			01-Apr-11	01-Apr-12
Large Hall	M	15.00	15.00		EXP	15.00	0.00%	Youth Service	-100.00%			01-Apr-11	01-Apr-12
Daily (up to 8 hours)													
Charge for 1 room	M	40.00	40.00		EXP	40.00	0.00%	Subject to BID				01-Apr-11	01-Apr-12
Small hall	M	60.00	60.00		EXP	60.00	0.00%	review of	-100.00%			01-Apr-11	01-Apr-12
Large Hall	M	90.00	90.00		EXP	90.00	0.00%	Youth Service	-100.00%			01-Apr-11	01-Apr-12
Daily (more than 8 hours)													
Charge for 1 room	M	80.00	80.00		EXP	80.00	0.00%	Subject to BID				01-Apr-11	01-Apr-12
Small hall	M	120.00	120.00		EXP	120.00	0.00%	review of	-100.00%			01-Apr-11	01-Apr-12
Large Hall	M	180.00	180.00		EXP	180.00	0.00%	Youth Service	-100.00%			01-Apr-11	01-Apr-12
West Drayton YPC													
Hourly charges													
Council directly managed	M	21.00	21.00		EXP	21.00	0.00%	Subject to BID				01-Apr-11	01-Apr-12
Affiliated Youth Groups	M	26.00	26.00		EXP	26.00	0.00%	review of	-100.00%			01-Apr-11	01-Apr-12
Other voluntary group lettings	M	31.00	31.00		EXP	31.00	0.00%	Youth Service	-100.00%			01-Apr-11	01-Apr-12
Other lettings	M	41.00	41.00		EXP	41.00	0.00%		-100.00%			01-Apr-11	01-Apr-12
Daily Charges (UP to 8 HOURS)													
Council directly managed	M	124.00	124.00		EXP	124.00	0.00%	Subject to BID				01-Apr-11	01-Apr-12
Affiliated Youth Groups	M	155.00	155.00		EXP	155.00	0.00%	review of	-100.00%			01-Apr-11	01-Apr-12
Other voluntary group lettings	M	186.00	186.00		EXP	186.00	0.00%	Youth Service	-100.00%			01-Apr-11	01-Apr-12
Other lettings	M	248.00	248.00		EXP	248.00	0.00%		-100.00%			01-Apr-11	01-Apr-12
Daily Charges (More than 8 HOURS)													
Council directly managed	M	248.00	248.00		EXP	248.00	0.00%	Subject to BID				01-Apr-11	01-Apr-12
Affiliated Youth Groups	M	310.00	310.00		EXP	310.00	0.00%	review of	-100.00%			01-Apr-11	01-Apr-12
Other voluntary group lettings	M	372.00	372.00		EXP	372.00	0.00%	Youth Service	-100.00%			01-Apr-11	01-Apr-12
Other lettings	M	496.00	496.00		EXP	496.00	0.00%		-100.00%			01-Apr-11	01-Apr-12

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All prices including VAT													
Type of Fee / Charge	Type	Current Charges Residents £	Current Charges Non-Residents £	Concession Charges £	Vat Status	Proposed New Charges Residents £	% Increase	Proposed New Charges Non Residents £	% Increase	Proposed New Concession Charges £	% Increase	Date of last change to charge	Effective Date
Individual Rooms													
Hourly													
Charge for 1 room	M	7.00	7.00		EXP	7.00	0.00%	Subject to BID				01-Apr-11	01-Apr-12
Small hall	M	10.00	10.00		EXP	10.00	0.00%	review of	-100.00%			01-Apr-11	01-Apr-12
Large Hall	M	16.00	16.00		EXP	16.00	0.00%	Youth Service	-100.00%			01-Apr-11	01-Apr-12
Daily (up to 8 hours)													
Charge for 1 room	M	41.00	41.00		EXP	41.00	0.00%	Subject to BID				01-Apr-11	01-Apr-12
Small hall	M	62.00	62.00		EXP	62.00	0.00%	review of	-100.00%			01-Apr-11	01-Apr-12
Large Hall	M	93.00	93.00		EXP	93.00	0.00%	Youth Service	-100.00%			01-Apr-11	01-Apr-12
Daily (more than 8 hours)													
Charge for 1 room	M	83.00	83.00		EXP	83.00	0.00%	Subject to BID				01-Apr-11	01-Apr-12
Small hall	M	124.00	124.00		EXP	124.00	0.00%	review of	-100.00%			01-Apr-11	01-Apr-12
Large Hall	M	186.00	186.00		EXP	186.00	0.00%	Youth Service	-100.00%			01-Apr-11	01-Apr-12
Harlington YPC													
Hourly													
Council directly managed	M	16.00	16.00		EXP	16.00	0.00%	Subject to BID				01-Apr-11	01-Apr-12
Affiliated Youth Groups	M	20.00	20.00		EXP	20.00	0.00%	review of	-100.00%			01-Apr-11	01-Apr-12
Other voluntary group lettings	M	24.00	24.00		EXP	24.00	0.00%	Youth Service	-100.00%			01-Apr-11	01-Apr-12
Other lettings	M	32.00	32.00		EXP	32.00	0.00%		-100.00%			01-Apr-11	01-Apr-12
Daily (up to 8 hours)													
Council directly managed	M	97.00	97.00		EXP	97.00	0.00%	Subject to BID				01-Apr-11	01-Apr-12
Affiliated Youth Groups	M	122.00	122.00		EXP	122.00	0.00%	review of	-100.00%			01-Apr-11	01-Apr-12
Other voluntary group lettings	M	146.00	146.00		EXP	146.00	0.00%	Youth Service	-100.00%			01-Apr-11	01-Apr-12
Other lettings	M	194.00	194.00		EXP	194.00	0.00%		-100.00%			01-Apr-11	01-Apr-12
Daily (more than 8 hours)													
Council directly managed	M	194.00	194.00		EXP	194.00	0.00%	Subject to BID				01-Apr-11	01-Apr-12
Affiliated Youth Groups	M	243.00	243.00		EXP	243.00	0.00%	review of	-100.00%			01-Apr-11	01-Apr-12
Other voluntary group lettings	M	292.00	292.00		EXP	292.00	0.00%	Youth Service	-100.00%			01-Apr-11	01-Apr-12
Other lettings	M	389.00	389.00		EXP	389.00	0.00%		-100.00%			01-Apr-11	01-Apr-12

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All prices including VAT													
Type of Fee / Charge	Type	Current Charges Residents £	Current Charges Non-Residents £	Concession Charges £	Vat Status	Proposed New Charges Residents £	% Increase	Proposed New Charges Non Residents £	% Increase	Proposed New Concession Charges £	% Increase	Date of last change to charge	Effective Date
Individual Rooms													
Hourly													
Charge for 1 room	M	5.00	5.00		EXP	5.00	0.00%	Subject to BID				01-Apr-11	01-Apr-12
Small hall	M	8.00	8.00		EXP	8.00	0.00%	review of	-100.00%			01-Apr-11	01-Apr-12
Large Hall	M	12.00	12.00		EXP	12.00	0.00%	Youth Service	-100.00%			01-Apr-11	01-Apr-12
Daily (up to 8 hours)													
Charge for 1 room	M	32.00	32.00		EXP	32.00	0.00%	Subject to BID				01-Apr-11	01-Apr-12
Small hall	M	49.00	49.00		EXP	49.00	0.00%	review of	-100.00%			01-Apr-11	01-Apr-12
Large Hall	M	73.00	73.00		EXP	73.00	0.00%	Youth Service	-100.00%			01-Apr-11	01-Apr-12
Daily (more than 8 hours)													
Charge for 1 room	M	65.00	65.00		EXP	65.00	0.00%	Subject to BID				01-Apr-11	01-Apr-12
Small hall	M	97.00	97.00		EXP	97.00	0.00%	review of	-100.00%			01-Apr-11	01-Apr-12
Large Hall	M	146.00	146.00		EXP	146.00	0.00%	Youth Service	-100.00%			01-Apr-11	01-Apr-12
Ruislip YPC													
Hourly													
Council directly managed	M	16.00	16.00		EXP	16.00	0.00%	Subject to BID				01-Apr-11	01-Apr-12
Affiliated Youth Groups	M	20.00	20.00		EXP	20.00	0.00%	review of	-100.00%			01-Apr-11	01-Apr-12
Other voluntary group lettings	M	24.00	24.00		EXP	24.00	0.00%	Youth Service	-100.00%			01-Apr-11	01-Apr-12
Other lettings	M	32.00	32.00		EXP	32.00	0.00%		-100.00%			01-Apr-11	01-Apr-12
Daily (up to 8 hours)													
Council directly managed	M	95.00	95.00		EXP	95.00	0.00%	Subject to BID				01-Apr-11	01-Apr-12
Affiliated Youth Groups	M	118.00	118.00		EXP	118.00	0.00%	review of	-100.00%			01-Apr-11	01-Apr-12
Other voluntary group lettings	M	142.00	142.00		EXP	142.00	0.00%	Youth Service	-100.00%			01-Apr-11	01-Apr-12
Other lettings	M	189.00	189.00		EXP	189.00	0.00%		-100.00%			01-Apr-11	01-Apr-12
Daily (more than 8 hours)													
Council directly managed	M	189.00	189.00		EXP	189.00	0.00%	Subject to BID				01-Apr-11	01-Apr-12
Affiliated Youth Groups	M	237.00	237.00		EXP	237.00	0.00%	review of	-100.00%			01-Apr-11	01-Apr-12
Other voluntary group lettings	M	284.00	284.00		EXP	284.00	0.00%	Youth Service	-100.00%			01-Apr-11	01-Apr-12
Other lettings	M	379.00	379.00		EXP	379.00	0.00%		-100.00%			01-Apr-11	01-Apr-12

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Type of Fee / Charge	Type	Current Charges Residents £	Current Charges Non-Residents £	Concession Charges £	Vat Status	Proposed New Charges Residents £	% Increase	Proposed New Charges Non Residents £	% Increase	Proposed New Concession Charges £	% Increase	Date of last change to charge	Effective Date
Individual Rooms													
Hourly													
Charge for 1 room	M	5.00	5.00		EXP	5.00	0.00%	Subject to BID				01-Apr-11	01-Apr-12
Small hall	M	8.00	8.00		EXP	8.00	0.00%	review of	-100.00%			01-Apr-11	01-Apr-12
Large Hall	M	12.00	12.00		EXP	12.00	0.00%	Youth Service	-100.00%			01-Apr-11	01-Apr-12
Daily (up to 8 hours)													
Charge for 1 room	M	32.00	32.00		EXP	32.00	0.00%	Subject to BID				01-Apr-11	01-Apr-12
Small hall	M	47.00	47.00		EXP	47.00	0.00%	review of	-100.00%			01-Apr-11	01-Apr-12
Large Hall	M	71.00	71.00		EXP	71.00	0.00%	Youth Service	-100.00%			01-Apr-11	01-Apr-12
Daily (more than 8 hours)													
Charge for 1 room	M	63.00	63.00		EXP	63.00	0.00%	Subject to BID				01-Apr-11	01-Apr-12
Small hall	M	95.00	95.00		EXP	95.00	0.00%	review of	-100.00%			01-Apr-11	01-Apr-12
Large Hall	M	142.00	142.00		EXP	142.00	0.00%	Youth Service	-100.00%			01-Apr-11	01-Apr-12
Fountain Mills YPC													
Hourly													
Council directly managed	M	20.00	20.00		EXP	20.00	0.00%	Subject to BID				01-Apr-11	01-Apr-12
Affiliated Youth Groups	M	26.00	26.00		EXP	26.00	0.00%	review of	-100.00%			01-Apr-11	01-Apr-12
Other voluntary group lettings	M	31.00	31.00		EXP	31.00	0.00%	Youth Service	-100.00%			01-Apr-11	01-Apr-12
Other lettings	M	41.00	41.00		EXP	41.00	0.00%		-100.00%			01-Apr-11	01-Apr-12
Daily (up to 8 hours)													
Council directly managed	M	123.00	123.00		EXP	123.00	0.00%	Subject to BID				01-Apr-11	01-Apr-12
Affiliated Youth Groups	M	153.00	153.00		EXP	153.00	0.00%	review of	-100.00%			01-Apr-11	01-Apr-12
Other voluntary group lettings	M	184.00	184.00		EXP	184.00	0.00%	Youth Service	-100.00%			01-Apr-11	01-Apr-12
Other lettings	M	245.00	245.00		EXP	245.00	0.00%		-100.00%			01-Apr-11	01-Apr-12
Daily (more than 8 hours)													
Council directly managed	M	245.00	245.00		EXP	245.00	0.00%	Subject to BID				01-Apr-11	01-Apr-12
Affiliated Youth Groups	M	306.00	306.00		EXP	306.00	0.00%	review of	-100.00%			01-Apr-11	01-Apr-12
Other voluntary group lettings	M	368.00	368.00		EXP	368.00	0.00%	Youth Service	-100.00%			01-Apr-11	01-Apr-12
Other lettings	M	490.00	490.00		EXP	490.00	0.00%		-100.00%			01-Apr-11	01-Apr-12

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Type of Fee / Charge	Type	Current Charges Residents £	Current Charges Non-Residents £	Concession Charges £	Vat Status	Proposed New Charges Residents £	% Increase	Proposed New Charges Non Residents £	% Increase	Proposed New Concession Charges £	% Increase	Date of last change to charge	Effective Date
Individual Rooms													
Hourly													
Charge for 1 room	M	7.00	7.00		EXP	7.00	0.00%	Subject to BID				01-Apr-11	01-Apr-12
Small hall	M	10.00	10.00		EXP	10.00	0.00%	review of	-100.00%			01-Apr-11	01-Apr-12
Large Hall	M	15.00	15.00		EXP	15.00	0.00%	Youth Service	-100.00%			01-Apr-11	01-Apr-12
Daily (up to 8 hours)													
Charge for 1 room	M	41.00	41.00		EXP	41.00	0.00%	Subject to BID				01-Apr-11	01-Apr-12
Small hall	M	61.00	61.00		EXP	61.00	0.00%	review of	-100.00%			01-Apr-11	01-Apr-12
Large Hall	M	92.00	92.00		EXP	92.00	0.00%	Youth Service	-100.00%			01-Apr-11	01-Apr-12
Daily (more than 8 hours)													
Charge for 1 room	M	82.00	82.00		EXP	82.00	0.00%	Subject to BID				01-Apr-11	01-Apr-12
Small hall	M	123.00	123.00		EXP	123.00	0.00%	review of	-100.00%			01-Apr-11	01-Apr-12
Large Hall	M	184.00	184.00		EXP	184.00	0.00%	Youth Service	-100.00%			01-Apr-11	01-Apr-12
FIESTA													
FIESTA in the Park - SY 7+	M	0.00	0.00		EXP	0.00	0.00%	0.00	0.00%			01-Apr-11	01-Apr-12
Summer Action - SY 4-	M	25.00	25.00		EXP	25.00	0.00%	25.00	0.00%			01-Apr-11	01-Apr-12
Summer Action - SY 6-	M	25.00	25.00		EXP	25.00	0.00%	25.00	0.00%			01-Apr-11	01-Apr-12
Summer Action - SY 8-	M	25.00	25.00		EXP	25.00	0.00%	25.00	0.00%			01-Apr-11	01-Apr-12
Summer Action - SY 10	M	25.00	25.00		EXP	25.00	0.00%	25.00	0.00%			01-Apr-11	01-Apr-12
Summer Action Sparks - SY 8+	M	25.00	25.00		EXP	25.00	0.00%	25.00	0.00%			01-Apr-11	01-Apr-12
Fashion School - SY 8+	M	62.50	62.50		EXP	62.50	0.00%	62.50	0.00%			01-Apr-11	01-Apr-12
Mural Design - SY 8+	M	25.00	25.00		EXP	25.00	0.00%	25.00	0.00%			01-Apr-11	01-Apr-12
Street Art - SY 8+	M	31.25	31.25		EXP	31.25	0.00%	31.25	0.00%			01-Apr-11	01-Apr-12
Digital Photography - SY 8+	M	25.00	25.00		EXP	25.00	0.00%	25.00	0.00%			01-Apr-11	01-Apr-12
Film Production - SY 8+	M	25.00	25.00		EXP	25.00	0.00%	25.00	0.00%			01-Apr-11	01-Apr-12
Radio Broadcasting - SY 8+	M	25.00	25.00		EXP	25.00	0.00%	25.00	0.00%			01-Apr-11	01-Apr-12
Web Communications and Design - SY 8+	M	25.00	25.00		EXP	25.00	0.00%	25.00	0.00%			01-Apr-11	01-Apr-12
Drama and Improvisation - SY 8+	M	25.00	25.00		EXP	25.00	0.00%	25.00	0.00%			01-Apr-11	01-Apr-12
Advanced Drama and Improvisation - SY 8+	M	25.00	25.00		EXP	25.00	0.00%	25.00	0.00%			01-Apr-11	01-Apr-12
Musical Theatre - SY 8+	M	25.00	25.00		EXP	25.00	0.00%	25.00	0.00%			01-Apr-11	01-Apr-12
Recording Studio Production - SY 8+	M	25.00	25.00		EXP	25.00	0.00%	25.00	0.00%			01-Apr-11	01-Apr-12
Rock School - SY 8+	M	62.50	62.50		EXP	62.50	0.00%	62.50	0.00%			01-Apr-11	01-Apr-12
Street Dance - SY 8+	M	20.00	20.00		EXP	20.00	0.00%	20.00	0.00%			01-Apr-11	01-Apr-12

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All prices including VAT													
Type of Fee / Charge	Type	Current Charges Residents £	Current Charges Non-Residents £	Concession Charges £	Vat Status	Proposed New Charges Residents £	% Increase	Proposed New Charges Non Residents £	% Increase	Proposed New Concession Charges £	% Increase	Date of last change to charge	Effective Date
Street Dance (Advanced) - SY 8+	M	20.00	20.00		EXP	20.00	0.00%	20.00	0.00%			01-Apr-11	01-Apr-12
Urban Vocal Performance - SY 8+	M	25.00	25.00		EXP	25.00	0.00%	25.00	0.00%			01-Apr-11	01-Apr-12
Bollywood Dance - SY 8+	M	25.00	25.00		EXP	25.00	0.00%	25.00	0.00%			01-Apr-11	01-Apr-12
Make Up and Beauty Techniques - SY 8+	M	25.00	25.00		EXP	25.00	0.00%	25.00	0.00%			01-Apr-11	01-Apr-12
Advanced Make Up and Beauty Techniques - SY 8+	M	25.00	25.00		EXP	25.00	0.00%	25.00	0.00%			01-Apr-11	01-Apr-12
Babysitting - SY 11	M	31.25	31.25		EXP	31.25	0.00%	31.25	0.00%			01-Apr-11	01-Apr-12
Careers: What Next? - SY 11	M	0.00	0.00		EXP	0.00	0.00%	0.00	0.00%			01-Apr-11	01-Apr-12
Event Management - SY 8+	M	25.00	25.00		EXP	25.00	0.00%	25.00	0.00%			01-Apr-11	01-Apr-12
Food Hygiene Certificate - SY 8+	M	6.25	6.25		EXP	6.25	0.00%	6.25	0.00%			01-Apr-11	01-Apr-12
Hairdressing - SY 8+	M	25.00	25.00		EXP	25.00	0.00%	25.00	0.00%			01-Apr-11	01-Apr-12
Health and Safety Training for the Workplace - SY 11	M	25.00	25.00		EXP	25.00	0.00%	25.00	0.00%			01-Apr-11	01-Apr-12
Motor Vehicle Maintenance - SY 8+	M	25.00	25.00		EXP	25.00	0.00%	25.00	0.00%			01-Apr-11	01-Apr-12
Motor Vehicle Maintenance (Advanced) - SY 8+	M	25.00	25.00		EXP	25.00	0.00%	25.00	0.00%			01-Apr-11	01-Apr-12
Office Skills - SY 11	M	25.00	25.00		EXP	25.00	0.00%	25.00	0.00%			01-Apr-11	01-Apr-12
British Sign Language - SY 8+	M	25.00	25.00		EXP	25.00	0.00%	25.00	0.00%			01-Apr-11	01-Apr-12
Cycling Proficiency - SY 6+	M	0.00	0.00		EXP	0.00	0.00%	0.00	0.00%			01-Apr-11	01-Apr-12
Driving Theory Test (Introduction to) - SY 8+	M	6.25	6.25		EXP	6.25	0.00%	6.25	0.00%			01-Apr-11	01-Apr-12
English as a Second Language (ESOL) - SY 8+	M	25.00	25.00		EXP	25.00	0.00%	25.00	0.00%			01-Apr-11	01-Apr-12
First Aid Skills (Introduction to) - SY 8+	M	6.25	6.25		EXP	6.25	0.00%	6.25	0.00%			01-Apr-11	01-Apr-12
First Aid: Appointed Person (Advanced) - SY 11	M	6.25	6.25		EXP	6.25	0.00%	6.25	0.00%			01-Apr-11	01-Apr-12
Hillingdon's Young Master Chef - SY 8+	M	6.25	6.25		EXP	6.25	0.00%	6.25	0.00%			01-Apr-11	01-Apr-12
International Cooking Skills - SY 8+	M	25.00	25.00		EXP	25.00	0.00%	25.00	0.00%			01-Apr-11	01-Apr-12
Massage and Aromatherapy - SY 8+	M	25.00	25.00		EXP	25.00	0.00%	25.00	0.00%			01-Apr-11	01-Apr-12
What Do You Stand for? Politics for Beginners - SY 8+	M	25.00	25.00		EXP	25.00	0.00%	25.00	0.00%			01-Apr-11	01-Apr-12

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Library Service

Charges													
Compact Discs - every 3 weeks	R	1.05	1.50	0.55	NB	1.05	0.00%	1.60	6.67%	0.55	0.00%	01-Apr-11	01-Apr-12
DVDs - per week	R	2.10	3.00	1.05	NB	2.10	0.00%	3.15	5.00%	1.05	0.00%	01-Apr-11	01-Apr-12
Children's DVDs - per week	R	1.05	1.50	0.55	NB	1.05	0.00%	1.60	6.67%	0.55	0.00%	01-Apr-11	01-Apr-12
Videos - per week	R	1.05	1.50	0.55	NB	1.05	0.00%	1.60	6.67%	0.55	0.00%	01-Apr-11	01-Apr-12
Children's videos - per week	R	0.55	0.80	0.30	NB	0.55	0.00%	0.85	6.25%	0.30	0.00%	01-Apr-11	01-Apr-12
Language Courses - every 3 weeks	R	3.05	5.00	1.55	NB	3.05	0.00%	5.25	5.00%	1.55	0.00%	01-Apr-11	01-Apr-12
Video Language Courses - every 3 weeks	R	3.05	5.00	1.55	NB	3.05	0.00%	5.25	5.00%	1.55	0.00%	01-Apr-11	01-Apr-12
CD & Cassettes - every 3 weeks	R	2.05	3.00	1.05	NB	2.05	0.00%	3.15	5.00%	1.05	0.00%	01-Apr-11	01-Apr-12
eAudiobooks (downloadable) - every 3 weeks	R	2.05	3.00	1.05	NB	2.05	0.00%	3.15	5.00%	1.05	0.00%	01-Apr-11	01-Apr-12
Holds (Reservations) - Self Placed	R	0.60	0.80	0.30	NB	0.60	0.00%	0.85	6.25%	0.30	0.00%	01-Apr-11	01-Apr-12
Holds (Reservations) - Staff Placed	R	0.60	0.80	0.30	NB	0.60	0.00%	0.85	6.25%	0.30	0.00%	01-Apr-11	01-Apr-12
Holds (Reservations) - Not in stock	R	3.10	5.00	1.55	NB	3.10	0.00%	5.25	5.00%	1.55	0.00%	01-Apr-11	01-Apr-12
Holds (Reservations) - British Library Items	R	3.10	5.00	1.55	NB	3.10	0.00%	5.25	5.00%	1.55	0.00%	01-Apr-11	01-Apr-12
Holds (Reservations) - Photocopies	R	£2.05 + 21p per A4	£2.10 + 25p per A4 sheet	£2.10 + 25p per A4 sheet	NB	£2.05 + 21p per A4 sheet		£2.20 + 25p per A4 sheet		£2.10 + 25p per A4 sheet	0.00%	01-Apr-11	01-Apr-12
Lost Tickets	R	2.05	2.10	1.05	NB	2.05	0.00%	2.20	4.76%	1.05	0.00%	01-Apr-11	01-Apr-12
Lost Tickets	R	1.05	1.50	1.05	NB	1.05	0.00%	1.60	6.67%	1.05	0.00%	01-Apr-11	01-Apr-12
Overdue Reminders	R	0.85	1.00	0.00	NB	0.85	0.00%	1.05	5.00%	0.00	0.00%	01-Apr-11	01-Apr-12

Fines

Books	R	0.16	0.20	0.08	NB	0.16	0.00%	0.20	0.00%	0.08	0.00%	01-Apr-11	01-Apr-12
Talking Books	R	0.16	0.20	0.08	NB	0.16	0.00%	0.20	0.00%	0.08	0.00%	01-Apr-11	01-Apr-12
Cassettes	R	0.16	0.20	0.08	NB	0.16	0.00%	0.20	0.00%	0.08	0.00%	01-Apr-11	01-Apr-12
Compact Discs	R	0.16	0.20	0.08	NB	0.16	0.00%	0.20	0.00%	0.08	0.00%	01-Apr-11	01-Apr-12
Language Courses	R	0.16	0.20	0.08	NB	0.16	0.00%	0.20	0.00%	0.08	0.00%	01-Apr-11	01-Apr-12
Videos	R	1.05	1.50	0.55	NB	1.05	0.00%	1.60	6.67%	0.55	0.00%	01-Apr-11	01-Apr-12
DVDs	R	1.05	1.50	0.55	NB	1.05	0.00%	1.60	6.67%	0.55	0.00%	01-Apr-11	01-Apr-12
Junior Videos	R	0.55	0.80	0.30	NB	0.55	0.00%	0.85	6.25%	0.30	0.00%	01-Apr-11	01-Apr-12

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Fax													
In the UK - 1st Page	R	1.05	1.05		STD	1.05	0.00%	1.10	5.00%		0.00%	01-Apr-11	01-Apr-12
In the UK - Subsequent Page	R	0.55	0.55		STD	0.55	0.00%	0.60	9.09%		0.00%	01-Apr-11	01-Apr-12
Western Europe - 1st Page	R	2.30	2.30		STD	2.30	0.00%	2.40	4.35%		0.00%	01-Apr-11	01-Apr-12
Western Europe - Subsequent Page	R	1.15	1.15		STD	1.15	0.00%	1.20	4.35%		0.00%	01-Apr-11	01-Apr-12
Rest of the World - 1st Page	R	3.65	3.65		STD	3.65	0.00%	3.80	4.11%		0.00%	01-Apr-11	01-Apr-12
Rest of the World - Subsequent Page	R	1.85	1.85		STD	1.85	0.00%	1.95	5.41%		0.00%	01-Apr-11	01-Apr-12
Per Fax (any length)	R	1.05	1.05		STD	1.05	0.00%	1.10	5.00%		0.00%	01-Apr-11	01-Apr-12
Printing & Photocopies													
Black and White PC Prints per A4 sheets	R	0.20	0.20		STD	0.20	0.00%	0.20	0.00%		0.00%	01-Apr-11	01-Apr-12
Colour PC Prints per A4 sheets	R	0.40	0.40		STD	0.40	0.00%	0.40	0.00%		0.00%	01-Apr-11	01-Apr-12
CD-ROM/Microform Prints per sheet	R	0.30	0.30		STD	0.30	0.00%	0.30	0.00%		0.00%	01-Apr-11	01-Apr-12
Black & White A4	R	0.10	0.10		STD	0.10	0.00%	0.10	0.00%		0.00%	01-Apr-11	01-Apr-12
Black & White A3	R	0.20	0.20		STD	0.20	0.00%	0.20	0.00%		0.00%	01-Apr-11	01-Apr-12
Colour A4	R	1.05	1.05		STD	1.05	0.00%	1.05	0.00%		0.00%	01-Apr-11	01-Apr-12
Colour A3	R	1.55	1.55		STD	1.55	0.00%	1.55	0.00%		0.00%	01-Apr-11	01-Apr-12
Black & White (Colour Photocopies) A4	R	0.30	0.30		STD	0.30	0.00%	0.30	0.00%		0.00%	01-Apr-11	01-Apr-12
Black & White (Colour Photocopies) A3	R	0.60	0.60		STD	0.60	0.00%	0.60	0.00%		0.00%	01-Apr-11	01-Apr-12
Hire of Library Premises													
Monday - Thursday per hour	R	8.70	15.00		EXP	8.70	0.00%	16.00	6.67%		0.00%	01-Apr-11	01-Apr-12
Friday - Saturday per hour	R	9.75	15.00		EXP	9.75	0.00%	16.00	6.67%		0.00%	01-Apr-11	01-Apr-12
Commercial Organisations	R	15.50	20.00		EXP	15.50	0.00%	21.00	5.00%		0.00%	01-Apr-11	01-Apr-12
Advertising													
Notice Board Display - Rental Charge	R	36.00	36.00		STD	36.00	0.00%	38.00	5.56%		0.00%	01-Apr-11	01-Apr-12
Bill posting fee - Up to 3 posters	R	189.60	189.60		STD	189.60	0.00%	199.00	4.96%		0.00%	01-Apr-11	01-Apr-12

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Family History Search Fee													
Family History - Census search - one address - Address & year	R	3.60	5.00		STD	3.60	0.00%	5.25	5.00%		0.00%	01-Apr-11	01-Apr-12
Family History - Census search - one address - same address subsequent year	R	1.80	5.00		STD	1.80	0.00%	5.25	5.00%		0.00%	01-Apr-11	01-Apr-12
Family History - Census search - one address - same address subsequent year to include copies of six entries	R	1.80	5.00		STD	1.80	0.00%	5.25	5.00%		0.00%	01-Apr-11	01-Apr-12
Family History - Local Newspapers Search - Article on one specific event	R	3.60	7.00		STD	3.60	0.00%	7.50	7.14%		0.00%	01-Apr-11	01-Apr-12
Family History - Electoral Register Search - 1890-1914. Name & address. Occupant at one address. (5 year Search)	R	3.60	7.00		STD	3.60	0.00%	7.50	7.14%		0.00%	01-Apr-11	01-Apr-12
Family History - Electoral Register Search- 1920 - onwards. Name & address. Occupant at one address. (5 year Search)	R	3.60	7.00		STD	3.60	0.00%	7.50	7.14%		0.00%	01-Apr-11	01-Apr-12
Family History - Directories Search - Occupant at one address or trade. (5 year Search)	R	3.60	7.00		STD	3.60	0.00%	7.50	7.14%		0.00%	01-Apr-11	01-Apr-12
Family History - Parish Registers Search - Entry of baptism, marriage or burial	R	1.80	3.00		STD	1.80	0.00%	3.15	5.00%		0.00%	01-Apr-11	01-Apr-12
Family History -Rate Books Search - Occupant at one address	R	3.60	7.00		STD	3.60	0.00%	7.50	7.14%		0.00%	01-Apr-11	01-Apr-12
Family History -Journals Search - Article on one specific topic	R	3.60	7.00		STD	3.60	0.00%	7.50	7.14%		0.00%	01-Apr-11	01-Apr-12
Family History -Photographs Search - Photos of one specific place or topic	R	3.60	7.00		STD	3.60	0.00%	7.50	7.14%		0.00%	01-Apr-11	01-Apr-12
Family History - Maps - Extract showing 1 area.	R	3.60	7.00		STD	3.60	0.00%	7.50	7.14%		0.00%	01-Apr-11	01-Apr-12
Other Research - per half hour	R	15.50	20.00		STD	15.50	0.00%	21.00	5.00%		0.00%	01-Apr-11	01-Apr-12
Other													
Annual Membership Fees - Non-Residents	R	0.00	5.00		EXP	0.00	0.00%	0.00	-100.00%		0.00%	01-Apr-11	01-Apr-12
Computer Hire Charges - Free to Residents - Non-Residents - First Hour £1.00, .50p per hr. thereafter (charge to be introduced when technology permits)	R	0.00	1.00		EXP	0.00	0.00%	1.00	0.00%		0.00%	01-Apr-11	01-Apr-12

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Commercial Premises Licence Fees**Other Licenses**

Sex Establishment - This fee was set in June - no change proposed	B	2,300.00	2,300.00		NB	2,300.00	0.00%	2,300.00				01-Jun-11	01-Apr-12
Sex Establishment Renewal Fee for sex shops only	B	n/a	n/a		NB	1,150.00		1,150.00				n/a	01-Apr-12
Hypnotism Consent	B				NB	21.00		21.00				01-Apr-11	01-Apr-12

THE MARRIAGE ACT 1994

Application for Approval	B	450.00			NB	460.00	2.22%					01-Feb-11	01-Apr-12
Application for Approval or renewal a premises which currently holds a Premises Licence under the Licensing Act 2003	B	225.00			NB	230.00	2.22%					01-Feb-11	01-Apr-12
Application for renewal	B	340.00			NB	350.00	2.94%					01-Feb-11	01-Apr-12
Application for a review	B	340.00			NB	350.00	2.94%					01-Feb-11	01-Apr-12

The Licensing Act 2003

Application for a new / variation licence BAND A	B	100.00			NB	100.00	0.00%					01-Apr-10	01-Apr-12
Application for a new / variation licence BAND B	B	190.00			NB	190.00	0.00%					01-Apr-10	01-Apr-12
Application for a new / variation licence BAND C	B	315.00			NB	315.00	0.00%					01-Apr-10	01-Apr-12
Application for a new / variation licence BAND D	B	450.00			NB	450.00	0.00%					01-Apr-10	01-Apr-12
Application for a new / variation licence BAND E	B	635.00			NB	635.00	0.00%					01-Apr-10	01-Apr-12
Application for a new / variation licence BAND D Multiplier	B	900.00			NB	900.00	0.00%					01-Apr-10	01-Apr-12
Application for a new / variation licence BAND E Multiplier	B	1,905.00			NB	1,905.00	0.00%					01-Apr-10	01-Apr-12
Annual fee for premises / club licence BAND A	B	70.00			NB	70.00	0.00%					01-Apr-10	01-Apr-12
Annual fee for premises / club licence BAND B	B	180.00			NB	180.00	0.00%					01-Apr-10	01-Apr-12
Annual fee for premises / club licence BAND C	B	295.00			NB	295.00	0.00%					01-Apr-10	01-Apr-12
Annual fee for premises / club licence BAND D	B	320.00			NB	320.00	0.00%					01-Apr-10	01-Apr-12
Annual fee for premises / club licence BAND E	B	350.00			NB	350.00	0.00%					01-Apr-10	01-Apr-12
Annual fee for premises / club licence BAND D Multiplier	B	640.00			NB	640.00	0.00%					01-Apr-10	01-Apr-12
Annual fee for premises / club licence BAND E Multiplier	B	1,050.00			NB	1,050.00	0.00%					01-Apr-10	01-Apr-12
Application for a copy of licence	B	10.50			NB	10.50	0.00%					01-Apr-10	01-Apr-12
Application for a provisional statement	B	315.00			NB	315.00	0.00%					01-Apr-10	01-Apr-12

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Notification of change of name / address of premises licence holder	B	10.50			NB	10.50	0.00%					01-Apr-10	01-Apr-12
Notification of change of name / address of DPS	B	10.50			NB	10.50	0.00%					01-Apr-10	01-Apr-12
Change of registered address of club	B	10.50			NB	10.50	0.00%					01-Apr-10	01-Apr-12
Change of club rules	B	10.50			NB	10.50	0.00%					01-Apr-10	01-Apr-12
Interim Authority Notice	B	23.00			NB	23.00	0.00%					01-Apr-10	01-Apr-12
Application to transfer premises licence	B	23.00			NB	23.00	0.00%					01-Apr-10	01-Apr-12
Application to vary premises licence to specify DPS	B	23.00			NB	23.00	0.00%					01-Apr-10	01-Apr-12
Declaration of interest	B	21.00			NB	21.00	0.00%					01-Apr-10	01-Apr-12
Minor variation	B	89.00			NB	89.00	0.00%					01-Apr-10	01-Apr-12
Application for a personal licence	B	37.00			NB	37.00	0.00%					01-Apr-10	01-Apr-12
Application to change name / address on personal licence	B	10.50			NB	10.50	0.00%					01-Apr-10	01-Apr-12
Application for a copy of personal licence	B	10.50			NB	10.50	0.00%					01-Apr-10	01-Apr-12
Temporary Event Notice	B	21.00			NB	21.00	0.00%					01-Apr-10	01-Apr-12

The Gambling Act 2005

Registration of small society lottery	B	40.00			NB	40.00	0.00%					01-Apr-10	01-Apr-12
Renewal of registration of small society lottery	B	20.00			NB	20.00	0.00%					01-Apr-10	01-Apr-12
Application for a premises licence - Bingo	B	3,500.00			NB	3,500.00	0.00%					01-Apr-10	01-Apr-12
Application for a premises licence - Adult Gaming Centre	B	2,000.00			NB	2,000.00	0.00%					01-Apr-10	01-Apr-12
Application for a premises licence - Family Entertainment Centre	B	2,000.00			NB	2,000.00	0.00%					01-Apr-10	01-Apr-12
Application for a premises licence - Betting Premises (Track)	B	2,500.00			NB	2,500.00	0.00%					01-Apr-10	01-Apr-12
Application for a premises licence - betting Premises (Other)	B	3,000.00			NB	3,000.00	0.00%					01-Apr-10	01-Apr-12
Annual fee for a premises licence - Bingo	B	1,000.00			NB	1,000.00	0.00%					01-Apr-10	01-Apr-12
Annual fee for a premises licence - Adult Gaming Centre	B	1,000.00			NB	1,000.00	0.00%					01-Apr-10	01-Apr-12
Annual fee for a premises licence - Family Entertainment Centre	B	750.00			NB	750.00	0.00%					01-Apr-10	01-Apr-12
Annual fee for a premises licence - Betting Premises (Track)	B	1,000.00			NB	1,000.00	0.00%					01-Apr-10	01-Apr-12
Annual fee for a premises licence - betting Premises (Other)	B	600.00			NB	600.00	0.00%					01-Apr-10	01-Apr-12
Application for a variation of premises licence - Bingo	B	1,750.00			NB	1,750.00	0.00%					01-Apr-10	01-Apr-12
Application for a variation of premises licence - Adult Gaming Centre	B	1,000.00			NB	1,000.00	0.00%					01-Apr-10	01-Apr-12

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Application for a variation of premises licence - Family Entertainment Centre	B	1,000.00			NB	1,000.00	0.00%					01-Apr-10	01-Apr-12
Application for a variation of premises licence - Betting Premises (Track)	B	1,250.00			NB	1,250.00	0.00%					01-Apr-10	01-Apr-12
Application for a variation of premises licence - betting Premises (Other)	B	1,500.00			NB	1,500.00	0.00%					01-Apr-10	01-Apr-12
Application for a transfer of premises licence - Bingo	B	1,200.00			NB	1,200.00	0.00%					01-Apr-10	01-Apr-12
Application for a transfer of premises licence - Adult Gaming Centre	B	1,200.00			NB	1,200.00	0.00%					01-Apr-10	01-Apr-12
Application for a transfer of premises licence - Family Entertainment Centre	B	1,200.00			NB	1,200.00	0.00%					01-Apr-10	01-Apr-12
Application for a transfer of premises licence - Betting Premises (Track)	B	950.00			NB	950.00	0.00%					01-Apr-10	01-Apr-12
Application for a transfer of premises licence - betting Premises (Other)	B	1,200.00			NB	1,200.00	0.00%					01-Apr-10	01-Apr-12
Application for an Unlicensed Family Entertainment Centre Gaming Machine Permit	B	300.00			NB	300.00	0.00%					01-Apr-10	01-Apr-12
Licensed premises gaming machine permit	B	150.00			NB	150.00	0.00%					01-Apr-10	01-Apr-12
Annual fee for licensed premises gaming machine permit	B	50.00			NB	50.00	0.00%					01-Apr-10	01-Apr-12
Application for club gaming / gaming machine permit	B	150.00			NB	150.00	0.00%					01-Apr-10	01-Apr-12
Annual fee for club gaming / gaming machine permit	B	50.00			NB	50.00	0.00%					01-Apr-10	01-Apr-12
Transfer of gaming machine permit	B	25.00			NB	25.00	0.00%					01-Apr-10	01-Apr-12
Notification of 2 x gaming machines	B	50.00			NB	50.00	0.00%					01-Apr-10	01-Apr-12

Trade Refuse

Normal domestic sized dustbin, plastic sack or agreed equivalent. Approx 90 litres capacity (each)	B	2.80	2.80		NB	2.50	-10.71%	2.50	-10.71%			01-Apr-10	01-Apr-12
960 litre capacity bulk bin. (Hire & empty)	B	14.10	14.10		NB	15.10	7.09%	15.10	7.09%			01-Apr-10	01-Apr-12
1100 litre capacity bulk bin (1-3 bins). Hire & empty	B	16.00	16.00		NB	17.20	7.50%	17.20	7.50%			01-Apr-10	01-Apr-12
1100 litre capacity bulk bin (4 bins and over). Hire & empty	B	12.70	12.70		NB	13.60	7.09%	13.60	7.09%			01-Apr-10	01-Apr-12
1280 litre capacity bulk bin. Hire & empty	B	18.20	18.20		NB	19.30	6.04%	19.30	6.04%			01-Apr-10	01-Apr-12
1100 litre capacity bulk bin for recycling (mixed paper, cards, cans and plastic bottles) hire & empty (fortnightly collection)	B	5.00	5.00		NB	5.00	0.00%	5.00	0.00%			01-Apr-10	01-Apr-12
Container reinstatement fee following removal due to late payment (per site)	B	67.40	67.40		NB	67.40	0.00%	67.40	0.00%			01-Apr-10	01-Apr-12

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Hire charge for supply of 960 litre bulk bin for domestic / charity collection purposes (per 6 months)	B	42.55	42.55		NB	42.55	0.00%	42.55	0.00%			01-Apr-10	01-Apr-12
Hire charge for supply of 1100 litre bulk bin for domestic / charity collection purposes (per 6 months)	B	49.36	49.36		NB	49.36	0.00%	49.36	0.00%			01-Apr-10	01-Apr-12
Hire charge for supply of 1280 litre bulk bin for domestic / charity collection purposes (per 6 months)	B	57.02	57.02		NB	57.02	0.00%	57.02	0.00%			01-Apr-10	01-Apr-12
Hire charge for supply of 1100 litre recycling bin for domestic / charity collection purposes (per 6 months)	B	23.83	23.83		NB	23.83	0.00%	23.83	0.00%			01-Apr-10	01-Apr-12
Special one-off collections (by arrangement). From	B	46.33	46.33		NB	46.33	0.00%	46.33	0.00%			01-Apr-10	01-Apr-12
Special one-off collections (residents) up to 4 items	R	17.17	17.17		NB	17.17	0.00%	17.17	0.00%			01-Apr-10	01-Apr-12
Special one-off collections (residents) 4 items up to 8 items	R	29.67	29.67		NB	29.67	0.00%	29.67	0.00%			01-Apr-10	01-Apr-12
Special one-off collections (residents) 8 items up to 12 items	R	42.17	42.17		NB	42.17	0.00%	42.17	0.00%			01-Apr-10	01-Apr-12
Entry Charge	B	0.00	10.00		NB	0.00		10.00	0.00%			01-Apr-10	01-Apr-12
Trade waste at CA sites	B	151.67	151.67		NB	162.50	7.14%	162.50	7.14%			01-Apr-10	01-Apr-12
Public Conveniences													
Hatton Cross - Per entry	M	0.10			NB	0.10	0.00%					01-Apr-10	01-Apr-12
Oakland Gate - Per entry	M	0.10			NB	0.10	0.00%					01-Apr-10	01-Apr-12
Park Lane, Harefield - Per entry	M	0.10			NB	0.10	0.00%					01-Apr-10	01-Apr-12
Linden Avenue - Per entry	M	0.20			NB	0.20	0.00%					01-Apr-10	01-Apr-12
Street-Scene Enforcement													
Minor Highways Fees													
Building Materials (charge per application)	B	143.50	143.50		NB	143.50	0.00%	143.50	0.00%			01-Apr-11	01-Apr-12
Application for Banners on Street Furniture	M	147.10			NB	147.10	0.00%					01-Apr-11	01-Apr-12
Application for Festive Lights & Decorations	M	147.10			NB	147.10	0.00%					01-Apr-11	01-Apr-12
Skip Licencing													
(charge per application. (for 1-49)	B	16.80	16.80		NB	17.10	1.79%	17.10	1.79%			01-Apr-11	01-Apr-12

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Street Trading Licences													
Pitch (Permanent)	B	840.50	840.50		NB	860.00	2.32%	860.00	2.32%			01-Apr-11	01-Apr-12
Pitch (Temporary - 6 months)	B	420.25	420.25		NB	430.00	2.32%	430.00	2.32%			01-Apr-11	01-Apr-12
Shops Front (per metre depth) - 6 months	B	68.15	68.15		NB	70.00	2.71%	70.00	2.71%			01-Apr-11	01-Apr-12
Change of Licenses (including trading area) - 6 months	B	68.15	68.15		NB	70.00	2.71%	70.00	2.71%			01-Apr-11	01-Apr-12
Short term event Temp Street Trading Licence - 1st day	M	26.30	26.30		NB	26.80	1.90%	26.80	1.90%			01-Apr-11	01-Apr-12
Short term event Temp Street Trading Licence - per day thereafter	M	10.50	10.50		NB	10.70	1.90%	10.70	1.90%			01-Apr-11	01-Apr-12
Consent for distribution of free printed matter (per application - covering a period of 8 hours)	B	26.30	26.30		NB	26.80	1.90%	26.80	1.90%			01-Apr-11	01-Apr-12
Highway Event permits	M	n/a	n/a		NB	26.80	n/a	26.80	n/a			01-Apr-11	01-Apr-12
Busking permission	M	26.30	26.30		NB	26.80	1.90%	26.80	1.90%			01-Apr-11	01-Apr-12
Street Trading													
Continental Market (Fee per day per stall) (discontinued)	B	50.00	50.00		NB	n/a		n/a				01-Apr-11	n/a
Uxbridge Town Centre Market - up to 50 stalls per day	B	750.00	750.00		NB	750.00	0.00%	750.00	0.00%			01-Apr-11	01-Apr-12
Uxbridge Town Centre Market - additional 50 stalls per day	B	250.00	250.00		NB	250.00	0.00%	250.00	0.00%			01-Apr-11	01-Apr-12
Other areas Market - up to 50 stalls per day	B	500.00	500.00		NB	500.00	0.00%	500.00	0.00%			01-Apr-11	01-Apr-12
Other areas Market - additional 50 stalls per day	B	250.00	250.00		NB	250.00	0.00%	250.00	0.00%			01-Apr-11	01-Apr-12
Litter Enforcement (Fixed Penalty Notice)													
Graffiti (Fixed Penalty)	M	80.00	80.00		NB	80.00	0.00%	80.00	0.00%			01-Apr-11	01-Apr-12
Dog Control Orders (Fixed Penalty)	M	80.00	80.00		NB	80.00	0.00%	80.00	0.00%			01-Apr-11	01-Apr-12
Dog Warden Services (Fixed Penalty)	M	25.00	25.00		NB	25.00	0.00%	25.00	0.00%			01-Apr-11	01-Apr-12
Dog warden Services (Transportation costs) First offence within 12 Months - excl of fixed penalty	M	45.00	45.00		NB	45.00	0.00%	45.00	0.00%			01-Apr-11	01-Apr-12
Dog warden Services (Transportation costs) Second offence within 12 Months - excl. of fixed penalty	M	70.00	70.00		NB	70.00	0.00%	70.00	0.00%			01-Apr-11	01-Apr-12
Dog warden Services (Transportation costs) Third offence within 12 Months - excl. of fixed penalty	M	90.00	90.00		NB	90.00	0.00%	90.00	0.00%			01-Apr-11	01-Apr-12
Duty of care (Fixed Penalty)	M	90.00	90.00		NB	90.00	0.00%	90.00	0.00%			01-Apr-11	01-Apr-12
Fly Posting (Fixed Penalty)	M	90.00	90.00		NB	90.00	0.00%	90.00	0.00%			01-Apr-11	01-Apr-12
Contravention of conditions - Street trading licence (Fixed Penalty)	M	90.00	90.00		NB	90.00	0.00%	90.00	0.00%			01-Apr-11	01-Apr-12

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Street naming & Numbering

To name/Rename - To name or Rename a road	M	250.00			STD	250.00	0.00%					01-Dec-10	01-Apr-12
To name/Rename - To name/Rename of Building/Street numbering	M	100.00			STD	100.00	0.00%					01-Dec-10	01-Apr-12
Research Charges - Research charges on possible name/numbering of street/building - Per Hour - Chargeable in 15 minutes units	M	60.00			STD	60.00	0.00%					01-Dec-10	01-Apr-12

Arts**Stables**

Commercial and Social: Mon-Fri	M	18.00	20.00		EXP	21.00	16.67%	23.00	15.00%			01-Apr-11	01-Apr-12
Commercial and Social: Sat, Sun, Bank Hol	M	22.00	25.00		EXP	25.00	13.64%	29.00	16.00%			01-Apr-11	01-Apr-12
Non profit making Organisations: Mon-Fri	M	8.00	10.00		EXP	9.00	12.50%	12.00	20.00%			01-Apr-11	01-Apr-12
Non profit making Organisations: Sat, Sun, Bank Hol	M	10.00	12.00		EXP	12.00	20.00%	14.00	16.67%			01-Apr-11	01-Apr-12
Charitable Organisations: Mon-Fri	M	7.00	8.00		EXP	8.00	14.29%	9.00	12.50%			01-Apr-11	01-Apr-12
Charitable Organisations: Sat, Sun, Bank Hol	M	8.00	9.00		EXP	9.00	12.50%	10.00	11.11%			01-Apr-11	01-Apr-12
Commercial and Social Organisations: Mon-Fri	M	24.00	27.00		EXP	28.00	16.67%	31.00	14.81%			01-Apr-11	01-Apr-12
Commercial and Social Organisations: Sat, Sun, Bank Hol	M	31.00	35.00		EXP	36.00	16.13%	40.00	14.29%			01-Apr-11	01-Apr-12
Non profit making Organisations: Mon-Fri	M	12.00	14.00		EXP	14.00	16.67%	16.00	14.29%			01-Apr-11	01-Apr-12
Non profit making Organisations: Sat, Sun, Bank Hol	M	17.00	20.00		EXP	20.00	17.65%	23.00	15.00%			01-Apr-11	01-Apr-12
Charitable Organisations: Mon-Fri	M	10.00	12.00		EXP	12.00	20.00%	14.00	16.67%			01-Apr-11	01-Apr-12
Charitable Organisations: Sat, Sun, Bank Hol	M	13.00	15.00		EXP	15.00	15.38%	17.00	13.33%			01-Apr-11	01-Apr-12

Manor Farm Hall

Commercial and Social: Mon-Fri	M	18.00	20.00		EXP	18.00	0.00%	20.00	0.00%			01-Apr-11	01-Apr-12
Commercial and Social: Sat, Sun, Bank Hol	M	22.00	25.00		EXP	22.00	0.00%	25.00	0.00%			01-Apr-11	01-Apr-12
Non profit making Organisations: Mon-Fri	M	8.00	10.00		EXP	8.00	0.00%	10.00	0.00%			01-Apr-11	01-Apr-12
Non profit making Organisations: Sat, Sun, Bank Hol	M	10.00	12.00		EXP	10.00	0.00%	12.00	0.00%			01-Apr-11	01-Apr-12
Charitable Organisations: Mon-Fri	M	7.00	8.00		EXP	7.00	0.00%	8.00	0.00%			01-Apr-11	01-Apr-12
Charitable Organisations: Sat, Sun, Bank Hol	M	8.00	9.00		EXP	8.00	0.00%	9.00	0.00%			01-Apr-11	01-Apr-12
Commercial and Social Organisations: Mon-Fri	M	24.00	27.00		EXP	24.00	0.00%	27.00	0.00%			01-Apr-11	01-Apr-12
Commercial and Social Organisations: Sat, Sun, Bank Hol	M	31.00	35.00		EXP	31.00	0.00%	35.00	0.00%			01-Apr-11	01-Apr-12
Non profit making Organisations: Mon-Fri	M	12.00	14.00		EXP	12.00	0.00%	14.00	0.00%			01-Apr-11	01-Apr-12
Non profit making Organisations: Sat, Sun, Bank Hol	M	17.00	20.00		EXP	17.00	0.00%	20.00	0.00%			01-Apr-11	01-Apr-12
Charitable Organisations: Mon-Fri	M	10.00	12.00		EXP	10.00	0.00%	12.00	0.00%			01-Apr-11	01-Apr-12
Charitable Organisations: Sat, Sun, Bank Hol	M	13.00	15.00		EXP	13.00	0.00%	15.00	0.00%			01-Apr-11	01-Apr-12

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Duty Officer													
Mon to Fri	M	16.00	20.00		EXP	16.00	0.00%	20.00	0.00%			01-Apr-11	01-Apr-12
Weekends	M	16.00	20.00		EXP	16.00	0.00%	20.00	0.00%			01-Apr-11	01-Apr-12
Cow Byre													
Daytime 09:00am to 5:00pm Exhibition	M	50.00	60.00		EXP	51.00	2.00%	61.00	1.67%			01-Apr-11	01-Apr-12
Evening 06:00pm to 11:00pm When used with above	M	55.00	65.00		EXP	56.00	1.82%	66.00	1.54%			01-Apr-11	01-Apr-12
In Borough Commission= 10%. NEW: 20%	M	20.00	20.00		EXP	20.00	0.00%	20.00	0.00%			01-Apr-11	01-Apr-12
Great Barn: Craft Fair and Exhibitions													
Charitable Organisations: Mon to Thurs 09:00 to 15:00	M	260.00	300.00		EXP	270.00	3.85%	310.00	3.33%			01-Apr-11	01-Apr-12
Charitable Organisations: Fri, Sat Sun Bank Hol: 09:00 to 15:00	M	310.00	350.00		EXP	320.00	3.23%	360.00	2.86%			01-Apr-11	01-Apr-12
Commercial Organisations: Mon to Thurs 09:00 to 15:00	M	400.00	450.00		EXP	410.00	2.50%	460.00	2.22%			01-Apr-11	01-Apr-12
Commercial Organisations: Fri, Sat Sun Bank Hol: 09:00 to 15:00	M	500.00	550.00		EXP	510.00	2.00%	560.00	1.82%			01-Apr-11	01-Apr-12
Great Barn: Social / Wedding													
Mon to Thurs: 09:00 to 24:00 Hourly Rate (min 4 hrs)	M	105.00	130.00		EXP	110.00	4.76%	130.00	0.00%			01-Apr-11	01-Apr-12
Fri to Sun: 09:00 to 24:00 Hourly Rate (min 5 hrs)	M	125.00	155.00		EXP	130.00	4.00%	160.00	3.23%			01-Apr-11	01-Apr-12
Mon to Thurs: 09:00 to 24:00	M	1,100.00	1,250.00		EXP	1,120.00	1.82%	1,280.00	2.40%			01-Apr-11	01-Apr-12
Fri to Sun: 09:00 to 24:00	M	1,500.00	1,800.00		EXP	1,530.00	2.00%	1,840.00	2.22%			01-Apr-11	01-Apr-12
Great Barn: Other functions													
Great Barn: Concert/ Production - Mon to Thurs: 16:00 to 23:00	M	400.00	450.00		EXP	410.00	2.50%	460.00	2.22%			01-Apr-11	01-Apr-12
Great Barn: Concert/ Production - Weekends: 16:00 to 23:00	M	450.00	550.00		EXP	460.00	2.22%	560.00	1.82%			01-Apr-11	01-Apr-12
Great Barn: Courtyard - Concert /Production - 09:00 to 17:00	M	250.00	300.00		EXP	260.00	4.00%	310.00	3.33%			01-Apr-11	01-Apr-12
Great Barn: Market in Courtyard - 09:00 to 15:00	M	320.00	400.00		EXP	330.00	3.13%	410.00	2.50%			01-Apr-11	01-Apr-12
Great Barn: Wedding Ceremony / Partnership - 09:00 to 13:00 or 14:00 to 18:00	M	500.00	600.00		EXP	510.00	2.00%	610.00	1.67%			01-Apr-11	01-Apr-12

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Winston Churchill Hall: Social Tarrif													
Lounge only Mon to Fri	M	55.00	60.00		EXP	55.00	0.00%	60.00	0.00%			01-Apr-11	01-Apr-12
Auditorium and Lounge - Mon to fri	M	100.00	110.00		EXP	100.00	0.00%	110.00	0.00%			01-Apr-11	01-Apr-12
Auditorium and Lounge - Sat, Sun, Bank Hol	M	120.00	125.00		EXP	120.00	0.00%	130.00	4.00%			01-Apr-11	01-Apr-12
Winston Churchill Hall: Registered Fund Raising Charities													
Lounge only	M	40.00	45.00		EXP	40.00	0.00%	45.00	0.00%			01-Apr-11	01-Apr-12
Auditorium and Lounge - Mon to fri	M	55.00	60.00		EXP	55.00	0.00%	60.00	0.00%			01-Apr-11	01-Apr-12
Auditorium and Lounge - Sat, Sun, Bank Hol	M	80.00	85.00		EXP	80.00	0.00%	85.00	0.00%			01-Apr-11	01-Apr-12
Winston Churchill Hall: Commercial and Promotional Events													
Lounge only	M	60.00	65.00		EXP	60.00	0.00%	65.00	0.00%			01-Apr-11	01-Apr-12
Auditorium and Lounge - Mon to fri	M	75.00	80.00		EXP	75.00	0.00%	80.00	0.00%			01-Apr-11	01-Apr-12
Auditorium and Lounge - Sat, Sun, Bank Hol	M	110.00	115.00		EXP	110.00	0.00%	120.00	4.35%			01-Apr-11	01-Apr-12
Winston Churchill Hall: Health & Fitness Classes													
Lounge only	M	26.00	29.00		EXP	27.00	3.85%	30.00	3.45%			01-Apr-11	01-Apr-12
Winston Churchill Hall: Additional Charges													
Seats in and out Set up - Day	M	85.00	85.00		EXP	87.00	2.35%	87.00	2.35%			01-Apr-11	01-Apr-12
Radio Mics(1 hand held,2 lapel available) - Day	M	8.90	8.90		EXP	9.10	2.25%	9.10	2.25%			01-Apr-11	01-Apr-12
Radio Mics(1 hand held,2 lapel available) - Week	M	35.60	35.60		EXP	36.30	1.97%	36.30	1.97%			01-Apr-11	01-Apr-12
Vocal Mics(5 available) - Day	M	5.60	5.60		EXP	5.70	1.79%	5.70	1.79%			01-Apr-11	01-Apr-12
Vocal Mics(5 available) - Week	M	11.20	11.20		EXP	11.40	1.79%	11.40	1.79%			01-Apr-11	01-Apr-12
Piano (tuning extra) - Day	M	48.00	48.00		EXP	49.00	2.08%	49.00	2.08%			01-Apr-11	01-Apr-12
Piano (tuning extra) - Week	M	48.00	48.00		EXP	49.00	2.08%	49.00	2.08%			01-Apr-11	01-Apr-12
Winston Churchill Hall: Theatrical, Concert, Show Hire													
09:00 to 15:00 Session Rate - Mon to fri	M	300.00	350.00		EXP	310.00	3.33%	360.00	2.86%			01-Apr-11	01-Apr-12
09:00 to 15:00 Session Rate - Sat, Sun, Bank Hol	M	450.00	500.00		EXP	460.00	2.22%	510.00	2.00%			01-Apr-11	01-Apr-12
15:00 to Midnight Session Rate - Mon to fri	M	300.00	350.00		EXP	310.00	3.33%	360.00	2.86%			01-Apr-11	01-Apr-12
15:00 to Midnight Session Rate - Sat, Sun, Bank Hol	M	450.00	500.00		EXP	460.00	2.22%	510.00	2.00%			01-Apr-11	01-Apr-12
15:00 to Midnight Hourly Rate - Mon to Fri	M	55.00	65.00		EXP	55.00	0.00%	65.00	0.00%			01-Apr-11	01-Apr-12
15:00 to Midnight Hourly Rate - Sat, Sun, Bank Hol	M	100.00	120.00		EXP	100.00	0.00%	120.00	0.00%			01-Apr-11	01-Apr-12

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Winston Churchill Hall: Full Week Booking

Sunday:10:00 to 23:30, Weekdays 18:00 to 23:00, Saturday 09:00 to Midnight	M	2,000.00	2,150.00		EXP	2,000.00	0.00%	2,200.00	2.33%			01-Apr-11	01-Apr-12
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Winston Churchill Hall: Rehearsals - Weekdays only, outside whole week

Lounge Hourly Rate	M	45.00	50.00		EXP	46.00	2.22%	51.00	2.00%			01-Apr-11	01-Apr-12
Auditorium Hourly Rate	M	50.00	60.00		EXP	51.00	2.00%	61.00	1.67%			01-Apr-11	01-Apr-12

Winston Churchill Hall: Additional Charges

Radio Mics(1 hand held,2 lapel available) - Day	M	9.00	9.00		EXP	9.00	0.00%	9.00	0.00%			01-Apr-11	01-Apr-12
Radio Mics(1 hand held,2 lapel available) - Week	M	36.00	36.00		EXP	37.00	2.78%	37.00	2.78%			01-Apr-11	01-Apr-12
Vocal Mics(5 available) - Day	M	5.60	5.60		EXP	5.70	1.79%	5.70	1.79%			01-Apr-11	01-Apr-12
Vocal Mics(5 available) - Week	M	12.00	12.00		EXP	12.00	0.00%	12.00	0.00%			01-Apr-11	01-Apr-12
Alcohol License	M	25.00	25.00		EXP	26.00	4.00%	26.00	4.00%			01-Apr-11	01-Apr-12
Use of ovens (not Social Tarriff)	M	100.00	100.00		EXP	100.00	0.00%	100.00	0.00%			01-Apr-11	01-Apr-12
Technician: (p/h)	M	12.00	15.00		EXP	12.00	0.00%	15.00	0.00%			01-Apr-11	01-Apr-12
PRS Fee	M	25.00	25.00		EXP	26.00	4.00%	26.00	4.00%			01-Apr-11	01-Apr-12

Manor Farm House

Room Rental	M	20.00	25.00		EXP	20.00	0.00%	26.00	4.00%			01-Apr-11	01-Apr-12
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Compass Theatre**Deposits**

Additional Hire Charge Incurred after hire period has elapsed	M	80.00	84.00		EXP	80.00	0.00%	84.00	0.00%			01-Apr-11	01-Apr-12
Entire week	M	POA	POA		EXP	POA		POA				01-Apr-11	01-Apr-12
All other Bookings	M	POA	POA		EXP	POA		POA				01-Apr-11	01-Apr-12
Cleaning Charge	M	100.00	105.00		STD	100.00	0.00%	105.00	0.00%			01-Apr-11	01-Apr-12
Use of Workshop - Per Hour	M	9.60	10.10		EXP	9.80	2.08%	10.30	1.98%			01-Apr-11	01-Apr-12
Workshop Storage - Weekly	M	57.10	60.00		EXP	58.20	1.93%	61.20	2.00%			01-Apr-11	01-Apr-12
Costume Hire – Adult - Week	M	15.00	15.00		EXP	15.00	0.00%	15.00	0.00%			01-Apr-11	01-Apr-12
Costume Hire – Child – Week	M	10.00	10.00		EXP	10.00	0.00%	10.00	0.00%			01-Apr-11	01-Apr-12
Portable Appliance Test	M	14.00	14.70		STD	14.30	2.14%	15.00	2.04%			01-Apr-11	01-Apr-12

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Additional Stage Equipment - Per Week													
Ceiling Mounted Video / Data Projector	M	84.00	88.20	50.40	STD	86.10	2.50%	90.40	2.49%	51.70	2.58%	01-Apr-11	01-Apr-12
Sony NICAM Video Player / Recorder	M	24.00	25.20	14.40	STD	24.60	2.50%	25.80	2.38%	14.80	2.78%	01-Apr-11	01-Apr-12
DVD Player	M	30.00	31.50	18.00	STD	30.80	2.67%	32.30	2.54%	18.50	2.78%	01-Apr-11	01-Apr-12
2 x ROBE 250 Moving Spot Light	M	72.00	75.60	43.20	STD	73.80	2.50%	77.50	2.51%	44.30	2.55%	01-Apr-11	01-Apr-12
6 x Chroma-Q DMX Colour Scroller	M	31.20	32.70	18.80	STD	32.00	2.56%	33.50	2.45%	19.20	2.13%	01-Apr-11	01-Apr-12
8 x Par 16 'Birdi' with 12v Transformers	M	4.80	5.00	2.90	STD	4.90	2.08%	5.10	2.00%	2.90	0.00%	01-Apr-11	01-Apr-12
Mirror Ball	M	19.20	20.10	11.60	STD	19.70	2.60%	20.60	2.49%	11.90	2.59%	01-Apr-11	01-Apr-12
Strobe Light	M	24.00	25.20	14.40	STD	24.60	2.50%	25.80	2.38%	14.80	2.78%	01-Apr-11	01-Apr-12
UV Lights	M	12.00	12.60	7.20	STD	12.30	2.50%	12.90	2.38%	7.40	2.78%	01-Apr-11	01-Apr-12
DMX Smoke Machine	M	48.00	50.40	28.80	STD	49.20	2.50%	51.70	2.58%	29.50	2.43%	01-Apr-11	01-Apr-12
Additional Follow Spot & Dimmer	M	54.00	56.70	32.40	STD	55.40	2.59%	58.10	2.47%	33.20	2.47%	01-Apr-11	01-Apr-12
4 x Shure SM58 Vocal Mics	M	18.00	18.90	10.80	STD	18.50	2.78%	19.40	2.65%	11.10	2.78%	01-Apr-11	01-Apr-12
Upright Piano	M	24.00	25.20	14.40	STD	24.60	2.50%	25.80	2.38%	14.80	2.78%	01-Apr-11	01-Apr-12
Baby Grand Piano (Property of HMS)	M	POA	POA	POA	STD	POA		POA		POA		01-Apr-11	01-Apr-12
Manhandling on / off stage	M	POA	POA	POA	STD	POA		POA		POA		01-Apr-11	01-Apr-12
Piano Tuning	M	POA	POA	POA	STD	POA		POA		POA		01-Apr-11	01-Apr-12
Custom Gobos	M	POA	POA	POA	STD	POA		POA		POA		01-Apr-11	01-Apr-12
Gobos	M	4.80	5.00	2.90	STD	4.90	2.08%	5.10	2.00%	2.90	0.00%	01-Apr-11	01-Apr-12
Pyro Firing Box with 2 Pods	M	12.00	12.60	7.20	STD	12.30	2.50%	12.90	2.38%	7.40	2.78%	01-Apr-11	01-Apr-12
Additional Pods – upto six	M	4.80	5.00	2.90	STD	4.90	2.08%	5.10	2.00%	2.90	0.00%	01-Apr-11	01-Apr-12
Pyrotechnics	M	POA	POA		STD	POA		POA		POA		01-Apr-11	01-Apr-12
Stage Gauze Cloth	M	72.00	63.00	43.20	STD	73.80	2.50%	64.60	2.54%	44.30	2.55%	01-Apr-11	01-Apr-12
Consumables	M	POA	POA		STD	POA		POA		POA		01-Apr-11	01-Apr-12
Portable TV/DVD Combi	M	34.30	36.10		STD	35.20	2.62%	37.00	2.49%			01-Apr-11	01-Apr-12
Portable TV/Video Combi	M	27.90	29.40		STD	28.60	2.51%	30.10	2.38%			01-Apr-11	01-Apr-12
Portable Video / Data Projector & Screen	M	67.20	70.50		STD	68.90	2.53%	72.30	2.55%			01-Apr-11	01-Apr-12
DVD Player for use with projector	M	20.30	21.30		STD	20.80	2.46%	21.80	2.35%			01-Apr-11	01-Apr-12
OHP - Overhead Projector	M	10.20	10.80		STD	10.50	2.94%	11.10	2.78%			01-Apr-11	01-Apr-12
Flip Chart and one set of Pens	M	10.20	10.80		STD	10.50	2.94%	11.10	2.78%			01-Apr-11	01-Apr-12
Replacement Pens	M	16.50	17.40		STD	16.90	2.42%	17.80	2.30%			01-Apr-11	01-Apr-12
Photocopying - Per A 4 Sheet	M	0.30	0.40		STD	0.30	0.00%	0.40	0.00%			01-Apr-11	01-Apr-12
Single Channel Dimmer when not used with Followspot	M	6.00	6.40	3.60	STD	6.20	3.33%	6.60	3.12%	3.70	2.78%	01-Apr-11	01-Apr-12
DI Boxes	M	6.00	6.40	3.60	STD	6.20	3.33%	6.60	3.12%	3.70	2.78%	01-Apr-11	01-Apr-12

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Community Groups													
Week Hire: Stage, Auditorium and Dressing Rooms (weekday rehearsal)	M	32.50	34.20	19.50	EXP	32.80	0.92%	34.50	0.88%	19.70	1.03%	01-Apr-11	01-Apr-12
Week Hire: Stage, Auditorium and Dressing Rooms (weekend rehearsal)	M	36.00	37.80	21.60	EXP	37.60	4.44%	39.50	4.50%	22.60	4.63%	01-Apr-11	01-Apr-12
Week Hire: Stage, Auditorium, Dressing Rooms, Bistro Bar (weekend performance, incl. matinees)	M	34.50	36.30	20.70	EXP	34.80	0.87%	36.70	1.10%	20.90	0.97%	01-Apr-11	01-Apr-12
Week Hire: Stage, Auditorium, Dressing Rooms, Bistro Bar (weekend performance, incl. matinees)	M	37.00	38.90	22.20	EXP	37.70	1.89%	39.70	2.06%	22.60	1.80%	01-Apr-11	01-Apr-12
Non-Performance Use	M	24.40	25.80	14.70	EXP	24.90	2.05%	26.30	1.94%	14.90	1.36%	01-Apr-11	01-Apr-12
All Shows: Weekday Technical Support (mandatory for all shows with tech requirements)	M	14.40	15.20	8.70	STD	14.70	2.08%	15.50	1.97%	8.80	1.15%	01-Apr-11	01-Apr-12
All Shows: Weekend / Bank Holiday Technical Support (mandatory for all shows with tech requirements)	M	18.00	19.00	10.80	STD	18.40	2.22%	19.40	2.11%	11.00	1.85%	01-Apr-11	01-Apr-12
All Shows: Ushers	M	12.00	12.60	7.20	STD	12.20	1.67%	12.90	2.38%	7.30	1.39%	01-Apr-11	01-Apr-12
One-Offs and Matinees: Weekday Duty Manager (mandatory for all performances)	M	14.40	15.20	8.70	STD	14.70	2.08%	15.50	1.97%	8.80	1.15%	01-Apr-11	01-Apr-12
One-Offs and Matinees: Weekend / Bank Holiday Duty Manager (mandatory for all performances)	M	18.00	19.00	10.80	STD	18.40	2.22%	19.40	2.11%	11.00	1.85%	01-Apr-11	01-Apr-12
All Shows: Rehearsal Rooms - Midweek	M	6.40	6.80	3.90	EXP	6.50	1.56%	6.90	1.47%	3.90	0.00%	01-Apr-11	01-Apr-12
All Shows: Rehearsal Rooms - Sat/Sun	M	9.00	9.50	5.40	EXP	9.20	2.22%	9.70	2.11%	5.50	1.85%	01-Apr-11	01-Apr-12
All Shows: Additional Dressing Room	M	5.30	5.60	3.20	EXP	5.40	1.89%	5.70	1.79%	3.20	0.00%	01-Apr-11	01-Apr-12
Excess Hire Charge	M	80.00	84.00	48.00	EXP	82.00	2.50%	85.00	1.19%	49.20	2.50%	01-Apr-11	01-Apr-12
Long Room (weekday)	M	14.20	15.00	8.60	EXP	14.50	2.11%	15.30	2.00%	8.80	2.33%	01-Apr-11	01-Apr-12
Long Room (weekend)	M	16.50	17.40	9.90	EXP	16.80	1.82%	17.70	1.72%	10.10	2.02%	01-Apr-11	01-Apr-12
Oak Room (weekday)	M	11.50	12.10	6.90	EXP	11.70	1.74%	12.30	1.65%	7.00	1.45%	01-Apr-11	01-Apr-12
Oak Room (weekend)	M	14.00	14.70	8.40	EXP	14.30	2.14%	15.00	2.04%	8.60	2.38%	01-Apr-11	01-Apr-12
Cafe Bar (weekday)	M	8.00	8.40	4.80	EXP	8.20	2.50%	8.60	2.38%	4.90	2.08%	01-Apr-11	01-Apr-12
Cafe Bar (weekend)	M				EXP	10.10		10.60		6.10		01-Apr-11	01-Apr-12
Studio (weekday)	M	9.50	10.00	5.70	EXP	9.70	2.11%	10.20	2.00%	5.80	1.75%	01-Apr-11	01-Apr-12
Studio (weekend)	M	15.30	16.10	9.20	EXP	15.60	1.96%	16.40	1.86%	9.40	2.17%	01-Apr-11	01-Apr-12
Blue/Green Room (weekday)	M	10.30	10.90	6.20	EXP	10.50	1.94%	11.10	1.83%	6.30	1.61%	01-Apr-11	01-Apr-12
Blue/Green Room (weekend)	M	13.70	14.40	8.30	EXP	14.00	2.19%	14.70	2.08%	8.40	1.20%	01-Apr-11	01-Apr-12
Garden (weekday)	M	5.00	5.30	3.00	EXP	5.10	2.00%	5.40	1.89%	3.10	3.33%	01-Apr-11	01-Apr-12
Garden (weekend)	M				EXP	6.30		6.60		3.80		01-Apr-11	01-Apr-12
Essential Publicity Package	M	75.00	78.80	45.00	STD	84.00	12.00%	90.00	14.21%	50.40	12.00%	01-Apr-11	01-Apr-12
Ticket print for own sales	M	0.20	0.30		STD	0.20	0.00%	0.30	0.00%			01-Apr-11	01-Apr-12
Solus advertising	M	POA	POA		STD	POA		POA				01-Apr-11	01-Apr-12

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Community Groups (Bulk Discount)													
Long Room (weekday)	M	13.40	15.00		EXP	13.50	0.75%	15.20	1.33%			01-Apr-11	01-Apr-12
Long Room (weekend)	M	15.60	17.40		EXP	15.80	1.28%	17.60	1.15%			01-Apr-11	01-Apr-12
Oak Room (weekday)	M	10.90	12.10		EXP	11.00	0.92%	12.20	0.83%			01-Apr-11	01-Apr-12
Oak Room (weekend)	M	13.30	14.70		EXP	13.40	0.75%	14.80	0.68%			01-Apr-11	01-Apr-12
Cafe Bar (weekday)	M	7.60	8.40		EXP	7.70	1.32%	8.50	1.19%			01-Apr-11	01-Apr-12
Cafe Bar (weekend)	M				EXP	9.50		10.40				01-Apr-11	01-Apr-12
Studio (weekday)	M	9.10	10.00		EXP	9.20	1.10%	10.10	1.00%			01-Apr-11	01-Apr-12
Studio (weekend)	M	14.60	16.10		EXP	14.70	0.68%	16.30	1.24%			01-Apr-11	01-Apr-12
Blue/Green Room (weekday)	M	9.80	10.90		EXP	9.90	1.02%	11.00	0.92%			01-Apr-11	01-Apr-12
Blue/Green Room (weekend)	M	13.10	14.40		EXP	13.20	0.76%	14.50	0.69%			01-Apr-11	01-Apr-12
Corporate Rates (Daily/Hourly)													
Ceiling Mounted Video / Data Projector	M	72.00	92.40		STD	73.40	1.94%	94.20	1.95%			01-Apr-11	01-Apr-12
Sony NICAM Video Player / Recorder	M	25.00	26.40		STD	25.50	2.00%	26.90	1.89%			01-Apr-11	01-Apr-12
DVD Player	M	31.40	33.00		STD	32.00	1.91%	33.70	2.12%			01-Apr-11	01-Apr-12
2 x ROBE 250 Moving Spot Light	M	75.20	79.20		STD	76.70	1.99%	80.80	2.02%			01-Apr-11	01-Apr-12
6 x Chroma-Q DMX Colour Scroller	M	32.60	34.30		STD	33.30	2.15%	35.00	2.04%			01-Apr-11	01-Apr-12
8 x Par 16 'Birdi' with 12v Transformers	M	5.00	5.20		STD	5.10	2.00%	5.30	1.92%			01-Apr-11	01-Apr-12
Mirror Ball	M	20.10	21.10		STD	20.50	1.99%	21.50	1.90%			01-Apr-11	01-Apr-12
Strobe Light	M	25.50	26.40		STD	26.00	1.96%	26.90	1.89%			01-Apr-11	01-Apr-12
UV Lights	M	12.60	13.20		STD	12.90	2.38%	13.50	2.27%			01-Apr-11	01-Apr-12
Smoke Machine	M	50.10	52.80		STD	51.10	2.00%	53.90	2.08%			01-Apr-11	01-Apr-12
Additional Follow Spot INCLUDING Dimmer	M	56.50	59.40		STD	57.60	1.95%	60.60	2.02%			01-Apr-11	01-Apr-12
Shure SM58 Vocal Mics	M	18.80	19.80		STD	19.20	2.13%	20.20	2.02%			01-Apr-11	01-Apr-12
Upright Piano (EXCLUDING TUNING)	M	25.00	26.40		STD	25.50	2.00%	26.90	1.89%			01-Apr-11	01-Apr-12
Gobos	M	5.00	5.20		STD	5.10	2.00%	5.30	1.92%			01-Apr-11	01-Apr-12
Pyro Firing Box Controller	M	15.10	15.80		STD	15.40	1.99%	16.10	1.90%			01-Apr-11	01-Apr-12
Pyro Holders (NOT consumables)	M	6.00	6.30		STD	6.10	1.67%	6.40	1.59%			01-Apr-11	01-Apr-12
Stage Gauze Cloth	M	75.20	79.20		STD	76.70	1.99%	80.80	2.02%			01-Apr-11	01-Apr-12
Single Channel Dimmer when not used with Followspot	M	6.30	6.60		STD	6.40	1.59%	6.70	1.52%			01-Apr-11	01-Apr-12
DI Boxes	M	6.30	6.60		STD	6.40	1.59%	6.70	1.52%			01-Apr-11	01-Apr-12

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Corporate Rates (Hourly)													
One Offs: Single Performances (weekday)	M	49.40	52.00		EXP	50.40	2.02%	53.00	1.92%			01-Apr-11	01-Apr-12
One Offs: Single Performances (weekend)	M	57.00	60.00		EXP	58.00	1.75%	61.00	1.67%			01-Apr-11	01-Apr-12
One Offs: Non-Performance Use	M	28.50	30.00		EXP	29.10	2.11%	30.60	2.00%			01-Apr-11	01-Apr-12
All Shows: Weekday Technical Support (mandatory for all shows with tech requirements)	M	17.20	18.00		STD	17.50	1.74%	18.40	2.22%			01-Apr-11	01-Apr-12
All Shows: Weekend / Bank Holiday Technical Support (mandatory for all shows with tech requirements)	M	20.60	21.60		STD	21.00	1.94%	22.00	1.85%			01-Apr-11	01-Apr-12
All Shows: Ushers	M	34.20	36.00		STD	34.90	2.05%	36.70	1.94%			01-Apr-11	01-Apr-12
One-Offs and Matinees: Weekday Duty Manager (mandatory for all performances)	M	17.20	18.00		STD	17.50	1.74%	18.40	2.22%			01-Apr-11	01-Apr-12
One-Offs and Matinees: Weekend / Bank Holiday Duty Manager (mandatory for all performances)	M	20.60	21.60		STD	21.00	1.94%	22.00	1.85%			01-Apr-11	01-Apr-12
All Shows: Rehearsal Rooms - Midweek	M	9.50	10.00		EXP	9.70	2.11%	10.20	2.00%			01-Apr-11	01-Apr-12
All Shows: Rehearsal Rooms - Sat/Sun	M	9.50	10.00		EXP	9.70	2.11%	10.20	2.00%			01-Apr-11	01-Apr-12
All Shows: Additional Dressing Room	M	9.50	10.00		EXP	9.70	2.11%	10.20	2.00%			01-Apr-11	01-Apr-12
Excess Hire Charge	M	100.00	100.00		EXP	100.00	0.00%	100.00	0.00%			01-Apr-11	01-Apr-12
Long Room (weekday)	M	20.30	21.30		EXP	20.70	1.97%	21.70	1.88%			01-Apr-11	01-Apr-12
Long Room (weekend)	M	23.60	24.80		EXP	24.10	2.12%	25.30	2.02%			01-Apr-11	01-Apr-12
Oak Room (weekday)	M	16.50	17.30		EXP	16.80	1.82%	17.60	1.73%			01-Apr-11	01-Apr-12
Oak Room (weekend)	M	20.00	21.00		EXP	20.40	2.00%	21.40	1.90%			01-Apr-11	01-Apr-12
Cafe Bar (weekday)	M	11.40	12.00		EXP	21.00	84.21%	22.00	83.33%			01-Apr-11	01-Apr-12
Cafe Bar (weekend)	M				EXP	26.00		27.20				01-Apr-11	01-Apr-12
Studio (weekday)	M	13.60	14.30		EXP	13.90	2.21%	14.60	2.10%			01-Apr-11	01-Apr-12
Studio (weekend)	M	21.90	23.00		EXP	22.30	1.83%	23.50	2.17%			01-Apr-11	01-Apr-12
Blue/Green Room (weekday)	M	14.80	15.50		EXP	15.10	2.03%	15.80	1.94%			01-Apr-11	01-Apr-12
Blue/Green Room (weekend)	M	19.60	20.60		EXP	20.00	2.04%	21.00	1.94%			01-Apr-11	01-Apr-12
Garden (weekday)	M	7.20	7.50		EXP	7.30	1.39%	7.70	2.67%			01-Apr-11	01-Apr-12
Garden (weekend)	M				EXP	9.00		9.50				01-Apr-11	01-Apr-12

* NB the café bar increase is due to correcting an error from last year

Type
B = Business
R = Residents
M = Mixed

Vat status
STD - Standard Rated
EXP - Exempt
NB - Non Business

All Prices Include VAT													
Type of Fee / Charge	Type	Current Charges Residents £	Current Charges Non-Residents £	Concession Charges £	Vat Status	Proposed New Charges Residents £	% Increase	Proposed New Charges Non Residents £	% Increase	Proposed New Concession Charges £	% Increase	Date of last change to charge	Effective Date
Corporate Rates (Bulk Discount)													
Ceiling Mounted Video / Data Projector	M	180.00	231.00		STD	184.00	2.22%	236.00	2.16%			01-Apr-11	01-Apr-12
Sony NICAM Video Player / Recorder	M	62.70	66.00		STD	64.00	2.07%	67.30	1.97%			01-Apr-11	01-Apr-12
DVD Player	M	78.60	82.50		STD	80.20	2.04%	84.20	2.06%			01-Apr-11	01-Apr-12
2 x ROBE 250 Moving Spot Light	M	188.10	198.00		STD	191.90	2.02%	202.00	2.02%			01-Apr-11	01-Apr-12
6 x Chroma-Q DMX Colour Scroller	M	81.60	85.80		STD	83.20	1.96%	87.50	1.98%			01-Apr-11	01-Apr-12
8 x Par 16 'Birdi' with 12v Transformers	M	12.60	13.20		STD	12.90	2.38%	13.50	2.27%			01-Apr-11	01-Apr-12
Mirror Ball	M	50.40	52.80		STD	51.40	1.98%	53.90	2.08%			01-Apr-11	01-Apr-12
Strobe Light	M	62.70	66.00		STD	64.00	2.07%	67.30	1.97%			01-Apr-11	01-Apr-12
UV Lights	M	31.50	33.00		STD	32.10	1.90%	33.70	2.12%			01-Apr-11	01-Apr-12
Smoke Machine	M	125.40	132.00		STD	127.90	1.99%	134.60	1.97%			01-Apr-11	01-Apr-12
Additional Follow Spot INCLUDING Dimmer	M	141.30	148.50		STD	144.10	1.98%	151.50	2.02%			01-Apr-11	01-Apr-12
Shure SM58 Vocal Mics	M	47.10	49.50		STD	48.00	1.91%	50.50	2.02%			01-Apr-11	01-Apr-12
Upright Piano (EXCLUDING TUNING)	M	62.70	66.00		STD	64.00	2.07%	67.30	1.97%			01-Apr-11	01-Apr-12
Gobos	M	12.60	13.20		STD	12.90	2.38%	13.50	2.27%			01-Apr-11	01-Apr-12
Pyro Firing Box Controller	M	31.50	33.00		STD	32.10	1.90%	33.70	2.12%			01-Apr-11	01-Apr-12
Pyro Holders (NOT consumables)	M	12.60	13.20		STD	12.90	2.38%	13.50	2.27%			01-Apr-11	01-Apr-12
Stage Gauze Cloth	M	188.10	198.00		STD	191.90	2.02%	202.00	2.02%			01-Apr-11	01-Apr-12
Single Channel Dimmer when not used with Followspot	M	15.90	16.50		STD	16.20	1.89%	16.80	1.82%			01-Apr-11	01-Apr-12
DI Boxes	M	15.90	16.50		STD	16.20	1.89%	16.80	1.82%			01-Apr-11	01-Apr-12
Long Room (weekday)	M	101.50	106.50		EXP	103.50	1.97%	108.50	1.88%			01-Apr-11	01-Apr-12
Long Room (weekend)	M	118.00	124.00		EXP	120.50	2.12%	126.50	2.02%			01-Apr-11	01-Apr-12
Oak Room (weekday)	M	82.50	86.50		EXP	84.00	1.82%	88.00	1.73%			01-Apr-11	01-Apr-12
Oak Room (weekend)	M	100.00	105.00		EXP	102.00	2.00%	107.00	1.90%			01-Apr-11	01-Apr-12
Cafe Bar (weekday)	M	57.00	60.00		EXP	105.00	84.21%	110.00	83.33%			01-Apr-11	01-Apr-12
Cafe Bar (weekend)	M				EXP	128.40		134.50				01-Apr-11	01-Apr-12
Studio (weekday)	M	68.00	71.50		EXP	69.50	2.21%	73.00	2.10%			01-Apr-11	01-Apr-12
Studio (weekend)	M	109.50	115.00		EXP	111.50	1.83%	117.50	2.17%			01-Apr-11	01-Apr-12
Blue/Green Room (weekday)	M	74.00	77.50		EXP	75.50	2.03%	79.00	1.94%			01-Apr-11	01-Apr-12
Blue/Green Room (weekend)	M	98.00	103.00		EXP	100.00	2.04%	105.00	1.94%			01-Apr-11	01-Apr-12
Garden (weekday)	M	36.00	37.50		EXP	36.50	1.39%	38.50	2.67%			01-Apr-11	01-Apr-12
Garden (weekend)	M				EXP	44.70		47.10				01-Apr-11	01-Apr-12

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All Prices Include VAT													
Type of Fee / Charge	Type	Current Charges Residents £	Current Charges Non-Residents £	Concession Charges £	Vat Status	Proposed New Charges Residents £	% Increase	Proposed New Charges Non-Residents £	% Increase	Proposed New Concession Charges £	% Increase	Date of last change to charge	Effective Date
Social Rate													
One Offs: Single Performances (weekday)	M	44.70	47.00		EXP	45.60	2.01%	47.90	1.91%			01-Apr-11	01-Apr-12
One Offs: Single Performances (weekend)	M	52.30	55.00		EXP	53.30	1.91%	56.10	2.00%			01-Apr-11	01-Apr-12
One Offs: Non-Performance Use	M	38.00	40.00		EXP	39.00	2.63%	41.00	2.50%			01-Apr-11	01-Apr-12
All Shows: Weekday Technical Support (mandatory for all shows with tech requirements)	M	11.40	12.00		STD	14.70	28.95%	15.50	29.17%			01-Apr-11	01-Apr-12
All Shows: Weekend / Bank Holiday Technical Support (mandatory for all shows with tech requirements)	M	14.30	15.00		STD	18.40	28.67%	19.40	29.33%			01-Apr-11	01-Apr-12
All Shows: Ushers	M	19.00	20.00		STD	19.40	2.11%	20.40	2.00%			01-Apr-11	01-Apr-12
One-Offs and Matinees: Weekday Duty Manager (mandatory for all performances)	M	14.30	15.00		STD	14.70	2.80%	15.50	3.33%			01-Apr-11	01-Apr-12
One-Offs and Matinees: Weekend / Bank Holiday Duty Manager (mandatory for all performances)	M	17.10	18.00		STD	18.40	7.60%	19.40	7.78%			01-Apr-11	01-Apr-12
All Shows: Rehearsal Rooms - Midweek	M	9.50	10.00		EXP	9.70	2.11%	10.20	2.00%			01-Apr-11	01-Apr-12
All Shows: Rehearsal Rooms - Sat/Sun/Bank Holiday	M	9.50	10.00		EXP	9.70	2.11%	10.20	2.00%			01-Apr-11	01-Apr-12
All Shows: Additional Dressing Room	M	9.50	10.00		EXP	9.70	2.11%	10.20	2.00%			01-Apr-11	01-Apr-12
Excess Hire Charge	M	100.00	100.00		EXP	100.00	0.00%	100.00	0.00%			01-Apr-11	01-Apr-12
Long Room (weekday)	M	20.30	21.30		EXP	20.70	1.97%	21.70	1.88%			01-Apr-11	01-Apr-12
Long Room (weekend)	M	23.60	24.80		EXP	24.10	2.12%	25.30	2.02%			01-Apr-11	01-Apr-12
Oak Room (weekday)	M	16.50	17.30		EXP	16.80	1.82%	17.60	1.73%			01-Apr-11	01-Apr-12
Oak Room (weekend)	M	20.00	21.00		EXP	20.00	0.00%	21.00	0.00%			01-Apr-11	01-Apr-12
Cafe Bar (weekday)	M	11.40	12.00		EXP	17.00	49.12%	17.80	48.33%			01-Apr-11	01-Apr-12
Cafe Bar (weekend)	M				EXP	20.80		21.80				01-Apr-11	01-Apr-12
Studio (weekday)	M	13.60	14.30		EXP	13.90	2.21%	14.60	2.10%			01-Apr-11	01-Apr-12
Studio (weekend)	M	21.90	23.00		EXP	22.30	1.83%	23.50	2.17%			01-Apr-11	01-Apr-12
Blue/Green Room (weekday)	M	14.80	15.50		EXP	15.10	2.03%	15.80	1.94%			01-Apr-11	01-Apr-12
Blue/Green Room (weekend)	M	19.60	20.60		EXP	20.00	2.04%	21.00	1.94%			01-Apr-11	01-Apr-12
Garden (weekday)	M	7.20	7.50		EXP	7.30	1.39%	7.70	2.67%			01-Apr-11	01-Apr-12
Garden (weekend)	M				EXP	9.00		9.50				01-Apr-11	01-Apr-12
Children's Birthday Party (minimum 10)	M	9.60	10.80		STD	9.80	2.08%	11.00	1.85%			01-Apr-11	01-Apr-12
Children's Birthday Party Entertainer	M	POA			EXP	POA		POA				01-Apr-11	01-Apr-12

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All Prices Include VAT													
Type of Fee / Charge	Type	Current Charges Residents £	Current Charges Non-Residents £	Concession Charges £	Vat Status	Proposed New Charges Residents £	% Increase	Proposed New Charges Non Residents £	% Increase	Proposed New Concession Charges £	% Increase	Date of last change to charge	Effective Date

Social Rate (bulk)

Long Room (weekday)	M	101.50	106.50		EXP	103.50	1.97%	108.50	1.88%			01-Apr-11	01-Apr-12
Long Room (weekend)	M	118.00	124.00		EXP	120.50	2.12%	126.50	2.02%			01-Apr-11	01-Apr-12
Oak Room (weekday)	M	82.50	86.50		EXP	84.00	1.82%	88.00	1.73%			01-Apr-11	01-Apr-12
Oak Room (weekend)	M	100.00	105.00		EXP	100.00	0.00%	105.00	0.00%			01-Apr-11	01-Apr-12
Cafe Bar (weekday)	M	57.00	60.00		EXP	85.00	49.12%	89.00	48.33%			01-Apr-11	01-Apr-12
Cafe Bar (weekend)	M				EXP	104.00		109.00				01-Apr-11	01-Apr-12
Studio (weekday)	M	68.00	71.50		EXP	69.50	2.21%	73.00	2.10%			01-Apr-11	01-Apr-12
Studio (weekend)	M	109.50	115.00		EXP	111.50	1.83%	117.50	2.17%			01-Apr-11	01-Apr-12
Blue/Green Room (weekday)	M	74.00	77.50		EXP	75.50	2.03%	79.00	1.94%			01-Apr-11	01-Apr-12
Blue/Green Room (weekend)	M	98.00	103.00		EXP	100.00	2.04%	105.00	1.94%			01-Apr-11	01-Apr-12
Garden (weekday)	M	36.00	37.50		EXP	36.50	1.39%	38.50	2.67%			01-Apr-11	01-Apr-12
Garden (weekend)	M				EXP	45.00		47.50				01-Apr-11	01-Apr-12

Charity Rate

One Offs: Single Performances (weekday)	M	35.20	37.00		EXP	35.90	1.99%	37.70	1.89%			01-Apr-11	01-Apr-12
One Offs: Single Performances (weekend)	M	42.80	45.00		EXP	43.70	2.10%	45.90	2.00%			01-Apr-11	01-Apr-12
One Offs: Non-Performance Use	M	19.00	20.00		EXP	19.00	0.00%	20.00	0.00%			01-Apr-11	01-Apr-12
All Shows: Weekday Technical Support (mandatory for all shows with tech requirements)	M	11.40	12.00		STD	14.70	28.95%	15.50	29.17%			01-Apr-11	01-Apr-12
All Shows: Weekend / Bank Holiday Technical Support (mandatory for all shows with tech requirements)	M	14.30	15.00		STD	18.40	28.67%	19.40	29.33%			01-Apr-11	01-Apr-12
All Shows: Ushers	M	9.50	10.00		STD	9.70	2.11%	10.20	2.00%			01-Apr-11	01-Apr-12
One-Offs and Matinees: Weekday Duty Manager (mandatory for all performances)	M	11.40	12.00		STD	11.60	1.75%	12.20	1.67%			01-Apr-11	01-Apr-12
One-Offs and Matinees: Weekend / Bank Holiday Duty Manager (mandatory for all performances)	M	14.30	15.00		STD	14.60	2.10%	15.30	2.00%			01-Apr-11	01-Apr-12
All Shows: Rehearsal Rooms - Midweek	M	6.20	6.50		EXP	6.30	1.61%	6.60	1.54%			01-Apr-11	01-Apr-12
All Shows: Rehearsal Rooms - Sat/Sun	M	6.20	6.50		EXP	6.30	1.61%	6.60	1.54%			01-Apr-11	01-Apr-12
All Shows: Additional Dressing Room	M	6.20	6.50		EXP	6.30	1.61%	6.60	1.54%			01-Apr-11	01-Apr-12
Excess Hire Charge	M	100.00	100.00		EXP	100.00	0.00%	100.00	0.00%			01-Apr-11	01-Apr-12
Long Room (weekday)	M	14.30	15.00		EXP	14.60	2.10%	15.30	2.00%			01-Apr-11	01-Apr-12
Long Room (weekend)	M	16.60	17.40		EXP	16.90	1.81%	17.70	1.72%			01-Apr-11	01-Apr-12

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All Prices Include VAT													
Type of Fee / Charge	Type	Current Charges Residents £	Current Charges Non-Residents £	Concession Charges £	Vat Status	Proposed New Charges Residents £	% Increase	Proposed New Charges Non Residents £	% Increase	Proposed New Concession Charges £	% Increase	Date of last change to charge	Effective Date
Oak Room (weekday)	M	11.50	12.10		EXP	11.70	1.74%	12.30	1.65%			01-Apr-11	01-Apr-12
Oak Room (weekend)	M	14.00	14.70		EXP	14.30	2.14%	15.00	2.04%			01-Apr-11	01-Apr-12
Cafe Bar (weekday)	M	8.00	8.40		EXP	15.00	87.50%	15.70	86.90%			01-Apr-11	01-Apr-12
Cafe Bar (weekend)	M				EXP	18.00		18.90				01-Apr-11	01-Apr-12
Studio (weekday)	M	9.50	10.00		EXP	9.70	2.11%	10.20	2.00%			01-Apr-11	01-Apr-12
Studio (weekend)	M	15.30	16.10		EXP	15.60	1.96%	16.40	1.86%			01-Apr-11	01-Apr-12
Blue/Green Room (weekday)	M	10.40	10.90		EXP	10.60	1.92%	11.10	1.83%			01-Apr-11	01-Apr-12
Blue/Green Room (weekend)	M	13.70	14.40		EXP	14.00	2.19%	14.70	2.08%			01-Apr-11	01-Apr-12
Garden (weekday)	M	5.10	5.30		EXP	5.20	1.96%	5.40	1.89%			01-Apr-11	01-Apr-12
Garden (weekend)	M				EXP	6.40		6.60				01-Apr-11	01-Apr-12
Charity Rate (Bulk)													
Long Room (weekday)	M	71.50	75.00		EXP	73.00	2.10%	76.50	2.00%			01-Apr-11	01-Apr-12
Long Room (weekend)	M	83.00	87.00		EXP	84.50	1.81%	88.50	1.72%			01-Apr-11	01-Apr-12
Oak Room (weekday)	M	57.50	60.50		EXP	58.50	1.74%	61.50	1.65%			01-Apr-11	01-Apr-12
Oak Room (weekend)	M	70.00	73.50		EXP	71.50	2.14%	75.00	2.04%			01-Apr-11	01-Apr-12
Cafe Bar (weekday)	M	40.00	42.00		EXP	75.00	87.50%	78.50	86.90%			01-Apr-11	01-Apr-12
Cafe Bar (weekend)	M				EXP	90.00		94.50				01-Apr-11	01-Apr-12
Studio (weekday)	M	47.50	50.00		EXP	48.50	2.11%	51.00	2.00%			01-Apr-11	01-Apr-12
Studio (weekend)	M	76.50	80.50		EXP	78.00	1.96%	82.00	1.86%			01-Apr-11	01-Apr-12
Blue/Green Room (weekday)	M	52.00	54.50		EXP	53.00	1.92%	55.50	1.83%			01-Apr-11	01-Apr-12
Blue/Green Room (weekend)	M	68.50	72.00		EXP	70.00	2.19%	73.50	2.08%			01-Apr-11	01-Apr-12
Garden (weekday)	M	25.50	26.50		EXP	26.00	1.96%	27.00	1.89%			01-Apr-11	01-Apr-12
Garden (weekend)	M				EXP	32.00		33.00				01-Apr-11	01-Apr-12
Box Office Fees													
Hillingdon Arts Membership	M	15.00	25.00		STD	15.00	0.00%	25.00	0.00%			01-Apr-11	01-Apr-12
Online Card Booking Fee	M	1.50			EXP	1.50	0.00%	1.50				01-Apr-11	01-Apr-12
Phone Booking Fee	M	2.00			EXP	2.00	0.00%	2.00				01-Apr-11	01-Apr-12
Sponsor-a-Seat Deal (5 years)	M				STD	120.00		120.00				01-Apr-11	01-Apr-12
All Groups													
Box Office Commission	M	6.15 percent	9 percent		STD	8.7 percent		9.5 percent				01-Apr-11	01-Apr-12
Card Handling Fees	M	3.1 percent	3.1 percent		STD	to be deleted		to be deleted				01-Apr-11	01-Apr-12

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Type of Fee / Charge	Type	Current Charges Residents £	Current Charges Non-Residents £	Concession Charges £	Vat Status	Proposed New Charges Residents £	% Increase	Proposed New Charges Non Residents £	% Increase	Proposed New Concession Charges £	% Increase	Date of last change to charge	Effective Date

Filming**Filming - interior and/or exterior**

per day - subject to specific requirements

Council owned principal location for production

Large production		3,000.00	3,000.00		STD	3,000.00	0.00%	3,000.00	0.00%			01-Apr-11	01-Apr-12
Medium production		2,000.00	2,000.00		STD	2,000.00	0.00%	2,000.00	0.00%			01-Apr-11	01-Apr-12
Small production (up to 3 crew, camera only)		1,000.00	1,000.00		STD	1,000.00	0.00%	1,000.00	0.00%			01-Apr-11	01-Apr-12

Council owned secondary location

Large production		2,000.00	2,000.00		STD	2,000.00	0.00%	2,000.00	0.00%			01-Apr-11	01-Apr-12
Medium production		1,000.00	1,000.00		STD	1,000.00	0.00%	1,000.00	0.00%			01-Apr-11	01-Apr-12
Small production (up to 3 crew, camera only)		500.00	500.00		STD	500.00	0.00%	500.00	0.00%			01-Apr-11	01-Apr-12

Administration fees (Site visits, drawing up of contracts, Liaising with other Council departments, Supervising street works on the highway, Monitoring location filming)

per hour		100.00	100.00		STD	100.00	0.00%	100.00	0.00%			01-Apr-11	01-Apr-12
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Road Closure, Traffic and Highway Management**Traffic Management**

3 minutes		170.00	170.00		STD	170.00	0.00%	170.00	0.00%			01-Apr-11	01-Apr-12
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Complete Road Closure - by notice

24 hours		200.00	200.00		STD	200.00	0.00%	200.00	0.00%			01-Apr-11	01-Apr-12
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Complete Road Closure - by order

7 days		1,000.00	1,000.00		STD	1,000.00	0.00%	1,000.00	0.00%			01-Apr-11	01-Apr-12
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Land Charges**Search Fees**

Standard commercial search	M	70.00	70.00		NB	70.00	0.00%	70.00	0.00%			01-Apr-11	01-Apr-12
Official certificate of search (Form LLC1) only	M	26.00	26.00		NB	26.00	0.00%	26.00	0.00%			01-Apr-11	01-Apr-12
Standard domestic search	M	60.00	60.00		NB	60.00	0.00%	60.00	0.00%			01-Apr-11	01-Apr-12
Assisted Search LLC Register Only	M	22.00	22.00		NB	22.00	0.00%	22.00	0.00%			01-Apr-11	01-Apr-12
Assisted Search LLC Register Only (Additional parcels of land (each))	M	1.00	1.00		NB	1.00	0.00%	1.00	0.00%			01-Apr-11	01-Apr-12
Assisted Common Land Search	M	15.00	15.00		NB	15.00	0.00%	15.00	0.00%			01-Apr-11	01-Apr-12
Assisted Compiling CON29R	M	32.00	32.00		NB	32.00	0.00%	32.00	0.00%			01-Apr-11	01-Apr-12
Assisted Compiling CON29O	M	18.50	18.50		NB	18.50	0.00%	18.50	0.00%			01-Apr-11	01-Apr-12

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Food Health and Safety Fees													
Disposal of non product of animal origin													
1 to 1,000kg	B	48.00			NB	48.00	0.00%	48.00	0.00%			01-Apr-11	01-Apr-12
1,001 to 2,000kg	B	95.00			NB	95.00	0.00%	95.00	0.00%			01-Apr-11	01-Apr-12
2,001 to 3,000kg	B	140.00			NB	140.00	0.00%	140.00	0.00%			01-Apr-11	01-Apr-12
Animal Boarding Establishments													
No of animals 1 to 9	B				NB	125.00	0.00%					01-Apr-11	01-Apr-12
No of animals 10 to 24	B				NB	177.00	0.00%					01-Apr-11	01-Apr-12
No of animals 25 to 49	B				NB	260.00	0.00%					01-Apr-11	01-Apr-12
No of animals 50 to 75	B				NB	355.00	0.00%					01-Apr-11	01-Apr-12
No of animals 75+ (New category)	B				NB	420.00	0.00%					01-Apr-11	01-Apr-12
Application to renew an animal boarding establishment - Home boarders (3 dogs or less)	B					81.00	0.00%					01-Apr-11	01-Apr-12
Dangerous Wild Animals													
Including vets fees	B				NB	75 + vet fee	0.00%					01-Apr-11	01-Apr-12
Game dealers licences	B				NB	0.00	0.00%					01-Apr-11	01-Apr-12
Performing Animals													
Registration	B				NB	396.00	0.00%					01-Apr-11	01-Apr-12
Registration - Non Profit	B				NB	52.00	0.00%					01-Apr-11	01-Apr-12
Certificate	B				NB	free						01-Apr-11	01-Apr-12
Pet Shops													
Including vets fees	B				NB	192.00	0.00%					01-Apr-11	01-Apr-12
Riding Establishments													
No of animals 1 to 5	B				NB	75 + vet fee	0.00%					01-Apr-11	01-Apr-12
No of animals 6 to 20	B				NB	75 + vet fee	0.00%					01-Apr-11	01-Apr-12
No of animals 21 to 35 (Category restructured)	B				NB	75 + vet fee	0.00%					01-Apr-11	01-Apr-12
No of animals 36 to 50 (Category restructured)	B				NB	75 + vet fee	0.00%					01-Apr-11	01-Apr-12
No of animals 51+ (New category)	B				NB	75 + vet fee	0.00%					01-Apr-11	01-Apr-12
Zoo Notification & Licence													
Notification to operate a zoo	B				NB	free	0.00%					01-Apr-11	01-Apr-12
Application to renew a zoo licence	B				NB	75 + vet fee	0.00%					01-Apr-11	01-Apr-12
Application for a licence to operate a zoo	B				NB	75 + vet fee	0.00%					01-Apr-11	01-Apr-12

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Breeding of Dogs													
Renewal	B				NB	75 + vet fee	0.00%					01-Apr-11	01-Apr-12
Export Licences													
Visit not required	B				NB	83.00	50.91%					01-Apr-11	01-Apr-12
Visit required	B				NB	143.00	50.53%					01-Apr-11	01-Apr-12
Pharmacy and Poisons													
Applications	B				NB	43.00	0.00%					01-Apr-11	01-Apr-12
Change of name	B				NB	24.00	0.00%					01-Apr-11	01-Apr-12
Renewal	B				NB	41.00	0.00%					01-Apr-11	01-Apr-12
Other Licenses													
Special Premises 10/11 New Categories and charges - Laser Renewal - Up to 18 months	B				NB	750.00	0.00%					01-Apr-11	01-Apr-12
Special Premises 10/11 New Categories and charges - 2 - 3 Therapists	B				NB	54.00	0.00%					01-Apr-11	01-Apr-12
Special Premises 10/11 New Categories and charges - 4-6 Therapists	B				NB	80.00	0.00%					01-Apr-11	01-Apr-12
Special Premises 10/11 New Categories and charges - More than 6 Therapists	B				NB	107.00	0.00%					01-Apr-11	01-Apr-12
Refund or change of details - Admin Fee	B				NB	55.00	0.00%					01-Apr-11	01-Apr-12
Unfit food - Examination and Condemnation certificate (1st Hour)	B				NB	134.00	0.00%					01-Apr-11	01-Apr-12
Unfit food - Examination and Condemnation certificate (Subsequent hours or part of)	B				NB	97.00	0.00%					01-Apr-11	01-Apr-12
Swimming Pool Water - Per visit	B				NB	114.00	0.00%					01-Apr-11	01-Apr-12
Legal enquires -	B				NB	68.00	0.00%					01-Apr-11	01-Apr-12
Response to enquiries - Per letter	B				NB	17.00	0.00%					01-Apr-11	01-Apr-12
Micro-pigmentation - New/Renewal	B				NB	315.00	0.00%					01-Apr-11	01-Apr-12
Artificial Nails - New/Renewal	B				NB	84.00	0.00%					01-Apr-11	01-Apr-12
Nose piercing - New/Renewal	B				NB	84.00	0.00%					01-Apr-11	01-Apr-12
Ear cartilage/lobe, - New/Renewal	B				NB	84.00	0.00%					01-Apr-11	01-Apr-12
Electrical treatments - New/Renewal	B				NB	84.00	0.00%					01-Apr-11	01-Apr-12
Non-surgical Lasers, & ILS system licence	B	900.00			NB					n/a		01-Apr-11	01-Apr-12
Manicure / pedicure Ear lobe piercing, Facials (including one or more of the following aspects: steam, massage, electrical stimuli) - New / Renewal	B				NB	53.00	0.00%					01-Apr-11	01-Apr-12
Electrolysis, Sun beds etc	B				Non-	273.00	0.00%					01-Apr-11	01-Apr-12

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Private Water Supplies - new fees prescribed by Private Water Regulations

Sampling Per visit	B				NB	100.00	0.00%					01-Apr-11	01-Apr-12
Audit Monitoring	B				NB	400.00	-20.00%					01-Apr-11	01-Apr-12
Check Monitoring	B				NB	80.00	-20.00%					01-Apr-11	01-Apr-12
Other Sampling and Risk Assessment Combined	B				NB							01-Apr-11	01-Apr-12
Risk Assessment	B				NB	300.00	-40.00%					01-Apr-11	01-Apr-12
Other investigations	B				NB	£37 + Analyst costs (no more than £100)						01-Apr-11	01-Apr-12
Granting an Authority	B				NB	£37 + Analyst costs (no more than £100)						01-Apr-11	01-Apr-12
Domestic Supplies	B				NB	25.00						01-Apr-11	01-Apr-12

Trading Standards**Weights and Measures**

Examining, adjusting, certifying, stamping, authorising or reporting of special weighing or measuring equipment per hour	B				NB	68.70	0.00%					01-Apr-11	01-Apr-12
Fees for purpose of S74 Weights & Measures Act 1985	B				NB	68.70	0.00%					01-Apr-11	01-Apr-12
Linear measures not exceeding 3m for each scale	B				NB	10.10	0.00%					01-Apr-11	01-Apr-12
Capacity measures without division not exceeding 1 litre or 1 qt	B				NB	7.90	0.00%					01-Apr-11	01-Apr-12
Cubic ballast measures (other than brim measures)	B				NB	150.00	0.00%					01-Apr-11	01-Apr-12
Liquid capacity measures for making up and checking average quantity purchases	B				NB	23.90	0.00%					01-Apr-11	01-Apr-12
Template per scale - First item	B				NB	41.40	0.00%					01-Apr-11	01-Apr-12
Template per scale - Second item	B				NB	16.50	0.00%					01-Apr-11	01-Apr-12
Weighing Instruments - Exceeding 250kg to 1 tonne	B				NB	54.10	0.00%					01-Apr-11	01-Apr-12
Weighing Instruments - Exceeding 1 tonne to 10 tonnes	B				NB	129.00	0.00%					01-Apr-11	01-Apr-12
Weighing Instruments - Exceeding 10 tonnes to 30 tonnes	B				NB	340.50	0.00%					01-Apr-11	01-Apr-12
Weighing Instruments - Exceeding 10 tonnes to 30 tonnes (weights and labour provided)	B				NB	170.00	0.00%					01-Apr-11	01-Apr-12
Weighing Instruments - Exceeding 30 tonnes to 60 tonnes	B				NB	560.00	0.00%					01-Apr-11	01-Apr-12
Weighing Instruments - Exceeding 30 tonnes to 60 tonnes (weights and labour provided)	B				NB	280.00	0.00%					01-Apr-11	01-Apr-12

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Measuring Instruments for Liquid Fuel and Lubricants													
Container Type (un-subdivided)	B				NB	61.90	0.00%					01-Apr-11	01-Apr-12
Single / multi-outlets (nozzles) - Each Additional nozzle tested	B				NB	101.70	0.00%					01-Apr-11	01-Apr-12
Single / multi-outlets (nozzles) - First nozzle tested per site	B				NB	62.40	0.00%					01-Apr-11	01-Apr-12
A charge to cover any Additional costs involved in testing ancillary equipment which requires Additional testing on site, such as credit card acceptors, could be based upon the basic fee given above plus Additional costs at a rate per extra officer / hour	B				NB	68.70	0.00%					01-Apr-11	01-Apr-12
Road Tanker Liquid Fuel Measuring Equipment (Above 100)													
Meter measuring system - Dry hose type with two testing liquids	B				NB	197.00	0.00%					01-Apr-11	01-Apr-12
Meter measuring system - Wet hose type with two testing liquids	B				NB	244.00	0.00%					01-Apr-11	01-Apr-12
Dipstick measuring systems - Up to 7,600 litres (for calibration of each compartment and production of chart)	B				NB	146.50	0.00%					01-Apr-11	01-Apr-12
Dipstick measuring systems - Over 7,600 litres basic fees + costs	B				NB	68.70	0.00%					01-Apr-11	01-Apr-12
Initial dipstick	B				NB	18.00	0.00%					01-Apr-11	01-Apr-12
Spare dipstick	B				NB	18.00	0.00%					01-Apr-11	01-Apr-12
Replacement dipstick (for calibration of each compartment and production of chart)	B				NB	38.10	0.00%					01-Apr-11	01-Apr-12
Explosives													
Registered premises (Statutory Fee) New	B				NB	105.00	0.00%					01-Apr-10	01-Apr-12
Registered premises (Statutory Fee) Renewal	B				NB	52.00	0.00%					01-Apr-10	01-Apr-12
Licensed store (Statutory Fee) New	B				NB	178.00	0.00%					01-Apr-10	01-Apr-12
Licensed store (Statutory Fee) Renewal	B				NB	83.00	0.00%					01-Apr-10	01-Apr-12
Licence to sell all year (statutory Fee)	B				NB	500.00	0.00%					01-Apr-11	01-Apr-12
Sale of goods													
By competitive bidding	B				NB	174.00	0.00%					01-Apr-11	01-Apr-12
Motor Salvage Operations Registration													
New applications and renewals	B				NB	102.50	0.00%					01-Apr-11	01-Apr-12
Access to public register	B				NB	0.00	0.00%					01-Apr-11	01-Apr-12
Certified copy of single entry (per copy)	B				NB	11.80	0.00%					01-Apr-11	01-Apr-12
Non-certified copy of one or more entries	B				NB	3.70	0.00%					01-Apr-11	01-Apr-12

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Pest Control

Occupied Property - 1-3 visits	R		15.00		STD	60.00	0.00%			15.00	0.00%		01 April 2012
Occupied Property - each additional visit	R		15.00		STD	36.00	0.00%			15.00	0.00%		01 April 2012
Rented Property	R				STD	93.60	0.00%						01 April 2012
Emergency Work	R		12.00		STD	48.00	0.00%			12.00	0.00%		01 April 2012
No Access	R				STD	36.00	0.00%						01 April 2012

Consumer Protection**Contaminated Land**

Residential Enquiries - Per hour (Current Year) Flat Rate (From Jan 2011)	R	60.00			STD	60.00	0.00%	60.00	0.00%				01 April 2012
Commercial Enquiries - Per hour (Current Year) Flat Rate (From Jan 2011)	B	150.00			STD			150.00	0.00%				01 April 2012

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Parking**On-Street Parking: (1) Town Centres**

The maximum stay period on-street in Uxbridge is 2 hrs. All of the existing and proposed charges are based on the cost of parking for each 15 mins

Uxbridge

Per 15 mins up to 2 hours	M	0.30	0.80	NB	0.30	0.00%	0.80	0.00%	31-Jan-11	01-Apr-12
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West Drayton / Yiewsley, Hayes (Coldharbour Lane and Station Rd), Northwood Hills, Eastcote, Ruislip.

These schemes have various maximum stay durations of either 2 hours or 4 hours.:

1st 30 mins free then,	M	0.00	0.00	NB	0.00	0.00%	0.00	0.00%	31-Jan-11	01-Apr-12
30 mins up to 2hrs, then	M	0.20	0.70	NB	0.20	0.00%	0.70	0.00%	31-Jan-11	01-Apr-12
per 20 mins up to maximum stay	M	0.20	0.70	NB	0.20	0.00%	0.70	0.00%	31-Jan-11	01-Apr-12

On-Street Parking: (1) Local Centres and Parades**Hillingdon Circus; Uxbridge Rd / Lees Rd; South Ruislip; North Hillingdon (Hercies RD); Crescent Parade; New Pond Parade; Ickenham, Dellfield Parade, Hillingdon Hill**

These schemes have various maximum stay durations between 2 hrs and 4 hrs

1st 30 mins free then,	M	0.00	0.00	NB	0.00	0.00%	0.00	0.00%	31-Jan-11	01-Apr-12
per 30 mins up to 2 hrs, then	M	0.20	0.70	NB	0.20	0.00%	0.70	0.00%	31-Jan-11	01-Apr-12
per 20 mins up to maximum stay	M	0.20	0.70	NB	0.20	0.00%	0.70	0.00%	31-Jan-11	01-Apr-12

On-Street Parking: (2) Local Centres and Parades**Belmore Parade**

This scheme has a duration of 10 hrs and 40 mins

1st 30 mins free, then	M	0.00	0.00	NB	0.00	0.00%	0.00	0.00%	31-Jan-11	01-Apr-12
per 30 mins up to 2 hrs, then	M	0.20	0.70	NB	0.20	0.00%	0.70	0.00%	31-Jan-11	01-Apr-12
per 20 mins up to 4 hrs, then	M	0.20	0.70	NB	0.20	0.00%	0.70	0.00%	31-Jan-11	01-Apr-12
per 20 mins up to maximum stay	M	0.20	0.60	NB	0.20	0.00%	0.60	0.00%	31-Jan-11	01-Apr-12

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Parking Schemes

Heathrow; Hayes (Mount Rd and Nield Rd); Longford; Uxbridge South; Hillingdon Hospital; Cowley (Station Rd and Huxley CI); Uxbridge North (Park Rd); West Drayton

These schemes have various maximum stay durations between 30 mins and 8 hrs

Outside shops:

1st 30 mins free, then	M	0.00	0.00	NB	0.00	0.00%	0.00	0.00%	31-Jan-11	01-Apr-12
per 30 mins up to maximum stay	M	0.20	0.70	NB	0.20	0.00%	0.70	0.00%	31-Jan-11	01-Apr-12

Other Places:

per 20 mins up to maximum stay	M	0.20	0.60	NB	0.20	0.00%	0.60	0.00%	31-Jan-11	01-Apr-12
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Off Street Parking

Kingsend South and Kingsend North, Ruislip - Limited Stay

up to 1 hour (Kingsend South)	M	0.60	1.00	STD	0.60	0.00%	1.00	0.00%	31-Jan-11	01-Apr-12
up to 2 hours (Kingsend South)	M	1.00	1.50	STD	1.00	0.00%	1.50	0.00%	31-Jan-11	01-Apr-12
up to 30 mins	M	0.00	0.00	STD	0.00	0.00%	0.00	0.00%	31-Jan-11	01-Apr-12
up to 1 hour	M	0.20	1.00	STD	0.20	0.00%	1.00	0.00%	31-Jan-11	01-Apr-12
up to 90 mins	M	0.40	1.50	STD	0.40	0.00%	1.50	0.00%	31-Jan-11	01-Apr-12
up to 2 hours	M	0.60	1.70	STD	0.60	0.00%	1.70	0.00%	31-Jan-11	01-Apr-12

Oaklands Gate, Northwood and Falling Lane, Yiewsley - Limited Stay

Up to 30 mins	M	0.00	0.00	STD	0.00	0.00%	0.00	0.00%	31-Jan-11	01-Apr-12
Up to 1 hour	M	0.20	1.00	STD	0.20	0.00%	1.00	0.00%	31-Jan-11	01-Apr-12
Up to 90 mins	M	0.40	1.30	STD	0.40	0.00%	1.30	0.00%	31-Jan-11	01-Apr-12
Up to 2 hours	M	0.60	1.70	STD	0.60	0.00%	1.70	0.00%	31-Jan-11	01-Apr-12
Up to 3 hours	M	1.00	2.50	STD	1.00	0.00%	2.50	0.00%	31-Jan-11	01-Apr-12
Up to 4 hours	M	1.80	4.40	STD	1.80	0.00%	4.40	0.00%	31-Jan-11	01-Apr-12

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Rockingham Recreation Ground, Uxbridge - Limited Stay

This car park has a maximum stay of 4 hours

1st 30 minutes free, then	M	0.00	0.00	STD	0.00	0.00%	0.00	0.00%	31-Jan-11	01-Apr-12
per 30 mins up to 2 hours, then	M	0.20	0.70	STD	0.20	0.00%	0.70	0.00%	31-Jan-11	01-Apr-12
per 20 mins up to maximum stay	M	0.20	0.70	STD	0.20	0.00%	0.70	0.00%	31-Jan-11	01-Apr-12

Sidmouth Drive car park, Ruislip Gardens, Limited Stay

This car park has a maximum stay period of 4 hours

1st 30 mins, then	M	0.00	0.00	STD	0.00	0.00%	0.00	0.00%	31-Jan-11	01-Apr-12
per 30 mins up to 2 hrs, then	M	0.20	0.70	STD	0.20	0.00%	0.70	0.00%	31-Jan-11	01-Apr-12
per 20 mins up to maximum stay	M	0.20	0.70	STD	0.20	0.00%	0.70	0.00%	31-Jan-11	01-Apr-12

Kingsend South, Ruislip - Long Stay

Up to 1 hour	M	0.60	1.00	STD	0.60	0.00%	1.00	0.00%	31-Jan-11	01-Apr-12
Up to 2 hours	M	1.00	1.50	STD	1.00	0.00%	1.50	0.00%	31-Jan-11	01-Apr-12
Up to 3 hours	M	1.20	2.90	STD	1.20	0.00%	2.90	0.00%	31-Jan-11	01-Apr-12
Up to 4 hours	M	2.00	4.90	STD	2.00	0.00%	4.90	0.00%	31-Jan-11	01-Apr-12
Over 4 hours	M	2.20	5.50	STD	2.20	0.00%	5.50	0.00%	31-Jan-11	01-Apr-12

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Other Borough Car Parks:

Blyth Road, Hayes; Community Close, Ickenham; Fairfield Rd, Yiewsley; Long Lane; Hillingdon; Civic Hall, Hayes; Linden Avenue, Ruislip Manor; Devon Parade, Eastcote; Devonshire Lodge, Eastcote; Green Lane, Northwood.

Up to 30 mins	M	0.00	0.00	STD	0.00	0.00%	0.00	0.00%	31-Jan-11	01-Apr-12
Up to 1 hour	M	0.20	0.70	STD	0.20	0.00%	0.70	0.00%	31-Jan-11	01-Apr-12
Up to 90 mins	M	0.40	1.40	STD	0.40	0.00%	1.40	0.00%	31-Jan-11	01-Apr-12
Up to 2 hours	M	0.60	2.10	STD	0.60	0.00%	2.10	0.00%	31-Jan-11	01-Apr-12
Up to 3 hours	M	1.00	3.00	STD	1.00	0.00%	3.00	0.00%	31-Jan-11	01-Apr-12
Up to 4 hours	M	2.00	5.20	STD	2.00	0.00%	5.20	0.00%	31-Jan-11	01-Apr-12
Up to 9 hours (Over 4 hours for Blyth Road)	M	3.70	8.70	STD	3.70	0.00%	8.70	0.00%	31-Jan-11	01-Apr-12
Over 9 hours	M	6.20	12.00	STD	6.20	0.00%	12.00	0.00%	31-Jan-11	01-Apr-12

Long Stay Reduced Charge:

Long Drive, South Ruislip; Brandville Rd, West Drayton; Pembroke Gardens, Ruislip Manor; Pump Lane, Hayes; North View, Eastcote; St Martins Approach, Ruislip.

Up to 30 mins	M	0.00	0.00	STD	0.00	0.00%	0.00	0.00%	31-Jan-11	01-Apr-12
Up to 1 hour	M	0.20	0.70	STD	0.20	0.00%	0.70	0.00%	31-Jan-11	01-Apr-12
Up to 90 mins	M	0.40	1.40	STD	0.40	0.00%	1.40	0.00%	31-Jan-11	01-Apr-12
Up to 2 hours	M	0.60	2.10	STD	0.60	0.00%	2.10	0.00%	31-Jan-11	01-Apr-12
Up to 3 hours	M	1.00	3.50	STD	1.00	0.00%	3.50	0.00%	31-Jan-11	01-Apr-12
Up to 4 hours	M	1.80	5.20	STD	1.80	0.00%	5.20	0.00%	31-Jan-11	01-Apr-12
Over 4 hours	M	2.00	5.70	STD	2.00	0.00%	5.70	0.00%	31-Jan-11	01-Apr-12

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All Prices Include VAT										
Type of Fee / Charge	Type	Current Charges Residents £	Current Charges Non-Residents £	Vat Status	Proposed New Charges Residents £	% Increase	Proposed New Charges Non Residents £	% Increase	Date of last change to charge	Effective Date

Leisure Centre Car Parks: (Subject to agreement with the operators where relevant)

Up to 30 mins	M	0.00	0.00	STD	0.00	0.00%	0.00	0.00%	31-Jan-11	01-Apr-12
Up to 1 hour	M	0.20	0.50	STD	0.20	0.00%	0.50	0.00%	31-Jan-11	01-Apr-12
Up to 90 mins	M	0.40	1.00	STD	0.40	0.00%	1.00	0.00%	31-Jan-11	01-Apr-12
Up to 2 hours	M	0.60	1.50	STD	0.60	0.00%	1.50	0.00%	31-Jan-11	01-Apr-12
Up to 3 hours	M	1.00	2.30	STD	1.00	0.00%	2.30	0.00%	31-Jan-11	01-Apr-12
Up to 4 hours	M	2.00	4.50	STD	2.00	0.00%	4.50	0.00%	31-Jan-11	01-Apr-12
Up to 6 hours	M	2.60	5.50	STD	2.60	0.00%	5.50	0.00%	31-Jan-11	01-Apr-12
Up to 9 hours	M	3.70	8.00	STD	3.70	0.00%	8.00	0.00%	31-Jan-11	01-Apr-12
Over 9 hours	M	6.20	11.00	STD	6.20	0.00%	11.00	0.00%	31-Jan-11	01-Apr-12

Uxbridge Multi-Storey car parks: Cedars car park, Uxbridge; Grainges car park, Uxbridge

Up to 2 hours	M	1.00	1.40	STD	1.00	0.00%	1.40	0.00%	31-Jan-11	01-Apr-12
Up to 3 hours	M	2.00	2.40	STD	2.00	0.00%	2.40	0.00%	31-Jan-11	01-Apr-12
Up to 4 hours	M	2.50	3.00	STD	2.50	0.00%	3.00	0.00%	31-Jan-11	01-Apr-12
Up to 5 hours	M	3.20	4.00	STD	3.20	0.00%	4.00	0.00%	31-Jan-11	01-Apr-12
Up to 6 hours	M	4.50	6.80	STD	4.50	0.00%	6.80	0.00%	31-Jan-11	01-Apr-12
Up to 8 hours	M	6.50	11.00	STD	6.50	0.00%	11.00	0.00%	31-Jan-11	01-Apr-12
Over 8 hours	M	8.50	16.00	STD	8.50	0.00%	16.00	0.00%	31-Jan-11	01-Apr-12
Sunday (all day)	M	2.00	2.70	STD	2.00	0.00%	2.70	0.00%	31-Jan-11	01-Apr-12

Civic Centre car park (open on Saturdays only)

Up to 2 hours	M	0.90	1.40	STD	0.90	0.00%	1.40	0.00%	31-Jan-11	01-Apr-12
Up to 4 hours	M	1.80	3.00	STD	1.80	0.00%	3.00	0.00%	31-Jan-11	01-Apr-12
Over 4 hours	M	3.50	5.50	STD	3.50	0.00%	5.50	0.00%	31-Jan-11	01-Apr-12

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All Prices Include VAT										
Type of Fee / Charge	Type	Current Charges Residents £	Current Charges Non-Residents £	Vat Status	Proposed New Charges Residents £	% Increase	Proposed New Charges Non Residents £	% Increase	Date of last change to charge	Effective Date

Multi-storey Season Tickets and other pre-paid Parking Permits:

Cedars and Grainges Car Parks At all times (per quarter)	M	300.00	420.00	STD	300.00	0.00%	425.00	1.19%	31-Jan-11	01-Apr-12
Cedars and Grainges Car Parks At all times (per half-year)	M			STD	600.00		845.00			01-Apr-12
Cedars and Grainges Car Parks At all times (annual)	M	1,200.00	1,680.00	STD	1,200.00	0.00%	1,680.00	0.00%	31-Jan-11	01-Apr-12
Local Car Park Permit (used in Surface car parks) At all times (depending on location)	M	85.00	105.00	STD	85.00	0.00%	105.00	0.00%	31-Jan-11	01-Apr-12
Local Car Park Permit (used in Surface car parks) At all times (depending on location)	M	85.00	105.00	STD	85.00	0.00%	105.00	0.00%	31-Jan-11	01-Apr-12
Business Permit / Trader Permit All times (per annum)	M	480.00	500.00	NB	480.00	0.00%	500.00	0.00%	31-Jan-11	01-Apr-12

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Access & Inclusion**Service Level Agreement**

Behaviour Support (Primary Maintained - up to 250 pupils)	S	1,000.00	NB	1,000.00	0.00%	01-Apr-11	01-Apr-12
Behaviour Support (Primary Maintained - 251 to 500 pupils)	S	2,000.00	NB	2,000.00	0.00%	01-Apr-11	01-Apr-12
Behaviour Support (Primary Maintained - over 500 pupils)	S	3,000.00	NB	3,000.00	0.00%	01-Apr-11	01-Apr-12
Behaviour Support (Primary Acadmies - up to 250 pupils)	S		STD	1,320.00		01-Apr-11	01-Apr-12
Behaviour Support (Primary Acadmies - 251 to 500 pupils)	S		STD	2,640.00		01-Apr-11	01-Apr-12
Behaviour Support (Primary Acadmies - over 500 pupils)	S		STD	3,960.00		01-Apr-11	01-Apr-12
Behaviour Support (Secondary Maintained - per 3 hour session)	S	210.00	NB	210.00	0.00%	01-Apr-11	01-Apr-12
Behaviour Support (Secondary Academies - per 3 hour session)	S		STD	288.00		01-Apr-11	01-Apr-12

Corporate Landlord

Hillingdon Learning & Development Centre (Primary Schools)	S	171.00	EXP				Queens walk
Hillingdon Learning & Development Centre (Secondary Schools)	S	368.00	EXP				to close as
Hillingdon Learning & Development Centre (Special Schools)	S	114.00	EXP				approved by

School Improvement Service

Governor Support Service (small governing body)	S	625.45	NB			01-Apr-11	01-Apr-12
Governor Support Service (medium-sized governing body)	S	971.15	NB			01-Apr-11	01-Apr-12
Governor Support Service (large governing body)	S	1,245.45	NB			01-Apr-11	01-Apr-12
Governor Support Service (Maintained Nursery School)	S		NB	£500 + £2.25 per FTE pupil		01-Apr-11	01-Apr-12
Governor Support Service (Maintained Primary School)	S		NB	£500 + £2.25 per FTE pupil		01-Apr-11	01-Apr-12
Governor Support Service (Maintained Secondary School)	S		NB	£500 + £2 per FTE pupil		01-Apr-11	01-Apr-12
Governor Support Service (Maintained Special School)	S		NB	£500 + £4.50 per FTE pupil		01-Apr-11	01-Apr-12
Attendance at individual Governor Support courses	S	110.00	NB	120.00	9.09%	01-Apr-11	01-Apr-12
Governing body training session	S	395.00	NB	by individual quotation		01-Apr-11	01-Apr-12

Libraries

Type
B = Business
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Vat status
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EXP - Exempt
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All Prices include VAT where applicable							
Type of Fee / Charge	Type	Current Charges Residents £	Vat Status	Proposed New Charges Residents £	% Increase	Date of last change to charge	Effective Date
Schools Library Service - Primary Schools Package (per pupil)	S	8.65	NB	8.65	0.00%	01-Apr-11	01-Apr-12
Schools Library Service - Secondary Schools Package	S	775.00	NB	775.00	0.00%	01-Apr-11	01-Apr-12
Maintained Secondary Library Staff Support & Training (package of 3 meetings)	S	135.00	NB	126.00	-6.67%	01-Apr-11	01-Apr-12
Maintained Secondary Library Staff Support & Training (individual meeting)	S	42.00	NB	42.00	0.00%	01-Apr-11	01-Apr-12
Secondary Academies Library Staff Support & Training (package of 3 meetings)	S		STD	151.20		01-Apr-11	01-Apr-12
Secondary Academies Library Staff Support & Training (individual meeting)	S		STD	50.40		01-Apr-11	01-Apr-12
Secondary Fiction Book Loan (per 100 books)	S	175.00	NB	202.00	15.43%	01-Apr-11	01-Apr-12
Secondary Non-fiction Book Loan Service (per 100 books)	S	270.00	NB	300.00	11.11%	01-Apr-11	01-Apr-12
Secondary Artefact Boxes (per half-term loan)	S	40.00	NB	40.00	0.00%	01-Apr-11	01-Apr-12
Secondary Project Boxes / Loan (10 boxes for one term)	S	435.00	NB	n/a		01-Apr-11	01-Apr-12
Secondary Project Boxes / Loan (additional boxes)	S	55.00	NB	40.00	-27.27%	01-Apr-11	01-Apr-12
Schools Library Service - Special Schools Package	S	902.00	NB	902.00	0.00%	01-Apr-11	01-Apr-12

Human Resources

Leadership, Management and Succession Development SLA (Primary & Special Maintained Schools)	S	1,300.00	NB	1,200.00	-7.69%	01-Apr-11	01-Apr-12
Leadership, Management and Succession Development SLA (Secondary Maintained Schools)	S	1,600.00	NB	1,400.00	-12.50%	01-Apr-11	01-Apr-12
Leadership, Management and Succession Development SLA (Primary & Special Academies)	S		STD	1,440.00		01-Apr-11	01-Apr-12
Leadership, Management and Succession Development SLA (Secondary Academies)	S		STD	1,680.00		01-Apr-11	01-Apr-12
Leadership Team Residential	S	225.00	NB				No demand for these services in 2011/12
Leadership Coaching	S	350.00	NB				
New Heads	S	125.00	NB				
HLTA Networks	S	100.00	NB				
CPD Leaders Networks	S	100.00	NB				
Second Life Networks	S	100.00	NB				
General Development Sessions (full day)	S	125.00	NB				
General Development Sessions (half day)	S	95.00	NB				
General Development Sessions (twilight)	S	75.00	NB				

School Improvement Service

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Type of Fee / Charge	Type	Current Charges Residents £	Vat Status	Proposed New Charges Residents £	% Increase	Date of last change to charge	Effective Date
NQT induction programme	S	495.00	NB			01-Apr-11	01-Apr-12
NQT induction assessment and verification service	S		NB	275.00		01-Apr-11	01-Apr-12
NQT training and development programme (core)	S		EXP	200.00		01-Apr-11	01-Apr-12
NQT training and development programme (primary)	S		EXP	300.00		01-Apr-11	01-Apr-12
NQT induction programme (Pay as you go - full day)	S	140.00	EXP	150.00	7.14%	01-Apr-11	01-Apr-12
NQT induction programme (Pay as you go - half day)	S	90.00	EXP	65.00	-27.78%	01-Apr-11	01-Apr-12
NQT induction programme (Pay as you go - twilight)	S	55.00	EXP	40.00	-27.27%	01-Apr-11	01-Apr-12
Primary Advisory Service (Maintained Schools)	S	2,500.00	NB	2,500.00	0.00%	01-Apr-11	01-Apr-12
Primary Advisory Service (Academies)	S		STD	3,000.00		01-Apr-11	01-Apr-12

Access & Inclusion

Education Welfare (Academies) (per 3 hour session)	S	90.00	S			01-Sep-11	01-Apr-12
Education Welfare (Academies) (per hour)	S		S	42.00		01-Apr-11	01-Apr-12
Educational Psychology Gold Package (Maintained Schools) (per day)	S		NB	500.00		01-Apr-11	01-Apr-12
Educational Psychology Silver Package (Maintained Schools) (per day)	S		NB	600.00		01-Apr-11	01-Apr-12
Educational Psychology Bronze (Maintained Schools) (per day)	S		NB	650.00		01-Apr-11	01-Apr-12
Educational Psychology ad hoc (Maintained Schools) (per day)	S		NB	700.00		01-Apr-11	01-Apr-12
Educational Psychology Gold Package (Academies) (per day)	S		STD	600.00		01-Apr-11	01-Apr-12
Educational Psychology Silver Package (Academies) (per day)	S		STD	720.00		01-Apr-11	01-Apr-12
Educational Psychology Bronze (Academies) (per day)	S		STD	780.00		01-Apr-11	01-Apr-12
Educational Psychology ad hoc (Academies) (per day)	S		STD	840.00		01-Apr-11	01-Apr-12

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ICT

Hillingdon Grid for Learning

Core - Filtered 20Mbps broadband, email and anti-virus - Fixed element (Primary Schools)	S	16,000.00	NB	4,000.00	-75.00%	01-Apr-11	01-Apr-12
Core - Filtered 20Mbps broadband, email and anti-virus - Fixed element (Secondary Schools)	S	17,000.00	NB	4,000.00	-76.47%	01-Apr-11	01-Apr-12
Core - Filtered 20Mbps broadband, email and anti-virus - Fixed element (Academies & Private Schools)	S		STD	17,400.00		01-Apr-11	01-Apr-12
Core - Filtered 20Mbps broadband, email and anti-virus - per pupil element (Primary Schools)	S	5.00	NB	8.00	60.00%	01-Apr-11	01-Apr-12
Core - Filtered 20Mbps broadband, email and anti-virus - per pupil element (Secondary Schools)	S	8.00	NB	8.00	0.00%	01-Apr-11	01-Apr-12
Core - Filtered 20Mbps broadband, email and anti-virus - per pupil element (Academies & Private Schools)	S		STD	7.20		01-Apr-11	01-Apr-12
Remote Access (Primary Schools)	S		NB	3,000.00		01-Apr-11	01-Apr-12
Secure Remote Access from home for school staff (Primary Schools)	S		NB	600.00		01-Apr-11	01-Apr-12
Secure Remote Access from home for school staff (Secondary Schools)	S		NB	900.00		01-Apr-11	01-Apr-12
RBS - Remote Backup Solution (off-site) - Fixed element (Maintained Schools)	S		NB	1,093.75		01-Apr-11	01-Apr-12
RBS - Remote Backup Solution (off-site) - Fixed element (Academies & Private Schools)	S		STD	960.00		01-Apr-11	01-Apr-12
MIS package including SIMS licenses Fixed element [SIMS Licenses, Support & SIMS / FMS Training] (Primary Schools)	S	3,000.00	NB	3,000.00	0.00%	01-Apr-11	01-Apr-12
MIS package including SIMS licenses Fixed element [SIMS Licenses, Support & SIMS / FMS Training] (Secondary Schools)	S	5,000.00	NB	3,000.00	-40.00%	01-Apr-11	01-Apr-12
MIS package including SIMS licenses Per pupil (FTE) cost [SIMS Licenses & Support] (Primary Schools)	S	3.79	NB	3.79	0.00%	01-Apr-11	01-Apr-12
MIS package including SIMS licenses Per pupil (FTE) cost [SIMS Licenses & Support] (Secondary Schools)	S	4.48	NB	4.48	0.00%	01-Apr-11	01-Apr-12
MIS package excluding SIMS licenses Fixed element [Support & SIMS / FMS Training only] (Primary Schools)	S	1,200.00	NB	3,200.00	166.67%	01-Apr-11	01-Apr-12
MIS package excluding SIMS licenses Fixed element [Support & SIMS / FMS Training only] (Secondary Schools)	S	3,400.00	NB	2,200.00	-35.29%	01-Apr-11	01-Apr-12

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MIS package excluding SIMS licenses Fixed element [Support & SIMS / FMS Training only] (Academies & Private Schools)	S		STD	2,640.00		01-Apr-11	01-Apr-12
MIS package excluding SIMS licenses Per pupil (FTE) cost [Support only] (Primary Schools)	S	3.79	NB	3.00	-20.84%	01-Apr-11	01-Apr-12
MIS package excluding SIMS licenses Per pupil (FTE) cost [Support only] (Secondary Schools)	S	4.48	NB	1.00	-77.68%	01-Apr-11	01-Apr-12
MIS package excluding SIMS licenses Per pupil (FTE) cost [Support only] (Academies & Private Schools)	S		STD	1.80		01-Apr-11	01-Apr-12
Administration System Technical Support (ADSTS) Fixed element per administration server (Primary Schools)	S		NB	500.00		01-Apr-11	01-Apr-12
Administration System Technical Support (ADSTS) Fixed element per administration server (Secondary Schools)	S		NB	800.00		01-Apr-11	01-Apr-12
Administration System Technical Support (ADSTS) Fixed element per administration workstation (Primary & Secondary Schools)	S		NB	150.00		01-Apr-11	01-Apr-12
Curriculum System Remote Support (CSRS) Fixed element per curriculum server (Primary Schools)	S		NB	500.00		01-Apr-11	01-Apr-12
Curriculum System Remote Support (CSRS) Fixed element per curriculum server (Secondary Schools)	S		NB	800.00		01-Apr-11	01-Apr-12
Curriculum System Remote Support (CSRS) Per pupil (FTE) cost (Primary Schools)	S		NB	2.00		01-Apr-11	01-Apr-12
Curriculum System Remote Support (CSRS) Per pupil (FTE) cost (Secondary Schools)	S		NB	10.00		01-Apr-11	01-Apr-12
Apple Technology Consultancy (ATC) Fixed element	S		NB	175.00		01-Apr-11	01-Apr-12
Apple Technology Consultancy (ATC) Per pupil (FTE) cost	S		NB	0.25		01-Apr-11	01-Apr-12
My Schools IT Team (MyST) - remote based team with on-site escalation Fixed element (Primary Schools only)	S	20,000.00	NB	3,650.40	-81.75%	01-Apr-11	01-Apr-12
My Schools IT Team (MyST) - remote based team with on-site escalation Per pupil (FTE) cost (Primary Schools only)	S	8.00	NB	7.00	-12.50%	01-Apr-11	01-Apr-12
On-site - Traditional on-site support engineer including Remote technical support 1st half day (Maintained Schools)	S	4,867.20	NB	4,867.20	0.00%	01-Apr-11	01-Apr-12
On-site - Traditional on-site support engineer including Remote technical support 1st half day (Academies & Private Schools)	S		STD	5,840.64		01-Apr-11	01-Apr-12

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On-site - Traditional on-site support engineer including Remote technical support 2nd half day (Maintained Schools)	S	3,650.40	NB	3,650.40	0.00%	01-Apr-11	01-Apr-12
On-site - Traditional on-site support engineer including Remote technical support 2nd half day (Academies & Private Schools)	S		STD	4,380.48		01-Apr-11	01-Apr-12
Frontier - MIS Integration and Management Support (Maintained Schools)	S		NB	247.00		01-Apr-11	01-Apr-12
Frontier - MIS Integration and Management Support (Academies & Private Schools)	S		STD	296.40		01-Apr-11	01-Apr-12
Sophos Hardware Device encryption - Hardware encryption for all devices within your school (Maintained Schools)	S		NB	175.00		01-Apr-11	01-Apr-12
Sophos Hardware Device encryption - Hardware encryption for all devices within your school (Academies & Private Schools)	S		STD	210.00		01-Apr-11	01-Apr-12
Managed Wireless Per Access Point (Maintained Schools)	S		NB	20.00		01-Apr-11	01-Apr-12
Managed Wireless Per Access Point (Academies & Private Schools)	S		STD	24.00		01-Apr-11	01-Apr-12
IP Telephony support (per handset) (Maintained Schools)	S	32.00	NB	32.00	0.00%	01-Apr-11	01-Apr-12
IP Telephony support (per handset) (Academies & Private Schools)	S		STD	38.40		01-Apr-11	01-Apr-12
Voicemail (Maintained Schools)	S	28.00	NB	28.00	0.00%	01-Apr-11	01-Apr-12
Voicemail (Academies & Private Schools)	S		STD	33.60		01-Apr-11	01-Apr-12
IP Telephony Channel (Maintained Schools)	S	290.00	NB	290.00	0.00%	01-Apr-11	01-Apr-12
IP Telephony Channel (Academies & Private Schools)	S		STD	348.00		01-Apr-11	01-Apr-12
	S		NB	100.00		01-Apr-11	01-Apr-12
HGfL Content Management System based website hosting (Maintained Schools)	S		STD	120.00		01-Apr-11	01-Apr-12
HGfL Content Management System based website hosting (Academies & Private Schools)	S		STD	120.00		01-Apr-11	01-Apr-12
Microsoft Enrollment for Education Solutions (ESS) Microsoft Core CAL Suite per staff (FTE) cost (Maintained Schools)	S		NB	35.00		01-Apr-11	01-Apr-12
Microsoft Enrollment for Education Solutions (ESS) Microsoft Core CAL Suite per staff (FTE) cost (Academies & Private Schools)	S		STD	42.00		01-Apr-11	01-Apr-12
Microsoft Enrollment for Education Solutions (ESS) Microsoft Enterprise CAL Suite per staff (FTE) cost (Maintained Schools)	S		NB	45.00		01-Apr-11	01-Apr-12
Microsoft Enrollment for Education Solutions (ESS) Microsoft Enterprise CAL Suite per staff (FTE) cost (Academies & Private Schools)	S		STD	54.00		01-Apr-11	01-Apr-12

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Projects and ad-hoc support - Services provided by Service Engineer / System Engineer / SIMS Support Officer / Consult / PM (per hour) (Maintained Schools)	S	various	NB	45.00		01-Apr-11	01-Apr-12
Projects and ad-hoc support - Services provided by Service Engineer / System Engineer / SIMS Support Officer / Consult / PM (per hour) (Academies & Private)	S		STD	54.00		01-Apr-11	01-Apr-12
Projects and ad-hoc support - Services provided by Service Engineer / System Engineer / SIMS Support Officer / Consult / PM (per day) (Maintained Schools)	S	various	NB	270.00		01-Apr-11	01-Apr-12
Projects and ad-hoc support - Services provided by Service Engineer / System Engineer / SIMS Support Officer / Consult / PM (per day) (Academies & Private)	S		STD	324.00		01-Apr-11	01-Apr-12
Projects and ad-hoc support - Services provided by HGfL to third party support companies (per hour)	S		STD	180.00		01-Apr-11	01-Apr-12
Projects and ad-hoc support - Services provided by HGfL to third party support companies (per day)	S		STD	1,080.00		01-Apr-11	01-Apr-12

Type
 B = Business
 R = Residents
 M = Mixed

Vat status
 STD - Standard Rated
 EXP - Exempt
 NB - Non Business

Forecast Outturn	Revised Budget	Forecast Outturn	Project	Group	Draft Programme	Financed by:			Draft Programme	Draft Programme	Financed by:		
Project (£000s)	2011/12 (£000s)	2011/12 (£000s)			2012/13 (£000s)	Borrowing / Receipts	External Grants	Other Sources	2013/14 (£000s)	2014/15 (£000s)	Borrowing / Receipts	External Grants	Other Sources
						2012/13 (£000s)	2012/13 (£000s)	2012/13 (£000s)	2013/14 (£000s)	2014/15 (£000s)	2013/15 (£000s)	2013/15 (£000s)	2013/15 (£000s)
			Programmes of Works										
	200	200	Leader's Initiative	CS	200	200	0	0	200	200	400	0	0
	1,000	1,000	Chrysalis Programme	PEECS	1,000	1,000	0	0	1,000	1,000	2,000	0	0
	1,200	1,200	Civic Centre Works Programme	PEECS	1,854	1,854	0	0	850	0	850	0	0
	2,595	2,665	Formula Capital Devolved to Schools	PEECS	2,178	0	2,178	0	739	739	0	1,478	0
	258	258	Highways Localities Programme	PEECS	258	258	0	0	258	258	516	0	0
	1,025	1,025	Highways Structural Works	PEECS	1,250	1,250	0	0	950	950	1,900	0	0
	1,000	622	ICT Single Development Plan	PEECS	1,000	1,000	0	0	1,000	1,000	2,000	0	0
	600	600	Property Works Programme	PEECS	600	600	0	0	600	600	1,200	0	0
	250	110	Road Safety	PEECS	250	250	0	0	250	250	500	0	0
	180	180	Street Lighting	PEECS	180	180	0	0	180	180	360	0	0
	325	325	Town Centre Initiatives	PEECS	510	510	0	0	325	325	650	0	0
	5,072	5,072	Transport for London	PEECS	3,297	0	3,297	0	1,992	1,992	0	3,984	0
	1,036	766	Urgent Building Condition Works	PEECS	2,750	0	2,750	0	2,400	2,400	0	4,800	0
	2,632	2,632	Disabled Facilities Grant (DFG)	SCHH	2,500	1,000	1,500	0	2,500	2,500	2,000	3,000	0
	450	450	Private Sector Renewal Grant (PSRG)	SCHH	515	450	65	0	515	515	900	130	0
	815	416	Section 106 Projects	PEECS	75	0	0	75	0	0	0	0	0
	672	672	Other Programmes of Works		0	0	0	0	0	0	0	0	0
	19,310	18,193	Total Programmes of Works		18,417	8,552	9,790	75	13,759	12,909	13,276	13,392	0
			Major Projects										
	180	50	CCTV Programme	PEECS	180	180	0	0	0	0	0	0	0
	1,621	0	Civic Centre CHP & Energy Savings Projects	PEECS	1,621	1,621	0	0	0	0	0	0	0
	2,322	582	Environmental Assets	PEECS	2,000	2,000	0	0	0	0	0	0	0
	2,810	1,500	Hayes End Library Development	PEECS	1,193	1,193	0	0	0	0	0	0	0
	5,050	500	Highgrove Pool Phase II	PEECS	4,271	4,271	0	0	230	0	230	0	0
	4,413	802	Libraries Refurbishment	PEECS	1,188	1,188	0	0	0	0	0	0	0
	2,850	350	Libraries Refurbishment - Central Library	PEECS	2,500	2,500	0	0	150	0	150	0	0
	2,942	1,200	New Years Green Lane Civic Amenity Site - Phase 1-3	PEECS	1,399	1,399	0	0	0	0	0	0	0
	758	0	New Years Green Lane Civic Amenity Site - Phase 4	PEECS	758	758	0	0	0	0	0	0	0
	6,490	0	New Years Green Lane EA Works	PEECS	0	0	0	0	3,245	3,245	3,245	3,245	0
	126,845	14,543	Primary School Expansions	PEECS	42,201	13,999	25,231	2,971	50,666	18,358	42,226	17,128	9,670
	5,671	1,121	Purchase of Vehicles	PEECS	2,050	2,050	0	0	1,500	1,000	2,500	0	0
	1,200	0	Queenswalk Redevelopment	SCHH	1,140	86	1,054	0	60	0	60	0	0
	7,601	3,252	South Ruislip Development	PEECS	4,715	4,715	0	0	0	0	0	0	0
	670	200	Sport & Cultural Projects	PEECS	470	200	0	270	0	0	0	0	0
	950	0	GF Supported Housing Programme	SCHH	950	950	0	0	0	0	0	0	0
	175	0	West Drayton Cemetery & Resurfacing	PEECS	175	175	0	0	0	0	0	0	0
	510	200	Winston Churchill Hall Refurbishment	PEECS	308	308	0	0	0	0	0	0	0
		6,867	Other Major Projects		0	0	0	0	0	0	0	0	0
	173,058	31,167	Total Major Projects		67,119	37,593	26,285	3,241	55,851	22,603	48,411	20,373	9,670
			Contingencies										
	0	0	Priority Growth		1,000	1,000	0	0	0	0	0	0	0
	0	0	Project Contingency		1,000	1,000	0	0	500	500	1,000	0	0
	1,000	0	General Contingency		1,750	1,750	0	0	1,000	1,000	2,000	0	0
	173,058	51,477	Total Contingencies		89,286	49,895	36,075	3,316	71,110	37,012	64,687	33,765	9,670
			Total Capital Programme										
	173,058	51,477	Total Capital Programme		89,286	49,895	36,075	3,316	71,110	37,012	64,687	33,765	9,670
Forecast Outturn	Revised Budget	Forecast Outturn	Project	Group	Draft Programme	Financed by:			Draft Programme	Draft Programme	Financed by:		
Project (£000s)	2011/12 (£000s)	2011/12 (£000s)			2012/13 (£000s)	Borrowing / Receipts	External Grants	Other Sources	2013/14 (£000s)	2014/15 (£000s)	Borrowing / Receipts	External Grants	Other Sources
						2012/13 (£000s)	2012/13 (£000s)	2012/13 (£000s)	2013/14 (£000s)	2014/15 (£000s)	2013/16 (£000s)	2013/16 (£000s)	2013/16 (£000s)
			Total HRA Capital Programme										
	44,855	13,489	Total HRA Capital Programme		17,923	14,703	820	2,400	13,708	7,052	11,135	2,655	6,970

Assessment of Unallocated General Fund Reserves

Appendix 9

Assessment of Unallocated General Fund Reserves	Minimum Level 2012/13 (£ million)	Maximum Level 2012/13 (£ million)	Minimum Level 2011/12 (£ million)	Maximum Level 2011/12 (£ million)	Principal Reasons for Changes
The general financial climate to which the Council is subject	1.5	4.0	2.0	4.0	Funding for 2012/13 fairly certain but there remain uncertainties about the transfer of burdens between local and central government
The overall financial standing of the authority	1.5	4.0	1.5	4.0	Slightly higher forecast balances, but higher contingency in 2012/13
The treatment of planned efficiency savings / productivity gains	2.5	5.0	2.5	5.0	Over £18m of cuts required in 2012/13 in addition to the £26m delivered in 2011/12
The treatment of inflation and interest rates	1.0	2.0	1.0	2.0	Decreasing inflation risk, but some risk in contracts and fuel remain
The financial risk inherent in major outsourcing arrangements	1.0	3.0	1.0	2.0	Risk of companies failing through current uncertainty of economic climate
The treatment of demand led pressures	1.0	3.0	1.0	2.0	Degree of uncertainty on demographic pressures
The financial risks inherent in any major capital developments	1.0	1.5	1.0	1.0	Potential for slippage in capital programme to impact on associated revenue savings
Estimates of the level and timing of capital receipts	1.0	1.0	1.0	1.0	Impact on MRP through lower receipts
The availability of reserves and other funds to deal with major contingencies	0.5	1.0	0.0	1.0	
The Council's capacity to manage in year budget pressures	1.0	2.0	1.0	2.0	Potential impact of uncertain economic climate
Total	12.0	26.5	12.0	24.0	

**Treasury Management Strategy Statement
and Investment Strategy 2012/13 to 2014/15**

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- 5. Outlook for Interest Rates**
- 6. Balanced Budget Requirement**
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- A. Current and Projected Portfolio Position
- B. Interest Rate Outlook
- C. Specified Investments for use by the Council
- D. Non- Specified Investments for use by the Council
- E. Treasury Management Policy Statement

SUMMARY

This report explains the context within which the Council's treasury management activity operates and sets out a proposed strategy for the coming year in relation to the Council's cash flow, investment and borrowing, and the strategy for managing the numerous risks related to this activity.

With an overall annual expenditure in excess of £700m and an extensive capital programme, the Council is required to actively manage its cash-flows on a daily basis. The requirement to invest or to borrow monies to finance capital programmes, and to cover daily operational needs, is an integral part of daily cash and investment portfolio management. As at 31 March 2012 the Council's loan portfolio is expected to be £165.2m (excluding Housing Revenue Account reform financing) and the total value of investments forecast at £38.4m. The Balance Sheet position as at 31 March 2011 showed the value of debt as £161.6m and the value of investments as £42.9m.

The Council's Capital Financing (CFR) requirement, which measures the Council's underlying need to borrow for capital purposes and represents the cumulative capital expenditure that has not yet been financed, is a key driver of borrowing strategy. Reform of the housing subsidy system has had major impact on the Housing Revenue Account (HRA) element of the CFR and will require the Council to take on additional debt of £191.6m to fund a one off settlement to central government in return for abolishing the annual subsidy payment. The projected CFR for 31 March 2012 is £429.7m, of which £161.7m is attributed to the General Fund (GF) with the remaining £268.0m within the HRA.

The Council's current strategy is to minimise borrowing to below the level of its net borrowing requirement. This is lower than the CFR, the difference representing balances, reserves, provisions and working capital. This approach lowers interest costs and reduces credit risk and relieves pressure on the Council's counterparty list. Borrowing is restricted to a few highly secure sources. These include: the Public Works Loan Board (PWL), commercial banks, European Investment Bank, structured finance, and products associated with other local authorities. Additionally, borrowing is restricted by two limits: the Authorised Limit, a statutory limit that sets the maximum level of external borrowing on a gross basis, and the Operational Boundary, which is determined by both the estimated CFR and day to day cash flow movements. For 2012/13 the proposed Authorised Limit is £499m and proposed Operational Boundary is £466m.

Throughout the year, capital expenditure levels, market conditions and interest rate levels are monitored to minimise borrowing costs over the medium to longer term and maintain stability. The differential between debt costs and investment earnings continues to be acute, resulting in the use of internal resources in lieu of borrowing often being the most cost effective means of financing capital expenditure. An additional strand of the strategy is to actively monitor opportunities arising for debt rescheduling in order to deliver savings in interest costs but with minimal risk, and to balance the ratio of fixed rate to variable rate debt within the portfolio.

In order to service the Council's day to day cash needs, the Council maintains a portfolio of short term investments. The Council's investment priorities are: the security of invested capital; the liquidity of invested capital, and the optimum yield that is commensurate with security and liquidity, in that order. The report details the Council's investment strategy,

explains the institutions (counterparties) with whom the Council is permitted to invest, the limits related to the size of individual investments and overall holding with institutions. In the annual review of the strategy a change to the minimum investment counterparty long term credit rating from A+ to A- (or equivalent) is recommended. This is in response to downgrades in the credit ratings below A+ of many institutions considered to be systemically important to the financial system. In addition several amendments to the investment options have been suggested. These include: the addition of Corporate Bonds, the addition of a new counterparty; Bank Nederlandse Gemeenten, a reduction in Money Market Fund limits (from £10m/15% to £7.5m/10%) and the removal of Clydesdale Bank from the counterparty list.

As a result of continued pressure and uncertainty within the financial markets, the security of any investment is the primary consideration in decision making and a cautious approach will always be adopted. Whilst this report identifies all permitted options in investment decision making, tighter controls govern daily activity limiting the number of counterparties with whom investments will be placed and the value of the total holding with any single institution. Regular monitoring of all institutions on the counterparty list is part of daily treasury management. In any period of significant stress in the markets, the default position will be to invest with the governments Debt Management Office (DMO).

The impact of interest rates is crucial to all treasury management activity and forecasts of interest rate movements are taken into account in developing treasury management strategy. Consequently this strategy is kept under review and, taking market information into account, will be realigned, if required, with evolving market conditions and expectations for future interest rates.

In November 2011 CIPFA revised its Treasury Management Code of Practice and these amendments have been incorporated within the Strategy and additionally a revised Treasury Management Policy Statement issued for approval.

1. Background

- 1.1. The Chartered Institute of Public Finance and Accountancy's Code of Practice for Treasury Management in Public Services (the "CIPFA TM Code") and the Prudential Code require local authorities to determine a Treasury Management Strategy Statement (TMSS) and Prudential Indicators on an annual basis. The TMSS also incorporates the Annual Investment Strategy as required under the CLG's Investment Guidance.
- 1.2. Treasury Management is about the management of risk. The Authority is responsible for its treasury decisions and activity. No treasury management activity is without risk.
- 1.3. The purpose of this TMSS is to allow Council to approve:
 - Treasury Management Strategy for 2012/13
 - Annual Investment Strategy 2012/13
 - Prudential Indicators for 2012/13, 2013/14 and 2014/15
 - MRP Statement
 - Adoption of the revised Treasury Management Code of Practice & Guidance notes and subsequent amendments

- 1.4. The strategy takes into account the impact of the Council's Revenue Budget and Capital Programme on the Balance Sheet position, the Prudential Indicators and the current and projected Treasury position (Appendix A). The outlook for interest rates (Appendix B) has been taken into account in developing this strategy.
- 1.5. The CIPFA Treasury Management Code was revised in November 2011 and as per requirements of the Prudential Code, Council are asked to approve the adoption of the revised code.
- 1.6. All treasury activity will continue to comply with relevant statute, guidance and accounting standards.

2. Balance Sheet and Treasury Position

- 2.1. The underlying need to borrow for capital purposes is measured by the Capital Financing Requirement (CFR), which together with Balances and Reserves are the core drivers of treasury management activity. The estimates of the CFR, based on the current Revenue Budget and Capital Programmes, are:

	2011/12 Estimate £m	2012/13 Estimate £m	2013/14 Estimate £m	2014/15 Estimate £m
General Fund CFR	161.7	191.2	221.1	229.2
HRA CFR	268.0	268.0	268.0	268.0
Total CFR	429.7	459.2	489.1	497.2
Less: Existing Profile of Borrowing and Other Long Term Liabilities *	168.1	160.9	153.9	147.9
Cumulative Maximum External Borrowing Requirement	261.6	298.3	335.2	349.3
Balances & Reserves**	29.8	26.5	23.9	24.1
Cumulative Net Borrowing Requirement/(Investments)	231.8	271.8	311.3	325.2

* The existing profile of borrowing and other long term liabilities does not include potential LOBO loan maturities which may or may not occur. Over the next three years, loans totalling £8m, £10m and £11m respectively will be in their call state.

**In order to demonstrate a prudent net borrowing position the Balances and Reserves figures quoted above relate to core General Fund balances only and do not include those balances over which the Council has no direct control.

- 2.2. The Council's level of physical debt and investments are linked to these components of the Balance Sheet. The current portfolio position is set out at Appendix A. Market conditions, interest rate expectations and credit risk considerations will influence the Council's strategy in determining the borrowing and investment activity against the underlying Balance Sheet position. The

Council will ensure that net physical external borrowing (i.e. net of investments) will not exceed the CFR other than for short term cash flow requirements.

Estimates of Capital Expenditure:

- 2.3. It is a requirement of the Prudential Code to ensure that capital expenditure remains within sustainable limits and, in particular, to consider the impact on Council Tax and in the case of the HRA, housing rent levels.
- 2.4. For the purposes of Treasury management the estimates for capital expenditure shown in the next table vary from the draft budget. Figures presented here are an estimate of likely capital cash outflows whereas the capital budget is set on an accruals basis.

Capital Expenditure	2011/12 Approved £m	2011/12 Revised £m	2012/13 Estimate £m	2013/14 Estimate £m	2014/15 Estimate £m
General Fund	61.8	51.4	87.3	71.1	37.0
HRA	11.9	13.4	17.9	13.7	7.0
Total	73.7	64.8	105.2	84.8	44.0

- 2.5. Capital expenditure is expected to be financed as follows:

Capital Financing	2011/12 Approved £m	2011/12 Revised £m	2012/13 Estimate £m	2013/14 Estimate £m	2014/15 Estimate £m
Capital Receipts	20.9	15.0	15.5	12.7	0
Government Grants	24.7	25.8	36.8	18.7	17.7
Revenue Contributions	1.9	2.1	2.4	3.5	3.5
Other External Funding	3.0	5.3	3.3	5.8	3.9
Unsupported Borrowing	23.2	16.6	47.2	44.1	18.9
Total	73.7	64.8	105.2	84.8	44.0

Incremental Impact of Capital Investment Decisions:

- 2.6. As an indicator of affordability the table below shows the notional impact of capital investment decisions on Council Tax and housing rent levels and represent the impact on these if the financing of the capital programme were to be funded from taxes and rents. However, in reality much of the capital programme is funded from the sale of released or newly created assets, revenue savings for invest to save schemes and additional rental income for HRA developments.

Incremental Impact of Capital Investment Decisions	2012/13 Estimate	2013/14 Estimate	2014/15 Estimate
Increase in Band D Council Tax	£21.96	£22.05	£15.78
Increase in Average Weekly Housing Rents	£5.02	£(0.01)	£0.22

Reform to the Council Housing Subsidy System

- 2.7. The Council housing self-financing reforms involve the removal of the housing subsidy system by transferring a one-off allocation of national housing debt in return for the retention of all rental income that is currently pooled under the subsidy regime. Settlement date is 28th March 2012 and will result in the Council more than doubling its debt to fund the settlement figure of £191.6m in return for an annual subsidy payment to central government that currently amounts to £15m per annum.
- 2.8. New Borrowing from 1st April 2012 will be allocated to the relevant GF and HRA debt pools. Pre-settlement loans will be frozen at 31st March 2012 and will be allocated to the two pools to align historic debt to GF and HRA respectively.
- 2.9. The Council has the option of borrowing externally from the PWLB or the market and will, in conjunction with treasury advisors, seek a mix of financial instruments that spreads Treasury risks. In a departure from current Treasury practice the Council will adopt a two pool approach in relation to the allocation of debt between the GF and the HRA.
- 2.10. A two pool approach involves splitting existing loans between the GF and HRA and then allocating new loans to each pool as required. This has been adopted for clarity and transparency. Treasury management decisions on the structure, timing of borrowing and debt management will be made independently for the GF and HRA. Interest on loans will be calculated in accordance with proper accounting practices. Interest expenditure on external borrowing will be attributed to GF and HRA accordingly.
- 2.11. The policy for apportioning existing loans is based on matching actual HRA capital expenditure with actual borrowing.
- 2.12. If the GF and HRA wish to swap loans as a result of strategic decisions this will be undertaken at no internal premium or discount.
- 2.13. Where the GF or HRA has surplus cash balances which allow either account to have external borrowing below its level of CFR, the rate charged on this internal borrowing will be based on the average rate of interest earned on cash balances for the financial year.
- 2.14. **HRA Indebtedness:** As a requirement of the Prudential Code a limit of £303.3m has been set for HRA indebtedness for 2012/13 and the following two years.
- 2.15. The ratio of financing costs to the Council's net revenue stream is an indicator of affordability and highlights the revenue implications of existing and proposed capital expenditure by identifying the proportion of the revenue budget required to meet borrowing costs. The ratio is based on costs net of investment income.

Ratio of Financing Costs to Net Revenue Stream	2011/12 Approved %	2011/12 Revised %	2012/13 Estimate %	2013/14 Estimate %	2014/15 Estimate %
General Fund	4.25	2.92	4.00	5.08	5.85
HRA	31.17	30.80	28.11	27.24	26.61
Weighted Average	9.99	8.64	9.07	9.88	10.46

3. Borrowing and Rescheduling Strategy

- 3.1. The Council's balance of estimated external debt at 31 March 2012 (gross borrowing plus other long term liabilities) is shown in Appendix A. This Prudential Indicator is comparable with the Operational Boundary and Authorised Limit.
- 3.2. The **Authorised Limit** sets the maximum level of external borrowing on a gross basis (i.e. not net of investments) and is the statutory limit for borrowing determined under Section 3(1) of the Local Government Act 2003 (referred to in the legislation as the Affordable Limit).

Authorised Limit for External Debt	2011/12 Approved £m	2011/12 Revised £m	2012/13 Estimate £m	2013/14 Estimate £m	2014/15 Estimate £m
Borrowing	489	489	496	527	535
Other Long term Liabilities	3	3	3	2	2
Authorised Limit	492	492	499	529	537

- 3.3. The **Operational Boundary** is linked directly to the Council's estimates of the CFR and estimates of other day to day cashflow requirements. This indicator is based on the same estimates as the Authorised Limit reflecting the most likely, prudent but not worst case scenario but without the additional headroom included within the Authorised Limit.

Operational Boundary for External Debt	2011/12 Approved £m	2011/12 Revised £m	2012/13 Estimate £m	2013/14 Estimate £m	2014/15 Estimate £m
Borrowing	459	459	466	497	505
Other Long term Liabilities	3	3	3	2	2
Operational Boundary	462	462	469	499	507

- 3.4. The Chief Finance Officer has delegated authority, within the above limits for any individual year, to effect movement between the separately agreed limits for borrowing and other long term liabilities. Decisions will be based on the outcome of financial option appraisals and best value considerations. Council will be notified of any use of this delegated authority.
- 3.5. **Gross and Net Debt:** - a new indicator will be included once final guidance is clarified.

3.6. In conjunction with advice from its treasury advisor, Arlingclose, the Council will keep under review the following borrowing options:

- Public Works Loan Board (PWLB) loans
- Borrowing from other local authorities
- Borrowing from institutions such as the European Investment Bank and directly from Commercial Institutions
- Borrowing from the Money Markets
- Capital Markets (stock issues, commercial paper and bills)
- Local authority bills
- Structured finance
- Leasing

3.7. Notwithstanding the issuance of Circular 147 on 20 October 2010, following the CSR announcement which increases the cost of new local authority loans from the PWLB to 1% above the cost of the Government gilts, PWLB still remains an attractive source of borrowing, given the transparency and control its facilities continue to provide. The types of PWLB borrowing that are considered appropriate for a low interest rate environment are:

- Variable rate borrowing
- Medium-term Equal Instalments of Principal (EIP) or Annuity Loans
- Long term Maturity loans, where affordable

Capital expenditure levels, market conditions and interest rate levels will be monitored during the year in order to minimise borrowing costs over the medium to longer term and maintain stability. The differential between debt costs and investment earnings, despite long term borrowing rates being at low levels, remains acute and this is expected to remain a feature during 2012/13. The “cost of carry” associated with medium and long term borrowing compared to temporary investment returns means that new fixed rate borrowing could entail additional short term costs. The use of internal resources in lieu of borrowing may again, in 2012/13, be the most cost effective means of financing capital expenditure.

3.8. PWLB variable rates are expected to remain low as the Bank Rate is maintained at historically low levels for an extended period. Exposure to variable interest rates will be kept under regular review. Each time the spread between long term rates and variable rates narrows by 0.50%, Arlingclose will trigger a formal review point with the Council and options will be considered and decisions taken on whether to retain the same exposure or change from variable to fixed rate debt.

3.9. The Council’s existing PWLB variable rate loan borrowed prior to 20 October 2010 will be maintained on its initial terms and is not subject to the additional increased margin for new variable rate loans.

3.10. HRA Reform Financing – On the 20 September 2011, HM Treasury announced the PWLB rates offered to local authorities would be temporarily reduced to allow councils to borrow at lower levels for their one-off HRA reform settlement payment. This will enable the Council to borrow at around 0.13% above the

equivalent gilt yield (current borrowing rates are 1% above the gilt yield) to fund the HRA transaction. These lower rates will be available on 26th March 2012 only. Although various sources of borrowing will be considered, it is likely that due to the temporary reduction, all HRA reform financing will be sourced from the PWLB utilising a mix of variable and fixed rate loans with varying maturities.

- 3.11. The Council has £48m loans, which are LOBO loans (Lender's Options Borrower's Option) of which £8m of loans will be in their call period in 2012/13. In the event that the lender exercises the option to change the rate or terms of the loan, the Council will consider the terms being provided and also repayment of the loan without penalty. The Council may utilise cash resources for repayment or may consider replacing the loan(s) by borrowing from the PWLB. The default response will however be early repayment without penalty.
- 3.12. There is a significant difference between the gross external borrowing requirement and the net external borrowing requirement represented by the Council's level of balances, reserves, provisions and working capital. The Council's current strategy is only to borrow to the level of its net borrowing requirement. The reasons for this are to reduce credit risk, take pressure off the Council's lending list and also to avoid the cost of carry existing in the current interest rate environment.
- 3.13. The rationale for rescheduling would be one or more of the following:
- Savings in interest costs with minimal risk
 - Balancing the volatility profile (i.e. the ratio of fixed to variable rate debt) of the debt portfolio
 - Amending the profile of maturing debt to reduce any inherent refinancing risks.
- Rates and markets are monitored daily by officers to identify opportunities for rescheduling.
- 3.14. Borrowing and rescheduling activity will be reported monthly to Cabinet.
- 3.15. Where temporary borrowing is required this will be attributed directly to either the GF or HRA as needed. Interest costs will be allocated accordingly.
- 3.16. The following Prudential Indicators allow the Council to manage the extent to which it is exposed to changes in interest rates. The upper limit for variable rate exposure has been set to ensure that the Council is not exposed to interest rate rises, which could adversely impact on the revenue budget. The limit allows for the use of variable rate debt to offset exposure to changes in short term rates on investments.

Upper Limits for Interest Rate Exposure	Estimated Level (or benchmark level at 31/03/12 %	2011/12 Revised %	2012/13 Estimate %	2013/14 Estimate %	2014/15 Estimate %
Upper Limit for Fixed Interest Rate Exposure on Debt	85	100	100	100	100
Upper Limit for Fixed Interest Rate Exposure on Investments	0	(75)	(75)	(75)	(75)
Upper Limit for Variable Interest Rate Exposure on Debt	15	50	50	50	50
Upper Limit for Variable Interest Rate Exposure on Investments	(100)	(100)	(100)	(100)	(100)

For the purposes of the above indicator investments over one year in duration are classified as fixed.

3.17. The Council will also limit and monitor large concentrations of fixed rate debt needing to be replaced. Limits in the following table are intended to control excessive exposures to volatility in interest rates when refinancing maturing debt. The first scheduled LOBO call option has been included as the maturity date within this indicator.

Maturity structure of fixed rate borrowing	PWLB Estimated level (Benchmark level) at 31/03/12 %	Market LOBO 1st call option at 31/03/12 %	Lower Limit for 2012/13 %	Upper Limit for 2012/13 %
under 12 months	3.44	5.22	0	25
12 months and within 24 months	3.44	6.53	0	25
24 months and within 5 years	7.54	10.44	0	50
5 years and within 10 years	32.31	9.14	0	100
10 years and within 20 years	3.26	0	0	100
20 years and within 30 years	0.00	0	0	100
30 years and within 40 years	0.00	0	0	100
40 years and within 50 years	18.68	0	0	100
50 years and above	0	0	0	100

4. Investment Policy and Strategy

- 4.1. Guidance from CLG on Local Government Investments in England requires that an Annual Investment Strategy (AIS) be set.
- 4.2. The Council's investment priorities are:
 - security of the invested capital;
 - liquidity of the invested capital;
 - an optimum yield which is commensurate with security and liquidity.
- 4.3. Investments are categorised as 'Specified' or 'Non Specified' investments based on the criteria in the CLG Guidance. Potential instruments for the Council's use within its investment strategy are contained in Appendices C and D. The Chief Finance Officer, under delegated powers, will undertake the most appropriate form of investments in keeping with the investment objectives, income and risk management requirements and Prudential Indicators. Decisions taken on the core investment portfolio will be reported monthly to Cabinet.
- 4.4. Credit markets remain in a state of distress as a result of the excessive and poor performing debt within the financial markets. In some instances, Greece and Italy being the most notable examples, the extent and implications of the debt it has built up have lead to a sovereign debt crisis and a banking crisis with the outcome still largely unknown. It is against this backdrop of uncertainty that the Council's investment strategy is framed.
- 4.5. Changes implemented to the investment strategy for 2012/13 include:
 - The addition of corporate bonds which the CLG have indicated will become eligible as non-capital investments from 01/04/12
 - The addition of Bank Nederlandse Gemeenten (Long term rating AAA/AAA/Aaa)
 - Reduction of MMF limits from 15%/£10m to 10%/£7.5m
 - Removal of Clydesdale Bank from the Counterparty list
- 4.6. The Council's estimated level of investments at 31 March 2012 is presented at Appendix A.
- 4.7. The Council's in-house investments are made with reference to the outlook for the UK Bank Rate and money market rates.
- 4.8. In any period of significant stress in the markets, the default position is for investments to be made with the Debt Management Office (DMO) or UK Treasury Bills. (The rates of interest from the DMO are below equivalent money market rates, but the returns are an acceptable trade-off for the guarantee that the Council's capital is secure)
- 4.9. Investment returns attributable to the HRA will be based on the Item 8 determination

4.10. **Credit Risk:** The Council considers security, liquidity and yield, in that order when making investment decisions. Credit ratings remain an important element of assessing credit risk but they are not the sole feature in the Council's assessment of counterparty credit risk. The Council also considers alternative assessments of credit strength and information on corporate developments of, and market sentiment towards counterparties. The following key tools are used to assess credit risk.

- Credit Ratings - minimum long term A- or equivalent for counterparties; AA+ for non-UK sovereigns. (The counterparty limit is lower than the A+ minimum adopted in 2011/12 and is in response to downgrades in the credit ratings below A+ of many institutions considered to be systemically important to the financial system)
- Credit Default Swaps (where quoted)
- Economic fundamentals such as GDP; Net Debt as a Percentage of GDP
- Sovereign support mechanisms/potential support from a well-resourced parent institution
- Share Prices (where quoted)
- Macro-economic indicators
- Corporate developments, news articles and market sentiment.
- Subjective overlay

The Council will continue to analyse and monitor these indicators and credit developments on a regular basis and respond as necessary to ensure security of the capital sums invested.

4.11. The UK Bank Rate has been maintained at 0.5% since March 2009, and is anticipated to remain at low levels throughout 2012/13. Short term money market rates are likely to remain at very low levels for an extended period, which will have a significant impact on investment income.

4.12. With short term interest rates low for even longer, an investment strategy will typically result in a lengthening of investment periods, where cash flow and credit conditions permit, in order to lock in higher rates of acceptable risk adjusted returns.

4.13. In order to spread an investment portfolio largely invested in cash, investments will be placed with a range of approved investment counterparties in order to achieve a diversified portfolio of prudent counterparties, investment periods and rates of return. Maximum investment levels with each counterparty will be set to ensure prudent diversification is achieved.

4.14. Money market funds (MMFs) will be utilised, but good treasury management practice prevails and whilst MMFs provide good diversification the Council will also seek to diversify any exposure by utilising more than one MMF. The Council will also restrict its exposure to MMFs with lower levels of funds under management and will not exceed 0.5% of the net asset value of the MMF. Where MMF's participate, the Council utilises the facilities of a MMF portal to make subscriptions and redemptions. The portal procedure involves the use a clearing agent however the Council's funds are ring fenced throughout the process.

- 4.15. Collective Investment Schemes (Pooled Funds): The Council has evaluated the use of Pooled Funds and determined the appropriateness of their use within the investment portfolio. Pooled funds enable the Council to diversify the assets and the underlying risk in the investment portfolio and provide the potential for enhanced returns. Any investment in pooled funds will be regularly monitored for both performance and to ensure their continued suitability in meeting the Council's investment objectives.
- 4.16. Investments which constitute capital expenditure: Investments meeting the definition of capital expenditure can be financed from capital or revenue resources. They are also subject to the CLG's Guidance on "non-specified investments". Placing of such investments has accounting, financing and budgetary implications. Whilst it is permissible to fund capital investments by increasing the underlying need to borrow, it should be noted that under the CLG's Minimum Revenue Provision (MRP) Guidance, MRP should be applied over a 20 year period. The Council has determined that it is not currently prudent to make investments which constitute capital expenditure. These would presently need to be sourced from revenue and therefore the requirement for MRP would make the investment not viable.
- 4.17. The use of financial instruments for the management of risks: Currently, Local Authorities' legal power to use derivative instruments remains unclear. The General Power of Competence enshrined in the Localism Bill is not sufficiently explicit. Consequently, the Council does not intend to use derivatives. Should this position change, the Council may seek to develop a detailed and robust risk management framework governing the use of derivatives, but this change in strategy will require full Council approval.
- 4.18. The Council banks with HSBC Bank plc and at the current time, it does meet the minimum credit criteria of A- (or equivalent) long term. If the credit rating falls below the Authority's minimum criteria, HSBC Bank plc will continue to be used for its banking activities, short term liquidity requirements (overnight and weekend investments) and business continuity arrangements.
- 4.19. The Council has placed an upper limit for principal sums invested for over 364 days, as required by the Prudential Code. This limit is to contain exposure to the possibility of loss that may arise as a result of the Council having to seek early repayment of the sums invested.

Upper Limit for total principal sums invested over 364 days	2011/12 Approved £m	2011/12 Revised £m	2012/13 Estimate £m	2013/14 Estimate £m	2014/15 Estimate £m
	17	17	80	53	26

- 4.20. All investment activity will comply with the accounting requirements of the local authority IFRS based Code of Practice.

5. Outlook for Interest Rates

The economic interest rate outlook provided by the Council's treasury advisor, Arlingclose, is attached at Appendix B. The Council also monitors other sources of market information and will reappraise its strategy from time to time and, if required, realign it with evolving market conditions and expectations for future interest rates.

6. Balanced Budget Requirement

- 6.1. The Council complies with the provisions of S32 of the Local Government Finance Act 1992 to set a balanced budget.

7. 2012/13 MRP Statement

- 7.1. The Local Authorities (Capital Finance and Accounting)(England)(Amendment) Regulations 2008 (SI 2008/414) place a duty on local authorities to make a prudent provision for debt redemption. Guidance on Minimum Revenue Provision (MRP) has been issued by the Secretary of State. Local authorities are required to "have regard" to such Guidance under section 21(1A) of the Local Government Act 2003.

- 7.2. The four MRP options available are:

Option 1: Regulatory Method

Option 2: CFR Method

Option 3: Asset Life Method

Option 4: Depreciation Method

This does not preclude other prudent methods to provide for the repayment of debt principal.

- 7.3. MRP in 2012/13: Option 1 and 2 will be used for the majority of GF historic debt particularly that deemed to be supported through the Revenue Support Grant. For major projects where capital expenditure is funded from prudential borrowing Option 3 will be used to provide MRP over the life of the asset to which the borrowing was applied.

- 7.4. Following the HRA self-financing settlement, HRA debt will increase from £65m to £256.6m with a borrowing cap of £303.3m. It is proposed that the HRA will make a form of MRP to pay down this debt over the 30 year business cycle on which the settlement is based.

8. Monitoring and Reporting on the Treasury Outturn and Prudential Indicators

Treasury activity is monitored and reported to Senior Management on a daily and weekly basis. Monthly updates including Prudential Indicators are provided to Cabinet as part of the budget monitoring process. Additionally a six month strategy outturn report is taken to Cabinet.

The Treasury Management Strategy Statement (including Prudential Indicators and Annual Investment Strategy) for the forthcoming financial year is submitted to Cabinet prior to agreement at full Council before the start of the financial year. An early draft is provided to Audit Committee in December. Any amendments to the

TMSS which are required during the year will be submitted to Cabinet for approval. In addition, Audit Committee is responsible for the yearly scrutiny of treasury management practices.

9. Revision to the CIPFA Treasury Management Code of Practice and Guidance Notes

CIPFA revised the Treasury Management Code of Practice (TM Code) and associated Guidance Notes in November 2011. This revision is an update to the TM Code and Guidance Notes last published in November 2009 and approved by Council in February 2010. The TM Code has been reviewed and updated following recent developments and anticipated regulatory changes relating to the Localism Bill 2011, including housing finance reform and the introduction of the General Power of Competence. Council is required to adopt the revised Code and approve the associated Treasury Management Policy Statement.

Below are the principle changes to the code:

- The Council must explicitly state in their TMSS whether they plan to use derivative instruments to manage risks, and ensure they have the legal power to do so.
- The Council will need to make reference to their high level approach to borrowing and investment in their Treasury Management Policy Statement. (See appendix E for the revised Treasury Management Policy Statement)
- Less focus has been placed on the 'minimum credit limits' for investment counterparties, with more focus on the 'minimum acceptable credit quality.'
- New treasury indicator: Upper limits on the proportion of net debt to gross debt; to highlight where an authority may be borrowing in advance of its cash requirement.
- The Council may wish to create a new treasury indicator which considers credit risk.
- Expansion of the risk management chapter.
- New Section in the TM Code Guidance Notes on the 'Treasury Management Implications of the Housing Self-Financing Reform. (Debt and interest allocations)

10. Other Items

Training

CIPFA's Code of Practice requires all members tasked with treasury management responsibilities, including scrutiny of the treasury management function, receive appropriate training relevant to their needs and understand fully their roles and responsibilities.

The Council adopts a continuous performance and development programme to ensure staff are regularly appraised and any training needs addressed. Treasury staff also attend regular training sessions, seminars and workshops. These ensure their knowledge is up to date and relevant. Details of training received are maintained as part of the performance and development process.

Council members receive education regarding treasury management as part of their general finance training. Access to additional training is provided where required.

Investment Consultants

The CLG's Guidance on local government investments recommend that the Investment Strategy should state:

- Whether and, if so, how the authority uses external contractors offering information, advice or assistance relating to investment and
- How the quality of any such service is controlled.

The Council has a contract in place with Arlingclose Ltd to provide a treasury advisory service, which details the agreed schedule of services. Performance is measured against the schedule of services to ensure the services being provided are in line with the agreement.

EXISTING PORTFOLIO PROJECTED FORWARD

	31 Mar 12 Estimate £m	31 Mar 13 Estimate £m	31 Mar 14 Estimate £m	31 Mar 15 Estimate £m
External Borrowing:				
Fixed Rate – PWLB	105.2	99.9	94.7	90.4
Fixed Rate – Market	40.0	38.0	37.0	33.0
Variable Rate – PWLB	12.0	10.5	9.0	7.5
Variable Rate – Market	8.0	10.0	11.0	15.0
Current Borrowing	165.2	158.4	151.7	145.9
New Borrowing	-	271.8	311.3	325.2
Total Borrowing	165.2	430.2	463.0	471.1
Existing long term liabilities	2.9	2.5	2.2	2.0
Total Gross External Debt	168.1	432.7	465.2	473.1
Total Investments	38.4	39.5	36.7	34.9
Net Borrowing Position	129.7	393.2	428.5	438.2

APPENDIX B

Arlingclose's Economic and Interest Rate Forecast

	Mar-12	Jun-12	Sep-12	Dec-12	Mar-13	Jun-13	Sep-13	Dec-13	Mar-14	Jun-14	Sep-14	Dec-14	Mar-15
Official Bank Rate													
Upside risk					0.25	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50
Central case	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50
Downside risk													
1-yr LIBID													
Upside risk	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50
Central case	1.75	1.75	1.75	1.75	1.80	1.85	1.95	2.00	2.10	2.20	2.30	2.40	2.40
Downside risk	-0.25	-0.25	-0.25	-0.25	-0.25	-0.25	-0.25	-0.25	-0.25	-0.25	-0.25	-0.25	-0.25
5-yr gilt													
Upside risk	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50
Central case	1.30	1.35	1.40	1.50	1.60	1.70	1.80	2.00	2.10	2.30	2.40	2.50	2.50
Downside risk	-0.25	-0.25	-0.25	-0.25	-0.25	-0.25	-0.25	-0.25	-0.25	-0.25	-0.25	-0.25	-0.25
10-yr gilt													
Upside risk	0.25	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50
Central case	2.30	2.40	2.45	2.50	2.55	2.60	2.70	2.75	2.80	2.85	2.90	3.00	3.00
Downside risk	-0.25	-0.25	-0.25	-0.25	-0.25	-0.25	-0.25	-0.25	-0.25	-0.25	-0.25	-0.25	-0.25
20-yr gilt													
Upside risk	0.25	0.25	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50
Central case	3.05	3.05	3.10	3.20	3.25	3.30	3.35	3.40	3.45	3.50	3.60	3.75	3.75
Downside risk	-0.25	-0.25	-0.25	-0.25	-0.25	-0.25	-0.25	-0.25	-0.25	-0.25	-0.25	-0.25	-0.25
50-yr gilt													
Upside risk	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50
Central case	3.40	3.50	3.60	3.70	3.80	3.90	4.00	4.00	4.00	4.10	4.20	4.25	4.25
Downside risk	-0.25	-0.25	-0.25	-0.25	-0.25	-0.25	-0.25	-0.25	-0.25	-0.25	-0.25	-0.25	-0.25

- Conventional monetary policy has become largely redundant; the Bank of England and the US Federal Reserve have signalled their respective official interest rates will be on hold through to the end of 2012. We think that it could be 2016 before official UK interest rates rise.
- The UK's safe haven status, the direct effect of QE and minimal prospect of an increase in policy rates are expected to keep gilt yields at their lows in the near term.
- A disorderly outcome to the Eurozone sovereign crisis remains a key economic, credit and political risk.

Underlying Assumptions:

- Financial market stress is expected to remain a feature of 2012. Rates within Interbank markets (where banks fund the majority of their day to day operations) have continued to climb. This dynamic was a characteristic of the 2008 banking crisis and whilst the authorities have flooded the markets with liquidity, it is still a strong indicator of market risk.

- Inflation has moderated back to 4.8% in November. CPI is expected to drop gradually back towards the 2% target as the January 2011 VAT increase, the surge in oil prices and the large energy price hikes fall out of the twelve month comparison.
- Recent data and surveys suggest that since the summer the UK economy has lost the admittedly fragile momentum. Business and consumer surveys point to continued weakness in coming months. Public spending cuts, austerity measures, credit constraints, low business and consumer confidence could result in the economy stalling (Q3 excepted, when the 2012 Olympics will provide a temporary boost) and most likely pressure the Bank of England to provide further QE.
- Faltering global growth will not be helped by the considerable uncertainty and expansion of risks presented by the crisis in the Eurozone and gridlock in the US going into an election year. The knock-on effects could in turn weigh on growth in China and emerging market countries.
- Gilt supply is expected to be higher in 2012-13 than earlier forecast by the Treasury. However, over the short-term, gilts will retain their safe-haven status as euro area contagion risks grow.
- Sizeable European bond redemptions and refinancing (Italy in particular) in the first half of 2012 remain significant challenges. Headwinds to fiscal convergence and treaty changes could intensify downgrade pressures on the AAA core nations as well as peripheral countries. The effectiveness of the European Financial Stability Fund (EFSF) may prove limited, increasing the possibility of a sovereign failure or the break-up of the euro area.

Specified Investments

Specified Investments identified for use by the Council

Specified Investments will be those that meet the criteria in the CLG Guidance, i.e. the investment

- is sterling denominated
- has a maximum maturity of 1 year
- meets the “high credit quality” as determined by the Council or is made with the UK government or is made with a local authority in England, Wales, Scotland or Northern Ireland or a parish or community council.
- the making of which is not defined as capital expenditure under section 25(1)(d) in SI 2003 No 3146 (i.e. the investment is not loan capital or share capital in a body corporate).

“Specified” Investments identified for the Council’s use are:

- Deposits in the DMO’s Debt Management Account Deposit Facility
- Deposits with UK local authorities
- Deposits with banks and building societies
- *Certificates of deposit with banks and building societies
- *Gilts: (bonds issued by the UK government)
- *Bonds issued by multilateral development banks
- Treasury-Bills (T-Bills)
- Local Authority Bills
- Corporate Bonds
- Commercial Paper
- AAA-rated Money Market Funds with a Constant Net Asset Value (CNAV)
- *Other Money Market Funds and Collective Investment Schemes– i.e. credit rated funds which meet the definition of a collective investment scheme as defined in SI 2004 No 534 and SI 2007 No 573.

* Investments in these instruments will be on advice from the Council’s treasury advisor.

When determining the minimum acceptable credit quality the Council will not only consider the credit rating criteria below but also information on corporate developments of and market sentiment towards investment counterparties as set out in the Credit Risk indicator.

For credit rated counterparties, the minimum criteria will be the lowest equivalent long term ratings assigned by Fitch, Moody’s and Standard & Poor’s (where assigned).

Long term minimum: A-(Fitch); A3 (Moody’s); A- (S&P)

New specified investments will be made within the following limits:

Instrument	Country/ Domicile	Counterparty	Maximum Counterparty Limits %/£m
Term Deposits	UK	DMADF, DMO	No limit
Term Deposits/Call Accounts	UK	Other UK Local Authorities	£35m per Local Authority / No total limit
Term Deposits/Call Accounts/CD's	UK	Counterparties rated at least A- Long Term (or equivalent)	15% / £20m
Term Deposits/Call Accounts/CD's	Non-UK	Counterparties rated at least A- (or equivalent) in select countries with a Sovereign Rating of at least AA+	15% / £15m
Gilts	UK	DMO	No limit
Treasury Bills	UK	DMO	No limit
Local Authority Bills	UK	Other UK Local Authorities	No limit
Bonds issued by multilateral development banks		(For example, European Investment Bank/Council of Europe, Inter American Development Bank)	40% / £50m
AAA-rated Money Market Funds	UK/Ireland/ Luxembourg domiciled	CNAV MMFs VNAV MMFs (where there is greater than 12 month history of a consistent £1 Net Asset Value)	10% / £7.5m per fund. Maximum MMF exposure 75%
Other Money Market Funds and Collective Investment Schemes	UK/Ireland/ Luxembourg domiciled	Pooled funds which meet the definition of a Collective Investment Scheme (CIS) per SI 2004 No 534 and subsequent amendments	10% / £7.5m per fund. Maximum MMF exposure 75%
Commercial Paper	UK	Counterparties rated at least A- Long Term (or equivalent)	15% / £20m
Corporate Bonds	UK	Counterparties rated at least A- Long Term (or equivalent)	15% / £20m

Instrument	Country/ Domicile	Counterparty	Maximum Counterparty / Group Limit £m	Maximum Counterparty / Group Limit %
Term Deposits	UK	DMADF, DMO	No limit	No Limit
Term Deposits	UK	Other UK Local Authorities	£35m per Local Authority	No Limit
Term Deposits /Call Accounts	UK	Lloyds Banking Group (Including Bank of Scotland)	20	15
Term Deposits /Call Accounts	UK	Barclays Bank Plc	20	15
Term Deposits /Call Accounts	UK	HSBC Bank Plc	20	15
Term Deposits /Call Accounts	UK	Nationwide Building Society	20	15
Term Deposits /Call Accounts	UK	RBS Group (Royal Bank of Scotland and Nat West)	20	15
Term Deposits /Call Accounts	UK	Standard Chartered Bank	20	15
Term Deposits /Call Accounts	Australia	Australia and NZ Banking Group	15	15
Term Deposits /Call Accounts	Australia	Commonwealth Bank of Australia	15	15
Term Deposits /Call Accounts	Australia	National Australia Bank Ltd (National Australia Bank Group)	15	15
Term Deposits /Call Accounts	Australia	Westpac Banking Corp	15	15
Term Deposits /Call Accounts	Canada	Bank of Montreal	15	15
Term Deposits /Call Accounts	Canada	Bank of Nova Scotia	15	15
Term Deposits /Call Accounts	Canada	Canadian Imperial Bank of Commerce	15	15
Term Deposits /Call Accounts	Canada	Royal Bank of Canada	15	15
Term Deposits /Call Accounts	Canada	Toronto-Dominion Bank	15	15
Term Deposits /Call Accounts	Finland	Nordea Bank Finland	15	15
Term Deposits /Call Accounts	France	BNP Paribas	15	15

Term Deposits /Call Accounts	France	Credit Agricole CIB (Credit Agricole Group)	15	15
Term Deposits /Call Accounts	France	Credit Agricole SA (Credit Agricole Group)	15	15
Term Deposits /Call Accounts	France	Société Générale	15	15
Term Deposits /Call Accounts	Germany	Deutsche Bank AG	15	15
Term Deposits /Call Accounts	Netherlands	ING Bank NV	15	15
Term Deposits /Call Accounts	Netherlands	Rabobank	15	15
Term Deposits /Call Accounts	Netherlands	Bank Nederlandse Gemeenten	15	15
Term Deposits /Call Accounts	Sweden	Svenska Handelsbanken	15	15
Term Deposits /Call Accounts	Switzerland	Credit Suisse	15	15
Term Deposits /Call Accounts	US	JP Morgan	15	15

Please note this list could change if, for example, a counterparty/country is upgraded, and meets our other creditworthiness tools. Alternatively if a counterparty is downgraded, this list may be shortened.

The above percentage limits are based on a 30 day rolling average investment balance.

Non UK Banks are restricted to a maximum exposure of 25% per country and a total overseas aggregate exposure (excluding MMFs) of 40%.

Maturity periods may be amended to less than one year to address any emerging risk concerns.

APPENDIX D

Non-Specified Investments determined for use by the Council

Having considered the rationale and risk associated with Non-Specified Investments, the following have been determined for the Council's use:

	In-house use	Maximum maturity	Max % of portfolio	Capital expenditure?
<ul style="list-style-type: none"> ▪ Deposits with banks and building societies ▪ CDs with banks and building societies 	✓	5 Years	40 In Aggregate	No
<ul style="list-style-type: none"> ▪ Gilts ▪ Bonds issued by multilateral development banks ▪ Bonds issued by UK financial institutions ▪ Sterling denominated bonds by non-UK sovereign governments ▪ Corporate Bonds 	✓ (on advice from treasury advisor)	6 Years	40 In Aggregate	No
Money Market Funds and Collective Investment Schemes, which are not credit rated	✓ (on advice from treasury advisor)	5 Years	15 In Aggregate	No

In determining the period to maturity of an investment, the investment should be regarded as commencing on the date of the commitment of the investment rather than the date on which funds are paid over to the counterparty.

TREASURY MANAGEMENT POLICY STATEMENT

INTRODUCTION AND BACKGROUND

The Council adopts the key recommendations of CIPFA's Treasury Management in the Public Services: Code of Practice (the Code), as described in Section 5 of the Code.

Accordingly, the Council will create and maintain, as the cornerstones for effective treasury management:-

- A treasury management policy statement, stating the policies, objectives and approach to risk management of its treasury management activities
- Suitable treasury management practices (TMPs), setting out the manner in which the Council will seek to achieve those policies and objectives, and prescribing how it will manage and control those activities.

The Council (i.e. full Council) will receive reports on its treasury management policies, practices and activities including, as a minimum, an annual strategy and plan in advance of the year. Cabinet will receive a mid-year review and an annual report after its close.

The Council delegates responsibility for the implementation and monitoring of its treasury management policies and practices to Cabinet and Audit Committee and for the execution and administration of treasury management decisions to Chief Finance Officer, who will act in accordance with the organisation's policy statement and TMPs and CIPFA's Standard of Professional Practice on Treasury Management.

The Council nominates Cabinet and Audit Committee to be responsible for ensuring effective scrutiny of the treasury management strategy and policies.

POLICIES AND OBJECTIVES OF TREASURY MANAGEMENT ACTIVITIES

The Council defines its treasury management activities as:

"The management of the Council's investments and cash flows, its banking, money market and capital market transactions; the effective control of the risks associated with those activities; and the pursuit of optimum performance consistent with those risks."

This Council regards the successful identification, monitoring and control of risk to be the prime criteria by which the effectiveness of its treasury management activities will be measured. Accordingly, the analysis and reporting of treasury management activities will focus on their risk implications for the organisation, and any financial instruments entered into to manage these risks.

The Council acknowledges that effective treasury management will provide support towards the achievement of its business and service objectives. It is therefore committed to the principles of achieving value for money in treasury management, and to employing suitable performance measurement techniques, within the context of effective risk management."

The Council's borrowing will be affordable, sustainable and prudent and consideration will be given to the management of interest rate risk and refinancing risk. The source from which the borrowing is taken and the type of borrowing should allow the Council transparency and control over its debt.

The Council's primary objective in relation to investments remains the security of capital. The liquidity or accessibility of the Authority's investments followed by the yield earned on investments remain important but are secondary considerations.



HILLINGDON

LONDON

PAY POLICY STATEMENT 2012-13

1. Purpose

- 1.1. The Localism Act 2011 requires relevant authorities (including London Boroughs) to prepare and publish an annual pay policy statement.
- 1.2. This pay policy statement responds to the recommendations of the Hutton Review of Fair Pay in the Public Sector (March 2011) by ensuring transparency of pay policies within the Council to residents.

2. Approval

- 2.1. The pay policy statement must be approved annually by a full Council meeting of democratically accountable members.

3. Communication

- 3.1. The approved pay policy statement will be published on the Council's website as soon as is reasonably practicable once approved or amended by full Council.

4. Publication & Access to Data

- 4.1. Details of all Chief Officer remuneration will be published on the Council's website and updated annually. This information will also be included in the Council's annual statement of accounts which will also be published on the Council's website.
- 4.2. This information will be provided in an open 'machine-readable' format such as MS Excel, allowing for open re-use, including commercial and research activities, in order to maximise value to the public.

5. Definitions

Chief Officers

- 5.1. The definition of Chief Officers, as set out in section 43(2) of the Localism Act (2011) includes the Council's Chief Executive Officer and Corporate Directors, as well as all those directly reporting to these officers, including Deputy Directors and Heads of Service.

Lowest Paid Employees

5.2. The Council operates a nationally agreed job evaluation scheme, and nationally agreed pay rates linked to this scheme. Roles falling within the nationally negotiated APT&C framework are evaluated using the Greater London Provincial Council (GLPC) Job Evaluation Scheme.

5.3. The lowest graded roles in the Council's are those evaluated at Scale 1(a), therefore our lowest paid employees are defined as those performing roles at this evaluated grade. The Council's commitment to this grading scheme, and nationally negotiated pay rates, constitutes our policy towards our lower paid workers.

Remuneration

5.4. Remuneration is defined as the total of all payments made to an individual officer including salary, expenses, bonuses if applicable, performance related pay, recruitment or retention premia, additional responsibility payments, together with any other additional payments, including charges, fees, allowances and enhancements to pension entitlement made to the officer.

Pay Multiples

5.5. Pay multiples refer to the ratios between 2 salaries (e.g. the pay multiple between a salary of £60,000 and £20,000 would be 3)

6. Job Evaluation

6.1. All job roles within the Council (apart from those subject to national grading prescription) are graded using nationally recognised job evaluation schemes. The purpose of job evaluation is to ensure that remuneration is set at an appropriate level in line with the responsibilities of the job role.

6.2. All roles graded within the local government pay spine negotiated by the National Joint Council for Local Government Services (salaries between £14,697 and £57,477) are evaluated using the Greater London Provincial Council (GLPC) Job Evaluation Scheme.

6.3. Roles falling within scope of the JNC framework (salaries between £59,544 and £125,457) and those of the Chief Executive Officer and Corporate Directors are evaluated using the Local Government Employers (LGE) Senior Manager Job Evaluation Scheme.

7. Appointments to Chief Officer posts and remuneration levels

7.1. All Chief Officer appointments are subject to the approval of an appointment panels consisting of cross party Council members.

7.2. Remuneration levels are set within the relevant pay scale as follows:

Internal Appointments

i) Chief Officers promoted to a new role at a higher grade will be appointed at the lowest point of the new salary band that demonstrates a substantive increase on

their current salary reflecting the new and additional responsibilities (to a maximum of two increments).

- ii) Chief Officers moving laterally to a new role at a similar grade level will be appointed on the same salary as their current role.
- iii) Chief Officers moving to a new role evaluated at a minimum of one grade lower than their current grade will be appointed on a salary at the maximum of the new, lower salary band.

External Appointments

- i) External appointees to Chief Officer roles will normally be appointed at the lowest point of the salary range for the post. However the Appointments Committee may be required to consider the applicants current salary and other market factors to determine an appropriate salary offer. Where it is necessary to offer a salary higher than the lowest point on the salary scale the Appointments Committee will evidence an objective rationale for this decision.

8. Salary Benchmarking

8.1. The Council completes an annual benchmarking review of Chief Officer pay using available information across all London Boroughs and national pay rates across all sectors. This exercise is used to ensure that the Council's approach to reward of Chief Officers fairly reflects the conditions within the local recruitment market.

8.2. The Council objective is to position its remuneration of Chief Officers to ensure that the Council can remain competitive within the local recruitment market whilst ensuring that high calibre leaders can be recruited and retained.

9. Remuneration Levels

9.1. This pay policy statement sets out the Council's current approach to Chief Officer Pay, and any in year changes to the policy will require full Council approval.

9.2. Through approval of this pay policy statement full Council approves new appointments to existing Senior Chief Officers to posts which attract salary packages (including salary, any bonuses, fees, allowances or benefits in kind routinely payable to the appointee) of over £100,000.

9.3. Senior Chief Officer posts paid at the following salary scales will be listed within the annual pay policy statement for full Council approval. Currently the following posts fall within these salary ranges:

i. Salary Scale (£92,337 – £125,457)

- Deputy Director – Finance
- Deputy Director – Children & Families Social Care
- Deputy Director – Social Care, Health & Housing
- Deputy Director - Education
- Deputy Director – Public Safety
- Deputy Director – ICT, Business Services & Highways

ii. *Salary Scale (£111,879 - £149,811)*

- Corporate Director - Social Care, Health & Housing

iii. *Salary Scale (£128,661 - £172,284)*

- Deputy Chief Executive / Corporate Director - Central Services
- Deputy Chief Executive / Corporate Director - Planning, Environment, Education and Community Services

9.4. Appointment to the post of Chief Executive Officer is also subject to the approval of full Council, in accordance with the Council's constitution.

10. Additional Payments

Recruitment & Retention premia

10.1. The Council's nationally agreed pay structures normally allow for the competitive recruitment and retention of high calibre Chief Officers.

10.2. Exceptionally the Council may need to respond to external market conditions when recruiting or retaining employees with specific skills, knowledge or capabilities. In order to respond to short to mid term shortages within the employment market the Council can apply a recruitment and retention premia payment to Chief Officer roles through the application of the Council's Market Factor Supplements policy.

10.3. All such premia payments must be supported by benchmarking data to determine genuine scarcity within the market and to determine the level of any agreed additional payments. The Chief Executive Officer must approve all recruitment and retention premia. These payments should be reviewed at least an annual basis to ensure the prevalent market conditions that form the basis of payment remain in force.

10.4. Any such payments to Chief Officers will be published annually on the Council's website together with the annual pay policy statement.

Additional Responsibility payments

10.5. Where a chief officer assumes substantive additional responsibilities, for example covering the duties of another vacant role, then an additional responsibility payment (an honorarium) can be made. These payments must be approved by the relevant Corporate Director. These payments will be published annually on the Council's website together with the annual pay policy statement.

Car Allowances

10.6. No essential user allowances are paid to Chief Officers for travel or using a car.

Expenses incurred

10.7. The Council provides all staff required to travel with access to Oyster Cards and Payment Cards to ensure expenses claims are only made in exceptional

circumstances. Any claims for expenses and mileage are receipted and limited to the levels set out in the NJC for Local Government Services agreement.

11. Salary Progression & Performance Related Pay

- 11.1. Chief Officer salary progression is subject to performance and is assessed annually as part of the Council's performance appraisal process. There is no pay progression for Chief Officers who do not demonstrate the required standards within their role.
- 11.2. Chief Officers who fully meet the expected performance standards of their role can progress one increment point along their pay scale annually.
- 11.3. Chief Officers who demonstrate exceptional performance which exceeds the standards required, progress by an additional increment point.
- 11.4. Once a Chief Officer is at the top of their pay scale then they become eligible to a one-off non-consolidated performance related payment equivalent to one increment point for those who fully meet the expected performance standards, and two increment points for those demonstrating exceptional performance.
- 11.5. The Council does not operate an "earn back" pay system for its officers, but Chief Officer incremental salary progression is subject to performance assessment.

12. Payments for local election duties

- 12.1. Council staff can be employed on election duties of varying types. The fees paid to Council employees for undertaking these election duties vary according to the type of election they participate in, and the nature of the duties they undertake.
- 12.2. Returning Officer duties (and those of the Deputy Returning Officer) are contractual requirements, and fees paid to them for national elections/referendums are paid in accordance with the appropriate Statutory Fees and Charges Order and are paid by the body responsible for the conduct of the election.

13. Bonus Payments

- 13.1. No bonus payments are made to employees of the Council, including Chief Officers.

14. Redundancy and Severance Payments

- 14.1. The Council's policy on levels of redundancy payments are set out in Early Termination of Employment Compensation Payments Policy.
- 14.2. In instances where a candidate for a vacant position within the Council has received a severance payment from the London Borough of Hillingdon (including any redundancy payment) within the last year, the Chief Executive Officer must approve any proposed appointment.
- 14.3. Section 17 outlines the impact of re-employment and effect upon LGPS pensions.

15. Chief Officer Pay Multiples

- 15.1. The pay multiple between the salary of the Council's lowest paid employees and the Chief Executive officer, together with that between the chief executive's salary and the Council's median salary, will be published annually. An explanation will be provided to account for any changes in the pay multiples from those previously reported.
- 15.2. The current pay multiple between the salary of the lowest paid employees and the Chief Executive officer is 12.5.
- 15.3. The current pay multiple between the Council's median salary and that of the Chief Executive officer salary is 7.35.

16. Remuneration decisions

- 16.1. The Council does not have a separate remuneration committee but in 2012-13 consideration will be given to expanding the terms of reference of the current appointments panel to include the remit of a remuneration panel.

17. Pensions

- 17.1. The Council's policy covering re-employment to a position with eligibility to join the Local Government Pension Scheme (LGPS), states that the total of the pension and salary from the re-employment, should not exceed the index linked value of the salary on leaving employment. Should earnings exceed this level, then the pension will be subject to a temporary reduction of the excess, for the duration of re-employment.
- 17.2. Further information regarding the impact on previous employees with a LGPS pension and re-employment is available on the Council's website at the following web address - <http://www.hillingdon.gov.uk/index.jsp?articleid=6487>

18. Management of Workforce Costs

- 18.1. A summary of workforce costs is presented monthly by the Council's Chief Finance Officer to the Cabinet as part of the financial budget report.

COMMENTS FROM THE POLICY OVERVIEW COMMITTEES ON THE CABINET'S BUDGET PROPOSALS

A meeting of the Corporate Services and Partnerships Policy Overview Committee on 6th February 2012 considered the comments made by all the Policy Overview Committees on the budget and agreed to submit them to Cabinet for consideration:

Residents' & Environmental Services POC – 17 January 2012

In noting the 2012/13 budget proposals for Planning, Environment and Community related services, Members of the Committee congratulated the Directorate for achieving the £4.3m budget savings that had been seen without adverse effects to Hillingdon residents. It noted in particular, that so many fees and charges had been held at constant prices and most prices preserved were below inflation, and that the Capital Programme had remained constant.

The Committee noted the budget projections contained in the report, and on the combined budget proposals put forward by the Directorate, within the context of the corporate budgetary position.

There were no specific comments.

Corporate Services & Partnerships POC – 18 January 2012

Members praised officers for the work which had been carried out in the preparation of the budget and the work which had been carried out in relation to efficiency savings, which had had a minimal impact on front line services.

The budget projections and the combined budget proposals put forward by the Central Services Directorate were noted and officers were congratulated for the work they had carried out in preparation of the budget.

There were no specific comments.

Education & Children's Services POC – 19 January 2012

The Committee welcomed the budget proposals and noted with pleasure the overall stability of available expenditure. In challenging economic times it was noteworthy that the Education and Children's Services related budgets were clearly healthy and well managed – and budgets that the Committee would continue to monitor.

There were no specific comments.

Social Services, Health & Housing POC – 25 January 2012

In noting the proposals, Members of the Committee thanked officers for the comprehensive report setting out the budget proposals for Adult Social Care, Health and Housing related services within the context of the corporate budgetary position. The Committee noted the ongoing challenge for Adult Social Care and Housing in managing budgets in the current economic climate.

The Committee endorsed the key priorities as set out in the report but expressed concern about pressures created by:

- The increasing number of dementia cases
 - The increase in transitional children due to demographic changes
 - The significant implications of an ageing population
 - Changes to Housing benefits
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