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HILLINGDON
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Cabinet

Date: **THURSDAY, 13 FEBRUARY 2014**

Time: **7.00 PM**

Venue: **COMMITTEE ROOM 6 - CIVIC CENTRE, HIGH STREET, UXBRIDGE, UB8 1UW**

Meeting Details: Members of the Public and Press are welcome to attend this meeting

Councillors in the Cabinet:

Ray Puddifoot MBE (Chairman)
Leader of the Council

David Simmonds (Vice-Chairman)
Deputy Leader / Education & Children's Services

Jonathan Bianco
Finance, Property & Business Services

Keith Burrows
Planning, Transportation & Recycling

Philip Corthorne
Social Services, Health & Housing

Douglas Mills
Community, Commerce & Regeneration

Scott Seaman-Digby
Central Services

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Wednesday, 5 February 2014

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INVESTOR IN PEOPLE

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Notice (5-day)

Transparency in decision-making: notice of any business in private, any representations received and any urgent business.

The London Borough of Hillingdon is a modern, transparent Council and through effective Cabinet governance, it seeks to ensure the decisions it takes are done so in public as far as possible

Much of the business on the agenda for this Cabinet meeting will be open to residents, the wider public and media to attend. However, there will be some business to be considered that contains, for example, confidential, commercially sensitive or personal information. Such business is shown in Part 2 of the agenda and is considered in private. Further information on why this is the case can be sought from the Democratic Services contact on the agenda front page.

Notice of meeting (private in part)

This is formal notice under The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 to confirm that the Cabinet meeting to be held on:

13 February 2014 at 7pm in Committee Room 6, Civic Centre, Uxbridge

will be held partly in private and that 28 clear days public notice of this has been given. The reason for this is because the private (Part 2) reports listed on the agenda for the meeting will contain either confidential information or exempt information under Part 1 of Schedule 12A to the Local Government (Access to Information) Act 1985 (as amended) and that the public interest in withholding the information outweighs the public interest in disclosing it. A list of the reports which are expected to be considered at this meeting in both public and private are set out in a list on this agenda and notice, including a number or reason why a particular decision will be taken in private under the categories set out below:

(1) information relating to any individual
(2) information which is likely to reveal the identity of an individual
(3) information relating to the financial or business affairs of any particular person (including the authority holding that information)
(4) information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority.
(5) Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.
(6) Information which reveals that the authority proposes (a) to give under any enactment a notice under or by virtue of which requirements are imposed on a person; or (b) to make an order or direction under any enactment.
(7) Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.

Notice of urgent business

To ensure greater transparency in decision-making, 28 clear days public notice of the decisions to be made both in public and private has been given. The only exception to this is the following urgent business item on the agenda: (15) Irrecoverable Corporate Debt, where it was impracticable to give sufficient notice. The Chairman of the Executive Scrutiny Committee has been notified in writing about this urgent business.

Representations

No representations from the public have been received regarding this meeting.

Agenda

1	Apologies for Absence	
2	Declarations of Interest in matters before this meeting	
3	To approve the minutes of the last Cabinet meeting	1 - 16
4	To confirm that the items of business marked Part 1 will be considered in public and that the items of business marked Part 2 in private	

Cabinet Reports - Part 1 (Public)

5	**Monthly budget monitoring report** (Cllr Jonathan Bianco)	17 - 72
6	**The Council's Budget 2014/15 / Medium Term Financial Forecast** (Cllr Ray Puddifoot & Cllr Jonathan Bianco) *To be recommended to Council on 20 February 2014*	73 - 332
7	**Schools Budget 2014/15** (Cllr Jonathan Bianco & Cllr Ray Puddifoot)	333 - 370
8	**Update on High Speed 2** (Cllr Ray Puddifoot and Cllr Keith Burrows) *Appendix 2 circulated separately, available in Group Offices and on the Council's website*	371 - 414
9	**Hillingdon Local Plan Part 2** (Cllr Keith Burrows) *Appendix 1, Draft Development Management Policies Plan circulated separately, available in Group Offices and on the Council's website*	415 - 424
10	**School Capital Programme Update - PART 1** (Cllr Jonathan Bianco and Cllr David Simmonds) *Report to follow*	

Cabinet Reports - Part 2 (Private and Not for Publication)

11 School Capital Programme Update - PART 2 (Cllr Jonathan Bianco and Cllr David Simmonds)

Report to follow

12 Award of Contract: Young People's Support, Information, Advice and Guidance Services (Cllr David Simmonds) 425 - 432

13 Award of Contracts: Care and Support Services for People with Learning Disabilities and/or Mental Health Needs (Cllr Philip Corthorne) 433 - 464

14 Voluntary Sector Leases (Cllr Jonathan Bianco) 465 - 472

15 Irrecoverable Corporate Debt (Cllr Jonathan Bianco) 473 - 478

The reports listed above in Part 2 are not made public because they contains exempt information under Part 1 of Schedule 12A to the Local Government (Access to Information) Act 1985 (as amended) and that the public interest in withholding the information outweighs the public interest in disclosing it.

16 Any other items the Chairman agrees are relevant or urgent

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Minutes

Cabinet
Thursday, 23 January 2014
Meeting held at Committee Room 6 - Civic Centre, High Street, Uxbridge, UB8 1UW

Published on: 24 January 2014
Decisions come into effect from 31 January 2014*

Cabinet Members Present:
Ray Puddifoot MBE (Chairman)
David Simmonds (Vice-Chairman)
Jonathan Bianco
Keith Burrows
Philip Corthorne
Douglas Mills
Scott Seaman-Digby

Members also Present:
Raymond Graham
John Riley
Susan O'Brien
Wayne Bridges
George Cooper
Judith Cooper
Brian Crowe
Peter Curling
Paul Harmsworth
Mary O'Connor
Henry Higgins

896. APOLOGIES FOR ABSENCE

All Members were present.

897. DECLARATIONS OF INTEREST IN MATTERS BEFORE THIS MEETING

Councillor John Riley declared a non-pecuniary interest in Item 10 (minute 905) as a nominated Elected Councillor on the Hillingdon Safer Neighbourhood Board. He remained in the room during the discussion and vote on the item.

898. TO APPROVE THE MINUTES OF THE LAST CABINET MEETING

The decisions and minutes of the Cabinet meeting held on 19 December 2013 were approved as a correct record.

899. TO CONFIRM THAT THE ITEMS OF BUSINESS MARKED PART 1 WILL BE CONSIDERED IN PUBLIC AND THAT THE ITEMS OF BUSINESS MARKED PART 2 IN PRIVATE

This was confirmed.

900. A REVIEW BY THE EXTERNAL SERVICES SCRUTINY COMMITTEE: STIGMA AND THE EFFECT ON RESIDENTS' MENTAL AND PHYSICAL HEALTH

The Chairman of the Executive Scrutiny Committee, Councillor Mary O'Connor, presented the Committee's major review into Stigma, which was warmly welcomed by Cabinet.

RESOLVED:

1. **In support of the Council's desire to become an exemplary employer, that Cabinet commends the work already being undertaken within the Council to support its staff and in conjunction with its partners to reduce stigma in our community and the impact it has on residents' mental and physical health.**

2. **That Cabinet acknowledges the new measures that are being put in place to recognise the importance and support the mental and physical health of Council staff and requests that officers report back to the relevant Cabinet Member and the External Services Scrutiny Committee on the effectiveness of these measures in September 2014.**

3. **That the Cabinet Member for Education & Children's Services asks the Interim Head of Education, Policy and Standards to encourage primary schools in the Borough to include the raising of awareness of stigma and its effects as a permanent element of Personal, Social and Health Education (PSHE) and Citizenship lessons.**

4. **That the Cabinet Member for Social Services, Health & Housing asks the Interim Director of Public Health to investigate opportunities to raise awareness of stigma and its impact through existing wellbeing events and channels.**

5. **That Cabinet welcomes the roll out of the mental health first aid training provided by Hillingdon Mind to front line Council staff and local voluntary organisations and asks the Cabinet Member for Social Services, Health & Housing to give consideration to extending this to community and peer group leaders.**

Reasons for decision

Cabinet considered a review by the Committee following information from a number of witnesses to establish what effect (if any) stigma had on residents' mental and physical health. Cabinet noted what further help could be offered to residents and agreed the Committee's recommendations which would help improve the support

offered and to raise awareness in schools and in the community of the effect that stigma can have.

Alternative options considered and rejected

Cabinet could have decided to reject some or all of the Committee's recommendations.

Officers to action:

Nikki O'Halloran – Administration Directorate
Tony Zaman – Adult Social Care Services

901. A REVIEW BY THE SOCIAL SERVICES, HEALTH & HOUSING POLICY OVERVIEW COMMITTEE: THE CAUSES OF TENANCY FAILURE AND HOW IT CAN BE PREVENTED

The Chairman of the Social Services, Health & Housing Policy Overview Committee, Councillor Judith Cooper, presented the Committee's major review into tenancy sustainment, which was warmly welcomed by Cabinet.

RESOLVED:

That Cabinet:

A) Welcomes the report from the Social Services, Housing and Public Health Policy Overview Committee (as in Appendix 1) on the review into the causes of tenancy failure and how it can be prevented and;

B) Endorses the recommendations of the Policy Overview Committee as set out below:-

1. **That Cabinet endorse the concept that support services that help sustain people in their own home must be tenure neutral and focus on practical help that will enable people to stay in their home.**

2. **Endorse the risk based approach to tenancy sustainment currently being developed by officers with an emphasis on early intervention and problem solving.**

3. **That in support of ongoing service transformation, consideration is given to ways of improving joint working across Council Teams, making these more flexible and proactive as well as promoting early intervention.**

4. **That, welcoming the service transformation taking place, officers consider reviewing the provision of support services in order to promote tenancy sustainment. Further, the Committee suggests that,**

having established the principle and mechanisms of tenancy sustainment, that the initial work proposed in this review be used as a basis for a possible review (in the next Municipal year) that focuses on discrete areas including ensuring sufficient support for those in most need, in particular those with mental health issues or other vulnerabilities.

5. **That the Cabinet Member for Social Services, Health and Housing requests that Council's front line staff receive refresher training to give basic advice and sign posting and consideration be given to the following:**
   - **Undertaking a review of service directories and website information**
   - **Developing information available through social networking**
   - **Updating information leaflets available to residents on the provision of advice on benefits and relevant campaigns.**

6. **The Council further highlight that discretionary housing payments are available but limited and keep the policy under review to ensure that there is sufficient provision in the budget.**

7. **The Council build on existing work to encourage the take up of benefits and the use of outreach services to interact with harder to reach groups and make effective use of community facilities such as libraries.**

8. **(That Cabinet) reaffirms the proposals made by the Deputy Leader and Cabinet Member for Education and Children's Services in February 2009, where free independent financial and budget management lessons were made to schools and invites the Cabinet Member to take this opportunity to remind schools that such an offer is available.**

9. **That Housing Services, Private Sector Landlords and Registered Social Landlords pursue joined up working on providing and /or sign posting budget information in their tenant's publicity materials so that where possible universal information, articles and media could be produced and used economically.**

10. **The Council assist with the promotion and advertising of the services of the Hillingdon Credit Union and seek to increase its membership through the development of a marketing plan. That as part of this work, officers also consider the promotion and availability of accounts just for benefits and rent to ensure that these essential housing costs are paid first.**

11. **Asks officers to develop a universal checklist of those agencies including Private Sector Landlords supporting tenancy sustainment and for this to be used to monitor success using outcomes based indicators and calculate the associated costs.**

12. **Welcomes the work of the Children, Young People and Learning Policy Overview Committee to help supported children and Young Care Leavers and ensure they are assisted appropriately.**

Reasons for decision

Cabinet considered a review by the Committee which had examined how, why and when tenancies fail. Cabinet endorsed a number of practical recommendations aimed to ensure Hillingdon has effective systems in place for minimising tenancy failure.

It was advised by Cabinet that the recommendation in respect of the Credit Union should apply to all such organisations operating within the Borough.

Alternative options considered and rejected

Cabinet could have decided to reject some or all of the Committee's recommendations.

Officers to action:

Charles Francis – Administration Directorate
Neil Stubbings – Residents Services

902. PROMOTING ECONOMIC DEVELOPMENT AND REGENERATION IN HILLINGDON - UPDATE

RESOLVED:

That Cabinet:

1. **Notes the successes achieved by the Hillingdon Regeneration and Economic Development programme to support residents and businesses and;**

2. **Reaffirms the Council's commitment to working with partners to bring on stream new opportunities in the Borough for employment and economic development, resulting in increased Council Tax and Business Rate growth.**

Reasons for decision

Cabinet welcomed the fact that Hillingdon's economic situation remained strong in the face of continuing pressures affecting the national economy. It was noted that Hillingdon was "open for business" and that the Council's robust and innovative response to such external challenges was continuing to benefit local industry, commerce, communities and residents alike.

Alternative options considered and rejected

None. Cabinet clearly recognised the need for the Council to focus on the importance of vibrant, economic growth.

Officers to action:

Cross-Council working:
Paul Whaymand - Finance Directorate
Jales Tippell / James Rodger - Residents Services
Kevin Byrne - Administration Directorate

903. STANDARDS AND QUALITY IN EDUCATION

RESOLVED

Cabinet notes the report and the improving attainment and outcomes of pupils in the London Borough of Hillingdon during the 2012/13 Academic Year.

Reasons for decision

Cabinet received a report on the standards and quality of education in Hillingdon schools report, including a summary of performance trends and inspection outcomes for the academic year 2012/13. Cabinet welcomed the improvements that both the Council and schools had made raising attainment reflecting the good quality of education provided by Hillingdon schools.

Alternative options considered and rejected

None

Officer to action:

Pauline Nixon
Residents Services

904. WEST LONDON WASTE PLAN

RESOLVED:

That Cabinet:

1. **Agrees the changes made to the draft West London Waste Plan detailed in this report including the policy wording changes and additional policy, as set out at Appendices 1 and 2, and changes to safeguarded sites set out at Appendix 3, following Cabinet's previous approval to proceed with consultation in November 2011.**

2. **Approves the revised Proposed Submission Draft of the West London Waste Plan (attached at Appendix 4) for publication and subsequent submission to the Secretary of State for Communities and Local Government.**

3. **Instructs officers to publish the Proposed Submission Version of the West London Waste Plan and the accompanying Sustainability Appraisal for a statutory period of six weeks, inviting representations on the soundness and legality of the Plan, prior to its submission to the Secretary of State for Communities and Local Government for formal examination.**

4. **Delegates authority to the Deputy Chief Executive and Corporate Director of Residents Services to agree, in conjunction with the Cabinet Member for Planning, Transportation and Recycling to:**

   a) **Consider the representations made on the soundness and legality of the Proposed Submission Draft of the Plan;**

   b) **Make such minor amendments to the final draft Plan as are necessary to make it sound, in consultation with the five other London boroughs; and**

   c) **Approve and submit the final draft Plan to the Secretary of State for Communities and Local Government for the purposes of carrying out an Examination in Public.**

5. **Approves the Proposed Submission Draft of the West London Waste Plan as a material consideration for the purposes of development management.**

6. **Notes that subject to the Inspector's decision post-examination, that the Plan will be recommended to full Council for formal adoption.**

Reasons for decision

Cabinet made the necessary decisions to enable the Council to make meaningful progress on the West London Waste Plan (WLWP) in order to meet targets set out in the London Plan 2011 and the policy guidance in Planning Policy Statement 10 and the National Planning Policy Framework (NPPF), together with the requirements of the Localism Act, 2011.

It was noted that the WLWP would, in due course, provide an up-to-date policy framework to assess planning applications for waste management facilities across the six west London boroughs.

Alternative options considered and rejected

Cabinet could have decided not to approve the Draft Plan for further consultation, which would have delayed adoption of the final Plan across the six west London boroughs, including it's usage in determining planning applications.

Officer to action:

Jales Tippell – Residents Services

905. ESTABLISHMENT OF A HILLINGDON SAFER NEIGHBOURHOOD BOARD

RESOLVED:

That Cabinet:

1. **Notes the establishment of the new Board and its role;**

2. **Agrees and welcomes the appointment of its first Chairman, Mr Ian Brooks, and notes the requirement for two Elected Councillor appointments to the Board;**

3. **Approves the Board's Draft Terms of Reference, subject to the Board's ratification at is first meeting, and delegates any administrative actions in respect of setting up the Board to the Deputy Chief Executive and Corporate Director of Residents Services, in consultation with the Cabinet Member For Community, Commerce and Regeneration and;**

4. **Requests that the Leader of the Council considers amending the Cabinet Scheme of Delegations to delegate to the Cabinet Member for Community, Commerce & Regeneration, as part of his portfolio, oversight of the Terms of Reference of the Board and the appointment of its Chairman.**

Reasons for decision

Cabinet welcomed the introduction of a Hillingdon Safer Neighbourhood Board under direction from the Mayor of London's Office for Policing and Crime. Cabinet agreed the initial establishment of the Board, which would complement existing performance management arrangements in the Safer Hillingdon Partnership and Local Strategic Partnership along with the Council's policy overview and scrutiny arrangements.

Alternative options considered and rejected

Cabinet could have decided to establish the Board in a different way or provided no direct support for it to carry out its responsibilities.

Officer to action:

Ed Shaylor – Residents Services

906. MONTHLY COUNCIL BUDGET MONITORING REPORT

RESOLVED:

That the Cabinet:

1. **Note the forecast budget position for revenue and capital as at Month 8.**
2. **Note the treasury management update for Month 8 at Appendix E.**
3. **Continue the delegated authority up until the 13 February 2014 Cabinet meeting to the Chief Executive to approve any consultancy and agency assignments over £50k, with final sign-off of any assignments made by the Leader of the Council. Cabinet are also asked to note those consultancy and agency assignments over £50k approved under delegated authority between the 19 December and 23 January 2014 Cabinet meetings, detailed at Appendix F.**
4. **Approves funding of £165k from Transport for London for Cycle Quietway scheme (split £140k capital and £25k revenue).**
5. **Approves funding of £39.38k from Hillingdon Community Trust in respect of the Section 106 Lake Farm Skate Park project.**
6. **Approves funding of £50k from the London Marathon Trust in respect of a new cycle circuit at Pield Heath School.**
7. **That Cabinet approve the release of £200k from Unallocated Priority Growth to Highways revenue budgets in 2013/14 and approve the addition of a further £1,500k to the Highways capital budget to be funded from a virement of £1,500k from the underspend on the schools capital programme. Furthermore, Cabinet request that the Chairman of the Executive Scrutiny Committee waives the scrutiny call-in period on this so implementation can take place within the necessary time scales.**
8. **Agree the delegation of final approval of an agreement with Paradigm HA, in respect of contributions to extra care facilities, to the Deputy Chief Executive and Corporate Director of Resident Services, in consultation with the Leader of the Council.**
9. **Ratify an Emergency Winter Decision on 24 December 2013 to appoint T. Brown Ltd to carry out capital works costing £31,890 (inclusive of contingency) to install a new boiler at Minet Infant and Junior School, including associated capital release.**
10. **Ratify an Emergency Winter Decision to appoint CBRE consultants on 30 December 2013 to advise the Council on the Southall Gas Works site up to the value of £50k revenue.**
11. **Ratify an Emergency Winter Decision on 9 January 2014 to approve the further extension of the housing fleet vehicle lease with Lex Auto Lease for a maximum of one year.**
12. **Delegate to the Deputy Chief Executive and Corporate Director of Residents Services, in consultation with the Leader of the Council and Cabinet Members for Finance, Property and Business Services & Community, Commerce and Regeneration as appropriate, the authority to procure, incur expenditure and authorise capital release in respect any remaining environmental projects within the Chrysalis Programme, HRA and Environmental Improvement Funds; and**
    a) Request that the Chairman of the Executive Scrutiny Committee waives

the scrutiny call-in period on this so project delivery can take place within the necessary time scales and;

b) Ask officers to report back to Cabinet on progress with these projects, to keep Ward Councillors and residents informed.

Reasons for decision

Cabinet was informed of the latest forecast revenue, capital and treasury position for the current year 2013/14 to ensure the Council achieved its budgetary and service objectives.

Cabinet made a range of further decisions to allocate funding to a variety of projects and ratified a number of emergency decisions taken over the Christmas and New Year period. Further significant investment was proposed in respect of improving and maintaining the Borough's highways infrastructure.

Alternative options considered and rejected

None.

Officer to action:

Paul Whaymand, Finance Directorate

907. SCHOOL CAPITAL PROGRAMME - UPDATE

RESOLVED:

That Cabinet:

1. **Note the progress made with Phases 1, 2 and 3 of the Primary School Expansion Programme.**

2. **Approve in principle for Officers to proceed with work on the:**

   - **Delivery of Specialist Resource Provision (SRP) accommodation to meet the additional demand for places in September 2014;**
   - **Delivery of Special Schools bulge year accommodation to meet the additional demand for places in September 2014;**
   - **Feasibility for the proposed construction of a new Primary School in the West Drayton/Yiewsley area.**

3. **Delegate authority to the Leader of the Council and Cabinet Member for Finance, Property and Business Services, in consultation with Deputy Chief Executive and Director of Residents Services, to approve which schools will be taking the additional SRP and bulge year accommodation and make all necessary procurement and financial decisions, including the appointment of consultancies, development of**

tender proposals and placing of building contracts in order to deliver the schemes outlined in recommendation 2.

4. **Note the requirement to spend £55,000 on site investigation surveys and internal fees for the Special Schools bulge year accommodation.**

5. **Note the requirement to spend £110,000 on site investigation surveys and internal fees for the new Primary School in the West Drayton/Yiewsley area.**

Reasons for decision

Cabinet received its monthly update on London's largest school building programme, aimed at ensuring that every child in the London Borough of Hillingdon would have a quality place at a local school. A number of initial decisions to progress the delivery of bulge year accommodation were made, along with feasibility studies in relation to the proposed new primary school in the West Drayton / Yiewsley area of the Borough, which the Deputy Leader of the Council announced at the meeting would, pending further feasibility studies, be on the Laurel Lane School Site.

Alternative options considered and rejected

None.

Officer to action:

David Murnaghan – Residents Services

908. KINGS COLLEGE PAVILION FLATS

RESOLVED:

That the Cabinet:

1. **Declare the three flats above the Kings College Pavilion, Ruislip, surplus to requirements.**
2. **Authorise the disposal of the flats, leasehold, subject to the 10 year Borough residency criteria as outlined in this report, and on the basis of 80% of the market value as determined by an independent valuer with the discount percentage to be made available to subsequent purchasers in perpetuity.**
3. **Delegate authority to the Leader of the Council and the Cabinet Member for Finance, Property and Business Services in conjunction with the Deputy Chief Executive and Corporate Director for Residents Services, for all subsequent decisions regarding the future of the flats.**

Reasons for decision

Cabinet made the necessary decisions in respect of the sale of discounted flats to continue with its policy to help local residents get a foot on the housing ladder.

Alternative options considered and rejected

Cabinet could have decided to sell the properties at full market value, but this would not have helped local residents into homeownership.

Officer to action:

Marcia Gillings, Residents Services

Exempt Information

This report was included in Part II as it contained information relating to the financial or business affairs of any particular person (including the Authority holding that information) and the public interest in withholding the information outweighed the public interest in disclosing it (exempt information under paragraph 3 of Part 1 of Schedule 12A to the Local Government (Access to Information) Act 1985 as amended.

909. AWARD OF CONTRACT - VEHICLE REPLACEMENT PROGRAM 2013/14

RESOLVED:

That Cabinet accept the tender and award a contract to HM Plant Ltd for the supply and delivery of 1 x 18t Loading Shovel and 1 x 17.5t Wheeled Excavator.

Reasons for decision

Following a competitive procurement exercise, Cabinet accepted the most economically advantageous tender to purchase plan vehicles to support the Council's Waste Services operation at the New Year Green Lane Site. It was noted that the vehicles had now reached the end of their useful life.

Alternative options considered and rejected

Cabinet could have decided not to replace the existing machines, but this would have incurred substantial maintenance costs given their age.

Officer to action:

David Fisher, Residents Services

Exempt Information

This report was included in Part II as it contained information relating to the financial or business affairs of any particular person (including the Authority holding that information) and the public interest in withholding the information outweighed the public interest in disclosing it (exempt information under paragraph 3 of Part 1 of Schedule 12A to the Local Government (Access to Information) Act 1985 as amended.

910. AWARD OF CONTRACT - INDEPENDENT TRAVEL TRAINING SERVICE

RESOLVED:

That Cabinet:

1. **Approves the award of an initial 1 year contract with Ealing Mencap for the provision of Travel Training in Hillingdon for Young People with Special Educational Needs and;**

2. **Delegates authority to the Deputy Chief Executive and Corporate Director of Residents Services, in conjunction with the Leader of the Council and Cabinet Member for Education and Children's Services, the decision to agree a further two, one year options extending the contract.**

Reasons for decision

Cabinet made a decision to continue the Council's support in respect of travel assistance for those with special educational needs, which would help to enable pupils to develop the skills needed for independent travel, assisting also in reducing the Council's passenger transport costs.

Alternative options considered and rejected

Cabinet could have decided to undertake a full competitive tender or vary contractual terms. It was noted that the delivery of the contract achieved significant cost reductions for the Council.

Officer to action:

Pauline Nixon, Residents Services

Exempt Information

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911. VOLUNTARY SECTOR LEASES

RESOLVED:

That Cabinet:

1) **Agrees the rent review for the Eastcote Hockey and Badminton Club, Kings College Road, Ruislip and approves the related sub-letting to the Ruislip Rangers Football Club as set out in the report. Furthermore, Cabinet instructs the Deputy Chief Executive and Corporate Director of Residents Services to then commission the Borough Solicitor to complete the appropriate legal documentation.**

2) **Agrees to withdraw the exempt nature of relevant parts of the report solely for Officers of the Council to use to provide public information.**

Reasons for decision

Cabinet considered an application from a local voluntary organisations and a related sub-letting agreement and agreed to the rent review at less than the full market value as part of the Council's policy and support to the local voluntary sector.

Alternative options considered and rejected

Cabinet could have chosen not to apply the Voluntary Sector Leasing Policy.

Officer to action:

Michele Henington – Residents Services

Exempt Information

This report was included in Part II as it contained information relating to the financial or business affairs of any particular person (including the Authority holding that information) and the public interest in withholding the information outweighed the public interest in disclosing it (exempt information under paragraph 3 of Part 1 of Schedule 12A to the Local Government (Access to Information) Act 1985 as amended.

912. AWARD OF CONTRACT - WORKS TO VOID PROPERTIES

RESOLVED:

That Cabinet:

1) **Approves the award of the contract to provide works to housing void properties to 1st Choice Facilities & R. Benson Property Maintenance and;**

2) **Agrees the urgency of this decision and requests that the Chairman of the Executive Scrutiny Committee waives the scrutiny call-in to ensure the necessary contractual commitments can be met on time.**

Reasons for decision

Following a competitive procurement process, Cabinet put in place the most economically advantageous contract for works to the Borough's empty homes, allowing them to be returned to the minimum lettable standard. It was noted this would minimise the time taken to bring them back in to use, thereby reducing the Council's reliance on costly temporary accommodation.

Alternative options considered and rejected

Cabinet could have opted for an alternative procurement route or decided to delay such works to the housing stock.

Officers to action:

Nigel Dicker – Residents Services
Christopher Tuohy - Finance

Exempt Information

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913. ANY OTHER ITEMS THE CHAIRMAN AGREES ARE RELEVANT OR URGENT

No additional items were considered by the Cabinet.

The meeting closed at 7.40pm

* IMPORTANT INFORMATION

DECISION AUTHORITY

Meeting after Cabinet, the Executive Scrutiny Committee did not call-in any of the Cabinet's decisions.

The following decisions take immediate effect following the agreement of the Chairman of the Executive Scrutiny Committee to waive the scrutiny call-in period:

- **Item 11 (minute 906) - Budget Monitoring report – highways recommendation no.7 as amended requesting extra funding**
- **Item 11 (minute 906) - Budget Monitoring report – additional recommendation no.12 regarding delegating environmental projects and their procurement and financial approval**
- **Item 17 (minute 912) – Award of Contract: Void Properties**

The remaining decisions of the Cabinet will come into effect from 5pm, Friday 31 January 2014.

COUNCIL BUDGET – MONTH 9 2013/14 REVENUE AND CAPITAL MONITORING

Cabinet Member	Councillor Jonathan Bianco
Cabinet Portfolio	Finance, Property and Business Services
Report Author	Paul Whaymand, Corporate Director of Finance
Papers with report	None

HEADLINE INFORMATION

Purpose of report	This report provides an update on the Council's latest financial position and performance against the 2013/14 revenue budget and current capital programme, as forecast at the end of December 2013 (Month 9). A net in-year underspend of £4,572k is forecast against 2013/14 General Fund revenue budgets, an improvement of £326k on the position reported at Month 8. The latest positions on other funds and the capital programme are detailed within the body of this report.
Contribution to our plans and strategies	Achieving value for money is an important element of the Council's medium term financial plan.
Financial Cost	N/A
Relevant Policy Overview Committee	Corporate Services and Partnerships
Ward(s) affected	All

RECOMMENDATIONS

That the Cabinet:

1. **Note the forecast budget position for revenue and capital as at Month 9.**

2. **Note the treasury management update for Month 9 at Appendix E.**

3. **Continue the delegated authority up until the 20 March 2014 Cabinet meeting to the Chief Executive to approve any consultancy and agency assignments over £50k, with final sign-off of any assignments made by the Leader of the Council. Cabinet are also asked to note those consultancy and agency assignments over £50k approved under delegated authority between the 23 January and 13 February 2014 Cabinet meetings, detailed at Appendix F.**

INFORMATION

Reasons for Recommendations

1. The reason for the monitoring recommendation is to ensure that the Council achieves its budgetary objectives, providing Cabinet with an update on performance to date against budgets approved by Council on 28 February 2013 and management actions to deliver outturn within that approved budget.

2. Appendix E provides an update to Cabinet on Treasury Management performance during the previous month.

Alternative options considered

3. There are no other options proposed for consideration.

SUMMARY

REVENUE

4. As at Month 9, the forecast outturn position on in-year activities is a net underspend of £4,572k, representing an improvement of £326k on the position reported at Month 8. This position consists of a net underspend of £1,769k on directorate budgets, an underspend on capital financing costs of £2,500k and a net underspend of £303k on development and risk contingency.

5. Within this reported position significant pressures are reported on a number of demand-led budgets; including Homelessness, Social Care Placements and SEN Transport. The Council's £17,111k programme of savings for 2013/14 remains broadly on-track for delivery with 81% currently either banked or on track. Further information on the savings position, and reported pressures, are contained throughout this report.

6. Unallocated General Fund balances are forecast to reach £36,172k by 31 March 2014, before taking account of any sums remaining uncommitted from the residual £194k general contingency, £230k priority growth funds, £432k unallocated Environmental & Recreational Initiatives funds and £238k unallocated HIP budgets.

7. There are no significant movements to report on other funds from Month 8 which impact upon the General Fund, however there is a forecast movement on the Housing Revenue Account with planned works being deferred from 2013/14.

CAPITAL

8. As at Month 9 an underspend of £23,343k is reported on the 2013/14 capital programme budget from a revised budget of £107,366k, a movement of £12k on forecast variance at Month 8. Forecast outturn on the General Fund Programme for 2013/14 to 2015/16 is now an underspend of £22,057k, an increase of £569k from Month 8

9. General Fund capital receipts of £11,682k are forecast for 2013/14, £2,658k in excess of revised budget, with forecast receipts over the period to 2017/18 expected to reach £25,910k.

FURTHER INFORMATION

General Fund Revenue Budget

10. The headline position at Month 9 is a £4,572k underspend on normal activities, which includes a net underspend on Directorate Operating Budgets of £1,769k, a £2,500k underspend on capital financing costs and a £303k underspend on Development and Risk Contingency. As previously reported, there are a number of specific pressures in relation to Homelessness, Social Care Placements and SEN Transport which are being managed within the overall position.

11. The above position includes scope to support a further £194k of calls on contingency and £230k new initiatives funded from Priority Growth, in addition assuming that £432k of as yet committed Environmental & Recreational Initiatives funding and £345k HIP monies will be utilised in the current financial year.

12. An improvement of £326k has been reported on General Fund forecasts since Month 8, with an improvement on Directorate Operating budgets of £346k, primarily related to a reduction in the forecast expenditure on Homelessness off-set by a marginal £20k adverse movement on contingency.

13. There remains a £1,350k windfall prior year exceptional item in relation to the improved prospects for recovery of the Council's impaired Icelandic Investments, which brings forecast unallocated General Fund balances to £36,172k by 31 March 2014. The Medium Term Financial Forecast reported elsewhere on this agenda contains an update on required levels of reserves, which are consistent with this sum.

Table 1: General Fund Overview

Original Budget	Budget Changes		Month 9		% Var	Variance (+ adv / - fav)		
			Revised Budget	Forecast Outturn		Variance (As at Month 9)	Variance (As at Month 8)	Movement from Month 8
£'000	£'000		£'000	£'000		£'000	£'000	£'000
165,738	4,178	Directorate Operating Budgets	169,916	168,147	-1%	(1,769)	(1,423)	(346)
20,738	95	Corporate Operating Budgets	20,833	18,333	-12%	(2,500)	(2,500)	0
22,883	(3,714)	Development & Risk Contingency	19,169	18,866	-2%	(303)	(323)	20
1,800	(70)	Priority Growth	1,730	1,730	0%	0	0	0
211,159	**489**	**Sub-total Normal Activities**	**211,648**	**207,076**	**-2%**	**(4,572)**	**(4,246)**	**(326)**
		Exceptional items: Reversal of Icelandic Impairment		(1,350)		(1,350)	(1,350)	0
211,159	**489**	**Total Net Expenditure**	**211,648**	**205,726**	**-3%**	**(5,922)**	**(5,596)**	**(326)**
(211,159)	(489)	Budget Requirement	(211,648)	(211,648)		0	0	0
0	**0**	**Net Total**	**0**	**(5,922)**		**(5,922)**	**(5,596)**	**(326)**
(30,250)	0	Balances b/fwd 01/04/13	(30,250)	(30,250)		0	0	0
(30,250)	**0**	**Balances c/fwd 01/14/13**	**(30,250)**	**(36,172)**		**(5,922)**	**(5,596)**	**(326)**

Directorate Operating Budgets (£1,769k underspend / £346k improvement)

14. Table 2 below provides an overview of forecast outturn on directorate operating budgets, excluding those items managed through contingency. Further detail on group positions is set out in Appendix A to this report.

Table 2: Directorate Operating Budgets

Original Budget	Budget Changes	Directorate		Month 9		% Var	Variance (+ adv / - fav)		
				Revised Budget	Forecast Outturn		Variance (As at Month 9)	Variance (As at Month 8)	Movement from Month 8
£'000	£'000			£'000	£'000		£'000	£'000	£'000
197,598	(21,509)	Admin. & Finance	Expenditure	176,089	175,205	-1%	(884)	(825)	(59)
(174,923)	22,179		Income	(152,744)	(152,825)	0%	(81)	(94)	13
22,675	**670**		**Sub-Total**	**23,345**	**22,380**	**-4%**	**(965)**	**(919)**	**(46)**
121,042	(3,147)	Residents Services	Expenditure	133,202	121,120	2%	3,225	3,311	(86)
(56,716)	3,866		Income	(68,157)	(56,725)	6%	(3,875)	(3,678)	(197)
64,326	**719**		**Sub-Total**	**65,045**	**64,395**	**-1%**	**(650)**	**(367)**	**(283)**
31,100	1,021	Children's Social Care	Expenditure	32,121	33,351	4%	1,230	1,257	(27)
(7,856)	(893)		Income	(8,749)	(10,023)	15%	(1,274)	(1,301)	27
23,244	**128**		**Sub-Total**	**23,372**	**23,328**	**0%**	**(44)**	**(44)**	**0**
72,393	993	Adult Social Care	Expenditure	73,386	73,980	1%	594	582	12
(16,900)	1,668		Income	(15,232)	(15,936)	5%	(704)	(675)	(29)
55,493	**2,661**		**Sub-Total**	**58,154**	**58,044**	**0%**	**(110)**	**(93)**	**(17)**
165,738	**4,178**	**Total Directorate Operating Budgets**		**169,916**	**168,147**	**-1%**	**(1,769)**	**(1,423)**	**(346)**

15. Administration and Finance are reporting a combined underspend of £965k, which results from a significant number of posts being held vacant across the directorates and the impact of integrating existing Council services into new Public Health responsibilities. A minor improvement of £46k has been reported on this position from Month 8.

16. A net underspend of £650k is reported on Residents Services, with an exceptional £1,985k demand-led pressure on Homelessness being off-set by early delivery of 2014/15 savings - primarily within the Education service and from appropriation of commercial properties to the General Fund. The improvement of £283k from Month 8 relates to an improved outlook on the underlying Homelessness pressure.

17. An underspend of £44k is reported within Children & Young People's Services, with a pressure on secure accommodation placement costs being off-set through underspends on establishment budgets. There has been no movement reported from Month 8.

18. Adult Social Care are declaring an underspend of £110k, with substantial underspends across establishment budgets and increased client contributions off-setting a pressure of

£1,969k on care placements costs. There has been a minor improvement of £17k from Month 8.

Progress on Savings

19. An update on the 2013/14 savings programme is set out in table 3 below. In cases where slippage is reported in delivery of savings, the impact upon directorate budgets has been included in the forecast outturn position in table 2.

Table 3: Month 9 RAG Status for 2013/14 Savings

	Admin. & Finance	Residents Services	Children & Families	Social Care	Cross Cutting	Total 2013/14 Savings	
	£'000	£'000	£'000	£'000	£'000	£'000	%
Banked	(1,051)	(5,345)	(1,174)	(3,652)	0	**(11,222)**	66%
On track for delivery	0	(751)	(325)	(970)	(568)	**(2,614)**	15%
Potential significant savings shortfall or a significant or risky project which is at an early stage;	0	(6)	0	(97)	(2,432)	**(2,535)**	15%
Serious problems in the delivery of the saving	0	0	(445)	(295)	0	**(740)**	4%
Total 2013/14 Savings	**(1,051)**	**(6,102)**	**(1,944)**	**(5,014)**	**(3,000)**	**(17,111)**	100%

20. Favourable progress is reported in delivery of the £17,111k programme of savings for 2013/14 with 81% badged as banked or on track for delivery in full by 31 March 2014 and sufficient compensatory savings in place to manage any shortfall within individual Directorate savings programmes. There remains £740k savings reported as being undeliverable in 2013/14, which consists of £445K of initiatives within Children's and Young People's Services for which alternative initiatives are recommended in this report and £295k savings within Adult Social Care which have been delayed by the Judicial Review into day care reconfiguration that will therefore be delivered in full from 2014/15.

21. The £3,000k cross cutting savings required in 2013/14 are to be identified through a bid review of staffing and other budgets through the restructuring of the Social Care Group. To date savings of £568k have been identified and include Children's Pathway of £300k , Support Services Hub £35k, Adults Pathway £37k, £46k in this year from the deletion of the post of the Corporate Director of Social Care and Health and £150k from surplus Children's Centre budgets. A contingency of £1,500k is held against the potential shortfall of savings and the monitoring assumption is that this will be applied in full. The remaining in-year net savings requirement is therefore £932k. Short term savings in staffing budgets in services subject to BID reviews are expected to cover this remaining saving in-year. The full year impact of BID restructures in Social Care, agreed to date, are expected to deliver savings of £1,005k in 2014/15. The contingency of £1,500k is being kept in the budget in 2014/15. The current net risk against the £3,000k savings target is therefore £495k in 2014/15. Further BID work is continuing and it is expected that this gap can be bridged during 2014/15.

22. In addition there remained £1,979k savings from prior year programmes which were unachieved as at 31 March 2013, £1,690k of which are now been delivered in full, with the remaining £289k linked to day care reconfiguration which are expected to be fully achievable once new service provision is in place. The status of these prior year savings are shown in Table 4 below.

Table 4: Month 8 RAG Status for b/fwd 2012/13 Savings

	Admin. & Finance	Residents Services	Children & Families	Social Care	Total B/fwd Savings	
	£'000	£'000	£'000	£'000	£'000	%
Banked	(300)	(127)	0	(22)	**(449)**	23%
On track for delivery	0	(280)	(255)	(706)	**(1,241)**	62%
Potential significant savings shortfall or a significant or risky project which is at an early stage;	0	0	0	0	**0**	0%
Serious problems in the delivery of the saving	0	0	0	(289)	**(289)**	15%
Total B/fwd Savings	**(300)**	**(407)**	**(255)**	**(1,017)**	**(1,979)**	100%

Corporate Operating Budgets (£2,500k underspend / no movement)

23. Table 5 below provides an overview of forecast outturn on corporately managed budgets as at Month 8. These budgets fund the costs of financing the Council's capital programme and the externally set levies, over which the Council has limited control.

Table 5: Corporate Operating Budgets

Original Budget	Budget Changes		Month 9			Variance (+ adv / - fav)		
			Revised Budget	Forecast Outturn	% Var	Variance (As at Month 9)	Variance (As at Month 8)	Movement from Month 8
£'000	£'000		£'000	£'000		£'000	£'000	£'000
11,456	0	Interest & Investment Income	11,456	8,956	-22%	(2,500)	(2,500)	0
9,282	95	Levies & Other Corporate Budgets	9,377	9,377	0%	0	0	0
20,738	**95**	**Total Corporate Operating Budgets**	**20,833**	**18,333**	**-12%**	**(2,500)**	**(2,500)**	**0**

24. There remains a forecast underspend of £2,500k on capital financing costs due to the continuing deferral of borrowing in support of the Primary School Capital Programme, however as previously noted this amount will be required in full as the existing tranche of projects is completed over the next eighteen months. This position excludes the impact of the one-off exceptional item relating to Icelandic Investments.

25. There are no material variances reported on Levies & Other Corporate Budgets.

Development & Risk Contingency (£303k underspend / £20k adverse movement)

26. The Council set aside £23,372k to manage volatile and uncertain budgets within the Development & Risk Contingency, which includes £21,883k for specific risks and £1,489k as General Contingency. Following the approval to release a number of contingency items to Directorate Operating budgets in December 2013 totalling £4,203k, the Development & Risk Contingency now totals £19,169k.

27. Table 6 below sets out the latest forecast call on these contingency budgets, with further detail provided at a directorate level in Appendix A to this report.

Table 6: Development & Risk Contingency

Original Budget	Budget Changes	Current Commitments		Revised Budget	Forecast as Needed	Variance (+ adv / - fav)		
						Variance (As at Month 9)	Variance (As at Month 8)	Movement from Month 8
£'000	£'000			£'000	£'000	£'000	£'000	£'000
1,000	(71)	Corporate	General Contingency	929	194	(735)	(735)	0
500	0		BID Pump Priming Fund	500	500	0	0	0
660	(660)		Pensions Auto-enrolment	0	0	0	0	0
0	500		Abbotsfield School	500	500	0	0	0
400	0	A &F	Uninsured Claims	400	400	0	0	0
402	0	Residents Services	Carbon Reduction Commitment	402	375	(27)	(27)	0
217	(217)		Outsourced Leisure Income Streams	0	0	0	0	0
200	0		HS2 Challenge	200	200	0	0	0
200	0		Heathrow Expansion Challenge	200	200	0	0	0
737	(737)		Impact of Welfare Reform on Homelessness	0	0	0	0	0
30	0		Hillingdon Local Plan	30	30	0	0	0
760	0		SEN Transport	760	1,335	575	569	6
2,010	0		Waste Disposal Levy	2,010	2,439	429	383	46
0	0		Licensing Appeal Costs	0	37	37	32	5
0	60		Storm Damage	60	60	0	0	0
1,995	0	CSC	Reduction in UKBA Asylum Funding	1,995	1,413	(582)	(545)	(37)
781	0		Looked After Children (Demographic)	781	781	0	0	0
3,814	(2,589)	Adult Social Care	Transitional Children (Demographic)	1,225	1,225	0	0	0
1,500	0		BID Staffing Structure Review	1,500	1,500	0	0	0
3,997	0		Older People's Services (Demographic)	3,997	4,492	495	495	0
1,226	0		Physical Disability (Demographic)	1,226	1,059	(167)	(167)	0
896	0		Learning Disability Service (Demographic)	896	692	(204)	(204)	0
1,558	0		Mental Health Service (Demographic)	1,558	1,434	(124)	(124)	0
22,883	**(3,714)**	**Total Development & Risk Contingency**		**19,169**	**18,866**	**(303)**	**(323)**	**20**

28. There has been limited movement on Development and Risk Contingency items from Month 8, as year end approaches and the scope for in-year volatility decreases. The above position continues to retain £194k for as yet unforeseen calls on contingency, however the likelihood of this sum being required will reduce throughout Quarter 4.

29. A minor adverse movement has been identified on the West London Waste Levy in relation to higher than forecast waste tonnages being reported at Quarter 3, the on-going implications of which have been factored into the Council's medium term projections and reflecting within the draft budget being presented to this Cabinet.

30. An improvement of £37k has been reported on the net cost of supporting Asylum seekers due to higher than previously forecast entitlement to Housing Benefit. There has been no changes in the level of Home Office funding available to this service in 2013/14.

Priority Growth

31. The 2013/14 General Fund Revenue Budget approved by Council on 28 February 2013 set aside £1,000k within the unallocated Priority Growth budget, in addition to £800k in the HIP Initiatives budget. On 24 October 2013 Cabinet approved the creation of a new specific fund for Environmental & Recreational Initiatives to be met from the £1,000k unallocated sum. Table 7 summarises the position with regard to each of these elements.

Table 7: Priority Growth

	Budget	Approved Allocations	Unallocated Growth
	£'000	£'000	£'000
Specific Budgets			
HIP Initatives Budgets	800	562	238
Environmental & Recreational Initiatives	500	68	432
Sub-Total Specific Budgets	**1,300**	**630**	**670**
Non-Specific Priority Growth			
Original Budget	1,000		
Registrars Suite	(70)		
Environmental & Recreational Iniatives	(500)		
Highways Investment	(200)		
			230
Sub-Total Non-Specific Priority Growth Budget	**230**		**230**
Total Priority Growth	**1,530**	**630**	**900**

32. HIP Steering Group has approved release of £455k from the HIP Initiatives Budget to fund a range of projects during 2013/14, leaving £238k unallocated. The reported position assumes that this sum will be utilised in full by 31 March 2014.

33. Within the new Environmental & Recreational Initiatives Fund a sum of £68k has been allocated for sign cleaning, leaving a balance of £432k to support further new initiatives.

34. Following release of funds to support a number of initiatives, £230k remains within the unallocated Priority Growth fund to support new initiatives.

Schools Budget, Parking Revenue Account and Collection Fund

35. Latest forecasts on other funds, except the Parking Revenue Account, indicate favourable positions at year end and therefore will not adversely impact upon the General Fund. There is scope to improve the position within the PRA, which would enable the fund to break even in 2013/14 and avoid any adverse impact on the General Fund.

36. An improvement of £622k is reported within the Schools Budget as a result of lower than expected growth in the number of SEN pupils and resulting requirement for out of borough placements, bringing the in year surplus of Dedicated Schools Budget funded activities to £3,094k. As previously report this position includes a significant underspend in relation to the level of take up on the two year old free entitlement.

37. No movement is reported on the Parking Revenue Account from Month 8, with the previously reported £160k in year deficit still to be mitigated. This pressure relates to the continuing shortfall in Penalty Charge Notice income, which may limit resources available to support future Parking Management Schemes.

38. Continued strong growth in the Council Tax base as new housing developments come on stream within the borough has led to an increased in-year surplus being forecast on Collection Fund at Month 9. Combined with the carried forward surplus from 2012/13, it is expected that £3,610k will be released to the General Fund in 2014/15.

39. As a result of a number of sites being removed from the rating base, there is a risk that the Business Rate element of the Collection Fund may experience a deficit of up to £900k by 31 March 2014. It is expected the compensatory adjustments to the rating list will prevent this from impacting upon the General Fund.

40. On both Council Tax and Business Rates, the sums to be transferred into the General Fund during 2014/15 are now fixed at the Month 9 position and reflected in the revenue budget presented on this agenda.

Housing Revenue Account Budget

41. An increased underspend is reported on in year activities within the Housing Revenue Account, with a variance of £4,822k representing a movement of £2,630k on Month 8. This movement, of £4,660k of the total variance, relates to rephasing of planning major works into 2014/15. Underspends within management and contingency budgets are broadly off-set by the continuing pressure on rental income arising from the higher level of Right to Buy sales and appropriations of commercial properties.

42. The medium-term implications of both rephased expenditure and reduced income generation are detailed in the HRA sections of the budget report being presented on this agenda.

Future Revenue Implications of Capital Programme

43. The latest reported position on the Council's 2013/14-15/16 Capital Programme is detailed in Appendix D. A net underspend of £22,057k is reported on the General Fund Programme assuming full drawdown on contingency and £1,379k pressure on HRA Projects.

44. The significant underspend currently reported primarily relates to favourable forecast on Primary School Expansions, which are reporting a £12,878k underspend due to tendered costs of the programme being significantly lower than previously anticipated. Significant further investment in schools is likely to be required in the longer term to meet further demographic growth and the transition of the current pupils to the secondary sector, it is expected that further borrowing will be required in future. As such necessary levels of provision for within revenue budgets for capital financing are not expected to reduce as a result of this underspend.

Appendix A – Detailed Group Forecasts (General Fund)

ADMINISTRATION & FINANCE (£965k underspend, £46k improvement)

1. The combined position for the Administration and Finance Groups at month 9 is an underspend of £965k. This is as a result of holding vacant posts in both Groups, revisions to forecasts for training in Legal and Human Resources, although these have been net down following a revision to income forecasts in these service areas.

Table 1: Administration & Finance Summary

Original Budget	Budget Changes			Month 9 Revised Budget	Month 9 Forecast Outturn	% Var	Variance (+ adv / - fav) Variance (As at Month 9)	Variance (As at Month 8	Movement from Month 8
£'000	£'000			£'000	£'000		£'000	£'000	£'000
8,749	366	Admin. Directorate	Salaries	9,115	8,789	-4%	(326)	(311)	(15)
5,052	126		Non-Sal Exp	5,178	4,772	-8%	(406)	(377)	(29)
(2,744)	(187)		Income	(2,931)	(3,059)	4%	(128)	(150)	22
11,057	**305**		**Sub-Total**	**11,362**	**10,502**	**-8%**	**(860)**	**(838)**	**(22)**
11,558	28	Finance Directorate	Salaries	11,586	11,483	-1%	(103)	(89)	(14)
172,239	(22,029)		Non-Sal Exp	150,210	150,161	0%	(49)	(48)	(1)
(172,179)	22,366		Income	(149,813)	(149,766)	0%	47	56	(9)
11,618	**365**		**Sub-Total**	**11,983**	**11,878**	**-1%**	**(105)**	**(81)**	**(24)**
20,307	394		Salaries	20,701	20,272	-2%	(429)	(400)	(29)
177,291	(21,903)		Non-Sal Exp	155,388	154,933	0%	(455)	(425)	(30)
(174,923)	22,179		Income	(152,744)	(152,825)	0%	(81)	(94)	13
22,675	**670**		**Total**	**23,345**	**22,380**	**-4%**	**(965)**	**(919)**	**(46)**

2. As a result of holding open vacant posts longer across the Administration Group, particularly in Performance, Occupational Health and Legal Services teams, as well as not providing cover for maternity leave and employees reducing hours following maternity leave, the Group is showing a significant salaries underspend in Month 9.

3. Revisions of non salary forecasts continue to be undertaken at month 9 and decreased expenses forecasts within Corporate Communications, Legal and Human Resources have net down potential increases for the cost of provision of the absence management system.

4. A slight reduction in income forecasts has been projected in Human Resources due to a reduction in income from First Aid courses; however this has been part mitigated by the slightly reduced anticipated over-recovery of income within Legal Services, relating to a one off additional workload on Section 106 agreements as a result of a change in legislation which took effect on 30th April.

Table 2: Administration Operating Budgets

Original Budget	Budget Changes	Service		Month 9 Revised Budget	Month 9 Forecast Outturn	% Var	Variance (+ adv / - fav) Variance (As at Month 9)	Variance (As at Month 8)	Movement from Month 8
£'000	£'000			£'000	£'000		£'000	£'000	£'000
442	26	Directorate	Salaries	468	459	-2%	(9)	(13)	4
6	0		Non-Sal Exp	6	2	-67%	(4)	(3)	(1)
(56)	0		Income	(56)	(56)	0%	0	0	0
392	**26**		**Sub-Total**	**418**	**405**	**-3%**	**(13)**	**(16)**	**3**
676	4	Corporate Comms	Salaries	680	729	7%	49	48	1
187	0		Non-Sal Exp	187	156	-17%	(31)	(25)	(6)
(103)	0		Income	(103)	(102)	-1%	1	0	1
760	**4**		**Sub-Total**	**764**	**783**	**2%**	**19**	**23**	**(4)**
1,425	7	Democr. Services	Salaries	1,432	1,459	2%	27	27	0
1,895	70		Non-Sal Exp	1,965	1,905	-3%	(60)	(66)	6
(849)	0		Income	(849)	(892)	5%	(43)	(43)	0
2,471	**77**		**Sub-Total**	**2,548**	**2,472**	**-3%**	**(76)**	**(82)**	**6**
2,347	12	Human Resources	Salaries	2,359	2,286	-3%	(73)	(64)	(9)
467	(15)		Non-Sal Exp	452	555	23%	103	115	(12)
(591)	15		Income	(576)	(597)	4%	(21)	(29)	8
2,223	**12**		**Sub-Total**	**2,235**	**2,244**	**0%**	**9**	**22**	**(13)**
1,924	8	Legal Services	Salaries	1,932	1,879	-3%	(53)	(44)	(9)
98	0		Non-Sal Exp	98	110	12%	12	26	(14)
(575)	0		Income	(575)	(628)	9%	(53)	(66)	13
1,447	**8**		**Sub-Total**	**1,455**	**1,361**	**-6%**	**(94)**	**(84)**	**(10)**
1,935	309	Policy & Perf.	Salaries	2,244	1,977	-12%	(267)	(265)	(2)
2,399	71		Non-Sal Exp	2,470	2,044	-17%	(426)	(424)	(2)
(570)	(202)		Income	(772)	(784)	2%	(12)	(12)	0
3,764	**178**		**Sub-Total**	**3,942**	**3,237**	**-18%**	**(705)**	**(701)**	**(4)**
8,749	366	Admin. Directorate	Salaries	9,115	8,789	-4%	(326)	(311)	(15)
5,052	126		Non-Sal Exp	5,178	4,772	-8%	(406)	(377)	(29)
(2,744)	(187)		Income	(2,931)	(3,059)	4%	(128)	(150)	22
11,057	**305**		**Total**	**11,362**	**10,502**	**-8%**	**(860)**	**(838)**	**(22)**

5. The Finance Group is showing an improvement of £24k in Month 9. This is primarily as a result of revising staffing forecasts to account for leaving dates and a later return from maternity leave within Procurement and Strategic Finance, marginally net down by an overlap of staff leaving and a new staff member beginning in Internal Audit.

7. Revisions continue to be made to non-salaries forecasts as part of monthly monitoring and tight controls are in place on spending to help to mitigate the increased pressure on salaries and recharge budgets. A review of recharges as part of the restructure within Procurement has highlighted a pressure on recharges to Health, as a result of the introduction of Public Health budgets and previous charges no longer being applicable. However, this pressure on recharge budgets has been mitigated after reviewing charges to other funds, as well as an increase in income from schools in Operational Finance and an improvement in the Housing Benefit subsidy projection.

8. In April 2013, Council Tax Benefit was abolished and replaced with a local Council Tax Reduction Scheme and administration funding for the scheme was reduced. Workload increased as a result of the changes and from having numerous vacant posts, so the contract with Liberata to use their capacity grid to deal with queries received has been extended. This contract is being monitored closely to ensure best value and that service levels are maintained at a high standard. Any additional expenditure through this contract is being funded through the implementation grants which have been received from Central Government.

Table 3: Finance Operating Budgets

Original Budget	Budget Changes	Service		Month 9 Revised Budget	Month 9 Forecast Outturn	% Var	Variance (+ adv / - fav) Variance (As at Month 9)	Variance (As at Month 8)	Movement from Month 8
£'000	£'000			£'000	£'000		£'000	£'000	£'000
547	3	Internal Audit	Salaries	550	544	-1%	(6)	(10)	4
50	0		Non-Sal Exp	50	43	-14%	(7)	(5)	(2)
0	0		Income	0	0	N/A	0	0	0
597	**3**		**Sub-Total**	**600**	**587**	**-2%**	**(13)**	**(15)**	**2**
3,549	(151)	Operational Finance	Salaries	3,398	3,466	2%	68	66	2
688	350		Non-Sal Exp	1,038	1,056	2%	18	18	0
(984)	21		Income	(963)	(991)	3%	(28)	(20)	(8)
3,253	**220**		**Sub-Total**	**3,473**	**3,531**	**2%**	**58**	**64**	**(6)**
2,115	370	Procurement	Salaries	2,485	2,513	1%	28	47	(19)
188	(38)		Non-Sal Exp	150	121	-19%	(29)	(50)	21
(344)	(274)		Income	(618)	(581)	-6%	37	37	0
1,959	**58**		**Sub-Total**	**2,017**	**2,053**	**2%**	**36**	**34**	**2**
4,350	(475)	Revenues & Benefits	Salaries	3,875	3,726	-4%	(149)	(148)	(1)
170,659	(22,371)		Non-Sal Exp	148,288	148,220	0%	(68)	(48)	(20)
(170,727)	22,641		Income	(148,086)	(148,048)	0%	38	39	(1)
4,282	**(205)**		**Sub-Total**	**4,077**	**3,898**	**-4%**	**(179)**	**(157)**	**(22)**
997	281	Strategic Finance	Salaries	1,278	1,234	-3%	(44)	(44)	0
654	30		Non-Sal Exp	684	721	5%	37	37	0
(124)	(22)		Income	(146)	(146)	0%	0	0	0
1,527	**289**		**Sub-Total**	**1,816**	**1,809**	**0%**	**(7)**	**(7)**	**0**
11,558	28	Finance Directorate	Salaries	11,586	11,483	-1%	(103)	(89)	(14)
172,239	(22,029)		Non-Sal Exp	150,210	150,161	0%	(49)	(48)	(1)
(172,179)	22,366		Income	(149,813)	(149,766)	0%	47	56	(9)
11,618	**365**		**Total**	**11,983**	**11,878**	**-1%**	**(105)**	**(81)**	**(24)**

Residents Services (£650k underspend; £283k improvement)

9. Residents Services has a projected outturn position of a £650k underspend, excluding pressure areas that have identified contingency provisions. This includes the exceptional demand-led pressures being experienced on housing needs, in addition to demographic pressures on special needs transport budgets impacting on the corporate contingency. All other divisions of service are managing within budget.

Table 1: Residents Services Operating Budgets

Original Budget	Budget Changes	Service		Month 9 Revised Budget	Month 9 Forecast Outturn	% Var	Variance (+ adv / - fav) Variance (As at Month 9)	Variance (As at Month 8)	Change from Month 8
£'000	£'000			£'000	£'000		£'000	£'000	£'000
1,940	111	Asset Management	Salaries	2,051	2,072	1%	21	21	0
7,803	236		Non-Sal Exp	8,039	8,426	5%	387	387	0
(3,344)	(152)		Income	(3,496)	(4,262)	22%	(766)	(766)	0
6,399	**195**		**Sub-Total**	**6,594**	**6,236**	**-5%**	**(358)**	**(358)**	**0**
9,849	(1,205)	Education (GF)	Salaries	8,644	8,099	-6%	(545)	(490)	(55)
12,133	(384)		Non-Sal Exp	11,749	11,189	-5%	(560)	(633)	73
(10,421)	1,237		Income	(9,184)	(9,265)	1%	(81)	(45)	(36)
11,561	**(352)**		**Sub-Total**	**11,209**	**10,023**	**-11%**	**(1,186)**	**(1,168)**	**(18)**
1,544	(6)	Environmental Policy & Community	Salaries	1,538	1,515	-1%	(23)	(23)	0
997	3		Non-Sal Exp	1,000	1,000	0%	0	0	0
(7,000)	684		Income	(6,316)	(6,369)	1%	(53)	(24)	(29)
(4,459)	**681**		**Sub-Total**	**(3,778)**	**(3,854)**	**2%**	**(76)**	**(47)**	**(29)**
3,852	(363)	Housing (GF)	Salaries	3,489	3,489	0%	0	0	0
11,098	(4,404)		Non-Sal Exp	6,694	10,821	62%	4,127	4,194	(67)
(11,123)	5,333		Income	(5,790)	(7,932)	37%	(2,142)	(2,022)	(120)
3,827	**566**		**Sub-Total**	**4,393**	**6,378**	**45%**	**1,985**	**2,172**	**(187)**
15,351	905	ICT Highways & Bus. Serv.	Salaries	16,256	16,116	-1%	(140)	(140)	0
15,200	(4,943)		Non-Sal Exp	10,257	10,217	0%	(40)	(40)	0
(10,118)	4,030		Income	(6,088)	(6,288)	3%	(200)	(200)	0
20,433	**(8)**		**Sub-Total**	**20,425**	**20,045**	**-2%**	**(380)**	**(380)**	**0**
4,154	3,521	Planning Green Spaces & Culture	Salaries	7,675	7,602	-1%	(73)	(71)	(2)
4,569	1,596		Non-Sal Exp	6,165	6,287	2%	122	111	11
(4,957)	(4,759)		Income	(9,716)	(10,297)	6%	(581)	(551)	(30)
3,766	**358**		**Sub-Total**	**4,124**	**3,592**	**-13%**	**(532)**	**(511)**	**(21)**
439	0	Public Health	Salaries	439	325	**-26%**	(114)	(114)	0
14,868	0		Non-Sal Exp	14,868	14,982	**1%**	114	114	0
(15,307)	0		Income	(15,307)	(15,307)	**0%**	0	0	0
0	**0**		**Sub-Total**	**0**	**0**	**#DIV/0!**	0	0	0
14,918	(1,859)	Public Safety	Salaries	13,059	13,059	0%	0	0	0
17,634	3,645		Non-Sal Exp	21,279	21,228	0%	(51)	(5)	(46)
(9,753)	(2,507)		Income	(12,260)	(12,312)	0%	(52)	(70)	18
22,799	**(721)**		**Sub-Total**	**22,078**	**21,975**	**0%**	**(103)**	**(75)**	**(28)**
51,608	1,104	**Residents Services**	Salaries	53,151	51,952	-1%	(760)	(703)	(57)
69,434	(4,251)		Non-Sal Exp	80,051	69,168	5%	3,985	4,014	(29)
(56,716)	3,866		Income	(68,157)	(56,725)	6%	(3,875)	(3,678)	(197)
64,326	**719**		**Total**	**65,045**	**64,395**	**-1%**	**(650)**	**(367)**	**(283)**

10. The Council's 2013/14 contingency budget contains provision for areas of expenditure or income within Residents Services for which there is a greater degree of uncertainty. The position against these contingency items is shown in Table 2 below.

Table 2: Residents Services Contingency Items

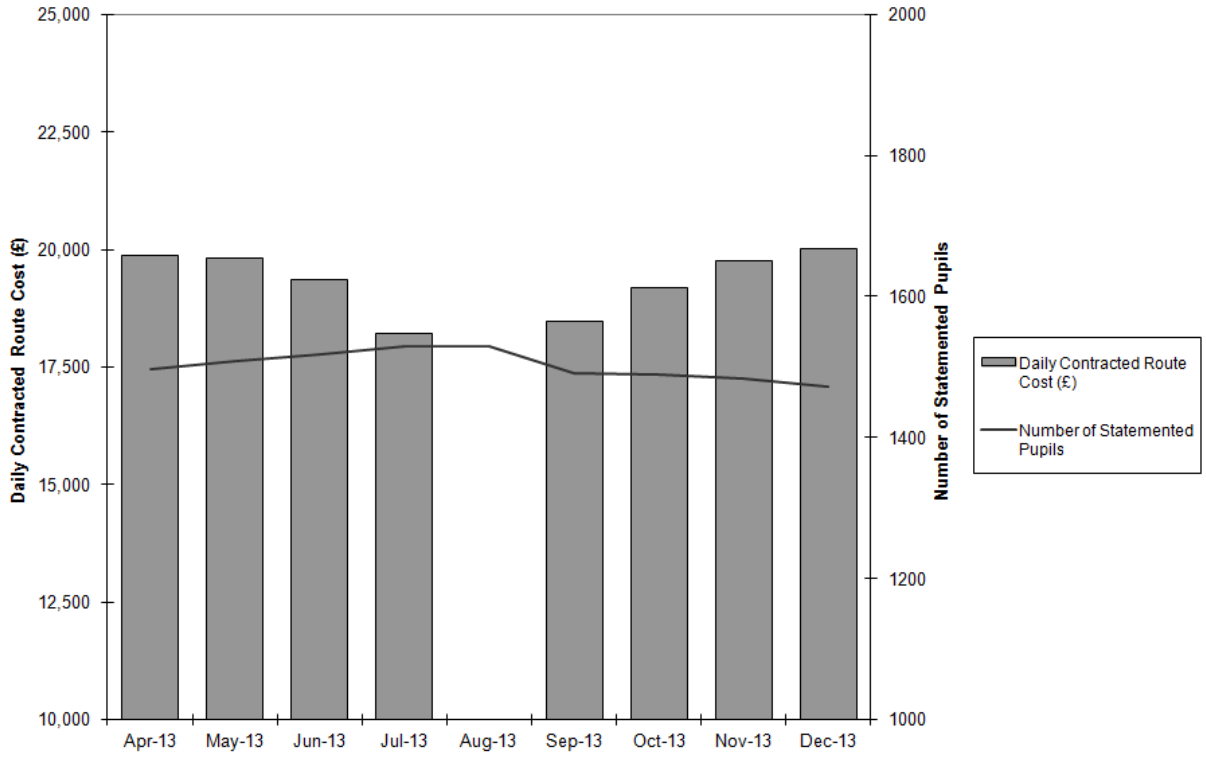
Original Budget	Budget Changes	Current Commitments	Revised Budget	Forecast as Needed	Variance (+ adv / - fav)		
					Variance (As at Month 9)	Variance (As at Month 8)	Change from Month 8
£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
2,010	0	Waste Disposal Levy (Demand-led Tonnage Increases)	2,010	2,439	429	383	46
760	0	SEN Transport	760	1,335	575	569	6
737	(737)	Impact of Welfare Reform on Homelessness	0	0	0	0	0
402	0	Carbon Reduction Commitment	402	375	(27)	(27)	0
217	(217)	Outsourced Leisure Income Streams	0	0	0	0	0
200	0	HS2 Challenge Contingency	200	200	0	0	0
200	0	Heathrow Expansion Challenge Contingency	200	200	0	0	0
30	0	Hillingdon Local Plan	30	30	0	0	0
0	60	Parks Storm Damage	60	60	0	0	0
0	0	Licensing Appeal Legal Costs	0	37	37	32	5
4,556	**(894)**		**3,662**	**4,676**	**1,014**	**957**	**57**

11. The contingency allocation reflects the budgeted projection set by the West London Waste Authority (WLWA) for the impact of the 'Pay as You Throw' (PAYT) scheme. The increase in tonnages has been generally lower than assumed when the levy was set, but the last three months have seen some variations in the usual seasonal trends. The forecast for Month 9 has been revised to a projected underspend against the full contingency of £26k, an adverse movement of £46k compared to Month 8. In addition, Hillingdon's share of the portion of the increase in the Fixed Cost Levy from WLWA due to a correcting base budget adjustment by WLWA of £2.6 million is £455k, which is treated as a call on the general contingency of £489k brought forward from 2012/13.

12. Special Educational Needs (SEN) Transport is an area that has seen significant pressure in the last financial year. The forecast pressure on this budget is now £1,335k, which exceeds the budgeted contingency allocation of £760k by £575k, an adverse movement of £6k compared to Month 8. The overall pressure mainly reflects the increased costs of delivering home to school transport for out-of-borough placements and children with more complex needs. There is an increase in the number of contracted routes operated of 6 routes (3%) compared to December 2012. However, the cost of delivering the current route requirements has increased by 10% over the same period. This reflects the increased need to provide transport on routes to out-of-borough placements requiring greater distances travelled, as well as an increased number of children requiring individual transport due to more complex needs, that could not appropriately be provided on existing routes.

13. The pressure beyond the budgeted contingency allocation of £575k reflects that mitigating actions through policy changes and controls that in the budget were assumed to reduce overall costs by £250k are serving mainly to slow the overall rate of growth in the demographic pressure. There are also additional costs reflecting the transport needs of statemented children that commenced since budget setting for the current financial year of £342k, an adverse movement of £47k compared to Month 8. However, there is a one-off underspend on inter-authority recoupment of £17k, an improvement of £41k compared to Month 8 due to recent changes in recoupment activity.

14. Chart 1 below illustrates the recent trends in SEN transport contracted route costs compared to the overall numbers of statemented pupils that Hillingdon supports.



15. The contingency to cover the impact of changes in Housing Benefit on temporary accommodation was released to the Residents Services operating budget following approval by Cabinet in December 2013.

16. The Carbon Reduction Commitment contingency is for the estimated costs for the requirement to purchase allowances for each tonne of carbon produced by the Council. The actual requirement to purchase allowances under the Carbon Reduction Commitment energy efficiency scheme for 2012/13 was reported to Cabinet in September 2013. An underspend against the contingency of £27k is expected mainly due to the exemption for un-metered supplies continuing in 2013/14, no change compared to Month 8. The contingency requirement also includes the £250k budget for allowances for schools that has been provided for in the schools budget.

17. The remaining Outsourced Leisure Contingency pressure is now included in the base budget position for Planning Green Spaces & Culture following the release of contingency approved by Cabinet in December 2013.

18. The HS2 and Heathrow expansion challenge contingencies provide resources to enable the Council to respond flexibly and effectively to the continuing threat that these infrastructure projects pose to residents. It is currently assumed that these resources will be fully utilised however this will be kept under close review throughout the remainder of the financial year.

19. The examination in public of Part 2 of the Hillingdon Local Plan is forecast to take place during 2014/15, however it is expected that this contingency will be fully utilised.

20. Cabinet in December 2013 approved the release of £60k from the general contingency to cover the costs of necessary works to manage damage from storms during November and December within the borough's parks and open spaces.

21. The Council has recently appealed against a challenge to a licensing decision incurring costs of £37k, an increase of £5k compared to Month 8.

Asset Management (£358k underspend; no change)

22. Cabinet approved the transfer of the non-dwelling shop and garage assets from the Housing Revenue Account (HRA) in September and October 2013 respectively, which provides a forecast net income stream to the General Fund of £675k over the remainder of the current year, no change compared to Month 8.

23. There is a forecast pressure of £280k on maintenance budgets for day to day repairs for both the Civic Centre and outstations around the borough, no change compared to Month 8. In addition, there is a pressure of £37k on the income targets for the Civic Centre due to changes in third party occupation of the Civic Centre estate, no change compared to Month 8.

24. The service is also managing financial risks around the achievement of capital receipts and the delivery of the capital programme, particularly the Primary School Capital Programme. At this stage it is forecast that these risks can be contained within existing budgets.

Education (£1,186k underspend; £18k improvement)

25. The education service has savings items totalling £1,369k included in the 2013/14 budget, which includes savings from the children's pathway project, and are all on track to be delivered.

26. The service continues to experience high staff turnover and vacancies resulting in forecast staffing underspends in the youth service (£140k), the school improvement service (£125k), education welfare (£45k), parent support (£55k), educational psychology (£90k) and the early years' team (£40k), an improvement of £55k compared to Month 8. Many of these posts have been held vacant pending the full implementation of the children's pathway.

27. There is a forecast underspend of £170k on Children's Centres due to the combined impact a more corporate approach to commissioning services from the centres, and continued underspends on staffing and running costs identified in the previous financial year, an adverse movement of £80k compared to Month 8 following a review of the service's contribution to the children's pathway.

28. There is also a forecast underspend of £100k on training for early years providers, continuing the position identified last year but representing an adverse movement of £3k compared to Month 8. There is an underspend of £50k on bought-in support for the School Improvement Service, and an underspend of £230k from the ongoing review of discretionary and central budgets for the service, an improvement of £10k compared to Month 8.

29. In addition, there is a forecast underspend on schools redundancy costs of £60k, as schools are continuing to maintain staffing levels despite the freeze in the funding unit, and the Council has applied strict criteria to the funding of redundancy claims.

30. There is an over-achievement of £81k on income due to additional buy back from schools, an improvement of £36k compared to Month 8.

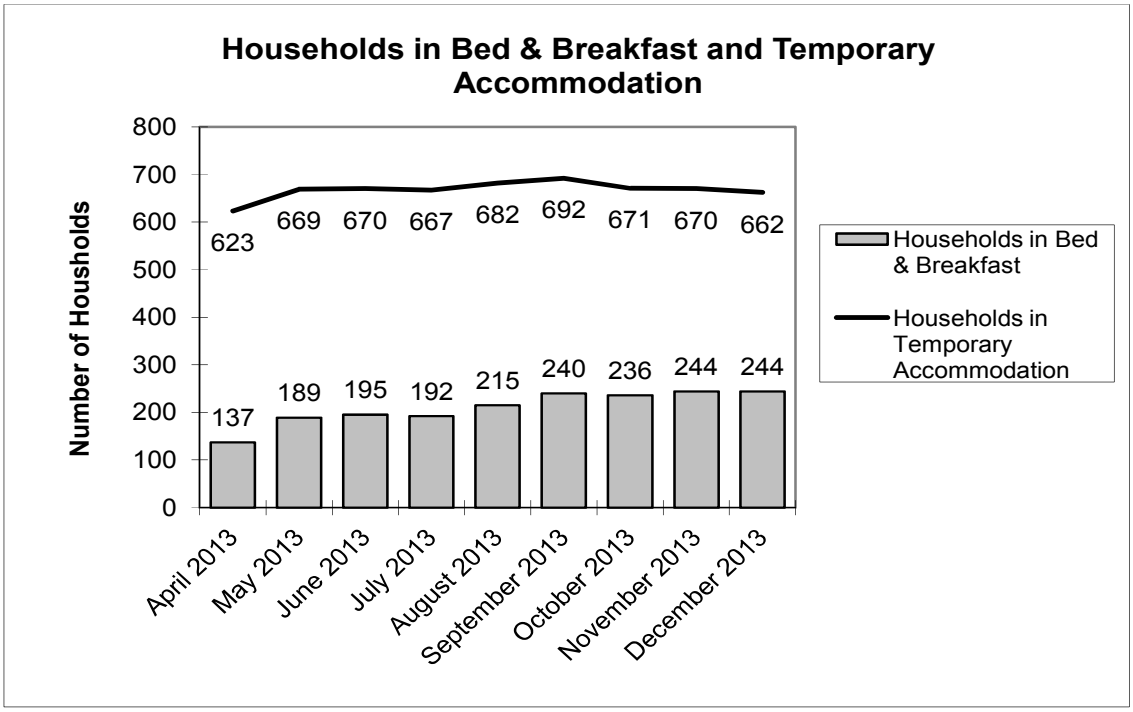
Environmental Policy & Community Engagement (£76k underspend; £29k improvement)

31. The forecast underspend results from the impact of a vacant post within the planning specialists team (£23k), the matching of external grant to budgeted expenditure on town centres (£41k), an improvement of £29k compared to Month 8, and the final allocation of the New Homes Bonus adjustment grant for 2013/14 being £12k greater than assumed at the time of budget setting.

Housing (£1,985k pressure; £187k improvement)

32. The Housing Needs budget is under considerable pressure as a result of increased demand for temporary accommodation and reductions in the supply of Private Sector Leasing (PSL) and other low-cost private rented sector accommodation. Consequently, the Council has had to put people in much more expensive Bed and Breakfast (B&B) accommodation. As a result the Housing Needs budget is projecting an overspend of £1,985k, an improvement of £187k compared to Month 8 due to the downward revision of B&B forecasts by £148k, and other minor operating cost savings of £39k.

33. The pressure from the increase in B&B accommodation accounts for £1,730k of this sum, an improvement of £148k compared to Month 8, due to the impact of increased demand in the system and the share of temporary accommodation provided from this source. The number of households in B&B was 244 at the end of December, no change from November 2013. The trend in B&B households and total households in temporary accommodation over the year is shown in Chart 2 below:



34. On the basis of these numbers the year-end projection of B&B households has reduced as has the expected cost pressure on rates. However, the B&B position is based on overall demand for temporary accommodation being more or less constant and additional properties being available. Various initiatives as previously reported are in progress and on track to achieve this position.

35. There are 662 homeless households in temporary accommodation which is a reduction of 8 households compared to November 2013 but an increase of 31 households compared to March 2013. The risk that the number of households in temporary accommodation could increase by a further 50 to 100 by the end of the financial year is still present and being closely monitored as the winter period traditionally increases demand for accommodation. At this time it is still too early to accurately forecast the effects of welfare reform but this could also exert an upward pressure on the number of households in B&B.

36. There is an upward pressure on rent arrears and the forecast B&B overspend includes a provision for increased bad debt of £294k, no change compared to Month 8. All arrears are being examined to ensure Housing Benefit is awarded and paid for all appropriate claimants. The use of Discretionary Housing Payments (DHP) is also being monitored particularly in respect of cases where welfare reform is moving responsibility for payment of rent to the claimant.

37. There is a landlord incentive estimate of £522k is included in the year end forecast. Expenditure to date is £129k and £69k is assigned to Finder's fee landlords for homelessness prevention in the final quarter of the year. The remaining £324k is available within the estimate for securing Leased properties. The total cost of incentives will be chargeable this year for all properties contracted in the scheme by 31 March 2014. Incentives payable are in the range of £1,000 to £3,500, and whilst the prevention savings equivalent to the expenditure are no longer available in this financial year, the

acquisition of Leased properties this year will have a beneficial effect on the cost of service going forward into 2014/15 and beyond.

38. Historic bad debt charges incurred by properties managed by RSL partners have also been examined and claims lodged with certain partners. Resolution of this issue will be reported at the end of the financial year.

39. The potential also exists for a recharge to the HRA to offset the pressure on homelessness caused by the increased HRA voids arising from a recent legal case. A recharge of £250k is proposed based on voids impacts dating back to the start of the calendar year and is factored into the overall forecast, no change compared to Month 8.

ICT Highways & Business Services (£380k underspend; no change)

40. There is a forecast staffing underspend of £140k in Technical Administration and Business Support, due to the impact of vacant posts that have been held open during the restructuring process for this service, no change compared to Month 8. This service area has also delivered a savings target of £169k included in the 2013/14 budget.

41. There is also an underspend of £40k on Ordnance Survey mapping charges which are being covered directly by the Government, no change compared to Month 8.

42. Income from the London Common Permit Scheme is forecast to exceed the target set by £200k, no change compared to Month 8. The outturn variance for 2012/13 was £369k, however a cautious approach continues to be taken as there is no guarantee that this income stream will be sustained at the current level throughout the year.

Planning Green Spaces & Culture (£532k underspend; £21k improvement)

43. The overall deficit on Golf courses is forecast at £335k, of which £117k was released from contingency following the approval of Cabinet in December 2013, leaving a residual pressure of £218k, no change compared to Month 8. In overall terms this represents an improvement of £124k compared to last year's outturn. There are forecast shortfalls on membership income of £73k and on pay and play and associated income of £86k, no change compared to Month 8, and a forecast overspend on course management costs of £111k, offset by a projected underspend on staffing costs of £52k due to a lower than anticipated call on casual staff, no change compared to Month 8.

44. Significant synergies between existing Council services and Public Health, particularly around sports and leisure provision, have been identified and funding realigned to produce a saving of £555k, no change compared to Month 8.

45. The forecast pressure on building control is £90k, no change compared to Month 8, driven by the budgeted over-recovery of fee income compared to the costs of processing building control applications under the cost recovery model, which is ringfenced to the service.

46. The management agreement with the operator of the Hillingdon Sports & Leisure Centre has now been completed, releasing an ongoing annual contribution for contract monitoring of £30k which is additional income to the service and can be released in the current year, no change compared to Month 8.

47. There is additional income of £55k due to the impact of the rent escalator for Stockley Park golf course, £10k from other leisure rents, and a minor staffing underspend of £21k due to a vacant post in the Events team, an improvement of £2k compared to Month 8.

48. There is a forecast underspend of £20k on gold bursaries to talented athletes which will now be awarded in the next financial year, no change compared to Month 8.

49. Development control income is running ahead of the profiled income target, and a net underspend of £149k is now forecast, an improvement of £19k compared to Month 8. This includes a pressure on the costs of the external contract for processing planning applications of £31k due to increased numbers of applications.

Public Health (nil variance; no change)

50. The responsibility for Public Health transferred into Residents Services in May 2013, and since then an exercise has been undertaken linked to a BID project to review all of the budget assumptions underpinning the allocation of the ringfenced Public Health grant. Within this there are two vacant posts in the Specialist Health Promotion team, producing the staffing underspend of £114k, no change compared to Month 8, and increasing the grant available for allocation by the same amount.

Public Safety (£103k underspend; £28k favourable)

51. There is a projected shortfall of £150k on off-street parking income, no change compared to Month 8, which is attributable to Cedars and Grainges multi-storey car parks in Uxbridge town centre, reflecting the continuation of pressures reported last financial year.

52. There is a forecast overspend of £17k on the imported food service, an adverse movement of £26k compared to Month 8. Income targets for this service are on track to be exceeded by £121k, mainly due to continued strong imports of seasonal fruit and vegetables, an adverse movement of £22k compared to Month 8. However the cost of testing these products increased significantly at the end of last year due to changes in the sampling requirements specified by the European Union for these products, and is forecast to overspend by £138k, an adverse movement of £4k compared to Month 8. This position assumes there are no further changes to the list of 'high risk' products and their sampling frequencies, which are re-issued quarterly, over the remainder of the financial year.

53. New powers to issue licences for scrap metal dealers in the borough approved by Cabinet in November 2013 are forecast to raise £18k in licence fees this year, no change compared to Month 8.

54. The fleet management service has been in a transitional position as the vehicle replacement programme takes effect, and the benefits of this programme are now feeding through. A net underspend of £106k is now reported, as the service is actively managing down maintenance costs as older vehicles are replaced, producing an underspend of £231k, no change compared to Month 8. However in this interim period there remain pressures on contract hire and leases of £125k due to short-term arrangements being put in place while replacement vehicles are procured, no change compared to Month 8. The service is also closely monitoring insurance claims, where there is a greater risk around accidental damage under self-insurance arrangements.

55. Waste Services is currently forecast at a £106k underspend, an improvement of £14k compared Month 8. This is due to a forecast underspend on graffiti removal of £43k, an improvement of £10k compared to Month 8, and additional recycling income of £63k, an improvement of £4k compared to Month 8.

56. There is also a forecast underspend on the funding provided to the Metropolitan Police to cover the costs of the Police Partnership Tasking Team of £40k due to vacancies within the Police service, an improvement of £40k compared to Month 8.

Children's and Young Peoples Services

Revenue (General Fund): £44k underspend (no change)

1. The Children's and Young Peoples Service is projecting an underspend of £44k as at Month 9, no change on the month 8 projections. This consists of an underspend of £196k on Salaries, an adverse movement of £89k on the month 8 projections, an overspend of £394k on non-staffing budgets, an adverse movement of £67k on the month 8 projections, due to an increase in the placements costs and a projected surplus of £241k on income streams, an improvement of £155k on the month 8 projections. The projected variances at Month 9 are summarised in the following table, with more detail provided in the paragraphs below:

Original Budget £'000	Budget Changes £'000	Service		Month 9 Revised Budget £'000	Month 9 Forecast Outturn £'000	% Var	Variance (+ adv / - fav) Variance (As at Month 9 £'000	Variance (As at Month 8) £'000	Change from Month 8 £'000
521	0	Adoption	Salaries	521	586	13%	65	45	20
1,064	(0)		Non-Sal Exp	1,064	1,305	23%	241	298	(57)
(20)	0		Income	(20)	(396)	1880%	(376)	(115)	(261)
1,565	**(0)**		**Sub-Total**	**1,565**	**1,495**	**-4%**	**(70)**	**228**	**(298)**
1,296	1	Children's Homes	Salaries	1,296	1,515	17%	220	225	(6)
2,599	(0)		Non-Sal Exp	2,599	2,838	9%	239	148	91
(912)	(0)		Income	(912)	(610)	-33%	302	187	115
2,983	**0**		**Sub-Total**	**2,983**	**4,408**	**25%**	**760**	**560**	**200**
1,149	(67)	Family Support	Salaries	1,216	1,066	-12%	(150)	(193)	43
1,269	(22)		Non-Sal Exp	1,291	1,289	0%	(2)	(21)	19
(127)	56		Income	(183)	(197)	8%	(14)	(5)	(9)
2,291	**(33)**		**Sub-Total**	**2,324**	**2,332**	**-7%**	**(166)**	**(219)**	**53**
1,420	(1)	Fostering	Salaries	1,421	1,295	-9%	(126)	(133)	7
5,200	(197)		Non-Sal Exp	5,397	5,570	3%	173	231	(58)
(271)	0		Income	(271)	(200)	-26%	71	71	0
6,349	**(198)**		**Sub-Total**	**6,547**	**7,031**	**2%**	**118**	**169**	**(51)**
1,347	61	Other Care	Salaries	1,286	1,392	8%	106	93	13
2,216	(59)		Non-Sal Exp	2,275	1,775	-22%	(500)	(482)	(18)
(518)	(57)		Income	(461)	(486)	5%	(25)	(25)	0
3,045	**(55)**		**Sub-Total**	**3,100**	**3,219**	**-14%**	**(419)**	**(414)**	**(5)**
5,755	(49)	Social Workers	Salaries	5,804	5,513	-5%	(291)	(320)	29
471	4		Non-Sal Exp	467	664	42%	197	121	76
(304)	0		Income	(304)	(456)	50%	(152)	(152)	0
5,922	**(45)**		**Sub-Total**	**5,967**	**5,907**	**-4%**	**(246)**	**(351)**	**105**
1,342	2	Youth Offending	Salaries	1,340	1,320	-1%	(20)	(2)	(18)
43	3		Non-Sal Exp	40	86	115%	46	32	14
(494)	0		Income	(494)	(541)	10%	(47)	(47)	0
891	**5**		**Sub-Total**	**886**	**865**	**-2%**	**(21)**	**(17)**	**(4)**
12,830	(53)	**Children's And Families**	Salaries	12,883	12,687	-2%	(196)	(285)	89
12,862	(272)		Non-Sal Exp	13,134	13,527	3%	394	327	67
(2,646)	(1)		Income	(2,645)	(2,886)	9%	(241)	(86)	(155)
23,046	**(326)**		**Sub-Total**	**23,372**	**23,328**	**0%**	**(44)**	**(44)**	**0**

Adoption Service: £70k underspend (£298k improvement)

2. The Adoption service is projecting an underspend of £70k, an improvement of £298k on the month 8 projections, due to a review of income budgets. In total, the additional cost of Adoption and Special Guardianship Order placements is causing a pressure of £241k, additionally there is an overspend of £65k on staffing costs. This is netted down by the receipt of additional income of £376k, part of which relates to income received from other local authorities for adopters that the Council have recruited, which are being used by another local authority.

Children's Homes (Residential Placements): £760k overspend (£200k adverse)

3. This service is projecting an overspend of £760k, an adverse movement of £200k on the month 8 projections, due to the removal of income totalling £101k that it was assumed would be received from the Health Service, which has not yet materialised and increased costs of residential placements. In terms of the £101k income from the Health Service for one placement that was previously built into the monitoring projections, ongoing discussions are taking place with the Health Service, to provide this level of funding, although historically the Health Service have generally not agreed to fund the cost of placements.

4. The main reasons for the overspend relates to a number of factors:

    - The first is due to the Government grant funded initiative, the Multidimensional Treatment Foster Care (MTFC) programme, where the eligibility criteria set within then grant conditions made it very difficult to convert children to the point where no children have been converted under this programme. This is a national issue. As a result, this has directly impacted on the ability of the service to deliver the £300k saving that it was envisaged would be delivered through this programme. Based on this, it has been agreed that this grant funded programme will cease in its current set up and be replaced with a similar support mechanism which is not constrained by the conditions of the grant. This will be fully operational from 1 April 2014, and will be well placed to deliver the £300k saving target that is in the 2013/14 MTFF proposals in the 2014/15 financial year. The DfE have confirmed that no clawback will be applied in 2013/14 and have agreed that the scheme will end on 31 March 2014. There will therefore be no grant income in 2014/15, which was the last year of the MTFC programme.
    - The service continues to see a rise in the number of Looked After Children being placed in residential accommodation, where there appears to be a recent surge of activity, some of which relates to a number of adolescents requiring more secure accommodation for their safety.

5. Additionally, there is a projected shortfall of £302k in income, which is due to a reduced contribution that will be received from the Dedicated Schools Grant, as the majority of the residential placements that have been converted to more local provision, no longer require a contribution from education.

Family Support: £166k underspend (£53k adverse)

6. The Family Support service is projecting an underspend of £166k, an adverse movement of £53k on the month 8 projections, due to an increase in staffing costs

relating to the appointment of agency staff. The underspend is due primarily to the high level of staff vacancies across this service.

Fostering: £118k overspend (£51k improvement)

7. The Fostering service is projecting an overspend of £118k, an improvement of £51k on the month 8 projections, due to a reduction in the cost of placements. The main reason for the overspend is due to a difference in the actual number of placements when compared to the MTFF projections, where it was assumed that children would be moved from Independent Fostering Agencies to In House foster care placements.

8. Evidence indicates that there has been some success in converting foster carers (a net conversion rate of 13 children over the last two years), however, the MTFF did not take into account that a number of foster care placements are "Long Term Matched" and cannot be moved, leaving a smaller cohort to consider than the MTFF projections were based on. This has resulted in a projected overspend of £173k on the placements budget. This is netted down by an underspend on staffing budgets.

Other Care Services: £419k underspend (£5k improvement)

9. This service is projecting an underspend of £419k,a slight improvement of £5k on the month 8 projections. The underspend is due primarily to the alignment of the Public Health responsibilities, where £468k has been identified and minor reductions in client costs, netted down by an overspend on staffing due to high levels of agency staff being employed and a £65k overspend on legal costs.

Social Workers: £246k underspend (£105k adverse)

10. This service is projecting an underspend of £246k, an adverse movement of £105k on the month 8 projections, due to an increase in client costs. The reason for the underspend is due to the transfer back in house of the Social Work Practice Ltd (SWP) contract, where it was anticipated that the service would need to create a new support structure, which has resulted in an underspend in the salary budgets, as the funds have not been realigned. This has been resolved as part of the Children's Pathway, where the resources available have been taken into account. It is also anticipated that the service will receive additional grant funding of £127k for Social Worker Development training, which has resulted in a planned increase in the expenditure on the delivery of training to the relevant staff.

Youth Offending Service: £21k underspend (£4k improvement)

11. The Youth Offending Service is projecting an underspend of £21k,an improvement of £4k on the month 8 projections. This is due to an increase in income levels, which relates to the carry forward of unspent balances from 2012/13, which are allowed as part of the conditions of grant, netted down by a similar increase in non staffing costs.

Analysis of Placements

12. The following table sets out the number of current placements as at 1 January 2014, and compares the total with the data presented in month 7 based on the October data. The costs identified are based on the current placements and have been annualised

based on the weekly rate. For completeness, a further table includes data on Adoption and Special Guardianship Orders Allowances, as well as other provision:

January 2014 Projections	Projected 13/14 Numbers	%	Annualised Cost £000	Cost %	2013/14 Projected £000	2013/14 Budget £000
Secure/Remand Accommodation	3		204	2%	204	111
Residential – Out of Borough	17	7%	2,646	29%	1,855	1,142
Residential – Joint Funded						479
Residential – Children with Disabilities					705	355
Semi Independent Living	30	13%	919	10%	803	537
Fostering Private – Long Term Matched Panel	24	11%	995	11%		
Fostering Private – Long Term Matched Court Order	3	1%	107	1%		
Fostering Private – Children with Disabilities					91	68
Fostering Private	56	25%	2208	25%	3,492	2,827
In House – Long Term Matched	11	5%	235	3%		
In House	83	37%	1665	19%	1,900	1,950
Total January 2014	**227**	**100%**	**8,978**	**100%**	**9,050**	**7,469**

October 2013 Reported Position	**216**		**8,497**		**8,910**	
Movement Between October and January	**11**		**481**		**140**	

13. To complete the picture the following table provides the age profile of the current placements, based primarily on the school age range definition. The table also includes the figures reported in month 7 as a comparison (it should be noted that the secure accommodation numbers are not included in this table as the placements are very short term in nature):

	Age Range					
Placement	**0-2**	**2-5**	**5-11**	**11-16**	**16+**	**Total**
Private Residential - Out Borough	0	0	2	10	5	**17**
Semi Independent	0	0	0	0	30	**30**
IFA Matched LT-Matched	0	0	0	0	24	**24**
IFA Not Matched	4	1	19	21	14	**59**
In House	10	14	38	22	10	**94**
Total	**14**	**15**	**59**	**53**	**83**	**224**
Percentage Distribution	**5%**	**12%**	**24%**	**29%**	**31%**	**100%**

October 2013 Reported Position	**13**	**18**	**57**	**64**	**62**	
Movement Between October and January	**1**	**-3**	**2**	**-11**	**21**	**224**

14. The analysis of the Adoption Allowances is set out below, although still work in progress:

	Projected 13/14 Numbers	2013/14 Projected £000	2013/14 Budget £000
Adoption Allowances		244	239
Post Adoption Support		168	153
Residence Order Allowances	53	237	270
Special Guardianship Orders Allowances	60	521	289
Other Payments		30	21
Total		**1,200**	**972**

Asylum Service: £1,413k overspend (£37k improvement)

15. The Asylum Service is projecting an overspend of £1,413k,an improvement of £37k on the month 8 projections, due to an increase in the amount of Housing Benefit rental income that will be received and a reduction in planned placement costs, where officers are ensuring that new Asylum Seekers are found the most adequate placement at the best price.

16. The overspend of £1,413k reflects the true running costs of the service in providing support for asylum seeking children, for which the Home Office will provide grant funding of £5,707k to cover the direct costs based on a unit rate for different age children. The following table sets out the position as at month 9:

Original Budget £'000	Budget Changes £'000	Service		Month 9 Revised Budget £'000	Month 9 Forecast Outturn £'000	% Var	Variance (+ adv / - fav) Variance (As at Month 9 £'000	Variance (As at Month 8) £'000	Change from Month 8 £'000
2,965	(332)	Asylum	Salaries	3,297	3,086	-6%	(211)	(226)	15
2,443	(364)		Non-Sal Exp	2,807	4,206	50%	1,399	1,441	(42)
(5,210)	894		Income	(6,104)	(5,879)	-4%	225	235	(10)
198	**198**		**Sub-Total**	**0**	**1,413**	**0**	**1,413**	**1,450**	**(37)**

17. The majority of the costs incurred which are not covered by the Home Office grant relate to support that is provided to children over 18 years of age. Additionally the grant does not pay for the first 25 eligible children. The cost of supporting these children net of any grant, results in the overspend of £1,413k being reported, for which a sum of £1,995k has been set aside in the Corporate Risk Contingency.

18. The following tables provide an analysis of the cost of placements for Asylum Seekers, the age profile and the number of grant claimable clients:

Cost of Placements – Asylum Seekers

Placement Type	Budget	Projected Actual	Variance	Age Profile - Actual			
				Under 16	16 - 18	18 - 21	Over 21
	£	£	£	£	£	£	£
Placement							
Accommodation Rent	922,300	1,508,910	586,610	1,890	360,466	916,862	229,693
In House Fostering	256,300	503,525	247,225	280,021	217,683	5,821	0
Independent Fostering	526,900	825,847	298,947	246,242	523,606	55,999	0
In House Provisions	0	109,200	109,200	0	109,200	0	0
Clients with no placement							
Total Placement Costs Month 9	**1,705,500**	**2,947,483**	**1,241,983**	**528,153**	**1,210,955**	**978,682**	**229,693**
Placement Costs Month 8	**1,705,500**	**2,989,487**	**1,283,987**	**555,637**	**1,225,475**	**978,682**	**229,693**
Movement between December and November		**42,004**		**27,484**	**14,520**	**0**	**0**
Other Related Costs							
Subsistence and Travel		189,274	189,274		26,116	107,330	55,827
Other		19,934	19,934	1,160	1,546	4,097	13,130
Total Other Related Costs	**0**	**209,208**	**209,208**	**1,160**	**27,662**	**111,427**	**68,957**
Other Related Costs Month 8		209,083		1,110	27,587	111,427	68,957
Movement between December and November		-125		-50	-75	0	0

19. The table above indicates that the cost of placements is projected to be £2,947k, which funds 292 clients. Of these, 87 are non grant claimable clients, the analysis of these is set out in the following table:

	Under 16	16 - 18	18 - 21	Over 21	Total
Naturalised	1	0	6	7	14
Exhausted All Appeals			18	6	24
Heathrow Child	4	1	1		6
Any Other Reason	1	18	13	11	43
Total Non Claimable	6	19	38	24	87

20. The definition for each category is set out below:

- Naturalised - this relates to children that have become British Citizens and no longer are treated or funded as Asylum Seekers. For all intents and purposes they would be treated as any other Looked After Child.

- Exhausted All Appeals - These are not Asylum Seekers, but in order to be able to return them to their place of origin, the Council will need to undertake a Human Rights Assessment.

- Heathrow Child - This relates to children that on entry to the UK are accompanied by an adult, but soon after the adult is no longer traceable or able to support the child.

- Any Other Reason - This relates to a range of circumstances; Age Assessed Children where on entry to the UK, it is unclear what age they are and children that are placed with a relative soon after entry to the UK.

Risk Contingency

21. The Corporate Risk Contingency holds two budgets; one relating to growth in Looked After Children placement numbers (£781,000) and the other relating to a provision for the shortfall in grant funding for the Asylum service (£1,995,000). The following table sets out the estimated draw down of these:

			Month 9			Variance (+ adv / - fav)		
Original Budget £'000	Budget Changes £'000	Current Commitments	Revised Budget £'000	Forecast Outturn £'000	% Var	Variance (As at Month 9) £'000	Variance (As at Month 8) £'000	Change from Month 8 £'000
781	0	Social Care Demographic Growth Pressure	781	781	0%	0	0	0
1,995	0	Asylum Funding Shortfall	1,995	1,413	-29%	(582)	(545)	(37)
2,776	**0**	**Sub-Total**	**2,776**	**2,231**	**-21%**	**(582)**	**(545)**	**(37)**

ADULT SOCIAL CARE (£110k saving, £17k favourable variance)

The Month 9 revenue budget forecast for 2013/14 shows a projected underspend of £110k against budget, representing a £17k favourable movement from the Month 8 position and reflecting some levelling off of pressure on placements as a continuing impact of the management action and further vacancy savings arising from slippage in recruiting to posts. This is after contributing £102k to the BID savings for the current year. Within this position is a pressure of £328k is due to slippage in the day centre reconfiguration as a result of the judicial review.

Table 1: Adult Social Care Operating Budgets

Original Budget	Budget Changes	Service		Month 9 Revised Budget	Month 9 Forecast Outturn	% Var	Variance (+ adv / - fav) Variance (As at Month 9)	Variance (As at Month 8)	Change from Month 8
£'000	£'000			£'000	£'000		£'000	£'000	£'000
6,431	(14)	Older People	Salaries	6,417	5,925	-7.7%	(492)	(520)	29
23,572	453		Non-Sal Exp	24,025	25,523	6.2%	1,498	1,458	40
(8,977)	0		Income	(8,977)	(10,200)	13.6%	(1,223)	(1,221)	(2)
21,026	**439**		**Sub-Total**	**21,465**	**21,248**	**-1.0%**	**(217)**	**(283)**	**66**
1,612	42	Physical & Sensory Disability	Salaries	1,654	1,469	-11.2%	(185)	(176)	(9)
6,726	190		Non-Sal Exp	6,916	7,034	1.7%	118	211	(93)
(592)	(0)		Income	(592)	(606)	2.4%	(14)	(6)	(9)
7,746	**232**		**Sub-Total**	**7,978**	**7,896**	**-1.0%**	**(82)**	**29**	**(111)**
5,882	(358)	Learning Disability	Salaries	5,524	5,140	-6.9%	(384)	(373)	(11)
21,157	1,753		Non-Sal Exp	22,910	23,836	4.0%	926	908	18
(6,281)	1,018		Income	(5,263)	(4,680)	-11.1%	583	566	16
20,758	**2,413**		**Sub-Total**	**23,171**	**24,296**	**4.9%**	**1,125**	**1,102**	**23**
1,526	31	Mental Health	Salaries	1,557	1,409	-9.5%	(148)	(163)	15
4,889	0		Non-Sal Exp	4,889	5,132	5.0%	243	198	44
(400)	0		Income	(400)	(441)	10.4%	(42)	(6)	(36)
6,015	**32**		**Sub-Total**	**6,047**	**6,099**	**0.9%**	**53**	**30**	**23**
2,322	(516)	Social Care Directorate	Salaries	1,806	1,639	-9.3%	(167)	(151)	(17)
(1,724)	(588)		Non-Sal Exp	(2,312)	(3,127)	35.2%	(815)	(812)	(3)
(650)	650		Income	0	(9)		(9)	(9)	0
(52)	**(454)**		**Sub-Total**	**(506)**	**(1,497)**	**196.0%**	**(991)**	**(971)**	**(20)**
17,773	(815)	**Adult Social Care**	Salaries	16,958	15,582	-8.1%	(1,376)	(1,383)	7
54,620	1,808		Non-Sal Exp	56,428	58,397	3.5%	1,969	1,963	6
(16,900)	1,669		Income	(15,232)	(15,938)	4.6%	(706)	(675)	(31)
55,493	**2,662**		**Total**	**58,155**	**58,042**	**-0.2%**	**(110)**	**(93)**	**(17)**

57. The disaggregation of the contingency for Adult Social Care clients this year continues to provide a more transparent view of the demographic pressures on different client groups. The Month 9 forecast for each client group shows a number of variances from the budgeted contingency, however the net effect is that the forecast assumes the full use of contingency available to the department as shown in table 2 below.

58. December Cabinet approved the draw down £2,589k in respect of transitional children contingency for clients that have transferred prior to April 2013 and this is reflected in the table 2 below. The budget has been allocated £233k to Physical Disabilities and £2,356k to Learning Disabilities.

Table 2: Adult Social Care Contingency

Original Budget	Budget Changes	Current Commitments	Revised Budget	Forecast as Needed	Variance (+ adv / - fav)		
					Variance (As at Month 9)	Variance (As at Month 8)	Movement from Month 8
£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
3,814	(2,589)	Transitional Children (Demographic)	1,225	1,225	0	0	0
1,500	0	BID Staffing Structure Review	1,500	1,500	0	0	0
3,997	0	Older People's Services (Demographic)	3,997	4,492	495	495	0
1,226	0	Physical Disability (Demographic)	1,226	1,059	(167)	(167)	0
896	0	Learning Disability Service (Demographic)	896	692	(204)	(204)	0
1,558	0	Mental Health Service (Demographic)	1,558	1,434	(124)	(124)	0
12,991	**(2,589)**		**10,402**	**10,402**	**0**	**0**	**0**

59. The pressure to support older people to living in the community continues to be contained as a result of proactive management action in regard to hospital discharges, close monitoring of the care offer made to clients through the Access service and the involvement of Skylakes in reviews. This has enabled the forecast spend profile for the rest of the financial year to be reduced. This will continue be kept under close review through the 'winter pressures' period.

60. For the Physical and Sensory Disability Service the improvement of £93k in forecast in respect of non- staffing budgets is across community based services.

61. For Learning Disability Services there has been a small increase in the salaries underspend as a result of continuing vacancies and a small adverse change on non-staffing.

62. In Mental Health services there has been a minor overall adverse change. The staffing forecast increase is due to two temporary posts that are being funded by Health, with the Health funding reflected in the increased income figure.

63. Social Care Directorate shows a small increase in the forecast underspend on staffing as a consequence of delayed recruitment.

64. For all services the pressure on services to clients continues to be partially offset by increased client contributions and underspends on staffing costs.

65. As previously reported, the delay that resulted from the Judicial Review challenge to the council's decision to close Day Centres at Parkview and Woodside has impacted on the delivery of £328k savings from both the closure and associated client transport costs. The new resource centre at Queenswalk is now expected to become available from August 2014.

66. Efficiency savings from aligning Public health responsibilities and objectives with all aspects of Council services and activities that benefit health produce in year savings of £776k within Adult Social Care, as previously reported.

Appendix B – Other Funds

Schools Budget

1. The Schools Budget is ringfenced and funded from the Dedicated Schools Grant (DSG), and covers a range of services directly linked to schools. The majority of the DSG is delegated to maintained schools (£115.8 million), with the remainder (£30.0 million) being retained by the Council. The rules applying to the DSG allow for any surplus and deficit balances to be carried forward into the next financial year, for both schools delegated budgets and the centrally retained DSG element (decisions on how this is used lie with the Schools Forum). It should be noted that the Schools Budget is completely separate to the General Fund and no interaction between these two funds is allowable.

2. The forecast movement on the DSG central reserve carried forward for 2013/14 is summarised in the following table:

Original Budget	Budget Changes		Month 9		% Var	Variance (+ adv / - fav)		
			Revised Budget	Forecast Outturn		Variance (As at Month 9)	Variance (As at Month 8)	Change from Month 8
£'000	£'000		£'000	£'000		£'000	£'000	£'000
(171,267)	25,415	DSG Income	(145,852)	(145,852)	0%	0	0	0
171,283	(55,463)	Delegated to Schools	115,820	114,666	-1%	(1,154)	0	(1,154)
(16)	2,455	Early Years	2,439	1,452	-40%	(987)	(2,151)	1,164
	5,032	Schools (Retained)	5,032	4,544	-10%	(488)	(340)	(148)
	22,561	SEN	22,561	22,096	-2%	(465)	19	(484)
0	**0**	**Total Schools Budget**	**0**	**(3,094)**		**(3,094)**	**(2,472)**	**(622)**
(709)	0	Balances b/fwd 01/04/13	(709)	(709)		0	0	0
(709)	**0**	**Balances c/fwd 31/03/14**	**(709)**	**(3,803)**		**(3,094)**	**(2,472)**	**(622)**

3. The underspend of £3,094k is due primarily to an underspend of £2,091k on the two year old free entitlement offer, where the take up is less than the number of places on offer, no change compared to Month 8. This is considered to represent a reasonable projection for the year-end position on these budgets given the expected level of take-up.

4. There is an underspend on joint funded placements of £555k, an improvement of £135k compared to Month 8, where action taken by the local authority to place children nearer to home has resulted in a significant decrease in the numbers placed in residential placements, where to date, there are only 8 pupils being funded. There is a further underspend of £237k on staffing, no change compared to Month 8.

5. The other major variances across the budget are net underspends of £187k on fees at independent schools, an improvement of £377k compared to Month 8 due to a decrease in the projected growth in the number of statemented children, as shown in Chart 1 in

Appendix A above, and an overspend of £69k on Education Other Than at School, an improvement of £41k compared to Month 8.

6. In year over or underspends are allowed to be carried forward within the DSG central reserve. At the end of the 2012/13 financial year, the DSG central reserve had a surplus balance of £709k. This is forecast to be increased by the in-year underspend of £3,094k, to a projected reserve level of £3,803k as at 31 March 2014, an improvement of £622k compared to Month 8.

Parking Revenue Account

7. The Parking Revenue Account is established to govern the use of income from Penalty Charges Notices (PCNs), together with other on-street parking income streams, in accordance with Section 55 of the Road Traffic Regulation Act 1984.

Original Budget	Budget Changes		Month 9		% Var	Variance (+ adv / - fav)		
			Revised Budget	Forecast Outturn		Variance (As at Month 9)	Variance (As at Month 8)	Change from Month 8
£'000	£'000		£'000	£'000		£'000	£'000	£'000
(4,387)	0	Income	(4,387)	(3,815)	-13%	572	533	39
4,295	0	Expenditure	4,295	3,975	-7%	(320)	(281)	(39)
(92)	**0**	**In year Surplus / Deficit**	**(92)**	**160**	**-274%**	**252**	**252**	**0**
(67)	0	Unallocated Balances b/fwd 01/04/13	(67)	(67)		0	0	0
(159)	**0**	**Unallocated Balances c/fwd 31/03/14**	**(159)**	**93**		**252**	**252**	**0**

8. An in-year deficit of £160k is forecast for the 2013/14 financial year, no change compared to Month 8. There is a total forecast shortfall of income of £572k, mainly reflecting the continued lower level of Penalty Charge Notice (PCN) income relative to the historic income target. This includes a one-off shortfall of £213k as the new parking enforcement contractor in place from August 2013 has not been able to immediately maintain PCN income at the levels achieved by the previous contractor, an adverse movement of £39k compared to Month 8 due to continued lower performance. The income pressure is offset by compensating savings totalling £412k, from the enforcement contract (£210k), an improvement of £25k compared to Month 8, and various staffing and non-pay budgets (£110k), an improvement of £14k compared to Month 8, as well as the budgeted surplus of £92k.

Collection Fund

9. The collection of local taxes is managed through the Council's Collection Fund, in order to avoid short-term volatility in income impacting on provision of services. The latest forecast surplus has been factored into budget setting for 2014/15, with £3,610k to be released to the General Fund in 2014/15. Any further movement in the Collection Fund position will impact upon the 2015/16 revenue budget.

Original Budget	Budget Changes		Month 9		Variance (+ adv / - fav)		
			Revised Budget	Forecast Outturn	Variance (As at Month 9)	Variance (As at Month 8)	Movement from Month 8
£'000	£'000		£'000	£'000	£'000	£'000	£'000
(112,926)	0	Gross Council Tax Income	(112,926)	(114,126)	(1,200)	(1,200)	0
15,605	0	Council Tax Reduction Scheme	15,605	15,605	0	0	0
(480)	0	Balance b/fwd	(480)	(2,890)	(2,410)	(2,410)	0
(97,801)	**0**	**Net Council Tax Income**	**(97,801)**	**(101,211)**	**(3,610)**	**(3,610)**	**0**
(99,398)	0	Gross NNDR Income	(99,398)	(99,398)	0	0	0
58,027	0	Less: Tariff	58,027	58,027	0	0	0
(60)	0	Less: Levy	(60)	(60)	0	0	0
(41,431)	**0**	**Net NNDR Income**	**(41,431)**	**(41,431)**	**0**	**0**	**0**

10. Taking account of new developments coming on stream within the Borough, the year end reported surplus on gross Council Tax income is expected to reach £1,200k, with no movement declared from the position at Month 8. The cost of reliefs being awarded under the Council Tax Reduction Scheme continues to remain consistent with budget assumptions, and there has been no adverse movement on collection rates from Month 8.

11. In addition to this in-year surplus, a surplus of £2,410k was reported for 2012/13 due to limited volatility around exemptions during the fourth quarter of the year and lower than anticipated requirement for bad debt provision. This sum can be added to the in-year position to release £3,610k to the General Fund in 2014/15.

12. While a breakeven position continues to be reported on NNDR income for 2013/14, a number of properties have been removed from the ratings list resulting in a backdated loss of income which could result in a deficit of up to £900k being reported at outturn. The majority of these movements relate to Heathrow Airport and it is expected that compensatory movements will be actioned by the Valuation Office Agency in the short-term, thus off-setting the pressure.

Appendix C – Housing Revenue Account

1. The Housing Revenue Account (HRA) is forecast to generate an in-year operating surplus (before capital contributions which will be determined at the end of the financial year) of £4,870k, which is £4,822k above budget, an improvement of £2,630k compared to Month 8. The surplus is mainly due to a reduction in the major works programme (£4,660k), lower management costs (£934k) and a reduced forecast call on contingency (£557k), offset by a reduction in rent income (£1,329k).

Table 1: HRA Overview 2013/14

Original Budget	Budget Changes		Month 9		% Var	Variance (+ adv / - fav)		
			Revised Budget	Forecast Outturn		Variance (As at Month 9)	Variance (As at Month 8)	Change from Month 8
£'000	£'000		£'000	£'000		£'000	£'000	£'000
10,537	1,260	Housing Management	11,797	10,915	-7%	(882)	(850)	(32)
12,341	(1,033)	Repairs & Maintenance	11,308	11,308	0%	0	146	(146)
17,838	(162)	Major Works	17,676	13,016	-26%	(4,660)	(2,761)	(1,899)
1,357	0	Development & Risk Contingency	1,357	800	-41%	(557)	0	(557)
15,307	(65)	Interest & Investment Income	15,242	15,190	0%	(52)	(52)	0
57,380	**0**	**Sub-total Normal Activities**	**57,380**	**51,229**	**-11%**	**(6,151)**	**(3,517)**	**(2,634)**
	0	Exceptional items:	0	0		0	0	0
57,380	**0**	**Total Net Expenditure**	**57,380**	**51,229**	**-11%**	**(6,151)**	**(3,517)**	**(2,634)**
(57,428)	0	Rental Income	(57,428)	(56,099)		1,329	1,325	4
(48)	**0**	**Net Total**	**(48)**	**(4,870)**		**(4,822)**	**(2,192)**	**(2,630)**
(20,213)	0	Balances b/fwd 01/04/13	(20,213)	(20,213)		0	0	0
(20,261)	**0**	**Balances c/fwd 31/03/14**	**(20,261)**	**(25,083)**		**(4,822)**	**(2,192)**	**(2,630)**

2. The Housing Management budget is showing an underspend of £882k, an improvement of £32k compared to Month 8. There are underspends of £231k due to staffing savings from vacant posts pending restructuring proposals, an improvement of £32k compared to Month 8, £275k from savings on the costs of the Hayes Area Office, additional income on chargeable items totalling £323k, and other minor savings of £53k.

3. The Repairs and Maintenance budget is projected to break even, an improvement of £146k compared to Month 8. An overspend of £146k has been identified within day-to-day and voids repairs budgets following a review of activity, no change compared to Month 8, together with a £99k increase in compensation awards to tenants, which is planned to be offset by utilising an earmarked reserve for void repairs of £245k. A management contract has been agreed with Mears Limited in respect of this service and

discussions on the use of various systems to manage the finances of the overall process are in progress with ICT and Mears.

4. The Major Works budget is projected to underspend by £4,660k, which is an improvement of £1,899k compared to Month 8. The current estimate reflects the cost of the overall Works to Stock programme for 2013/14 and includes cost reductions identified in a review of the programme. Slippage is likely to occur this year with a balance to be carried forward in the Major Repairs Reserve to finance the position which will be agreed at year end. Additional Revenue contributions to fund the capital programme are also being examined and are likely to be needed this financial year particularly in respect of a planned affordable housing programme agreed under the one-for-one programme as part of the reinvigorated Right-to-Buy (RTB) regulations. The effects of a reduced programme of major works are currently being evaluated but initial estimates show an under recovery of capital recharge fees for asset management of approximately £611k due to the lower levels of activity in the revised programme.

5. The HRA contingency was set to include provision against the transformation savings target of £480k and an increased provision for doubtful debts of £877k in view of the potential impact effects of welfare reforms. The transformation target savings are likely to be over delivered in 2013/14 and the contingency is no longer deemed necessary this year. However, there remains only limited information on the effects of welfare reform and the contingency forecast includes £200k for under-occupancy tenants where pressure is being experienced. The existing rent system controls continue to be examined and the provision for doubtful debts policy is also being revised to bring it into line with the policy in use elsewhere in the Council.

6. Rental income is showing an overspend of £1,329k against a target of £57.4 million, an adverse movement of £4k compared to Month 8. The shortfall is mainly due to the loss of income of £826k following the agreed transfer of commercial shop properties and garages to community assets, no change compared to Month 8, £295k from a higher reduction in the number of dwellings through the RTB scheme, from 45 dwellings assumed in the budget to a latest forecast of 108 dwellings, no change compared to Month 8, and £208k from void properties due to a backlog in repairs, an adverse movement of £4k compared to Month 8. Void properties are being released from repairs under an agreed plan and total Void charges for the year continue to be re-assessed to ensure any processing backlog has been correctly reported.

7. Short life properties are being examined and target dwellings identified in long term and standard voids which have been either earmarked for development or are hard to let. In addition flats above shops are being attached to the scheme when they become available and the Home Release incentive programme for under-occupancy is being targeted towards Temporary Accommodation needs wherever possible. There are currently 47 units in the scheme and an additional 50 units - 25 in January and 25 in February are planned.

Appendix D – CAPITAL PROGRAMME

1. Table 1 sets out the latest forecast outturn on the current General Fund capital programme. Forecasts for future years include live capital projects and programmes of works as included in the draft programmes for 2013/14 to 2015/16 reported to Cabinet and Council in February 2013.

2. Year to date General Fund Capital Expenditure has reached £53,032k, representing 63% of forecast outturn. A significant proportion of the capital programme is for school expansions, in particular Phase 2 which is now in the construction stage and hence is increasing its monthly expenditure profile. The forecast spend on School Expansions and New Builds is £47,402k for 2013/14 which represents 56% of the total spend.

Table 1 – General Fund Capital Programme

	2013/14 £'000	2014/15 £'000	2015/16 £'000	Total Month (09) £'000	Total Month (08) £'000
Original Budget Total GF capital programme	130,779	63,141	17,803	**211,723**	**211,723**
Revised Budget excluding contingency (main prog.)	107,366	102,360	22,372	**232,097**	**231,519**
Actual Expenditure Year to Date	53,032	0	0	**53,032**	**43,702**
Forecast Outturn	84,023	103,572	22,446	**210,041**	**210,031**
	-23,343	1,212	74	**-22,057**	**-21,488**
Variance By Service:					
Asset Management (Table 2)	-3,386	-2,500	0	**-5,886**	**-5,911**
Education (Schools Expansions – Table 3)	-13,246	294	74	**-12,878**	**-12,878**
Education (Other – Table 4)	-551	441	0	**-110**	**-110**
Environmental Policy & Community Engagement (Table 5)	-969	954	0	**-16**	**0**
Housing General Fund (Table 6)	-2,350	1,099	0	**-1,251**	**-740**
ICT Highways and Business Services (Table 7)	-2,146	106	0	**-2,040**	**-1,943**
Planning, Green Spaces & Culture (Table 8)	-186	66	0	**-119**	**-124**
Public Safety (Table 9)	-510	753	0	**243**	**218**
Adult Social Care Services	0	0	0	**0**	**0**
Total Main Programme Variance	-23,343	1,212	74	**-22,057**	**-21,488**
Analysis of Main Programme Variance:					
Cost Variance	-19,699	-2,432	74	**-22,057**	**-21,488**
Projected Re-phasing	-3,644	3,644	0	**-0**	**0**
	-23,343	**1,212**	**74**	**-22,057**	**-21,488**
Council Resourced Variance	-21,101	-2,228	1,273	**-22,057**	**-21,488**
External Grants & Contributions Variance	-2,241	3,440	-1,199	**0**	**0**
Total Main Programme Variance	**-23,342**	**1,212**	**74**	**-22,057**	**-21,488**
Contingency Variance (Council Resourced):	-937	-1,500	-1,500	**-3,937**	**-3,937**
Total Capital Programme Variance	**-24,278**	**-288**	**-1,426**	**-25,992**	**-25,425**
Total Month 8	**-22,355**	**-1,570**	**-1,500**	**-25,425**	

3. The revised budget for 2013/14 has increased by £578k from Month 8 due partly to £537k schools' contributions to Devolved Formula Capital projects and Building Conditions projects. There has also been an allocation of £41k Section 106 monies to Highways projects following approval by the Leader and Cabinet Member for Finance, Property and Business Services.

4. The main internally funded programme shows a net favourable variance of £22,057k. Details of cost variances by scheme for each service are shown below. In addition there is £3,937k remaining in unallocated contingency funds over three years.

5. The forecast outturn for 2013/14 has reduced by £1,346k from Month 8 and this is largely due to further slippage on various projects detailed further below. There is no further slippage reported on the Schools Expansions Programme which remains on target to deliver new school places within planned timescales.

6. There is an identified need to increase the number of roads covered by the Highways Structural Works programme which requires a further £1,500k capital investment. The Schools Expansions Programme is currently forecasting a significant under spend and therefore the funds will be re-allocated to Highways with no impact on delivery of the Schools Programme, reducing the forecast under spend to £11,378k.

7. Details of the capital programme performance by service are provided in the following paragraphs.

Residents' Services

Asset Management

8. Table 2 below sets out the current position of the capital programme for Asset Management:

Table 2

Service Area Cost Variance Analysis	2013/14 £'000	2014/15 £'000	2015/16 £'000	Total Month (09) £'000	Total Month (08) £'000
Asset Management:					
Revised Budget	5,740	4,085	600	**10,426**	**10,426**
Actual Expenditure Year to Date	281	0	0	**281**	**276**
Forecast Outturn	2,355	1,585	600	**4,540**	**4,515**
Forecast Variance	-3,386	-2,500	0	**-5,886**	**-5,911**
Analysis of Variance by Scheme					
South Ruislip Development - Plot B	-1,206	-2,500	0	**-3,706**	**-3,706**
Civic Centre CHP & Energy Savings Projects	-1,621	0	0	**-1,621**	**-1,621**
Property Works Programme	-343	0	0	**-343**	**-343**
South Ruislip Development - Plot A	-175	0	0	**-175**	**-200**
HRD Health & Safety Works	-40	0	0	**-40**	**-40**
Total Cost Variances	**-3,386**	**-2,500**	**0**	**-5,886**	**-5,911**
Projected Re-phasing	0	0	0	**0**	**0**
Total Variance	**-3,386**	**-2,500**	**0**	**-5,886**	**-5,911**
Month 8 Variance	-3,411	-2,500	0	**-5,911**	

Under Spends

9. An under spend of £5,886k is forecast on the following schemes:

10. South Ruislip Development Plot B – this project to build flats for sale is not proceeding as the site has been removed from the disposals programme, reflected in a reduced capital receipts forecast.

11. Civic Centre CHP & Energy Savings Projects – the strategy for investing in energy saving projects is under review and there are no current plans to utilise this budget.

12. Property Works Programme – an under spend of £343k is forecast based on the current unallocated budget.

13. South Ruislip Development Plot A – the forecast under spend is £175k which is a movement of £25k from Month 8 because there have been additional minor works required for two flats.

14. HRD Health & Safety Works – the works were completed earlier in the financial year resulting in a £40k under spend.

Other Schemes

15. Although year to date expenditure represents only 12% of forecast outturn this is expected to accelerate between now and financial year end because Queenswalk Development construction works commenced on site in December and contract payments estimated at £1,673k will be made over the next three months. The site is expected to be transferred to the service in July 2014 and become operational shortly thereafter.

Education (Schools Expansions Programme)

16. Table 3 below sets out the current position of the capital programme for the Schools Expansions & New Build programme:

Table 3

Service Area Cost Variance Analysis	2013/14 £'000	2014/15 £'000	2015/16 £'000	Total Month (09) £'000	Total Month (08) £'000
Education (Schools Expansions Programme):					
Revised Budget	60,648	60,893	6,069	**127,610**	**127,610**
Actual Expenditure Year to Date	31,966	0	0	**31,966**	**25,770**
Forecast Outturn	47,402	61,187	6,143	**114,732**	**114,732**
Forecast Variance	-13,246	294	74	**-12,878**	**-12,878**
Analysis of Variance by Scheme					
Primary Schools Expansions Phase 1	10	1,000	0	**1,010**	**1,010**
Primary Schools Expansions Phase 1A Temporary	-493	0	0	**-493**	**-493**
Primary Schools Expansions Phase 2	-8,463	-1,314	0	**-9,777**	**-9,777**
Primary Schools Expansions Phase 2A Temporary	44	0	0	**44**	**44**
Primary Schools Expansions Phase 3	0	-74	74	**0**	**0**
Primary Schools Expansions New Build	-2,224	-1,437	0	**-3,661**	**-3,661**
Total Cost Variances	**-11,126**	**-1,825**	**74**	**-12,878**	**-12,878**
Projected Re-phasing	-2,120	2,120	0	**0**	**0**
Total Variance	-13,246	294	74	**-12,878**	**-12,878**
Month 8 Variance	-13,246	369	0	**-12,878**	

Cost Pressures

17. Primary Schools Expansions – Phase 1. There is a forecast £1,010k over spend due to increased costs for Whitehall Infants & Junior Schools which is expected to be complete by April 2014. Officers remain in negotiation with the contractor with the view to bring costs down.

18. Primary Schools Expansions – Phase 2A temporary. Due to the poor performance of the contractor on these projects the contract was terminated and new contractors employed. The likely over spend is estimated to be £44k.

Under Spends

19. Primary Schools Expansions – Phase 1A temporary. The current forecast is an under spend of £493k after final accounts have been agreed. This is largely to do with identified savings on Rosedale school.

20. Primary Schools Expansions – Phase 2. The largest element of the under spend variance is the Expansion programme Phase 2 which could have a potential surplus against budget of up to £9.8 million. This is due to the contract awards achieving a lower price than originally anticipated during the feasibility and design stage of the projects. Constructors are now on site and works are progressing, however at this stage there may still be unforeseen issues that could reduce this favourable position moving forward.

21. There have been eight week delays on the works at Pinkwell and Rosedale schools and the contractor is under instructions to recover the lost time. There is also a 12 week delay at Wood End school with risk of further slippage as a result. These schools are still expected to be ready in time for the new intake in September 2014 but contingency plans are in place due to the delays.

22. Primary Schools Expansions – Phase 3. There is a forecast under spend on the New Build element (Phase 3) of the Schools programme, which is mainly due to a £3,000k budget which is uncommitted and was intended to provide capacity to expand the phase by a further Form of Entry.

23. The tender returns for the John Locke Academy and Lake Farm developments are £661k below budget. Works commenced on site in October and are progressing well for completion on schedule by September 2014.

Projected Re-phasing

24. Although over the life of the programme the forecast is an overall under spend of £12,878k, this includes £2,120k further re-phasing to reflect the latest cash flow projections on Phase 2 projects.

25. More detailed information on the progress of the Primary Schools Capital Programme can be found in the Schools Update report included in these Cabinet papers.

Education (Other)

26. Table 4 below sets out the current position on Education services excluding the Schools Expansion programme:

Table 4

Service Area Cost Variance Analysis	2013/14 £'000	2014/15 £'000	2015/16 £'000	Total Month (09) £'000	Total Month (08) £'000
Education (Other Schemes):					
Revised Budget	4,208	4,460	1,535	**10,203**	**9,665**
Actual Expenditure Year to Date	2,582	0	0	**2,582**	**1,776**
Forecast Outturn	3,657	4,901	1,535	**10,093**	**9,555**
Forecast Variance	-551	441	0	**-110**	**-110**
Analysis of Variance by Scheme					
Ruislip High School Expansion	-95	0	0	**-95**	**-95**
Children's Centres - Phase 3	-15	0	0	**-15**	**-15**
Total Cost Variances	**-110**	**0**	**0**	**-110**	**-110**
Projected Re-phasing	-441	441	0	**0**	**0**
Total Variance	-551	441	0	**-110**	**-110**
Month 8 Variance	-110	0	0	**-110**	

Under Spends

27. Ruislip High School Expansion – final accounts have been agreed and this is resulting in a forecast under spend of £95k.

28. Children's' Centres – an under spend of £15k has arisen on completion of sites under Phase 3 sites.

Other Schemes

29. Urgent Building Condition Projects – an estimated £419k slippage is now forecast on the Building Conditions programme. Schools' revenue contributions for works at Abbotsfield Secondary and Hedgewood School are not included in this and will be spent this financial year. Officers are reviewing projected costs of this programme which will be reflected in future forecasts for 2014/15.

Environmental Policy & Community Engagement

30. Table 5 sets out the current position on the Environmental Policy & Community Engagement programme:

Table 5

Service Area Cost Variance Analysis	2013/14 £'000	2014/15 £'000	2015/16 £'000	Total Month (09) £'000	Total Month (08) £'000
Environmental Policy & Community Engagement:					
Revised Budget	9,587	7,353	4,573	**21,513**	**21,463**
Actual Expenditure Year to Date	4,829	0	0	**4,829**	**4,704**
Forecast Outturn	8,617	8,307	4,573	**21,497**	**21,463**
Forecast Variance	-969	954	0	**-16**	**0**
Analysis of Variance by Scheme					
Chrysalis Programme	-500	500	0	**-0**	**0**
Road Safety	-15	0	0	**-15**	**0**
Total Cost Variances	**-515**	**500**	**0**	**-15**	**0**
Projected Re-phasing	-454	454	0	**-0**	**0**
Total Variance	-969	954	0	**-15**	**0**
Month 8 Variance	-500	500	0	**0**	

Cost Variance

31. Road Safety - an under spend of £15k is now forecast from savings on several small schemes.

Other Schemes

32. Town Centre Initiatives – a further £40k slippage is reported on the Hayes town centre project which is in early stages. The GLA have approved the requested re-phasing of £300k funding for Northwood Hills.

33. The Transport for London Local Implementation Plan for 2013/14 is in progress, however a further £244k is forecast to slip into next year as the annual programme will not be complete by financial year end. This is in addition to £800k previously re-phased to next year. Also there is £170k forecast slippage on works at Colham Road bridge which are due to start in March and will not be complete this financial year. It is expected that the TfL grant will be fully utilised because works will be completed by the claim deadline in 2014/15.

Housing General Fund

34. Table 6 sets out the current position on the Housing General Fund capital programme:

Table 6

Service Area Cost Variance Analysis	2013/14	2014/15	2015/16	Total Month (09)	Total Month (08)
	£'000	£'000	£'000	£'000	£'000
Housing General Fund:					
Revised Budget	3,879	3,589	3,262	**10,730**	**10,730**
Actual Expenditure Year to Date	971	-	-	**971**	**809**
Forecast Outturn	1,582	5,146	3,262	**9,990**	**9,990**
Forecast Variance	-2,297	1,557	-	**-740**	**-740**
Analysis of Variance by Scheme					
GF Supported Housing Programme	-740	0	0	**-740**	**-740**
Disabled Facilities Grants	-1,157	646	0	**-511**	**0**
Private Sector Renewal Grants	-353	353	0	**0**	**0**
Property Adaptations for Adopted Children	-100	100	0	**0**	**0**
Total Cost Variances	**-2,350**	**1,099**	**0**	**-1,251**	**-740**
Projected Re-phasing	-0	0	0	**-0**	**0**
Total Variance	-2,350	1,099	0	**-1,251**	**-740**
Month 8 Variance	-2,297	1,557	0	**-740**	

Under Spends

35. General Fund Supported Housing – the Supported Housing strategy is currently being developed and a major capital investment programme is under consideration for future years.

36. Disabled Facilities Grants (DFG) and Private Sector Renewal Grants (PSRG) – a number of existing DFG cases totalling £511k are no longer required by clients. New cases continue to be assessed and a total of £558k grants have been added to the programme in Month 9.

37. Property Adaptations for Adopted Children - a budget of £200k has been allocated for this of which £100k has been released for identified jobs.

Other Schemes

38. The HCA/GLA Empty Homes Consortium Contract was signed by GLA in November, however the funding (£327k) will be claimed on completion of relevant works to individual properties in 2014/15.

ICT, Highways & Business Services

39. Table 7 sets out the current position on ICT, Highways & Business Services programme:

Table 7

Service Area Cost Variance Analysis	2013/14 £'000	2014/15 £'000	2015/16 £'000	Total Month (09) £'000	Total Month (08) £'000
ICT, Highways & Business Services:					
Revised Budget	11,202	4,549	2,888	**18,639**	**18,598**
Actual Expenditure Year to Date	5,709	0	0	**5,709**	**5,146**
Forecast Outturn	9,056	4,655	2,888	**16,599**	**16,655**
Forecast Variance	-2,146	106	0	**-2,040**	**-1,943**
Analysis of Variance by Scheme					
Civic Centre Works Programme	-1,747	0	0	**-1,747**	**-1,664**
ICT Single Development Plan	-179	0	0	**-179**	**-179**
Street Lighting	-115	0	0	**-115**	**-100**
Total Cost Variances	**-2,041**	**0**	**0**	**-2,041**	**-1,943**
Projected Re-phasing	-106	106	0	**0**	**0**
Total Variance	-2,146	106	0	**-2,041**	**-1,943**
Month 8 Variance	-1,943	0	0	**-1,943**	

Under Spends

40. Civic Centre Works Programme – it is forecast that there will be a significant under utilisation of the current year budget based on current activity. The level of commitments against this budget will be reviewed at the end of the financial year.

41. ICT Single Development Plan – a number of smaller projects are yet to commence resulting in a current year under spend and will require to be funded from the 2014/15 allocation.

42. Street Lighting – planned works for the remainder of the financial year will not fully utilise this year's budget resulting in an under spend of £115k.

Other Schemes

43. Highways Programme – works are now well underway on numerous roads including micro-surfacing. The programme is forecast to complete by the end of the financial year within budget.

44. Purchase of Vehicles programme – there is further slippage of £85k relating to the purchase of a loading shovel. This is in addition to an amount of £689k that has been re-phased to 2014/15 as some vehicle orders from the current year programme are still to be made. There is a forecast pressure of £90k on the current year programme based on recent tender prices received on a number of vehicles, however this will be managed from re-prioritising next year's programme to remain within overall budget.

Planning, Green Spaces & Culture

45. Table 8 below sets out the current position on the Planning, Green Spaces & Culture programme.

Table 8

Service Area Cost Variance Analysis	2013/14 £'000	2014/15 £'000	2015/16 £'000	Total Month (09) £'000	Total Month (08) £'000
Planning, Green Spaces & Culture:					
Revised Budget	1,739	13,708	0	**15,446**	**15,447**
Actual Expenditure Year to Date	600	0	0	**600**	**598**
Forecast Outturn	1,553	13,774	0	**15,327**	**15,323**
Forecast Variance	-186	66	0	**-119**	**-124**
Analysis of Variance by Scheme					
Hillingdon Sports & Leisure Centre	75	0	0	**75**	**75**
Sport & Cultural Projects	-154	0	0	**-154**	**-154**
Highgrove Pool Phase II	-20	0	0	**-20**	**-31**
Car Park Resurfacing	0	-20	0	**-20**	**-14**
Total Cost Variances	**-99**	**-20**	**0**	**-119**	**-124**
Projected Re-phasing	-86	86	0	**-0**	**0**
Total Variance	-185	66	0	**-119**	**-124**
Month 8 Variance	-110	-14	0	**-124**	

Under Spends

46. Highgrove Pool Phase II – additional works are required on the lift reducing the under spend.

47. Sport & Cultural Projects – funding of £154k currently remains unallocated, however this may be required to fund potential new projects. Design works of £50k are now expected to slip into next financial year.

48. Car Park resurfacing – costings for works at Kingsend and Cedars car parks indicate that the works will be completed with a £20k under spend.

Over Spends

49. Hillingdon Sports & Leisure Centre – negotiations are ongoing with the contractor over the completion of remedial works. These issues are resulting in a forecast over spend of £75k.

Other Schemes

50. Yiewsley Pool Development – this scheme is in initial design stages and scope of development is being reviewed.

51. West Drayton Cemetery Expansion - the scheme aims to increase the number of burial plots available at the cemetery. Funding of £36k is forecast to slip into next year as the Environment Agency is being consulted and planning permission will be required.

Public Safety

52. Table 9 sets out the current position on the Public Safety capital programme:

Table 9

Service Area Cost Variance Analysis	2013/14 £'000	2014/15 £'000	2015/16 £'000	Total Month (09) £'000	Total Month (08) £'000
Public Safety:					
Revised Budget	10,063	3,522	3,245	**16,830**	**16,830**
Actual Expenditure Year to Date	5,889	0	0	**5,889**	**4,384**
Forecast Outturn	9,553	4,275	3,245	**17,073**	**17,048**
Forecast Variance	-510	753	0	**243**	**218**
Analysis of Variance by Scheme					
Hayes End Library Development	260	20	0	**280**	**255**
Libraries Refurbishment	22	0	0	**22**	**22**
New Years Green Lane Civic Amenity Site	-302	249	0	**-53**	**-53**
Manor Farm Stables Development	-6	0	0	**-6**	**-6**
Total Cost Variances	**-26**	**269**	**0**	**243**	**218**
Projected Rephasing	-484	484	0	**-0**	**0**
Total Variance	-510	753	0	**243**	**218**
Month 8 Variance	198	20	0	**218**	

Over Spends

53. Hayes End Library Development – The project is forecasting an overspend of £280k due to the extension of time and associated financial claim from the current contractor along with further works that are required to complete the development. The forecast has increased by £25k due to further minor works being identified.

54. Libraries Refurbishment – additional costs of £22k have arisen relating to external fees for asbestos works at Oak Farm library and extra fit out costs at Yeading Library.

Under Spends

55. News Year Green Lane Civic Amenity Site – latest estimates are that there will be an under spend of £53k which will materialise next year on completion.

Other Schemes

56. Central Library Refurbishment – the refurbishment of Uxbridge Central Library is on target for completion by March 2014.

57. Environmental Assets - an amount of £474k slippage is forecast relating to the phasing of expenditure on various elements of the current year programme into next financial year.

General Contingency

58. There are £3,937k funds remaining that are reserved to deal with cost pressures arising on projects in the main capital programme over the next three years to 2015/16.

Capital Financing

59. Table 10 sets out the latest capital receipts forecast.

Table 10

Capital Receipts	2013/14 £'000	2014/15 £'000	2015/16 £'000	2016/17-2017/18 £'000	Total Month (09) £'000	Total Month (08) £'000
Revised Budget	9,024	17,057	9,173	5,464	**40,718**	**40,718**
Forecast Capital Receipts	11,682	7,583	5,595	1,050	**25,910**	**25,300**
Variance	**-2,658**	**9,474**	**3,578**	**4,414**	**14,808**	**15,418**

60. Forecast General Fund capital receipts are £11,682k for 2013/14 which is a negligible movement from last month. The sales of two flats at Hayes End Library development are now expected to complete next financial year.

61. Year to date sales total £7,269k including the sale of Hayes Pool site, Tasman House and all of the ten flats at Elizabeth Court. There was no movement in actual General Fund capital receipts received in Month 9. A further four significant completions of properties are required to reach the forecast.

62. There is an element of risk around the certainty of these receipts being fully realised which has been reflected in the disposals forecast.

63. The total forecast is £14,808k lower than the budgeted level which will have the effect of increasing borrowing levels. However overall borrowing levels are offset by a reduction of £25,992k from under spends on council resourced schemes. The revised forecast Council resourced requirement split between capital receipts and borrowing is reflected in Table 11 below.

Table 11

Prudential Borrowing Forecast	2013/14	2014/15	2015/16	2016/17-2017/18	Total Month (09)	Total Month (08)
	£'000	£'000	£'000	£'000	£'000	£'000
Forecast Council Resource Requirement	27,592	46,036	11,958	7,735	**93,321**	**94,449**
Forecast Capital Receipts	-11,682	-7,583	-5,595	-1,050	**-25,910**	**-25,300**
Forecast Borrowing	**15,910**	**38,453**	**6,363**	**6,685**	**67,411**	**69,149**

64. The movement in forecast borrowing levels from Month 8 is favourable due to the reduction in forecast expenditure and improvement in the level of capital receipts.

Housing Revenue Account (HRA) Capital Programme

65. The Works to Stock programme consists of capital and revenue and is reported in Appendix C.

66. The current position on the HRA New Build programme is shown in Table 12 below:

Table 12

	2013/14	2014/15	2015/16	Total Month (09)	Total Month (08)
	£'000	£'000	£'000	£'000	£'000
HRA New Build Programme:					
Revised Budget	357	0	0	**357**	**357**
Actual Expenditure Year to Date	213	0	0	**213**	**198**
Forecast Outturn	627	1,109	0	**1,736**	**1,417**
Forecast Variance	270	1,109	0	**1,379**	**1,060**
Analysis of Variance by Scheme					
New Build – Extra Care Sites Phase 1	0	1,109	0	**1,109**	**790**
New Build – HRA Pipeline Sites Phase 1	25	0	0	**25**	**25**
New Build – Learning Disability Sites Phase 1	124	0	0	**124**	**124**
New Build – HRA Pipeline Sites Phase 2	121	0	0	**121**	**121**
Total Cost Variances	**270**	**1,109**	**0**	1,379	1,060
Projected Rephasing	0	0	0	**0**	**0**
Total Variance	270	1,109	0	**1,379**	**1,060**
Month 8 Variance	270	790	0	**1,060**	

67. New Build HRA Extra Care Sites Phase 1: Triscott House – contractual issues leading to a forecast over spend of £1,109k have yet to be resolved with the main contractor. The over spend has been revised upwards to the latest estimate of the median outcome. The final over spend will depend on the outcome of legal proceedings and is subject to some uncertainty at the moment. The Council has entered into arbitration

with the contractor and an arbitrator has been appointed. Due to the lengthy time that this will take to be resolved the forecast over spend is reported in 2014/15 financial year.

68. Additional completion works have been identified which will potentially increase the total over spend further. This will be reflected in future reporting once the final outcome becomes more certain.

69. The New Build HRA Learning Disability Sites scheme is currently expected to overspend by £124k. The project is now complete, however there are additional costs to be incurred on final account around external landscaping and flooring costs at Horton Road and drainage and utility connection works at Ascott Court.

70. New Build HRA Pipeline Sites Phase 2 is forecasting an overspend of £121k on final account for the Gilbert Road site due to extra demolition costs, pre-construction fees and additional highways works.

HRA Capital Receipts

71. There have been 72 Right to Buy sales of council dwellings achieved year to date for a value of £7,034k and a total of up to 100 sales are forecast totalling £9,835k in 2013/14. The forecast is based on a prudent view of sales that are likely to be completed by the end of this financial year.

72. The Council has signed an agreement with Department for Communities & Local Government to re-invest the proceeds in housing stock regeneration. This enables the Council to retain a higher level of receipts because of reduced pooling, however the terms of the agreement stipulate that receipts must be spent or committed within three years or otherwise are returned to government. Proposals are being developed by officers to develop an Affordable Housing programme to utilise these receipts within allowed timescales.

73. Table 13 below sets out the time limits for the retention of Right to Buy receipts since the commencement of the agreement. An amount of £3,169k retained receipts generated in the last quarter of 2012/13 require to be spent or committed by March 2016 and a further forecast £7,166k in respect of this year's sales, after pooling and other adjustments, have time limits up to March 2017.

Table 13

Period	Number of Sales	Retained Right to Buy Receipt (£'000)	Deadline for Commitment of Retained Right to Buy Receipt
2012/13 Quarter 4 Actual	33	3,169	March 2016
Total Retained Receipts 2012/13	**33**	**3,169**	
2013/14 Quarter 1 Actual	13	833	June 2016
2013/14 Quarter 2 Actual	35	2,666	September 2016
2013/14 Quarter 3 Actual	24	1,730	December 2016
2013/14 Quarter 4 Forecast	28	1,937	March 2017
Total Retained Receipts 2013/14	**100**	**7,166**	

APPENDIX E – Treasury Management Report as at 31 December 2013

Outstanding Deposits - Average Rate of Return on Deposits: 0.48%

	Actual £m	Actual %	Bench-mark %
Up to 1 Month	83.1	68.73	75.00
1-2 Months	14.4	11.91	5.00
2-3 Months	15.2	12.57	10.00
3-6 Months	5.0	4.14	5.00
6-9 Months	0.0	0.0	0.00
9-12 Months	0.0	0.0	0.00
12-18 Months	0.0	0.0	0.00
Subtotal	**117.7**	**97.35**	**100.00**
Unpaid Maturities	3.2	2.65	0.00
Total	**120.9**	**100.00**	**100.00**

1. With the exception of the unpaid Icelandic investments, London Borough of Hillingdon's deposits are held with UK institutions, which hold at a minimum, a Fitch or lowest equivalent of A- long-term credit rating. Deposits are currently held with the following institutions; Bank of Scotland, Black Rock MMF, Goldman Sachs MMF, Insight MMF, Ignis MMF, PSDF MMF, Royal Bank of Scotland, HSBC Bank, Nationwide Building Society, Barclays Bank, Kingston-upon-Hull City Council, Lancashire County Council, Sheffield City Council, Blaenau Gwent CC, City of Glasgow Council and Wakefield Metropolitan District Council. The Council also currently hold two Certificates of Deposit with Standard Chartered.
2. During December fixed-term deposits continued to mature in line with cashflow requirements. Any surplus funds were either placed in instant access accounts or a short fixed term deposits.

Outstanding Debt - Average Interest Rate on Debt: 2.99%

	Actual £m	Actual %
General Fund		
PWLB	72.41	21.38
Long-Term Market	15.00	4.43
HRA		
PWLB	218.32	64.45
Long-Term Market	33.00	9.74
Total	**338.73**	**100.00**

3. There were no early debt repayment opportunities or rescheduling activities and no breaches of the prudential indicators during December.

Ongoing Strategy

4. In order to maintain liquidity for day-to-day business operations, short-term balances will be placed in short term deposits of up to six months, as these are generally yielding a higher rate of interest than those offered in instant access accounts. When cash flow allows, long term deposits will be placed to help increase the average rate of return achieved.

Appendix F – Consultancy and agency assignments over £50k approved under delegated authority

1. The following Agency staff costing over £50k have been approved under delegated powers by the Chief Executive in consultation with the Leader and are reported here for information.

Post Title	Start Date	Proposed End Date	2012/13 Spend & Earlier £'000	2013/14 Previously Approved £'000	2013/14 Approved £'000	Total Spend £'000
Public Health						
Consultant in Public Health	20-Aug-13	23-May-14	0	38	63	101
Adult Social Care						
Social Worker (Care Manager - Access team)	03-Feb-14	02-Mar-14	46	40	4	90
Residential Care Worker - Disability Provider Services (Colham Road)	03-Feb-14	30-Mar-14	78	23	4	105
Residential Care Worker - Disability Provider Services (Colham Road)	03-Feb-14	30-Mar-14	78	23	4	105
Team Leader Disability Provider Services Chapel Lane	03-Feb-14	30-Mar-14	62	15	2	79
Floating Support Worker - Disability Provider Services - Floating Support South	03-Feb-14	02-Mar-14	27	25	2	54
Residential Care Worker - Disability Providers Services - Hatton Grove	03-Feb-14	02-Mar-14	62	16	1	79
Residential Care Worker - Disability Providers Services - Hatton Grove	03-Feb-14	02-Mar-14	62	16	1	79
Day Centre Officer - Woodside Day Centre	03-Feb-14	30-Mar-14	66	20	4	90
Day Centre Officer - Woodside Day Centre	03-Feb-14	02-Mar-14	66	8	1	75
Occupational Therapist - Disability Services	03-Feb-14	02-Mar-14	40	36	4	80
Project Manager ICP Adults Transformation Older Peoples services	03-Feb-14	02-Mar-14	107	30	3	140
Children & Young People's Services						
C&F Referral & Assessment Team Archiver	01-Apr-10	02-Mar-14	62	15	2	79
C&F-Tech Admin Officer	01-Feb-11	02-Mar-14	49	19	2	70
C&F-Tech Admin Officer	01-Apr-10	02-Mar-14	65	18	2	85
Children's Homes Residential Care Worker	01-Apr-10	02-Mar-14	56	9	1	66
Children's Homes Residential Care Worker	01-Apr-10	02-Mar-14	62	11	1	74
C&YP Residential Worker	01-Apr-10	02-Mar-14	38	55	1	94
C&F Triage Social Worker	01-May-12	02-Mar-14	53	28	4	85
C&F Residential	01-Apr-10	02-Mar-14	67	16	3	86
C&F Residential	01-Apr-10	02-Mar-14	67	21	3	91
C&F Residential	01-Apr-10	02-Mar-14	33	35	1	69

Post Title	Start Date	Proposed End Date	2012/13 Spend & Earlier £'000	2013/14 Previously Approved £'000	2013/14 Approved £'000	Total Spend £'000
C&F Residential	01-Apr-10	02-Mar-14	0	104	3	107
C&YP Social Worker	01-Sep-13	02-Mar-14		46	8	54

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THE COUNCIL'S BUDGET:
GENERAL FUND REVENUE BUDGET, HOUSING REVENUE ACCOUNT BUDGET AND CAPITAL PROGRAMME 2014/15

Cabinet Member	Councillor Ray Puddifoot Councillor Jonathan Bianco
Cabinet Portfolio	Leader of the Council Finance, Property and Business Services
Officer Contact	Paul Whaymand, Corporate Director of Finance
Papers with report	Appendices 1 to 13

1. HEADLINE INFORMATION

Summary	The report sets out the Cabinet's proposals for the Council's General Fund Revenue and Housing Revenue Account budgets and Capital Programme for 2014/15. The General Fund Revenue budget proposals have been developed to deliver a zero increase in Council Tax for a further two years (these being the sixth and seventh successive years for the general freeze) and funding for a further five years for over 65s, as well as providing for priority growth initiatives, whilst maintaining reserves and balances well above the minimum recommended level. 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 2013/14 levels and there is a proposed reduction of 1.3% on the Greater London Authority (GLA) precept. The Housing Revenue Account budget proposals continue to underpin the self financing regime and propose rent increases of 3.92% in line with the Government rent restructure programme. The proposed General Fund and HRA Capital Programmes includes total investment of £391m over the next 4 years with £118m in 2014/15, including £3.6m of new priority capital growth. Cabinet are requested to recommend their budget proposals to full Council on 20 February 2014. This is in order to formally set the General Fund Revenue budget, the Housing Revenue Account budget, the Capital Programme and Council Tax for the 2014/15 financial year.
Contribution to our plans and strategies	The revenue budgets and capital programme together form the financial plan for the Council for the 2014/15 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.
Financial Cost	Zero increase in the Hillingdon element of Council Tax for the sixth and seventh successive years for all residents and for a further five years for over 65s, taking to 12 years in total. The proposals for the Housing Revenue Account are ringfenced and have no direct impact on the Council's General Fund.
Relevant Policy Overview Committees	Corporate Services and Partnerships Children, Young People and Learning Residents' and Environment Services Social Services, Housing & Public Health
Ward(s) affected	All

2. RECOMMENDATIONS

That Cabinet approves for recommendation to Council:

1. **The General Fund revenue budget proposals for 2014/15 summarised at Appendix 1, including the detailed budget changes contained at Appendices 2 to 6;**

2. **The Housing Revenue Account budget proposals for 2014/15 summarised at Appendix 7a including detailed budget changes contained at Appendices 7b to 7d;**

3. **The capital programme set out at Appendix 8;**

4. **The Treasury Management Strategy Statement, Annual Investment Strategy and Minimum Revenue Provision Statement for 2014/15 to 2016/17 as detailed in Appendix 10;**

5. **The proposed London Borough of Hillingdon Pay Policy Statement for 2014/15 set out at Appendix 11;**

6. **The proposed fees & charges and housing rents for both the General Fund and Housing Revenue Account included at Appendix 12;**

7. **That it resolves that Cabinet may utilise the general reserves or balances during the MTFF financial years 2014/15 to 2018/19 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);**

8. **That Cabinet notes the Corporate Director of Finance'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 2014/15 and beyond. The General Fund revenue budget proposals have been developed to deliver a freeze in the Hillingdon element of Council Tax for 2014/15 and 2015/16, with a further five year freeze for the over 65's, whilst maintaining balances and reserves at well above the recommended minimum level over the medium term.

The main challenge is the development of further revenue savings of £12,802k on top of the £17,111k being delivered in the 2013/14 and over £70,000k in total over the 4 years since 2010/11 as a result of the Government's continuing policy to reduce public expenditure. The Council's Business Improvement Delivery (BID) programme continues to drive the delivery of these savings and good progress continues to be made to achieve these savings.

Analysis of the funding settlement for 2014/15 indicates a reduction of £7,200k from 2013/14 funding levels, an adverse movement of £29k on estimates quoted in December due to local Government bearing part of the cost of Government's decision to cap NNDR increases to 2%.

Detailed within the budget proposals are savings proposals of £12,802k; reductions in Corporate Items of £1,626k; an increase of £1,855k from 2013/14 in contingency provisions, £4,370k of service pressures and an allowance of £2,529k for inflation. In addition, provision has been made for £2,500k of new priority growth in revenue and £3,600k priority growth in capital and for a further year's freeze on resident's fees and charges.

- The development of savings proposals has continued to concentrate on more efficient service delivery methods through the BID programme, 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 £12,802k, with £5,399k in Residents Services; £4,417k in Adult Social Care, £1,447k in Children and Young People's Service, and £1,539k in Administration & Finance.

- An increase in contingency of £1,855k reflects the latest estimate of potential funding required to cover a range of financial risks faced by Council in 2014/15. However, during 2013/14 £4,203k was released from contingency, bringing the gross increase for 2014/15 to £6,058k. The increase arises mainly from the significant demographic and demand led pressures facing the Council.

- The budget contains over £2,500k of new priority revenue growth and £1,500k brought forward from 2013/14. At this stage £1,452k remains unallocated. Proposals detailed within this report include allocations to support additional investment in the capital programme for Primary Schools Expansions, extended library openings, sport and activity for all ages, Social Care initiatives, lamp post refurbishment programme, Telecareline and Local Rating Enforcement.

The report also contains the Housing Revenue Account budget and rent setting proposals for 2014/15. The Council continues to use the rent restructuring formula as in previous years to set rent levels as part of the 10 year plan and is recommending average increases of 3.92% for next year.

The capital programme for 2014/15 and indicative allocations for the following four years are detailed, with the General Fund Capital Programme totalling £391,107k over five years.

£225,000k of that investment is focused on meeting demand for Primary and Secondary School places across the Borough. Alongside these works, additional funding for the provision of a new landmark theatre and museum, investment in roads and pavements, as well as investment in 3 new Youth centres and improvement work associated with other environmental and recreational facilities.

The Localism Act 2011 requires local authorities to publish a pay policy statement annually. This pay policy statement must set out the authority's policies for the financial year relating to remuneration of its Chief Officers; remuneration of its lowest paid employees; and the relationship between the remuneration of its Chief Officers and the remuneration of those employees who are not Chief Officers. The statement for 2014/15 has been amended and updated. The only key change is:

- Updates on the list of tier 1 and tier 2 roles evaluated at a pay scale that can range beyond £100,000 (Paragraph 9.3).

Legal Considerations

The Corporate Director of Finance has a duty under the Local Government Act 2003 to comment on the robustness of the General Fund budget for the coming year and the adequacy of the Council's reserves. These duties are exercised in this report. The Corporate Director of Finance has recommended that an appropriate level of unallocated balances for the Authority is in the range from £20m to £35m. As described in the report, unallocated balances have been maintained well above the minimum level throughout the current year and are forecast to be in excess of £35m at the year end. They will remain well in excess of the £20m minimum level for 2014/15 as a result of the budget recommendations in this report. The budget also contains a Development and Risk Contingency of £24,738k over and above the unallocated balances.

In relation to the Housing Revenue Account (HRA) current legislation requires income from tenants for rents and service charges to be separately shown in the HRA. Under Department for Communities and Local Government (DCLG) guidelines these charges must be reviewed regularly to ensure the HRA does not go into deficit.

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 2014/15. This includes the impact on the Council Tax and housing rents and service charges.

Cabinet should give full consideration to the Corporate Director of Finance'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 and housing rents 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 four 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 £1,129k. A change in the budget requirement of £1,000k either way (increase or decrease) will result in an increase or decrease of 1.0% in the level of the Council Tax equivalent to £11.13 per annum at Band D level.

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 or the level of balances if they are Housing capital projects.

Members could decide to vary the proposed fees and charges outlined at Appendix 12. Any decision to do so could have an impact on the budget requirement. This would need to be reflected in the budgets to be recommended to Council.

If the Council chose to set rents higher or lower than those proposed in line with the Government rents restructuring policy there would be different impacts on the HRA. Lower rents than proposed would result in less income and a detrimental impact upon balances whilst higher rents would have beneficial impact on balances and both would be out of line with the agreed business plan for the self financing regime. Higher rents than those proposed could also be subject to challenge by tenants on the basis the Council would not be implementing the agreed 10 year business plan. Neither option can be recommended.

The Development and Risk Contingency identifies 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 2014/15 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 Corporate Director of Finance. 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 19 December 2013 for consultation at the January 2014 round of meetings.

Each service Policy Overview Committee referred their comments on to the Corporate Services and Partnerships Policy Overview Committee on 4 February 2014. The Committee's comments to Cabinet are contained in Appendix 13.

3. INFORMATION

Supporting Information

Background to the 2014/15 MTFF Process

1 This is the second report to Cabinet on the budget proposals for 2014/15 and beyond. The previous report presented to Cabinet on 19 December 2013 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 and in particular the impact of the Local Government Finance Settlement for 2014/15 and 2015/16. It sets out the Cabinet's General Fund Revenue budget, Housing Revenue Account budget and Capital Programme for 2014/15, with medium term projections for four 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 2014/15 to 2016/17. 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 2014/15, at Appendix 10.

4 The Corporate Director of Finance'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 2013/14 contained an initial savings requirement of £16,900k for 2014/15. Through the Hillingdon Improvement Programme (HIP) Business Improvement Delivery project over £70,000k of savings have been delivered over the last 4 years. This report now contains proposals for a further £12,802k of savings during 2014/15. The timetable for the development of the 2014/15 budget was brought forward as in previous years, with work commencing as soon as the 2013/14 budget was agreed by Council in February 2013

6 Work on the development of savings proposals is integrated and aligned with service transformation work programmes, which is managed through the HIP Business Improvement Delivery (BID) programme. Over the last year, BID has continued to develop and evolve. The Deputy Chief Executive and Corporate Director of Residents Services has responsibility for the overall programme to ensure continuity across Groups and the well established group change boards take responsibility for the delivery of the programme within each group. This governance framework enabled significant early progress on the development of a balanced set of proposals for 2014/15.

7 The local Government finance settlement in January 2013 set out a 2 year settlement covering the years 2013/14 and 2014/15. The March budget included a further 1% reduction to local Government funding in 2014/15 in addition to the 2% already announced. In addition, the 1% limit on pay inflation was extended to 2015/16 and it was announced that the draft Care Bill arising from the recommendations from the Dilnot Commission would be implemented a year earlier in 2016. These recommendations will cap individual

payments for Adult Social care and support at £72k and the threshold for means testing for residential care will rise from £23k to £118k.

8 On 26 June 2013 the Spending Round was announced which outlined central Government's spending plans for 2015/16. Unlike previous Spending Reviews this Spending Round covered one year only. The key impacts upon local Government were that Local Government funding would be cut by 10%, 2% higher than the 8% assumption included in the February budget report. However, later clarifications of assumptions behind this announcement including top slicing of New Homes Bonus funding in London, which will go to LEP's increases the effective cut in 2015/16 to 15%. In addition it was announced that Council Tax Freeze Grant would be continued in 2014/15 and 2015/16 with a grant equivalent to a 1% increase and that £3.8bn of current pooled and NHS funding would be put into the Better Care Fund in 2015/16 to develop integrated health and social care services and £335m would be provided to local authorities in 2015/16 to prepare for the reformed Social Care funding system.

9 The additional 1% cut announced in the Chancellor's March 2013 Budget in Revenue Support Grant reduces Hillingdon funding in 2014/15 by £899k. But the continuation of the Council Tax Freeze grant for 2014/15 adds an additional £1,129k as a zero increase in Council Tax had already been factored into the MTFF for 2014/15. The final local Government settlement is expected on 12 February 2014.

10 This budget report outlines a strategy incorporating the changes set out above including detailed proposals that are capable of bridging the budget gap of £12,802k in 2014/15 and future years, with minimal impact on the delivery of front line services and within the following parameters:

- A zero increase for Hillingdon's element of the Council Tax for the next two years. This will be the 6th and 7th successive years for the general freeze in Council Tax and to twelve years to 2018/19 for over 65's;
- Freezing fees and charges for Hillingdon residents;
- Priority growth available for new initiatives of £2,500k (as well as up to £1,500k of unallocated growth brought forward) including funding for extended library opening hours, a new Sport and Activity for all ages Fund and funding to reduce the threshold age for free access to the Telecareline service from 85 to 80;
- Significant capital investment of £391,107k through to 2018/19 including the conclusion of the Primary schools capital programme, the development of a new Secondary Schools capital programme, the provision of a new landmark theatre and museum, investment in roads and pavements, as well as investment in 3 new Youth centres and improvement work associated with other environmental and recreational facilities.
- Maintaining balances and reserves well in excess of the minimum recommended level. This will provide a significant buffer going forward as there is forecast to be significant further cuts in central Government funding from 2015/16 through to 2018/19.

GENERAL FUND REVENUE BUDGET

Update on 2013/14 Budget Monitoring

11 To provide some context to the budget setting for 2014/15, it is essential that the position with the 2013/14 budget is fully understood as there is a strong link between many of the proposals included in the 2013/14 budget and those in 2014/15.

12 The latest in year monitoring position as at Month 9 (December) shows a net underspend of £4,572k on normal operating activities, consisting of a net underspend on Directorate Operating budgets of £1,769k, an underspend on capital financing costs of £2,500k and a £303k lower than budgeted call on Development and Risk Contingency.

13 Within Directorate Operating budgets, the following positions are currently reported:

- Administration and Finance are reporting a combined underspend of £965k, which results from a number of posts being held vacant across the Administration and Finance directorates and the impact of integrating existing Council services into new Public Health responsibilities.

- A net underspend of £650k is reported on Residents Services, with an exceptional £1,985k demand-led pressure on Homelessness being off-set by early delivery of 2014/15 savings - primarily within the Education service and from appropriation of commercial properties to the General Fund.

- An underspend of £44k is reported within Children & Young People's Services, with a pressure on secure accommodation placement costs being off-set through underspends on establishment budgets.

- Adult Social Care are declaring an underspend of £110k, with substantial underspends across establishment budgets and increased client contributions off-setting a pressure of £1,969k on care placements costs.

14 Taking into account the release of £1,350k from the impairment held against the Council's remaining Icelandic Investments which is reported as an exceptional prior year item, unallocated General Fund balances are forecast to reach £36,172k by 31 March 2014. This position assumed that the remaining £194k uncommitted General Contingency and £230k unallocated Priority Growth are required in full during the current financial year.

15 Within the above position, favourable progress is reported in delivery of the £17,111k programme of savings for 2013/14 with 81% badged as banked or on track for delivery in full by 31 March 2014 and sufficient compensatory savings in place to manage any shortfall within individual Directorate savings programmes.

		Admin. & Finance	Residents Services	C&YPS	Social Care	Cross Cutting	Total 2013/14 Savings	
		£'000	£'000	£'000	£'000	£'000	£'000	%
B	Banked	(1,051)	(5,345)	(1,174)	(3,652)	0	**(11,222)**	66%
G	On track for delivery	0	(751)	(325)	(970)	(568)	**(2,614)**	15%
A	Potential significant savings shortfall or a significant or risky project which is at an early stage;	0	(6)	0	(97)	(2,432)	**(2,535)**	15%
R	Serious problems in the delivery of the saving	0	0	(445)	(295)	0	**(740)**	4%
	Total 2013/14 Savings	**(1,051)**	**(6,102)**	**(1,944)**	**(5,014)**	**(3,000)**	**(17,111)**	100%

16 There remains £740k savings reported as being undeliverable in 2013/14, which consists of £445K of initiatives within Children's and Young People's Services for which alternative initiatives are recommended in this report and £295k savings within Adult Social Care which have been delayed by the Judicial Review into day care reconfiguration that will therefore be delivered in full from 2014/15.

17 The total cross cutting savings required in 2013/14 are £3,000k and are to be identified through a bid review of staffing and other budgets through the restructuring of the Social Care Group. To date savings of £568k have been identified and include Children's Pathway of £300k, Support Services Hub £35k, Adults Pathway £37k, £46k in this year from the deletion of the post of the Corporate Director of Social Care and Health and £150k from surplus Children's Centre budgets. A contingency of £1,500k is held against the potential shortfall of savings and the monitoring assumption is that this will be applied in full. The remaining in-year net savings requirement is therefore £932k. Short term savings in staffing budgets in services subject to BID reviews are expected to cover this remaining saving in-year. The full year impact of BID restructures in Social Care, agreed to date, are expected to deliver savings of £1,005k in 2014/15. Further BID work is continuing and it is expected that this gap can be bridged during 2014/15.

18 In addition there remained £1,979k savings from prior year programmes which were unachieved as at 31 March 2013, £1,690k of which are now been delivered in full, with the remaining £289k linked to day care reconfiguration which are expected to be fully achievable once new service provision is in place.

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CHANGES SINCE REPORT TO CABINET ON 19 DECEMBER 2013

Changes in the budget

19 The table and narrative below summarises the changes to the recommended budget proposals from the report considered by Cabinet on 19 December 2013. Each of the items is considered in more detail in the following sections of the report.

Table 1: Changes to Revenue Proposals since Cabinet on 19 December 2013

	2014/15 £000s
Budget gap/(surplus) at 19 December 2013	**(918)**
Proposal/Amendment	
• Funding issues	
Local Government Finance Settlement analysis	29
Increase to Council Tax Base	(336)
Rephasing of Business Rates growth	865
• Revisions to Contingency provisions	
SEN transport	276
WLWA increase to levy	440
Improvement in homelessness	(356)
Budget gap/(surplus) at 14 February 2014	**(0)**

20 **Local Government Finance Settlement –** Analysis of the 2014/15 Local Government Finance Settlement showed the settlement to be broadly in line with earlier assumptions, resulting in £29k less funding than was expected. However it should be noted that this movement relates to a number of separate adjustments, including a one-off release of funds previously held back by Government to fund the New Homes Bonus which offsets a cut in grant to fund the 2% cap on NNDR increases will only be partially funded.

21 Since December Cabinet, the Collection Fund position has been updated to finalise the Council Tax Base for 2014/15, agreed at Council on 16 January 2014, which increased the base by 302 Band D equivalents, equating to an increase in revenue of £336k. The Business rates forecast for 2014/15 was also approved at the same meeting of Council and the final position reduced growth income in 2014/15 by £865k, as a result of the rephasing of developments in the Borough. Retained income of £135k has been transferred from Business rates income to Government Grants to reflect levels of funding available to support the new retail relief announced by the Chancellor at the Autumn Statement.

22 **Adjustments to Pressures and Contingency –** since the last report to Cabinet in December 2013 a number of adjustments to the forecast contingency requirements have been made, which are summarised below and explained in detail in the contingency section of the report:

- An additional £276k has been added to the SEN Transport contingency to provide sufficient funding for new travel training initiatives and reflect a marginal increase in the underlying pressure. £1,611k has been transferred from Development and Risk Contingency to Service Pressures from 1 April 2014 to reflect current levels of demand for this service with contingency now set at £229k.
- Refreshed assumptions around waste tonnages and arrangements at the Victoria Road site have led to a £440k increase to the waste disposal levy contingency requirement being included in this report. £2,439k has been transferred from Development and Risk Contingency to Service Pressures from 1 April 2014 to reflect current levels of demand, leaving a residual contingency of £811k.
- A review of current levels of demand for temporary accommodation and progress on a number of mitigating actions have led to a £356k in the provision required to contain the costs of managing Homelessness in the Borough.

Budget Requirement 2014/15

23 The movement between the current 2013/14 year's budget and the budget requirement for 2014/15 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 MTFF over the full 4 year period is attached in Appendix 1.

Table 2: Budget Requirement 2014/15

	Budget (£000s)
Budget Requirement 2013/14	211,159
Inflation	2,529
Corporate Items	(1,626)
Contingency	6,058
Service pressures	4,370
Priority Growth	2,500
Savings	(12,802)
Budget Requirement 2014/15	212,188
Funding Sources	
Council Tax Receipts	102,937
Retained Business Rate Receipts	44,326
Government Formula Grant	64,925
Total Resources	212,188

INFLATION

24 Inflationary cost increases are expected to amount to £2,529k for 2014/15, representing a reduction of £950k on estimates included in the budget reports to Cabinet and Council in February 2013.

25 The current assumptions allow for a 1% inflationary pay award for 2014/15, however this will remain subject to confirmation as negotiations between trade unions and pay bodies are on-going. However, no increase has been included for employers' pension contribution rates for 2014/15. For the last 6 years an additional 1% contribution has been paid by Hillingdon to fund the cost to the Pension Fund of early retirements. This position has been monitored on a quarterly basis and reported to Pensions Committee and with the reducing number of redundancies over the age of 55 it has been agreed with the actuary that there is no need to fund in advance this over the next valuation period. The underlying employers' rate will continue to rise at the rate of 1% per year over the next 3 years, but the impact of removing the early retirement funding offsets the increase for 2014/15. The net impact of these changes is a 2% increase over 3 years and the Actuary is likely to be flexible over how this increase is phased over the 3 year period.

26 Resources set aside to manage inflationary pressures has been refreshed to take account of national Government's stated intention to limit increases in energy costs, although officers continue to monitor potential changes, any such changes would have a minimal impact on the overall inflation provision.

27 Provision has been included for a 1% inflationary increase in Social Care placement costs, to take account of potential increases in costs if on-going negotiations with the

majority of suppliers through the West London Alliance cannot secure a further year of freezes.

28 Inflation assumptions for existing contracts outside Social Care and NNDR costs have been refined on the basis of the latest RPI and CPI inflation forecasts. However as with energy inflation volatility in this area would not be expected to have a material impact on the overall inflation provision.

29 With the exception of the London-wide Concessionary Fares Levy and the West London Waste Levy, which is dealt with elsewhere in this report, levy contributions are to be frozen to reflect Central Government's on-going austerity drive. While there are some limited movement in the distribution of levy costs between levied bodies as a result of changes in apportionment bases, this does not have a material impact on assumptions.

30 London Councils have issued figures for the 2014/15 Concessionary Fares Levy, which included a 4.5% increase to reflect growing demand for Freedom Passes and increases in Transport for London fares in line with RPI. This announcement also confirmed planned changes to the apportionment methodology and distribution of costs across London Boroughs, the net impact of both changes results in an increase of £99k in the levy for Hillingdon.

31 Table 3 below sets out the general inflation rates applied to specific budget lines.

Table 3: Inflation

Category	Rate (%)	2014/15 (£000s)
Employee's Pay	1.00%	1,040
Electricity Costs	9.00%	197
Gas Costs	9.50%	60
Vehicle Fuel Costs	7.50%	70
Care Placements	1.00%	630
Contract with unavoidable inflation increases	Various %	284
NNDR budgets	2.70%	74
Levies	Relevant %	174
Total		**2,529**

CORPORATE ITEMS

32 There are a number of issues impacting upon the Council's overall budget which are detailed in this section, including implications associated with new burdens transferring to the Council, revenue implications of capital investment and application of balances. The net impact of such changes in 2014/15 is expected to be a credit of £1,626k.

Table 4: Corporate Items

Corporate Items	Amount 2014/15 (£000s)
Removal of Schools & Academies from Carbon Reduction Commitment	253
New Initiatives linked to Section 256 Agreement	434
Rephasing of Capital Financing Costs	(900)
Savings Earmarked for Future Capital Investment	(1,413)
Total	**(1,626)**

33 As a result of changes to the Carbon Reduction Commitment Scheme coming into effect from 1 April 2013, schools will no longer be required to participate in the scheme which has been reflected in the gross cost of the scheme being reduced in the contingency section of this report. This corporate adjustment of £253k reflects the reduced recharge to the Dedicated Schools Grant, with the net result of no movement in costs borne by the General Fund.

34 Within the March 2013 Budget, the Chancellor announced that a further £200m would be transferred from Department of Health budgets to local Government to support integrated Health and Social Care actions. While the particulars of the local transfer will be subject to discussions between the Council, the local Clinical Commissioning Group and NHS England, provision of 50% of Hillingdon's share of this funding at £434k has been set aside to manage demographic growth assumptions within the budget.

35 The draft budget presented in this report includes provision to continue the local Council Tax Discount for over 65s for an eighth year at a gross cost of £1,045k, although no additional provision is required in 2014/15 to manage the additional costs associated with a growing elderly population. This freeze is to be maintained until 2018/19, with the additional cost over and above the annual budget of £1,045k expected to total £2,880k. This future commitment will be supported by allocating £1,380k from General Balances and £1,500k from existing earmarked reserves.

36 As a result of favourable cash flows £900k provision for repayment and servicing of debt can be rephased from 2014/15 into 2015/16. In addition, a further £1,413k of capital financing budgets created through the transfer of commercial properties (shops and garages) to the General Fund has been earmarked to fund future capital investment.

DEVELOPMENT AND RISK CONTINGENCY

37 A further review has been undertaken of all demand led service pressures and potential costs outside of the base budget funding which are being provided for in contingency. 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.

38 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.

39 An increase in contingency of £1,855k reflects the latest estimate of potential funding required to cover a range of financial risks faced by the Council in 2014/15. However, during 2013/14 £4,203k was released from contingency, bringing the gross increase for 2014/15 to £6,058k, as shown in the table below. The increase arises mainly from the significant demographic or demand led pressures facing the Council. A detailed breakdown on the development and risk contingency for the period 2014/15 to 2018/19 is shown in Appendix 3. Explanations of the current assessment of contingency requirements are detailed in the following paragraphs.

Table 5: Development and Risk Contingency

	Amount (£000s)
2013/14 Contingency Budget	22,883
Releases to Directorate Operating Budgets	-4,203
Increase to Contingency Requirement	6,058
2014/15 Contingency Budget	**24,738**

40 ***Uninsured Claims (no movement from 2013/14) -*** There is a contingency provision of £400k contained within the 2013/14 budget in addition to the base budget of £359k. The actual spend in 2012/13 was £533k in excess of the budget, covered by the use of insurance reserves and the 2013/14 month 9 position is forecasting a potential pressure of £215k on insurance budgets. Significant earmarked reserves exist to help deal with these pressures in the short term. However, these resources are finite and if preventative work is not successful then there may be an increased pressure on the budget in future years. However, at this stage it is proposed to continue to provide a contingency of £400k for uninsured claims whilst this preventative work is further developed.

41 ***Carbon Reduction Commitment (£162k reduction from 2013/14) -*** The Government's simplification changes for the CRC scheme have excluded schools from 2014/15 from the scheme. The revised provision, which excludes schools, includes street lighting and allows an increase in the tonnage tariff is £240k, a £162k reduction on the 2013/14 provision. From 2014/15 the scheme will move to a system of two allowance purchases per year, with the second retrospective purchase at a higher punitive rate and scope for purchases in advance, as such future reports to Cabinet will address how to best secure Value for Money in purchasing allowances.

42 ***HS2 Challenge Contingency (no movement from 2013/14)*** - £200k is currently proposed for the 2014/15 contingency to continue the Council's challenge against HS2.

43 ***Heathrow Expansion Challenge Contingency (no movement from 2013/14) –*** The Airports Commission has been set up to review the UK airport capacity and in anticipation of proposals being developed to expand Heathrow, a continued contingency provision of £200k is included to fund a challenge to any plans. It is likely that this will be a joint effort with other Councils.

44 ***Impact of welfare reform on homelessness (£2,144k increase from 2013/14) -*** The cost of temporary accommodation to meet the housing duty has risen sharply in 2013 due to increasing difficulty in accessing and retaining private rented sector properties. This pressure on supply has arisen from properties being taken by private tenants unable to buy properties and from other local London authorities offering higher incentives to landlords. In addition, foreign buyers are acquiring London properties, sustaining house prices at levels that are unaffordable for local residents. Within this context of diminishing supply, the Council has to house people in much more expensive Bed and Breakfast (B&B) accommodation to meet statutory obligations.

45 B&B costs are responsible for a £1,730k pressure in Housing Needs at month 9 of 2013/14. At the end of December 244 households were in B&B accommodation compared with 61 at December 2012, 102 at March 2013 and 178 at May 2013. In addition, the average net cost for B&B accommodation has risen from £4.3k per annum in 2012/13 to approximately £6k per annum currently. A further element of the pressure arises from increased incentive payments to procure prevention properties.

46 Currently, the gross risk for 2014/15 is estimated at approximately £3,000k; however a number of actions are being put in place which will have an impact on the position and are expected to mitigate this pressure to £2,144k in 2014/15. These actions include casework preventions, on the demand side, which effectively divert people to find their own solutions on the basis of housing advice. On the supply side actions include re-lets of void HRA properties and the procurement of new supplies through initiatives such as using trickle transfer funds. As some of the supply side measures will take time to fully impact, the pressure is expected to fall to £1,500k by 2015/16.

47 ***SEN Transport (£531k decrease from 2013/14) -*** Over the past year there has been a further increase in the number of statemented pupils and consequently a significant increase in contracted transport costs. The faster growth rate of costs over pupil numbers reflects the increased need to provide transport to out-of-Borough placements requiring greater distance travelled, as well as increased numbers of children requiring individual transport due to more complex needs.

48 With the support of the BID transformation team a range of measures are being developed in order to mitigate the costs increases in the longer term:

- Changes in the SEN transport and travel assistance policy
- Implementation of new panel arrangements to review and approved requests for travel assistance
- Independent travel training
- Route planning software
- Improved compliance with expenditure controls
- Encouraging increased local provision through Specialist Resource Provisions attached to expanding schools and Free Schools over the medium.

49 These measures will not result in reduced costs overall but rather serve to limit the overall increase in costs to a projected 4% increase as opposed to the 10% increase seen over the last calendar year. With regard to the final bullet point above, the ability to increase special needs provision locally is not guaranteed, as it relies on co-operation from schools, additional investment from central Government, site availability and project timescales.

50 Provision of £229k has been included within contingency for 2014/15 to reflect a continuation of demand trends, with provision for the current level of demand and £108k towards implementing travel training is included within service pressures detailed elsewhere in this report.

51 Modelling of the impact of continued growth has been undertaken to determine the potential future pressures on the SEN Transport budget. Whilst an improvement has been seen in like-for-like prices from the re-procurement exercise this has been offset by the higher 'new for old' cost of new routes coming into effect from September 2013 compared to those routes that finished at the end of the summer term. This impact points towards the higher underlying demographic growth continuing to come through in the new academic year 2013/14 and beyond.

52 ***Waste Disposal Levy (Landfill Tax) (£1,199k decrease from 2013/14) –*** A number of factors have impacted on the waste streams during 2013/14 with both favourable and adverse impacts. A net decrease in the level of contingency required is reported following release of £2,439k to base budgets as a service pressure. Although an improved position is reported by West London Waste Authority, with savings proposals expected to reduce the cost to the Council, in particular through the fixed cost levy, these favourable movements have been insufficient to off-set the significant pressures in this area. Waste tonnages have increased by an estimated 2.5% during 2013/14, a further increase of £8 per tonne on the landfill tax and the move to a new compliant rubble and hardcore contract have led to a 2014/15 contingency requirement of £811k. Discussions between the Council and WLWA continue around arrangements at Victoria Road, with the levy increase build into this budget reflecting the higher cost of operating the site going forward.

53 ***Impact of reduction in Asylum grant funding (£537k reduction from 2013/14) –*** A number of meetings have taken place with the Home Office about the complexity and unfairness of the current asylum funding regime and the renegotiation of the Gateway agreement. The latest position is that there is likely to be a new Gateway funding agreement to replace the existing agreement that will run from 1/4/13 to 31/3/15. It is estimated that the Gateway agreement grant is likely to be in the region of £1,772k per annum. This funding covers the costs of the lease at Weir House; funding for up to £50k of legal costs relating to Asylum and funding of the Emergency Duty Team and the In Take Bid. The Home Office suggested that they would transfer the responsibility to the Border Agency and that the Council would then be funded directly from them. The impact of these potential changes on the asylum contingency requirement are shown in the table below:

Table 6: Asylum Contingency Requirement 2014/15

	2014/15 £000
Projected Expenditure	7,402
Direct Asylum Grant	-3,721
Gateway Agreement Grant	-1,772
Housing Benefit	-391
Client Contribution	-60
Contingency Required 2014/15	**1,458**
Original Proposed Requirement 2013/14	1,995
Proposed Change Required (Improvement)	**-537**

54 ***Potential Extension of Asylum Gateway Agreement -*** The Home Office have also indicated that they will be putting forward proposals regarding the funding of other costs for which the Council has lobbied for many years. The most likely of these is funding the first 25 cases which under the current grant agreement are excluded from the Gateway grant. A contingency for this additional funding has been included for £200k. There have also been discussions on the cost of supporting over 18 Asylum Seekers (estimated to be £950k) and the cost of the impact of the Newcastle Judgement which requires local authorities to fund the cost of university education should the asylum seeker wish to progress their education at the non-EU rate (estimated to be £250k). If these are confirmed, then the position for Asylum will show a significant improvement and the MTFF will be updated to reflect the new position.

55 ***Children's Social Care (£1,079k increase from 2013/14) –*** As a result of growth in Children's Social care demographics the proposed contingency provision for 2014/15 is £1,860k, an increase of £1,079k from 2013/14. The demographic model has been completely refreshed following a review of the data and taking into account actual placements made between the period 1 September 2012 and 31 August 2013. There is now considerably more clarity regarding both the in-year position with Children's placements, the direction of travel going forward and the likely budget requirement for 2014/15. The demographic data suggests that the number of Looked After Children (LAC) entering the system is increasing at a greater rate than those exiting the system (the number of new LAC between the period stated was 105 children, compared to 96 leavers and movers that have been identified, resulting in a net growth of 9 children), due to the growth in the general population and signs that there is an impact of Borough migration, where more families are starting to arrive in Hillingdon from neighbouring authorities and it is understood that the welfare reforms are starting to have an influence on where people can afford to live.

56 ***Transitional Children (£1,408k decrease from 2013/14) -*** The latest projections for transitional children moving through to Adult Services continue to demonstrate a pressure on service demand. The current assessment of the likely contingency requirement is £2,406k. Of this sum, the provision of £2,560k includes both the estimated cost of clients that are transferring in 2013/14 and the estimated cost of those anticipated to transfer across in 2014/15. Encouragingly there is some emerging evidence that recently transferred cases have been assessed at a lower cost when treated as an adult and therefore a reduction factor of 6% has been used to give a net contingency provision of £2,406k in 2014/15. The decrease in the amount of contingency reflects the decision by Cabinet to release £2,589k in contingency into the base budget for those children who have transitioned before 1st April 2013.

57 ***Adult Social Care Demographic Pressures (£4,313k increase from 2013/14) –*** Demographic changes in the client groups making up Adult Social Care Services, has been, and will continue to be a key financial risk to the Council. The demographic demand is expected to continue to rise particularly with the increasing incidence of life-limiting chronic conditions including dementia, and amongst 18-64 year olds with disabilities, alongside an increase in the longevity of very elderly people. Additionally, there is a considerable pressure from those LD clients who are living longer and out living elderly parents and carers, which results in increased numbers and higher levels of support. There are also significant risks from the outcome of the Francis enquiry at Mid Staffordshire Hospital and recent changes to the NHS '111' number on A&E

admissions, which will put further pressure on social care to enable discharge of patients without delay and could lead to pressure to utilise residential placements.

58 In recent years, the service has sought to change the provision to clients from living in residential accommodation to remaining in the community either supported in their current homes or in purpose built Supported Living units. Living in the community has proven to be less costly than residential accommodation however growth in the number of adult social care clients continues to be a demand upon the Council's resources.

59 Two exercises have been undertaken in the current year to establish the actual cost of client placements and packages of care in order to verify the contingency requirement. One was undertaken earlier in the year based on May data and the other more recently based on October data. Both exercises show that the current cost of packages based on actual client number and actual unit costs is in excess of the base budget and current contingencies set aside. In addition, the position worsened between May and October particularly on the Homecare side.

60 As part of this update work the financial model used to forecast the demographic growth in Adult Social Care clients, together with the unit costs of service provision, has been significantly revised to focus upon changes to the growth in client numbers for Older People, those with learning, physical and sensory disabilities and those with mental health issues.

61 The exercise undertaken in May 2013 compared the actual cost of all the care and support provided to individual Adult Social Care clients with the current base budget and the contingency provision set aside for ASC demographic growth for 2013/14 and the provision set aside for Transitional Children to March 2013. This exercise showed that current commitments exceeded current base budget plus contingency provision by an estimated £800k.

62 The exercise undertaken in October showed that there has been significant growth in the level of home care support provided since February 2013 which has now been reflected in the financial model by increasing the growth from 10% to 20% for home care costs in both 2013/14 and 2014/15 . The impact of this increase is forecast to be an additional cost of £2,903k in 2014/15. Actions are being put in place to mitigate this increase by clearing outstanding reviews of home care cases. There has been an increase of 13 in the forecast number of clients with Physical and Sensory Disabilities since February 2013 which equates to a forecast increase in costs of £639k in 2014/15. There has also been a further reduction in the income received from the Clinical Commissioning Group (CCG) for Continued Health Care (CHC) funding which is estimated to be £496k. The Council will be seeking to negotiate an increase in the level of CHC funding from the CCG, to more accurately reflect their funding responsibilities.

63 On the positive side, there are some favourable movements with a forecast reduction in the number clients of Older people which when taken into account gives an estimated net increase in demographic changes and cost of service provision of £4,313k for the financial year 2014/15. This brings the total of the proposed provision within the contingency for Adult Social Care demographics to £11,990k. A refresh of the forecast in January 2014 has not identified any material demographic changes since October.

64 ***Pump priming for BID savings (no movement from 2013/14) -*** In the spending review in June 2013, further reductions in funding were announced for 2014/15 which will require further significant savings within the Council's overall budget. A contingency of £500k will support further development of BID work to deliver the required efficiencies for the Council.

65 **G*eneral Contingency (£1,500k increase from 2013/14) -*** The draft budget includes £2,500k general unallocated contingency which reflects the large degree of uncertainty that continues to exist over a number of budgets. There are also several emerging issues which are being monitored to det7ermine whether they have any impact on budgets and these could be contained within the unallocated contingency.

66 The increase of £1,500k in this contingency provision results from the transfer of the 2013/14 provision against shortfall in Social Care restructuring savings, with any residual risk on this saving to be borne by the General Contingency.

SERVICE PRESSURES

67 Service Pressures for 2014/15, which primarily relate to items being transferred from Development and Risk Contingency into base budgets, total £4,370k and are detailed below.

Table 7: Service Pressures

Priority Growth	Amount 2014/15 (£000s)
Waste Disposal Levy	2,439
SEN Transport	1,611
Outsourced Leisure Income Streams	308
Additional Property Lawyer	12
Total Service Pressures	**4,370**

68 There is currently a call of £2,439k on the 2013/14 Development and Risk Contingency in respect of the waste disposal levy, which will be released to base budgets from 1 April 2014 and therefore included in this budget as a service pressure. As noted above, provision for forecast increases to levy costs for 2014/15 are to be held in contingency.

69 Provision of £1,611k has been included within Service Pressures to reflect the full year effect of current levels of demand for SEN Transport, and cover the pump priming of the recently approved travel training initiative. Additional budget provision to manage increasing levels of demand during 2014/15 has been included within Development and Risk Contingency.

70 The Development and Risk contingency for 2013/14 contained provision for reduced income from outsourced services within Leisure and Cabinet took the decision to release the contingency into base budget in Month 7. However, there remains an ongoing service pressure from reduced income in future years, the full year effect of which is £308k.

71 The 2013/14 budget approved by Cabinet and Council in February 2013 included provision for recruitment of an additional property lawyer, the full year effect of which is included at £12k and is being included in this report as a service pressure.

72 Total Service Pressures, detailed in Appendix 4, amount to £4,370k in 2014/15.

PRIORITY GROWTH

73 Provision has been made in 2014/15 for an additional £2,500k on a recurrent basis for Priority Growth Initiatives. This includes £1,750k for general initiatives and £750k of funding for schools places capital financing. When added to the £1,500k priority growth brought forward this brings the total available to fund new initiatives during 2014/15 to £4,000k A number of growth proposals are included in this report, which if agreed would leave a balance of £1,452k to support further projects.

Table 8: Priority Growth

Priority Growth	Amount 2014/15 (£000s)
Available Priority Growth Balance	**4,000**
Additional Primary Schools Expansions Capital Financing	(750)
Extended Library Opening Hours	(236)
Sport & Activity for all ages Fund	(400)
Social Care Initiative Fund	(400)
Lamppost Refurbishment Programme	(400)
Telecareline	(100)
Investment in Local Rating Enforcement	(100)
Finance Manager (Transformation)	(90)
Police Tasking Team	(72)
Remaining Unallocated Priority Growth	**(1,452)**

74 In order to support the Council's major programme of investment in Primary School Expansions, a further £750k is provided to support the on-going revenue financing costs associated with servicing and repayment of debt. This brings total revenue support for these expansions to £5,000k per annum.

75 Following on from the Council's library refurbishment programme, extended opening hours are proposed for Uxbridge, Oak Farm and Harlington libraries, with £236k included in Priority Growth to support additional staffing costs.

76 An initial sum of £400k has been set aside to fund priority growth initiatives around sports and leisure that seek to improve activity levels amongst residents which should improve health more generally going forward.

77 In addition a sum of £400k has been set aside to fund Social Care Initiatives.

78 £400k has been included within Priority Growth for 2014/15 to commence a programme to repaint metal street lights in the Borough.

79 In order to enable the threshold age for free access the Telecareline service to be lowered from 85 to 80, a sum of £100k has been set aside to off-set the loss of income from the affected clients. A further £600k capital growth has been included in this budget to support equipment costs of this initiative.

80 The investment of £100k in local rating enforcement will ensure that the maximum amount of income is being billed and collected from liable parties.

81 Funding of £90k has been included to create an additional Finance Manager role to provide extra capacity to work on the financial implications of the Council's transformation programme.

82 Provision of £72k is included within this budget to increase support for the Police Tasking Team within the Borough during 2014/15 and 2015/16.

SAVINGS

83 The savings proposals contained within this draft budget have been developed through the HIP Business Improvement Delivery programme (BID), the Council's programme to transform all services, review all working practices and enable the delivery of savings in response to central Government's austerity programme. In February 2013, the General Fund savings for 2014/15 were estimated at £16,970k. Of this figure, £6,814k was the full year impact of earlier savings, £5,100k was allocated to Service Groups to work up proposals and £5,056k was set against Policy Decisions and Corporate Savings in expectation that there was scope to increase the level of corporate savings within the MTFF.

Policy Decisions and Corporate Savings

84 When the budget was agreed in February, 50% of the initial 'budget gap' was allocated to the outcome of policy decisions and from corporate savings. As the development of the budget progressed, and as corporate budgets were reviewed and refreshed, the overall budget gap has reduced and the savings requirement is currently £12,802k. The most significant item to impact this area was a £3,610k surplus from the Collection Fund arising from a review of the bad debt provision for the Collection Fund at the end of 2012/13 as well as continued strong growth in Council Tax income collectable and high collection rates throughout 2012/13 and so far during 2013/14.

BID Cross Cutting savings

85 The main focus of the BID programme over this year has been on the key pathway projects Children's, Adults and All Age Disabilities. Savings arising from the work to date on the transformation of these services have been allocated to the existing £3,000k savings target incorporated into the 2013/14 budget.

Procurement

86 At the start of the budget process, it was agreed to create a specific General Fund savings target for the newly created Procurement & Commissioning Service of £1,000k. With the implementation of Category Management across the Council

forward plans have been developed for all areas identifying all major contracts and their renewal dates. Considerable work has been undertaken to identify synergies between contracts to ensure going forward the delivery of best value to the Council. Indicative procurement savings for each Group have been included in the respective savings detailed below with the information being derived from the work detailed on the Procurement forward plan.

Group Savings

87 The Group savings proposals currently developed for 2014/15 are summarised in the table below and the total savings figure for each Group is net of the redundancy costs contained within their package of proposals. All groups were tasked to look for further savings in addition to their original targets. Further explanation of the progress within each Group is provided in the narrative below and in detail in appendix 6.

Table 9: Savings Proposals

Savings Proposals	Saving 2014/15 (£000s)
Administration & Finance	1,539
Residents Services	5,399
Children's and Young People's Services	1,447
Adult Social Care	4,417
Total Savings Proposals	**12,802**

The approach to savings taken by each group is explained further below.

Administration & Finance

88 Administration and Finance Groups have identified savings proposals totalling £1,539k for 2014/15, including £142k full year effect savings. The Groups continue to refine their service structures through the application of the Council's organisation design principles and operating model. The 2014/15 proposed savings are largely derived from various phases of this restructuring or the full year effect of restructures that are already being implemented to deliver 2013/14 savings requirements.

89 Administration savings proposals of £347k have been identified from the proposed outsourcing of Occupational Health (£25k) and from structure reviews in Human Resources (£55k), Policy, Performance & Partnerships (£172k) and Legal Services (£65k). There is also £30k of savings in Democratic Services from extra income generation in Registrars arising from expanded opening hours.

90 Finance savings proposals of £605k have been identified including £390k from the restructure of the Procurement & Commissioning service as part of the implementation of a category management strategy and £200k from a restructure of the Revenues & Benefits Service arising from the full integration of Benefits into the Revenues structure. There is also a further saving of £15k from a restructure of the Internal Audit function which is seeking to ensure that the service has the right mix of skills at the right level within the structure.

91 In addition, efficiency savings from realigning Public Health responsibilities and objectives within the group generates savings of £445k in 2014/15. Further details of

the proposals developed for both Administration and Finance are set out in Appendix 6a.

Residents Services

92 The approach to the delivery of savings within Residents Services continues to be driven through a programme of transformational reviews of every service. This includes large scale reorganisation, restructuring and removal of duplication and the opportunities to question the need for services and the method of service delivery in all areas. Residents Services have developed savings proposals of £5,399k, including £619k of full year effect savings.

93 Resident Services have also delivered significant increases in income to the General Fund through the transfer of responsibility for commercial shops and garages from the Housing Revenue Account. Cabinet agreed the transfer of the garages as at 1 November 2013 which will generate an estimated gross income of £1,000k per annum which will provide a net income to the General Fund of £770k per annum in 2014/15 after providing for routine maintenance and void costs to the assets. The transfer of the shops from the HRA took place 1 October and will generate a net income of £643k per annum from 2014/15 for the General Fund. This saving, totalling £1,413k, has been earmarked to fund capital investment going forward.

94 The increase in net grant for the New Homes Bonus receivable from the DCLG for bringing new homes into use within the Borough is £1,257k. The in-year award is based on the addition of approximately 900 properties to the Council Tax Base between October 2012 and September 2013, marginally lower than previous assumptions due to the phasing of residential developments coming on stream. In addition this saving includes an expected refund of £133k from the topslice on formula funding, expected if national performance remains consistent with prior years. The level of funding to be returned is lower than previously expected due to a smaller topslice from Revenue Support Grant, resulting in the transfer of £339k from savings to corporate grants.

95 A target of £250k in 2014/15 for middle management restructures across the group has been set. There are a number of restructure consultations about to commence, along with a number in development across Public Safety, Planning, Green Spaces & Culture and Environmental Policy and Community Engagement.

96 A bench marking exercise has identified a list of corporate buildings where energy saving measures should generate savings estimated to be £100k per annum. Further efficiency savings totalling £250k are achievable from efficiencies in Waste Services (£150k) and fleet management costs (£100k) in 2014/15.

97 The highways permit scheme is now well established and the overachievement of income in 2012/13 amounted to £369k, Whilst there is a case to be cautious about building this additional income fully into the base budget given the potential for a review of the scheme, it is proposed to build in £200k from 2014/15.

98 The BID project to progress the Tenancy Sustainment work within the Housing Service has identified opportunities to merge individual elements of the current Housing Service with other services across the Council delivering an estimated savings of £300k per annum.

99 Across the service, a number of procurement savings are being developed through the implementation of the category management approach. Whilst much of this work is at an early stage and the detailed tendering exercises have yet to be undertaken, an estimated savings of £197k is anticipated within Residents Services. In addition, the review of Public Health contracts is expected to deliver a further £450k of procurement savings in 2014/15. In addition, efficiency savings from realigning Public Health responsibilities and objectives within the group generates savings of £1,571k in 2014/15

100 Savings proposals within the Education Service arise from reviews of all service still undertaken by the Council in light of the recent and the proposed future changes to the funding of Education Services and through the BID review of Education services. Savings for 2014/15 of £205k have been identified following reviews of Workforce Development, Information to Parents and the School Improvement Service.

101 The proposed savings for 2014/15 do not as yet factor in any savings directly related to the Children's pathway or Education Service Reviews as these will contribute to the existing £3m BID savings target for 2013/14.

102 The total proposed savings for Residents Services for 2014/15 of £5,399k are explained in detail in appendix 6b.

Children and Young People's Services

103 Children and Young Peoples Services have reassessed the success of their current savings approach and developed new savings proposals which deliver savings of £1,447k in 2014/15, as well as providing replacement savings for £445k of savings from 2013/14 which were undeliverable.

104 The new savings arise from the service undertaking a project to review the costs of all Looked after Children (LAC) placements and to identify opportunities to change the placement type leading to savings in current placement costs. A high level desk top assessment of each case has been undertaken to test the opportunities for savings. Where a change is proposed a risk assessment has been applied to each case to reflect the chances of a successful conversion rate bearing in mind the difficulties in converting children from one placement to another.

105 This review incorporates the undelivered savings of £300k arising from DFE grant funded initiative for the Multidimensional Treatment Foster Care (MTFC) which will be replaced with a local scheme which removes some of the restrictions that the DFE scheme contained making it easier to recruit potential carers to care for challenging teenagers and a shortfall of £145k from the use of the Care Fund Calculator (CFC), which although developed by the West London Alliance (WLA) to help Councils reduce the costs of Adult Social care placements, was less successful when applied to reducing the cost of LAC placements. The use of the adoption reform grant funding in 2013/14 will help resolve a number of cases which are awaiting final assessment in the move towards adoption. If successful this project is expected to deliver gross savings of £975k from 2015/16, with a part year effect of £869k expected in 2014/15.

106 As part of the review of all Education Services, a review of the non staffing Youth service budgets was undertaken which will deliver a proposed saving of £55k. In

addition, the early work being done on the development of category management within Children's Services has identified a procurement saving of £27k from using the WLA select list for procuring semi independent accommodation to meet the needs of LAC who qualify.

107 Efficiency savings from realigning Public Health responsibilities and objectives within the group generates savings of £496k in 2014/15. The total proposed savings for Children and Young People's Services for 2014/15 are detailed in appendix 6c.

Adult Social Care

108 The Adult Social Care savings programme has been completely reviewed and refreshed and new proposals have been identified to replace all previous proposed savings which had a full year impact in 2014/15 and beyond. Following the changes to the Senior Management Team and the significant changes to the approach to Supported Living, it is proposed to start with a new set of proposals for the 2014/15 MTFF.

109 The BID review of Adult Social care is at an early stage in terms of implementation and there remains significant scope for the delivery of further savings. An additional target of £2,000k has been included within this draft budget for 2014/15.

110 The review of Section 117 funded cases due to increases in cost should identify a number of instances where a change in status will enable clients to become responsible for the rent element of packages and in some instances for a contribution to care costs, subject to income, giving an estimated saving of £109k.

111 The Supported Living programme is currently under review and the proposal includes a reduction in the previous HRA capital build programme to 75 units, reducing the specification for two flagship schemes and progressing with the 110 units that Registered Providers have already committed to supply. The opportunity to transfer further sites for RP redevelopment may also be considered, including 12 units at Yiewsley pool that are currently factored into the capital programme and an additional 44 units of Extra Care for older people on Haydon Drive. The overall reduction in the capital build programme will be supplemented by maximising the use of existing assets such as long term voids and direct allocations, and continuing to develop a private sector partnership prototype to purchase smaller properties on the open market. This approach will mitigate against the risks associated with large-scale capital investment and potential oversupply. The accommodation and associated services will be delivered at a rate that reflects the number of people who are realistically ready and able to move, whilst maximising efficiency savings. For 2014/15 there is an additional assumption of 10 client stepdowns and 4 shared accommodation moves that will have a full year effect and then that one client per month will be transferred into general needs housing and that 4 tranches of 4 clients will transfer to shared housing. This programme is estimated to deliver savings of £736k in 2014/15 and £1,152k in future years.

112 Commissioning savings of £586k in 2014/15 will be delivered through a number of competitive tenders including community support services, preventative outreach/drop services, floating support services for people with mental health needs and the spot purchase of outreach services for clients who meet the criteria for Fair Access to Care services.

113 State pensions and welfare benefits are increased annually by CPI as at the end of September, which in 2013 was 2.7%. This increase in turn leads to an increase in client income which is estimated at £159k. Efficiency savings from realigning Public Health responsibilities and objectives within the group generates savings of £777k.

114 The total proposed savings for Adult Social Care is £4,417k in 2014/15 and are included in Appendix 6d.

FEES AND CHARGES

115 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, operates differential charging, enabling freezes on all charges to Residents, including parking services.

116 Schedules detailing the proposals relating to fees and charges for 2014/15 are attached at Appendix 12. The only substantial amendments to fees and charges proposed in this report are a refresh of the charging structure for Pre-Planning Advice, in order to support the Council's Economic Development agenda, a simplification of hire charges at the Compass Theatre, Winston Churchill Hall and Manor Farm, intended to put residents first and freezing residents charges at current levels; and inflationary increases to trade waste charges.

CENTRAL GOVERNMENT GRANT

117 Since 2010, the Government's wide-ranging deficit reduction programme has driven down funding levels for local Government at an unprecedented rate with headline reductions in formula funding over the four years to 2014/15 around 28%. Alongside these on-going reductions, there has been an increasing tendency for new Government initiatives, such as New Homes Bonus and Troubled Families, to be funded from topslices of existing resources which places additional pressure on local Government budgets.

118 This is set to continue into 2014/15 with a reduction of £9,198k in formula funding set out in the Provisional Local Government Finance Settlement, which takes account of the additional 2% reduction announced by the Chancellor in the 2012 Autumn Statement and the further 1% announced in the March 2013 Budget. The apparent improvement from earlier estimates is primarily due to the transfer of £1,129k 2012/13 Council Tax Freeze grant into formula funding.

119 Under the Business Rates Retention System an element of formula grant income is dependent on local collection of Business Rates. The risks around collection of this sum are detailed in the Collection Fund Section of the report below.

120 The current squeeze on formula funding is forecast to continue in the medium-term, with a headline 14% reduction contained within the 2015/16 draft budget, which increases further once a number of top slices are taken into account, and 8% per

annum from 2016/17 onwards. Further analysis of these cuts and their implications are contained within the Medium-Term Agenda below.

121 Despite the move towards simplifying local Government funding within SR2010, the number and quantum of grants outside the settlement continues to increase with £12,919k included in the draft 2014/15 budget. With the exception of Section 256 transfers from Health and Housing Benefit Administration funding, the majority of these grants are recycled formula funding. This represents a gross increase of £2,879k on the Council's 2013/14 budget, of which £434k relates to new burdens related to the Better Care Fund and £446k is to partially off-set the loss of business rate revenues arising from the decision to cap annual increases at 2%. The remaining £1,999k represents a net increase in other Government Grants and while this includes a number of minor reductions in grant sums the most significant movement relates to the Education Services Grant (£1,329k).

122 From 2013/14 funding for retained Local Authority Education Functions has been removed from formula funding and redistributed as the Education Services Grant, which links grant awards to pupil numbers in maintained schools. Following confirmation of the mechanism for adjusting funding for new Academies, assumptions around this grant have been refreshed and a sum of £3,300k is forecast for 2014/15, with write back of the previous provision for Academy transfers expected to release a further £580k.

123 Finally, Spending Round 2013 confirmed a further year of Council Tax Freeze Grants which have been factored into this draft budget at a sum of £1,129k for 2014/15 and 2015/16. The current assumption is that this freeze grant will follow the methodology for 2013/14 which saw the equivalent of a 1% increase award on the gross Council Tax Base before allowing for the impact of local Council Tax Reduction schemes.

124 Appendix 1a to this report contains a full schedule of corporate grant funding assumptions, with an overview of medium-term risks and issues set out later in this report. The net reduction in corporately managed grants and the business rates baseline, excluding support for new burdens, is forecast to be £7,085k.

COUNCIL TAX INCOME

125 There continues to be strong growth in Hillingdon's Council Taxbase with growth expected to increase gross Council Tax revenues to £99,327k, an increase of £2,006k on 2013/14. This increase represents the equivalent of 1,804 Band D properties coming on stream between April 2014 and March 2015, which includes a significant number of properties on key development sites such as St Andrew's Park, Uxbridge. The financial impact of the resulting increase in population is dealt with throughout the body of this report.

126 As of 1 April 2014, the Council's local Council Tax Reduction Scheme will have been in operation for a full year with experience to date indicating no material increase in either demand for the scheme or the resulting cost of awards. In addition, current indications are that earlier assumptions around collection rates of those affected by the scheme may have been overly conservative. Monitoring of the scheme will continue, in particular around the impact of wide-ranging Welfare Reforms currently underway, and inform preparations for the planned refresh of the scheme for 2015/16.

127 An in-year surplus of £1,200k is forecast for 2013/14 Council Tax Income, primarily due to new developments coming on stream and underlining the healthy position of Hillingdon's local tax collection. In addition to this surplus, a further £2,410k brought forward from 2012/13 will also be released to the Council's General Fund delivering a one-off surplus of £3,610k in 2014/15.

BUSINESS RATE INCOME

128 With effect from 1 April 2013, the Business Rate Retention System has resulted in the Council sharing in the benefit of economic development through retention of a proportion of growth in the Business Rate base. While there has been a clear downward trend in rateable value within the Borough since the 2010 revaluation, on-going review of potential developments as part of wider economic development work has identified a number of growth areas, which offer the opportunity to capitalise on this new opportunity.

129 Retained growth of £2,714k for Hillingdon is forecast for 2014/15, resulting from the removal of a one-off provision for back-dated rating appeals made in 2013/14 and new developments on targeted development sites off-set by a gradual reduction of the downward trend in general rateable value within the Borough.

130 While a share of Business Rates income is now retained locally the scheme of mandatory and discretionary reliefs is still directed by central Government, including operation of reliefs for empty properties which currently cost the Council approximately £2,000k per annum. In order to reduce this cost, provision of £100k has been made to provide additional capacity within the Council's Corporate Fraud Team to engage in more proactive inspection and prevention activities on an invest-to-save basis. In order to break-even, this proposal will need to secure an additional £667k income from businesses within the Borough.

131 As with Council Tax Income any surplus or deficit generated within the Business Rates Collection Fund would be released to the General Fund through the budget setting process. For 2013/14 a breakeven position is reported, with no impact upon the draft 2014/15 budget.

132 The Chancellor's December 2013 Autumn Statement announced a number of changes to business rate policy, including the 2% cap on the multiplier and a relief of up to £1k for retail premises in the Borough the costs of which will be supported by a specific Government grant. In order to implement the retail relief, it will be necessary for the Council to adopt the scheme proposed by Central Government which will be recommended in the Council Tax setting report to be presented to full Council later in the month.

BALANCES AND RESERVES

133 The projected unallocated balances and reserves are currently forecast to be £36,172k as at 31 March 2014, well above the minimum target level of balances and over £5,922k in excess of what they were projected to be at the start of the current

financial year. However, this assumes that the balance of unallocated priority growth and unallocated contingency will all be spent in full by the year end.

134 The MTFF strategy is to maintain balances long-term at a level of no lower than £15,000k, with an additional £5,000k earmarked to smooth the significant level of funding reductions expected in 2015/16. The budget strategy contained in this report will keep balances well above this level over the next three years. This should provide some contingency to help absorb any further adverse movement in central Government funding and other demand led pressures. The budget proposals contained within this report keep balances within the recommended range advised by the Corporate Director of Finance.

MEDIUM TERM IMPACT OF PROPOSALS

135 The immediate focus of this report is on delivery of a balanced budget for 2014/15. However there is a need to consider the medium term outlook and work up proposals to maintain the Council's robust financial position over this period.

136 Over the period to 2018/19 it is expected that the on-going Government's deficit reduction programme will place greater pressure on the Council's finances, with cuts in excess of 8% per annum expected in core formula funding. Combined with the increasing tendency for new Government initiatives to be funded from existing resources, significant reductions in non-ringfenced grants are expected lead to a loss of £37,120k funding per annum by 2018/19, while assuming £7,479k of new responsibilities, resulting in a reduction of £44,599k in comparable grant funding.

137 In contrast to the national funding position, the Council's local income is forecast to remain robust and grow over the medium-term as new residential and commercial developments come on stream. Council Tax Income is forecast to grow by £14,377k by 2018/19 through an increased tax base and potential 2% per annum increased from 2016/17, with no material growth forecast in the cost of delivering the local Council Tax Reduction Scheme. Over the same period expansion in the NNDR base, primarily through developments on targeted sites within the Borough, is expected to secure £5,286k retained growth and secure an additional £5,541k from inflationary uplifts in business rates. The combined impact of these changes is therefore expected to be a reduction of £19,435k in the Council's like-for-like budget requirement (taking account of the £7,479k new burdens included under Corporate Items).

138 In addition to the pressure on external funding, the expanding and changing make up of the Borough's population will increase demand for services, with Social Care costs representing the majority of this increase. As can be seen from current experience an aging population, living longer through improving medical advances and a rising Looked After Children population, and a sharp increase in the number of statemented children combined with Housing problems from Welfare Reforms, are all causing a significant pressure on budgets. The net impact of Service Pressures and growth in Development and Risk Contingency is expected to be £22,170k by 2018/19.

139 Inflationary cost pressures over the period are expected to reach £16,013k by 2018/19, with employee costs representing the largest single component of this growth. Current assumptions are based on inflationary pay-awards averaging 1% and employers' pension contributions rising to 23.1% in the medium-term.

140 The total budget gap to be managed through the savings programme is estimated at £62,318k over the period to 2018/19. There is however a number factors leading to a significant front-loading of this pressure, which are expanded upon below.

141 Firstly, Spending Round 2013 announced the Government's intention to topslice £70m from the New Homes Bonus to support London's Local Enterprise Partnerships (LEP). This will see £3,025k revenue resources transferred from Hillingdon, representing close to 40% of the Council's cumulative New Homes Bonus award. While there may be scope to recover an element of this funding for specific projects supported by the London LEP, this undermines the previous strategy of using these funds to support additional services required by an expanding population and is inconsistent with the treatment of this grant outside the capital.

142 Secondly, a range of new policy initiatives announced at Spending Round 2013 are to be supported from an £800m topslice on the Revenue Support Grant resulting in approximately £3,000k of Hillingdon's formula funding being recycled as ring-fenced grants to support new Government priorities at the expense of core services.

143 Thirdly, the strategy for balancing the 2014/15 budget includes use of a number of significant one-off items, including a Collection Fund surplus of £3,610k, writing back provision against loss of funding from Academy transfers at £1,160k.

144 The Better Care Fund (BCF) (previously Health and Social Care Integration Fund), which Spending Round 2013 announced for introduction in 2015/16 will present an additional risk to be managed. This will see existing transfers from the NHS totalling £1,100m nationally pooled with other Department of Health resources to create a national fund at £3,800m to support integrated working between the health and local Government sectors. Hillingdon's share of this additional funding in 2015/16 is £17,991k made up of £15,642k revenue funding from the HCCG plus capital allocations of £1,769k for the Disabled Facilities Grant and £580k of Social Care Grant which the council currently receives but from 2015/16 will be funded via the NHS and then passported to the Council through the BCF. The funding will be managed through a section 75 pooling agreement and it will be necessary to ensure that existing commitments under the Section 256 agreement and previous Winter Pressures funding are also factored into the future use of the funds. The funding allocation includes a performance related element which is contingent upon planning and performance in 2014/15 and in part upon achieving specific outcomes in 2015/16. The performance related element of £4,521k represents one of a number of key risks to each partner and the impact on the Council's MTFF will need to be fully assessed as the BCF plan is developed and agreed over the next few months. A provision of £1,000k per annum has been included in the Development and Risk Contingency to cover the risk of funding being insufficient to cover any new burdens transferring to the Council from 2015/16.

145 Finally, as a result of the significant changes to Adult Social Care funding arrangements set out in the 2013 Care Bill, which includes introduction of capped care costs and increased deferred payment arrangements, significant new burdens funding is expected in the medium-term. While it remains too early to confirm the sufficiency of any new burdens funding being made available, concerns have been voiced by London Councils that there may be adverse financial impacts on local authorities in the capital. Local analysis will be completed over the coming months and any impacts

managed through the 2015/16 MTFF cycle. As an aside, it should be noted that the funding being made available in 2015/16 is sourced from the supplementary £800m topslice on revenue support grant noted above.

146 Managing this savings requirement of £20,284k in 2015/16 will be a challenge far more difficult than those faced in recent years and one which will require some difficult decisions to be taken. The budget does, however, still contain significant flexibility, particularly in the level of balances and reserves built up through prudent financial management, which gives the potential to smooth the impact of the significant gap in 2015/16 over the following years. The draft budget proposes to earmark £5,000k of balances to support the revenue budget in 2015/16 and £1,380k to support a freeze on Older Persons Council Tax through to 2018/19 which would reduce estimated balances to £29,792k, still above the target minimum levels of balances.

HOUSING REVENUE ACCOUNT (HRA) BUDGET

147 The budget proposals for 2014/15 are based on the third full year of self-financing for the HRA and have been developed using the same methodology and layout as for the General Fund budget. The HRA budget build is subject to the same rigorous process as other Council budgets to aid overall understanding of the process and improve transparency in the overall business plan.

148 Under self-financing most of the regulations governing the HRA remain. This includes requirements for the authority to carry out a periodic review of rents for dwellings and charges for services and facilities provided to Council tenants. There is a general expectation that these charges are reviewed in line with the DCLG rent restructuring and include an annual rent increase.

149 An overview of the draft HRA budget for the period to 2018/19 is included in Appendix 7 to this report.

Update on 2013/14 budget

150 The Month 9 monitoring position is showing an in-year operating surplus of £4,870k, which is £4,822k above budget. The surplus is due to reduced expenditure on the major works programme (£4,660k), lower management costs (£882k), a decreased call on Development & Risk Contingency (£557k) and reduced interest costs (£52k), offset by a reduction in rent income (£1,329k).

CHANGES SINCE REPORT TO CABINET ON 19 DECEMBER 2013

Changes in the budget

151 The table and narrative below summarises the changes to the recommended budget proposals from the report considered by Cabinet on 19 December 2013.

Table 10: Changes to Revenue Proposals since Cabinet on 19 December 2013

	2014/15 £000s
Budget gap/(surplus) at 19 December 2013	**(0)**
Proposal/Amendment	
Refreshed rental income assumptions	(10)
Savings from remodelling back office functions	(57)
Review of Repairs Service	(200)
Increased Investment in Housing Stock	267
Budget gap/(surplus) at 14 February 2014	**(0)**

152 Updated forecasts on the expected level of Right to Buy property sales during 2014/15 has led to a marginal £10k improvement in rental income assumptions; with continuing review of HRA operations enabling a further £257k efficiencies in back office operations to be taken as savings. The net impact of these changes enables a further £267k to be set aside to fund investment in housing stock.

Budget Requirement for 2014/15

153 The movement between the current year's budget and the draft budget requirement for 2014/15 is detailed in table 11 below. Further detail on each of the lines in the table is explained below and a more detail summary is attached as appendix 7.

Table 11: HRA Budget Requirement 2014/15

	Budget (£000s)
Original Budget Requirement 2013/14	57,428
Adjustment to show gross income from service charges	5,396
Restated Budget Requirement 2014/15	62,824
Inflation	670
Corporate Items	424
Contingency	200
Savings	-1,426
Budget Requirement 2014/15	62,692
Funding Sources	
Net Dwelling Rents	56,975
Non Dwelling Income	5,717
Total Resources	62,692

Inflation

154 The core amount of inflation included in the draft 2014/15 budget is £670k. Inflationary increases have been calculated on the same rates adopted for the General Fund and these will continue to be reviewed as economic forecasts are updated. Contractual inflation is predominantly in respect of the £11,487k Repairs & Maintenance revenue budget.

Table 12: HRA Inflation

Category	Rate (%)	2014/15 (£000s)
Employee's Pay	1.00%	100
Electricity Costs	9.00%	46
Gas Costs	9.50%	102
Contract with unavoidable inflation increases	Contractual %	422
Total		**670**

Corporate Items

155 Corporate Items include changes in contributions to support the HRA programme of capital investment and unallocated General Balances. The net increase of £424k included in this draft budget relating to a net £472k increase to capital contributions and removal of the £48k budgeted surplus included in 2013/14 budgets.

156 A reduction in contributions to the budgeted works to stock programme of £6,021k, reflecting both a revised profile of expenditure for the on-going programme and the significant resources expected to remain available from 2013/14 budgets will see this programme reduce to a more manageable scope. Combined with the rephasing of £5,507k existing budgets, there is a net decrease in budgeted works to stock expenditure from £17,676k in 2013/14 to £17,161k in 2014/15.

157 The works to stock programme is presented as a single budget line within the capital programme for approval and management purposes, to enable a more holistic view to be taken of investment decisions in this area. Under current regulation governing operation of the HRA, £9,002k per annum of this sum is financed from the annual depreciation charge and must meet the threshold for capitalisation. Officers will continue to track the level of capital expenditure and report any risk in this area on an exception basis.

158 In response to both the increasing demand for accommodation within the Borough and the Council's obligations under the 1:1 Replacement Agreement with DCLG, it is proposed to redirect £6,497k capital investment towards provision of new housing, resulting in a net increase in investment of £476k across the HRA. (The replacement agreement with DCLG requires provision of new affordable housing to replace units sold under discount through the Right to Buy scheme.)

159 It should be noted that prior to 2012/13 and the introduction of self-financing for the HRA, a sum in excess of £15,000k was transferred from the rents collected from Hillingdon tenants to central Government for redistribution to other areas. As this negative subsidy is no longer payable, there is now scope to support additional investment in housing for local residents.

160 Secure rental income is crucial to the long term sustainability of the HRA and notwithstanding the requirements of the 1:1 Replacement Agreement, there is a need to ensure stock levels do not fall in the medium-term. Recent increases in Right to Buy discounts have added to risk in this area and resulted in a loss of rent which if sustained would impact adversely on the HRA's ability to support services for tenants. Table 13 below exemplifies the impact of these increased Right to Buy sales.

Table 13: RTB property sales

Category	No of Properties	Equivalent rent units	Rent Loss 2014/15 (£000s)
2012/13	47	32	262
2013/14 (forecast)	100	97	548
2014/15 (budget)	116	103	658
Cumulative Total	**263**	**232**	**1,468**

161 Further details on the HRA capital programme, including both new build and works to stock are set out later in this report.

Development and Risk Contingency

162 The 2013/14 HRA Development and Risk Contingency contained provision of £877k to off-set non-collection of rental income, equivalent to a collection rate of 1.5% and a further sum of £480k as a General Contingency to manage any unforeseen risks in year.

163 It is proposed to maintain the contingency against rental income at £877k for 2014/15, reflecting actual experience and the potential additional risks arising from implementation the Government's programme of Welfare Reforms, including introduction of the benefit cap in Hillingdon from 30 September 2013.

164 As a result of the current high-level of unallocated General Balances held within the HRA, it is proposed to remove the £480k General Contingency and instead utilise balances to manage any unforeseen risks during 2014/15. Given the significant level of expenditure on repairs and maintenance of housing stock a sum of £680k is set aside to manage any exceptional call on the repairs service.

Savings

165 This draft budget includes savings totalling £1,426k, which consists of £902k from the full year effect of 2013/14 initiatives and a proposed £524k relating to the on-going review and remodelling of the repairs service which is expected to deliver a more responsive service. The full year effect savings include £483k from the completion of the BID review of Housing Management and associated remodelling of back office functions and £419k in relation to savings on overheads following the review of Area Offices.

Rents, Fees and Charges

166 Rental income is the most significant element of the total resources available to the HRA and corresponding increases to resources rely on increase to rent. This draft budget has been developed on the basis of a 3.92% increase to rents calculated in line with the DCLG national rent restructuring policy.

167 Rent restructuring is based on a current formula of RPI + 0.5% + a convergence factor up to a maximum of £2 per week. The 2013 September RPI as specified by the policy was 3.2% and the convergence factor is derived by reference to a Hillingdon HRA target rent to be achieved by 2016. The application of this will result in the average rent for 2014/15 increasing by £4.10 per week with a weighted average rent for the

next financial year of £108.65. This is expected to yield an additional £1,353k rent income in 2014/15, after allowing for forecast Right to Buy sales. Rent by individual property size is shown in Appendix 12 (Fees & Charges) for additional information.

168 To ensure comparable and consistent rents are being charged, it is important to ensure convergence with other registered providers of social housing is achieved within target timescales. It should be noted that some properties in the same area will attain convergence at different times. Therefore, this report recommends that chargeable rent should be moved to formula rent whenever there is a change in tenancy. This change will not affect current tenants and will apply to between 200 – 600 properties a year and therefore will have little (less than 0.1%) impact on the Council's weighted average rent but will correct anomalies as they are identified.

169 Whilst a little more flexibility is now available to the Council as a result of self financing settlement, there remains a considerable restraint in the requirement to repay the outstanding debt. In addition the wider implications of the Government's Welfare Reform programme could increase the risk of rent arrears and default as a result and it would be prudent to continue to take a cautious approach to rent increases in the short to medium term.

170 Within the HRA self financing regime, the assumed expenditure allows for costs of general management and maintenance. This allowance does not cover certain services provided to tenants such as caretaking, cleaning, grounds maintenance etc. Other costs recharged to tenants include heating and energy, supported housing costs for those in sheltered housing and other optional services. In previous years for these charges and existing leasehold service charges the increases have been inflation plus a nominal amount to support the actual cost of service provision and the policy is based on the principle of full cost recovery. Utilities charges have been examined in detail and proposed charges are in line with corporate guidelines. However these will continue to be monitored closely and any savings from procurement activity will be passed on to tenants in line with policy and previous practise.

Balances

171 Whilst no formal balances strategy has been developed, the aim is to maintain balances sufficient to manage risks and support new initiatives not yet factored into the MTFF. The HRA 5 year projection is shown in table 14 and based on the following assumptions.

- Borrowing for Supported Housing approved in February 2012 is no longer deemed necessary in line with revised capital proposals included in this report.
- Rent income from 75 Supported Housing units is included from 2017/18.
- Cumulative reductions in rental income arising from Right to buy sales over the period to 2018/19.
- One for one replacement policy included with additional affordable housing and supported future rent income of £50k in 2014/15 rising to £2,000k per annum by 2018/19 in line with capital proposals included in this report
- Rents have been uplifted by 3.92% in 2014/15, 3.5% in 2015/16 and 3% in subsequent years. Formula rent likely to be based on CPI + 1% from 2015/16.
- Inflation assumptions in line with corporate assumptions.

Table 14: 5 year movement in HRA balances

	2014/15 £000's	2015/16 £000's	2016/17 £000's	2017/18 £000's	2018/19 £000's
Balance b/fwd	**-25,083**	**-25,083**	**-25,083**	**-25,083**	**-25,083**
Net Income	-62,682	-64,288	-66,006	-68,070	-70,334
Directorate	30,293	29,687	29,548	29,685	29,899
Corporate - Financing / Depn	30,832	33,044	34,901	36,828	38,878
Corporate Budgets – Contingency	1,557	1,557	1,557	1,557	1,557
Contribution to / (from) balances	0	0	0	0	0
Balance c/fwd	**-25,083**	**-25,083**	**-25,083**	**-25,083**	**-25,083**

Note: Includes 2014/15 surplus of £4,870k reported in period 9 which is subject to change in respect of capital contributions to the Major Repairs Reserve at year end.

SCHOOLS BUDGETS

172 The Council receives funding for Schools Budgeted expenditure through the Dedicated Schools Grant (DSG), which is a ring fenced grant. The determination of the DSG continues to be reviewed by the Department for Education (DfE) as the DfE move towards a national funding formula, which will be implemented in 2015/16. However, the actual arrangements for the proposed national funding formula have not yet been issued.

173 The further review of the funding model for 2014/15 requires a number of changes to be made to the funding formula, which Schools Forum have considered and consulted all schools on in October 2013. This new funding formula is applicable to all schools, including Academy schools and Free Schools.

174 The DfE have confirmed that they will extend the free entitlement offer for two year olds for those families that are deemed to be in the 40% most disadvantaged range, with a corresponding increase in the DSG.

175 The DSG is calculated based on three funding blocks; the Early Years Block (including resources for the two year old free entitlement offer), the Schools Block and the High Needs Block (covering Special Educational Needs and Alternative Education Provision). Each of these funding blocks is not ring-fenced individually, which allows for movement of funds between the funding blocks within the DSG.

176 The Early Years Block for 2014/15 has been cash limited to 2013/14 values (which itself was cash limited to the 2012/13 values). This funding will be adjusted throughout the 2014/15 financial year, based on the January 2014 census count and again by the January 2015 census count, where additional pupils will be funded by the pre-determined Guaranteed Unit of Funding (GUF) for Early Years. This funding block includes funding for the Two Year old free entitlement offer, the majority of which will fund the current provision, with the remainder funding growth in capacity.

177 The Schools Block for 2014/15 has been calculated by multiplying the GUF for Schools by the October 2013 pupil numbers, where the GUF has been cash limited to 2013/14 values. The Schools Block no longer includes funding for Special Resource

Provisions (SRP's) as this is funded from the High Needs Block, but does include delegated funding for mainstream Special Educational Needs (SEN) pupils.

178 The High Needs Block for 2014/15 has been cash limited to 2013/14 (which itself was cash limited to the 2012/13 values). This now includes full year funding for the 16 -25 provision, which was previously funded directly by the Education Funding Agency. The DfE are yet to confirm the final budget for this funding block as they are still consulting with local authorities on the planned place numbers and potential growth in SEN pupil numbers.

179 The DSG funds both the delegated individual schools budget and items which the School and Early Years Finance (England) Regulations allow to 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 £1,300 per pupil for primary schools (an increase of £347 on the current rate of £953) and £935 for secondary schools (an increase of £35 on the current rate of £900), distributed based on those pupils eligible for Free School Meals at any point over the last six years (Ever 6).
- For Looked After Children the amount will be significantly increased to £1,900 (an increase of £1,000 on the current rate of £900). The determination of this has been amended slightly and covers those Children in Care of school age who have been looked after for more than one day (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 aged 4 to 15 at 31 August 2013. The count point for 2013 is 31st March).
- An additional amount of £300 per pupil will be included in the Pupil Premium in 2014/15 for the children of members of the UK armed forces, no change on the 2013/14 rate, although this has been extended to cover 4 years rather than 3.

No cost falls upon the Council Tax payer for those services funded from the DSG, unless the Council chooses to supplement the Schools Budget from the General Fund.

180 Throughout this financial year (2013/14) the coalition Government has continued with its consultation with Councils on a number of school funding issues including School Funding Reform – Findings from the Review of 2013/14 Arrangements and Changes for 2014/15 and Proposed Changes to the Role of the Local Authority in Early Education and Childcare. The latter consultation which proposed major changes to the funding for Early Years provision was withdrawn by the coalition Government following consultation with stakeholders.

181 In terms of the School Funding Reform, the coalition Government announced that it would implement a National Funding Formula in 2015/16. Additionally, further amendments were made to the funding formula for schools to be effective from 1 April 2014. All authorities have to use this standard model as it will be used to determine the

budget shares for all schools (including free schools) with effect from 1 April 2014. 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.

182 The main focus of Schools Forum has been to undertake a further review of the funding formula taking into account feedback received from schools, using benchmarking data provided by the DfE and applying the new factors that the DfE require all local authorities to implement as set out in the School Funding Reform – Findings from the Review of 2013/14 Arrangements and Changes for 2014/15. In May 2013, Schools Forum consulted with schools to determine whether they had any concerns with the new funding formula, so as to inform them of areas that should be reviewed. Additionally schools were consulted in October 2013 and invited to a number of briefing sessions to explain the proposed changes that would be made to the schools funding formula. The outcomes of which were considered at the Schools Forum meeting on 23 October 2013.

183 The School Forum regulations provide Schools Forum with more decision-making powers with regard to certain aspects of the Council's proposals for schools funding. However, it remains the responsibility of Cabinet to agree the Schools Budget for 2014/15 and this is addressed in a separate report elsewhere on this Cabinet agenda.

CAPITAL PROGRAMME

Background to 2014/15 General Fund Capital Budget Development

184 As in recent years, the Council's capital programme development is dominated by the requirement to provide sufficient school places with total investment now set to exceed £390,000k over the period to 2018/19. In addition, this draft programme includes provision for major investment in the St Andrew's Park site in Uxbridge and a continuation of existing programmes of works to maintain local infrastructure.

185 This draft programme has been developed with reference to the Prudential Framework, with all proposals being tested for affordability, sustainability and prudence. All associated revenue implications have been factored into revenue budgets through the MTFF process and reflected elsewhere in this report.

186 This element of the report focuses upon the new proposals and the overall financing strategy for the programme. The latest draft of the full capital programme, and indicative financing, for 2014/15 to 2018/19 is set out in Appendix 8a. An overview of this financing strategy and revenue implications are set out below.

187 For those major projects already underway, expenditure forecasts have been refreshed and any necessary rephasing of budgets in line with the position reported to this Cabinet in the Monthly Budget Monitoring Report. Any potential slippage on Programmes of Work to be reviewed as part of the Council's wider outturn position at year end, to enable members to redirect resources if necessary.

188 In presenting the capital programme, it is proposed to differentiate between fully costed proposals and those projects at an early stage of development through a separate budget heading for Future Projects. Appendix 8a has been structured to reflect this proposed new approach, which will enable monitoring reports to focus upon live projects.

189 Subsequent sections of this report deal with proposed new schemes, the continuing programmes of works and the wider financing strategy in turn. In all cases projects will be subject to final approval through Cabinet and Cabinet Member reports outside the MTFF process.

Changes in the budget

190 The table and narrative below summarises the changes to the recommended budget proposals from the report considered by Cabinet on 19 December 2013. These changes relate to amendments in scope to existing projects and updates to reflect changes in levels of external funding.

Table 15: Changes to Capital Proposals since Cabinet on 19 December 2013

	2014/15 - 2018/19 £000s
General Fund Capital Programme at 19 December 2013	**382,426**
Proposal/Amendment	
• **Amendments to scope of existing projects**	
St Andrew's Park Museum	4,000
Primary School Expansion Programme	1,000
Telecareline Priority Growth	600
Vehicle Replacement Programme	200
Other minor changes to specific projects	(42)
• **Amendments in programme due to external funding changes**	
Increased DfE Capital Maintenance Funding	2,032
Award of DfE Free School Meals Grant	565
Confirmation of TfL LIP Grant Funding levels	(209)
Addition of Section 106 Monies in support of TfL Schemes	535
General Fund Capital Programme at 14 February 2013	**391,107**

191 The estimate for construction of a museum on the St Andrew's Park site has been refreshed to take account of service requirements and an additional £4,000k added to the capital programme. In addition £1,000k has been added to the Primary School expansion programme in order to ensure demand for places in September 2014 can be met, a sum of £600k has been included to support the decision to offer free Telecareline service to the over 80s and a refresh of the Vehicle Replacement programme has required further investment totalling £200k.

192 The above changes are to be funded in full from Council Resources, with an increase of £6,538k to forecast capital receipts over the period to 2018/19 enabling these changes to be made without increasing the Council's borrowing requirement and subsequent revenue financing costs.

193 The capital maintenance fund for schools which is un-ringfenced was announced in late January, the Councils allocation for 2014/15 was £2,516k. This has been initially split between the Urgent Building Condition works programme £2m and the re-provision of secondary schools £516k. The current school conditions programme has a backlog of works required and will need additional funding to catch up. The balance for secondary re-provision is a contribution for schools that require rebuilding due to the current state of the building infrastructure.

194 The capital programme previously included a sum of £1,000k per annum in support of Urgent Building Condition Works at the Borough's schools, which was fully funded from Department for Education grant. Confirmation of this funding stream for 2014/15 and refreshed assumptions for grant income in the medium term has enabled an increase of £2,032k in provision for investment in such works.

195 Recent funding announcements from the DfE included £565k towards provision of facilities to support Free School Meals. Officers are identifying areas of demand

where this grant could be applied; however the limited sum available will necessitate innovative approaches to its application.

196 In light of the latest funding confirmations from Transport for London the capital programme and associated revenue budgets have been refreshed accordingly to reflect the on-going level of work.

Proposed Additions to the General Fund Capital Programme

197 The following items have been costed in an adequate level of detail and are deemed ready to commence during 2014/15 if approved by members. In cases where expenditure will be phased over multiple years, this narrative makes reference to full project costs.

198 Provision for £2,000k Priority Growth investment in the Borough's highways and a further £1,000k Priority Growth investment in pavements is included in this draft programme bringing capital investment in local infrastructure to more than £9,000k for 2014/15.

199 An increase of £2,032k is recommended to reflect the level of demand for Urgent Building Condition Works at schools, which reflects increased levels of DfE funding which have now been confirmed for 2014/15.

200 On 26 September 2013, Cabinet approved in outline a scheme to refurbish Harlington Road Depot site to enable a number of additional services to be transferred to the site and thus free up assets across the Borough for disposal or alternative use. This capital programme assumes that surplus depot sites would be sold to fund £1,300k works at Harlington Road Depot.

201 It is recommended that an additional £1,000k of funding is added to the existing Primary School Expansions programme to ensure that sufficient scope remains to manage any temporary accommodation requirements for intakes in 2014 and 2015.

202 In order to provide for the necessary equipment to expand free provision of Telecareline services to residents over the age of 80, a sum of £600k has been included in this capital programme. This project will be funded from the Department of Health Community Capacity grant.

203 West Drayton Cemetery is expected to reach full capacity by September 2014 and as a result provision of £456k has been included in this programme to enable an expansion to take place and associated infrastructure works to be completed on the site.

204 A sum of £310k has been included to fund refurbishment of the Council-owned Whiteheath Farmhouse in order to prevent further decay of the structure and meet English Heritage requirements with regard to maintenance of the site.

205 Within Programmes of Works, the addition of £500k per annum to 2017/18 (£600k for 2014/15) to support major electrical and mechanical works at the Civic Centre is proposed in order to ensure the site remains operational and safe over this period.

206 In addition improvements to the Rural Activity Garden Centre are included in this capital programme at £250k. In addition a further £200k has been added to the Vehicle Replacement programme to ensure the Council's fleet is sufficient to support service delivery.

207 It is proposed to maintain the current level of £600k in the Property Works Programme to support larger projects at sites across the Borough. It is expected that improvement to Northwood Recreation Ground at £70k, a number of Health and Safety projects on Golf Courses at £38k and drainage works at Whiteheath and Park Lodge farms for £105k be sourced from this budget in 2014/15.

Future Projects

208 There are a number of areas where capital investment is planned but the specifics of the project are yet to be costed in detail.

209 Following on from the Council's major programme of investment in expanding the Borough's primary school capacity to meet the demands of a growing population, provision of £150,000k for delivery of two new secondary schools and major investment in both Abbotsfield and Northwood schools is included in this budget. As with the primary school expansion programme, there will likely be scope to secure a level of Department of Education funding which alongside developer contributions will reduce the level of Council investment required to deliver this programme.

210 In December 2013 the DfE announced a further round of Basic Needs funding for school places, although Hillingdon was not awarded any grant funding. These awards were based on the forecast shortfall in places to 2016/17 and therefore failed to recognise the increased demand which will flow through into the secondary sector. In order to maintain the Council's proactive approach to school place planning, this capital programme includes both the full cost of this future demand and a prudent assumption around likely DfE funding levels - although on the current approach these grants will not be confirmed until a later date.

211 For planning purposes it has been assumed that the Council will be required to finance 50% of expenditure on Abbotsfield and Northwood and 25% in the case of the other new schools. Provision to manage this level of borrowing has been included as a Priority Growth item in revenue budgets from 2017/18 onwards. While this funding profile reflects experience on the current primary school expansions, it will be necessary for officers to secure such funding through competitive bidding exercises and any shortfall in external funding would necessitate additional use of borrowing, with on-going revenue implications for the Council. In order to reflect this level of risk around DfE funding streams, the £28,000k grant funding in support of the Abbotsfield and Northwood projects has been shown as contingent under Development and Risk Contingency.

212 Provision has been made to support delivery of a landmark 1,200 seat theatre on the St Andrew's Park site at a estimated cost of £44,000k, the on-going financing costs of which will be supported from the existing £1,000k per annum provision for capital investment and £1,413k additional income from appropriated HRA commercial properties. Alongside this theatre, provision is also included to deliver a museum on this site at a cost of £5,000k. Further work on costing both proposals will continue and be reflected in the Council's MTFF as appropriate.

213 Provision of £13,500k to meet further demand in the primary school sector from 2015/16 has been included in this draft programme which would support delivery of a further three forms of entry through either new schools or expansions. As with the proposed secondary sector investment it has been assumed that 25% of costs of these works will be borne by the Council Tax payer, the costs of which are factored into revenue budgets over the MTFF period.

214 A sum of £5,100k has been included in this programme to fund delivery of three new Youth Centres across the Borough, with the first being in Harefield. This investment will be funded from Prudential Borrowing, with provision for on-going revenue financing and operating costs included within Priority Growth.

215 £1,200k has been included in this programme to deliver a modernisation of the Civic Centre ICT network infrastructure, both ensuring continued availability of systems beyond 2016 when the existing infrastructure is de-supported and introducing Wi-Fi in place of hard cabling.

216 Also included is a sum of £1,000k to support the renovation of the Grade 2 listed Uxbridge Cemetery Gatehouse and Chapel, which will both preserve these buildings for the local community and ensure that the Council meets its statutory obligations with regard to maintaining the asset.

217 In addition a specific provision of £500k has been included to enable refurbishment/improvement works on a number of Council-owned bowls clubs within the Borough.

218 In order to support Hillingdon's Local Plan submission, it may be necessary to undertake capital works for which a provision of £197k has been included in the budget.

Development & Risk Contingency

219 £1,500k per annum has been set aside within General Contingency to manage any unforeseen risks emerging on existing projects and provide capacity to support new initiatives over this period. To date, the following projects at a very early stage of development have been identified which may represent a call on this resource; Golf irrigation, Restoration of Cranford Park Stables, further works at Ruislip Lido and further energy efficiency measures at the Civic Centre.

Programmes of Works

220 Annual investment in local infrastructure through the Programmes of Works continues to form a major element of the Council's wider capital programme, requiring funding of approximately £7,000k to be identified on an annual basis to support projects which do not meet Prudential Code requirements for use of borrowing.

221 From 2014/15 these programmes will be funded from a combination of capital receipts and the Community Infrastructure Levy (CIL), with current surplus assets available for disposal and early estimates of potential CIL income sufficient to support the current range of programmes in the medium-term.

Capital Financing

222 This report contains recommendations to approve the draft capital programme as set out in Appendix 8a, delivery of which will require investment of £391,107k over the period to 2018/19 of which Prudential Borrowing and Government Grants are expected to form the most significant funding streams. The table below sets out a summary of this programme and the latest assumptions on the availability of external funding.

Table 16: General Fund Capital Financing

	2014/15	2015/16	2016/17	2017/18	2018/19	Total
	£'000	£'000	£'000	£'000	£'000	£'000
Main Programme	82,090	7,334	0	0	0	89,424
Programme of Works	18,763	14,465	14,582	9,818	9,318	66,946
Future Projects	17,479	73,388	106,085	28,185	2,100	227,237
Development & Risk Contingency	1,500	1,500	1,500	1,500	1,500	7,500
Capital Expenditure	**119,832**	**96,687**	**122,167**	**39,503**	**12,918**	**391,107**
Prudential Borrowing	-37,510	-39,321	-57,595	-11,801	-1,440	-147,667
Capital Receipts	-15,137	-12,730	-2,956	-386	0	-31,209
Community Infrastructure Levy	-5,000	-5,000	-5,000	-5,000	-5,000	-25,000
Council Resources	**-57,647**	**-57,051**	**-65,551**	**-17,187**	**-6,440**	**-203,876**
Government Grants	-51,731	-37,634	-55,839	-22,316	-6,478	-173,998
Other Contributions	-10,454	-2,002	-777	0	0	-13,233
Capital Financing	**-119,832**	**-96,687**	**-122,167**	**-39,503**	**-12,918**	**-391,107**

223 Government Grants are expected to represent the single most significant funding stream over the period to 2018/19, with the vast majority of these resources expected to be sourced from the Department for Education in support of school expansion programmes. There has been no confirmation of these funding arrangements beyond 2014/15 and this budget has been prepared on the assumption that the Council will be able to secure similar levels of grant support as achieved on the current primary school programme.

224 In order to secure the levels of grant funding detailed in this report, the Council will continue to submit bids through the Education Funding Agency over this period to ensure that this vital source of support for the programme is secured. As the MTFF process continues further updates on these key funding streams will be included and assumptions refreshed accordingly.

225 An annual award of £1,645k in support of Disabled Facilities Grants is included in the above assumptions, however from 2015/16 this funding will be rolled into the Better Care Fund. In order to continue to deliver this programme it will therefore be necessary to ensure that sufficient resources are earmarked from the Fund for this purpose. Further information on the Better Care Fund is contained in the Medium Term Agenda Section of this report.

226 A full schedule of current Government Grant forecasts is contained at Appendix 8c to this report.

227 Other external contributions primarily relate to Section 106 planning contributions, however from 2014/15 these will be replaced by the new Community Infrastructure Levy (CIL) which is to be managed as part of wider Council Resources.

228 Following application of external funding, the residual sum to be financed from Council Resources is forecast to be £203,876k, of which £31,209k is expected to be met from Capital Receipts, £25,000k from the Community infrastructure Levy and £147,667k from Prudential Borrowing. Forecast capital receipts are based on the Council's latest asset disposal programme, which includes all sites identified as surplus to requirements in the medium-term.

229 In the case of CIL it has been assumed that the existing programmes of work and school expansion programme will meet the requirements for application of the majority of these funds as these projects include significant provision for managing the impact of a growing population. Following introduction of CIL during 2014, it will be necessary for Cabinet to determine local priorities for application of this income which may include funding for partner organisations, such as health and employment initiatives currently supported by Section 106 contributions.

230 The remaining sum of £147,667k to be sourced from Prudential Borrowing includes £54,100k for provision of the new amenities at St Andrew's Park and new Youth Centres, and the balance towards the primary and secondary school expansion programmes, for which specific provision to manage borrowing costs has been made within the MTFF.

231 The majority of resources for schools investment during 2013/14 and 2014/15 have already been built into revenue budgets, accounting for the current underspend of £2,500k reported on financing budgets. With the exception of £900k of financing costs being rephased elsewhere in this report, this additional capacity in revenue budgets is expected to be utilised in full by 2014/15 which may place additional strain on revenue budgets if costs cannot be contained with Directorate Operating Budgets.

Housing Revenue Account Capital Programme and Financing

232 This draft budget includes an outline HRA capital programme for the MTFF period to 2018/19, and is focused on the twin objectives of providing additional affordable housing and maintaining the existing housing stock. As a result of the sound financial standing of the HRA, it is expected that the level of investment detailed below can be financed without recourse to Prudential Borrowing which will minimise costs to future tenants.

233 This budget includes three major projects intended to procure new affordable housing for the residents of Hillingdon, with investment of £60,184k over the period to 2018/19 expected to deliver more than 300 new homes within the HRA. Investment in existing stock during 2014/15 is set to total £14,783k, with annual investment of approximately £12,000k from 2015/16 onwards.

234 A sum of £9,766k has been set aside within this capital programme to support purchase and repair of former Council properties, as approved in principal by Cabinet on 21 November, which had previously been sold under the Right to Buy scheme. This approach will enable properties brought on stream more quickly than alternative

new build projects, and will have a limited impact on management costs as all properties are within current estates. By 2018/19 this project will bring 70 properties into the HRA, including 15 during 2014/15.

235 It is proposed that a £37,376k programme of general needs housing construction across the Borough forms the core of the HRA capital investment over the period to 2018/19, delivering 172 new homes. Activity is expected to commence during 2014/15 with the first 27 units planned to be brought on-stream from 2016/17. This programme enables the Council to utilise the majority of capital receipts received under the 1:1 Replacement Agreement, with match funding to be sourced from in-year revenue contributions rather than Prudential Borrowing – thus reducing the debt burden on future rent payers.

236 Alongside the general needs programme, £13,042k has been earmarked for investment in supported living accommodation to support efforts within Adult Social Care to reduce the number of people in long-term Residential Care. This sum is expected to deliver 75 units within the HRA, which will be supported by additional units delivered within the Borough through Registered Providers.

237 For both the general needs and supported living programmes, the primary constraint on delivery is expected to be the availability of land which will require the Council to seek to identify and earmark surplus assets for this purpose.

238 Finally, a sum of £17,161k is contained within the 2014/15 capital budget to support investment and renewal of existing housing stock through the Works to Stock Programme. An initial profile of expenditure across Dwelling Component Renewal, Estates and Blocks Renewal and Welfare Projects has been developed on the basis of prior experience and condition survey information, however in all cases individual property surveys would be expected to ensure that the approach to renewal represents value for money.

239 Table 17 below sets out the overall financing strategy from this programme of investment over the period to 2018/19, which is currently forecast to be funded entirely from internal HRA resources although there may be opportunities to secure external funding for new build schemes.

Table 17: Housing Revenue Account Capital Financing

	2014/15	2015/16	2016/17	2017/18	2018/19	Total
	£'000	£'000	£'000	£'000	£'000	£'000
Major Projects	5,964	8,719	9,899	16,702	18,900	60,184
Works to Stock Programme	17,161	15,250	14,754	14,296	14,296	75,757
Capital Expenditure	**23,125**	**23,969**	**24,653**	**30,998**	**33,196**	**135,941**
Prudential Borrowing	0	0	0	0	0	0
Capital Receipts	-1,955	-2,680	-3,037	-5,082	-5,744	-18,498
Major Repairs Allowance	-9,002	-9,002	-9,002	-9,002	-9,002	-45,010
Direct Revenue Contribution	-12,168	-12,287	-12,614	-16,914	-18,450	-72,433
HRA Resources	**-23,125**	**-23,969**	**-24,653**	**-30,998**	**-33,196**	**-135,941**

240 The capital receipts forecast included above assumes continuation of the current trends in Right to Buy Sales, with an average of 50 sales per annum assumed from 2015/16 and 116 sales during 2014/15. Under the 1:1 Replacement Agreement the

Council is limited to applying these receipts to 30% expenditure with the remaining 70% investment in the form of match funding and it should be noted that failure to utilise receipts within three years would see the Council require to transfer funds to DCLG at a punitive interest rate.

241 The Major Repairs Allowance is a statutory transfer from the revenue account to support renewal of existing stock and is calculated on an annual basis based on the valuation of housing within the HRA. Over the MTFF this sum will support Dwelling Component Renewal, such as replacement of windows and roofs, and Welfare Schemes, such as adaptations, within the Works to Stock Programme.

242 Annual direct contributions from revenue support the remainder of this programme, rather than resorting to use of Prudential Borrowing which ensures that the available headroom within the self-financing system remains available to support future initiatives and reduces the cost of investment to future rents payers.

243 Over the period to 2018/19 it is expected that annual contributions from revenue will exceed planned expenditure which will enable the cumulative surplus, currently estimated at £4,889k, to be retained within the Major Repairs Reserve. This reserve will then provide a resource to fund major dwelling component renewals, the level of investment in which will be expected to rise from 2020 onwards as investment completed under the Decent Homes programme between 2003 and 2010 reach the end of its useful life. Table 18 below sets out forecast balances on the Major Repairs Reserve.

Table 18: Major Repairs Reserve Forecast

	2013/14 £'000	2014/15 £'000	2015/16 £'000	2016/17 £'000	2017/18 £'000	2018/19 £'000
Balance Brought Forward	**1,123**	**8,773**	**5,751**	**7,304**	**7,907**	**6,141**
Depreciation Charge to Revenue	9,002	9,002	9,002	9,002	9,002	9,002
Revenue Contribution for Works to Stock	8,674	2,653	8,674	5,761	5,303	5,316
Revenue Contribution for Major Projects	0	6,493	5,166	7,456	9,845	11,882
Reported Variance on Works to Stock	-2,761	0	0	0	0	0
Capital Programme Financing	-7,265	-21,170	-21,289	-21,616	-25,916	-27,452
Balance Carried Forward	**8,773**	**5,751**	**7,304**	**7,907**	**6,141**	**4,889**

OVERALL BUDGET FOR COUNCIL TAX SETTING 2014/15

Corporate Director of Finance's Comments Regarding Responsibilities under the Local Government Act 2003

244 Under Section 25 of the Local Government Act 2003 the Corporate Director of Finance 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.

245 The Corporate Director of Finance 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 £24,738k 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.

246 The Corporate Director of Finance 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 2013/14, the Corporate Director of Finance set a recommended range of balances. This was between £15m and £30m, 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

247 The Corporate Director of Finance 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.

248 To assess the adequacy of general reserves, the Corporate Director of Finance 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.

249 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.

250 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 2014/15 is £20,000k to £35,000k. Ideally the Council should avoid having balances below the minimum level of £20,000k, or above the maximum level of £35,000k. The current MTFF maintains balances within this range. Details of the risk assessment are included in Appendix 9.

251 The range of issues that impact on the need to hold balances and reserves has been reviewed since last year's budget setting process and the level of cover against each risk criteria refreshed, although in contrast to 2013/14 there has been no need to update the risk criteria. To take account of the increasingly challenging savings targets required to deliver a balanced budget over the medium-term and reflect the increased scope of the Council's capital programme, the level of balances held against these criteria has been increased, while the level of cover for demand-led pressures and contracting have been reduced to reflect improved forecasting and moves towards a category management approach. The net impact of these revisions is an upper limit for unallocated General Fund reserves of £30,000k for 2014/15.

252 A further £5,000k has been earmarked to smooth the impact of exceptional funding reductions forecast for 2015/16 and has therefore been included with the optimum level of reserves detailed in this report.

THE COUNCIL TAX REQUIREMENT FOR 2014/15

253 The budget proposals included in this report represent Cabinet's budget strategy for 2014/15 and beyond. The revenue budget proposals have been developed to deliver a zero increase in Council Tax for the sixth successive year. The approved Council Tax level for 2014/15 is subject to Members' final choices in the budget setting process.

Council Tax Referendum

254 The Localism Act 2011 introduced a power for the Secretary for Communities and Local Government to issue principles that define what should be considered as excessive Council Tax including proposed limits. If the Council proposes to raise its Council Tax above the proposed limits set, a referendum will need to be held. The result of the referendum will be binding upon the Council.

255 The Council Tax increase above which local authorities would be required to hold a referendum for 2014/5 as directed by the Secretary of State for Communities and Local Government will be announced on 12 February 2014. As the budget proposals outlined in this report maintain Council Tax at the same level as in 2013/14 it is unlikely that the referendum threshold would be triggered for the financial year 2014/15.

Greater London Authority Precept

256 The Mayor of London's draft budget proposals for 2014/15 are scheduled for consideration by the London Assembly from 29 January 2014 and approval by 14 February 2014. The draft proposals result in a 1.3% decrease in the element of Council Tax that relates to the GLA precept. This is analysed across the relevant functional bodies as follows:

Table 19: Change in Proposed GLA Precept by Functional Body

Functional Body	Band 'D' Council Tax 2013/14 (£)	Band 'D' Council Tax 2014/15 (£)	Percentage Change (%)
Metropolitan Police Authority	220.25	218.88	-0.6
London Fire & Emergency Planning Authority	50.65	52.51	3.67
TFL	2.37	2.33	-1.7
GLA	29.73	25.28	-14.8
Share of Collection fund Surplus	0	0	
Total	**303.00**	**299.00**	-1.3

257 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. Whilst there is a reduction in the Metropolitan Police's budget requirement the Mayor is continuing to protect operational capacity and police numbers to be at or around 32,000 during his administration.

258 The GLA budget continues to include the budget and Council Tax implications of the Olympic and Paralympic games over the period 2006/07 - 2016/17. The contribution from Council Tax-payers to the Games remains at £20 per Band D property in 2014/15 unchanged from 2013/14 which is paid to the Olympic Delivery Authority until its abolition in 2014 and thereafter to its successor bodies.

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 2014/15. 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 19 December 2013 for consultation at the January 2014 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 4 February 2014 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 will be presented to Cabinet in appendix 13.

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 in relation to the Cabinet's draft budget proposals after the meeting on 19 December 2013. The results from those who responded indicated that 84% were satisfied with the budget and 77% agreed that it demonstrated good value-for-money. Only one local business submitted a response to the consultation.

The draft budget reported to December Cabinet has been available to view on the Council's website and additionally, Schools Forum has 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 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 Corporate Director of Finance'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 Corporate Director of Finance 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 Corporate Director of Finance to comment on the adequacy of the Council's reserves. Members will note that a Statement of Reserves and Balances is contained within paragraphs 247 to 252 of the report which discharges this duty.

As the Council's Section 151 Officer, it is the Corporate Director of Finance'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 Corporate Director of Finance 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 Corporate Director of Finance'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.

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 19 December 2013 – Medium Term Financial Forecast 2014/15 – 2017/18
- Report to Council 14 February 2013 – General Fund Revenue Budget, Housing Revenue Account and Capital Programme 2013/14
- Local Government Finance Settlement 2014/15 - will be published once announced on 12 February 2014.

Appendices

Appendix 1 - GF: Corporate Summary
Appendix 2 - GF: Corporate Items
Appendix 3 - GF: Development and Risk Contingency
Appendix 4 - GF: Service Pressures
Appendix 5 - GF: Priority Growth proposals
Appendix 6 - GF: Savings
Appendix 7 - Housing Revenue Account
Appendix 8 - Capital programme
Appendix 9 - GF: Balances and Reserves.
Appendix 10 - Treasury Management Strategy Statement and Investment Strategy
Appendix 11 - Pay Policy Statement 2014/15
Appendix 12 - Fees and Charges
Appendix 13 - POC Comments on the budget proposals

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General Fund Corporate Summary	2013/14 £(000s)	2014/15 £(000s)	2015/16 £(000s)	2016/17 £(000s)	2017/18 £(000s)	2018/19 £(000s)
Resources						
Increase in Council Tax (%)	0.0%	0.0%	0.0%	2.0%	2.0%	2.0%
Council Tax Band D (£)	£1,112.93	£1,112.93	£1,112.93	£1,135.19	£1,157.89	£1,181.05
Increase in Council Tax Base (Band D properties)	1,030	1,802	1,500	1,400	1,400	1,400
Council Tax Base (Band D properties)	87,446	89,248	90,748	92,148	93,548	94,948
Gross Council Tax Revenues	**97,321**	**99,327**	**100,996**	**104,605**	**108,319**	**112,138**
Collection Fund (Deficit) / Surplus	480	3,610	0	0	0	0
Net Council Tax Revenues	***97,801***	***102,937***	***100,996***	***104,605***	***108,319***	***112,138***
Baseline Business Rate Income	41,252	42,055	43,216	44,296	45,403	46,538
Retained Business Rate Growth	59	2,136	4,356	4,689	5,061	5,600
Net Business Rate Revenues	***41,311***	***44,191***	***47,572***	***48,985***	***50,464***	***52,138***
Revenue Support Grant	62,007	52,006	37,862	31,302	24,038	17,238
Other Central Government Funding	10,040	13,054	17,821	18,976	17,768	17,689
Corporate Grant Income	***72,047***	***65,060***	***55,683***	***50,278***	***41,806***	***34,927***
Total Resources	**211,159**	**212,188**	**204,251**	**203,868**	**200,589**	**199,203**
Budget Requirement						
Roll Forward Budget	219,900	211,159	211,159	211,159	211,159	211,159
Inflation	2,926	2,529	6,146	9,883	12,948	16,013
Corporate Items	(2,143)	(1,626)	(1,294)	6,066	7,479	7,479
Contingency	6,657	6,058	8,956	11,525	14,494	17,800
Service Pressures	0	4,370	4,370	4,370	4,370	4,370
New Priority Growth	930	2,500	3,000	3,000	4,700	4,700
Savings	(17,111)	(12,802)	(28,086)	(42,135)	(54,561)	(62,318)
Total Budget Requirement	211,159	212,188	204,251	203,868	200,589	199,203
Budget Gap / (Surplus)	**0**	**0**	**0**	**0**	**0**	**0**

General Fund Corporate Summary - Breakdown of Funding Streams	2013/14 £(000s)	2014/15 £(000s)	2015/16 £(000s)	2016/17 £(000s)	2017/18 £(000s)	2018/19 £(000s)
Business Rate Revenues						
Inflationary Uplift on Business Rate Revenues	2.67%	1.95%	2.76%	2.50%	2.50%	2.50%
Forecast Growth on Business Rate Revenues	0.00%	4.10%	3.99%	0.39%	0.43%	0.67%
Forecast Gross Business Rate Yield	331,325	351,618	375,725	386,615	397,976	410,675
Less: Central Government Share (50%)	165,663	175,809	187,862	193,307	198,988	205,337
Less: GLA Share (20%)	66,265	70,324	75,145	77,323	79,595	82,135
Forecast LBH Share of Business Rate Yield (30%)	***99,398***	***105,485***	***112,718***	***115,985***	***119,393***	***123,203***
Less: Baseline Business Rate Income	(41,252)	(42,055)	(43,216)	(44,296)	(45,403)	(46,538)
Less: Tariff	(58,027)	(59,158)	(60,790)	(62,310)	(63,868)	(65,465)
Growth on LBH Share	***119***	***4,272***	***8,712***	***9,379***	***10,122***	***11,200***
Less: (Levy on Growth) / Safety Net Payments	(60)	(2,136)	(4,356)	(4,690)	(5,061)	(5,600)
Retained Growth	***59***	***2,136***	***4,356***	***4,689***	***5,061***	***5,600***
Add: Baseline Business Rate Income	41,252	42,055	43,216	44,296	45,403	46,538
Net Business Rate Revenues	**41,311**	**44,191**	**47,572**	**48,985**	**50,464**	**52,138**
Other Central Government Funding						
2013/14 Council Tax Freeze Grant	1,129	0	0	0	0	0
2014/15 Council Tax Freeze Grant	0	1,129	1,129	0	0	0
2015/16 Council Tax Freeze Grant	0	0	1,129	1,129	0	0
NNDR Retention Grants	200	981	846	846	846	846
Education Services Grant	3,118	3,300	3,300	3,300	3,300	3,300
Provision for Academy Transfers	(580)	580	0	0	0	0
Community Safety Fund	137	0	0	0	0	0
Housing Benefit Administration Subsidy Grant	2,069	1,986	1,907	1,831	1,752	1,673
Local Reform & Community Voices Grant	182	188	188	188	188	188
Lead Local Authority Flood Grant	58	58	58	58	58	58
School Travel Grant	0	59	59	59	59	59
NHS Section 256 Agreement	3,727	4,773	0	0	0	0
Health & Social Care Integration Fund	0	0	7,905	7,905	7,905	7,905
New Burdens - Capped Costs & Deferred Payments	0	0	1,300	3,660	3,660	3,660
Total Other Central Government Funding	**10,040**	**13,054**	**17,821**	**18,976**	**17,768**	**17,689**

General Fund - Corporate Items	Group	Net Variation from 2013/14 Budget				
		2014/15	2015/16	2016/17	2017/18	2018/19
Description		£(000s)	£(000s)	£(000s)	£(000s)	£(000s)
New Burdens & Transfers of Responsibility						
Removal of Schools & Academies for Carbon Reduction Commitment	Corp	253	253	253	253	253
NHS Section 256 Agreement	ASC	434	-4,339	-4,339	-4,339	-4,339
Health & Social Care Integration Fund	ASC	0	7,905	7,905	7,905	7,905
Capped Costs & Deferred Payments	ASC	0	1,300	3,660	3,660	3,660
Adjustments to Funding, Financing & Corporate Budgets						
Increase in Council Tax Older People's Discount	Corp		10	470	950	1,450
Drawdown from Earmarked Reserves to finance Older People's Discount	Corp	0	-10	-470	-950	-1,450
Rephasing of Capital Financing Costs	Corp	-900	0	0	0	0
Savings Earmarked for Future Capital Investment	Corp	-1,413	-1,413	-1,413	0	0
Earmark from General Reserves to smooth profile of funding reductions	Corp	0	-5,000	0	0	0
Total Corporate Items		**-1,626**	**-1,294**	**6,066**	**7,479**	**7,479**

General Fund - Development & Risk Contingency	Provision 2013/14	Change from 2013/14	Group	Gross Risk 2014/15	Probability	Provision 2014/15	Provision 2015/16	Provision 2016/17	Provision 2017/18	Provision 2018/19
	£(000s)	£(000s)		£(000s)	(%)	£(000s)	£(000s)	£(000s)	£(000s)	£(000s)
Potential Calls										
Uninsured claims	400	0	A&F	400	100%	400	420	420	420	420
Carbon Reduction Commitment Energy Efficiency Scheme	402	-162	RS	240	100%	240	236	228	223	219
Contingency against Leisure outsourced income streams	217	-217	RS	0	100%	0	0	0	0	0
HS2 Challenge contingency	200	0	RS	200	100%	200	0	0	0	0
Heathrow Expansion Challenge Contingency	200	0	RS	200	100%	200	0	0	0	0
Impact of welfare reform on homelessness (Legacy)	737	-737	RS	0	100%	0	0	0	0	0
Impact of welfare reform on homelessness (Current)	0	2,144	RS	3,000	71%	2,144	1,494	1,494	1,494	1,494
Hillingdon Local Plan (Formerly LDF)	30	-30	RS	0	100%	0	0	0	0	0
SEN transport	760	-531	RS	229	100%	229	469	709	829	1,089
Waste Disposal Levy (Demand-led Tonnage Increases)	2,010	-1,199	RS	811	100%	811	1,811	2,811	3,811	4,811
Asylum Funding Shortfall	1,995	-537	C&YPS	1,458	100%	1,458	1,458	1,458	1,458	1,458
Potential Extension of Asylum Gateway Agreement	0	-200	C&YPS	-1,200	17%	-200	-200	-200	-200	-200
Social Care Pressures (Children's)	781	1,079	C&YPS	1,860	100%	1,860	2,466	2,823	3,180	3,538
Increase in Transitional Children due to Demographic Changes	3,814	-1,408	ASC	2,560	94%	2,406	3,531	4,642	5,811	7,083
Potential shortfall in SCH Restructuring Saving	1,500	-1,500	ASC	0	100%	0	0	0	0	0
Social Care Pressures (Adults)	7,677	4,313	ASC	11,990	100%	11,990	12,451	12,320	12,648	13,068
Potential shortfall in Social Care & Health Integration Funding	0	0	ASC	0	100%	0	1,000	1,000	1,000	1,000
Pump priming for BID savings	500	0	Corp	500	100%	500	0	0	0	0
Pensions Auto-enrollment	660	-660	Corp	0	100%	0	0	0	0	0
General Contingency	1,000	1,500	Corp	2,500	100%	2,500	2,500	2,500	2,500	2,500
Total Potential Calls	**22,883**	**1,855**		**24,748**		**24,738**	**27,636**	**30,205**	**33,174**	**36,480**
Financing										
Base Budget						22,883	22,883	22,883	22,883	22,883
Contingency released to Directorate Budgets 2013/14						-4,203	-4,203	-4,203	-4,203	-4,203
Increase / Decrease in Contingency						6,058	8,956	11,525	14,494	17,800
Total Financing						**24,738**	**27,636**	**30,205**	**33,174**	**36,480**
Managed Risk Gap in Contingency						**0**	**0**	**0**	**0**	**0**

General Fund - Service Pressures	Group	Net Variation from 2013/14 Budget				
		2014/15	2015/16	2016/17	2017/18	2018/19
Description		£(000s)	£(000s)	£(000s)	£(000s)	£(000s)
Full Year Effect of Prior Year Pressures		**0**	**4,370**	**4,370**	**4,370**	**4,370**
New Service Pressures						
Waste Disposal Levy (Full Year Effect of Contingency released from 2014/15)	RS	2,439	0	0	0	0
SEN Transport (Full Year Effect of Contingency released from 2014/15)	RS	1,611	0	0	0	0
Outsourced Leisure Income Streams (Full Year Effect of Contingency released during 2013/14)	RS	308	0	0	0	0
Full Year Effect of Additional Property Lawyer	A&F	12	0	0	0	0
Total Savings		**4,370**	**4,370**	**4,370**	**4,370**	**4,370**

General Fund - Priority Growth Proposals	Group	Net Variation from 2013/14 Budget				
		2014/15	2015/16	2016/17	2017/18	2018/19
Description		£(000s)	£(000s)	£(000s)	£(000s)	£(000s)
B/fwd Priority Growth		1,500	1,500	1,500	1,500	1,500
New Priority Growth		2,500	3,000	3,000	4,700	4,700
Available Priority Growth Balance		**4,000**	**4,500**	**4,500**	**6,200**	**6,200**
New Initiatives to be funded from Priority Growth						
Additional Primary School Expansions Capital Funding	Corp	-750	-1,500	-1,500	-1,500	-1,500
Secondary School Expansions Capital Funding	Corp	0	0	0	-1,700	-1,700
Extended Library Opening Hours	RS	-236	-236	-236	-236	-236
New Youth Centres	C&YPS	0	-100	-450	-450	-450
Sport & Activity for all ages Fund	RS	-400	-400	-400	-400	-400
Social Care Initative Fund	ASC	-400	-400	-400	-400	-400
Lamp Post Refurbishment Programme	RS	-400	-400	-400	-400	-232
Telecare Line	ASC	-100	-100	-100	-100	-100
Investment in Local Rating Enforcement	RS	-100	-100	-100	-100	-100
Finance Manager (Transformation)	A&F	-90	-90	-90	-90	-90
Support for Police Tasking Team	RS	-72	-134	-134	-134	-134
Remaining Unallocated Priority Growth		**1,452**	**1,040**	**690**	**690**	**858**

General Fund - Summary of Savings	Group	Net Variation from 2013/14 Budget				
		2014/15	2015/16	2016/17	2017/18	2018/19
Description		£(000s)	£(000s)	£(000s)	£(000s)	£(000s)
Full Year Effect of Prior Year Savings		**-811**	**-12,802**	**-28,086**	**-42,135**	**-54,561**
New Savings Proposals						
Administration & Finance	A&F	-1,397	-140	-51	0	0
Residents Services	RS	-4,780	932	-952	132	-445
Adult Social Care	ASC	-4,367	-1,607	-1,569	-896	-163
Children & Young People's Services	C&YPS	-1,447	-79	0	0	0
Unallocated Savings	Corp	0	-14,390	-11,477	-11,662	-7,149
Total Savings		**-12,802**	**-28,086**	**-42,135**	**-54,561**	**-62,318**

General Fund - Administration & Finance Services Savings	Ref.	Net Variation from 2013/14 Budget				
		2014/15	2015/16	2016/17	2017/18	2018/19
Description		£(000s)	£(000s)	£(000s)	£(000s)	£(000s)
Full Year Effect of Prior Year Savings		**-142**	**-1,539**	**-1,679**	**-1,730**	**-1,730**
New Savings Proposals						
Further Review of Structure within Procurement & Commissioning						
Following the initial review of the Procurement and Commissioning team structure, a further restructure is proposed to be implemented in the final quarter of 2013/14 to further strengthen the Category Management Structure.	AF201415_01	-390	0	0	0	0
Review of Structure of Revenues and Benefits						
Following a review of the Revenues and Benefits structure at the end of 2012/13, a further review of the service is proposed to ensure the most efficient structure is in place.	AF201415_02	-200	-102	-51	0	0
Review of Senior Management Structure						
To ensure that Internal Audit is operating efficiently and fit for purpose to deliver the strategy going forward, a review of the senior management structure and skills mix is proposed.	AF201415_03	-15	0	0	0	0
Outsourcing of Occupational Health						
It is proposed to outsource the provision of Occupational Health services.	AF201415_04	-25	-25	0	0	0

General Fund - Administration & Finance Services Savings	Ref.	Net Variation from 2013/14 Budget				
		2014/15	2015/16	2016/17	2017/18	2018/19
Description		£(000s)	£(000s)	£(000s)	£(000s)	£(000s)
Review of Organisational Development Structure						
It is proposed that the post of Reward Manager is deleted and the remaining responsibilities of the role are managed across other HR roles.	AF201415_05	-55	0	0	0	0
Review of Legal Services capacity and provision						
Following the implementation of the IKEN case management system, the service will be reviewed to ensure that the staffing structure reflects the improved efficiencies generated through the system.	AF201415_06	-65	-13	0	0	0
Review of Policy, Performance & Partnership Service						
A review of the Customer Engagement function is proposed to streamline the service and to comply with the target operating model. Further opportunities will also be taken to reduce vacant posts and absorb functions in both Policy and in Performance & Intelligence teams.	AF201415_07	-172	0	0	0	0
Review of Registrars Service						
This proposal is to review the operation of the service to improve the service delivery for residents by expanding the hours of operation and also to explore options for generating additional income.	AF201415_08	-30	0	0	0	0
Public Health Efficiencies						
Efficiency savings from aligning Public Health responsibilities and objectives within Administration & Finance		-445	0	0	0	0
New Savings Proposals		**-1,397**	**-140**	**-51**	**0**	**0**
Total Administration & Finance Savings		**-1,539**	**-1,679**	**-1,730**	**-1,730**	**-1,730**

General Fund - Residents Services Savings	Ref.	Net Variation from 2013/14 Budget				
		2014/15	2015/16	2016/17	2017/18	2018/19
Description		£(000s)	£(000s)	£(000s)	£(000s)	£(000s)
Full Year Effect of Prior Year Savings		**-619**	**-5,399**	**-4,467**	**-5,419**	**-5,287**
New Savings Proposals						
New Homes Bonus						
Increase in net grant receivable from DCLG for bringing new homes into use within the borough, net of topslice to support Local Economic Partnership from 2015/16 onwards		-1,257	932	-952	132	-445
Public Health Efficiencies						
Efficiency savings from aligning Public Health responsibilities and objectives within Residents Services		-1,571	0	0	0	0
Carbon Reduction & Energy efficiency						
Continuation of measures to improve energy efficiency and reduce utilities costs.	RS1415_02	-100	0	0	0	0
Efficiencies in Waste Services						
Efficiencies and service convergence in Waste Services.	RS1415_03	-150	0	0	0	0

General Fund - Residents Services Savings	Ref.	Net Variation from 2013/14 Budget				
		2014/15	2015/16	2016/17	2017/18	2018/19
Description		£(000s)	£(000s)	£(000s)	£(000s)	£(000s)
Fleet Management						
Hire cost reductions resulting from the implementation of the capital Fleet Replacement Programme.	RS1415_04	-100	0	0	0	0
Highways Permit Scheme						
The impact of the continuing high level of demand for highways works licensed under the implementation of the Common London Highways permit scheme.	RS1415_05	-200	0	0	0	0
Review of Management Structures						
A review of middle management structures in Residents Services to reflect new Senior Management Team configuration.	RS1415_06	-250	0	0	0	0
Review of Residents Services Procurement						
Retendering of a number of contracts.		-197	0	0	0	0
Housing Review						
A comprehensive BID review of Housing staffing structures and service provision.	BIDRS1415-02	-300	0	0	0	0
Review of Public Health Procurement						
Recommissioning of transferred contracts from Health.		-450	0	0	0	0
Review of Workforce Development expenditure						
To review the purpose and scope of the expenditure and bring more into line with 2012/13 actual expenditure, where the budget underspent by £30k.	RSED14_09	-30	0	0	0	0
Review of Information to Parents budget						
To review the purpose and scope of the expenditure and bring more into line with 2012/13 actual expenditure, where the budget underspent by £27k.	RSED14_10	-25	0	0	0	0
Review of Level of Music Bursary Fund						
To reduce budgets to relfect actual demand for the service, while maintaining an earmarked reserve to support potential increased demand.	RSED14_14	-100	0	0	0	0

General Fund - Residents Services Savings	Ref.	Net Variation from 2013/14 Budget				
		2014/15	2015/16	2016/17	2017/18	2018/19
Description		£(000s)	£(000s)	£(000s)	£(000s)	£(000s)
Review of School Improvement Service						
The service holds a budget of £54k for the procurement of external support if required.	RSED14_15	-50	0	0	0	0
New Savings Proposals		**-4,780**	**932**	**-952**	**132**	**-445**
Total Residents Services Savings		**-5,399**	**-4,467**	**-5,419**	**-5,287**	**-5,732**

General Fund - Children & Young People's Services Savings	Ref.	Net Variation from 2013/14 Budget				
		2014/15	2015/16	2016/17	2017/18	2018/19
Description		£(000s)	£(000s)	£(000s)	£(000s)	£(000s)
Full Year Effect of Prior Year Savings		**0**	**-1,447**	**-1,526**	**-1,526**	**-1,526**
New Savings Proposals						
Review of Current Looked After Children Placements						
To undertake a review of each Looked After Child Placement and identify what action can be taken to ensure that the most appropriate placement is provided to best meet the needs of the child.	CS1 1415S	-869	-79	0	0	0
Review of Children's Services Procurement						
Commissioning for semi-independent accommodation for LAC.		-27	0	0	0	0
Review of Youth Service Non-Staffing Costs						
To undertake a further review of the Youth Service non-staffing costs in light of the 2012/13 outturn position, which reflected a non-staffing budget underspend of £50k.	RSED14_ 04	-35	0	0	0	0
Review of Youth Service Youth Fund						
The current budget is £50k for 2013/14, there is also £92k in an earmarked reserve for this. Expenditure each year does not normally exceed £35k.	RSED14_ 05	-20	0	0	0	0
Public Health Efficiencies						
Efficiency savings from aligning Public Health responsibilities and objectives within Children & Young People's Services		-496	0	0	0	0
New Savings Proposals		**-1,447**	**-79**	**0**	**0**	**0**
Total Childrens Social Care Savings		**-1,447**	**-1,526**	**-1,526**	**-1,526**	**-1,526**

General Fund - Adult Social Care Services Savings	Ref.	Net Variation from 2013/14 Budget				
		2014/15	2015/16	2016/17	2017/18	2018/19
Description		£(000s)	£(000s)	£(000s)	£(000s)	£(000s)
Full Year Effect of Prior Year Savings		**-50**	**-4,417**	**-6,024**	**-7,593**	**-8,489**
New Savings Proposals						
BID Review of Adult Social Care						
Review of Adult Social Care through the Council's BID Programme	ASCBID	-2,000	0	0	0	0
Review of s117 Health Funding						
Work with health to ensure that clients on Section 117 Cases are reviewed	ASC002	-109	0	0	0	0
Review of ASC Procurement						
This will entail a robust review of services where contracts are due to end in 2014/15 to deliver opportunities to secure savings through service remodelling. Including a new service due to start in December 2013 approved at Cabinet in July 2013.	ASC004	-586	-292	-10	0	0
Supported Living						
Reprovide services to clients across all client groups to more suitable mixed portfolio of supported living accommodation.	ASC006	-736	-1,152	-1,396	-733	0

General Fund - Adult Social Care Services Savings	Ref.	Net Variation from 2013/14 Budget				
		2014/15	2015/16	2016/17	2017/18	2018/19
Description		£(000s)	£(000s)	£(000s)	£(000s)	£(000s)
Client Income						
Client income increases each year as a result of annual increases to pensions/benefits linked to CPI.	ASC012	-159	-163	-163	-163	-163
Public Health Efficiencies						
Efficiency savings from aligning Public Health responsibilities and objectives within Adult Social Care		-777	0	0	0	0
Remaining Unallocated Savings Target		0	0	0	0	0
New Savings Proposals		**-4,367**	**-1,607**	**-1,569**	**-896**	**-163**
Total Adult Social Care		**-4,417**	**-6,024**	**-7,593**	**-8,489**	**-8,652**

Housing Revenue Account - Corporate Summary	2013/14 £(000s)	2014/15 £(000s)	2015/16 £(000s)	2016/17 £(000s)	2017/18 £(000s)	2018/19 £(000s)
Resources						
Increase in Average Weekly Rents (%)	3.1%	3.9%	3.5%	3.0%	3.0%	3.0%
Average Weekly Dwelling Rent (£)	£104.55	£108.65	£112.46	£115.83	£119.30	£122.87
Increase/(Decrease) in Number of Dwellings	35	(148)	(61)	(28)	22	42
Number of Dwellings	10,335	10,187	10,126	10,099	10,121	10,163
Gross Dwelling Rents	**56,187**	**57,551**	**59,215**	**60,826**	**62,784**	**64,936**
Void Risk Contingency	(564)	(576)	(592)	(608)	(628)	(649)
Net Dwelling Rents	***55,623***	***56,975***	***58,623***	***60,218***	***62,156***	***64,287***
Other Income	***7,201***	***5,717***	***5,676***	***5,800***	***5,927***	***6,060***
Total Resources	**62,824**	**62,692**	**64,299**	**66,018**	**68,083**	**70,347**
Budget Requirement						
Roll Forward Budget	55,526	62,824	62,824	62,824	62,824	62,824
Inflation	502	670	1,219	1,779	2,339	2,907
Corporate Items	(1,552)	424	2,637	4,495	6,426	8,476
Contingency	34	200	200	200	200	200
Priority Growth - Investment in Housing Stock	4,937	0	0	0	0	0
Savings	(2,019)	(1,426)	(2,581)	(3,280)	(3,706)	(4,060)
Transfer of Service Charge Income to Other Income	5,396	0	0	0	0	0
Total Budget Requirement	62,824	**62,692**	**64,299**	**66,018**	**68,083**	**70,347**
Budget Gap / (Surplus)	**0**	**0**	**0**	**0**	**0**	**0**

Housing Revenue Account - Corporate Items	Group	Net Variation from 2013/14 Budget				
		2014/15	2015/16	2016/17	2017/18	2018/19
Description		£(000s)	£(000s)	£(000s)	£(000s)	£(000s)
Revenue Financing for Works to Stock Programme		-6,021	-2,481	-2,913	-3,371	-3,358
Investment in Housing Stock		6,493	5,166	7,456	9,845	11,882
Contribution to/(from) Balances		-48	-48	-48	-48	-48
Total Corporate Items		**424**	**2,637**	**4,495**	**6,426**	**8,476**

Housing Revenue Account - Development & Risk Contingency	Provision 2013/14	Change from 2013/14	Group	Gross Risk 2014/15	Probability	Provision 2014/15	Provision 2015/16	Provision 2016/17	Provision 2017/18	Provision 2018/19
	£(000s)	£(000s)		£(000s)	(%)	£(000s)	£(000s)	£(000s)	£(000s)	£(000s)
Potential Calls										
General Contingency	480	-480	HRA	0	0%	0	0	0	0	0
Provision for Doubtful Debt	877	0	HRA	877	100%	877	877	877	877	877
Repairs Service	0	680	HRA	680	100%	680	680	680	680	680
Total Potential Calls	**1,357**	**200**		**1,557**		**1,557**	**1,557**	**1,557**	**1,557**	**1,557**
Financing										
Base Budget						1,357	1,357	1,357	1,357	1,357
Increase / Decrease in Contingency						200	200	200	200	200
Total Financing						**1,557**	**1,557**	**1,557**	**1,557**	**1,557**
Managed Risk Gap in Contingency						**0**	**0**	**0**	**0**	**0**

Housing Revenue Account - Savings	Ref.	Net Variation from 2013/14 Budget				
		2014/15	2015/16	2016/17	2017/18	2018/19
Description		£(000s)	£(000s)	£(000s)	£(000s)	£(000s)
Full Year Effect of Prior Year Savings		**0**	**-1,426**	**-2,581**	**-3,280**	**-3,706**
New Savings						
Staff Establishment - Remodeling Back Office Functions						
Additional efficiencies identified from the BID Housing Management Review		-483	0	0	0	0
Area Office Review						
Savings arising from review of Area Office Provision		-419	0	0	0	0
Repairs Service						
Efficiencies arising from review of Repairs Service		-524	0	0	0	0
Remaining Unallocated Savings Target		0	-1,155	-699	-426	-354
New Savings Proposals		**-1,426**	**-1,155**	**-699**	**-426**	**-354**
Total Administration & Finance Savings		**-1,426**	**-2,581**	**-3,280**	**-3,706**	**-4,060**

Draft General Fund Capital Programme

Total Project Cost (incl. Prior Years)	Current MTFF Proposal	Project	2014/15 Draft Budget	Financed by:			2015/16 Draft Budget	2016/17 Draft Budget	2017/18 Draft Budget	2018/19 Draft Budget	Financed by:		
				Council Resources	Government Grants	Other Contributions					Council Resources	Government Grants	Other Contributions
£'000			£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
		Main Programme											
147,516		Primary School Expansions	60,142	18,350	33,046	8,746	6,069	0	0	0	3,732	1,014	1,323
7,499		Purchase of Vehicles	2,189	2,189	0	0	1,200	0	0	0	1,200	0	0
7,775		Yiewsley Pool Self-Financing Scheme	7,525	7,525	0	0	0	0	0	0	0	0	0
5,158		Libraries Refurbishment	30	30	0	0	0	0	0	0	0	0	0
2,803		Queenswalk Redevelopment	982	982	0	0	0	0	0	0	0	0	0
2,000	NEW	Highways Priority Growth	2,000	2,000	0	0	0	0	0	0	0	0	0
1,300	NEW	Harlington Road Depot Refurbishment	1,235	1,235	0	0	65	0	0	0	65	0	0
1,173		Car Park Resurfacing	1,119	1,119	0	0	0	0	0	0	0	0	0
1,035		Eastcote House Buildings and Gardens	995	0	975	20	0	0	0	0	0	0	0
1,000	NEW	Pavements Priority Growth	1,000	1,000	0	0	0	0	0	0	0	0	0
897		Grounds Maintenance Equipment & Vehicles	646	646	0	0	0	0	0	0	0	0	0
787		ICT Single Development Plan - Windows XP	787	480	0	307	0	0	0	0	0	0	0
600	NEW	Telecareline Equipment	600	29	571	0	0	0	0	0	0	0	0
565	NEW	Free School Meals Projects	565	0	565	0	0	0	0	0	0	0	0
487		CCTV	342	342	0	0	0	0	0	0	0	0	0
456	NEW	West Drayton Cemetery	456	456	0	0	0	0	0	0	0	0	0
595		Compass Theatre	545	275	0	270	0	0	0	0	0	0	0
310	NEW	Whiteheath Farmhouse Refurbishment	310	310	0	0	0	0	0	0	0	0	0
250	NEW	Rural Activities Garden Centre	250	250	0	0	0	0	0	0	0	0	0
372		Major Projects completing in 2014/15	372	372	0	0	0	0	0	0	0	0	0
182,578		**Total Main Programme**	**82,090**	**37,590**	**35,157**	**9,343**	**7,334**	**0**	**0**	**0**	**4,997**	**1,014**	**1,323**
		Programmes of Works											
N/A		Leader's Initiative	200	200	0	0	200	200	200	200	800	0	0
N/A		Chrysalis Programme	1,000	1,000	0	0	1,000	1,000	1,000	1,000	4,000	0	0
N/A	NEW	Civic Centre Works Programme	600	600	0	0	500	500	500	0	1,500	0	0
N/A		Formula Capital Devolved to Schools	1,207	0	1,207	0	535	535	535	535	0	2,140	0
N/A		Highways Localities Programme	258	258	0	0	258	258	258	258	1,032	0	0
N/A		Highways Structural Works	950	950	0	0	950	950	950	950	3,800	0	0
N/A		ICT Single Development Plan	521	521	0	0	500	500	500	500	2,000	0	0
N/A		Property Works Programme	600	600	0	0	600	600	600	600	2,400	0	0
N/A		Road Safety	250	250	0	0	250	250	250	250	1,000	0	0
N/A		Street Lighting	180	180	0	0	180	180	180	180	720	0	0
N/A		Town Centre Initiatives	1,260	960	981	50	325	325	325	325	1,300	3,857	282
N/A		Transport for London	4,058	0	3,248	79	4,647	4,764	0	0	0	5,148	124
N/A		Urgent Building Condition Works	4,185	0	4,185	0	1,258	1,258	1,258	1,258	0	5,032	0
N/A		Disabled Facilities Grants	2,300	855	1,445	0	2,300	2,300	2,300	2,300	3,420	5,780	0
N/A		Adaptions for Adopted Children	200	0	200	0	200	200	200	200	0	800	0
N/A		Private Sector Renewal Grants	762	450	312	0	762	762	762	762	1,800	1,248	0
N/A		Programmes of works completed in 2014/15	232	0	0	232	0	0	0	0	0	0	0
0		**Total Programmes of Works**	**18,763**	**6,824**	**11,578**	**361**	**14,465**	**14,582**	**9,818**	**9,318**	**23,772**	**24,005**	**406**

Draft General Fund Capital Programme

Total Project Cost (incl. Prior Years)	Current MTFF Proposal	Project	2014/15 Draft Budget	Financed by:			2015/16 Draft Budget	2016/17 Draft Budget	2017/18 Draft Budget	2018/19 Draft Budget	Financed by:		
				Council Resources	Government Grants	Other Contributions					Council Resources	Government Grants	Other Contributions
£'000			£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
		Future Projects											
80,000	NEW	Secondary Schools Expansions (Expansion)	0	0	0	0	15,500	40,300	22,100	2,100	24,000	56,000	0
70,000	NEW	Secondary Schools Expansions (Replacement)	11,200	10,684	516	0	29,540	26,320	2,940	0	53,768	5,032	0
44,000	NEW	St Andrew's Park Theatre	500	500	0	0	13,700	27,600	2,200	0	42,450	0	1,050
13,500	NEW	New Primary School Expansions	0	0	0	0	4,190	8,365	945	0	4,050	9,450	0
6,490		New Years Green Lane EA Works	0	0	0	0	3,245	3,245	0	0	3,244	3,246	0
5,100	NEW	Youth Centres	1,615	1,615	0	0	3,230	255			3,485	0	0
250		Community Safety Assets	250	250	0	0	0	0	0	0	0	0	0
1,200	NEW	ICT Infrastructure	600	600	0	0	600	0	0	0	600	0	0
1,000	NEW	Uxbridge Cemetery Gatehouse & Anglican Chapel	950	950	0	0	50	0	0	0	50	0	0
5,000	NEW	St Andrew's Park Museum	1,667	917	0	750	3,333	0	0	0	3,333	0	0
500	NEW	Bowls Clubs Refurbishment	500	500	0	0	0	0	0	0	0	0	0
197	NEW	Local Plan Requirement Works	197	197	0	0	0	0	0	0	0	0	0
227,237		**Total Future Projects**	**17,479**	**16,213**	**516**	**750**	**73,388**	**106,085**	**28,185**	**2,100**	**134,980**	**73,728**	**1,050**
		Development & Risk Contingency											
7,500		General Contingency	1,500	1,500	0	0	1,500	1,500	1,500	1,500	6,000	0	0
0	NEW	Provision for Additional Secondary Schools Funding	0	(4,480)	4,480	0	0	0	0	0	(23,520)	23,520	0
7,500		**Total Development & Risk Contingency**	**1,500**	**(2,980)**	**4,480**	**0**	**1,500**	**1,500**	**1,500**	**1,500**	**(17,520)**	**23,520**	**0**
417,315		**Total GF Capital Programme**	**119,832**	**57,647**	**51,731**	**10,454**	**96,687**	**122,167**	**39,503**	**12,918**	**146,229**	**122,267**	**2,779**

Draft Housing Revenue Account Capital Programme

Total Project Cost (incl. Prior Years)	Current MTFF Proposal	Project	2014/15 Draft Budget	Financed by:			2015/16 Draft Budget	2016/17 Draft Budget	2017/18 Draft Budget	2018/19 Draft Budget	Financed by:		
				Capital Receipts	Major Repairs Allowance	Direct Revenue Contribution					Capital Receipts	Major Repairs Allowance	Direct Revenue Contribution
£'000			£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
		Main Programme											
9,766	NEW	Purchase & Repair of Housing Stock	2,088	792	0	1,296	2,279	1,749	1,750	1,900	2,580	0	5,098
37,376	NEW	New Build - General Needs Housing Stock	1,000	300	0	700	1,000	3,747	14,629	17,000	10,913	0	25,463
13,042	NEW	New Build - Supported Housing Provision	2,876	863	0	2,013	5,440	4,403	323	0	3,050	0	7,116
60,184		**Total Major Projects**	**5,964**	**1,955**	**0**	**4,009**	**8,719**	**9,899**	**16,702**	**18,900**	**16,543**	**0**	**37,677**
		Works to Stock Programme											
	NEW	Dwelling Component Renewal	9,657	0	9,002	655	8,138	8,432	8,522	8,570	0	36,008	(2,346)
	NEW	Estates & Blocks Renewal	2,586	0	0	2,586	1,752	1,519	1,526	1,533	0	0	6,330
	NEW	Welfare Projects	2,540	0	0	2,540	2,982	2,425	1,870	1,815	0	0	9,092
	NEW	Other Projects	2,378	0	0	2,378	2,378	2,378	2,378	2,378	0	0	9,512
0		**Total Works to Stock Programme**	**17,161**	**0**	**9,002**	**8,159**	**15,250**	**14,754**	**14,296**	**14,296**	**0**	**36,008**	**22,588**
60,184		**Total HRA Capital Programme**	**23,125**	**1,955**	**9,002**	**12,168**	**23,969**	**24,653**	**30,998**	**33,196**	**16,543**	**36,008**	**60,265**

General Fund Capital Grant Forecast

Awarding Body	Grant Description	2014/15 Draft Budget	2015/16 Draft Budget	2016/17 Draft Budget	2017/18 Draft Budget	2018/19 Draft Budget	Total Government Grants
		£'000	£'000	£'000	£'000	£'000	£'000
DfE	Devolved Formula Capital (DFC)	1,207	535	535	535	535	3,347
DfE	Capital Maintenance	4,701	2,516	2,516	2,516	2,516	14,765
DfE	Universal Infant Free School Meals	565	0	0	0	0	565
DfE	Basic Needs (Initial) - Primary Schools Existing Programme	10,564	1,014	0	0	0	11,578
DfE	Targeted Basic Needs - Primary Schools Existing Programme	22,482	0	0	0	0	22,482
DfE	Targeted Basic Needs - Primary Schools New Programme	0	2,932	5,856	662	0	9,450
DfE	Secondary School New Build and Expansions	0	10,850	28,210	15,470	1,470	56,000
DfE	Secondary School New Build and Expansions	4,480	11,816	10,528	1,176	0	28,000
GLA	Town Centre Initiatives	300	0	0	0	0	300
EA	Contaminated Land Grant	0	1,623	1,623	0	0	3,246
TfL	Transport for London LIP	3,929	4,391	4,614	0	0	12,934
DoH	Disabled Facilities Grant	1,645	1,645	1,645	1,645	1,645	8,225
HCA	Empty Property Grant	312	312	312	312	312	1,560
DoH	Community Capacity	571	0	0	0	0	571
HLF	Heritage Lottery Fund (Eastcote House Gardens)	975	0	0	0	0	975
		51,731	**37,634**	**55,839**	**22,316**	**6,478**	**173,998**

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Assessment of General Fund Reserves Requirement **Appendix 9**

Assessment of General Fund Reserves Requirement	Minimum Level 2014/15 (£ million)	Maximum Level 2014/15 (£ million)	Minimum Level 2013/14 (£ million)	Maximum Level 2013/14 (£ million)	Principal Reasons for Requirement
The general financial climate to which the Council is subject	1.5	4.0	1.5	4.0	Sustained reductions funding forecast over the medium-term with the austerity agenda set to continue beyond 2020
The overall financial standing of the authority	1.5	2.0	1.5	2.0	To manage adverse movement in the Council's financial standing
Estimates of level of locally raised income	2.0	3.5	2.0	3.5	Locally raised income accounts for approximately 70% of corporate funding
The treatment of planned efficiency savings / productivity gains	2.0	4.0	2.0	3.0	To manage risk around slippage of the Council's major savings programme, in response to funding reductions
The treatment of inflation and interest rates	1.0	2.0	1.0	2.0	The Council has limited exposure to changes in interest and inflation rates, and MTFF assumptions have been refreshed to reflect latest intelligence
The financial risk inherent in major contract arrangements	1.0	2.0	1.0	3.0	To manage any impact of services arising from supplier risk
The treatment of demand led pressures	2.0	4.0	2.0	5.0	Increased demand for services from an aging and increasing population
The financial risks inherent in any major capital developments	1.0	3.5	1.0	2.5	Inherent risks due to significant level of investment required for school places
Estimates of the level and timing of capital receipts	1.0	2.0	1.0	2.0	Slippage on asset disposal programme could lead to increased borrowing
The availability of reserves and other funds to deal with major contingencies and pressures	2.0	3.0	2.0	3.0	Cover for unforeseen events over and above £1,000k budgeted provision for General Contingency
Unallocated GF Reserves	**15.0**	**30.0**	**15.0**	**30.0**	
Planned drawdown from balances 2015/16	5.0	5.0	0.0	0.0	To manage the combined impact of a number of severe funding reductions from 2015/16, a planned drawdown from reserves has been included in MTFF
Total GF Reserves	**20.0**	**35.0**	**15.0**	**30.0**	

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Appendix 10

TREASURY MANAGEMENT AND INVESTMENT STRATEGY 2014/15 TO 2016/17

1. Summary

1.1 This report sets out the context within which the Council's treasury management activity operates and outlines a proposed strategy for the coming year. The report considers the Council's borrowing and investment strategy alongside required Prudential Indicators. It also identifies risk reduction strategies that have been established to ensure the fundamental aims of security, liquidity and only then the optimisation of yield are successfully executed.

1.2 The Council is required to actively manage its substantial cashflows on a daily basis. The need to place monies in investments 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 2014 the Council's loan portfolio is expected to be £336.2m and the total value of investments are forecast to be £106.4m.

1.3 The Council's Capital Financing requirement (CFR) is a function of the Council's balance sheet and measures the underlying need to borrow for capital purposes. The projected CFR for 31 March 2014 is £415m, of which £176m is attributed to the General Fund (GF) with the remaining £239m within the Housing Revenue Account (HRA).

1.4 The Council's current and proposed ongoing strategy is to minimise borrowing to below the level of its net borrowing requirement. This is lower than the CFR and requires the use of internal borrowing. This approach reduces interest costs, lowers credit risk and relieves pressure on the Council's counterparty list. The debt portfolio will be monitored to take advantage of any potential refinancing opportunities that would deliver interest cost savings or rebalance the maturity structure of the portfolio.

1.5 In order to service the Council's day to day cash needs, the Council maintains a portfolio of short term investments and deposits. 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. This report details the Council's investment strategy, explains the counterparties with whom the Council is permitted to invest and the overall holdings with these institutions.

1.6 The security of any investment remains the primary consideration in decision making and a cautious approach is always adopted. Officers regularly monitor all institutions on the counterparty list and a cautious approach will be maintained in determining counterparties, maximum investment and length of investment.

1.7 The investment strategy has been simplified this year and only those institutions and financial instruments which the Council has the intention of using have been included. Additionally, consideration has been given to the implications of the Financial Services (Banking Reform) Bill, currently progressing through the House of Lords, particularly the 'bail-in' mechanism, which could come into effect from early 2014, and which could increase the potential for partial loss of deposits in UK Banks, in the case of banks making losses. (This measure has been introduced to prevent the taxpayers having to bail out large banks in the future.) As a result, to further diversify risk the Council has reduced the individual counterparty holding limit from 15% to 10% and has increased its portfolio of counterparties to include Santander UK, Close Brothers

and Leeds Building Society, all UK institutions recommended by Arlingclose. Similar legislation is being enacted across the EU which will impact on European banks.

2. Background

2.1. 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 consider and publish a Treasury Management Strategy Statement (TMSS), Prudential Indicators and Minimum Revenue Provision (MRP) Statement on an annual basis. The TMSS also incorporates the Annual Investment Strategy as required under the CLG's Investment Guidance.

2.2. The Council's Treasury Management operations are fundamentally concerned with the management of risk. The Council is responsible for its treasury decisions, management of loan/investment portfolios and cashflow activities. Whilst the regulations and controls that the Council elects to put in place are designed to minimise or neutralise risk, no treasury management activity is completely devoid of risk.

2.3. The purpose of this TMSS is to facilitate Council to approve:

- Treasury Management Strategy for 2014/15
- Annual Investment Strategy 2014/15
- Prudential Indicators for 2014/15, 2015/16 and 2016/17
- MRP Statement

2.4. These strategies are formulated in conjunction with the Council's Medium Term Financial Forecast (MTFF) and are reflected in the Council's Revenue and Capital Budgets. Prudential Indicators and the forecast Treasury position, alongside the projected outlook for interest rates, are key economic drivers in the development of the Treasury Management Strategy.

2.5. There exist numerous safeguards and regulations for which local authorities must have regard when creating their treasury strategies. Hillingdon complies with all relevant statute, guidance and accounting standards and in general maintains a cautious, basic and transparent approach towards its treasury operations.

2.6. The average rate of interest paid on Council borrowing for 2013/14 is expected to be 3.00%, however, rates on investments are also very low with an expected average rate of 0.48%. Rates are projected to be similar for 2014/15.

3. Balance Sheet and Treasury Position

3.1. The underlying need to borrow for capital purposes is reflected by the Capital Financing Requirement (CFR) which measures the cumulative capital expenditure that has not yet been financed from council resources. This, together with Balances and Reserves, are core drivers of treasury management activity. Estimates of the CFR, based on the projected Revenue Budget and Capital Programmes over the next three years are shown in Table 1. The increasing General Fund CFR is due to the Council's programme of capital investment, particularly the schools capital programme, while the reducing HRA CFR is as a result of repayment of debt transferred from central government.

Table 1

Table 1	**2013/14 Estimate £m**	**2014/15 Estimate £m**	**2015/16 Estimate £m**	**2016/17 Estimate £m**
General Fund CFR	176.0	208.8	243.4	296.3
HRA CFR [1]	239.0	231.7	224.4	217.1
Total CFR	415.0	440.5	467.8	513.4
Existing Profile of Borrowing and Other Long Term Liabilities [2]	(338.7)	(329.2)	(316.4)	(309.1)
Cumulative Maximum External Borrowing Requirement	**76.3**	**111.3**	**151.4**	**204.3**
Usable Reserves [3]	(56.0)	(56.0)	(51.0)	(51.0)
Cumulative Net Borrowing Requirement	**20.3**	**55.3**	**100.4**	**153.3**

1. The HRA CFR includes £191.6m of borrowing paid to central government in settlement on the introduction of the self financing regime introduced in March 2012.
2. The existing profile of borrowing does not include potential LOBO loan maturities which may or may not occur. Over the next three years, loans totalling £11m, £13m and £14m respectively will be in a state of call. Other long term liabilities include commitments under finance leases and a private finance initiative (PFI).
3. The balances and reserves figures quoted above relate to core General Fund and HRA balances only. They do not include those balances on the Balance Sheet where the Council has no direct control, such as schools' reserves.

3.2. The Cumulative Maximum External Borrowing Requirement shown in Table 1 represents the projected amount of internal borrowing (the difference between CFR and actual physical borrowing undertaken) and is determined by available balances and reserves, plus working capital generated via daily cashflow activity. The current portfolio position is set out in Appendix A. Market conditions, interest rate expectations and credit risk considerations will influence the Council's strategy in determining borrowing and investment decisions that are taken against the backdrop of 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 emergency short term cashflow requirements.

3.3. The Council's projected Capital programme over the next three years alongside the projected financing of this is fundamental in determining a borrowing strategy. The Prudential Indicators associated with capital expenditure projections and its incremental impact on council tax and housing rent levels are shown in Appendix B.

4. Borrowing and Rescheduling Strategy

4.1. The Council's external debt at 31 March 2014 (gross borrowing plus other long term liabilities) will be £338.7m (Appendix A). This is currently considerably lower than both the Operational Boundary and Authorised Limit (explained below).

4.2. During 2013/14, £10.3m of borrowing was repaid through scheduled installments and maturities with £6.8m attributable to the GF and £3.5m to the HRA. In 2014/15 repayments of £9.3m will be made, with £3.8m attributable to the GF and £5.5m to the HRA.

4.3. The **Authorised Limit** sets the maximum level of external borrowing on a gross basis (i.e. not net of investments) and is a statutory limit for borrowing determined under Section 3(1) of the Local Government Act 2003 (referred to in the legislation as the Affordable Limit).

Table 2

Authorised Limit for External Debt	2013/14 Approved £m	2014/15 Estimate £m	2015/16 Estimate £m	2016/17 Estimate £m
Borrowing	515	543	543	533
Other Long term Liabilities	2	2	2	2
Authorised Limit	**517**	**545**	**545**	**535**

4.4. 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 scenario but without the additional headroom included within the Authorised Limit. This facilitates short term additional borrowing in the event of unforeseen adverse events.

Table 3

Operational Boundary for External Debt	2013/14 Approved £m	2014/15 Estimate £m	2015/16 Estimate £m	2016/17 Estimate £m
Borrowing	485	513	513	503
Other Long term Liabilities	2	2	2	2
Operational Boundary	**487**	**515**	**515**	**505**

4.5. The Corporate Director of Finance has delegated authority, within the above limits, to effect movement between the separately agreed limits for borrowing and other long term liabilities. Any such decisions will be based on the outcome of financial option appraisals and best value considerations based on current market and macroeconomic conditions. Cabinet is notified of any use of this delegated authority through monthly budget monitoring reports.

4.6. The **Gross Debt compared to the Capital Financing Requirement** is a key indicator of prudence. In order to ensure that over the medium term debt will only be for capital purposes, councils should ensure that debt does not, except in the short term, exceed the total Capital Financing Requirement in the preceding year plus estimates of any additional capital financing requirement for the current and next two financial years. The Council's gross debt is projected to be £76.3m below the CFR as at March 2014.

4.7. The Corporate Director of Finance will report that the Council has had no difficulty meeting this requirement in 2013/14, nor are there any difficulties envisaged for future years.

4.8. **Sources of Borrowing**: 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

4.9. In 2013 the Council successfully renewed its ability to avail itself of the preferential PWLB "Certainty Rate", which is a 0.2% reduction against normal PWLB lending rates. Although a mix of borrowing options will always be considered, the PWLB will remain the primary source of long-term and variable rate borrowing whilst rates remain closely linked to government gilts.

4.10. 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

4.11. Projected capital expenditure levels, market conditions and interest rate levels are monitored throughout the year in order to adapt borrowing strategies to minimise borrowing costs over the medium to longer term whilst maintaining financial 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 2014/15. 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 will again be the most cost effective means of financing capital expenditure.

4.12. PWLB variable rates are expected to remain low as the Bank Rate is maintained at historically low levels for an extended period. The use of variable rate borrowing saves the Council revenue resources in the 'cost of carry' and is a very cheap form of finance. However this type of borrowing injects volatility into the debt portfolio in terms of interest rate risk and exposure to variable interest rates will be kept under regular review. The Council currently has variable rate borrowing of £49m (of which £40m is HRA) at a rate of 0.57%.

4.13. The Council has £48m of LOBO loans (Lender's Option Borrower's Option) of which £11m will be in their call period in 2014/15. 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 the option of 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. However the default response will be early repayment without penalty although it is highly unlikely that the loans will be called given interest rates are now lower than those at the inception of the loan. The Council does not intend to utilise LOBOs as an instrument for new borrowing in 2014/15.

4.14. In 2014/15 there is a difference of £56m between the gross external borrowing requirement and the net external borrowing requirement represented by the Council's balances and reserves. Under current market conditions, the Council intends to maintain its present strategy to only borrow to the level of its net borrowing

requirement. The reasons for this are to reduce credit risk, take pressure off the Council's counterparty list and to avoid the 'cost of carry'.

4.15. **Debt Rescheduling:** 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 to identify opportunities for rescheduling. Any borrowing and rescheduling activity is reported in monthly budget monitoring to Cabinet. However, unless premiums are significantly reduced, it is unlikely any debt rescheduling will be undertaken.

4.16. Transfers of debt between the GF and HRA will be undertaken at a zero premium. The debt specified for transfer will be based on a "last in, first out" basis and matched to optimise maturity profiles and financing costs.

4.17. Where temporary borrowing is required this will be attributed directly to either the GF or HRA pools. Interest costs will be separated between the two pools and allocated accordingly.

4.18. The following Prudential Indicators shows the extent to which the Council is exposed to changes in interest rates. The upper limit for variable rate exposure has been set to ensure that the Council is not unduly exposed to interest rate rises, which could adversely impact its revenue budget. The limit allows for the use of variable rate debt to offset exposure to changes in short term rates on investments.

Table 4

Upper Limits for Interest Rate Exposure	Estimated Level (or benchmark level at 31/03/14 %	2013/14 Approved %	2014/15 Estimate %	2015/16 Estimate %	2016/17 Estimate %
Upper Limit for Fixed Interest Rate Exposure on Debt	83	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	17	50	50	50	50
Upper Limit for Variable Interest Rate Exposure on Investments*	(100)	(100)	(100)	(100)	(100)

*Investments with duration less than one year are classified as variable.

4.19. The Council will also limit and monitor large concentrations of fixed rate debt needing to be replaced. The limits shown in table 5 are intended to control excessive exposures to volatility in interest rates on the refinancing of maturing debt. The first

scheduled LOBO call option has been included as the maturity date is within this indicator.

Table 5

Maturity structure of fixed rate borrowing	PWLB Estimated level at 31/03/14 %	Market LOBO 1st call option at 31/03/14 %	Lower Limit for 2014/15 %	Upper Limit for 2014/15 %
under 12 months	2.71	3.83	0	25
12 months and within 24 months	3.75	4.53	0	25
24 months and within 5 years	7.50	6.61	0	50
5 years and within 10 years	21.74	1.74	0	100
10 years and within 20 years	18.80	0.00	0	100
20 years and within 30 years	20.57	0.00	0	100
30 years and within 40 years	8.22	0.00	0	100
40 years and within 50 years	0.00	0.00	0	100
50 years and above	0.00	0.00	0	100
Total	**83.29**	**16.71**	**0**	**100**

5. Annual Investment Strategy

5.1. In accordance with Investment Guidance from DCLG and best practice, the Council's primary objectives in relation to the investment of public funds remains:

- security of the invested capital;
- liquidity of the invested capital;
- an optimum yield which is commensurate with security and liquidity.

5.2. Investments are categorised as 'Specified' or 'Non Specified', defined in Appendix D, and based on the criteria set out by the DCLG. Appendix D contains a list of the financial instruments and institutions which the Council may use within its investment strategy. The Corporate Director of Finance under delegated powers will, on a daily operational basis determine the most appropriate form of investments in keeping with investment objectives, income and risk management requirements, with reference to the Prudential Indicators and from the list detailed in Appendix D. Decisions concerning the core strategic investment portfolio will be reported monthly to Cabinet.

5.3. In developing the investment strategy, note is taken of current economic conditions. Growth within the UK economy is forecast to remain on a positive track through 2014/15. Other indicators including unemployment and inflation are also encouraging and are expected to contribute positively towards a stronger economy. On the regulatory front, the Financial Services (Banking Reform) Bill will introduce a "bail in" mechanism, which could mean that local authorities and other large depositors (wholesale depositors) could be exposed to losses, increasing the counterparty risk. In addition there are EU proposals under which all money market funds may move to variable net asset value and lose their AAA credit rating wrapper. However, this has not yet been agreed and will be closely monitored.

5.4. Following a review of investment counterparties and to reduce the concentration of risk, Santander UK, Close Brothers and Leeds Building Society have been added to the list eligible counterparties. In addition, to ensure a further spread of credit risk, individual counterparty limits have been reduced from 15% to 10%.

5.5. Money Market Funds remain an important vehicle for instant access deposits. The criteria of constant net asset value and AAA rating have been removed in order they may still be utilised should EU proposals be introduced. In making these changes the primary objectives of security and liquidity will prevail and credit risk assessment techniques will operate. In addition the total MMF exposure limit has been reduced from 75% to 50%.

5.6. Instruments and counterparties which will not be used have been removed from the counterparty list and these include overseas and multilateral development banks, corporate bonds (excluding listed UK Banks) and commercial paper.

5.7. The Council's estimated level of investments at 31 March 2014 is projected to be £106.4m (Appendix A).

5.8. The Council's in-house investments are made with reference to the outlook for the UK Bank Rate, money market rates and other macroeconomic factors. In any period of significant stress in the markets or heightened counterparty risk, the fall back position is for investments to be placed with central government's Debt Management Office (DMO) or to purchase UK Treasury Bills. The rates of interest from the DMO are below the equivalent money market rates, but this is an acceptable counterbalance for the guarantee that the Council's capital is secure.

5.9. Investment returns attributable to the HRA will be credited to the HRA and calculated in accordance to the DCLG's Item 8 determination.

5.10. **Credit Risk**: The Council considers security, liquidity and yield, in that order when making daily investment decisions. Credit ratings remain an important element of assessing credit risk but they are not the sole feature in the assessment of counterparties. The Council also considers alternative assessments of credit strength and information including corporate intelligence 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.
- 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)
- Macroeconomic 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.

Where a credit rating agency announces that an A- rating is on review for possible downgrade (also known as "rating watch negative" or "credit watch negative") so that it may fall below the approved rating criterion, then only investments that can be withdrawn on the next working day will be made with that organisation until the outcome of the review is announced. This policy will not apply to negative outlooks, which indicate a long-term direction of travel rather than an imminent change of rating.

5.11. The UK Bank Rate has been at 0.5% since March 2009, and is anticipated to remain at low levels throughout 2014/15. 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. Projected future interest rates provided by the Council's treasury advisors are shown in Appendix C.

5.12. With short term interest rates forecast to be low for even longer, the investment strategy will typically result in a lengthening of investment periods, where cashflow and credit conditions permit, in order to lock in higher rates of acceptable risk adjusted returns. This will typically be achieved through deposits with local authority entities for durations in excess of one year

5.13. In order to spread the investment portfolio, deposits will be placed with a range of approved counterparties designed to achieve a diversified portfolio of prudent counterparties, varying investment periods and rates of return. The maximum investment level with each counterparty will be set to ensure prudent diversification is achieved and this is reviewed regularly.

5.14. Money market funds (MMFs) are 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.

5.15. **Liquidity Management:** The Council uses cash flow modelling techniques to determine the maximum term for which funds may be prudently committed. Liability matching in conjunction with the use of instant access accounts ensures funds are available when required. Limits on long-term investments are set by reference to the Authority's medium term financial plan and cash flow forecast.

5.16. **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". The 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 unviable.

5.17. **The use of financial instruments for the management of risk:** The general power of competence in section 1 of the Localism Act 2011 removes much of the uncertainty over the use of standalone financial derivatives. The Council will only use standalone financial derivatives (such as swaps, forwards, futures and options) where they can be clearly demonstrated to reduce the overall level of the financial risks to which the Council is exposed. Additional risks presented, such as credit exposure to derivative counterparties, will be taken into account when determining the overall level of risk. Embedded derivatives will not be subject to this policy, although the risks they present will be managed in line with the overall treasury risk management strategy. Financial

derivative transactions may be arranged with any organisation that meets the approved investment criteria. The current value of any amount due from a derivative counterparty will count against the counterparty credit limit and the relevant foreign country limit.

5.18. The Council banks with HSBC Bank plc and it meets the minimum long term credit criteria of A- (or equivalent). 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.

5.19. 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. However, the under Council's strategy only investments placed with other local authorities, where risk is minimised, would be placed for over 1 year and there is an upper limit of 2 years.

Table 6

Upper Limit for total principal sums invested over 364 days	2013/14 Approved £m	2014/15 Estimate £m	2015/16 Estimate £m	2016/17 Estimate £m
	64	73	45	0

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

6. Outlook for Interest Rates

6.1. The economic interest rate outlook provided by the Council's treasury advisor, Arlingclose, is attached at Appendix C. 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.

7. Balanced Budget Requirement

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

8. Adoption of the CIPFA Treasury Management Code:

8.1. The Council approved the adoption of the CIPFA Treasury Management Code at its full Council meeting on 23 Feb 2012.

9. 2014/15 MRP Statement

9.1. 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.

9.2. 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.

9.3. MRP in 2014/15: Option 1 and 2 will be used for the majority of GF historic debt. 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. The HRA will make a form of MRP to pay down its self-financing settlement debt over the 30 year business cycle on which the settlement is based.

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

10.1. 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.

10.2. 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 January. Any amendments to the TMSS which are required during the year will be submitted to Cabinet for approval.

11. Other Items

11.1. **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 officers are regularly appraised and any training needs addressed. Treasury Officers 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 information regarding treasury management as part of their general finance training. Access to additional training is provided where required.

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

APPENDIX A

EXISTING PORTFOLIO PROJECTION

Table 7

	Estimated Portfolio as at 31/03/14 £m
External Borrowing:	
Fixed Rate – PWLB	239.2
Fixed Rate – Market	37.0
Variable Rate – PWLB	49.0
Variable Rate – Market	11.0
Total External Borrowing	336.2
Other Long Term Liabilities:	
PFI	2.2
Finance Leases	0.3
Total Gross External Debt	338.7
Investments:	
Short-term & Instant Access	106.4
Long-term Investments	0.00
Total Investments	106.4

APPENDIX B

Estimates of Capital Expenditure and other Prudential Indicators:

i. 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. In an environment of 'low rates for longer' the Council's strategy is currently to defer external borrowing and use internal borrowing where possible, thus saving revenue interest cost of carry and simultaneously reducing counterparty investment risks.

ii. Estimates for Capital expenditure shown in Table 8 are estimates of likely capital cash outflows.

Table 8

Capital Expenditure	2013/14 Approved £m	2013/14 Revised £m	2014/15 Estimate £m	2015/16 Estimate £m	2016/17 Estimate £m
General Fund	91.6	87.3	119.8	96.7	122.2
HRA	26.0	0.0	23.1	24.0	24.7
Total	**117.6**	**87.3**	**142.9**	**120.7**	**146.9**

iii. Capital expenditure is expected to be financed as follows:

Table 9

Capital Financing	2013/14 Approved £m	2013/14 Revised £m	2014/15 Estimate £m	2015/16 Estimate £m	2016/17 Estimate £m
Capital Receipts	10.0	11.4	17.1	15.4	6.0
Government Grants	35.8	50.4	51.7	37.6	55.8
Major Repairs Allowance	8.3	0.0	9.0	9.0	9.0
Revenue Contributions	3.5	7.4	27.6	19.3	18.4
Total Financing	**57.6**	**69.2**	**105.4**	**81.3**	**89.2**
Prudential Borrowing	60.0	18.1	37.5	39.4	57.6
Total Funding	60.0	18.1	37.5	39.4	57.6
Total	**117.6**	**87.3**	**142.9**	**120.7**	**146.8**

iv. **Actual External Debt:** This indicator is obtained directly from the Council's balance sheet. It is the closing balance for actual gross borrowing plus other long term liabilities. This Indicator is measured in a manner consistent for comparison with the Operational Boundary and Authorised Limit.

Table 10

Actual External Debt as at 31/03/2014	£m
General Fund Borrowing	86.6
HRA Borrowing	249.6
Other Long term Liabilities	2.5
Total	**338.7**

v. **HRA Indebtedness:** Following settlement and the introduction of the self-financing regime, a borrowing cap of £303.3m has been imposed by HM Treasury on HRA indebtedness. This gives the HRA potential headroom borrowing of up to £53.7m to finance future capital as at 31 March 2014.

Incremental Impact of Capital Investment Decisions:

vi. As an indicator of affordability, Table 11 shows the notional impact of capital investment decisions on Council Tax and Housing Rent levels and represents the impact on these if the financing of the capital programme were to be funded from taxes and rents. Council Tax will remain frozen for 2014/15 and 2015/16, with an element of continuing efficiency savings being reinvested in capital investment to maintain and expand existing services to Residents.

Table 11

Incremental Impact of Capital Investment Decisions	2014/15 Estimate	2015/16 Estimate	2016/17 Estimate
Increase in Band D Council Tax	£6.70	£14.91	£14.61
Increase in Average Weekly Housing Rents	£0.41	£0.17	£0.08

vii. 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 future revenue budgets required to meet borrowing costs. The ratio is based on costs net of investment income.

Table 12

Ratio of Financing Costs to Net Revenue Stream	2013/14 Revised %	2014/15 Estimate %	2015/16 Estimate %	2016/17 Estimate %
General Fund	4.24	4.57	5.42	6.26
HRA	23.93	23.99	23.39	22.78
Weighted Average	**8.76**	**8.99**	**9.68**	**10.31**

APPENDIX C

Arlingclose's Economic and Interest Rate Forecast

	Mar-14	Jun-14	Sep-14	Dec-14	Mar-15	Jun-15	Sep-15	Dec-15	Mar-16	Jun-16	Sep-16	Dec-16	Mar-17
Official Bank Rate													
Upside risk		0.25	0.25	0.25	0.25	0.50	0.50	0.75	0.75	0.75	1.00	1.00	1.00
Arlingclose Central Case	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.75	0.75	1.00	1.00
Downside risk										0.25	0.25	0.50	0.50
3-month LIBID rate													
Upside risk	0.20	0.25	0.30	0.35	0.40	0.50	0.75	0.75	0.75	1.00	1.00	1.00	1.10
Arlingclose Central Case	0.45	0.45	0.50	0.55	0.65	0.70	0.75	0.80	0.90	1.00	1.10	1.20	1.25
Downside risk			0.05	0.10	0.20	0.25	0.30	0.35	0.45	0.55	-0.65	-0.75	-0.80
1-yr LIBID rate													
Upside risk	0.35	0.30	0.35	0.40	0.45	0.50	0.60	0.70	0.75	0.75	0.75	0.80	0.80
Arlingclose Central Case	0.90	0.95	0.95	0.95	1.00	1.05	1.10	1.20	1.30	1.40	1.50	1.60	1.70
Downside risk	-0.25	-0.25	-0.25	-0.30	-0.35	-0.40	-0.45	-0.50	-0.50	-0.50	-0.50	-0.50	-0.50
5-yr gilt yield													
Upside risk	0.20	0.30	0.40	0.50	0.60	0.70	0.80	0.90	1.00	1.00	1.10	1.10	1.20
Arlingclose Central Case	1.70	1.75	1.85	1.95	2.00	2.00	2.05	2.10	2.20	2.35	2.50	2.65	2.80
Downside risk	-0.20	-0.20	-0.30	-0.40	-0.50	-0.50	-0.50	-0.50	-0.50	-0.75	-0.80	-0.90	-1.00
10-yr gilt yield													
Upside risk	0.20	0.35	0.45	0.50	0.60	0.70	0.75	0.80	0.90	0.90	0.95	1.00	1.00
Arlingclose Central Case	2.75	2.80	2.90	2.95	3.00	3.10	3.20	3.30	3.40	3.50	3.60	3.70	3.80
Downside risk	-0.20	-0.30	-0.40	-0.50	-0.55	-0.60	-0.70	-0.80	-0.90	-0.95	-1.00	-1.05	-1.05
20-yr gilt yield													
Upside risk	0.30	0.40	0.50	0.60	0.75	0.85	0.90	0.95	1.00	1.05	1.05	1.05	1.05
Arlingclose Central Case	3.35	3.40	3.45	3.55	3.60	3.60	3.65	3.70	3.75	3.80	3.85	3.90	3.95
Downside risk	-0.30	-0.40	-0.50	-0.55	-0.60	-0.60	-0.60	-0.60	-0.65	-0.70	-0.75	-0.80	-0.80
50-yr gilt yield													
Upside risk	0.30	0.40	0.50	0.60	0.75	0.85	0.90	0.95	1.00	1.05	1.05	1.05	1.05
Arlingclose Central Case	3.45	3.50	3.55	3.60	3.65	3.70	3.75	3.80	3.85	3.95	4.00	4.05	4.10
Downside risk	-0.30	-0.40	-0.50	-0.55	-0.60	-0.60	-0.60	-0.60	-0.65	-0.70	-0.75	-0.80	-0.80

Underlying assumptions:

- UK economic growth has steadily strengthened, although GDP remains around 1.3% below the pre-recession peak. The initial estimate showed that Q4 year-on-year GDP growth strengthened to 2.8% from the previous quarter's 1.9% rate. The service sector remains the main driver of growth.
- Expenditure breakdown of the GDP data during 2013 (Q4 details are awaited) indicates that the recovery has been led by consumer spending and housing investment. Given negative real earnings growth and the waning impact of temporary income boosts from bank mis-selling compensation, household spending growth at current rates appears unsustainable in the short to medium term. An expansion in business investment and rebalancing of the economy will be necessary for sustained growth.
- An expected slowdown in household spending growth should keep inflation contained. The CPI rate for December 2013 fell to the MPC's target of 2.0% and we expect it to remain around this level for some time. Inflation expectations are well anchored and commodity price volatility is subdued.
- The recovery has not been accompanied by meaningful productivity growth. Business investment is expected to pick up in the medium term and should help to restore productivity growth, leading to higher wages and more sustainable growth in consumption. We expect this to have a material impact on growth from 2016. In the short term, however, on-going regulatory reform and a focus on balance sheet restructuring is likely to prolong banking sector deleveraging and maintain the corporate credit bottleneck, which will dampen business investment.

- The unemployment rate has fallen close to the 7% forward guidance threshold earlier than expected, although this number is flattered by the large numbers of people involuntarily underemployed. The MPC has made clear that 7% is not a policy trigger and we expect no response if surpassed in the short term. Additionally, any likely monetary tightening response is likely to be applied "gradually".
- Political risk for the UK will begin to influence gilt yields closer to the General Election in May 2015.
- Federal Reserve monetary policy expectations will remain predominant drivers of the financial markets. Tapering of asset purchases has begun and is expected to continue at a broadly steady rate in 2014. Additionally, the US political deadlock over the debt ceiling will need resolving in Q1 2014. This may prompt temporary volatility.
- The economic environment in the Eurozone is slightly more stable but structural issues persist and credit conditions remain challenging for European banks.
- There is a risk China will suffer from a credit crunch style crisis, as the authorities seek to stem lending growth. This has possible negative repercussions for domestic retail investors and the highly leveraged local government sector, which could dampen domestic spending and investment.

Forecast

- We are now forecasting the first rise in official interest rates in Q2 2016 but our long held theme of low for even longer remains. There is clear momentum in the economy although some weakness remains in some components of growth. Unemployment has fallen much faster than expected but has not led to any wage growth and productivity remains stagnant. We see both these indicators alongside business investment remaining the key to modestly higher interest rates. Inflation has fallen faster than expected and currently sits at target. The gradual recovery in the economy is underway. Whilst further challenges to that momentum cannot be ruled out, some upside potential for official interest rates must be ruled-in.
- We continue to project gilt yields on an upward path through the medium term as the recovery gradually takes hold.

APPENDIX D

Specified Investments & Non Specified Investments

Specified investments are sterling denominated investments with a maximum maturity of one year. They also meet the "high credit quality" as decided by the Council and are not deemed capital expenditure investments under statute.

Non Specified Investments are those which do not meet the above criteria, for example more than 1 year in duration. However all Non Specified investments will satisfy the Council's "high credit quality" criterion except money market funds where a weighted average of the underlying assets will be applied.

The Council defines "high credit quality" organisations as those having a credit rating of A- or higher that are domiciled in the UK.

Specified Investments identified for use by the Council

"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 UK banks and building societies
- Certificates of deposit and Bonds with UK banks and building societies
- Gilts: (bonds issued by the UK government)
- Treasury Bills (T-Bills)
- Local Authority Bonds
- Money Market Funds

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). The Council will aim to have a weighted average credit score of A for the whole portfolio of investments.

Specified investments will be made within the following limits:

Table 13

Instrument	Counterparty	Maximum Counterparty Limits %/£m
Term Deposits	DMADF, DMO	No limit
Term Deposits	Other UK Local Authorities	£35m per Local Authority / No total limit
Term Deposits/Call Accounts/CD's/Bonds	UK Banks and Building Societies - Lloyds Banking Group (Including Bank of Scotland) - Barclays Bank Plc - Close Brothers - HSBC Bank Plc - Leeds Building Society - Nationwide Building Society - RBS Group (Royal Bank of Scotland and NatWest) - Santander UK - Standard Chartered Bank	10% / £20m (except Leeds Building Society £1m)
Gilts	DMO	No limit
Treasury Bills	DMO	No limit
Local Authority Bills	Other UK Local Authorities	No limit
Money Market Funds	Money Market Funds	10%/£7.5m per fund. Maximum MMF exposure 50%

Note: The above list and limits would change/be amended on notification of any potential risk concerns.

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:

Table 2

	Maximum maturity	Max % of portfolio
▪ Deposits and Bonds with other UK Local Authorities	2 Years	40 in Aggregate
▪ Money Market Funds	N/A	

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.

All Non Specified investments will satisfy the Council's "high credit quality" criterion except money market funds where a weighted average of the underlying assets will be applied.
A maximum exposure limit of 40% has been set for Non Specified investments.

HILLINGDON
LONDON

PAY POLICY STATEMENT 2013-14

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(b), 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 £14,844 and £58,053) are evaluated using the Greater London Provincial Council (GLPC) Job Evaluation Scheme.

6.3. Roles falling within scope of the JNC framework (salaries between £58,200 and £127,240) 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 (defined in paragraph 5.1 of this policy) 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.

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.

ii) The terms of reference for the Appointments Committee includes all remuneration decisions on new Chief Officer appointments.

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 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. All Tier 1 and some Tier 2 officers have the potential to be paid at this remuneration level. These posts are -

Tier 1

- Chief Executive & Corporate Director of Administration
- DCEO & Corporate Director Residents Services
- Corporate Director Finance
- Director Adults Services
- Director Children's & Youth Services

Tier 2 (where pay ranges of over £100k can be paid[1])

- Deputy Director, Public Health
- Deputy Director, Environmental Health
- Deputy Director, Public Safety
- Deputy Director, ICT, Highways & Business Services
- Deputy Director, Asset Management
- Deputy Director, Strategic Finance
- Deputy Director, Corporate Finance
- Borough Solicitor
- Head of Human Resources
- Head of Planning, Green Spaces & Culture
- Head of Education, Policy & Standards
- Head of Procurement

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.

[1] **Not all of these officers are currently paid at this level but the posts are evaluated in a pay range which spans £100k. Actual pay rates can be found at http://www.hillingdon.gov.uk/article/24490/Chief-officers-pay-policy-and-responsibilities**

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 on 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 two percentiles along their pay scale annually.

11.3. Chief Officers who demonstrate exceptional performance which exceeds the standards required, progress by an additional percentile 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

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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 is12.27.

15.3. The current pay multiple between the Council's median salary and that of the Chief Executive officer salary is 7.87.

16. Pensions

16.1. 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.

16.2. 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

17. Management of Workforce Costs

17.1. 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.

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Type of Fee/Charge	Type	Current Charges Residents £	Current Charges Non-Residents £	Vat Status	Proposed Charges Residents £	% Increase	Proposed Charges Non Residents £	% Increase	Date of last change to charge	Effective Date
1. Corporate Communications										
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	N/A
Half page	B	960.00	960.00	STD	960.00	0.00%	960.00	0.00%	01-Apr-11	N/A
Quarter page	B	600.00	600.00	STD	600.00	0.00%	600.00	0.00%	01-Apr-11	N/A
Eighth page	B	300.00	300.00	STD	300.00	0.00%	300.00	0.00%	01-Apr-11	N/A
Display box	B	144.00	144.00	STD	144.00	0.00%	144.00	0.00%	01-Apr-11	N/A
Back page	B	1,920.00	1,920.00	STD	1,920.00	0.00%	1,920.00	0.00%	01-Apr-11	N/A
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	N/A
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	N/A
Court Summons										
Council Tax	R	125.00	125.00	NB	125.00	0.00%	125.00	0.00%	01-Apr-11	N/A
NNDR	R	165.00	165.00	NB	165.00	0.00%	165.00	0.00%	01-Apr-11	N/A
2. Registrar										
Certificates purchased from the Registrar										
Birth, Death and Stillbirth - Standard	M	4.00	4.00	NB	4.00	0.00%	4.00	0.00%	01-Apr-12	N/A
Birth and Stillbirth - Short	M	N/A	N/A	NB	N/A	N/A	N/A	N/A	01-Apr-12	N/A
Birth - Additional Short	M	4.00	4.00	NB	4.00	0.00%	4.00	0.00%	01-Apr-12	N/A
Marriage	M	4.00	4.00	NB	4.00	0.00%	4.00	0.00%	01-Apr-12	N/A
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-12	N/A
Certificates purchased from the Supertintendent										
Birth - Short	M	10.00	10.00	NB	10.00	0.00%	10.00	0.00%	01-Apr-12	N/A
Birth - Standard	M	10.00	10.00	NB	10.00	0.00%	10.00	0.00%	01-Apr-12	N/A
Death and Marriage	M	10.00	10.00	NB	10.00	0.00%	10.00	0.00%	01-Apr-12	N/A

Type
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Type of Fee/Charge	Type	Current Charges Residents £	Current Charges Non-Residents £	Vat Status	Proposed Charges Residents £	% Increase	Proposed Charges Non Residents £	% Increase	Date of last change to charge	Effective Date
Marriages/Civil Partnerships (Statutory fees)										
Entry of each notice	M	35.00	35.00	NB	35.00	0.00%	35.00	0.00%	01-Apr-12	N/A
Basic ceremony/Schedule in Superintendent's Office	M	45.00	45.00	NB	45.00	0.00%	45.00	0.00%	01-Apr-12	N/A
Registrar's attendance at Registered Building	M	84.00	84.00	NB	84.00	0.00%	84.00	0.00%	01-Apr-12	N/A
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	N/A
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	N/A
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	N/A
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	N/A
Ceremony at approved Premises (Mon - Thurs)	M	307.50	307.50	EXP	307.50	0.00%	307.50	0.00%	01-Apr-11	N/A
Ceremony at approved Premises (Fri-Sat)	M	410.00	410.00	EXP	410.00	0.00%	410.00	0.00%	01-Apr-11	N/A
Ceremony at approved Premises (Sun)	M	457.00	457.00	EXP	457.00	0.00%	457.00	0.00%	01-Apr-11	N/A

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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	N/A
Nationality Checking Service										
Nationality Checking Service - Adults	M	60.00	60.00	STD	60.00	0.00%	60.00	0.00%	01-Apr-11	N/A
Nationality Checking Service - Children	M	30.00	30.00	STD	30.00	0.00%	30.00	0.00%	01-Apr-11	N/A
Electoral										
Registration confirmation letters	R	15.00	15.00	NB	15.00	0.00%	15.00	0.00%	01-Apr-11	N/A
Edited registers	B	30.00	30.00	NB	30.00	0.00%	30.00	0.00%	01-Apr-11	N/A
Credit reference agencies registers	B	500.00	500.00	NB	500.00	0.00%	500.00	0.00%	01-Apr-11	N/A
Certificate Priority Service										
1 Hour	M	10.00	10.00	STD	10.00	0.00%	10.00	0.00%	01-Apr-11	N/A
24 Hour	M	5.00	5.00	STD	5.00	0.00%	5.00	0.00%	01-Apr-11	N/A
Renewal of Marriage Vows										
Four Seasons	M	173.50	173.50	STD	173.50	0.00%	173.50	0.00%	01-Apr-11	N/A
Approved Premises	M	262.50	262.50	STD	262.50	0.00%	262.50	0.00%	01-Apr-11	N/A

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Baby naming Ceremonies										
Four Seasons	M	173.50	173.50	STD	173.50	0.00%	173.50	0.00%	01-Apr-11	N/A
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	N/A
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	N/A

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3. Facilities Management										
Civic Centre Room Hire Rates										
CR2 per hour	M	23.20	23.20	EXP	23.20	0.00%	23.20	0.00%	01-Apr-12	N/A
CR3 per hour	M	30.80	30.80	EXP	30.80	0.00%	30.80	0.00%	01-Apr-12	N/A
CR3a per hour	M	27.80	27.80	EXP	27.80	0.00%	27.80	0.00%	01-Apr-12	N/A
CR3/3a combined per hour	M	46.30	46.30	EXP	46.30	0.00%	46.30	0.00%	01-Apr-12	N/A
CR4 per hour	M	37.00	37.00	EXP	37.00	0.00%	37.00	0.00%	01-Apr-12	N/A
CR4a per hour	M	27.80	27.80	EXP	27.80	0.00%	27.80	0.00%	01-Apr-12	N/A
CR4/4a combined per hour	M	46.40	46.40	EXP	46.40	0.00%	46.40	0.00%	01-Apr-12	N/A
CR5 per hour	M	46.40	46.40	EXP	46.40	0.00%	46.40	0.00%	01-Apr-12	N/A
CR6 per hour	M	46.40	46.40	EXP	46.40	0.00%	46.40	0.00%	01-Apr-12	N/A
CR7 per hour	M	21.70	21.70	EXP	21.70	0.00%	21.70	0.00%	01-Apr-12	N/A
CR8 per hour - not available for hire	M	22.10	22.10	EXP	22.10	0.00%	22.10	0.00%	01-Apr-11	N/A
CR9 per hour	M	23.20	23.20	EXP	23.20	0.00%	23.20	0.00%	01-Apr-12	N/A
Interview rooms per hour	M	14.50	14.50	EXP	14.50	0.00%	14.50	0.00%	01-Apr-12	N/A
Council Chamber per hour	M	89.10	89.10	EXP	89.10	0.00%	89.10	0.00%	01-Apr-12	N/A
Middlesex Suite (Day) per	M	80.80	80.80	EXP	80.80	0.00%	80.80	0.00%	01-Apr-11	N/A
Middlesex Suite (Night) per hour	M	113.00	113.00	EXP	113.00	0.00%	113.00	0.00%	01-Apr-11	N/A
Bar Area per hour	M	44.20	44.20	EXP	44.20	0.00%	44.20	0.00%	01-Apr-11	N/A

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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	N/A
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	N/A
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	N/A
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	N/A
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	N/A
Day To Day Repairs 250	M	cost +	cost +	STD	cost + 12.5%	0.00%	cost +	0.00%	01-Apr-11	N/A
Day To Day Repairs	M	cost +	cost + 10%	STD	cost + 10%	0.00%	cost +	0.00%	01-Apr-11	N/A
Service Contracts Council Premises	M	cost + 10%	cost + 10%	EXP	cost + 10%	0.00%	cost + 10%	0.00%	01-Apr-11	N/A
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	N/A

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4. Estates & Valuation										
Licence to assign leases: initial flat rate	M	350.00	350.00	EXP	350.00	0.00%	350.00	0.00%	01-Apr-11	N/A
Thereafter: fee scale at officer rate: Principal Valuer	M	77.00	77.00	EXP	77.00	0.00%	77.00	0.00%	01-Apr-11	N/A
Qualified Valuer	M	62.00	62.00	EXP	62.00	0.00%	62.00	0.00%	01-Apr-11	N/A
Assistant / admin officer	M	47.00	47.00	EXP	47.00	0.00%	47.00	0.00%	01-Apr-11	N/A
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	N/A
Qualified Valuer	M	62.00	62.00	EXP	62.00	0.00%	62.00	0.00%	01-Apr-11	N/A
Assistant Valuer / admin officer	M	47.00	47.00	EXP	47.00	0.00%	47.00	0.00%	01-Apr-11	N/A
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	N/A
Qualified Valuer	M	62.00	62.00	EXP	62.00	0.00%	62.00	0.00%	01-Apr-11	N/A
Assistant Valuer / admin officer	M	47.00	47.00	EXP	47.00	0.00%	47.00	0.00%	01-Apr-11	N/A

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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	N/A
Transport	M	LBH milage rates	LBH milage rates	EXP	LBH milage rates	0.00%	LBH milage rates	0.00%	01-Apr-12	N/A
Licence to install satellite dishes per licence	M	77.00	77.00	EXP	77.00	0.00%	77.00	0.00%	01-Apr-11	N/A
5. Highways										
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	N/A	NB	Recharged at costs	N/A	N/A	N/A	01 April 2013	N/A
"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 April 2011	N/A
Once approved by Planning a further:	B	96.30	96.30	NB	96.30	0.00%	96.30	0.00%	01 April 2011	N/A
Thereafter annual fee	B	147.80	147.80	NB	147.80	0.00%	147.80	0.00%	01 April 2011	N/A

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Public Rights of Way										
Application to change	M	150.00	152.00	NB	150.00	0.00%	152.00	0.00%	01 April 2012	N/A
Highways Enquires										
For legal purposes requiring a written response	B	50.00	50.00	NB	50.00	0.00%	50.00	0.00%	01 April 2011	N/A
Streetworks Inspection / Licensing										
Sample Inspection	B	N/A	50.00	NB	N/A	N/A	50.00	0.00%	01 April 2013	N/A
Defected Works	B	N/A	47.50	NB	N/A	N/A	47.50	0.00%	01 April 2013	N/A
License new plant	B	N/A	500.00	NB	N/A	N/A	500.00	0.00%	01 April 2013	N/A
license old plant	B	N/A	500.00	NB	N/A	N/A	500.00	0.00%	01 April 2013	N/A
Streetworks Overruns (min/day)	B	N/A	100.00	NB	N/A	N/A	100.00	0.00%	01 April 2013	N/A
Streetworks Overruns (max/day)	B	N/A	3,000.00	NB	N/A	N/A	3,000.00	0.00%	01 April 2013	N/A
Bar marks in front of vehicle crossings	M	135.00	135.00	NB	135.00	0.00%	135.00	0.00%	01 April 2011	N/A

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Minor Highways Fees										
Vehicle Crossings (Average crossing)	R	900.00	N/A	NB	900.00	0.00%	N/A	N/A	01 April 2013	N/A
Oversail Licences (e.g. cranes and canopies)	B	N/A	50.00	NB	N/A	N/A	50.00	0.00%	01 April 2013	N/A
Additional charges per hr All Highways enqueries for legal purposes requiring written response	M	50.00	50.00	NB	50.00	0.00%	50.00	0.00%	01 April 2011	N/A
Additional Highways Enquiries										
Standard Highways Adoption Question (1 to 3 questions)	B	34.00	36.00	EXP	34.00	0.00%	36.00	0.00%	01 April 2013	N/A
Additional Highways Questions (each)	B	12.00	12.50	EXP	12.00	0.00%	12.50	0.00%	01 April 2013	N/A
Minor Highways Fees										
Building Materials (charge per application)	B	143.50	145.00	NB	143.50	0.00%	145.00	0.00%	01-Apr-13	N/A
Application for Banners on	M	147.10	N/A	NB	147.10	0.00%	N/A	N/A	01-Apr-13	N/A
Application for Festive Lights & Decorations	M	147.10	N/A	NB	147.10	0.00%	N/A	N/A	01-Apr-13	N/A

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Skip Licencing										
(charge per application. (for 1-49)	B	17.50	17.50	NB	17.50	0.00%	17.50	0.00%	01-Apr-13	N/A
Minor Highways Fees										
Scaffold / Hoarding	B	N/a	N/A	NB	N/a	N/A	N/A	N/A	01 April 2013	N/A
Plant & Maintain Licences (Additional cost /hr)	B	50.00	50.00	NB	50.00	0.00%	50.00	0.00%	01 April 2011	N/A
Mobile Construction Equipment (e.g. cranes on the highway) Additional cost per hr	B	0.00	0.00	NB	0.00	N/A	0.00	N/A	01 April 2013	N/A
Scaffold / Hoarding (charge per application)	B	0.00	185.00	NB	0.00	0.00%	185.00	0.00%	01 April 2013	N/A
Plant & Maintain Licences (Basic cost charged per application)	M	170.00	185.00	NB	170.00	0.00%	185.00	0.00%	01 April 2013	N/A
Mobile Construction Equipment (e.g. cranes on the highway)	B	0.00	185.00	NB	0.00	0.00%	185.00	0.00%	01 April 2013	N/A
Oversail Licences (e.g. cranes and canopies)	B	0.00	185.00	NB	0.00	0.00%	185.00	0.00%	01 April 2013	N/A
Entrance to Cellars and Pavement Lights	B	Recharged at costs	N/A	NB	Recharged at costs	N/A	N/A	N/A	01 April 2013	N/A

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Type of Fee/Charge	Type	Current Charges Residents £	Current Charges Non-Residents £	Vat Status	Proposed Charges Residents £	% Increase	Proposed Charges Non Residents £	% Increase	Date of last change to charge	Effective Date
Traffic Management										
3 minutes	B	170.00	170.00	STD	170.00	0.00%	170.00	0.00%	01-Apr-11	N/A
Complete Road Closure - by notice										
24 hours	B	200.00	200.00	STD	200.00	0.00%	200.00	0.00%	01-Apr-11	N/A
Complete Road Closure - by order										
7 days	B	1,000.00	1,000.00	STD	1,000.00	0.00%	1,000.00	0.00%	01-Apr-11	N/A

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Type of Fee/Charge	Type	Current Charges Residents £	Current Charges Non-Residents £	Vat Status	Proposed Charges Residents £	% Increase	Proposed Charges Non Residents £	% Increase	Date of last change to charge	Effective Date
6. Libraries										
Charges										
Compact Discs - every 3 weeks	R	1.05	1.60	NB	1.05	0.00%	1.60	0.00%	01-Apr-12	N/A
DVDs - per week	R	2.10	3.15	NB	2.10	0.00%	3.15	0.00%	01-Apr-12	N/A
Children's DVDs - per week	R	1.05	1.60	NB	1.05	0.00%	1.60	0.00%	01-Apr-12	N/A
Videos - per week	R	1.05	1.60	NB	1.05	0.00%	1.60	0.00%	01-Apr-12	N/A
Children's videos - per week	R	0.55	0.85	NB	0.55	0.00%	0.85	0.00%	01-Apr-12	N/A
Language Courses - every 3 weeks	R	3.05	5.25	NB	3.05	0.00%	5.25	0.00%	01-Apr-12	N/A
Video Language Courses -	R	3.05	5.25	NB	3.05	0.00%	5.25	0.00%	01-Apr-12	N/A
CD & Cassettes - every 3 weeks	R	2.05	3.15	NB	2.05	0.00%	3.15	0.00%	01-Apr-12	N/A
eAudiobooks (downloadable) - every 3 weeks	R	2.05	3.15	NB	2.05	0.00%	3.15	0.00%	01-Apr-12	N/A
Holds (Reservations) - Self Placed	R	0.60	0.85	NB	0.60	0.00%	0.85	0.00%	01-Apr-12	N/A
Holds (Reservations) - Staff Placed	R	0.60	0.85	NB	0.60	0.00%	0.85	0.00%	01-Apr-12	N/A
Holds (Reservations) - Not in stock	R	3.10	5.25	NB	3.10	0.00%	5.25	0.00%	01-Apr-12	N/A
Holds (Reservations) - British Library Items	R	3.10	5.25	NB	3.10	0.00%	5.25	0.00%	01-Apr-12	N/A
Holds (Reservations) - Photocopies	R	2.05 + 21p per A4 sheet	2.20 + 25p per A4 sheet	NB	2.05 + 21p per A4 sheet	0.00%	2.20 + 25p per A4 sheet	0.00%	01-Apr-12	N/A
Lost Tickets	R	2.05	2.20	NB	2.05	0.00%	2.20	0.00%	01-Apr-12	N/A
Lost Tickets	R	1.05	1.60	NB	1.05	0.00%	1.60	0.00%	01-Apr-12	N/A

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Overdue Reminders	R	0.85	1.05	NB	0.85	0.00%	1.05	0.00%	01-Apr-12	N/A
Fines										
Books	R	0.16	0.20	NB	0.16	0.00%	0.20	0.00%	01-Apr-11	N/A
Talking Books	R	0.16	0.20	NB	0.16	0.00%	0.20	0.00%	01-Apr-11	N/A
Cassettes	R	0.16	0.20	NB	0.16	0.00%	0.20	0.00%	01-Apr-11	N/A
Compact Discs	R	0.16	0.20	NB	0.16	0.00%	0.20	0.00%	01-Apr-11	N/A
Language Courses	R	0.16	0.20	NB	0.16	0.00%	0.20	0.00%	01-Apr-11	N/A
Videos	R	1.05	1.60	NB	1.05	0.00%	1.60	0.00%	01-Apr-12	N/A
DVDs	R	1.05	1.60	NB	1.05	0.00%	1.60	0.00%	01-Apr-12	N/A
Junior Videos	R	0.55	0.85	NB	0.55	0.00%	0.85	0.00%	01-Apr-12	N/A
Fax										
In the UK - 1st Page	R	1.05	1.10	STD	1.05	0.00%	1.10	0.00%	01-Apr-12	N/A
In the UK - Subsequent Page	R	0.55	0.60	STD	0.55	0.00%	0.60	0.00%	01-Apr-12	N/A
Western Europe - 1st Page	R	2.30	2.40	STD	2.30	0.00%	2.40	0.00%	01-Apr-12	N/A
Western Europe - Subsequent Page	R	1.15	1.20	STD	1.15	0.00%	1.20	0.00%	01-Apr-12	N/A
Rest of the World - 1st Page	R	3.65	3.80	STD	3.65	0.00%	3.80	0.00%	01-Apr-12	N/A
Rest of the World - Subsequent Page	R	1.85	1.95	STD	1.85	0.00%	1.95	0.00%	01-Apr-12	N/A
Per Fax (any length)	R	1.05	1.10	STD	1.05	0.00%	1.10	0.00%	01-Apr-12	N/A
Printing & Photocopies										
Black and White PC Prints per A4 sheets	R	0.20	0.20	STD	0.20	0.00%	0.20	0.00%	01-Apr-11	N/A
Colour PC Prints per A4 sheets	R	0.40	0.40	STD	0.40	0.00%	0.40	0.00%	01-Apr-11	N/A

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CD-ROM/Microform Prints per sheet	R	0.30	0.30	STD	0.30	0.00%	0.30	0.00%	01-Apr-11	N/A
Black & White A4	R	0.10	0.10	STD	0.10	0.00%	0.10	0.00%	01-Apr-11	N/A
Black & White A3	R	0.20	0.20	STD	0.20	0.00%	0.20	0.00%	01-Apr-11	N/A
Colour A4	R	1.05	1.10	STD	1.05	0.00%	1.10	0.00%	01-Apr-12	N/A
Colour A3	R	1.55	1.60	STD	1.55	0.00%	1.60	0.00%	01-Apr-12	N/A
Black & White (Colour Photocopies) A4	R	0.30	0.30	STD	0.30	0.00%	0.30	0.00%	01-Apr-11	N/A
Black & White (Colour Photocopies) A3	R	0.60	0.65	STD	0.60	0.00%	0.65	0.00%	01-Apr-12	N/A
Hire of Library Premises										
Monday - Thursday per hour	R	8.70	16.00	EXP	8.70	0.00%	16.00	0.00%	01-Apr-12	N/A
Friday - Saturday per hour	R	9.75	16.00	EXP	9.75	0.00%	16.00	0.00%	01-Apr-12	N/A
Commercial Organisations	R	15.50	21.00	EXP	15.50	0.00%	21.00	0.00%	01-Apr-12	N/A

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Advertising										
Notice Board Display - Rental Charge	R	36.00	38.00	STD	36.00	0.00%	38.00	0.00%	01-Apr-12	N/A
Bill posting fee - Up to 3 posters	R	191.50	202.00	STD	191.50	0.00%	202.00	0.00%	01-Apr-13	N/A
Family History Search Fee										
Family History - Census search - one address - Address & year	R	3.60	5.25	STD	3.60	0.00%	5.25	0.00%	01-Apr-12	N/A
Family History - Census search - one address - same address subsequent year	R	1.80	5.25	STD	1.80	0.00%	5.25	0.00%	01-Apr-12	N/A
Family History - Census search - one address - same address subsequent year to include copies of six entries	R	1.80	5.25	STD	1.80	0.00%	5.25	0.00%	01-Apr-12	N/A
Family History - Local Newspapers Search -	R	3.60	7.50	STD	3.60	0.00%	7.50	0.00%	01-Apr-12	N/A
Family History - Electoral Register Search - 1890-1914. Name & address. Occupant at one address. (5 year Search)	R	3.60	7.50	STD	3.60	0.00%	7.50	0.00%	01-Apr-12	N/A

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Family History - Electoral Register Search- 1920 - onwards. Name & address. Occupant at one address. (5 year Search)	R	3.60	7.50	STD	3.60	0.00%	7.50	0.00%	01-Apr-12	N/A
Family History - Directories Search - Occupant at one address or trade. (5 year Search)	R	3.60	7.50	STD	3.60	0.00%	7.50	0.00%	01-Apr-12	N/A
Family History - Parish Registers Search - Entry of baptism, marriage or burial	R	1.80	3.15	STD	1.80	0.00%	3.15	0.00%	01-Apr-12	N/A
Family History -Rate Books Search - Occupant at one address	R	3.60	7.50	STD	3.60	0.00%	7.50	0.00%	01-Apr-12	N/A
Family History -Journals Search - Article on one specific topic	R	3.60	7.50	STD	3.60	0.00%	7.50	0.00%	01-Apr-12	N/A
Family History -Photograps Search - Photos of one specific place or topic	R	3.60	7.50	STD	3.60	0.00%	7.50	0.00%	01-Apr-12	N/A
Family History - Maps - Extract showing 1 area.	R	3.60	7.50	STD	3.60	0.00%	7.50	0.00%	01-Apr-12	N/A
Other Research - per half hour	R	15.50	21.00	STD	15.50	0.00%	21.00	0.00%	01-Apr-12	N/A
Other										
Annual Membership Fees - Non-Residents	R	0.00	0.00	EXP	0.00	N/A	0.00	N/A	01-Apr-13	N/A

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Computer Hire Charges - Free to Residents - Non-Residents - First Hour 1.00, .50p per hr. thereafter	R	0.00	1.00	EXP	0.00	N/A	1.00	0.00%	01-Apr-13	N/A

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7. Filming										
Filming - interior and/or exterior ***per day - subject to specific requirements***										
Council owned principal location for production										
Large production	B	3,000.00	3,000.00	STD	3,000.00	0.00%	3,000.00	0.00%	01-Apr-11	N/A
Medium production	B	2,000.00	2,000.00	STD	2,000.00	0.00%	2,000.00	0.00%	01-Apr-11	N/A
Small production (up to 3 crew, camera only)	B	1,000.00	1,000.00	STD	1,000.00	0.00%	1,000.00	0.00%	01-Apr-11	N/A
Council owned secondary location										
Large production	B	2,000.00	2,000.00	STD	2,000.00	0.00%	2,000.00	0.00%	01-Apr-11	N/A
Medium production	B	1,000.00	1,000.00	STD	1,000.00	0.00%	1,000.00	0.00%	01-Apr-11	N/A
Small production (up to 3 crew, camera only)	B	500.00	500.00	STD	500.00	0.00%	500.00	0.00%	01-Apr-11	N/A
Administration fees (Site visits, drawing up of contracts, Liaising with other Council departments, Supervising street works on the highway, Monitoring location filming										
per hour	B	125.00	125.00	STD	125.00	0.00%	125.00	0.00%	01-Apr-13	N/A

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8. Contact Centre										
Blue Badge										
Disabled Parking Blue Badge - New	R	2.00	2.00	EXP	2.00	0.00%	2.00	0.00%	01-Apr-11	N/A
Disabled Parking Blue Badge - Renewal	R	0.00	N/A	EXP	0.00	N/A	N/A	N/A	01-Apr-13	N/A
9. Street Naming & Numbering										
To name/Rename - To name or Rename a road	M	275.00	N/A	NB	275.00	0.00%	N/A	N/A	01-Apr-13	N/A
Naming of renaming a Building (Commercial) Per stand alone Building	B	300.00	N/A	NB	300.00	0.00%	N/A	N/A	01-Apr-13	N/A
Naming of renaming a House (Residential) Per New Building	M	50.00	N/A	NB	50.00	0.00%	N/A	N/A	01-Apr-13	N/A
To name/Rename - To name/Rename of Builidng/Street numbering - First or single unit	M	100.00	N/A	NB	100.00	0.00%	N/A	N/A	01-Apr-13	N/A
To name/Rename - To name/Rename of Builidng/Street numbering - Multiples 20 plus additional per unit	M	30.00	N/A	NB	30.00	0.00%	N/A	N/A	01-Apr-13	N/A

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To name/Rename - To name/Rename of Builidng/Street numbering - Multiples 2 to 19 additional per unit	M	25.00	N/A	NB	25.00	0.00%	N/A	N/A	01-Apr-13	N/A
Research Charges - Research charges on possible name/numbering of street/building - Per Hour - Chargeable in 15 minutes units	M	60.00	N/A	NB	60.00	0.00%	N/A	N/A	01-Apr-13	N/A

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10. Building Control										
Table 1 (Erection of New Housing & Flats) - Building Notice Charge -Plan charge 50% : Inspection charge 50%										
1	R	606.00	606.00	STD	606.00	0.00%	606.00	0.00%	01-Apr-11	N/A
2	R	727.20	727.20	STD	727.20	0.00%	727.20	0.00%	01-Apr-11	N/A
3	R	848.40	848.40	STD	848.40	0.00%	848.40	0.00%	01-Apr-11	N/A
4	R	969.60	969.60	STD	969.60	0.00%	969.60	0.00%	01-Apr-11	N/A
5 to 10	R	1,212.00	1,212.00	STD	1,212.00	0.00%	1,212.00	0.00%	01-Apr-11	N/A
1 to 5 Flats	R	848.40	848.40	STD	848.40	0.00%	848.40	0.00%	01-Apr-11	N/A
5 to 10 Flats	R	1,090.81	1,090.81	STD	1,090.81	0.00%	1,090.81	0.00%	01-Apr-11	N/A
Table 2 (Domestic Extension(s)) - Plan charge 40% : Inspection charge 60%										
Less than 40m2	R	606.00	606.00	STD	606.00	0.00%	606.00	0.00%	01-Apr-11	N/A
40m2 to 60m2	R	606.00	606.00	STD	606.00	0.00%	606.00	0.00%	01-Apr-11	N/A
60m2 (up to 100m2)	R	727.20	727.20	STD	727.20	0.00%	727.20	0.00%	01-Apr-11	N/A
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	606.00	606.00	STD	606.00	0.00%	606.00	0.00%	01-Apr-11	N/A
40m2 to 60m2	R	606.00	606.00	STD	606.00	0.00%	606.00	0.00%	01-Apr-11	N/A
60m2 (up to 100m2)	R	727.20	727.20	STD	727.20	0.00%	727.20	0.00%	01-Apr-11	N/A
Domestic Loft Conversions										
Less than 40m2	R	606.00	606.00	STD	606.00	0.00%	606.00	0.00%	01-Apr-11	N/A
40m2 to 60m2	R	606.00	606.00	STD	606.00	0.00%	606.00	0.00%	01-Apr-11	N/A
60m2 (up to 100m2)	R	727.20	727.20	STD	727.20	0.00%	727.20	0.00%	01-Apr-11	N/A

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Domestic Loft Conversion - with the following other works within the existiing house										
(Installation of new WC, shower, bath or basin within existing room)										
Less than 40m2	R	606.00	606.00	STD	606.00	0.00%	606.00	0.00%	01-Apr-11	N/A
40m2 to 60m2	R	606.00	606.00	STD	606.00	0.00%	606.00	0.00%	01-Apr-11	N/A
60m2 (up to 100m2)	R	727.20	727.20	STD	727.20	0.00%	727.20	0.00%	01-Apr-11	N/A
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	484.80	0.00%	484.80	0.00%	01-Apr-11	N/A
40m2 (up to 100m2)	R	727.20	727.20	STD	727.20	0.00%	727.20	0.00%	01-Apr-11	N/A
Less than 40m2	R	484.80	484.80	STD	484.80	0.00%	484.80	0.00%	01-Apr-11	N/A
40m2 (up to 100m2)	R	727.20	727.20	STD	727.20	0.00%	727.20	0.00%	01-Apr-11	N/A
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	242.40	0.00%	242.40	0.00%	01-Apr-11	N/A
Formation of New WC/Shower room/bathroom	R	242.40	242.40	STD	242.40	0.00%	242.40	0.00%	01-Apr-11	N/A
Removal of Chimney Breast(s)	R	242.40	242.40	STD	242.40	0.00%	242.40	0.00%	01-Apr-11	N/A
Formation of Structural Opening in wall e.g. simple through lounge	R	242.40	242.40	STD	242.40	0.00%	242.40	0.00%	01-Apr-11	N/A
Formation of Structural Opening in wall with removal of chimney breast(s)	R	363.00	363.00	STD	363.00	0.00%	363.00	0.00%	01-Apr-11	N/A
Formation of Structural Opening in wall requiring new foundation, piers etc	R	363.00	363.00	STD	363.00	0.00%	363.00	0.00%	01-Apr-11	N/A

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Formation of Structural Opening in wall requiring new foundation, piers etc with removal of chimney breast(s)	R	363.00	363.00	STD	363.00	0.00%	363.00	0.00%	01-Apr-11	N/A
Replacement of roof weathering (Flat & Pitched)	R	242.40	242.40	STD	242.40	0.00%	242.40	0.00%	01-Apr-11	N/A
Underpinning up to 6m	R	484.80	484.80	STD	484.80	0.00%	484.80	0.00%	01-Apr-11	N/A
Replacement or installation of 5 or fewer new windows / rooflights)	R	242.40	242.40	STD	242.40	0.00%	242.40	0.00%	01-Apr-11	N/A
(Re-) plastering or (re-) rendering to walls (at least half of room and up to 50m2)	R	121.20	121.20	STD	121.20	0.00%	121.20	0.00%	01-Apr-11	N/A
Electrical wiring (up to 4 bed dwelling - 12 circuits)	R	363.60	363.60	STD	363.60	0.00%	363.60	0.00%	01-Apr-11	N/A

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Table 2 Conversion work Dwellings Plan charge 50% : Inspection charge 50%										
Attached / detached Garage to habitable use	R	484.80	484.80	STD	484.80	0.00%	484.80	0.00%	01-Apr-11	N/A
Conversion to habitable use (e.g. conservatory)	R	484.80	484.80	STD	484.80	0.00%	484.80	0.00%	01-Apr-11	N/A
Conversion of existing building into 5 or fewer self contained flats	R	727.20	727.20	STD	727.20	0.00%	727.20	0.00%	01-Apr-11	N/A
Conversion of one flat /	R	727.20	727.20	STD	727.20	0.00%	727.20	0.00%	01-Apr-11	N/A
Table 3 Commercial Charges - Shops & Offices (Small Extensions) Plan charge 50% : Inspection charge 50%										
Less than 40m2	R	606.00	606.00	STD	606.00	0.00%	606.00	0.00%	01-Apr-11	N/A
40m2 to 60m2	R	727.20	727.20	STD	727.20	0.00%	727.20	0.00%	01-Apr-11	N/A
60m2 (up to 100m2)	R	969.60	969.60	STD	969.60	0.00%	969.60	0.00%	01-Apr-11	N/A
Table 3 Commercial Charges - Detached shed or covered yard Plan charge 50% : Inspection charge 50%										
Less than 40m2	R	484.80	484.80	STD	484.80	0.00%	484.80	0.00%	01-Apr-11	N/A
40m2 (up to 100m2)	R	727.20	727.20	STD	727.20	0.00%	727.20	0.00%	01-Apr-11	N/A
Table 3 Commercial Charges - Other Minor works Plan charge 50% : Inspection charge 50%										
New shopfront (up to 10m)	R	242.40	242.40	STD	242.40	0.00%	242.40	0.00%	01-Apr-11	N/A
Installation of ATM to existing shopfront	R	121.20	121.20	STD	121.20	0.00%	121.20	0.00%	01-Apr-11	N/A
Installation of new rooflight / smoke vents to existing roof (up to 5)	R	242.40	242.40	STD	242.40	0.00%	242.40	0.00%	01-Apr-11	N/A

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Table 3 Commercial Charges (continued) - Fitting out works (including WC's, staff kitchen etc) Plan charge 50% : Inspection charge 50%										
Up to 500m2	R	363.60	363.60	STD	363.60	0.00%	363.60	0.00%	01-Apr-11	N/A
More than 500m2 (up to 1000m2)	R	484.80	484.80	STD	484.80	0.00%	484.80	0.00%	01-Apr-11	N/A
Formation of staff kitchen (up to 10m2)	R	242.40	242.40	STD	242.40	0.00%	242.40	0.00%	01-Apr-11	N/A
Formation of commercial kitchen	R	363.60	363.60	STD	363.60	0.00%	363.60	0.00%	01-Apr-11	N/A
Formation of structural opening (1 opening)	R	242.40	242.40	STD	242.40	0.00%	242.40	0.00%	01-Apr-11	N/A
Formation of structural openings (up to 5 openings)	R	363.60	363.60	STD	363.60	0.00%	363.60	0.00%	01-Apr-11	N/A
Formation of new WC / shower room / bathroom fit out	R	242.40	242.40	STD	242.40	0.00%	242.40	0.00%	01-Apr-11	N/A
Installation of new WC / shower / bath or basin within existing room fit out	R	121.20	121.20	STD	121.20	0.00%	121.20	0.00%	01-Apr-11	N/A
New partitions to form office / room(s) in existing building (up to 10m in length)	R	242.40	242.40	STD	242.40	0.00%	242.40	0.00%	01-Apr-11	N/A
New air conditioning installation	R	121.20	121.20	STD	121.20	0.00%	121.20	0.00%	01-Apr-11	N/A
New emergency lighting / smoke detection (up to 500m2)	R	121.20	121.20	STD	121.20	0.00%	121.20	0.00%	01-Apr-11	N/A
New suspended ceiling (up to 500m2)	R	121.20	121.20	STD	121.20	0.00%	121.20	0.00%	01-Apr-11	N/A

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Replacement fire doors to corridors or stairs (up to 5 doors)	R	121.20	121.20	STD	121.20	0.00%	121.20	0.00%	01-Apr-11	N/A
Table 3 General to all commercial - New mezzanine floor - Plan charge 50% : Inspection charge 50%										
Up to 500m2	R	363.60	363.60	STD	363.60	0.00%	363.60	0.00%	01-Apr-11	N/A
More than 500m2 (up to 1000m2)	R	484.80	484.80	STD	484.80	0.00%	484.80	0.00%	01-Apr-11	N/A
Replacement roof covering (flat or pitched roof up to 500m2)	R	242.40	242.40	STD	242.40	0.00%	242.40	0.00%	01-Apr-11	N/A
Underpinning (up to 10m in length)	R	727.20	727.20	STD	727.20	0.00%	727.20	0.00%	01-Apr-11	N/A
New wall / partition (up to 10m in length)	R	242.40	242.40	STD	242.40	0.00%	242.40	0.00%	01-Apr-11	N/A
Replacement or installation of 5 or fewer new windows / rooflights	R	242.40	242.40	STD	242.40	0.00%	242.40	0.00%	01-Apr-11	N/A

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Table 3 Other Commercial - Plan charge 40% : Inspection charge 60%										
Factory (up to 2000m2)	R	2,424.00	2,424.00	STD	2,424.00	0.00%	2,424.00	0.00%	01-Apr-11	N/A
Warehouses (up to 1000m2)	R	484.80	484.80	STD	484.80	0.00%	484.80	0.00%	01-Apr-11	N/A
Schools (up to 2000m2)	R	2,424.00	2,424.00	STD	2,424.00	0.00%	2,424.00	0.00%	01-Apr-11	N/A
Assembly Buildings (up to 2000m2)	R	2,424.00	2,424.00	STD	2,424.00	0.00%	2,424.00	0.00%	01-Apr-11	N/A
Commercial Buildings (up to 2000m2)	R	2,424.00	2,424.00	STD	2,424.00	0.00%	2,424.00	0.00%	01-Apr-11	N/A
Public Houses (up to 2000m2)	R	2,424.00	2,424.00	STD	2,424.00	0.00%	2,424.00	0.00%	01-Apr-11	N/A
Hotels (up to 2000m2)	R	2,424.00	2,424.00	STD	2,424.00	0.00%	2,424.00	0.00%	01-Apr-11	N/A
Hospitals (up to 2000m2)	R	2,424.00	2,424.00	STD	2,424.00	0.00%	2,424.00	0.00%	01-Apr-11	N/A

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11. Leisure Centres										
Swimming-Indoor										
Peak - Adult	R	3.50	4.20	STD	3.50	0.00%	4.20	0.00%	01-Apr-12	N/A
Peak - Adult Concession	C	1.70	2.00	STD	1.70	0.00%	2.00	0.00%	01-Apr-12	N/A
Peak - Child	R	1.80	1.80	STD	1.80	0.00%	1.80	0.00%	01-Apr-12	N/A
Peak -Child Concession	C	1.00	1.00	STD	1.00	0.00%	1.00	0.00%	01-Apr-13	N/A
Off Peak - Adult	R	2.80	3.30	STD	2.80	0.00%	3.30	0.00%	01-Apr-12	N/A
Off Peak- Adult Concession	C	0.90	1.00	STD	0.90	0.00%	1.00	0.00%	01-Apr-12	N/A
Off Peak - Child	R	1.50	1.50	STD	1.50	0.00%	1.50	0.00%	01-Apr-12	N/A
Off Peak Child Concession	C	0.80	0.80		0.80	0.00%	0.80	0.00%	01-Apr-12	N/A
Family Swim - Peak Ticket (2 adults & 2 children)	R	9.00	10.50	STD	9.00	0.00%	10.50	0.00%	01-Apr-12	N/A
Family Swim - Peak Ticket (2 adults & 2 children) Concession	C	5.00	N/A	STD	5.00	0.00%	N/A	N/A	01-Apr-13	N/A
Family Swim - Off Peak Ticket (2 adults & 2 children)	R	7.40	8.50	STD	7.40	0.00%	8.50	0.00%	01-Apr-13	N/A
Family Swim - Off Peak Ticket (2 adults & 2 children) Concession	C	2.90	N/A	STD	2.90	0.00%	N/A	N/A	01-Apr-13	N/A

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Swimming-Outdoor										
Adult	R	5.40	7.00	STD	5.40	0.00%	7.00	0.00%	01-Apr-12	N/A
Adult Concession	C	3.70	5.00	STD	3.70	0.00%	5.00	0.00%	01-Apr-12	N/A
Child	R	3.20	3.50	STD	3.20	0.00%	3.50	0.00%	01-Apr-12	N/A
Child Concession	C	2.20	3.50	STD	2.20	0.00%	3.50	0.00%	01-Apr-12	N/A
Under 5's	R	0.00	0.00	STD	0.00	N/A	0.00	N/A	01-Apr-12	N/A
Under 5's Concession	C	0.00	0.00	STD	0.00	N/A	0.00	N/A	01-Apr-12	N/A
Family (2 adults & 2 children)	R	14.00	17.50	STD	14.00	0.00%	17.50	0.00%	01-Apr-12	N/A
Family (2 adults & 2 children)Concession	C	11.50	15.00	STD	11.50	0.00%	15.00	0.00%	01-Apr-12	N/A
Early morning (adult)	R	2.70	3.50	STD	2.70	0.00%	3.50	0.00%	01-Apr-12	N/A
Early morning (adult)Concession	C	2.20	N/A	STD	2.20	0.00%	N/A	N/A	01-Apr-12	N/A
Evening Swim (adult)	R	3.20	3.80	STD	3.20	0.00%	3.80	0.00%	01-Apr-12	N/A
Evening Swim (adult) Concession	C	2.70	N/A	STD	2.70	0.00%	N/A	N/A	01-Apr-13	N/A

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Swimming - Other										
Birthday Parties Sports hall and room hire (90 minutes)	R	102.00	115.00	STD	102.00	0.00%	115.00	0.00%	01-Apr-12	N/A
Birthday Parties Sports hall and room hire (90 minutes) + party host included	R	125.00	145.00	STD	125.00	0.00%	145.00	0.00%	01-Apr-12	N/A
Swimming Instruction (per lesson) Adult	R	7.00	8.00	STD	7.00	0.00%	8.00	0.00%	01-Apr-12	N/A
Swimming Instruction (per lesson) Adult Concession	C	5.20	5.50	STD	5.20	0.00%	5.50	0.00%	01-Apr-12	N/A
Swimming Instruction (per lesson) Child	R	5.00	5.30	STD	5.00	0.00%	5.30	0.00%	01-Apr-12	N/A
Swimming Instruction (per lesson) Child Concession	C	3.50	3.60	STD	3.50	0.00%	3.60	0.00%	01-Apr-12	N/A
Swimming Instruction (per lesson) One to one tuition	R	20.50	23.00	STD	20.50	0.00%	23.00	0.00%	01-Apr-12	N/A
Swimming Instruction (per lesson) One to one tuition Concession	C	17.00	19.00	STD	17.00	0.00%	19.00	0.00%	01-Apr-12	N/A
Swim Crash Course 1/2 hour per day x 5 day (per half hour)	R	20.50	23.00	STD	20.50	0.00%	23.00	0.00%	01-Apr-12	N/A

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Swim Crash Course 1/2 hour per day x 5 day (per half hour) Concession	C	16.50	18.50	STD	16.50	0.00%	18.50	0.00%	01-Apr-12	N/A
Private Hire (Hillingdon Pools from 25 to 33 metres)										
Hourly rate (Other organisations)	R	N/A	120.00	STD	N/A	N/A	120.00	0.00%	01-Apr-13	N/A
Hourly Rate (Hillingdon Clubs)	R	98.00	N/A	STD	98.00	0.00%	N/A	N/A	01-Apr-12	N/A
Per lane per hour (Other organisations)	R	N/A	25.00	STD	N/A	N/A	25.00	0.00%	01-Apr-13	N/A
Per lane per hour (Hillingdon Clubs)	R	20.00	N/A	STD	20.00	0.00%	N/A	N/A	01-Apr-12	N/A
Private Hire (50m Pool)										
Hourly rate (Other organisations)	R	N/A	250.00	STD	N/A	N/A	250.00	0.00%	01-Apr-13	N/A
Hourly Rate (Hillingdon Clubs)	R	190.00	N/A	STD	190.00	0.00%	N/A	N/A	01-Apr-12	N/A
Per lane per hour (Other organisations)	R	N/A	32.50	STD	N/A	N/A	32.50	0.00%	01-Apr-13	N/A
Per lane per hour (Hillingdon Clubs)	R	24.00	N/A	STD	24.00	0.00%	N/A	N/A	01-Apr-12	N/A
School Bookings - Up to 30 children	R	35.00	42.00	STD	35.00	0.00%	42.00	0.00%	01-Apr-12	N/A
School Bookings - Up to 50 children	R	57.00	68.00	STD	57.00	0.00%	68.00	0.00%	01-Apr-12	N/A
School Bookings - Each Additional child	R	1.10	1.30	STD	1.10	0.00%	1.30	0.00%	01-Apr-12	N/A

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Fun Sessions (Children) - 1 hour	R	2.60	2.60	STD	2.60	0.00%	2.60	0.00%	01-Apr-12	N/A
Fun Sessions (Children) - 1 hour(Concessionary)	R	1.80	2.00	STD	1.80	0.00%	2.00	0.00%	01-Apr-12	N/A
Young at Heart										
Single session(highgrove Pool)	R	3.80	4.30	STD	3.80	0.00%	4.30	0.00%	01-Apr-12	N/A
Single session(highgrove pool concessionary)	C	3.00	3.10	STD	3.00	0.00%	3.10	0.00%	01-Apr-12	N/A
Single session (Botwell Green Sports & Leisure Centre)	R	1.50	2.00	STD	1.50	0.00%	2.00	0.00%	01-Apr-12	N/A
Gym										
Gym Inductions (Casual use) Group	R	17.00	20.00	STD	17.00	0.00%	20.00	0.00%	01-Apr-12	N/A
Gym Inductions (Casual use) Group Concession	C	11.00	11.40	STD	11.00	0.00%	11.40	0.00%	01-Apr-12	N/A
Gym Inductions (Casual use) Individual 1:2:1	R	27.00	30.00	STD	27.00	0.00%	30.00	0.00%	01-Apr-12	N/A
Gym Inductions (Casual use) Individual 1:2:1 Concession	C	21.00	21.00	STD	21.00	0.00%	21.00	0.00%	01-Apr-12	N/A
Replacement Card Charge	R	3.20	3.20	STD	3.20	0.00%	3.20	0.00%	01-Apr-12	N/A
Replacement Card Charge concession	C	3.20	3.20	STD	3.20	0.00%	3.20	0.00%	01-Apr-12	N/A

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Casual Gym Session Peak	R	7.00	8.00	STD	7.00	0.00%	8.00	0.00%	01-Apr-12	N/A
Casual Gym Session Peak concession	C	4.30	5.00	STD	4.30	0.00%	5.00	0.00%	01-Apr-12	N/A
Casual Gym Session Off-Peak	R	5.40	6.00	STD	5.40	0.00%	6.00	0.00%	01-Apr-12	N/A
Casual Gym Session Off-	C	2.70	3.30	STD	2.70	0.00%	3.30	0.00%	01-Apr-12	N/A
Coached Fitness Classes Charges	R	6.00	6.80	STD	6.00	0.00%	6.80	0.00%	01-Apr-12	N/A
Coached Fitness Classes Charges concession	C	4.80	5.50	STD	4.80	0.00%	5.50	0.00%	01-Apr-12	N/A

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Health & Fitness Membership										
Site Specific Peak Membership (Hillingdon Sport & Leisure Complex only including Outdoor Pool)	R	50.00	60.00	STD	50.00	0.00%	60.00	0.00%	01-Apr-13	N/A
Site Specific Peak Membership (Botwell Sport & Leisure Centre, Highgrove Pool, Hillingdon Sport & Leisure Complex excluding the Outdoor Pool)	R	45.00	55.00	STD	45.00	0.00%	55.00	0.00%	01-Apr-12	N/A
Site Specific Peak	R	39.15	43.50	STD	39.15	0.00%	43.50	0.00%	01-Apr-13	N/A
Off Peak Site Specific Membership	R	34.00	40.00	STD	34.00	0.00%	40.00	0.00%	01-Apr-12	N/A
LBH Employee Membership (Equal to 'Top Level' Membership)	R	39.00	39.00	STD	39.00	0.00%	39.00	0.00%	01-Apr-12	N/A
Health Suite Session	R	4.50	5.10	STD	4.50	0.00%	5.10	0.00%	01-Apr-12	N/A
Health Suite Session concession	C	3.40	3.50	STD	3.40	0.00%	3.50	0.00%	01-Apr-12	N/A

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Main Hall Hire										
Special Events	R	POA	POA	STD	POA	N/A	POA	N/A	01-Apr-13	N/A
Hillingdon Sport & Leisure Centre (4 courts)	R	40.00	48.00	STD	40.00	0.00%	48.00	0.00%	01-Apr-12	N/A
Queensmead Sports Centre (6 courts)	R	57.50	66.00	STD	57.50	0.00%	66.00	0.00%	01-Apr-12	N/A
Botwell Leisure Centre (4 courts)	R	40.00	46.00	STD	40.00	0.00%	46.00	0.00%	01-Apr-12	N/A
Dance / Aerobics Studio Hire	R	36.00	41.00	STD	36.00	0.00%	41.00	0.00%	01-Apr-13	N/A
Gymnastics Hall Hire Fee	R	85.00	96.00	STD	85.00	0.00%	96.00	0.00%	01-Apr-12	N/A
Badminton										
Peak - Per court (Hillingdon Sport & Leisure Complex & Botwell Sport & Leisure Centre)	R	10.00	12.00	STD	10.00	0.00%	12.00	0.00%	01-Apr-12	N/A
Peak - Per court (Queensmead Sports Centre)	R	9.70	11.00	STD	9.70	0.00%	11.00	0.00%	01-Apr-12	N/A
Off Peak - Per court (All	R	6.00	7.00	STD	6.00	0.00%	7.00	0.00%	01-Apr-12	N/A

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Other										
Trampoline / Martial Arts etc.	R	21.00	24.00	STD	21.00	0.00%	24.00	0.00%	01-Apr-12	N/A
Queensmead SC - Netball / 5-a-side External / Al (including floodlights) (per court)	R	26.00	30.00	STD	26.00	0.00%	30.00	0.00%	01-Apr-13	N/A
Cricket Lane Charges	R	30.00	34.00	STD	30.00	0.00%	34.00	0.00%	01-Apr-12	N/A
Table Tennis per table	R	6.20	7.00	STD	6.20	0.00%	7.00	0.00%	01-Apr-12	N/A
Holiday Activity										
Weekly - Full day	R	75.00	85.00	STD	75.00	0.00%	85.00	0.00%	01-Apr-12	N/A
Weekly - Full day concession	C	51.00	51.00	STD	51.00	0.00%	51.00	0.00%	01-Apr-12	N/A
Weekly - Full day each Additional child from family	R	60.00	66.00	STD	60.00	0.00%	66.00	0.00%	01-Apr-12	N/A
Weekly - Full day each Additional child from family concession	C	42.00	42.00	STD	42.00	0.00%	42.00	0.00%	01-Apr-12	N/A
Daily - Full day	R	18.00	20.00	STD	18.00	0.00%	20.00	0.00%	01-Apr-12	N/A
Daily - Full day concession	C	11.50	11.50	STD	11.50	0.00%	11.50	0.00%	01-Apr-12	N/A
Daily - Full day each Additional child from family	R	14.00	15.50	STD	14.00	0.00%	15.50	0.00%	01-Apr-12	N/A
Daily - Full day each Additional child from family concession	C	8.50	8.50	STD	8.50	0.00%	8.50	0.00%	01-Apr-12	N/A
Athletics										
Adult	R	3.00	3.50	STD	3.00	0.00%	3.50	0.00%	01-Apr-13	N/A
Adult concession	C	1.70	1.80	STD	1.70	0.00%	1.80	0.00%	01-Apr-12	N/A
Child	R	1.70	1.80	STD	1.70	0.00%	1.80	0.00%	01-Apr-12	N/A

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Child concession	C	1.20	1.20		1.20	0.00%	1.20	0.00%	01-Apr-12	N/A
Spectators	R	0.50	0.50	STD	0.50	0.00%	0.50	0.00%	01-Apr-12	N/A
Meetings - Hillingdon Clubs / Schools (Monday - Friday)	R	37.00	N/A	STD	37.00	0.00%	N/A	N/A	01-Apr-12	N/A
Meetings - Hillingdon Clubs / Schools (Weekends)	R	44.00	N/A	STD	44.00	0.00%	N/A	N/A	01-Apr-12	N/A
Meetings - Other	R	N/A	56.00	STD	N/A	N/A	56.00	0.00%	01-Apr-13	N/A
Meetings - Other Organisations (Weekends)	R	N/a	62.50	STD	N/a	N/A	62.50	0.00%	01-Apr-13	N/A
Meetings - Events - Additional cost per hour	R	54.00	55.00	STD	54.00	0.00%	55.00	0.00%	01-Apr-12	N/A
Meeting Room Full day (8 hrs max)	R	195.00	230.00	STD	195.00	0.00%	230.00	0.00%	01-Apr-12	N/A
Meeting Room Evening	R	40.00	48.00	STD	40.00	0.00%	48.00	0.00%	01-Apr-12	N/A
Meeting Room Part day (rate per hour)	R	32.00	37.50	STD	32.00	0.00%	37.50	0.00%	01-Apr-12	N/A

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Football Pitch										
1 to 2 matches (per match)	R	200.00	230.00	STD	200.00	0.00%	230.00	0.00%	01-Apr-12	N/A
3 to 5 matches (per match)	R	175.00	200.00	STD	175.00	0.00%	200.00	0.00%	01-Apr-12	N/A
6 to 9 matches (per match)	R	150.00	170.00	STD	150.00	0.00%	170.00	0.00%	01-Apr-12	N/A
10 or more matches (per match)	R	135.00	150.00	STD	135.00	0.00%	150.00	0.00%	01-Apr-12	N/A
Astroturf Pitch										
Full pitch	R	105.00	125.00	STD	105.00	0.00%	125.00	0.00%	01-Apr-12	N/A
1/3 pitch	R	57.50	67.50	STD	57.50	0.00%	67.50	0.00%	01-Apr-12	N/A
Botwell Green										
Full Pitch (Botwell Green Sport & Leisure Centre)	R	81.00	95.00	STD	81.00	0.00%	95.00	0.00%	01-Apr-12	N/A
Half Pitch (Botwell Green Sports & Leisure Centre)	R	58.00	65.00	STD	58.00	0.00%	65.00	0.00%	01-Apr-12	N/A
Petanque										
Casual use	R	1.20	2.00	STD	1.20	0.00%	2.00	0.00%	01-Apr-12	N/A
Full pitch (six)	R	26.00	32.00	STD	26.00	0.00%	32.00	0.00%	01-Apr-12	N/A
1/6 pitch	R	5.20	7.00	STD	5.20	0.00%	7.00	0.00%	01-Apr-12	N/A

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Gymnastics & Other Junior Activities										
Gym Tots & Pre School 45 minute lessons	R	4.65	4.70	STD	4.65	0.00%	4.70	0.00%	01-Apr-12	N/A
Gym Tots & Pre School 45 minute lessons concession	C	3.50	3.60	STD	3.50	0.00%	3.60	0.00%	01-Apr-12	N/A
General Gym 1-5	R	4.95	5.10	STD	4.95	0.00%	5.10	0.00%	01-Apr-12	N/A
General Gym 1-5 concessions	C	4.00	4.10	STD	4.00	0.00%	4.10	0.00%	01-Apr-12	N/A
Football	R	4.95	5.10	STD	4.95	0.00%	5.10	0.00%	01-Apr-12	N/A
Football concession	C	4.00	4.10	STD	4.00	0.00%	4.10	0.00%	01-Apr-12	N/A
Trampolining (Intermediate)	R	4.95	5.10	STD	4.95	0.00%	5.10	0.00%	01-Apr-12	N/A
Trampolining (Intermediate) concession	C	4.00	4.10	STD	4.00	0.00%	4.10	0.00%	01-Apr-12	N/A
Adult Gymnastics	R	8.20	9.00	STD	8.20	0.00%	9.00	0.00%	01-Apr-12	N/A
Adult Gymnastics concession	C	6.20	7.30	STD	6.20	0.00%	7.30	0.00%	01-Apr-12	N/A
Development & Floor & Vault Squad 2	R	4.20	4.30	STD	4.20	0.00%	4.30	0.00%	01-Apr-12	N/A
Development & Floor & Vault Squad 2 concession	C	3.20	3.30	STD	3.20	0.00%	3.30	0.00%	01-Apr-12	N/A
Development & Floor & Vault Squad 1	R	3.70	3.80	STD	3.70	0.00%	3.80	0.00%	01-Apr-12	N/A
Development & Floor &	C	2.70	2.80	STD	2.70	0.00%	2.80	0.00%	01-Apr-12	N/A
Sports Acro Squad	R	2.70	2.80	STD	2.70	0.00%	2.80	0.00%	01-Apr-12	N/A

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Sports Acro Squad concession	C	1.70	1.80	STD	1.70	0.00%	1.80	0.00%	01-Apr-12	N/A
Additionsal staff for parties	R	23.00	23.00	STD	23.00	0.00%	23.00	0.00%	01-Apr-12	N/A
Additionsal staff for parties concession	C	23.00	23.00	STD	23.00	0.00%	23.00	0.00%	01-Apr-12	N/A
Creche off-peak	R	2.15	2.20	STD	2.15	0.00%	2.20	0.00%	01-Apr-12	N/A
Creche off-peak concession	C	1.50	1.55	STD	1.50	0.00%	1.55	0.00%	01-Apr-12	N/A
Creche peak	R	2.80	2.80	STD	2.80	0.00%	2.80	0.00%	01-Apr-12	N/A
Creche peak concession	C	2.00	2.10	STD	2.00	0.00%	2.10	0.00%	01-Apr-12	N/A
Toddlers World	R	4.10	4.10	STD	4.10	0.00%	4.10	0.00%	01-Apr-12	N/A
Toddlers World	R	3.70	3.70	STD	3.70	0.00%	3.70	0.00%	01-Apr-13	N/A
Sports Development Subsidised Charges										
StreetGames (Typical charge per Hour)	C	3.00	3.00	STD	3.00	0.00%	3.00	0.00%	01-Apr-13	N/A
Back to Sport(Typical charge per hour)	C	5.00	5.00	STD	5.00	0.00%	5.00	0.00%	01-Apr-13	N/A
Back to Golf(typical charge per hour)	C	8.00	8.00	STD	8.00	0.00%	8.00	0.00%	01-Apr-13	N/A
Coach Education workshop (based on 3hr session)	C	28.00	33.00	STD	28.00	0.00%	33.00	0.00%	01-Apr-13	N/A

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12. Ice Rink										
Off Peak Adult	R	5.00	N/A	STD	5.00	0.00%	N/A	N/A	01-Apr-12	N/A
Peak Adult	R	7.00	N/A	STD	7.00	0.00%	N/A	N/A	01-Jan-11	N/A
Peak Child / Concessionary	R	5.50	6.00	STD	5.50	0.00%	6.00	0.00%	01-Jan-11	N/A
Off Peak Child / Concessionary	R	3.50	4.00	STD	3.50	0.00%	4.00	0.00%	01-Jan-11	N/A
Schools Shared Session	S	110.00	N/A	STD	110.00	0.00%	N/A	N/A	01-Jan-11	N/A
School sole session	S	230.00	N/A	STD	230.00	0.00%	N/A	N/A	01-Jan-11	N/A
Peak Family	R	20.00	N/A	STD	20.00	0.00%	N/A	N/A	01-Jan-11	N/A
Off Peak Family	R	14.00	N/A	STD	14.00	0.00%	N/A	N/A	01-Jan-11	N/A
Peak Adult Group Discount	R	5.60	6.00	STD	5.60	0.00%	6.00	0.00%	01-Jan-11	N/A
Off Peak Adult Group Discount	R	4.00	4.00	STD	4.00	0.00%	4.00	0.00%	01-Jan-11	N/A
Peak Child Group Discount	R	4.40	N/A	STD	4.40	0.00%	N/A	N/A	01-Jan-11	N/A
Off Peak Child Group Discount	R	2.80	N/A	STD	2.80	0.00%	N/A	N/A	01-Jan-11	N/A
Sponsorship Income	B	1,200.00	N/A	STD	1,200.00	0.00%	N/A	N/A	01-Apr-13	N/A

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Hayes Carnival										
Cost per pitch(commercial organisations)	B	75.00	115.00	EXP	75.00	0.00%	115.00	0.00%	01-Apr-13	N/A
Cost Per Pitch(commercial organisations)Prompt Payment borough based only	B	40.00	N/A	EXP	40.00	0.00%	N/A	N/A	01-Apr-13	N/A
Cost per pitch (charities)	C	15.00	15.00	EXP	15.00	0.00%	15.00	0.00%	01-Apr-13	N/A

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13. Golf Courses										
Golf Courses - Season Tickets										
7 day season ticket	R	525.00	530.00	STD	525.00	0.00%	530.00	0.00%	28-Oct-12	N/A
5 day season ticket	R	399.00	399.00	STD	399.00	0.00%	399.00	0.00%	01-Apr-13	N/A
Senior / income support concession	C	150.00	150.00	STD	150.00	0.00%	150.00	0.00%	01-Apr-13	N/A
Student concession	C	150.00	250.00	STD	150.00	0.00%	250.00	0.00%	28-Oct-12	N/A
Junior concession	C	120.00	120.00	STD	120.00	0.00%	120.00	0.00%	01-Apr-13	N/A
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%	28-Oct-12	N/A
Adult 18 holes (weekends and bank holidays)	R	20.00	23.00	STD	20.00	0.00%	23.00	0.00%	28-Oct-12	N/A
Adult dusk (Monday to Friday)	R	10.00	10.00	STD	10.00	0.00%	10.00	0.00%	01-Apr-13	N/A
Adult 12pm to 2pm (weekends and bank holidays)	R	15.00	18.00	STD	15.00	0.00%	18.00	0.00%	28-Oct-12	N/A
Adult dusk (weekends and bank holidays)	R	10.00	10.00	STD	10.00	0.00%	10.00	0.00%	01-Apr-13	N/A
Senior / Junior / Student (Monday to Friday) concession	C	10.00	10.00	STD	10.00	0.00%	10.00	0.00%	01-Apr-13	N/A
Junior / Student (weekends and bank holidays) concession	C	10.00	10.00	STD	10.00	0.00%	10.00	0.00%	01-Apr-13	N/A

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Golf Courses - Green Fees (Uxbridge)										
Adult 18 holes (Monday to Friday)	R	10.00	10.00	STD	10.00	0.00%	10.00	0.00%	01-Apr-13	N/A
Adult 18 holes (weekends and bank holidays)	R	12.00	12.50	STD	12.00	0.00%	12.50	0.00%	01-Apr-13	N/A
Adult 12 holes (Monday to Friday)	R	7.00	10.00	STD	7.00	0.00%	10.00	0.00%	01-Apr-13	N/A
Adult dusk (Monday to Friday)	R	6.00	7.00	STD	6.00	0.00%	7.00	0.00%	01-Apr-13	N/A
Adult dusk (weekends and bank holidays)	R	7.00	8.00	STD	7.00	0.00%	8.00	0.00%	01-Apr-13	N/A
Senior / Junior / Student (Monday to Friday)	R	7.00	7.50	STD	7.00	0.00%	7.50	0.00%	01-Apr-13	N/A
Junior / Student (weekends and bank holidays)	R	8.00	8.00	STD	8.00	0.00%	8.00	0.00%	01-Apr-13	N/A

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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%	28-Oct-12	N/A
18 holes (Monday to Friday) (Haste Hill)	R	12.00	15.00	STD	12.00	0.00%	15.00	0.00%	28-Oct-12	N/A
18 holes (weekends and bank holidays) (Ruislip)	R	17.00	22.00	STD	17.00	0.00%	22.00	0.00%	28-Oct-12	N/A
18 holes (weekends and bank holidays) (Haste Hill)	R	17.00	20.00	STD	17.00	0.00%	20.00	0.00%	28-Oct-12	N/A
27 holes (Monday to Friday)	R	20.00	22.50	STD	20.00	0.00%	22.50	0.00%	28-Oct-12	N/A
27 holes (weekends and bank holidays)	R	24.00	25.00	STD	24.00	0.00%	25.00	0.00%	28-Oct-12	N/A
36 holes (Monday to Friday) (Haste Hill only)	R	25.00	27.00	STD	25.00	0.00%	27.00	0.00%	28-Oct-12	N/A
36 holes (weekends and bank holidays) (Haste Hill only)	R	30.00	35.00	STD	30.00	0.00%	35.00	0.00%	28-Oct-12	N/A

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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%	28-Oct-12	N/A
Adult 18 holes (weekends and bank holidays)	R	18.00	20.70	STD	18.00	0.00%	20.70	0.00%	28-Oct-12	N/A
Adult dusk (Monday to Friday)	R	9.00	9.00	STD	9.00	0.00%	9.00	0.00%	01-Apr-13	N/A
Adult 12pm to 2pm (weekends and bank holidays)	R	13.50	15.30	STD	13.50	0.00%	15.30	0.00%	28-Oct-12	N/A
Adult dusk (weekends and bank holidays)	R	9.00	15.30	STD	9.00	0.00%	15.30	0.00%	28-Oct-12	N/A
Senior / Junior / Student (Monday to Friday) concession	C	9.00	9.00	STD	9.00	0.00%	9.00	0.00%	01-Apr-13	N/A
Junior / Student (weekends and bank holidays) concession	C	9.00	9.00	STD	9.00	0.00%	9.00	0.00%	01-Apr-13	N/A

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Golf Courses - Bring a Friend Green Fees (Uxbridge) (Season Ticket Holders Only)										
Adult 18 holes (Monday to Friday)	R	9.00	9.00	STD	9.00	0.00%	9.00	0.00%	01-Apr-13	N/A
Adult 18 holes (weekends and bank holidays)	R	10.80	11.25	STD	10.80	0.00%	11.25	0.00%	28-Oct-12	N/A
Adult 12 holes (Monday to Friday)	R	6.30	10.00	STD	6.30	0.00%	10.00	0.00%	28-Oct-12	N/A
Adult dusk (Monday to Friday)	R	5.40	7.00	STD	5.40	0.00%	7.00	0.00%	28-Oct-12	N/A
Adult dusk (weekends and bank holidays)	R	6.30	8.00	STD	6.30	0.00%	8.00	0.00%	28-Oct-12	N/A
Senior / Junior / Student (Monday to Friday)	R	6.30	7.50	STD	6.30	0.00%	7.50	0.00%	28-Oct-12	N/A
Junior / Student (weekends and bank holidays)	R	7.20	8.00	STD	7.20	0.00%	8.00	0.00%	28-Oct-12	N/A

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14. Breakspear Crematorium										
Cremation Fees										
Stillborn. inc Organist	R	44.00	44.00	EXP	44.00	0.00%	44.00	0.00%	01-Apr-12	N/A
Children 6 years and under. inc Organist	R	72.00	72.00	EXP	72.00	0.00%	72.00	0.00%	01-Apr-12	N/A
Children 7 - 11 years. inc Organist	R	114.00	114.00	EXP	114.00	0.00%	114.00	0.00%	01-Apr-12	N/A
Children 12 - 17 years. inc Organist	R	218.00	218.00	EXP	218.00	0.00%	218.00	0.00%	01-Apr-12	N/A
Over 17 years. inc Organist	R	550.00	550.00	EXP	550.00	0.00%	550.00	0.00%	01-Apr-12	N/A
Cremation of retained organs										
Additional Service Time	R	178.00	178.00	EXP	178.00	0.00%	178.00	0.00%	01-Apr-12	N/A
Cancellations	R	124.00	124.00	EXP	124.00	0.00%	124.00	0.00%	01-Apr-12	N/A
Certificates of Cremation - overseas	R	21.00	21.00	EXP	21.00	0.00%	21.00	0.00%	01-Apr-12	N/A
Scattering of Ashes	R	48.00	48.00	EXP	48.00	0.00%	48.00	0.00%	01-Apr-12	N/A
Retaining cremated remains(per month)	R	12.00	12.00	EXP	12.00	0.00%	12.00	0.00%	01-Apr-12	N/A
Postage & Packing in Polytainer UK only	R	58.00	58.00	EXP	58.00	0.00%	58.00	0.00%	01-Apr-12	N/A
Baby Urn - poly	R	10.00	10.00	STD	10.00	0.00%	10.00	0.00%	01-Apr-12	N/A
Supply New Garden Seat inc 10 years lease	R	1,544.00	1,544.00	STD	1,544.00	0.00%	1,544.00	0.00%	01-Apr-12	N/A

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Trees & Shrubs - rose bushes inc 5 years lease	R	235.00	235.00	STD	235.00	0.00%	235.00	0.00%	01-Apr-12	N/A
Trees & Shrubs - rose trees inc 5 years lease	R	290.00	290.00	STD	290.00	0.00%	290.00	0.00%	01-Apr-12	N/A
Trees & Shrubs - ornamental shrubs inc 5 years lease	R	290.00	290.00	STD	290.00	0.00%	290.00	0.00%	01-Apr-12	N/A
Trees & Shrubs - ornamental trees (10 years)	R	394.00	394.00	STD	394.00	0.00%	394.00	0.00%	01-Apr-12	N/A
Plaque for trees, shrubs, roses or seats	R	91.00	91.00	STD	91.00	0.00%	91.00	0.00%	01-Apr-12	N/A
Book of Remembrance - 2 line entry	R	61.00	61.00	STD	61.00	0.00%	61.00	0.00%	01-Apr-12	N/A
Book of Remembrance - 5 line entry	R	106.00	106.00	STD	106.00	0.00%	106.00	0.00%	01-Apr-12	N/A
Book of Remembrance - 8 line entry	R	158.00	158.00	STD	158.00	0.00%	158.00	0.00%	01-Apr-12	N/A
Book of Remembrance - 10 line entry	R	193.00	193.00	STD	193.00	0.00%	193.00	0.00%	01-Apr-12	N/A
Extra - Floral Emblem	R	80.00	80.00	STD	80.00	0.00%	80.00	0.00%	01-Apr-21	N/A
Extra - Full Heraldic Device	R	120.00	120.00	STD	120.00	0.00%	120.00	0.00%	01-Apr-12	N/A
Memorial Cards - 2 line entry	R	40.00	40.00	STD	40.00	0.00%	40.00	0.00%	01-Apr-12	N/A
Memorial Cards - 5 line entry	R	60.00	60.00	STD	60.00	0.00%	60.00	0.00%	01-Apr-12	N/A
Memorial Cards - 8 line entry	R	98.00	98.00	STD	98.00	0.00%	98.00	0.00%	01-Apr-12	N/A
Memorial Cards - 10 line entry	R	126.00	126.00	STD	126.00	0.00%	126.00	0.00%	01-Apr-12	N/A

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Memorial Booklets - 2 line entry	R	60.00	60.00	STD	60.00	0.00%	60.00	0.00%	01-Apr-12	N/A
Memorial Booklets - 5 line entry	R	82.00	82.00	STD	82.00	0.00%	82.00	0.00%	01-Apr-12	N/A
Memorial Booklets - 8 line entry	R	126.00	126.00	STD	126.00	0.00%	126.00	0.00%	01-Apr-12	N/A
Memorial Booklets - 10 line entry	R	157.00	157.00	STD	157.00	0.00%	157.00	0.00%	01-Apr-12	N/A
Additional lines in Booklets - 2 line entry	R	35.00	35.00	STD	35.00	0.00%	35.00	0.00%	01-Apr-12	N/A
Additional lines in Booklets - 5 line entry	R	53.00	53.00	STD	53.00	0.00%	53.00	0.00%	01-Apr-12	N/A
Additional lines in Booklets - 8 line entry	R	90.00	90.00	STD	90.00	0.00%	90.00	0.00%	01-Apr-12	N/A
Additional lines in Booklets - 10 line entry	R	116.00	116.00	STD	116.00	0.00%	116.00	0.00%	01-Apr-12	N/A

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Garden Niches										
10 years incl Urn & Inspection (new facility)	R	1,675.00	1,675.00	STD	1,675.00	0.00%	1,675.00	0.00%	01-Apr-12	N/A
Columbarium Niches - single-inc 10 years lease	R	363.00	363.00	EXP	363.00	0.00%	363.00	0.00%	01-Apr-12	N/A
Columbarium Niches - double-inc 10 years lease	R	606.00	606.00	EXP	606.00	0.00%	606.00	0.00%	01-Apr-12	N/A
Langley casket up to 50 characters	R	215.00	215.00	EXP	215.00	0.00%	215.00	0.00%	01-Apr-12	N/A
Metal Urn	R	33.00	33.00	EXP	33.00	0.00%	33.00	0.00%	01-Apr-12	N/A
Cloister Spaces - single-inc 10 years lease	R	157.00	157.00	EXP	157.00	0.00%	157.00	0.00%	01-Apr-12	N/A
Inscription	R	86.00	86.00	EXP	86.00	0.00%	86.00	0.00%	01-Apr-12	N/A
Cloister Spaces - double-inc 10 years lease	R	359.00	359.00	EXP	359.00	0.00%	359.00	0.00%	01-Apr-12	N/A
Inscription	R	132.00	132.00	EXP	132.00	0.00%	132.00	0.00%	01-Apr-12	N/A

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Classic - inc 5 years lease										
Window Spaces	R	254.00	254.00	EXP	254.00	0.00%	254.00	0.00%	01-Apr-12	N/A
Inscription	R	113.00	113.00	STD	113.00	0.00%	113.00	0.00%	01-Apr-12	N/A
New Flower Vases	R	456.00	456.00	STD	456.00	0.00%	456.00	0.00%	01-Apr-12	N/A
Additional letters each	R	6.30	6.30	STD	6.30	0.00%	6.30	0.00%	01-Apr-12	N/A
Additional Guilded Motif	R	128.00	128.00	STD	128.00	0.00%	128.00	0.00%	01-Apr-12	N/A
Additional Hand Painted Motif	R	190.00	190.00	STD	190.00	0.00%	190.00	0.00%	01-Apr-12	N/A
Photoplaque	R	190.00	190.00	STD	190.00	0.00%	190.00	0.00%	01-Apr-12	N/A
New Windows -- Small -- 10 years -I colour	R	567.00	567.00	STD	567.00	0.00%	567.00	0.00%	01-Apr-12	N/A

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15. Cemeteries										
Adult Interments (persons exceeding 16 years of age at death) - In New Private Graves										
Depth for 1 interment	R	540.00	1,120.00	EXP	540.00	0.00%	1,120.00	0.00%	01-Apr-13	N/A
Depth for 2 interment	R	590.00	1,220.00	EXP	590.00	0.00%	1,220.00	0.00%	01-Apr-13	N/A
Depth for 3 interment	R	720.00	1,490.00	EXP	720.00	0.00%	1,490.00	0.00%	01-Apr-13	N/A
Depth for 4 interment	R	830.00	1,720.00	EXP	830.00	0.00%	1,720.00	0.00%	01-Apr-13	N/A
Adult Interments (persons exceeding 16 years of age at death) - In Re-Opened Private Graves										
Depth for 1 interment	R	580.00	1,200.00	EXP	580.00	0.00%	1,200.00	0.00%	01-Apr-13	N/A
Depth for 2 interment	R	730.00	1,510.00	EXP	730.00	0.00%	1,510.00	0.00%	01-Apr-13	N/A
Depth for 3 interment	R	875.00	1,810.00	EXP	875.00	0.00%	1,810.00	0.00%	01-Apr-13	N/A
Depth for 4 interment	R	1,095.00	2,260.00	EXP	1,095.00	0.00%	2,260.00	0.00%	01-Apr-13	N/A
Interment of Infants (a stillborn child or child whose age at death did not exceed 3 years "Infants")										
In Child's grave	R	40.00	82.00	EXP	40.00	0.00%	82.00	0.00%	01-Apr-13	N/A
In private grave (single depth)	R	90.00	184.00	EXP	90.00	0.00%	184.00	0.00%	01-Apr-13	N/A
In private grave for the child's interment plus 2 adults	R	180.00	370.00	EXP	180.00	0.00%	370.00	0.00%	01-Apr-13	N/A
In private grave for the child's interment plus 3 adults	R	225.00	460.00	EXP	225.00	0.00%	460.00	0.00%	01-Apr-13	N/A
In Child's grave (where applicable)	R	86.00	176.00	EXP	86.00	0.00%	176.00	0.00%	01-Apr-13	N/A
In private grave (single depth)	R	125.00	256.00	EXP	125.00	0.00%	256.00	0.00%	01-Apr-13	N/A

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In private grave for the child's interment plus 2 adults	R	300.00	620.00	EXP	300.00	0.00%	620.00	0.00%	01-Apr-13	N/A
In private grave for the child's interment plus 3 adults	R	380.00	780.00	EXP	380.00	0.00%	780.00	0.00%	01-Apr-13	N/A
Interment of Cremated Remains (within full private graves)										
When the grave is closed to full interments	R	172.00	356.00	EXP	172.00	0.00%	356.00	0.00%	01-Apr-13	N/A
To a depth to permit 1 further full interment	R	338.00	690.00	EXP	338.00	0.00%	690.00	0.00%	01-Apr-13	N/A
To a depth to permit 2 further full interment	R	490.00	1,000.00	EXP	490.00	0.00%	1,000.00	0.00%	01-Apr-13	N/A
To a depth to permit 3 further full interment	R	640.00	1,320.00	EXP	640.00	0.00%	1,320.00	0.00%	01-Apr-13	N/A
To scatter cremated remains (within Cremation Section and Columbaria)	R	76.00	156.00	EXP	76.00	0.00%	156.00	0.00%	01-Apr-13	N/A
New and re-open cremation graves	R	172.00	352.00	EXP	172.00	0.00%	352.00	0.00%	01-Apr-13	N/A
Re-opening of Columbaria units	R	132.00	270.00	EXP	132.00	0.00%	270.00	0.00%	01-Apr-13	N/A

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Interments in Heritage Graves										
Adults interment	R	465.00	960.00	EXP	465.00	0.00%	960.00	0.00%	01-Apr-13	N/A
Childs interment	R	173.00	356.00	EXP	173.00	0.00%	356.00	0.00%	01-Apr-13	N/A
Infants interment	R	110.00	226.00	EXP	110.00	0.00%	226.00	0.00%	01-Apr-13	N/A
Grave Digging Surcharges										
For a variation in size within 2"	R	136.00	280.00	EXP	136.00	0.00%	280.00	0.00%	01-Apr-13	N/A
For a variation in size between 2" and 4"	R	260.00	536.00	EXP	260.00	0.00%	536.00	0.00%	01-Apr-13	N/A
For a variation in size between 4" and 6"	R	393.00	810.00	EXP	393.00	0.00%	810.00	0.00%	01-Apr-13	N/A
For a variation in size in excess of 6"	R	518.00	1,060.00	EXP	518.00	0.00%	1,060.00	0.00%	01-Apr-13	N/A
Exclusive rights of burial (Conventional Graves)										
Grave space measuring 9 feet by 4 feet	R	1,680.00	4,320.00	EXP	1,680.00	0.00%	4,320.00	0.00%	01-Feb-13	N/A
Grave space measuring 9 feet by 8 feet	R	3,360.00	8,640.00	EXP	3,360.00	0.00%	8,640.00	0.00%	01-Feb-13	N/A
Exclusive rights of burial (Lawn Section Graves)										
Grave space measuring 9 feet by 4 feet	R	1,200.00	2,880.00	EXP	1,200.00	0.00%	2,880.00	0.00%	01-Feb-13	N/A
Grave space measuring 9 feet by 8 feet	R	2,400.00	5,760.00	EXP	2,400.00	0.00%	5,760.00	0.00%	01-Feb-13	N/A
Exclusive rights of burial (Bricked Grave or Vault)										
Grave space measuring 9 feet by 4 feet	R	POA	POA	EXP	POA	N/A	POA	N/A	01-Apr-13	N/A
Grave space measuring 9 feet by 8 feet	R	POA	POA	EXP	POA	N/A	POA	N/A	01-Apr-13	N/A
Lined Muslim Graves										
For traditional uncoffined burial	R	1,800.00	3,720.00	EXP	1,800.00	0.00%	3,720.00	0.00%	01-Apr-13	N/A
Children's Section Graves										

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Gravespace measuring 4 feet by 2 feet	R	300.00	620.00	EXP	300.00	0.00%	620.00	0.00%	01-Apr-13	N/A
Woodland Graves (West Drayton Cemetery) Special Regulations Apply										
Gravespace measuring 9 feet by 4 feet	R	750.00	1,550.00	EXP	750.00	0.00%	1,550.00	0.00%	01-Apr-13	N/A

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16. Development Control										
Planning Fees										
Commercial Buildings - Call Out for Listed Building and Design Advice from a Conservation Officer	M	120.00	N/A	STD	0.00	-100.00%	N/A	N/A	01-Apr-11	01-Jan-14
Householders - Category A Development	M	6,000.00	N/A	STD	4,200.00	-30.00%	N/A	N/A	01-Apr-11	01-Jan-14
Follow up Meetings - Category A Development	M	1,560.00	N/A	STD	2,100.00	34.62%	N/A	N/A	01-Apr-11	01-Jan-14
Pre Application Fees - Category B Development	M	4,200.00	N/A	STD	3,000.00	-28.57%	N/A	N/A	01-Apr-11	01-Jan-14
Pre Application Fees - Category C Development	M	2,280.00	N/A	STD	2,280.00	0.00%	N/A	N/A	01-Apr-11	01-Jan-14
Pre Application Fees - Category D Development	M	1,140.00	N/A	STD	1,000.00	-12.28%	N/A	N/A	01-Apr-11	01-Jan-14
Follow up Meetings - Category B Development	M	1,080.00	N/A	STD	1,500.00	38.89%	N/A	N/A	01-Apr-11	01-Jan-14
Follow up Meetings - Category C Development	M	1,080.00	N/A	STD	1,140.00	5.56%	N/A	N/A	01-Apr-11	01-Jan-14

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Follow up Meetings - Category D Development	M	485.00	N/A	STD	500.00	3.09%	N/A	N/A	01-Apr-11	01-Jan-14
Pre Application Fees - Category E Development	M	600.00	N/A	STD	600.00	0.00%	N/A	N/A	01-Apr-11	01-Jan-14
Follow up Meetings - Category E Development	M	0.00	N/A	STD	300.00	N/A	N/A	N/A		01-Jan-14
Other Developments - All other Development excluding householder development and work to trees - Category H	M	270.00	N/A	STD	270.00	0.00%	N/A	N/A	01-Apr-11	01-Jan-14
Householders - Minor Applications - Category F	M	270.00	N/A	STD	270.00	0.00%	N/A	N/A	01-Apr-11	01-Jan-14
Follow up Meetings - Category F Development	M	0.00	N/A	STD	135.00	N/A	N/A	N/A		01-Jan-14
Householders - Specialist: Additional flat fee where listed Building or Conservation advice is required	M	120.00	N/A	STD	0.00	-100.00%	N/A	N/A	01-Apr-11	01-Jan-14

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Duty Planning Advice Follow up Meetings - General Advice (Householder, Small Scale Adverts)	M	N/A	N/A	STD	100.00	N/A	N/A	N/A		N/A
Duty Planning Advice Follow up Meetings -	M	N/A	N/A	STD	50.00	N/A	N/A	N/A		N/A
Duty Planning Advice Follow up Meetings - Advice re: multiple trees (Tree / Aboricultural Advice)	M	N/A	N/A	STD	100.00	N/A	N/A	N/A		N/A
Duty Planning Advice Follow up Meetings - Enforcement Advice (Responding to solicitors enquires related to conveyancing matters)	M	N/A	N/A	STD	150.00	N/A	N/A	N/A		N/A
Additional charges for the attendance of senior Managers - All other Development excluding householder development and work to trees	M	240.00	N/A	STD	240.00	0.00%	N/A	N/A	01-Apr-11	01-Jan-14

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Planning - Additional Other Charges										
Copy Planning Decision	M	15.00	N/A	STD	15.00	0.00%	N/A	N/A	01-Apr-11	N/A
Copy Appeal Decision	M	15.00	N/A	STD	15.00	0.00%	N/A	N/A	01-Apr-11	N/A
Copy TPO with A4 - A3 Plans	M	20.00	N/A	STD	20.00	0.00%	N/A	N/A	01-Apr-11	N/A
General Photocopying / Printing including copies of letters, application forms, officer reports etc. (A4 size only)	M	0.20	N/A	STD	0.20	0.00%	N/A	N/A	01-Apr-11	N/A
Site History Research, Bulk Copying / Printing or other general planning research utilising officer time.	M	30.00	60.00	STD	30.00	0.00%	60.00	0.00%	01-Apr-11	N/A
Copy Plans (Paper or Scanned) A3 Copy or Extract - Per Plan	M	5.00	N/A	STD	5.00	0.00%	N/A	N/A	01-Apr-11	N/A
Copy Plans (Paper or Scanned) A2 -A10 - Per Plan	M	15.00	N/A	STD	15.00	0.00%	N/A	N/A	01-Apr-11	N/A
Copy Plan (from Mvicrofilm) A3 Plan - Per Plam	M	15.00		STD	15.00	0.00%	N/A	N/A	01-Apr-11	N/A
Copy Plan (from Mvicrofilm) A2-A10 Plan - Per Plam	M	25.00		STD	25.00	0.00%	N/A	N/A	01-Apr-11	N/A

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BAA Fees										
GDPO Applications and other Planning Related Work										
Scoping/screening opinions	B	1,000.00	1,000.00	NB	1,000.00	0.00%	1,000.00	0.00%	01-Apr-11	N/A
6 pre-application meetings a year - per meeting	B	750.00	750.00	STD	750.00	0.00%	750.00	0.00%	01-Apr-11	N/A
Considerations	B	85.00	85.00	NB	85.00	0.00%	85.00	0.00%	01-Apr-11	N/A
Application where no extra floorspace is created	B	170.00	170.00	NB	170.00	0.00%	170.00	0.00%	01-Apr-11	N/A
Minor Developments										
Floorspace created no larger than 1000m2 or site no bigger than 1hectares	B	850.00	850.00	NB	850.00	0.00%	850.00	0.00%	01-Apr-11	N/A
Major Developments										
Band A 1,000m2 to 10,000m2 or between 1 and 5 hectares	B	3,400.00	3,400.00	NB	3,400.00	0.00%	3,400.00	0.00%	01-Apr-11	N/A
Band B 10,000m2 to 20,000m2 or between 5 and 10 hectares	B	6,800.00	6,800.00	NB	6,800.00	0.00%	6,800.00	0.00%	01-Apr-11	N/A
Band C above 20,000m2 or above 10 hectares fee	B	18,000.00	18,000.00	NB	18,000.00	0.00%	18,000.00	0.00%	01-Apr-11	N/A

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17. Green Spaces Hall Hire Charges										
Meeting Hall Hire - Scale 1 (Haydon Hall)										
Rooms 1, 3 + 5 Mon - Fri	B	38.00	40.00	EXP	38.00	0.00%	40.00	0.00%	01-Apr-13	N/A
Whole Hall Sat / Sun & Bank Holidays	B	55.00	58.00	EXP	55.00	0.00%	58.00	0.00%	01-Apr-13	N/A
Rooms 2 or 4 or 6 Mon - Fri	B	32.00	33.50	EXP	32.00	0.00%	33.50	0.00%	01-Apr-13	N/A
Meeting Hall Hire - Scale 2										
Rooms 1, 3 + 5 Mon - Fri	B	20.00	21.25	EXP	20.00	0.00%	21.25	0.00%	01-Apr-13	N/A
Whole Hall Sat / Sun & Bank Holidays	B	29.00	30.30	EXP	29.00	0.00%	30.30	0.00%	01-Apr-13	N/A
Rooms 2 or 4 or 6 Mon - Fri	B	16.00	16.20	EXP	16.00	0.00%	16.20	0.00%	01-Apr-13	N/A
Cavendish Hall (Leased to Richtone Ltd - prices shown are the maximum that c										
Ground floor hall Mon - Thurs	B	19.00	20.00	EXP	19.00	0.00%	20.00	0.00%	01-Apr-13	N/A
First floor hall Mon - Thurs	B	19.00	20.00	EXP	19.00	0.00%	20.00	0.00%	01-Apr-13	N/A
Upstairs small room Mon - Thurs	B	15.00	15.70	EXP	15.00	0.00%	15.70	0.00%	01-Apr-13	N/A
Ground floor hall Fri / Sat / Sun	B	27.00	28.50	EXP	27.00	0.00%	28.50	0.00%	01-Apr-13	N/A
First floor hall Fri / Sat / Sun	B	27.00	28.50	EXP	27.00	0.00%	28.50	0.00%	01-Apr-13	N/A
Upstairs small room Fri / Sat / Sun	B	16.00	17.00	EXP	16.00	0.00%	17.00	0.00%	01-Apr-13	N/A

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The Grange (Leased to Lido Catering Co Ltd - prices shown are the maximum t										
Large Room Mon - Thurs	B	16.00	16.70	EXP	16.00	0.00%	16.70	0.00%	01-Apr-13	N/A
Medium room Mon - Thurs	B	16.00	16.70	EXP	16.00	0.00%	16.70	0.00%	01-Apr-13	N/A
Small room Mon - Thurs	B	15.00	15.70	EXP	15.00	0.00%	15.70	0.00%	01-Apr-13	N/A
Large Room Fri / Sat / Sun	B	20.00	20.70	EXP	20.00	0.00%	20.70	0.00%	01-Apr-13	N/A
Medium Room Fri / Sat / Sun	B	20.00	20.70	EXP	20.00	0.00%	20.70	0.00%	01-Apr-13	N/A
Small Room Fri / Sat / Sun	B	16.00	16.70	EXP	16.00	0.00%	16.70	0.00%	01-Apr-13	N/A
Kings College Pavilion - (Prices shown are the maximum that can be charged)										
Small RoomMon - Thurs inc Friday until 4.40pm	B	11.10	11.85	EXP	11.10	0.00%	11.85	0.00%	01-Apr-13	N/A
Medium RoomMon - Thurs inc Friday until 4.40pm	B	11.10	11.85	EXP	11.10	0.00%	11.85	0.00%	01-Apr-13	N/A
Large RoomMon - Thurs inc Friday until 4.40pm	B	16.40	18.00	EXP	16.40	0.00%	18.00	0.00%	01-Apr-13	N/A
Small RoomFri after 4.30 / Sat / Sun	B	21.50	23.65	EXP	21.50	0.00%	23.65	0.00%	01-Apr-13	N/A
Medium Room Fri after 4.30 / Sat / Sun	B	21.50	23.65	EXP	21.50	0.00%	23.65	0.00%	01-Apr-13	N/A
Large RoomFri after 4.30 / Sat / Sun	B	31.80	34.90	EXP	31.80	0.00%	34.90	0.00%	01-Apr-13	N/A

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Commercial Events - These are guide prices and will be negotiated on an indivdual basis.										
Commercial events / Operating Days	B	2,255.00	2,410.00	EXP	2,255.00	0.00%	2,410.00	0.00%	01-Apr-13	N/A
Commercial events / set up strip down days	B	375.40	401.00	EXP	375.40	0.00%	401.00	0.00%	01-Apr-13	N/A
Fairs & Circuses - Monday to Thursday	B	829.00	864.00	EXP	829.00	0.00%	864.00	0.00%	01-Apr-13	N/A
Fairs & Circuses - Friday, Saturday, Sunday & Bank Holidays	B	1,134.00	1,180.00	EXP	1,134.00	0.00%	1,180.00	0.00%	01-Apr-13	N/A

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18. Parks & Open Spaces										
Football, Rugby, Hockey, Lacrosse & Gaelic Football (pro rata per match)										
Junior - Without changing facilities	R	17.50	19.60	EXP	17.50	0.00%	19.60	0.00%	01-Apr-13	N/A
Pitch hire	R	23.60	26.60	EXP	23.60	0.00%	26.60	0.00%	01-Apr-13	N/A
changing facilities	R	25.70	28.80	EXP	25.70	0.00%	28.80	0.00%	01-Apr-13	N/A
Class 1A Modern dressing accommodation with hot & cold showers	R	57.50	64.50	EXP	57.50	0.00%	64.50	0.00%	01-Apr-13	N/A
Class 111 Dressing accommodation	R	26.70	30.00	EXP	26.70	0.00%	30.00	0.00%	01-Apr-13	N/A
Class 1V Other grounds	R	33.00	35.90	EXP	33.00	0.00%	35.90	0.00%	01-Apr-13	N/A
Junior - Without changing facilities	R	18.50	20.75	EXP	18.50	0.00%	20.75	0.00%	01-Apr-13	N/A
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	5.20	EXP	5.00	0.00%	5.20	0.00%	01-Apr-12	N/A
Green Fees (per hour) Senior Citizens and Children	R	4.00	4.10	EXP	4.00	0.00%	4.10	0.00%	01-Apr-12	N/A
Season Tickets Adult	R	112.00	117.40	EXP	112.00	0.00%	117.40	0.00%	01-Apr-13	N/A
Season Tickets Senior Citizens and Children	R	57.00	58.75	EXP	57.00	0.00%	58.75	0.00%	01-Apr-13	N/A

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Cricket (pro-rata per match)										
Class 1A Modern dressing accommodation with hot & cold showers	R	102.57	115.00	EXP	102.57	0.00%	115.00	0.00%	01-Apr-13	N/A
Class 111 Dressing accommodation	R	66.67	74.80	EXP	66.67	0.00%	74.80	0.00%	01-Apr-13	N/A
Class 1V Other grounds	R	52.30	58.80	EXP	52.30	0.00%	58.80	0.00%	01-Apr-13	N/A
Class 1A Modern dressing accommodation with hot & cold showers	R	122.05	136.80	EXP	122.05	0.00%	136.80	0.00%	01-Apr-13	N/A
Class 1B Older dressing accommodation with hot & cold showers	R	112.82	126.50	EXP	112.82	0.00%	126.50	0.00%	01-Apr-13	N/A
Class 11 Dressing accommodation with washing facilities	R	88.20	98.90	EXP	88.20	0.00%	98.90	0.00%	01-Apr-13	N/A
Additional charge per match for seasonal or single lettings	R	16.41	18.40	EXP	16.41	0.00%	18.40	0.00%	01-Apr-13	N/A

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Letting of Open Space										
Fund-raising events	B	0.00	0.00	EXP	0.00	0.00%	0.00	0.00%	01-Apr-11	N/A
Charity events	B	0.00	0.00	EXP	0.00	0.00%	0.00	0.00%	01-Apr-11	N/A
Events - profit making or commercial - min. hourly charge	B	100.51	104.50	EXP	100.51	0.00%	104.50	0.00%	01-Apr-13	N/A
Events - local community or non-profit making - min. hourly charge	B	16.41	N/A	EXP	16.41	0.00%	N/A	N/A	01-Apr-13	N/A
Sports days	B	22.56	24.80	EXP	22.56	0.00%	24.80	0.00%	01-Apr-13	N/A
Other events / minimum charge	B	52.30	55.90	EXP	52.30	0.00%	55.90	0.00%	01-Apr-13	N/A
Wedding photographs etc (New Charge 2007/08)	R	53.70	55.90	EXP	53.70	0.00%	55.90	0.00%	01-Apr-13	N/A
Use of Camp Site - Mad Bess Wood (Scout Groups etc)										
0-29 persons per night	R	44.10	48.30	EXP	44.10	0.00%	48.30	0.00%	01-Apr-13	N/A
Tennis (charges per hour)										
Juniors - Weekdays up to 6pm	R	3.00	3.20	EXP	3.00	0.00%	3.20	0.00%	01-Apr-12	N/A
Weekends & Public Holidays	R	6.00	6.40	EXP	6.00	0.00%	6.40	0.00%	01-Apr-13	N/A
Adults - Weekdays up to 4pm	R	5.00	5.30	EXP	5.00	0.00%	5.30	0.00%	01-Apr-12	N/A
After 4pm, weekends & Public Holidays	R	6.00	6.40	EXP	6.00	0.00%	6.40	0.00%	01-Apr-13	N/A

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19. Arts Theatres										
Manor Farm Site										
Manor Farm Community Rates										
Commercial and Social: Mon-Fri	M	N/A	N/A	EXP	N/A	N/A	N/A	N/A	01-Apr-12	N/A
Great Barn - Weekday (Hour)	M	58.60	65.70	EXP	42.00	-28.33%	52.50	-20.09%	01-Apr-13	01-Apr-14
Great Barn - Weekday (Hour)(Concessionary)	C	N/A	N/A	EXP	25.20	N/A	N/A	N/A		01-Apr-14
Great Barn - Weekend (Hour)	M	65.70	80.00	EXP	60.00	-8.68%	75.00	-6.25%	01-Apr-13	01-Apr-14
Great Barn - Weekend (Hour)(Concessionary)	C	N/A	N/A	EXP	36.00	N/A	N/A	N/A		01-Apr-14
Manor Farm Courtyard (Performance) (Hour)	M	32.50	38.80	EXP	32.50	0.00%	38.80	0.00%	01-Apr-13	N/A
Manor Farm Courtyard (Performance) (Hour)(Concessionary)	C	N/A	N/A	EXP	19.50	N/A	N/A	N/A		01-Apr-14
Stables, Mon-Fri	M	14.80	17.70	EXP	14.80	0.00%	17.70	0.00%	01-Apr-13	N/A
Stables, Mon-Fri(Concessionary)	C	N/A	N/A	EXP	8.90	N/A	N/A	N/A		01-Apr-14
Stables: Sat, Sun, Bank Hol	M	21.30	25.40	EXP	21.30	0.00%	25.40	0.00%	01-Apr-13	N/A
Stables: Sat, Sun, Bank Hol(Concessionary)	C	N/A	N/A	EXP	12.80	N/A	N/A	N/A		01-Apr-14
MF Community Hut, Mon-Fri	M	8.40	11.10	EXP	7.00	-16.67%	11.00	-0.90%	01-Apr-13	01-Apr-14
MF Community Hut, Sat, Sun, Bank Hol	M	10.60	13.30	EXP	8.00	-24.53%	13.50	1.50%	01-Apr-13	01-Apr-14
Week Exhibition (Sun-Sat, opening hours 9-5)	M	51.00	64.00	EXP	51.00	0.00%	67.00	4.69%	01-Apr-12	01-Apr-14

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Week Exhibition + Private Views (Sun-Sat, opening hours 9-5 + 2 evening private views)	M	80.00	88.00	EXP	80.00	0.00%	92.00	4.55%	01-Apr-13	01-Apr-14
Manor Farm: Community Groups (Bulk Discount)										
Stables, Mon-Fri	M	14.00	16.80	EXP	14.00	0.00%	17.60	4.76%	01-Apr-12	01-Apr-14
Stables: Sat, Sun, Bank Hol	M	20.00	24.10	EXP	20.00	0.00%	25.20	4.56%	01-Apr-12	01-Apr-14
Manor Farm: Commercial										
Great Barn - Weekdays	M	58.60	65.70	EXP	58.60	0.00%	70.30	7.00%	01-Apr-13	01-Apr-14
Great Barn - Weekends	M	72.90	80.00	EXP	72.90	0.00%	87.50	9.38%	01-Apr-13	01-Apr-14
Courtyard (Market)	M	330.00	430.50	EXP	330.00	0.00%	449.90	4.51%	01-Apr-12	01-Apr-14
Stables, Mon-Fri	M	28.00	32.50	EXP	28.00	0.00%	34.00	4.62%	01-Apr-12	01-Apr-14
Stables, Sat, Sun, Bank Hol	M	36.00	42.00	EXP	36.00	0.00%	43.90	4.52%	01-Apr-12	01-Apr-14
MF Community Hut, Mon-Fri	M	24.00	28.30	EXP	24.00	0.00%	29.60	4.59%	01-Apr-11	01-Apr-14
MF Community Hut, Sat, Sun, Bank Hol	M	31.00	36.70	EXP	31.00	0.00%	38.40	4.63%	01-Apr-11	01-Apr-14

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Manor Farm Social Rates										
Great Barn, Mon to Thurs	M	110.00	136.50	EXP	110.00	0.00%	142.60	4.47%	01-Apr-12	01-Apr-14
Great Barn, Fri to Sun	M	130.00	168.00	EXP	130.00	0.00%	175.60	4.52%	01-Apr-12	01-Apr-14
Stables, Mon-Fri	M	28.00	32.50	EXP	28.00	0.00%	34.00	4.62%	01-Apr-12	01-Apr-14
Stables, Sat, Sun, Bank Hol	M	36.00	42.00	EXP	36.00	0.00%	43.90	4.52%	01-Apr-12	01-Apr-14

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Manor Farm Social - Block Bookings										
Mon to Thurs: 09:00 to 24:00	M	1,120.00	1,344.00	EXP	1,120.00	0.00%	1,404.50	4.50%	01-Apr-12	01-Apr-14
Fri to Sun: 09:00 to 24:00	M	1,530.00	1,932.00	EXP	1,530.00	0.00%	2,018.90	4.50%	01-Apr-12	01-Apr-14
Winston Churchill Theatre										
Winston Churchill Theatre Community Rates - hourly										
Winston Churchill Theatre Stage, Auditorium, Dressing Rooms (weekdays)	M	55.00	68.20	EXP	55.00	0.00%	71.30	4.55%	01-Apr-11	01-Apr-14
Winston Churchill Theatre Stage, Auditorium, Dressing Rooms (weekdays)(Concessionary)	C	N/A	N/A	EXP	33.00	N/A	N/A	N/A		01-Apr-14
Winston Churchill Theatre Stage, Auditorium, Dressing Rooms (weekend)	M	100.00	126.00	EXP	100.00	0.00%	131.70	4.52%	01-Apr-11	01-Apr-14
Winston Churchill Theatre Stage, Auditorium, Dressing Rooms (weekend)(Concessionary)	V	N/A	N/A	EXP	60.00	N/A	N/A	N/A		01-Apr-14
Lounge Alongside auditorium (incl alcohol license usage)	M	N/A	N/A	EXP	5.00	N/A	7.00	N/A		01-Apr-14
Lounge only	M	27.00	31.50	EXP	27.00	0.00%	32.90	4.44%	01-Apr-12	01-Apr-14

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Lounge only(Concessionary)	C	N/A	N/A	EXP	16.20	N/A	N/A	N/A		01-Apr-14
Hire of Urns(eash per hire)	M	N/A	N/A	EXP	5.00	N/A	10.00	N/A		01-Apr-14
Use of ovens	M	100.00	105.00	EXP	100.00	0.00%	109.70	4.48%	01-Apr-11	01-Apr-14

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Winston Churchill Theatre Community Rates - bulk discount										
Winston Churchill Theatre Stage, Auditorium, Dressing Rooms (weekdays)	M	35.80	39.40	EXP	35.80	0.00%	41.20	4.57%	01-Apr-13	01-Apr-14
Winston Churchill Theatre Stage, Auditorium, Dressing Rooms (weekdays)(Concessionary)	C	N/A	N/A	EXP	21.50	N/A	N/A	N/A		01-Apr-14
Winston Churchill Theatre Stage, Auditorium, Dressing Rooms (weekend)	M	39.40	43.30	EXP	39.40	0.00%	45.20	4.39%	01-Apr-13	01-Apr-14
Winston Churchill Theatre Stage, Auditorium, Dressing Rooms (weekend)(Concessionary)	C	N/A	N/A	EXP	23.60	N/A	N/A	N/A	01-Apr-13	01-Apr-14
Winston Churchill Theatre Commercial Rates										
Lounge only	M	60.00	68.20	EXP	60.00	0.00%	70.00	2.64%	01-Apr-11	01-Apr-14
Auditorium and Lounge - Mon to fri	M	75.00	84.00	EXP	75.00	0.00%	90.00	7.14%	01-Apr-11	01-Apr-14
Auditorium and Lounge - Sat, Sun, Bank Hol	M	110.00	126.00	EXP	110.00	0.00%	140.00	11.11%	01-Apr-12	01-Apr-14

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Winston Churchill Theatre: Equipment Hire										
Bright Projector - Week	M	100.00	120.00	EXP	100.00	0.00%	125.40	4.50%	01-Apr-13	01-Apr-14
Bright Projector - Day	M	250.00	300.00	EXP	250.00	0.00%	313.50	4.50%	01-Apr-13	01-Apr-14
Radio Mics(1 hand held,2 lapel available) - Day	M	9.00	9.40	EXP	9.00	0.00%	9.80	4.26%	01-Apr-13	01-Apr-14
Radio Mics(1 hand held,2 lapel available) - Week	M	37.00	38.80	EXP	37.00	0.00%	40.50	4.38%	01-Apr-12	01-Apr-14
Vocal Mics(5 available) - Day	M	5.70	5.90	EXP	5.70	0.00%	6.20	5.08%	01-Apr-13	01-Apr-14

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GENERIC CHARGES										
Deposit: Entire week	M	POA	POA	EXP	POA	N/A	POA	N/A	01-Apr-13	N/A
Deposit: All other Bookings	M	POA	POA	EXP	POA	N/A	POA	N/A	01-Apr-13	N/A
Corkage per bottle	M	N/A	N/A	STD	5.00	N/A	5.00	N/A		01-Apr-14
Penalty Overrun Rate	M	N/A	N/A	STD	120.00	N/A	150.00	N/A		01-Apr-14
Cleaning Charge	M	100.00	110.00	STD	100.00	0.00%	150.00	36.36%	01-Apr-13	01-Apr-14
Workshop Storage - Weekly	M	58.20	64.20	EXP	58.20	0.00%	67.10	4.52%	01-Apr-12	01-Apr-14
Costume Hire – Adult - Week	M	15.00	15.00	EXP	15.00	0.00%	15.70	4.67%	01-Apr-11	01-Apr-14
Costume Hire – Child – Week	M	10.00	10.00	EXP	10.00	0.00%	10.50	5.00%	01-Apr-11	01-Apr-14
LX Tape	M	N/A	N/A	STD	3.00	N/A	3.00	N/A		01-Apr-14
Batteries	M	N/A	N/A	STD	5.00	N/A	5.00	N/A		01-Apr-14
Cable Ties(up to 10)	M	N/A	N/A	STD	4.00	N/A	4.00	N/A		01-Apr-14
Gaffer Tape(per roll)	M	N/A	N/A	STD	3.00	N/A	3.00	N/A		01-Apr-14
Additional Stage Equipment - Weekly Rates										
Ceiling Mounted Video / Data Projector	M	86.10	90.40	STD	86.10	0.00%	94.50	4.54%	01-Apr-12	01-Apr-14
Inclusive Tech Equipment Charge	M	228.00	300.00	STD	228.00	0.00%	313.50	4.50%	01-Apr-13	01-Apr-14
High Definition Projector	M	216.00	264.00	STD	216.00	0.00%	275.90	4.51%	01-Apr-13	01-Apr-14
DVD Player	M	30.80	33.90	STD	30.80	0.00%	35.40	4.42%	01-Apr-12	01-Apr-14
2 x ROBE 250 Moving Spot Light	M	73.80	81.30	STD	73.80	0.00%	85.00	4.55%	01-Apr-12	01-Apr-14
6 x Chroma-Q DMX Colour Scroller	M	32.00	35.10	STD	32.00	0.00%	36.70	4.56%	01-Apr-12	01-Apr-14
8 x Par 16 ‘Birdi’ with 12v Transformers	M	4.90	5.30	STD	4.90	0.00%	5.50	3.77%	01-Apr-13	01-Apr-14
Mirror Ball	M	19.70	21.60	STD	19.70	0.00%	22.60	4.63%	01-Apr-12	01-Apr-14
Strobe Light	M	24.60	27.00	STD	24.60	0.00%	28.20	4.44%	01-Apr-12	01-Apr-14

Type
B - Buisness R - Resident
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VAT Status
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Type of Fee/Charge	Type	Current Charges Residents £	Current Charges Non-Residents £	Vat Status	Proposed Charges Residents £	% Increase	Proposed Charges Non Residents £	% Increase	Date of last change to charge	Effective Date
UV Lights	M	12.30	13.50	STD	12.30	0.00%	14.10	4.44%	01-Apr-12	01-Apr-14
DMX Smoke Machine	M	49.20	54.20	STD	49.20	0.00%	56.60	4.43%	01-Apr-12	01-Apr-14
Additional Follow Spot & Dimmer	M	55.40	61.00	STD	55.40	0.00%	63.70	4.43%	01-Apr-12	01-Apr-14
4 x Shure SM58 Vocal Mics	M	18.50	20.30	STD	18.50	0.00%	21.20	4.43%	01-Apr-12	01-Apr-14
Baby Grand Piano (Property of HMS)	M	POA	POA	STD	POA	N/A	POA	N/A	01-Apr-13	N/A
Custom Gobos	M	POA	POA	STD	POA	N/A	POA	N/A	01-Apr-13	N/A
Gobos	M	4.90	5.30	STD	4.90	0.00%	5.50	3.77%	01-Apr-13	01-Apr-14
Pyro Firing Box with 2 Pods	M	12.30	13.50	STD	12.30	0.00%	14.10	4.44%	01-Apr-12	01-Apr-14
Additional Pods – upto six	M	4.90	5.30	STD	4.90	0.00%	5.50	3.77%	01-Apr-13	01-Apr-14
Pyrotechnics	M	POA	POA	STD	POA	N/A	POA	N/A	01-Apr-13	N/A
Stage Gauze Cloth	M	73.80	67.80	STD	73.80	0.00%	70.90	4.57%	01-Apr-12	01-Apr-14
Consumables	M	POA	POA	STD	POA	N/A	POA	N/A	01-Apr-13	N/A
Portable TV/DVD Combi	M	35.20	38.80	STD	35.20	0.00%	40.50	4.38%	01-Apr-12	01-Apr-14
Portable Video / Data Projector & Screen	M	68.90	75.90	STD	68.90	0.00%	79.30	4.48%	01-Apr-12	01-Apr-14
DVD Player for use with projector	M	20.80	22.80	STD	20.80	0.00%	23.80	4.39%	01-Apr-12	01-Apr-14
OHP - Overhead Projector	M	10.50	11.60	STD	10.50	0.00%	12.10	4.31%	01-Apr-12	01-Apr-14
Flip Chart and one set of Pens	M	10.50	11.60	STD	10.50	0.00%	12.10	4.31%	01-Apr-12	01-Apr-14
Replacement Pens	M	16.90	18.60	STD	16.90	0.00%	19.40	4.30%	01-Apr-12	01-Apr-14
Photocopying - Per A 4 Sheet	M	0.30	0.40	STD	0.30	0.00%	0.40	0.00%	01-Apr-11	N/A
Single Channel Dimmer when not used with Followspot	M	6.20	6.90	STD	6.20	0.00%	7.20	4.35%	01-Apr-13	01-Apr-14

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DI Boxes	M	6.20	6.90	STD	6.20	0.00%	7.20	4.35%	01-Apr-13	01-Apr-14
Community Groups										
Open Air Theatre Barra Hall Park (Weekday - unstaffed)	M	N/A	N/A	STD	14.70	N/A	16.90	N/A		01-Apr-14
Open Air Theatre Barra Hall Park (Weekday - unstaffed) (concessionary)	C	N/A	N/A	STD	8.80	N/A	N/A	N/A		01-Apr-14
Open Air Theatre Barra Hall Park (Weekend - unstaffed)	M	N/A	N/A	STD	18.40	N/A	21.20	N/A		01-Apr-14
Open Air Theatre Barra Hall Park (Weekend - unstaffed) (concessionary)	C	N/A	N/A	STD	11.00	N/A	N/A	N/A		01-Apr-14
Performances in Cafe Bar, Studio, Compass Garden, Southlands Gardens, Manor Farm Grounds, Long Room, Stables (weekday)	M	N/A	N/A	STD	12.00	N/A	15.00	N/A		01-Apr-14
Performances in Cafe Bar,	C	N/A	N/A	STD	7.20	N/A	N/A	N/A		01-Apr-14
Performances in Cafe Bar, Studio, Compass Garden, Southlands Gardens, Manor Farm Grounds, Long Room, Stables (weekend)	M	N/A	N/A	STD	15.00	N/A	18.80	N/A		01-Apr-14

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Performances in Cafe Bar, Studio, Compass Garden, Southlands Gardens, Manor Farm Grounds, Long Room, Stables (weekend) (concessionary)	C	N/A	N/A	STD	9.00	N/A	N/A	N/A		01-Apr-14
Compass Stage, Auditorium, Dressing Rooms (weekdays)	M	34.30	37.70	EXP	34.30	0.00%	39.40	4.51%	01-Apr-13	01-Apr-14
Compass Stage, Auditorium, Dressing Rooms (weekdays) (concessionary)	C	N/A	N/A	EXP	20.60	N/A	N/A	N/A		01-Apr-14
Compass Stage,	M	37.70	41.80	EXP	37.70	0.00%	43.70	4.55%	01-Apr-12	01-Apr-14
Compass Stage, Auditorium, Dressing Rooms (weekend) (concessionary)	C	N/A	N/A	EXP	22.60	N/A	N/A	N/A		01-Apr-14
Compass Auditorium Non-Performance Use	M	24.90	27.60	EXP	24.90	0.00%	28.80	4.35%	01-Apr-12	01-Apr-14
Compass Auditorium Non-Performance Use (concessionary)	C	N/A	N/A	EXP	14.90	N/A	N/A	N/A		01-Apr-14
All Shows: Weekday Technical Support (mandatory for all shows with tech requirements)	M	14.70	16.20	STD	14.70	0.00%	16.90	4.32%	01-Apr-12	01-Apr-14

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All Shows: Weekend / Bank Holiday Technical Support (mandatory for all shows with tech requirements)	M	18.40	20.30	STD	18.40	0.00%	21.20	4.43%	01-Apr-12	01-Apr-14
All Shows: Ushers (hourly)	M	N/A	N/A	STD	6.00	N/A	10.00	N/A		01-Apr-14
Duty Manager (Mon-Fri)	M	14.70	16.20	STD	14.70	0.00%	16.90	4.32%	01-Apr-12	01-Apr-14
Duty Manager (Sat, Sun, Bank Holidays)	M	18.40	20.30	STD	18.40	0.00%	21.20	4.43%	01-Apr-12	01-Apr-14

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All Shows: Additional Dressing Room	M	5.40	5.90	EXP	5.40	0.00%	6.20	5.08%	01-Apr-13	01-Apr-14
Excess Hire Charge	M	82.00	89.20	EXP	82.00	0.00%	93.20	4.48%	01-Apr-12	01-Apr-14
Long Room, Manor Farm House Room (weekday)	M	14.50	16.00	EXP	14.50	0.00%	16.70	4.38%	01-Apr-12	01-Apr-14
Long Room, Manor Farm House Room (weekday) (concessionary)	C	N/A	N/A	EXP	8.70	N/A	N/A	N/A		01-Apr-14
Long Room, Manor Farm House Room (weekend)	M	16.80	18.50	EXP	16.80	0.00%	19.30	4.32%	01-Apr-12	01-Apr-14
Long Room, Manor Farm House Room (weekend) (concessionary)	C	N/A	N/A	EXP	10.10	N/A	N/A	N/A		01-Apr-14
Oak, Tate, Drawing Rooms (weekday)	M	11.70	12.90	EXP	11.70	0.00%	13.50	4.65%	01-Apr-12	01-Apr-14
Oak, Tate, Drawing Rooms (weekday) (concessionary)	C	N/A	N/A	EXP	7.00	N/A	N/A	N/A		01-Apr-14
Oak, Tate, Drawing Rooms (weekend)	M	14.30	15.70	EXP	14.30	0.00%	16.40	4.46%	01-Apr-12	01-Apr-14
Oak, Tate, Drawing Rooms (weekend) (concessionary)	C	N/A	N/A	EXP	8.60	N/A	N/A	N/A		01-Apr-14

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Compass Cafe Bar (weekday)	M	8.20	9.00	EXP	8.20	0.00%	9.40	4.44%	01-Apr-13	01-Apr-14
Compass Cafe Bar (weekday) (concessionary)	C	N/A	N/A	EXP	4.90	N/A	N/A	N/A		01-Apr-14
Compass Cafe Bar (weekend)	M	10.10	11.10	EXP	10.10	0.00%	11.60	4.50%	01-Apr-11	01-Apr-14
Compass Cafe Bar (weekend) (concessionary)	C	N/A	N/A	EXP	6.10	N/A	N/A	N/A		01-Apr-14
Compass Studio (weekday)	M	9.70	10.70	EXP	11.60	19.59%	13.40	25.23%	01-Apr-13	01-Apr-14
Compass Studio (weekday) (concessionary)	C	N/A	N/A	EXP	7.00	N/A	N/A	N/A		01-Apr-14
Compass Studio (weekend)	M	15.60	17.20	EXP	18.70	19.87%	21.60	25.58%	01-Apr-12	01-Apr-14
Compass Studio (weekend) (concessionary)	C	N/A	N/A	EXP	11.20	N/A	N/A	N/A		01-Apr-14
Blue, Green, Hilliard Rooms (weekday)	M	10.50	11.60	EXP	10.50	0.00%	12.10	4.31%	01-Apr-12	01-Apr-14

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Blue, Green, Hilliard Rooms (weekday) (concessionary)	C	N/A	N/A	EXP	6.30	N/A	N/A	N/A		01-Apr-14
Blue, Green, Hilliard Rooms (weekend)	M	14.00	15.40	EXP	14.00	0.00%	16.10	4.55%	01-Apr-12	01-Apr-14
Blue, Green, Hilliard Rooms (weekend) (concessionary)	C	N/A	N/A	EXP	8.40	N/A	N/A	N/A		01-Apr-14
Garden (weekday)	M	5.10	5.60	EXP	5.10	0.00%	5.90	5.36%	01-Apr-13	01-Apr-14
Garden (weekend)	M	6.30	6.90	EXP	6.30	0.00%	7.20	4.35%	01-Apr-13	01-Apr-14
Essential Publicity Package	M	84.00	94.50	STD	84.00	0.00%	98.80	4.55%	01-Apr-12	01-Apr-14
Essential Publicity Package (concessionary)	C	N/A	N/A	STD	50.40	N/A	N/A	N/A		01-Apr-14
Minimum Commission per ticket (Compass Sales only)	M	0.50	0.75	STD	0.50	0.00%	0.80	6.67%	01-Apr-13	01-Apr-14
Minimum Commission per ticket (Compass Sales only) (concessionary)	C	N/A	N/A	STD	0.30	N/A	N/A	N/A		01-Apr-14
PRS Minimum Fee (plays)	M	10.00	15.00	STD	10.00	0.00%	15.70	4.67%	01-Apr-13	01-Apr-14
PRS Minimum Fee (plays) (concessionary)	C	N/A	N/A	STD	6.00	N/A	N/A	N/A		01-Apr-14
PRS Minimum Fee (concerts)	M	25.00	30.00	STD	25.00	0.00%	31.40	4.67%	01-Apr-13	01-Apr-14
PRS Minimum Fee (concerts) (concessionary)	C	N/A	N/A	STD	15.00	N/A	N/A	N/A		01-Apr-14
Ticket print for own sales	M	0.20	0.30	STD	0.20	0.00%	0.40	33.33%	01-Apr-11	01-Apr-14

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Solus advertising	M	POA	POA	STD	POA	N/A	POA	N/A	01-Apr-13	N/A
Community Groups (Bulk Discount)										
Long Room (weekday)	M	13.50	15.90	EXP	13.50	0.00%	16.60	4.40%	01-Apr-12	01-Apr-14
Long Room (weekend)	M	15.80	18.40	EXP	15.80	0.00%	19.20	4.35%	01-Apr-12	01-Apr-14
Oak, Tate, Drawing Rooms (weekday)	M	11.00	12.80	EXP	11.00	0.00%	13.40	4.69%	01-Apr-12	01-Apr-14
Oak, Tate, Drawing Rooms (weekend)	M	13.40	15.50	EXP	13.40	0.00%	16.20	4.52%	01-Apr-12	01-Apr-14
Cafe Bar (weekday)	M	7.70	8.90	EXP	7.70	0.00%	9.30	4.49%	01-Apr-13	01-Apr-14
Cafe Bar (weekend)	M	9.50	10.90	EXP	9.50	0.00%	11.40	4.59%	01-Apr-13	01-Apr-14
Studio (weekday)	M	9.20	10.60	EXP	11.00	19.57%	13.30	25.47%	01-Apr-13	01-Apr-14
Studio (weekend)	M	14.70	17.10	EXP	17.60	19.73%	21.40	25.15%	01-Apr-12	01-Apr-14
Blue, Green, Hilliard Rooms (weekday)	M	9.90	11.50	EXP	9.90	0.00%	12.00	4.35%	01-Apr-13	01-Apr-14
Blue, Green, Hilliard Rooms (weekend)	M	13.20	15.20	EXP	13.20	0.00%	15.90	4.61%	01-Apr-12	01-Apr-14
Compass Theatre Commercial Rates (Daily or Hourly)										
Ceiling Mounted Video / Data Projector	M	73.40	98.90	STD	73.40	0.00%	103.40	4.55%	01-Apr-12	01-Apr-14
High Definition Projector	M	300.00	360.00	STD	300.00	0.00%	376.20	4.50%	01-Apr-13	01-Apr-14
DVD Player	M	32.00	35.30	STD	32.00	0.00%	36.90	4.53%	01-Apr-12	01-Apr-14
2 x ROBE 250 Moving Spot Light	M	76.70	84.80	STD	76.70	0.00%	88.60	4.48%	01-Apr-12	01-Apr-14
6 x Chroma-Q DMX Colour Scroller	M	33.30	36.70	STD	33.30	0.00%	38.40	4.63%	01-Apr-12	01-Apr-14
8 x Par 16 'Birdi' with 12v Transformers	M	5.10	5.50	STD	5.10	0.00%	5.70	3.64%	01-Apr-13	01-Apr-14
Mirror Ball	M	20.50	22.50	STD	20.50	0.00%	23.50	4.44%	01-Apr-12	01-Apr-14
Strobe Light	M	26.00	28.20	STD	26.00	0.00%	29.50	4.61%	01-Apr-12	01-Apr-14
UV Lights	M	12.90	14.10	STD	12.90	0.00%	14.70	4.26%	01-Apr-12	01-Apr-14
Smoke Machine	M	51.10	56.50	STD	51.10	0.00%	59.00	4.42%	01-Apr-12	01-Apr-14

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Additional Follow Spot INCLUDING Dimmer	M	57.60	63.60	STD	57.60	0.00%	66.50	4.56%	01-Apr-12	01-Apr-14
Shure SM58 Vocal Mics	M	19.20	21.20	STD	19.20	0.00%	22.20	4.72%	01-Apr-12	01-Apr-14
Gobos	M	5.10	5.50	STD	5.10	0.00%	5.70	3.64%	01-Apr-13	01-Apr-14
Pyro Firing Box Controller	M	15.40	16.90	STD	15.40	0.00%	17.70	4.73%	01-Apr-12	01-Apr-14
Pyro Holders (NOT consumables)	M	6.10	6.70	STD	6.10	0.00%	7.00	4.48%	01-Apr-13	01-Apr-14
Stage Gauze Cloth	M	76.70	84.80	STD	76.70	0.00%	88.60	4.48%	01-Apr-12	01-Apr-14

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Single Channel Dimmer when not used with Followspot	M	6.40	7.00	STD	6.40	0.00%	7.30	4.29%	01-Apr-13	01-Apr-14
DI Boxes	M	6.40	7.00	STD	6.40	0.00%	7.30	4.29%	01-Apr-13	01-Apr-14
Commercial Rates (Hourly)										
All Shows: Weekday Technical Support (mandatory for all shows with tech requirements)	M	17.50	19.30	STD	17.50	0.00%	20.20	4.66%	01-Apr-12	01-Apr-14
All Shows: Weekend / Bank Holiday Technical Support (mandatory for all shows with tech requirements)	M	21.00	23.10	STD	21.00	0.00%	24.10	4.33%	01-Apr-12	01-Apr-14
Weekday Duty Manager	M	17.50	19.30	STD	17.50	0.00%	20.20	4.66%	01-Apr-12	01-Apr-14
Weekend / Bank Holiday Duty Manager	M	21.00	23.10	STD	21.00	0.00%	24.10	4.33%	01-Apr-12	01-Apr-14
Commercial Rates (Bulk Discount)										
Ceiling Mounted Video / Data Projector	M	184.00	247.80	STD	184.00	0.00%	259.00	4.52%	01-Apr-12	01-Apr-14
High Definition Projector	M	750.00	900.00	STD	750.00	0.00%	940.50	4.50%	01-Apr-13	01-Apr-14
DVD Player	M	80.20	88.40	STD	80.20	0.00%	92.40	4.52%	01-Apr-12	01-Apr-14
2 x ROBE 250 Moving Spot Light	M	191.90	212.10	STD	191.90	0.00%	221.60	4.48%	01-Apr-12	01-Apr-14
6 x Chroma-Q DMX Colour Scroller	M	83.20	91.80	STD	83.20	0.00%	95.90	4.47%	01-Apr-12	01-Apr-14
8 x Par 16 ‘Birdi’ with 12v Transformers	M	12.90	14.10	STD	12.90	0.00%	14.70	4.26%	01-Apr-12	01-Apr-14
Mirror Ball	M	51.40	56.50	STD	51.40	0.00%	59.00	4.42%	01-Apr-12	01-Apr-14
Strobe Light	M	64.00	70.60	STD	64.00	0.00%	73.80	4.53%	01-Apr-12	01-Apr-14
UV Lights	M	32.10	35.30	STD	32.10	0.00%	36.90	4.53%	01-Apr-12	01-Apr-14
Smoke Machine	M	127.90	141.30	STD	127.90	0.00%	147.70	4.53%	01-Apr-12	01-Apr-14

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Additional Follow Spot INCLUDING Dimmer	M	144.10	159.00	STD	144.10	0.00%	166.20	4.53%	01-Apr-12	01-Apr-14
Shure SM58 Vocal Mics	M	48.00	53.00	STD	48.00	0.00%	55.40	4.53%	01-Apr-12	01-Apr-14
Upright Piano (EXCLUDING TUNING)	M	64.00	70.60	STD	64.00	0.00%	73.80	4.53%	01-Apr-12	01-Apr-14
Gobos	M	12.90	14.10	STD	12.90	0.00%	14.70	4.26%	01-Apr-12	01-Apr-14
Pyro Firing Box Controller	M	32.10	35.30	STD	32.10	0.00%	36.90	4.53%	01-Apr-12	01-Apr-14
Pyro Holders (NOT consumables)	M	12.90	14.10	STD	12.90	0.00%	14.70	4.26%	01-Apr-12	01-Apr-14
Stage Gauze Cloth	M	191.90	212.10	STD	191.90	0.00%	221.60	4.48%	01-Apr-12	01-Apr-14
Single Channel Dimmer when not used with Followspot	M	16.20	17.60	STD	16.20	0.00%	18.40	4.55%	01-Apr-12	01-Apr-14
DI Boxes	M	16.20	17.60	STD	16.20	0.00%	18.40	4.55%	01-Apr-12	01-Apr-14
Social Rate										
One Offs: Single Performances (weekday)	M	45.60	50.20	EXP	45.60	0.00%	52.50	4.58%	01-Apr-12	01-Apr-14
One Offs: Single Performances (weekend)	M	53.30	58.90	EXP	53.30	0.00%	61.60	4.58%	01-Apr-12	01-Apr-14
One Offs: Non-Performance Use	M	39.00	43.00	EXP	39.00	0.00%	44.90	4.42%	01-Apr-12	01-Apr-14
Long Room, Provosts Parlour / Chamber (weekday)	M	20.70	22.70	EXP	20.70	0.00%	23.70	4.41%	01-Apr-12	01-Apr-14
Long Room, Provosts Parlour / Chamber (weekend)	M	24.10	26.50	EXP	24.10	0.00%	27.70	4.53%	01-Apr-12	01-Apr-14
Oak, Tate, Drawing Rooms (weekday)	M	16.80	18.40	EXP	16.80	0.00%	19.20	4.35%	01-Apr-12	01-Apr-14

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Oak, Tate, Drawing Rooms (weekend)	M	20.00	22.00	EXP	20.00	0.00%	23.00	4.55%	01-Apr-11	01-Apr-14
Cafe Bar (weekday)	M	17.00	18.60	EXP	17.00	0.00%	19.40	4.30%	01-Apr-12	01-Apr-14
Cafe Bar (weekend)	M	20.80	22.80	EXP	20.80	0.00%	23.80	4.39%	01-Apr-11	01-Apr-14
Studio (weekday)	M	13.90	15.30	EXP	16.70	20.14%	19.20	25.49%	01-Apr-12	01-Apr-14
Studio (weekend)	M	22.30	24.60	EXP	26.80	20.18%	30.80	25.20%	01-Apr-12	01-Apr-14
Blue, Green, Hilliard Rooms (weekday)	M	15.10	16.50	EXP	15.10	0.00%	17.20	4.24%	01-Apr-12	01-Apr-14
Blue, Green, Hilliard Rooms (weekend)	M	20.00	22.00	EXP	20.00	0.00%	23.00	4.55%	01-Apr-12	01-Apr-14
Garden (weekday)	M	7.30	8.00	EXP	7.30	0.00%	8.40	5.00%	01-Apr-13	01-Apr-14
Garden (weekend)	M	9.00	9.90	EXP	9.00	0.00%	10.30	4.04%	01-Apr-13	01-Apr-14

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Box Office (Commercial, Social, Charity)										
Minimum Commission per ticket	M	0.75	1.25	STD	0.75	0.00%	1.30	4.00%	01-Apr-13	01-Apr-14
PRS Minimum Fee (plays)	M	10.00	15.00	STD	10.00	0.00%	16.00	6.67%	01-Apr-13	01-Apr-14
PRS Minimum Fee (concerts)	M	30.00	40.00	STD	30.00	0.00%	42.00	5.00%	01-Apr-13	01-Apr-14
Box Office Fees										
Hillingdon Arts Membership	M	15.00	25.00	STD	15.00	0.00%	26.10	4.40%	01-Apr-11	01-Apr-14
Online Card Booking Fee	M	1.50	1.50	EXP	1.50	0.00%	1.50	0.00%	01-Apr-12	N/A
Phone Booking Fee	M	2.00	2.10	EXP	2.00	0.00%	2.00	-4.76%	01-Apr-13	01-Apr-14
Sponsor-a-Seat Deal (5 years)	M	120.00	120.00	STD	120.00	0.00%	125.00	4.17%	01-Apr-12	01-Apr-14
Box Office Commission %	M	8.70	9.50	STD	8.70	0.00%	9.50	0.00%	01-Apr-12	N/A
Box Office Commission % (concessionary)	M	N/A	N/A	STD	3.00	N/A	N/A	N/A		01-Apr-14
Art Sales Commission %	M	20.00	20.00	EXP	20.00	0.00%	20.00	0.00%	01-Apr-11	N/A

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20. Land Charges										
Search Fees										
Standard commercial search	M	70.00	70.00	NB	70.00	0.00%	70.00	0.00%	01-Apr-11	N/A
Official certificate of search (Form LLC1) only	M	26.00	26.00	NB	26.00	0.00%	26.00	0.00%	01-Apr-11	N/A
Standard domestic search	M	60.00	60.00	NB	60.00	0.00%	60.00	0.00%	01-Apr-11	N/A
Assisted Search LLC Register Only	M	22.00	22.00	NB	22.00	0.00%	22.00	0.00%	01-Apr-11	N/A
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	N/A
Assisted Common Land Search	M	15.00	15.00	NB	15.00	0.00%	15.00	0.00%	01-Apr-11	N/A
Assisted Compiling CON29R	M	32.00	32.00	NB	32.00	0.00%	32.00	0.00%	01-Apr-11	N/A
Assisted Compiling CON29O	M	18.50	18.50	NB	18.50	0.00%	18.50	0.00%	01-Apr-11	N/A

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21. Music Service										
Music Service (termly charge)										
Group tuition	R	58.50	60.00	EXP	58.50	0.00%	60.00	0.00%	01-Sep-11	N/A
Individual tuition	R	110.00	112.00	EXP	110.00	0.00%	112.00	0.00%	01-Sep-11	N/A
Saturday Music Centre	R	58.50	60.00	EXP	58.50	0.00%	60.00	0.00%	01-Sep-11	N/A
Evening Activity or Saturday Choir Only	R	33.00	34.00	EXP	33.00	0.00%	34.00	0.00%	01-Sep-11	N/A
Use of Instrument	R	12.00	15.00	EXP	12.00	0.00%	15.00	0.00%	01-Sep-11	N/A
individual 15 minute lesson	R	85.00	85.00	EXP	85.00	0.00%	85.00	0.00%	N/A	N/A
Music Service (concession)										
Group tuition	R	12.75	13.00	EXP	12.75	0.00%	13.00	0.00%	01-Sep-10	N/A
Individual tuition	R	21.25	21.50	EXP	21.25	0.00%	21.50	0.00%	01-Sep-10	N/A
Saturday Music Centre	R	12.75	13.00	EXP	12.75	0.00%	13.00	0.00%	01-Sep-10	N/A
Evening Activity or Saturday Choir Only	R	9.25	9.50	EXP	9.25	0.00%	9.50	0.00%	01-Sep-10	N/A
Use of Instrument	R	4.10	5.10	EXP	4.10	0.00%	5.10	0.00%	01-Sep-10	N/A
individual 15 minute lesson	R	17.00	17.00	EXP	17.00	0.00%	17.00	0.00%	N/A	N/A
Music Service (Schools Charges)										
Hourly Charge for School Projects	S	N/A	37.00	NB	N/A	N/A	37.00	0.00%	01-Sep-10	N/A
Hourly Charge for School Projects (to academies)	S	N/A	44.40	STD	N/A	N/A	44.40	0.00%	01-Sep-10	N/A

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22. Imported Food Unit										
Products of animal origin										
0 to 100kg per CVED	B	50.00	50.00	NB	50.00	0.00%	50.00	0.00%	01-Apr-13	N/A
101 to 1,000kg per CVED	B	90.00	90.00	NB	90.00	0.00%	90.00	0.00%	01-Apr-11	N/A
1,001 to 5,000kg per CVED	B	140.00	140.00	NB	140.00	0.00%	140.00	0.00%	01-Apr-11	N/A
5001kg to 15,000kg per CVED	B	190.00	190.00	NB	190.00	0.00%	190.00	0.00%	01-Apr-13	N/A
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	N/A
Above 42,000kg per CVED	B	390.00	390.00	NB	390.00	0.00%	390.00	0.00%	01-Apr-12	N/A
Semen / Embryos per CVED	B	60.00	60.00	NB	60.00	0.00%	60.00	0.00%	01-Apr-12	N/A
From New Zealand	B	30.00	30.00	NB	30.00	0.00%	30.00	0.00%	01-Apr-12	N/A
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-12	N/A
Destruction Charges for Products of animal origin										
0 to 100kg per AWB	B	10.00	10.00	NB	10.00	0.00%	10.00	0.00%	01-Apr-13	N/A
Over 100kg per AWB (10 + 0.50 per kg over 100kg)	B	10 +0.50 per kg over 100kg	10 + 0.50 per Kg over 100kg	NB	10 +0.50 per kg over 100kg	N/A	10 + 0.50 per Kg over 100kg	N/A	01-Apr-13	N/A

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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	N/A
After midnight (00:00 to 08:00)	B	400.00	400.00	NB	400.00	0.00%	400.00	0.00%	01-Apr-11	N/A
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-13	N/A
Additional Charge per CVED on all UK Bank Holidays	B	20.00	20.00	NB	20.00	0.00%	20.00	0.00%	01-Apr-13	N/A
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	N/A
Bilateral Countries	B	15.00	15.00	NB	15.00	0.00%	15.00	0.00%	01-Apr-11	N/A
(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	N/A
(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	N/A

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Products of Non-Animal Origin - CED										
Documentary Check per CED	B	60.00	60.00	NB	60.00	0.00%	60.00	0.00%	01-Apr-12	N/A
Full Physical Check per CED (Plus Analytical Fee)	B	170.00	170.00	NB	170.00	0.00%	170.00	0.00%	01-Apr-12	N/A
Undeclared Consignments (Plus Analytical fee)	B	300.00	300.00	NB	300.00	0.00%	300.00	0.00%	01-Apr-13	N/A
Non-Compliant (Surrender for Destruction)	B	200.00	200.00	NB	200.00	0.00%	200.00	0.00%	01-Apr-12	N/A
Non-Compliant (Onward Transmission)	B	200.00	200.00	NB	200.00	0.00%	200.00	0.00%	01-Apr-12	N/A
Completion of part one of CED on TRACES	B	10.00	10.00	NB	10.00	0.00%	10.00	0.00%	01-Apr-13	N/A
Out Hours 18:00 to 00.00	B	150.00	150.00	NB	150.00	0.00%	150.00	0.00%	01-Apr-11	N/A
Out of Hours 17.30 to 00.00	B	150.00	150.00	NB	150.00	0.00%	150.00	0.00%	01-Apr-13	N/A
Out Hours 00:00 to 08.00	B	400.00	400.00	NB	400.00	0.00%	400.00	0.00%	01-Apr-11	N/A
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	N/A
Additional charge per CED on all UK Bank Holidays	B	20.00	20.00	NB	20.00	0.00%	20.00	0.00%	01-Apr-13	N/A

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Japan Products for Radiation										
Documentary Check 1 to 10 Declarations per AWB	B	120.00	120.00	NB	120.00	0.00%	120.00	0.00%	01-Apr-12	N/A
Documentary Check 11 to 20 Declarations per AWB	B	230.00	230.00	NB	230.00	0.00%	230.00	0.00%	01-Apr-12	N/A
Documentary Check 21 to 30 Declarations per AWB	B	340.00	340.00	NB	340.00	0.00%	340.00	0.00%	01-Apr-13	N/A
Full Checks 1 to 10 Declarations per AWB (Plus Analytical fees)	B	230 plus analytical fee	230 plus analytical fee	NB	230 plus analytical fee	N/A	230 plus analytical fee	N/A	01-Apr-13	N/A
Full checks11 to 20 Declarations per AWB includes sampling and courier costs	B	400.00	400.00	NB	400.00	0.00%	400.00	0.00%	01-Apr-12	N/A
Full Checks 11 to 20 Declarations per AWB (Plus Analytical fee	B	340 Plus Analytical fee	340 Plus Analytical fee	NB	340 Plus Analytical fee	N/A	340 Plus Analytical fee	N/A	01-Apr-13	N/A
Full checks 21 to 30 Declarations per AWB includes sampling and courier costs	B	500.00	500.00	NB	500.00	0.00%	500.00	0.00%	01-Apr-12	N/A
Full Checks 21 to 30 Declarations per AWB (Plus Analytical fee)	B	450 Plus Analytical fee	450 Plus Analytical fee	NB	450 Plus Analytical fee	N/A	450 Plus Analytical fee	N/A	01-Apr-13	N/A

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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	N/A
Out Hours 18:00 to 00.00	B	150.00	150.00	NB	150.00	0.00%	150.00	0.00%	01-Apr-11	N/A
Out Hours 00:00 to 08.00	B	400.00	400.00	NB	400.00	0.00%	400.00	0.00%	01-Apr-11	N/A
Export Certificates	B	130.00	130.00	NB	130.00	0.00%	130.00	0.00%	01-Apr-12	N/A
Food Hygiene Training										
Per Attendee (up to 12 attendees per course)	B	100.00	100.00	NB	100.00	0.00%	100.00	0.00%	01-Apr-12	N/A
Pesticide Residue Testing										
24 hour test charge		150.00	150.00		150.00	0.00%	150.00	0.00%	01-Dec-13	N/A
48 hour test charge		0.00	0.00		0.00	N/A	0.00	N/A	01-Dec-13	N/A

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23 Food Health and Safety										
Disposal of non product of animal origin										
1 to 1,000kg	B	48.00	48.00	NB	48.00	0.00%	48.00	0.00%	01-Apr-11	N/A
1,001 to 2,000kg	B	95.00	95.00	NB	95.00	0.00%	95.00	0.00%	01-Apr-11	N/A
2,001 to 3,000kg	B	140.00	140.00	NB	140.00	0.00%	140.00	0.00%	01-Apr-11	N/A
Animal Boarding Establishments										
No of animals 1 to 9	B	125.00	125.00	NB	125.00	0.00%	125.00	0.00%	01-Apr-13	N/A
No of animals 10 to 24	B	177.00	177.00	NB	177.00	0.00%	177.00	0.00%	01-Apr-13	N/A
No of animals 25 to 49	B	260.00	260.00	NB	260.00	0.00%	260.00	0.00%	01-Apr-13	N/A
No of animals 50 to 75	B	355.00	355.00	NB	355.00	0.00%	355.00	0.00%	01-Apr-13	N/A
No of animals 75+ (New category)	B	420.00	420.00	NB	420.00	0.00%	420.00	0.00%	01-Apr-13	N/A
Application to renew an animal boarding extablishment - Home boarders (3 dogs or less)	B	81.00	81.00	NB	81.00	0.00%	81.00	0.00%	01-Apr-13	N/A
Dangerous Wild Animals										
Including vets fees	B	75+vet fee	75+ vet fee	NB	75+vet fee	N/A	75+ vet fee	N/A	01-Apr-13	N/A
Game dealers licences	B	0.00	N/A	NB	0.00	N/A	N/A	N/A	01-Apr-13	N/A
Performing Animals										
Registration	B	396.00	396.00	NB	396.00	0.00%	396.00	0.00%	01-Apr-13	N/A
Registration - Non Profit	B	52.00	52.00	NB	52.00	0.00%	52.00	0.00%	01-Apr-13	N/A
Certificate	B	free	free	NB	free	N/A	free	N/A	01-Apr-13	N/A

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Pet Shops										
Including vets fees	B	192.00	192.00	NB	192.00	0.00%	192.00	0.00%	01-Apr-13	N/A
Riding Establishments										
No of animals 1 to 5	B	75+vet fee	75+vet fee	NB	75+vet fee	N/A	75+vet fee	N/A	01-Apr-13	N/A
No of animals 6 to 20	B	75+vet fee	75+vet fee	NB	75+vet fee	N/A	75+vet fee	N/A	01-Apr-13	N/A
No of animals 21 to 35 (Category restructured)	B	75+vet fee	75+vet fee	NB	75+vet fee	N/A	75+vet fee	N/A	01-Apr-13	N/A
No of animals 36 to 50 (Category restructured)	B	75+vet fee	75+vet fee	NB	75+vet fee	N/A	75+vet fee	N/A	01-Apr-13	N/A
No of animals 51+ (New category)	B	75+vet fee	75+vet fee	NB	75+vet fee	N/A	75+vet fee	N/A	01-Apr-13	N/A

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Zoo Notification & Licence										
Notification to operate a zoo	B	0.00	free	NB	0.00	0.00%	free	0.00%	01-Apr-11	N/A
Application to renew a zoo licence	B	75+vet fee	75+vet fee	NB	75+vet fee	N/A	75+vet fee	N/A	01-Apr-13	N/A
Application for a licence to operate a zoo	B	75+vet fee	75+vet fee	NB	75+vet fee	N/A	75+vet fee	N/A	01-Apr-13	N/A
Breeding of Dogs										
Renewal	B	75+vet fee	75+vet fee	NB	75+vet fee	N/a	75+vet fee	N/A	01-Apr-13	N/A
Export Licences										
Visit not required	B	83.00	83.00	NB	83.00	0.00%	83.00	0.00%	01-Apr-13	N/A
Visit required	B	143.00	143.00	NB	143.00	0.00%	143.00	0.00%	01-Apr-12	N/A
Pharmacy and Poisons										
Applications	B	43.00	43.00	NB	43.00	0.00%	43.00	0.00%	01-Apr-11	N/A
Change of name	B	24.00	24.00	NB	24.00	0.00%	24.00	0.00%	01-Apr-11	N/A
Renewal	B	41.00	41.00	NB	41.00	0.00%	41.00	0.00%	01-Apr-11	N/A

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Other Licenses										
Special Premises 10/11 New Categories and charges - Laser Renewal - Up to 18 months	B	750.00	750.00	NB	750.00	0.00%	750.00	0.00%	01-Apr-11	N/A
Special Premises 10/11 New Categories and charges - 2 - 3 Therapists	B	54.00	54.00	NB	54.00	0.00%	54.00	0.00%	01-Apr-11	N/A
Special Premises 10/11 New Categories and charges - 4-6 Therapists	B	80.00	80.00	NB	80.00	0.00%	80.00	0.00%	01-Apr-11	N/A
Special Premises 10/11 New Categories and charges - More than 6 Therapists	B	107.00	107.00	NB	107.00	0.00%	107.00	0.00%	01-Apr-11	N/A
Unfit food - Examination and Condemnation certificate (1st Hour)	B	134.00	134.00	NB	134.00	0.00%	134.00	0.00%	01-Apr-11	N/A
Unfit food - Examination and Condemnation certificate (Subsequent hours or part of)	B	97.00	97.00	NB	97.00	0.00%	97.00	0.00%	01-Apr-11	N/A
Swimming Pool Water - Per visit	B	114.00	114.00	NB	114.00	0.00%	114.00	0.00%	01-Apr-11	N/A
Legal enquires	B	68.00	68.00	NB	68.00	0.00%	68.00	0.00%	01-Apr-11	N/A
Response to enquiries - Per letter	B	17.00	17.00	NB	17.00	0.00%	17.00	0.00%	01-Apr-11	N/A

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Type of Fee/Charge	Type	Current Charges Residents £	Current Charges Non-Residents £	Vat Status	Proposed Charges Residents £	% Increase	Proposed Charges Non Residents £	% Increase	Date of last change to charge	Effective Date
Micro-pigmentation - New/Renewal	B	315.00	315.00	NB	315.00	0.00%	315.00	0.00%	01-Apr-11	N/A
Artificial Nails - New/Renewal	B	84.00	84.00	NB	84.00	0.00%	84.00	0.00%	01-Apr-11	N/A
Nose piercing - New/Renewal	B	84.00	84.00	NB	84.00	0.00%	84.00	0.00%	01-Apr-11	N/A
Ear cartilage/lobe, - New/Renewal	B	84.00	84.00	NB	84.00	0.00%	84.00	0.00%	01-Apr-11	N/A
Electrical treatments - New/Renewal	B	84.00	84.00	NB	84.00	0.00%	84.00	0.00%	01-Apr-11	N/A
Non-surgical Lazers, & ILS system licence	B	900.00	900.00	NB	900.00	0.00%	900.00	0.00%	01-Apr-11	N/A
Manicure / pedicure Ear lobe piercing, Facials	B	53.00	53.00	NB	53.00	0.00%	53.00	0.00%	01-Apr-11	N/A
Electrolysis, Sun beds etc	B	273.00	273.00	NB	273.00	0.00%	273.00	0.00%	01-Apr-11	N/A

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Private Water Supplies - new fees prescribed by Private Water Regulations										
Sampling Per visit	B	100.00	100.00	NB	100.00	0.00%	100.00	0.00%	01-Apr-11	N/A
Audit Monitoring	B	400.00	400.00	NB	400.00	0.00%	400.00	0.00%	01-Apr-12	N/A
Check Monitoring	B	80.00	80.00	NB	80.00	0.00%	80.00	0.00%	01-Apr-12	N/A
Other Sampling and Risk Assessment Combined	B	600.00	600.00	NB	600.00	0.00%	600.00	0.00%	01-Apr-11	N/A
Risk Assessment	B	300.00	300.00	NB	300.00	0.00%	300.00	0.00%	01-Apr-12	N/A
Other investigations	B	37+Analyst costs(no more than 100)	37+ analyst costs(no more than 100)	NB	37+Analyst costs(no more than 100)	0.00%	37+ analyst costs(no more than 100)	0.00%	01-Apr-12	N/A
Granting an Authority	B	37+Analyst costs(no more than 100)	37+ analyst costs(no more than 100)	NB	37+Analyst costs(no more than 100)	0.00%	37+ analyst costs(no more than 100)	0.00%	01-Apr-12	N/A
Domestic Supplies	B	25.00	25.00	NB	25.00	0.00%	25.00	0.00%	01-Apr-12	N/A

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24. Licensing										
Scrap Metal Site Fees										
New	B	550.00	550.00	NB	550.00	0.00%	550.00	0.00%	01-Dec-13	N/A
Renewal	B	400.00	400.00	NB	400.00	0.00%	400.00	0.00%	01-Dec-13	N/A
Variation to change to collector license	B	150.00	150.00	NB	150.00	0.00%	150.00	0.00%	01-Dec-13	N/A
Variation to change minor details	B	50.00	50.00	NB	50.00	0.00%	50.00	0.00%	01-Dec-13	N/A
Scrap metal Collector Fees										
New	B	250.00	250.00	NB	250.00	0.00%	250.00	0.00%	01-Dec-13	N/A
Renewal	B	225.00	225.00	NB	225.00	0.00%	225.00	0.00%	01-Dec-13	N/A
Variation to change to site license	B	300.00	300.00	NB	300.00	0.00%	300.00	0.00%	01-Dec-13	N/A
Variation to change for minor details	B	50.00	50.00	NB	50.00	0.00%	50.00	0.00%	01-Dec-13	N/A
Refund or change of details - Admin Fee	B	55.00	55.00	NB	55.00	0.00%	55.00	0.00%	01-Apr-11	N/A
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	0.00%	01-Jun-11	N/A
Sex Establishment- Renewal Fee for shpos	B	1,150.00	1,150.00	NB	1,150.00	0.00%	1,150.00	0.00%	01-Apr-12	N/A
Sex Establishment- Transfer	B	575.00	575.00	NB	575.00	0.00%	575.00	0.00%	01-Apr-13	N/A
Hypnotism Consent	B	21.00	21.00	NB	21.00	0.00%	21.00	0.00%	01-Apr-12	N/A

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THE MARRIAGE ACT 1994										
Application for Approval	B	475.00	475.00	NB	475.00	0.00%	475.00	0.00%	01-Apr-13	N/A
Application for Approval or renewal a premises which currently holds a Premises Licence under the Licensing Act 2003	B	245.00	245.00	NB	245.00	0.00%	245.00	0.00%	01-Apr-13	N/A
Application for renewal	B	365.00	365.00	NB	365.00	0.00%	365.00	0.00%	01-Apr-13	N/A
Application for a review	B	365.00	365.00	NB	365.00	0.00%	365.00	0.00%	01-Apr-13	N/A
Application for transfer or update of approval	B	25.00	25.00	NB	25.00	0.00%	25.00	0.00%	01-Apr-13	N/A
The Licensing Act 2003										
Application for a new / variation licence BAND A	B	100.00	100.00	NB	100.00	0.00%	100.00	0.00%	01-Apr-10	N/A
Application for a new / variation licence BAND B	B	190.00	190.00	NB	190.00	0.00%	190.00	0.00%	01-Apr-10	N/A
Application for a new / variation licence BAND C	B	315.00	315.00	NB	315.00	0.00%	315.00	0.00%	01-Apr-10	N/A
Application for a new / variation licence BAND D	B	450.00	450.00	NB	450.00	0.00%	450.00	0.00%	01-Apr-10	N/A
Application for a new / variation licence BAND E	B	635.00	635.00	NB	635.00	0.00%	635.00	0.00%	01-Apr-10	N/A
Application for a new / variation licence BAND D Multiplier	B	900.00	900.00	NB	900.00	0.00%	900.00	0.00%	01-Apr-10	N/A
Application for a new / variation licence BAND E Multiplier	B	1,905.00	1,905.00	NB	1,905.00	0.00%	1,905.00	0.00%	01-Apr-10	N/A
Annual fee for premises / club licence BAND A	B	70.00	70.00	NB	70.00	0.00%	70.00	0.00%	01-Apr-10	N/A
Annual fee for premises / club licence BAND B	B	180.00	180.00	NB	180.00	0.00%	180.00	0.00%	01-Apr-10	N/A

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Annual fee for premises / club licence BAND C	B	295.00	295.00	NB	295.00	0.00%	295.00	0.00%	01-Apr-10	N/A
Annual fee for premises / club licence BAND D	B	320.00	320.00	NB	320.00	0.00%	320.00	0.00%	01-Apr-10	N/A
Annual fee for premises / club licence BAND E	B	350.00	350.00	NB	350.00	0.00%	350.00	0.00%	01-Apr-13	N/A
Annual fee for premises / club licence BAND D Multiplier	B	640.00	640.00	NB	640.00	0.00%	640.00	0.00%	01-Apr-10	N/A
Annual fee for premises / club licence BAND E Multiplier	B	1,050.00	1,050.00	NB	1,050.00	0.00%	1,050.00	0.00%	01-Apr-10	N/A
Application for a copy of licence	B	10.50	10.50	NB	10.50	0.00%	10.50	0.00%	01-Apr-10	N/A
Application for a provisional statement	B	315.00	315.00	NB	315.00	0.00%	315.00	0.00%	01-Apr-10	N/A
Notification of change of name / address of premises licence holder	B	10.50	10.50	NB	10.50	0.00%	10.50	0.00%	01-Apr-10	N/A
Notification of change of name / address of DPS	B	10.50	10.50	NB	10.50	0.00%	10.50	0.00%	01-Apr-10	N/A
Change of registered address of club	B	10.50	10.50	NB	10.50	0.00%	10.50	0.00%	01-Apr-10	N/A
Change of club rules	B	10.50	10.50	NB	10.50	0.00%	10.50	0.00%	01-Apr-10	N/A
Interim Authority Notice	B	23.00	23.00	NB	23.00	0.00%	23.00	0.00%	01-Apr-10	N/A
Application to transfer premises licence	B	23.00	23.00	NB	23.00	0.00%	23.00	0.00%	01-Apr-10	N/A
Application to vary premises licence to specify DPS	B	23.00	23.00	NB	23.00	0.00%	23.00	0.00%	01-Apr-10	N/A
Declaration of interest	B	21.00	21.00	NB	21.00	0.00%	21.00	0.00%	01-Apr-10	N/A
Minor variation	B	89.00	89.00	NB	89.00	0.00%	89.00	0.00%	01-Apr-10	N/A

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Application for a personal licence	B	37.00	37.00	NB	37.00	0.00%	37.00	0.00%	01-Apr-10	N/A
Application to change name / address on personal licence	B	10.50	10.50	NB	10.50	0.00%	10.50	0.00%	01-Apr-10	N/A
Application for a copy of personal licence	B	10.50	10.50	NB	10.50	0.00%	10.50	0.00%	01-Apr-10	N/A
Temporary Event Notice	B	21.00	21.00	NB	21.00	0.00%	21.00	0.00%	01-Apr-10	N/A

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The Gambling Act 2005										
Registration of small society lottery	B	40.00	40.00	NB	40.00	0.00%	40.00	0.00%	01-Apr-10	N/A
Renewal of registration of small society lottery	B	20.00	20.00	NB	20.00	0.00%	20.00	0.00%	01-Apr-10	N/A
Application for a premises licence - Bingo	B	3,500.00	3,500.00	NB	3,500.00	0.00%	3,500.00	0.00%	01-Apr-10	N/A
Application for a premises licence - Adult Gaming Centre	B	2,000.00	2,000.00	NB	2,000.00	0.00%	2,000.00	0.00%	01-Apr-10	N/A
Application for a premises licence - Family Entertainment Centre	B	2,000.00	2,000.00	NB	2,000.00	0.00%	2,000.00	0.00%	01-Apr-10	N/A
Application for a premises licence - Betting Premises (Track)	B	2,500.00	2,500.00	NB	2,500.00	0.00%	2,500.00	0.00%	01-Apr-10	N/A
Application for a premises licence - betting Premises (Other)	B	3,000.00	3,000.00	NB	3,000.00	0.00%	3,000.00	0.00%	01-Apr-10	N/A
Annual fee for a premises licence - Bingo	B	1,000.00	1,000.00	NB	1,000.00	0.00%	1,000.00	0.00%	01-Apr-10	N/A
Annual fee for a premises licence - Adult Gaming Centre	B	1,000.00	1,000.00	NB	1,000.00	0.00%	1,000.00	0.00%	01-Apr-10	N/A
Annual fee for a premises licence - Family Entertainment Centre	B	750.00	750.00	NB	750.00	0.00%	750.00	0.00%	01-Apr-10	N/A
Annual fee for a premises licence - Betting Premises (Track)	B	1,000.00	1,000.00	NB	1,000.00	0.00%	1,000.00	0.00%	01-Apr-10	N/A

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Annual fee for a premises licence - betting Premises (Other)	B	600.00	600.00	NB	600.00	0.00%	600.00	0.00%	01-Apr-10	N/A
Application for a variation of premises licence - Bingo	B	1,750.00	1,750.00	NB	1,750.00	0.00%	1,750.00	0.00%	01-Apr-10	N/A
Application for a variation of premises licence - Adult Gaming Centre	B	1,000.00	1,000.00	NB	1,000.00	0.00%	1,000.00	0.00%	01-Apr-10	N/A
Application for a variation of premises licence - Family Entertainment Centre	B	1,000.00	1,000.00	NB	1,000.00	0.00%	1,000.00	0.00%	01-Apr-10	N/A
Application for a variation of premises licence - Betting Premises (Track)	B	1,250.00	1,250.00	NB	1,250.00	0.00%	1,250.00	0.00%	01-Apr-10	N/A
Application for a variation of premises licence - Betting Premises (Other)	B	1,500.00	1,500.00	NB	1,500.00	0.00%	1,500.00	0.00%	01-Apr-10	N/A
Application for a transfer of premises licence - Bingo	B	1,200.00	1,200.00	NB	1,200.00	0.00%	1,200.00	0.00%	01-Apr-10	N/A
Application for a transfer of premises licence - Adult Gaming Centre	B	1,200.00	1,200.00	NB	1,200.00	0.00%	1,200.00	0.00%	01-Apr-10	N/A
Application for a transfer of premises licence - Family Entertainment Centre	B	1,200.00	1,200.00	NB	1,200.00	0.00%	1,200.00	0.00%	01-Apr-10	N/A

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Application for a transfer of premises licence - Betting Premises (Track)	B	950.00	950.00	NB	950.00	0.00%	950.00	0.00%	01-Apr-10	N/A
Application for a transfer of premises licence - betting Premises (Other)	B	1,200.00	1,200.00	NB	1,200.00	0.00%	1,200.00	0.00%	01-Apr-10	N/A
Application for an Unlicensed Family Entertainment Centre Gaming Machine Permit	B	300.00	300.00	NB	300.00	0.00%	300.00	0.00%	01-Apr-10	N/A
Licensed premises gaming machine permit	B	150.00	150.00	NB	150.00	0.00%	150.00	0.00%	01-Apr-10	N/A
Annual fee for licensed premises gaming machine permit	B	50.00	50.00	NB	50.00	0.00%	50.00	0.00%	01-Apr-10	N/A
Application for club gaming / gaming machine permit	B	150.00	150.00	NB	150.00	0.00%	150.00	0.00%	01-Apr-10	N/A
Annual fee for club gaming / gaming machine permit	B	50.00	50.00	NB	50.00	0.00%	50.00	0.00%	01-Apr-10	N/A
Transfer of gaming machine permit	B	25.00	25.00	NB	25.00	0.00%	25.00	0.00%	01-Apr-10	N/A
Notification of 2 x gaming machines	B	50.00	50.00	NB	50.00	0.00%	50.00	0.00%	01-Apr-10	N/A
Street Trading Licences										
Pitch (Permanent)	B	880.00	880.00	NB	880.00	0.00%	880.00	0.00%	01-Apr-13	N/A
Pitch (Temporary - 6 months)	B	440.00	440.00	NB	440.00	0.00%	440.00	0.00%	01-Apr-13	N/A
Shops Front (per metere depth) - 6 months	B	72.00	72.00	NB	72.00	0.00%	72.00	0.00%	01-Apr-13	N/A

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Change of Licenses (including trading area) - 6 months	B	72.00	72.00	NB	72.00	0.00%	72.00	0.00%	01-Apr-13	N/A
Short term event Temp Street Trading Licence - 1st day	M	26.80	27.50	NB	26.80	0.00%	27.50	0.00%	01-Apr-13	N/A
Short term event Temp Street Trading Licence - per day thereafter	M	10.70	11.00	NB	10.70	0.00%	11.00	0.00%	01-Apr-13	N/A
Consent for distribution of free printed matter (per application - covering a period of 8 hours)	B	27.50	27.50	NB	27.50	0.00%	27.50	0.00%	01-Apr-13	N/A
Busking permission	M	26.80	27.50	NB	26.80	0.00%	27.50	0.00%	01-Apr-13	N/A
Highway Event permits	M		n/a	NB		N/A	n/a	N/A	01-Apr-11	N/A
Street Trading										
Continental Market (Fee per day per stall)	B		50.00	NB		N/A	50.00	0.00%	01-Apr-13	N/A
Uxbridge Town Centre Market - Max 50 stalls 1st day	B	760.00	760.00	NB	760.00	0.00%	760.00	0.00%	01-Apr-13	N/A
Uxbridge Town Centre Market - Max 50 stalls per day therafter	B	255.00	255.00	NB	255.00	0.00%	255.00	0.00%	01-Apr-13	N/A
Other areas Market - up to 50 stalls per day 1st day	B	510.00	510.00	NB	510.00	0.00%	510.00	0.00%	01-Apr-13	N/A
Other areas Market - additional 50 stalls 1st day	B	255.00	255.00	NB	255.00	0.00%	255.00	0.00%	01-Apr-13	N/A

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Other areas Market-up to 50 stalls each day thereafter	B	510.00	510.00	NB	510.00	0.00%	510.00	0.00%	01-Apr-13	N/A
Other areas Market-additional 50 stalls each day thereafter	B	255.00	255.00	NB	255.00	0.00%	255.00	0.00%	01-Apr-13	N/A

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25. Trading Standards										
Weights and Measures										
Examining, adjusting, certifying, stamping, authorising or reporting of special weighing or measuring equipment per hour	B	70.00	N/A	NB	70.00	0.00%	N/A	N/A	01-Apr-13	N/A
Fees for purpose of S74 Weights & Measures Act 1985	B	70.00	N/A	NB	70.00	0.00%	N/A	N/A	01-Apr-13	N/A
Linear measures not exceeding 3m for each scale	B	10.30	N/A	NB	10.30	0.00%	N/A	N/A	01-Apr-13	N/A
Capacity measures without division not exceeding 1 litre or 1 qt	B	8.10	N/A	NB	8.10	0.00%	N/A	N/A	01-Apr-13	N/A
Cubic ballast measures (other than brim measures)	B	153.00	N/A	NB	153.00	0.00%	N/A	N/A	01-Apr-13	N/A
Liquid capacity measures for making up and checking average quantity purchases	B	24.40	N/A	NB	24.40	0.00%	N/A	N/A	01-Apr-13	N/A
Template per scale - First item	B	42.20	N/A	NB	42.20	0.00%	N/A	N/A	01-Apr-13	N/A
Template per scale - Second item	B	16.80	N/A	NB	16.80	0.00%	N/A	N/A	01-Apr-13	N/A
Weighing Instruments - Exceeding 250kg to 1 tonne	B	55.20	N/A	NB	55.20	0.00%	N/A	N/A	01-Apr-13	N/A

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Weighing Instruments - Exceeding 1 tonne to 10 tonnes	B	131.20	N/A	NB	131.20	0.00%	N/A	N/A	01-Apr-13	N/A
Weighing Instruments - Exceeding 10 tonnes to 30 tonnes	B	340.50	N/A	NB	340.50	0.00%	N/A	N/A	01-Apr-13	N/A
Weighing Instruments - Exceeding 10 tonnes to 30 tonnes (weights and labour provided)	B	170.00	N/A	NB	170.00	0.00%	N/A	N/A	01-Apr-13	N/A
Weighing Instruments - Exceeding 30 tonnes to 60 tonnes	B	560.00	N/A	NB	560.00	0.00%	N/A	N/A	01-Apr-13	N/A
Weighing Instruments - Exceeding 30 tonnes to 60 tonnes (weights and labour provided)	B	280.00	N/A	NB	280.00	0.00%	N/A	N/A	01-Apr-13	N/A

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Measuring Instruments for Liquid Fuel and Lubricants										
Container Type (un-subdivided)	B	63.10	N/A	NB	63.10	0.00%	N/A	N/A	01-Apr-13	N/A
Single / multi-outlets (nozzles) - Each Additional nozzle tested	B	103.70	N/A	NB	103.70	0.00%	N/A	N/A	01-Apr-13	N/A
Single / multi-outlets (nozzles) - First nozzle tested per site	B	63.60	N/A	NB	63.60	0.00%	N/A	N/A	01-Apr-13	N/A
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	70.00	N/A	NB	70.00	0.00%	N/A	N/A	01-Apr-13	N/A

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Road Tanker Liquid Fuel Measuring Equipment (Above 100 litres)										
Meter measuring system - Dry hose type with two testing liquids	B	201.00	N/A	NB	201.00	0.00%	N/A	N/A	01-Apr-13	N/A
Meter measuring system - Wet hose type with two testing liquids	B	249.00	N/A	NB	249.00	0.00%	N/A	N/A	01-Apr-13	N/A
Dipstick measuring systems - Up to 7,600 litres (for calibration of each compartment and production of chart)	B	149.40	N/A	NB	149.40	0.00%	N/A	N/A	01-Apr-13	N/A
Dipstick measuring systems - Over 7,600 litres basic fees + costs per hour at a rate of:	B	70.00	N/A	NB	70.00	0.00%	N/A	N/A	01-Apr-13	N/A
Initial dipstick	B	18.40	N/A	NB	18.40	0.00%	N/A	N/A	01-Apr-13	N/A
Spare dipstick	B	18.40	N/A	NB	18.40	0.00%	N/A	N/A	01-Apr-13	N/A
Replacement dipstick (for calibration of each compartment and production of chart)	B	38.90	N/A	NB	38.90	0.00%	N/A	N/A	01-Apr-13	N/A

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Explosives										
Registered premises (Statutory Fee) New	B	105.00	N/A	NB	105.00	0.00%	N/A	N/A	01-Apr-13	N/A
Registered premises (Statutory Fee) Renewal	B	52.00	N/A	NB	52.00	0.00%	N/A	N/A	01-Apr-13	N/A
Licensed store (Statutory Fee) New	B	178.00	N/A	NB	178.00	0.00%	N/A	N/A	01-Apr-13	N/A
Licensed store (Statutory Fee) Renewal	B	83.00	N/A	NB	83.00	0.00%	N/A	N/A	01-Apr-13	N/A
Licence to sell all year (statutory Fee)	B	500.00	N/A	NB	500.00	0.00%	N/A	N/A	01-Apr-13	N/A
Sale of goods										
By competitive bidding	B	177.50	N/A	NB	177.50	0.00%		N/A	01-Apr-13	N/A

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26. Trade Refuse										
Normal domestic sized dustbin, plastic sack or agreed equivalent. Approx 90 litres capacity (each)	B	2.50	2.50	NB	2.50	0.00%	2.50	0.00%	01-Apr-13	N/A
940 litre capacity bulk bin. (Hire & empty)	B	15.45	15.45	NB	15.80	2.27%	15.80	2.27%	01-Apr-13	01-Apr-14
1100 litre capacity bulk bin (1-3 bins). Hire & empty	B	17.50	17.50	NB	17.85	2.00%	17.85	2.00%	01-Apr-13	01-Apr-14
1100 litre capacity bulk bin (4 bins and over). Hire & empty	B	14.00	14.00	NB	14.20	1.43%	14.20	1.43%	01-Apr-13	01-Apr-14
1280 litre capacity bulk bin. Hire & empty	B	19.60	19.60	NB	20.00	2.04%	20.00	2.04%	01-Apr-13	01-Apr-14
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-13	N/A
Container reinstatement fee following removal due to late payment (per site)	B	61.00	61.00	NB	61.00	0.00%	61.00	0.00%	01-Apr-13	N/A
Hire charge for supply of 940 litre bulk bin for domestic / charity collection purposes (per 3 months)	B	27.55	N/A	NB	27.55	0.00%	N/A	N/A	01-Apr-13	N/A

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Hire charge for supply of 1100 litre bulk bin for domestic / charity collection purposes (per 3 months)	B	32.00	N/A	NB	32.00	0.00%	N/A	N/A	01-Apr-13	N/A
Hire charge for supply of 1280 litre bulk bin for domestic / charity collection purposes (per 3 months)	B	36.88	N/A	NB	36.88	0.00%	N/A	N/A	01-Apr-13	N/A
Hire charge for supply of 1100 litre recycling bin for domestic / charity collection purposes (per 3 months)	B	14.00	N/A	NB	14.00	0.00%	N/A	N/A	01-Apr-13	N/A
Special one-off collections (by arrangement).	B	46.33	46.33	NB	46.33	0.00%	46.33	0.00%	01-Apr-13	N/A
Special one-off collections (residents) up to 4 items	R	15.00	N/A	NB	15.00	0.00%	N/A	N/A	01-Apr-13	N/A
Special one-off collections (residents) 4 items up to 8 items	R	30.00	N/A	NB	30.00	0.00%	N/A	N/A	01-Apr-13	N/A
Special one-off collections (residents) 8 items up to 12 items	R	45.00	N/A	NB	45.00	0.00%	N/A	N/A	01-Apr-13	N/A
Entry Charge	B	0.00	10.00	NB	0.00	0.00%	10.00	0.00%	01-Apr-10	N/A
Trade waste at CA sites	B	150.00	150.00	NB	155.00	3.33%	155.00	3.33%	01-Apr-13	01-Apr-14

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27. Public Conveniences										
Public Conveniences										
Hatton Cross - Per entry	M	0.10	N/A	NB	0.10	0.00%	N/A	N/A	01-Apr-13	N/A
Oakland Gate - Per entry	M	0.10	N/A	NB	0.10	0.00%	N/A	N/A	01-Apr-13	N/A
Park Lane, Harefield - Per entry	M	0.10	N/A	NB	0.10	0.00%	N/A	N/A	01-Apr-13	N/A
Linden Avenue - Per entry	M	0.20	N/A	NB	0.20	0.00%	N/A	N/A	01-Apr-13	N/A
28. Environmental Enforcement										
Penalties										
Litter Enforcement (Fixed Penalty Notice)	M	80.00	80.00	NB	80.00	0.00%	80.00	0.00%	01-Apr-11	N/A
Graffiti (Fixed Penalty)	M	100.00	100.00	NB	100.00	0.00%	100.00	0.00%	01-Apr-13	N/A
Dog Warden Services (Fixed Penalty)	M	25.00	25.00	NB	25.00	0.00%	25.00	0.00%	01-Apr-11	N/A
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	N/A
Duty of care (Fixed Penalty)	M	90.00	90.00	NB	90.00	0.00%	90.00	0.00%	01-Apr-11	N/A
Fly Posting (Fixed Penalty)	M	100.00	100.00	NB	100.00	0.00%	100.00	0.00%	01-Apr-13	N/A
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	N/A
29. Environmental Protection Unit										
Environmental Permitting EPU										

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Application for a standard process	B	1,579.00	1579	NB	1579.00	0.00%	1579.00	0.00%	01-Apr-12	N/A
Additional to standard process application if operating at the time	B	1,137.00	1137	NB	1137.00	0.00%	1137.00	0.00%	01-Apr-12	N/A
Application for PVRI, SWOB and DC	B	148.00	148	NB	148.00	0.00%	148.00	0.00%	01-Apr-12	N/A
Application for PVR1 and PVR2 combined	B	246.00	246	NB	246.00	0.00%	246.00	0.00%	01-Apr-12	N/A
Application for VR and other reduced fee activities	B	346.00	346.00	NB	346.00	0.00%	346.00	0.00%	01-Apr-12	N/A
Additional to reduced fee application if operating at the the time	B	68.00	68.00	NB	68.00	0.00%	68.00	0.00%	01-Apr-12	N/A
Application for mobile , sceening and crushing plant	B	1,579.00	1,579.00	NB	1,579.00	0.00%	1,579.00	0.00%	01-Apr-12	N/A
Application for third to seventh mobile, screening and crushing plant	B	943.00	943.00	NB	943.00	0.00%	943.00	0.00%	01-Apr-12	N/A
Application for eighth and subsequent mobile, screening and crushing plant	B	477.00	477.00	NB	477.00	0.00%	477.00	0.00%	01-Apr-12	N/A
Additional application fee if waste application with the permit application	B	297.00	297.00	NB	297.00	0.00%	297.00	0.00%	01-Apr-12	N/A
Subsistence for standard process low risk	B	739.00	739.00	NB	739.00	0.00%	739.00	0.00%	01-Apr-12	N/A

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Subsistence for standard process medium risk	B	1,111.00	1,111.00	NB	1,111.00	0.00%	1,111.00	0.00%	01-Apr-12	N/A
Subsistence for standard process high risk	B	1,672.00	1,672.00	NB	1,672.00	0.00%	1,672.00	0.00%	01-Apr-12	N/A
Subsistence Reduced Fee Activity low risk	B	76.00	76.00	NB	76.00	0.00%	76.00	0.00%	01-Apr-12	N/A
Subsistence Reduced Fee Activity medium risk	b	151.00	151.00	NB	151.00	0.00%	151.00	0.00%	01-Apr-12	N/A
Subsistence Reduced Fee Activity high risk	B	227.00	227.00	NB	227.00	0.00%	227.00	0.00%	01-Apr-12	N/A
Subsistence PVR1 & PVR2 combined low risk	B	108.00	108.00	NB	108.00	0.00%	108.00	0.00%	01-Apr-12	N/A
Subsistence PVR1 & PVR2 combined medium risk	B	216.00	216.00	NB	216.00	0.00%	216.00	0.00%	01-Apr-12	N/A
Subsistence PVR1 & PVR2 combined high risk	B	326.00	326.00	NB	326.00	0.00%	326.00	0.00%	01-Apr-12	N/A
Subsistence for VR low risk	B	218.00	218.00	NB	218.00	0.00%	218.00	0.00%	01-Apr-12	N/A
Subsistence for VR medium risk	B	349.00	349.00	NB	349.00	0.00%	349.00	0.00%	01-Apr-12	N/A
Subsistence for VR high risk	B	524.00	524.00	NB	524.00	0.00%	524.00	0.00%	01-Apr-12	N/A
Subsistence for mobile sceening and crushing plant low risk	B	618.00	618.00	NB	618.00	0.00%	618.00	0.00%	01-Apr-12	N/A
Subsistence for mobile screening and crushing plant medium risk	B	989.00	989.00	NB	989.00	0.00%	989.00	0.00%	01-Apr-12	N/A

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Subsistence for mobile screening and crushing plant high risk	B	1,484.00	1,484.00	NB	1,484.00	0.00%	1,484.00	0.00%	01-Apr-12	N/A
Subsistence for mobile screening and crushing plant low risk 3rd-7th permits	B	368.00	368.00	NB	368.00	0.00%	368.00	0.00%	01-Apr-12	N/A
Subsistence for mobile screening and crushing plant medium risk 3rd-7th permits	B	590.00	590.00	NB	590.00	0.00%	590.00	0.00%	01-Apr-12	N/A
Subsistence for mobile screening and crushing plant high risk 3rd-7th permits	B	884.00	884.00	NB	884.00	0.00%	884.00	0.00%	01-Apr-12	N/A
Subsistence for mobile screening and crushing plant low risk 8th permit plus	B	189.00	189.00	NB	189.00	0.00%	189.00	0.00%	01-Apr-12	N/A
Subsistence for mobile screening and crushing plant medium risk 8th permit plus	B	302.00	302.00	NB	302.00	0.00%	302.00	0.00%	01-Apr-12	N/A
Subsistence for mobile screening and crushing plant high risk 8th permit plus	B	453.00	453.00	NB	453.00	0.00%	453.00	0.00%	01-Apr-12	N/A
Subsistence Late payment fee	B	50.00	50.00	NB	50.00	0.00%	50.00	0.00%	01-Apr-12	N/A
Extra fee for standard process where E-PRTR report needed	B	99.00	99.00	NB	99.00	0.00%	99.00	0.00%	01-Apr-12	N/A

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Extra fee for standard process combined with waste installation low risk	B	149.00	149.00	NB	149.00	0.00%	149.00	0.00%	01-Apr-12	N/A
Extra fee for standard process combined with waste installation medium risk	B	198.00	198.00	NB	198.00	0.00%	198.00	0.00%	01-Apr-12	N/A
Extra fee for standard process combined with waste installation high risk	B	99.00	99.00	NB	99.00	0.00%	99.00	0.00%	01-Apr-12	N/A
Transfer of standard process	B	162.00	162.00	NB	162.00	0.00%	162.00	0.00%	01-Apr-12	N/A
Partial transfer of standard process	B	476.00	476.00	NB	476.00	0.00%	476.00	0.00%	01-Apr-12	N/A
New operator at low risk reduced fee activity	B	75.00	75.00	NB	75.00	0.00%	75.00	0.00%	01-Apr-12	N/A
Partial transfer of reduced fee activity	B	45.00	45.00	NB	45.00	0.00%	45.00	0.00%	01-Apr-12	N/A
First temporary transfer of mobiles	B	51.00	51.00	NB	51.00	0.00%	51.00	0.00%	01-Apr-12	N/A
Repeat transfer after enforcement	B	51.00	51.00	NB	51.00	0.00%	51.00	0.00%	01-Apr-12	N/A
Substantial Change for standard process	B	1,005.00	1,005.00	NB	1,005.00	0.00%	1,005.00	0.00%	01-Apr-12	N/A
Substantial Change for standard process where new PPC activity	B	1,579.00	1,579.00	NB	1,579.00	0.00%	1,579.00	0.00%	01-Apr-12	N/A
Substantial Change for reduced fee activity	B	98.00	98.00	MB	98.00	0.00%	98.00	0.00%	01-Apr-12	N/A

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30. Pest Control										
Occupied Property - 1-3 visits	R	60.00	N/A	STD	60.00	0.00%	N/A	N/A	01-Apr-13	N/A
Occupied Property - 1-3 visits Over 65	R	0.00	N/A	STD	0.00	N/A	N/A	N/A	01-Apr-13	N/A
Occupied Property - each additional visit	R	36.00	N/A	STD	36.00	0.00%	N/A	N/A	01-Apr-13	N/A
Rented Property	R	93.60	N/A	STD	93.60	0.00%	N/A	N/A	01-Apr-13	N/A
No Access	R	36.00	N/A	STD	36.00	0.00%	N/A	N/A	01-Apr-13	N/A
31. Contaminated Land										
Contaminated Land										
Residential Enquiries - Per hour (Current Year) Flat Rate (From Jan 2011)	R	60.00	60.00	STD	60.00	0.00%	60.00	0.00%	01-Apr-11	N/A
Commercial Enquiries - Per hour (Current Year) Flat Rate (From Jan 2011)	B	150.00	150.00	STD	150.00	0.00%	150.00	0.00%	01-Apr-13	N/A

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32. 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	N/A
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	N/A
30 mins up to 2hrs, then	M	0.20	0.70	NB	0.20	0.00%	0.70	0.00%	31-Jan-11	N/A
per 20 mins up to maximum stay	M	0.20	0.70	NB	0.20	0.00%	0.70	0.00%	31-Jan-11	N/A
On-Street Parking: (1) Local Centres and ParadesHillingdon 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	N/A
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	N/A
per 20 mins up to maximum stay	M	0.20	0.70	NB	0.20	0.00%	0.70	0.00%	31-Jan-11	N/A

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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	N/A
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	N/A
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	N/A
per 20 mins up to maximum stay	M	0.20	0.60	NB	0.20	0.00%	0.60	0.00%	31-Jan-11	N/A
Parking Schemes										
Heathrow; Hayes (Mount Rd and Nield Rd); Longford; Uxbridge South; Hillingdon Hospital; Cowley (Station Rd and Huxley Cl); 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	N/A
per 30 mins up to maximum stay	M	0.20	0.70	NB	0.20	0.00%	0.70	0.00%	31-Jan-11	N/A
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	N/A

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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	N/A
up to 2 hours (Kingsend South)	M	1.00	1.50	STD	1.00	0.00%	1.50	0.00%	31-Jan-11	N/A
up to 30 mins	M	0.00	0.00	STD	0.00	0.00%	0.00	0.00%	31-Jan-11	N/A
up to 1 hour	M	0.20	1.00	STD	0.20	0.00%	1.00	0.00%	31-Jan-11	N/A
up to 90 mins	M	0.40	1.50	STD	0.40	0.00%	1.50	0.00%	31-Jan-11	N/A
up to 2 hours	M	0.60	1.70	STD	0.60	0.00%	1.70	0.00%	31-Jan-11	N/A
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	N/A
Up to 1 hour	M	0.20	1.00	STD	0.20	0.00%	1.00	0.00%	31-Jan-11	N/A
Up to 90 mins	M	0.40	1.30	STD	0.40	0.00%	1.30	0.00%	31-Jan-11	N/A
Up to 2 hours	M	0.60	1.70	STD	0.60	0.00%	1.70	0.00%	31-Jan-11	N/A
Up to 3 hours	M	1.00	2.50	STD	1.00	0.00%	2.50	0.00%	31-Jan-11	N/A
Up to 4 hours	M	1.80	4.40	STD	1.80	0.00%	4.40	0.00%	31-Jan-11	N/A
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	N/A
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	N/A
per 20 mins up to maximum stay	M	0.20	0.70	STD	0.20	0.00%	0.70	0.00%	31-Jan-11	N/A

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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	N/A
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	N/A
per 20 mins up to maximum stay	M	0.20	0.70	STD	0.20	0.00%	0.70	0.00%	31-Jan-11	N/A
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	N/A
Up to 2 hours	M	1.00	1.50	STD	1.00	0.00%	1.50	0.00%	31-Jan-11	N/A
Up to 3 hours	M	1.20	2.90	STD	1.20	0.00%	2.90	0.00%	31-Jan-11	N/A
Up to 4 hours	M	2.00	4.90	STD	2.00	0.00%	4.90	0.00%	31-Jan-11	N/A
Over 4 hours	M	2.20	5.50	STD	2.20	0.00%	5.50	0.00%	31-Jan-11	N/A
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	N/A
Up to 1 hour	M	0.20	0.70	STD	0.20	0.00%	0.70	0.00%	31-Jan-11	N/A
Up to 90 mins	M	0.40	1.40	STD	0.40	0.00%	1.40	0.00%	31-Jan-11	N/A
Up to 2 hours	M	0.60	2.10	STD	0.60	0.00%	2.10	0.00%	31-Jan-11	N/A
Up to 3 hours	M	1.00	3.00	STD	1.00	0.00%	3.00	0.00%	31-Jan-11	N/A
Up to 4 hours	M	2.00	5.20	STD	2.00	0.00%	5.20	0.00%	31-Jan-11	N/A
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	N/A
Over 9 hours	M	6.20	12.00	STD	6.20	0.00%	12.00	0.00%	31-Jan-11	N/A

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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	N/A
Up to 1 hour	M	0.20	0.70	STD	0.20	0.00%	0.70	0.00%	31-Jan-11	N/A
Up to 90 mins	M	0.40	1.40	STD	0.40	0.00%	1.40	0.00%	31-Jan-11	N/A
Up to 2 hours	M	0.60	2.10	STD	0.60	0.00%	2.10	0.00%	31-Jan-11	N/A
Up to 3 hours	M	1.00	3.50	STD	1.00	0.00%	3.50	0.00%	31-Jan-11	N/A
Up to 4 hours	M	1.80	5.20	STD	1.80	0.00%	5.20	0.00%	31-Jan-11	N/A
Over 4 hours	M	2.00	5.70	STD	2.00	0.00%	5.70	0.00%	31-Jan-11	N/A
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	N/A
Up to 1 hour	M	0.20	0.50	STD	0.20	0.00%	0.50	0.00%	31-Jan-11	N/A
Up to 90 mins	M	0.40	1.00	STD	0.40	0.00%	1.00	0.00%	31-Jan-11	N/A
Up to 2 hours	M	0.60	1.50	STD	0.60	0.00%	1.50	0.00%	31-Jan-11	N/A
Up to 3 hours	M	1.00	2.30	STD	1.00	0.00%	2.30	0.00%	31-Jan-11	N/A
Up to 4 hours	M	2.00	4.50	STD	2.00	0.00%	4.50	0.00%	31-Jan-11	N/A
Up to 6 hours	M	2.60	5.50	STD	2.60	0.00%	5.50	0.00%	31-Jan-11	N/A
Up to 9 hours	M	3.70	8.00	STD	3.70	0.00%	8.00	0.00%	31-Jan-11	N/A
Over 9 hours	M	6.20	11.00	STD	6.20	0.00%	11.00	0.00%	31-Jan-11	N/A
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	N/A
Up to 3 hours	M	2.00	2.40	STD	2.00	0.00%	2.40	0.00%	31-Jan-11	N/A
Up to 4 hours	M	2.50	3.00	STD	2.50	0.00%	3.00	0.00%	31-Jan-11	N/A
Up to 5 hours	M	3.20	4.00	STD	3.20	0.00%	4.00	0.00%	31-Jan-11	N/A
Up to 6 hours	M	4.50	6.80	STD	4.50	0.00%	6.80	0.00%	31-Jan-11	N/A
Up to 8 hours	M	6.50	11.00	STD	6.50	0.00%	11.00	0.00%	31-Jan-11	N/A
Over 8 hours	M	8.50	16.00	STD	8.50	0.00%	16.00	0.00%	31-Jan-11	N/A
Sunday (all day)	M	2.00	2.70	STD	2.00	0.00%	2.70	0.00%	31-Jan-11	N/A
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	N/A
Up to 4 hours	M	1.80	3.00	STD	1.80	0.00%	3.00	0.00%	31-Jan-11	N/A
Over 4 hours	M	3.50	5.50	STD	3.50	0.00%	5.50	0.00%	31-Jan-11	N/A

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Multi-storey Season Tickets and other pre-paid Parking Permits:										
Cedars and Grainges Car Parks At all times (per quarter)	M	300.00	425.00	STD	300.00	0.00%	425.00	0.00%	01-Apr-12	N/A
Cedars and Grainges Car Parks At all times (per half-year)	M	0.00	845.00	STD	0.00	0.00%	845.00	0.00%	01-Apr-12	N/A
Cedars and Grainges Car Parks At all times (annual)	M	1,200.00	1,700.00	STD	1,200.00	0.00%	1,700.00	0.00%	31-Jan-11	N/A
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	N/A
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	N/A
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	N/A

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33. Planning Policy										
Accessible Hillingdon Supplementary Planning Document (SPD) (printed copies)	B	17.00	17.00	STD	17.00	0.00%	17.00	0.00%	07-May-13	N/A
34. Planning Specialists										
Ordinary Watercourse Land Drainage Consent fee	B	50.00	50.00	NB	50.00	0.00%	50.00	0.00%	04-Nov-13	N/A
35. Children's Centres										
Full day care provision										
Nestles Avenue Children's Centre	R	205.00	207.00	EXP	205.00	0.00%	207.00	0.00%	01-Apr-13	N/A
South Ruislip Early Years Centre	R	205.00	207.00	EXP	205.00	0.00%	207.00	0.00%	01-Apr-13	N/A
Uxbridge Early Years Centre	R	205.00	207.00	EXP	205.00	0.00%	207.00	0.00%	01-Apr-13	N/A
Barra Hall Room Hire										
Daytime room hire per hour (9am to 6pm) (concession for voluntary organisations)	M	30.00	30.00	EXP	30.00	0.00%	30.00	0.00%	01-Apr-13	N/A
Daytime room hire per day (9am to 6pm) (concession for voluntary organisations)	M	150.00	150.00	EXP	150.00	0.00%	150.00	0.00%	01-Apr-13	N/A
Evening room hire per hour (concession for voluntary organisations)	M	33.00	33.00	EXP	33.00	0.00%	33.00	0.00%	01-Apr-13	N/A

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Weekend room hire per hour (concession for voluntary organisations)	M	37.50	37.50	EXP	37.50	0.00%	37.50	0.00%	01-Apr-13	N/A
Weekend room hire per day (9am to 6pm) (concession for voluntary organisations)	M	187.50	187.50	EXP	187.50	0.00%	187.50	0.00%	01-Apr-13	N/A
Additional tea / coffee (per mug)	M	0.80	0.80	STD	0.80	0.00%	0.80	0.00%	01-Apr-13	N/A
36. Adult Education And Music Service										
Tuition Fees										
Tuition Fee per Guided Learning Hour –LSC funded provision	R	2.48	4.55	EXP	2.48	0.00%	4.55	0.00%	01-Apr-13	N/A
Tuition Fee per Guided Learning Hour –LBH funded provision	R	2.48	4.55	EXP	2.48	0.00%	4.55	0.00%	01-Apr-13	N/A
Charge for a fully equipped and serviced classroom	M	150.00	150.00	EXP	150.00	0.00%	150.00	0.00%	1 April 2013	N/A
Charge for a fully equipped and serviced classroom	M	100.00	100.00	EXP	100.00	0.00%	100.00	0.00%	1 April 2013	N/A

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Music Service (termly charge)										
Group tuition	R	58.50	60.00	EXP	58.50	0.00%	60.00	0.00%	01-Apr-13	N/A
Individual tuition	R	110.00	112.00	EXP	110.00	0.00%	112.00	0.00%	01-Apr-13	N/A
Saturday Music Centre	R	58.50	60.00	EXP	58.50	0.00%	60.00	0.00%	01-Apr-13	N/A
Evening Activity or Saturday Choir Only	R	33.00	34.00	EXP	33.00	0.00%	34.00	0.00%	01-Apr-13	N/A
Use of Instrument	R	12.00	15.00	EXP	12.00	0.00%	15.00	0.00%	01-Apr-13	N/A
individual 15 minute lesson	R	85.00	85.00	EXP	85.00	0.00%	85.00	0.00%	01-Apr-13	N/A
Music Service (concession)										
Group tuition	R	12.75	13.00	EXP	12.75	0.00%	13.00	0.00%	01-Apr-13	N/A
Individual tuition	R	21.25	21.50	EXP	21.25	0.00%	21.50	0.00%	01-Apr-13	N/A
Saturday Music Centre	R	12.75	13.00	EXP	12.75	0.00%	13.00	0.00%	01-Apr-13	N/A
Evening Activity or Saturday Choir Only	R	9.25	9.50	EXP	9.25	0.00%	9.50	0.00%	01-Apr-13	N/A
Use of Instrument	R	4.10	5.10	EXP	4.10	0.00%	5.10	0.00%	01-Apr-13	N/A
individual 15 minute lesson	R	17.00	17.00	EXP	17.00	0.00%	17.00	0.00%	01-Apr-13	N/A
Music Service (Schools Charges)										
Hourly Charge for School Projects	S	N/A	37.00	NB	N/A	N/A	37.00	0.00%	01-Apr-13	N/A
Hourly Charge for School Projects (to academies)	S	N/A	44.40	STD	N/A	N/A	44.40	0.00%	01-Apr-13	N/A

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37. Young People's Centre										
Charville YPC Northwood YPC South Ruislip YPC										
Hourly Charges										
Council directly managed	M	20.00	20.00	EXP	20.00	0.00%	20.00	0.00%	01-Apr-13	N/A
Affiliated Youth Groups	M	25.00	25.00	EXP	25.00	0.00%	25.00	0.00%	01-Apr-13	N/A
Other voluntary group lettings	M	30.00	30.00	EXP	30.00	0.00%	30.00	0.00%	01-Apr-13	N/A
Other lettings	M	40.00	40.00	EXP	40.00	0.00%	40.00	0.00%	01-Apr-13	N/A
Daily Charges (Up to 8 Hours)										
Council directly managed	M	120.00	120.00	EXP	120.00	0.00%	120.00	0.00%	01-Apr-13	N/A
Affiliated Youth Groups	M	150.00	150.00	EXP	150.00	0.00%	150.00	0.00%	01-Apr-13	N/A
Other voluntary group lettings	M	180.00	180.00	EXP	180.00	0.00%	180.00	0.00%	01-Apr-13	N/A
Other lettings	M	241.00	241.00	EXP	241.00	0.00%	241.00	0.00%	01-Apr-13	N/A
Daily Charges (More than 8 Hours)										
Council directly managed	M	241.00	241.00	EXP	241.00	0.00%	241.00	0.00%	01-Apr-13	N/A
Affiliated Youth Groups	M	301.00	301.00	EXP	301.00	0.00%	301.00	0.00%	01-Apr-13	N/A
Other voluntary group lettings	M	361.00	361.00	EXP	361.00	0.00%	361.00	0.00%	01-Apr-13	N/A
Other lettings	M	481.00	481.00	EXP	481.00	0.00%	481.00	0.00%	01-Apr-13	N/A
Individual Rooms										
Hourly										
Charge for 1 room	M	7.00	7.00	EXP	7.00	0.00%	7.00	0.00%	01-Apr-13	N/A
Small hall	M	10.00	10.00	EXP	10.00	0.00%	10.00	0.00%	01-Apr-13	N/A
Large Hall	M	15.00	15.00	EXP	15.00	0.00%	15.00	0.00%	01-Apr-13	N/A
Daily (up to 8 hours)										
Charge for 1 room	M	40.00	40.00	EXP	40.00	0.00%	40.00	0.00%	01-Apr-13	N/A
Small hall	M	60.00	60.00	EXP	60.00	0.00%	60.00	0.00%	01-Apr-13	N/A

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Large Hall	M	90.00	90.00	EXP	90.00	0.00%	90.00	0.00%	01-Apr-13	N/A
Daily (more than 8 hours)										
Charge for 1 room	M	80.00	80.00	EXP	80.00	0.00%	80.00	0.00%	01-Apr-13	N/A
Small hall	M	120.00	120.00	EXP	120.00	0.00%	120.00	0.00%	01-Apr-13	N/A
Large Hall	M	180.00	180.00	EXP	180.00	0.00%	180.00	0.00%	01-Apr-13	N/A
West Drayton YPC										
Hourly charges										
Council directly managed	M	21.00	21.00	EXP	21.00	0.00%	21.00	0.00%	01-Apr-13	N/A
Affiliated Youth Groups	M	26.00	26.00	EXP	26.00	0.00%	26.00	0.00%	01-Apr-13	N/A
Other voluntary group lettings	M	31.00	31.00	EXP	31.00	0.00%	31.00	0.00%	01-Apr-13	N/A
Other lettings	M	41.00	41.00	EXP	41.00	0.00%	41.00	0.00%	01-Apr-13	N/A
Daily Charges (UP to 8 HOURS)										
Council directly managed	M	124.00	124.00	EXP	124.00	0.00%	124.00	0.00%	01-Apr-13	N/A
Affiliated Youth Groups	M	155.00	155.00	EXP	155.00	0.00%	155.00	0.00%	01-Apr-13	N/A
Other voluntary group lettings	M	186.00	186.00	EXP	186.00	0.00%	186.00	0.00%	01-Apr-13	N/A
Other lettings	M	248.00	248.00	EXP	248.00	0.00%	248.00	0.00%	01-Apr-13	N/A

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Daily Charges (More than 8 HOURS)										
Council directly managed	M	248.00	248.00	EXP	248.00	0.00%	248.00	0.00%	01-Apr-13	N/A
Affiliated Youth Groups	M	310.00	310.00	EXP	310.00	0.00%	310.00	0.00%	01-Apr-13	N/A
Other voluntary group lettings	M	372.00	372.00	EXP	372.00	0.00%	372.00	0.00%	01-Apr-13	N/A
Other lettings	M	496.00	496.00	EXP	496.00	0.00%	496.00	0.00%	01-Apr-13	N/A
Individual Rooms										
Hourly										
Charge for 1 room	M	7.00	7.00	EXP	7.00	0.00%	7.00	0.00%	01-Apr-13	N/A
Small hall	M	10.00	10.00	EXP	10.00	0.00%	10.00	0.00%	01-Apr-13	N/A
Large Hall	M	16.00	16.00	EXP	16.00	0.00%	16.00	0.00%	01-Apr-13	N/A
Daily (up to 8 hours)										
Charge for 1 room	M	41.00	41.00	EXP	41.00	0.00%	41.00	0.00%	01-Apr-13	N/A
Small hall	M	62.00	62.00	EXP	62.00	0.00%	62.00	0.00%	01-Apr-13	N/A
Large Hall	M	93.00	93.00	EXP	93.00	0.00%	93.00	0.00%	01-Apr-13	N/A
Daily (more than 8 hours)										
Charge for 1 room	M	83.00	83.00	EXP	83.00	0.00%	83.00	0.00%	01-Apr-13	N/A
Small hall	M	124.00	124.00	EXP	124.00	0.00%	124.00	0.00%	01-Apr-13	N/A
Large Hall	M	186.00	186.00	EXP	186.00	0.00%	186.00	0.00%	01-Apr-13	N/A
Harlington YPC										
Hourly										
Council directly managed	M	16.00	16.00	EXP	16.00	0.00%	16.00	0.00%	01-Apr-13	N/A
Affiliated Youth Groups	M	20.00	20.00	EXP	20.00	0.00%	20.00	0.00%	01-Apr-13	N/A
Other voluntary group lettings	M	24.00	24.00	EXP	24.00	0.00%	24.00	0.00%	01-Apr-13	N/A
Other lettings	M	32.00	32.00	EXP	32.00	0.00%	32.00	0.00%	01-Apr-13	N/A
Daily (up to 8 hours)										
Council directly managed	M	97.00	97.00	EXP	97.00	0.00%	97.00	0.00%	01-Apr-13	N/A
Affiliated Youth Groups	M	122.00	122.00	EXP	122.00	0.00%	122.00	0.00%	01-Apr-13	N/A

Type
B - Buisness R - Resident
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Type of Fee/Charge	Type	Current Charges Residents £	Current Charges Non-Residents £	Vat Status	Proposed Charges Residents £	% Increase	Proposed Charges Non Residents £	% Increase	Date of last change to charge	Effective Date
Other voluntary group lettings	M	146.00	146.00	EXP	146.00	0.00%	146.00	0.00%	01-Apr-13	N/A
Other lettings	M	194.00	194.00	EXP	194.00	0.00%	194.00	0.00%	01-Apr-13	N/A
Daily (more than 8 hours)										
Council directly managed	M	194.00	194.00	EXP	194.00	0.00%	194.00	0.00%	01-Apr-13	N/A
Affiliated Youth Groups	M	243.00	243.00	EXP	243.00	0.00%	243.00	0.00%	01-Apr-13	N/A
Other voluntary group lettings	M	292.00	292.00	EXP	292.00	0.00%	292.00	0.00%	01-Apr-13	N/A
Other lettings	M	389.00	389.00	EXP	389.00	0.00%	389.00	0.00%	01-Apr-13	N/A
Individual Rooms										
Hourly										
Charge for 1 room	M	5.00	5.00	EXP	5.00	0.00%	5.00	0.00%	01-Apr-13	N/A
Small hall	M	8.00	8.00	EXP	8.00	0.00%	8.00	0.00%	01-Apr-13	N/A
Large Hall	M	12.00	12.00	EXP	12.00	0.00%	12.00	0.00%	01-Apr-13	N/A
Daily (up to 8 hours)										
Charge for 1 room	M	32.00	32.00	EXP	32.00	0.00%	32.00	0.00%	01-Apr-13	N/A
Small hall	M	49.00	49.00	EXP	49.00	0.00%	49.00	0.00%	01-Apr-13	N/A
Large Hall	M	73.00	73.00	EXP	73.00	0.00%	73.00	0.00%	01-Apr-13	N/A
Daily (more than 8 hours)										
Charge for 1 room	M	65.00	65.00	EXP	65.00	0.00%	65.00	0.00%	01-Apr-13	N/A
Small hall	M	97.00	97.00	EXP	97.00	0.00%	97.00	0.00%	01-Apr-13	N/A
Large Hall	M	146.00	146.00	EXP	146.00	0.00%	146.00	0.00%	01-Apr-13	N/A

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Ruislip YPC										
Hourly										
Council directly managed	M	16.00	16.00	EXP	16.00	0.00%	16.00	0.00%	01-Apr-13	N/A
Affiliated Youth Groups	M	20.00	20.00	EXP	20.00	0.00%	20.00	0.00%	01-Apr-13	N/A
Other voluntary group lettings	M	24.00	24.00	EXP	24.00	0.00%	24.00	0.00%	01-Apr-13	N/A
Other lettings	M	32.00	32.00	EXP	32.00	0.00%	32.00	0.00%	01-Apr-13	N/A
Daily (up to 8 hours)										
Council directly managed	M	95.00	95.00	EXP	95.00	0.00%	95.00	0.00%	01-Apr-13	N/A
Affiliated Youth Groups	M	118.00	118.00	EXP	118.00	0.00%	118.00	0.00%	01-Apr-13	N/A
Other voluntary group lettings	M	142.00	142.00	EXP	142.00	0.00%	142.00	0.00%	01-Apr-13	N/A
Other lettings	M	189.00	189.00	EXP	189.00	0.00%	189.00	0.00%	01-Apr-13	N/A
Daily (more than 8 hours)										
Council directly managed	M	189.00	189.00	EXP	189.00	0.00%	189.00	0.00%	01-Apr-13	N/A
Affiliated Youth Groups	M	237.00	237.00	EXP	237.00	0.00%	237.00	0.00%	01-Apr-13	N/A
Other voluntary group lettings	M	284.00	284.00	EXP	284.00	0.00%	284.00	0.00%	01-Apr-13	N/A
Other lettings	M	379.00	379.00	EXP	379.00	0.00%	379.00	0.00%	01-Apr-13	N/A
Individual Rooms										
Hourly										
Charge for 1 room	M	5.00	5.00	EXP	5.00	0.00%	5.00	0.00%	01-Apr-13	N/A
Small hall	M	8.00	8.00	EXP	8.00	0.00%	8.00	0.00%	01-Apr-13	N/A
Large Hall	M	12.00	12.00	EXP	12.00	0.00%	12.00	0.00%	01-Apr-13	N/A

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Type of Fee/Charge	Type	Current Charges Residents £	Current Charges Non-Residents £	Vat Status	Proposed Charges Residents £	% Increase	Proposed Charges Non Residents £	% Increase	Date of last change to charge	Effective Date
Daily (up to 8 hours)										
Charge for 1 room	M	32.00	32.00	EXP	32.00	0.00%	32.00	0.00%	01-Apr-13	N/A
Small hall	M	47.00	47.00	EXP	47.00	0.00%	47.00	0.00%	01-Apr-13	N/A
Large Hall	M	71.00	71.00	EXP	71.00	0.00%	71.00	0.00%	01-Apr-13	N/A
Daily (more than 8 hours)										
Charge for 1 room	M	63.00	63.00	EXP	63.00	0.00%	63.00	0.00%	01-Apr-13	N/A
Small hall	M	95.00	95.00	EXP	95.00	0.00%	95.00	0.00%	01-Apr-13	N/A
Large Hall	M	142.00	142.00	EXP	142.00	0.00%	142.00	0.00%	01-Apr-13	N/A
Fountain Mills YPC										
Hourly										
Council directly managed	M	20.00	20.00	EXP	20.00	0.00%	20.00	0.00%	01-Apr-13	N/A
Affiliated Youth Groups	M	26.00	26.00	EXP	26.00	0.00%	26.00	0.00%	01-Apr-13	N/A
Other voluntary group lettings	M	31.00	31.00	EXP	31.00	0.00%	31.00	0.00%	01-Apr-13	N/A
Other lettings	M	41.00	41.00	EXP	41.00	0.00%	41.00	0.00%	01-Apr-13	N/A
Daily (up to 8 hours)										
Council directly managed	M	123.00	123.00	EXP	123.00	0.00%	123.00	0.00%	01-Apr-13	N/A
Affiliated Youth Groups	M	153.00	153.00	EXP	153.00	0.00%	153.00	0.00%	01-Apr-13	N/A
Other voluntary group lettings	M	184.00	184.00	EXP	184.00	0.00%	184.00	0.00%	01-Apr-13	N/A
Other lettings	M	245.00	245.00	EXP	245.00	0.00%	245.00	0.00%	01-Apr-13	N/A

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Type of Fee/Charge	Type	Current Charges Residents £	Current Charges Non-Residents £	Vat Status	Proposed Charges Residents £	% Increase	Proposed Charges Non Residents £	% Increase	Date of last change to charge	Effective Date
Daily (more than 8 hours)										
Council directly managed	M	245.00	245.00	EXP	245.00	0.00%	245.00	0.00%	01-Apr-13	N/A
Affiliated Youth Groups	M	306.00	306.00	EXP	306.00	0.00%	306.00	0.00%	01-Apr-13	N/A
Other voluntary group lettings	M	368.00	368.00	EXP	368.00	0.00%	368.00	0.00%	01-Apr-13	N/A
Other lettings	M	490.00	490.00	EXP	490.00	0.00%	490.00	0.00%	01-Apr-13	N/A
Individual Rooms										
Hourly										
Charge for 1 room	M	7.00	7.00	EXP	7.00	0.00%	7.00	0.00%	01-Apr-13	N/A
Small hall	M	10.00	10.00	EXP	10.00	0.00%	10.00	0.00%	01-Apr-13	N/A
Large Hall	M	15.00	15.00	EXP	15.00	0.00%	15.00	0.00%	01-Apr-13	N/A
Daily (up to 8 hours)										
Charge for 1 room	M	41.00	41.00	EXP	41.00	0.00%	41.00	0.00%	01-Apr-13	N/A
Small hall	M	61.00	61.00	EXP	61.00	0.00%	61.00	0.00%	01-Apr-13	N/A
Large Hall	M	92.00	92.00	EXP	92.00	0.00%	92.00	0.00%	01-Apr-13	N/A
Daily (more than 8 hours)										
Charge for 1 room	M	82.00	82.00	EXP	82.00	0.00%	82.00	0.00%	01-Apr-13	N/A
Small hall	M	123.00	123.00	EXP	123.00	0.00%	123.00	0.00%	01-Apr-13	N/A
Large Hall	M	184.00	184.00	EXP	184.00	0.00%	184.00	0.00%	01-Apr-13	N/A

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38. FIESTA										
FIESTA in the Park - SY 7+	M	0.00	0.00	EXP	0.00	0.00%	0.00	0.00%	01-Apr-13	N/A
Summer Action - SY 4-	M	25.00	25.00	EXP	25.00	0.00%	25.00	0.00%	01-Apr-13	N/A
Summer Action - SY 6-	M	25.00	25.00	EXP	25.00	0.00%	25.00	0.00%	01-Apr-13	N/A
Summer Action - SY 8-	M	25.00	25.00	EXP	25.00	0.00%	25.00	0.00%	01-Apr-13	N/A
Summer Action - SY 10	M	25.00	25.00	EXP	25.00	0.00%	25.00	0.00%	01-Apr-13	N/A
Summer Action Sparks - SY 8+	M	25.00	25.00	EXP	25.00	0.00%	25.00	0.00%	01-Apr-13	N/A
Fashion School - SY 8+	M	62.50	62.50	EXP	62.50	0.00%	62.50	0.00%	01-Apr-13	N/A
Mural Design - SY 8+	M	25.00	25.00	EXP	25.00	0.00%	25.00	0.00%	01-Apr-13	N/A
Street Art - SY 8+	M	31.25	31.25	EXP	31.25	0.00%	31.25	0.00%	01-Apr-13	N/A
Digital Photography - SY 8+	M	25.00	25.00	EXP	25.00	0.00%	25.00	0.00%	01-Apr-13	N/A
Film Production - SY 8+	M	25.00	25.00	EXP	25.00	0.00%	25.00	0.00%	01-Apr-13	N/A
Radio Broadcasting - SY 8+	M	25.00	25.00	EXP	25.00	0.00%	25.00	0.00%	01-Apr-13	N/A
Web Communications and Design - SY 8+	M	25.00	25.00	EXP	25.00	0.00%	25.00	0.00%	01-Apr-13	N/A
Drama and Improvisation - SY 8+	M	25.00	25.00	EXP	25.00	0.00%	25.00	0.00%	01-Apr-13	N/A
Advanced Drama and Improvisation - SY 8+	M	25.00	25.00	EXP	25.00	0.00%	25.00	0.00%	01-Apr-13	N/A
Musical Theatre - SY 8+	M	25.00	25.00	EXP	25.00	0.00%	25.00	0.00%	01-Apr-13	N/A
Recording Studio Production - SY 8+	M	25.00	25.00	EXP	25.00	0.00%	25.00	0.00%	01-Apr-13	N/A

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Rock School - SY 8+	M	62.50	62.50	EXP	62.50	0.00%	62.50	0.00%	01-Apr-13	N/A
Street Dance - SY 8+	M	20.00	20.00	EXP	20.00	0.00%	20.00	0.00%	01-Apr-13	N/A
Street Dance (Advanced) - SY 8+	M	20.00	20.00	EXP	20.00	0.00%	20.00	0.00%	01-Apr-13	N/A
Urban Vocal Performance - SY 8+	M	25.00	25.00	EXP	25.00	0.00%	25.00	0.00%	01-Apr-13	N/A
Bollywood Dance - SY 8+	M	25.00	25.00	EXP	25.00	0.00%	25.00	0.00%	01-Apr-13	N/A
Make Up and Beauty Techniques - SY 8+	M	25.00	25.00	EXP	25.00	0.00%	25.00	0.00%	01-Apr-13	N/A
Advanced Make Up and Beauty Techniques - SY 8+	M	25.00	25.00	EXP	25.00	0.00%	25.00	0.00%	01-Apr-13	N/A
Babysitting - SY 11	M	31.25	31.25	EXP	31.25	0.00%	31.25	0.00%	01-Apr-13	N/A
Careers: What Next? - SY 11	M	0.00	0.00	EXP	0.00	0.00%	0.00	0.00%	01-Apr-13	N/A
Event Management - SY 8+	M	25.00	25.00	EXP	25.00	0.00%	25.00	0.00%	01-Apr-13	N/A
Food Hygiene Certificate - SY 8+	M	6.25	6.25	EXP	6.25	0.00%	6.25	0.00%	01-Apr-13	N/A
Hairdressing - SY 8+	M	25.00	25.00	EXP	25.00	0.00%	25.00	0.00%	01-Apr-13	N/A
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-13	N/A
Motor Vehicle Maintenance - SY 8+	M	25.00	25.00	EXP	25.00	0.00%	25.00	0.00%	01-Apr-13	N/A
Motor Vehicle Maintenance (Advanced) - SY 8+	M	25.00	25.00	EXP	25.00	0.00%	25.00	0.00%	01-Apr-13	N/A
Office Skills - SY 11	M	25.00	25.00	EXP	25.00	0.00%	25.00	0.00%	01-Apr-13	N/A
British Sign Language - SY 8+	M	25.00	25.00	EXP	25.00	0.00%	25.00	0.00%	01-Apr-13	N/A

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Cycling Proficiency - SY 6+	M	0.00	0.00	EXP	0.00	0.00%	0.00	0.00%	01-Apr-13	N/A
Driving Theory Test (Introduction to) - SY 8+	M	6.25	6.25	EXP	6.25	0.00%	6.25	0.00%	01-Apr-13	N/A
English as a Second Language (ESOL) - SY 8+	M	25.00	25.00	EXP	25.00	0.00%	25.00	0.00%	01-Apr-13	N/A
First Aid Skills (Introduction to) - SY 8+	M	6.25	6.25	EXP	6.25	0.00%	6.25	0.00%	01-Apr-13	N/A
First Aid: Appointed Person (Advanced) - SY 11	M	6.25	6.25	EXP	6.25	0.00%	6.25	0.00%	01-Apr-13	N/A
Hillingdon's Young Master Chef - SY 8+	M	6.25	6.25	EXP	6.25	0.00%	6.25	0.00%	01-Apr-13	N/A
International Cooking Skills - SY 8+	M	25.00	25.00	EXP	25.00	0.00%	25.00	0.00%	01-Apr-13	N/A
Massage and Aromatherapy - SY 8+	M	25.00	25.00	EXP	25.00	0.00%	25.00	0.00%	01-Apr-13	N/A
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-13	N/A

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39 Garages										
Garages	R	11.44	N/A	STD	11.89	3.92%	N/A	N/A	01-Apr-13	07-Apr-14
Car Ports	R	7.66	N/A	STD	7.96	3.92%	N/A	N/A	01-Apr-13	07-Apr-14
Hard Standings/ Parking Spaces	R	4.40	N/A	STD	4.57	3.92%	N/A	N/A	01-Apr-13	07-Apr-14

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Type of Fee / Charge (charges are per week unless otherwise stated)	Type	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
40. Housing									
Colne Park Caravan Site:									
Main Rental Charge - Single Plot	R	126.63	133.31	5.28%	126.63	131.59	5.28%	01-Apr-13	07-Apr-14
Main Rental Charge - Double Plot	R	221.55	231.75	4.60%	221.55	230.24	4.60%	01-Apr-13	07-Apr-14
Water Single Plot	R	5.47	5.72	4.60%	5.47	5.72	4.60%	01-Apr-13	07-Apr-14
Water Double Plot	R	9.57	10.00	4.53%	9.57	10.00	4.53%	01-Apr-13	07-Apr-14
Personal Use Electricity Charge per kwh	R	0.10	0.11	11.69%	0.10	0.11	11.69%	01-Apr-13	07-Apr-14
Communal Electric charge per week	R	0.22	0.24	9.66%	0.22	0.24	9.66%	01-Apr-13	07-Apr-14
Chemical Toilet Charge	R	5.50	5.70	3.70%	5.50	5.70	3.70%	01-Apr-13	07-Apr-14
Private Sector Housing (Fixed fees):									
Private Sector Enforcement Notice	R	300.00	300.00	0.00%	300.00	300.00	0.00%	01-Apr-13	N/A
HMO licensing	R	311.00	311.00	0.00%	480.00	311.00	0.00%	01-Apr-13	N/A
Works in default	R	N/A		N/A	Full Cost Recovery		N/A	01-Apr-09	N/A
Agency Charge for Disabled Facility Grants (percentage is applied to cost of works)	R	16.50%	16.50%	0.00%	16.50%	16.50%	0.00%	01-Apr-13	N/A

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Homelessness (set to recover costs up to HB threshold levels):									
Temporary Accommodation	R	150.00	150.00	0.00%	375.00	375.00	0.00%	01-Apr-10	N/A
Bed & Breakfast	R	150.00	150.00	0.00%	375.00	375.00	0.00%	01-Apr-10	N/A
HRA Council dwelling rents:									
HRA Council dwelling rents (average)	R	104.55	108.65	3.92%	104.55	108.65	3.92%	01-Apr-13	07-Apr-14
Flats/Maisonettes 1 bed	R	86.15	90.77	5.36%	86.15	90.77	5.36%	01-Apr-13	07-Apr-14
Flats/Maisonettes 2 beds	R	97.57	102.26	4.81%	97.57	102.26	4.81%	01-Apr-13	07-Apr-14
Flats/Maisonettes 3+ beds	R	112.17	117.02	4.32%	112.17	117.02	4.32%	01-Apr-13	07-Apr-14
Houses/Bungalows 1 bed	R	95.97	99.71	3.90%	95.97	99.71	3.90%	01-Apr-13	07-Apr-14
Houses/Bungalows 2 beds	R	111.39	115.15	3.38%	111.39	115.15	3.38%	01-Apr-13	07-Apr-14
Houses/Bungalows 3 beds	R	125.66	128.91	2.59%	125.66	128.91	2.59%	01-Apr-13	07-Apr-14
Houses/Bungalows 4+ beds	R	137.92	143.99	4.40%	137.92	143.99	4.40%	01-Apr-13	07-Apr-14
HRA Commerical Income:									
Garages	R	11.44	11.89	3.92%	11.44	11.89	3.92%	01-Apr-13	07-Apr-14
Car Ports	R	7.66	7.96	3.92%	7.66	7.96	3.92%	01-Apr-13	07-Apr-14
Hard Standings/ Parking Spaces	R	4.40	4.57	3.92%	4.40	4.57	3.92%	01-Apr-13	07-Apr-14

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Type of Fee / Charge (charges are per week unless otherwise stated)	Type	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 Ancillary Charges:									
Grounds Maintenance	R	£1.11 to £3.61	£1.22 to £3.97	10.00%	£1.11 to £3.61	£1.22 to £3.97	10.00%	01-Apr-13	07-Apr-14
CCTV Maintenance Charge	R	0.66	0.71	7.77%	0.66	0.71	7.77%	01-Apr-13	07-Apr-14
Door Entry	R	0.24	0.25	5.94%	0.24	0.25	5.94%	01-Apr-13	07-Apr-14
Window Cleaning	R	0.27	0.28	4.96%	0.27	0.28	4.96%	01-Apr-13	07-Apr-14
Caretaking Band - A	R	10.26	10.64	3.70%	10.26	10.64	3.70%	01-Apr-13	07-Apr-14
Caretaking Band - B	R	6.67	6.92	3.76%	6.67	6.92	3.76%	01-Apr-13	07-Apr-14
Caretaking Band - C	R	4.62	4.79	3.75%	4.62	4.79	3.75%	01-Apr-13	07-Apr-14
Caretaking Band - D	R	3.59	3.73	3.73%	3.59	3.73	3.73%	01-Apr-13	07-Apr-14
Caretaking Band - E	R	2.57	2.66	3.70%	2.57	2.66	3.70%	01-Apr-13	07-Apr-14
Caretaking Band - F	R	1.54	1.60	3.96%	1.54	1.60	3.96%	01-Apr-13	07-Apr-14
Sheltered Housing	R	5.13	5.32	3.70%	5.13	5.32	3.70%	01-Apr-13	07-Apr-14
Queens Lodge	R	6.46	6.70	3.72%	6.46	6.70	3.72%	01-Apr-13	07-Apr-14
Additional Refuse Collection	R	1.99	2.07	3.77%	1.99	2.07	3.77%	01-Apr-13	07-Apr-14
HRA Energy Charges:									
Communal Electric	R	1.43	1.56	9.00%	1.43	1.56	9.00%	01-Apr-13	07-Apr-14
Sheltered Heating - Communal Element	R	3.10	3.39	9.47%	3.10	3.39	9.47%	01-Apr-13	07-Apr-14
Sheltered Heating - Property Element	R	£4.85 to £8.36	£5.31 to £9.15	9.50%	£4.85 to £8.36	£5.31 to £9.15	9.50%	01-Apr-13	07-Apr-14
District Heating - Communal Element	R	£1.19 to £3.74	£1.30 to £4.10	9.50%	£1.19 to £3.74	£1.30 to £4.10	9.50%	01-Apr-13	07-Apr-14
District Heating - Property Element	R	£5.34 to £12.93	£5.85 to £14.16	9.50%	£5.34 to £12.93	£5.85 to £14.16	9.50%	01-Apr-13	07-Apr-14

TYPE
B-Buisness R-Resident
M-Mixed C-Concession

VAT Status
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EXP-Exempt
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Type of Fee / Charge (charges are per week unless otherwise stated)	Type	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
Extra Care Housing Accommodation:									
Management Support Charge	R	23.36	24.23	3.72%	23.36	24.23	3.72%	01-Apr-13	07-Apr-14
Electric Scooter charging point		£5.15 per month	£5.60 per month	8.70%	£5.15 per month	£5.60 per month	8.70%	01-Apr-13	07-Apr-14
Optional Services									
Gardening Service - Hedge Cutting standard frequency		39.50	39.50	0.00%	39.50	39.50	0.00%	01-Apr-12	N/A
Lawn mowing - standard frequency		197.51	197.51	0.00%	197.51	197.51	0.00%	01-Apr-12	N/A
Bed maintenance - standard frequency		26.33	26.33	0.00%	26.33	26.33	0.00%	01-Apr-12	N/A
Hedge cutting - increased frequency		65.83	65.83	0.00%	65.83	65.83	0.00%	01-Apr-12	N/A
Lawn mowing - increased frequency		296.26	296.26	0.00%	296.26	296.26	0.00%	01-Apr-12	N/A
Bed maintenance - increased frequency		59.25	59.25	0.00%	59.25	59.25	0.00%	01-Apr-12	N/A
Rechargebale repairs		at cost	at cost		at cost	at cost			N/A
Handy Person - Replacing lamps in light fitting for tenants over 60 and with disability		at cost	at cost		at cost	at cost			N/A
Qualifying repairs - on request or leaving a property		Voluntary £10 contribution plus the cost of materials used.	Voluntary £10 contribution plus the cost of materials used.		Voluntary £10 contribution plus the cost of materials used.	Voluntary £10 contribution plus the cost of materials used.			N/A

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41. Children and Young People's Services										
Asylum Service (per month)										
Asylum Service Charges for 18+	R	OTS	5.00	5.00	0.00%	5.00	5.00	0.00%	01-Feb-11	N/A
Asylum rental contribution Charges for 18+	R	OTS	75.00	75.00	0.00%	75.00	75.00	0.00%	01-Feb-11	N/A
42. Adult Social Care										
Home care:										
Per hour	R	OTS	Nil	0	0.00%	14.40	14.40	0.00%	09-Apr-12	N/A
TeleCareLine (TCL):										
Level 1	R	OTS	0.00	0.00	0.00%	1.13	1.13	0.00%	01-Apr-05	N/A
Level 2		OTS	0.00	0.00	0.00%	5.00	5.00	0.00%	01-Apr-11	N/A
Level 3		OTS	0.00	0.00	0.00%	8.50	8.50	0.00%	01-Apr-11	N/A
Level 4		OTS	0.00	0.00	0.00%	12.00	12.00	0.00%	01-Apr-11	N/A
Over 80's exempt		OTS	N/A	0.00	0.00%	N/A	0.00	0.00%		07-Apr-14
Meals on wheels (per meal):										
Daily delivery	R	OTS	2.80	2.80	0.00%	2.80	2.80	0.00%	05-Apr-10	N/A
Frozen meals weekly/fortnightly	R	OTS	2.80	2.80	0.00%	2.80	2.80	0.00%	05-Apr-10	N/A
Lunch club dining centre meal	R	OTS	2.80	2.80	0.00%	2.80	2.80	0.00%	05-Apr-10	N/A
Day centre meal	R	OTS	2.80	2.80	0.00%	2.80	2.80	0.00%	05-Apr-10	N/A

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Type of Fee / Charge (charges are per week unless otherwise stated)	Type	VAT Status	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
Respite (Residential) Care:										
Young Adults (18-25)	R	OTS	Nil	0.00	0.00%	64.30	66.03	2.69%	08-Apr-13	07-Apr-14
Adults (25-60)	R	OTS	Nil	0.00	0.00%	79.20	81.33	2.69%	08-Apr-13	07-Apr-14
Older People (over 60)	R	OTS	Nil	0.00	0.00%	119.20	122.41	2.69%	08-Apr-13	07-Apr-14
Permanent (Residential) Care:										
Young Adults (18-25)	R	OTS	64.30	66.03	2.69%	No Max	No Max	0.00%	08-Apr-13	N/A
Adults (25-60)	R	OTS	79.20	81.33	2.69%	No Max	No Max	0.00%	08-Apr-13	N/A
Older People (over 60)	R	OTS	121.90	125.19	2.70%	No Max	No Max	0.00%	08-Apr-13	N/A
Colham Road:										
under 25	R	OTS	63.80	65.52	2.70%	2,138.36	2,138.36	0.00%	08-Apr-13	N/A
over 25	R	OTS	78.70	80.82	2.69%	2,138.36	2,138.36	0.00%	08-Apr-13	N/A
Merrimans House:										
Full board: under 25	R	OTS	63.80	65.52	1.92%	1,672.02	1,672.02	0.00%	08-Apr-13	N/A
Full board: over 25	R	OTS	78.70	80.82	1.75%	1,672.02	1,672.02	0.00%	08-Apr-13	N/A
Respite: under 25	R	OTS	Nil	0.00	0.00%	61.53	63.19	2.70%	09-Apr-12	07-Apr-14
Respite: over 25	R	OTS	Nil	0.00	0.00%	76.93	79.00	2.69%	09-Apr-12	07-Apr-14
Hatton Grove:										
under 25	R	OTS	63.80	65.52	2.70%	1,632.40	1,632.40	0.00%	08-Apr-13	N/A
over 25	R	OTS	78.70	80.82	2.69%	1,632.40	1,632.40	0.00%	08-Apr-13	N/A

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Type of Fee / Charge (charges are per week unless otherwise stated)	Type	VAT Status	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
Merchiston House:										
under 25	R	OTS	63.80	65.52	2.70%	2,634.10	2,634.10	0.00%	08-Apr-13	N/A
over 25	R	OTS	78.70	80.82	2.69%	2,634.10	2,634.10	0.00%	08-Apr-13	N/A
Chapel Lane:										
under 25	R	OTS	63.80	65.52	2.70%	1,138.13	1,138.13	0.00%	08-Apr-13	N/A
over 25	R	OTS	78.70	80.82	2.69%	1,138.13	1,138.13	0.00%	08-Apr-13	N/A
Fully staffed supported housing unit:										
Goshawk Gardens	R	OTS	13.80	13.80	0.00%	852.60	852.60	0.00%	08-Apr-13	N/A
236 Swakeleys Road	R	OTS	13.80	13.80	0.00%	852.60	852.60	0.00%	08-Apr-13	N/A
Other Accommodation:										
Supported Accommodation	R	OTS	0.00	0.00	0.00%	No Max	No Max	0.00%	04-Apr-11	N/A
Adult Care Scheme	R	OTS	0.00	0.00	0.00%	No Max	No Max	0.00%	04-Apr-11	N/A
Learning Disability Day & Resource Services (per day):										
Phoenix	R	OTS	Nil	0.00	0.00%	85.00	85.00	0.00%	08-Apr-13	N/A
Challenging Behaviour	R	OTS	Nil	0.00	0.00%	85.00	85.00	0.00%	08-Apr-13	N/A
Woodside	R	OTS	Nil	0.00	0.00%	46.70	46.70	0.00%	08-Apr-13	N/A
Resource Service	R	OTS	Nil	0.00	0.00%	85.00	85.00	0.00%	08-Apr-13	N/A
Older People (per day):										
Grassy Meadow	OP	OTS	Nil	0.00	0.00%	49.00	49.00	0.00%	08-Apr-13	N/A
Asha	OP	OTS	Nil	0.00	0.00%	49.00	49.00	0.00%	08-Apr-13	N/A
Poplar Farm	OP	OTS	Nil	0.00	0.00%	49.00	49.00	0.00%	08-Apr-13	N/A
Asian Carers Grant Respite (Day Care)	OP	OTS	Nil	0.00	0.00%	49.00	49.00	0.00%	08-Apr-13	N/A
Poplar Farm Saturday Service	OP	OTS	Nil	0.00	0.00%	80.50	49.00	-39.13%	08-Apr-13	07-Apr-14

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Type of Fee / Charge (charges are per week unless otherwise stated)	Type	VAT Status	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
Personal Budgets (PB)										
Maximum Financial contribution	R	OTS	Nil	0.00	0.00%	100% of PB	100% of PB	0.00%	09-Apr-12	N/A
Client Financial Affairs (CFA)										
Management charge (Per Hour)	R	OTS	36.00	36.00	0.00%	36.00	36.00	0.00%	09-Apr-12	N/A

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Appendix 13 - Comments on the budget from the Policy Overview Committees

Policy Overview Committees are an integral part of the consultation on the Cabinet's budget proposals each year. This opportunity enables Councillors, who are not in the Cabinet, to provide input or comment on aspects of the budget for the ensuing year.

The Corporate Services & Partnerships Policy Overview Committee met on 4 February 2014 to consider and coordinate all Policy Overview Committee comments and recommended them to Cabinet as set out below:

	Budget remit	**Comments**
Corporate Services & Partnerships - **14 January 2014**	*Administration and Finance Directorates and Residents Services (Asset Management).* *Consideration of Voluntary Sector Grants.*	The Committee noted how successful the BID Programme had been in restructuring the way that the Council was run to make it more efficient and deliver an improved level of services to residents at a lower cost. Members also noted that the Council was embarking on a £382m capital programme including schools, new youth centres, a theatre and a museum. Within the Administration and Finance directorates fees had continued to be frozen, mostly at the same levels they have been since 2011. Members acknowledged that the delivery of services to residents of the Borough was not being affected by the savings which the Council was making.
Children, Young People and Learning – **15 January 2014**	*Residents Services (Education Policy & Standards) & Children & Young People's Services*	The Committee welcomed the budget report and commended officers' work to retain a high-quality service in this challenging financial environment. The Committee was particularly supportive of the Council's schools expansions programme and the ongoing work to ensure that every child in the Borough had a school place. Members were eager that the "bulge" continued to be monitored both at primary and secondary levels so that future generations of children could be ensured of access to high-quality educational facilities. Although the Council's attempts to make efficiency savings through the review of looked after children placements was supported by the Committee, Members wished to emphasise that the primary focus in this area should be on securing the right, rather than the cheapest, placement.

Residents' & Environmental Services – **21 January 2014**	*Residents Services (Public Safety, Policy & Community Engagement) Green Spaces & Culture, Highways & Business Services)*	The Committee wished to congratulate officers on the budget which had kept the full range of the Council's services on track despite the considerable cuts being faced. Members were particularly pleased to see that funds had been set aside for renovations to the grade 2 listed Uxbridge Cemetery Gatehouse. This was an area of great interest to the Committee and had made up a significant proportion of the recent review into the Borough's cemeteries.
Social Services, Housing & Public Health – **29 January 2014**	*Adult Social Care and Residents Services (Housing / Public Health)*	The Committee noted the various budget proposals and welcomed the work of the Council in this demanding and complex area. In particular, the Committee was encouraged by the effective use of zero based budgeting and ongoing work in relation to the preventative agenda so that informed decisions were taken to mitigate future risks. The Committee acknowledged there may be a number of potential barriers in relation to the implementation of the Care Bill given the details which are still emerging, but were reassured that the Council's Programme Board had been established to examine the impact of the Bill on Hillingdon. The Committee were concerned about the overspend particularly in relation to Bed and Breakfast accommodation, but welcomed the ongoing work being conducted through the Hillingdon Improvement Programme to bring this back to sustainable levels. The Committee also congratulated officers on their market development work, in recognising the need for affordable housing and the actions that were being taken to increase this provision. Additionally, the Committee noted the successful redesign of services and the emphasis placed on the risk stratification process so that interventions are made earlier. The Committee also noted the importance of effective monitoring to ensure that early interventions result in better, and sustained, outcomes for residents as well as supporting service management. The Committee welcomed the merger of the Rapid Response and Re-ablement Teams and the further work being conducted to support people to live independently in their own homes.

SCHOOLS BUDGET 2014/15

Cabinet Member(s)	Councillor Ray Puddifoot Councillor David Simmonds Councillor Jonathan Bianco
Cabinet Portfolio(s)	Leader of the Council Education and Children's Services Finance, Property and Business Services
Officer Contact(s)	Peter Malewicz, Finance
Papers with report	1. Letter to Schools - School Funding Reform – Arrangements for 2013/14. Impact on School Budgets Consultation and Feedback. 2. Report to Schools Forum - Formula Funding Review – Outcome of Schools Consultation 3. Consultation Document – Schools, Early Years & High Needs Special Educational Needs (SEN) Funding Arrangements 2014/15 4. Report to Schools Forum – Formula Funding Review – Outcome of Schools Consultation

1. HEADLINE INFORMATION

Summary	The purpose of this report is to seek Cabinet's approval for the size and distribution of the schools budget for 2014/15, following consultation with school Headteachers and Governors having regard to the advice of the Schools Forum.
Contribution to our plans and strategies	Schools are a key frontline service in the Borough, and are the largest service providing investment in residents' children's and young people's future life chances and delivering on Our People theme in the Council's Vision, and the improving Aspiration Through Education and Learning priority in the Sustainable Community Strategy. The distribution of funding to schools supports these strategic aims.
Financial Cost	Funding for schools and school related expenditure is provided through the Dedicated Schools Grant (DSG) and the Pupil Premium and as such has no impact on the Council's budget requirement.
Relevant Policy Overview Committee	Children, Young People and Learning Services Policy Overview Committee
Ward(s) affected	All

2. RECOMMENDATION

That Cabinet:

1) **Agrees that the total Schools Budget for 2014/15 will be equal to the total of the Dedicated Schools Grant (as set out in paragraphs 24 to 27) provided to the Council.**
2) **Approve the Early Years Single Funding Formula be set at the same rate as in 2013/14, as set out in paragraph 11**
3) **Approve the base rate of funding for the Two Year Old Free Entitlement Offer, as set out in paragraphs 12 to 13**
4) **Approve the proposed changes to the Primary and Secondary schools funding formula as agreed by schools and the Schools Forum, as set out in paragraphs 14 to 23.**

Reasons for recommendation

1. Cabinet is the decision making body for school funding issues and decisions are required on the arrangements to allow for final funding allocations to be provided to schools by no later than 28 February 2014.

2. The School and Early Years Finance (England) Regulations 2013 requires the Council to consult the Schools Forum on a range of financial matters prior to making decisions on them. Each year the Council consults with schools on the following years funding and school funding formulas. For 2014/15 budgets, this consultation ended on 16 October 2013 and was considered at the Schools Forum meeting on 23 October 2013. Additionally, Schools Forum are required to set and agree the DSG budget for 2014/15, taking into account any accumulated surplus balances, this was agreed at the Schools forum meeting on 20 January 2014. The results of both of these decisions are reflected in the recommendations of this report.

Alternative options considered / risk management

3. A number of funding models have been considered by Schools Forum as part of the review of the Primary and Secondary schools funding formula. Schools were briefed on the new proposal in October 2013 and formally consulted on the proposed changes in October 2013.

4. Cabinet could decide to recommend that the Schools Forum reconsider the proposed Primary and Secondary schools funding formula and the Early Years Single Funding Formula. However, such decisions are not recommended as the proposals contained in this report are the result of a significant consultation process with the Schools Forum, schools and other stakeholders and fully meet the requirements as set out in the School Funding Reform Arrangements for 2014/15.

5. The recommended Schools Budget 2014/15 contains a contingency to provide for the growth in nursery and reception age children and for the set up costs of the two Basic Need Academies. It also includes an increased contingency for the placement of children with Special Educational Needs, including a provision for the cost of 16-25 placements.

Policy Overview Committee comments

6. None at this stage.

3. INFORMATION

Supporting Information

7. The coalition Government announced that it would implement a National Funding Formula in 2015/16. On its journey towards that end, further amendments were made to the 2014/15 funding formula for primary and secondary schools to be effective from 1 April 2014. All authorities have to use this standard model as it will be used to determine the budget shares for all schools (including free schools) in 2014/15.

8. The Two Year Old Free Entitlement Offer will be extended to cover the 40% most disadvantaged families with effect from 1 September 2014, where Hillingdon has a target of providing 1,589 places (an increase of 832 places on the 1 September 2013 target of 757 places)

9. No amendments were proposed for the Early Years Single Funding Formula or the High Needs funding model (the "place-plus" funding model).

10. The school landscape continues to change in light of the introduction of the Academies Act 2010. Hillingdon now has 27 Academy schools (9 primary schools, 13 secondary schools (two of which are pre converter academies), 3 special and 2 all-through schools (Rosedale College and Guru Nanak). Notification has been received that 1 primary and 1 secondary will convert to academy status in 2014, with a further primary school in the process of becoming a sponsored academy. Additionally, there are 2 new primary free schools and 1 Studio College, with a further 2 basic need academy primary schools, 1 University Technical College, 1 Studio College and 1 special free school planned to open in September 2014.

Early Years (3 and 4 Year Old Provision)

11. The Early Years Single Funding Formula (EYSFF) provides funding for schools, Private, Voluntary and Independent Nursery providers and Childminders for 3 and 4 year old placements. It is proposed that the EYSFF will not change for 2014/15 and will continue to include the following factors:

    - A base rate per hour for all pupils (£4.02 per hour per pupil)
    - Deprivation funding, based on the Income Deprivation Affecting Children Index (IDACI), set at 8% of the total funds available
    - Quality funding, based on the Ofsted rating and Hillingdon Early Years Quality Framework scores, set at 4% of the total funds available
    - Lump Sum (only applies to McMillan Nursery)

Early Years (Two Year Old Free Entitlement Provision)

12. This new provision came into force on 1 September 2013 and provided funding for places for those families falling within the 20% most disadvantaged across the country.

This requirement will be extended further on 1 September 2014, to cover the 40% most disadvantaged families across the country.

13. The DfE strongly recommended that all Councils put in place a simple funding formula for the two year old free entitlement offer, which Hillingdon followed, having only a base rate of funding, which for 2013/14 was set at £6.00 per hour per pupil. Schools Forum agreed to maintain this formula and level of funding in 2014/15.

Primary and Secondary Schools

14. The main focus of Schools Forum has been to undertake a further review of the funding formula taking into account feedback received from schools, using benchmarking data provided by the DfE and applying the new factors that the DfE require all local authorities to implement as set out in the School Funding Reform – Findings from the Review of 2013/14 Arrangements and Changes for 2014/15.

15. In May 2013, Schools Forum consulted with schools to determine whether they had any concerns with the new funding formula, so as to inform them of areas that should be reviewed. Additionally, the DfE provided local authorities with a complete analysis of all of the funding models of each local authority, which Schools Forum also considered as part of its review of the schools funding formula for 2014/15. The main findings from this review are set out in paragraph 18 below

16. In June 2013, the DfE published the School Funding Reform – Findings from the Review of 2013/14 Arrangements and Changes for 2014/15 document, which made a number of adjustments to the 2013/14 funding formula for inclusion within the 21014/15 funding model. The main changes are set out in paragraphs 19 to 20 below.

17. Between June 2013 and September 2013, Schools Forum considered a number of funding models, taking into account the review that they had undertaken earlier in the year and ensuring that the new funding requirements as set out in the DfE document were factored into the proposed funding formula for 2014/15. Schools were provided with two options and consulted on them in October 2013. Schools were also invited to a number of briefing sessions to explain the proposed changes that would be made to the schools funding formula. The outcomes of this consultation were considered at the Schools Forum meeting on 23 October 2013, and led to a final formula being agreed that was submitted to the DfE before the 31 October 2013 deadline.

<u>Consultation with Schools - May 2013</u>

18. It was clear from the responses received from schools, that they had a number of concerns about the principles set and that they wished Schools Forum to undertake a further review of the funding formula for 2014/15. The most notable are set out below:

    i) The protection of the ratio of funding between primary and secondary schools was raised as a concern. Primary schools have a view that if more funds are targeted at the primary sector the pupils will be better educated when

transferring to secondary and thus reduce the need for high levels of support in the secondary sector.

ii) The AWPU for each stage should reflect the minimum needs of all pupils

iii) Rather than moving towards the national average, the Schools Forum should consider moving towards the statistical neighbours average, which will take into account local circumstances

iv) High Needs Funding – schools are concerned that they are not receiving the £6,000; there is a need to review the 2% cluster school SEN funding level with an aim of reducing the percentage trigger

v) AWPU Levels

vi) Lump Sum – differentiate between primary and secondary; reduce the level of the lump sum

vii) Mobility – move funding into Deprivation

viii) Deprivation Funding – The level of deprivation funding should be reviewed as schools also receive Pupil Premium funding; consider using IDACI; increase the deprivation funding to the 2012/13 level

ix) EAL Funding – Aim to reduce this factor, using this factor as a mathematical exercise rather than through need is questionable as EAL children generally achieve good level of attainment

Benchmarking

19. The DfE published a report, which provided local authorities with a range of benchmarking information that could be used to compare its funding formula with all other local authorities (of which there are 151). The table below provides a summary of Hillingdon's School Funding Formula compared to the benchmarking data provided:

Factor	Ranking Amount/ Amount Per Pupil	Ranking Proportion of Funding
Primary AWPU	35th Highest	21st Highest
KS3 AWPU	30th Highest	80th Highest
KS4 AWPU	29th Highest	103rd Highest
Deprivation		130th Highest
Looked After Children	The Highest	12th Highest
Low Cost High Incidence Primary SEN	51st Highest	92nd Highest
Low Cost High Incidence Secondary SEN	91st Highest	
EAL Primary	26th Highest	4th Highest
EAL Secondary	110th Highest	
Mobility Primary	7th Highest	11th Highest
Mobility Secondary	9th Highest	
Lump sum	62nd Highest	116th Highest
Split Sites	65th Highest	63rd Highest
MFG	37th Highest	
Growth Contingency	25th Highest	
Primary:Secondary Ratio	53rd Highest	

20. This analysis indicates that Hillingdon is at the upper end of the rankings for Looked After Children, EAL and Mobility when compared to all other authorities. Most of the others are slightly above average, with only Deprivation being at the lower end of the rankings.

School Funding Reform – Findings from the Review of 2013/14 Arrangements and Changes for 2014/15

21. In June 2013, the DfE published the Findings from the Review of 2013/14 Arrangements and Changes for 2014/15. Set out below is an overview of the changes required.

22. The following sets out the changes that the DfE are making to the funding formula for 2014/15:

i) A minimum of 80% of the delegated schools block funding must be allocated through a locally determined combination of the pupil-led factors (defined as Age Weighted Pupil Unit (AWPU), Deprivation, Prior Attainment, Looked After Children and English as an Additional Language). Hillingdon delegates 88.9%.

ii) AWPU rates must be at least the following for each different stage:
- Primary - £2,000
- Key Stage 3 and Key Stage 4 - £3,000

iii) The Early Years Foundation Stage Profile (EYFSP) will still be used as the factor for determining prior attainment in Primary schools, although with the introduction of the new EYFSP, pupils will qualify where they have not achieved a good level of development in all 12 prime areas of learning as well as maths and literacy.

iv) The factor for Secondary schools will slightly be amended to pick up pupils that do not achieve a level 4 or higher in English or Maths. It is anticipated that this will double the current numbers. However from 2012 the Key Stage 2 English Assessment methodology changed. The figures that will be used include the reading or teacher assessed writing elements, but not the grammar, punctuation and spelling test results.

v) The factor for Looked After Children will be based on a single day or more pupil numbers, no change for Hillingdon.

vi) The Pupil Mobility Factor will be changed so that it only picks up pupils above a 10% threshold of number on roll.

vii) The DfE are introducing a Sparsity Factor which measures the distance pupils live from their second nearest school. It is understood that this will only be applicable to a very small number of authorities

viii) Lump Sum Factor set at a maximum of £175,000 (for 2013/14 it was £200,000). Hillingdon has a Lump Sum Factor of £140,000. The value for each sector can be different as long as it stays within the maximum allowance.

ix) Merging schools will receive funding over the two full years following the merger based on 85% of the two lump sums.

x) The DfE will allow a local authority to retain DSG to fund schools with falling rolls, but only where the schools Ofsted rating is good or outstanding. This might provide an opportunity to submit a case for Abbotsfield as the school is in the Priority School Building Programme, but is currently experiencing falling roll numbers, although the schools Ofsted rating is not good or outstanding.

xi) The Membership of Schools Forum will be amended to replace the representative from the 14-19 partnership with a representative from an institution providing education beyond 16 (but not a school or academy).

xii) Special school funding will be based on actual learner numbers. It is not clear how this will work yet but it is understood that the pre 16 High Needs pupils will be funded more in line with the post 16 High Needs pupils. Where an authority has vacant spaces that it is currently funding, this will potentially create some financial challenges. In the main most of the special schools in Hillingdon are full or near to full.

23. Taking into account all of the changes required by the DfE, the results of the consultation with schools in May 2013 and the review of benchmarking data, Schools Forum consulted schools in October 2013 on a new proposed funding formula, which was agreed at its meeting on 23 October 2013. This proposal made changes to the Attainment pupil numbers in secondary schools and the mobility numbers across both sectors in line with the requirements as set out in the DfE paper, adjusted the rates of per pupil funding for FSM and EAL to the national average and adjusted AWPU rates to achieve a Primary to Secondary funding ratio of 1 to 1.29. Based on the 2013/14 budget, this would move approximately £150k into the primary sector from the secondary sector.

Dedicated Schools Grant Allocation 2014/15

24. The EFA released the draft DSG figures on 18 December 2013, which includes all of the adjustments for the two year old free entitlement offer, the post 16 SEN pupil numbers and an update on pupil numbers taken from the October 2013 census date. The DSG will continue to be calculated through three funding blocks (Early Years, Schools and High Needs).

25. The total DSG for 2014/15 will be £237.936 million, an increase of £6.087 million on the 2013/14 budget, due primarily to growth in the primary pupil population, an increase in the two year old free entitlement funding and adjusting for the full year effect of the changes in post 16 funding which will transfer in totality to the local authority in 2014/15.

26. The following table summarises the comparison between the original baseline budget data and the new budget as released on 18 December 2013:

Funding Block	2013/14 £000	2014/15 £000	Change £000
Two Year Old Funding	3,324	4,737	1,413
Early Years	15,640	15,579	-61
Schools	182,894	186,816	3,922
High Needs	29,991	30,804	813
Total	**231,849**	**237,936**	**6,087**

27. The following paragraphs set out the determination of Hillingdon's DSG for 2014/15 for each funding block.

Early Years Funding Block

28. The following table summarises the comparison between the original baseline budget data and the new budget as released on 18 December 2013:

Funding Block	2013/14 £000	2014/15 £000	Change £000
Early Years	15,579	15,579	0
Other – 90% 3 Year Old Floor Protection	61	0	-61
Total	**15,640**	**15,579**	**-61**

29. For 2014/15, the 90% funding floor protection for 3 Year Olds has been removed. In total the Early Years Funding Block has decreased slightly by £61k.

30. The Guaranteed Unit of Funding (GUF) has been cash limited to the 2012/13 baseline figure. For Hillingdon the Guaranteed Unit of Funding for the Early Years Block is noted in the following table along with the relevant pupil numbers:

Funding Block	2013/14 £000	2014/15 £000	Change £000
Early Years - Pupil Numbers	3,181	3,181	0
Early Years - GUF per pupil	£4,820.35	£4,820.35	£0.00

Schools Funding Block

31. The following table summarises the comparison between the original baseline budget data and the new budget as released on 18 December 2013:

Funding Block	2013/14 £000	2014/15 £000	Change £000
Schools	182,836	187,015	4,179
Other – NQT Funding	58	59	1
Other – CRC Scheme	0	-258	-258
Total	**182,894**	**186,816**	**3,922**

32. For 2014/15, the Government are changing the mechanism for the schools Carbon Reduction Commitment Scheme, which has resulted in funds being deducted from the DSG. In total the Schools Funding Block has increased by £3.922 million.

33. The Guaranteed Unit of Funding (GUF) has been cash limited to the 2012/13 baseline figure. For Hillingdon the Guaranteed Unit of Funding for the Schools Blocks is noted in the following table along with the relevant pupil numbers:

Funding Block	2013/14 £000	2014/15 £000	Change £000
Schools - Pupil Numbers	37,930	38,797	867
Schools - GUF per pupil	£4,897.51	£4,897.51	£0.00

34. The pupil number growth in schools reflects the change in pupil numbers between the October 2013 census and the October 2012 census. The following table analyses this further between the Primary and Secondary sectors:

Sector	Oct-12	Oct-13	Change
Primary	24,292.5	25,203.0	910.5
Secondary	13,679.5	13,643.5	-36.0

Less High Needs	-108.0	-102.0	6.0
Plus Reception Uplift	63.0	52.5	-10.5
Plus Alternative provision	3.0	0.0	-3.0
Total Schools	**37,930.0**	**38,797.0**	**867.0**

High Needs Funding Block

35. The following table summarises the comparison between the original baseline budget data and the new budget as released on 18 December 2013:

Funding Block	2013/14 £000	2014/15 £000	Change £000
High Needs Funding	29,877	30,804	927
Other – Non Maintained Special Schools Grant	114	0	-114
Total	**29,991**	**30,804**	**813**

36. The net growth of £813k relates to the full year effect of the integration of the post 16 funding that used to be managed directly by the EFA. It does not include any additional funding for SEN pupil growth as the provisional planned place numbers were submitted at the end of December 2013 for consideration by the DfE. It is understood that the final High Needs Funding Block will be agreed by the end of March 2014. On top of this the Council will receive funding directly from the EFA for post 16 students in Meadow Special School.

Estimated DSG Budget for 2014/15

37. In determining the final distribution of the DSG funds available, it is a requirement that predicted year end balances are built into the final determination. For 2013/14, there is a significant projected year end surplus accruing on the DSG, which for month 8 was estimated to be £2.472 million. The DSG also has a surplus balance of £709k, which it carried forward from 2012/13, increasing the amount of funds available to £3.181 million.

38. The following table summarises the amount of additional funds in the DSG that have been factored into the determination of the allocation of the DSG budget for 2014/15, which Schools Forum considered at its meeting on 20 January 2014:

Funding Source	£000
Increase in DSG	6,087
Year End Cumulative DSG Surplus	3,181
Total DSG Funds Available 2014/15	**9,268**

39. At its meeting on 20 January 2014, Schools Forum considered a range of funding proposals that could be funded from the increased DSG budget. This included a number of proposals to fund early intervention initiatives, to review the top-up rate of funding for Special Schools, take into account any technical adjustments, take into account any demographic pressures in Early Years and Special Educational Needs (SEN), realign the DSG base budget taking into account the 2013/14 outturn position and consider a suitable level of DSG balances.

Proposals for use of DSG in 2014/15

40. Set out in the following table is a summary of the proposals that were agreed to be funded in 2014/15 from the DSG budget:

Proposal	£
Early Years	
Home Intervention Services	200,000
Play Vans	53,208
Sensory Equipment	50,000
Increase Early Years Single Funding Formula Funding	50,000
High Needs	
Increased Top-up Fees for Hedgewood, Meadow, Grangewood and Moorcroft	593,000
Reduction in Planned Place Numbers	-300,000
Increased Top-up Fees for Speacial Resource Provisions at Harlington, Northwood, Vyners and Coteford Junior	60,000
Total of Proposals 2014/15	**706,208**

Technical Adjustments and Demographic Growth 2014/15

41. The High Needs Block Funding has been adjusted to reflect the full year impact of the transfer of responsibility for post 16 SEN pupils in FE Colleges and Independent Special Providers for pupils that have an identified Additional Lerner Support Requirement or have a Learning or Physical Disability. The High Needs Block Funding has increased by £813k. As this would be the first full year of this new funding arrangement, it was proposed that this £813k is retained to fund these costs.

42. The Government have decided to remove the Carbon Reduction Commitment (CRC) from the DSG and fund this centrally. The DSG has been adjusted to take account of this. The base budget for 2013/14 includes £220k for this, which will no longer be required.

43. Based on the extension of the Two Year Old Free Entitlement Offer to cover the 40% most disadvantaged families across the country, and taking into account the current take up percentages, the estimated budget required for the cost of placements will be £3,195k, which when compared to the current budget of £2,387k, will require an increase in the budget of £808k.

44. Additionally the Council will receive £519k for capacity funding, which is a drop of £418k on the 2013/14 allocation of £937k.

45. The table below sets out the latest projected numbers of SEN pupils as at 31 March 2014:

	Actuals 1.04.13	Projected 31.3.14	Growth
Autistic Spectrum disorder	405	436	31
Behaviour, Emotional and Social Difficulty	149	138	-11
Hearing Impairment	38	43	5
Mild Learning Difficulty	298	313	15
Multi-Sensory Impairment	6	6	0
Other ie: (Medical/mental health)	37	39	2
Physical Disability	89	93	4
Profound & Multiple learning difficulties	32	31	-1
Speech Language and Communication Needs	259	270	11
Severe Learning Difficulty	114	115	1
Specific Learning Difficulty	32	33	1
Visual Impairment	21	23	2
Total SEN Pupil Numbers	**1,480**	**1,540**	**60**

46. The table above indicates that there will be a growth of 60 SEN pupils in 2013/14, half of whom will have an ASD SEN. This growth is consistent with previous years, therefore it would be reasonable to assume that there will be similar growth in 2014/15. Assuming an even growth distribution with an average cost of £20k per place, it is estimated that an additional £655k will be required to fund the growth in SEN pupil numbers.

DSG Outturn 2013/14 Review

47. Schools Forum agreed that it would be good practice to retain a working balance for the DSG, which they agreed to set at 2% of the centrally retained budget resulting in £650k being held as a reserve in 2014/15.

48. Additionally the DSG allocation for 2013/14 included a budget of £937k for two year old capacity funding, which has not been used. Schools Forum agreed to retain this fund for 2014/15 to support the continued requirement to grow capacity for the two year old free entitlement offer.

Proposed Increase in Schools Delegated Budget 2014/15 and Proposed DSG Budget for 2014/15

Schools Delegated Budget 2014/15

49. The following table sets out the proposed increase in the Schools Delegated Budget:

Proposal	Budget £000
Growth	
Growth in DSG 2014/15	6,087
Year End Cumulative DSG Surplus	3,181
Total Growth	**9,268**
Proposals and Adjustments	
Early Years and High Needs - Option 1	706
Post 16 Full Year Effect	813
Removal of CRC	-220
Two Year Old Funding	808
Two Year Old Capacity Funding	-418
SEN Pupil Growth	655
Retained Balances	650
Two Year Old Capacity Funding 2013/14	937
Realignment of Base Budget	-78
Total Proposals and Adjustments	**3,853**
Funds Available for Delegation	**5,415**

Proposed DSG Budget 2014/15

50. The following table sets out the final DSG Budget for 2014/15, ignoring academy recoupment to ensure that the baseline equates to the amount of DSG that has been noted above:

	Base Budget 2014/15	Adjustments	Required Budget 2014/15
	£		£
Surplus Balances - General Reserve (2%)	0	650,000	650,000
Surplus Balances - Earmarked Two Year Old Capacity Funding 2013/14	0	937,000	937,000
1.0.0 DSG Income	-231,849,000	-9,268,000	-241,117,000
1.0.0 Post 16 Funding	-479,200	-284,000	-763,200
1.0.1 Individual Schools Budget	199,909,600	-250,000	199,659,600
1.0.1 Two Year Old Funding	2,386,800	808,200	3,195,000
1.0.5 Central expenditure on education of children under 5	1,502,000	303,200	1,805,200
1.0.5 Two Year Old Capacity Funding	937,000	-418,000	519,000
1.1.2 Contingencies	1,827,000	-36,000	1,791,000
1.2.2 SEN support services	947,000	0	947,000
1.2.3 Support for inclusion	491,000	0	491,000
1.2.4 Fees for pupils with SEN at independent special schools & abroad	7,872,200	1,658,800	9,531,000
1.2.6 Fees to independent schools for pupils without SEN	100,000	20,000	120,000
1.2.6 Special School and SRP Top Up Funding	4,201,100	973,900	5,175,000
1.2.6 Maintained SEN Primary Top Up Funding	2,187,500	98,500	2,286,000
1.2.6 Maintained SEN Secondary Top Up Funding	246,500	-21,500	225,000
1.2.6 Academy School SEN Top Up Funding	5,724,400	5,600	5,730,000
1.2.6 FE College ALS Top Up Funding	323,100	-62,100	261,000
1.2.6 PRU Top Up Funding	651,700	0	651,700
1.2.8 Contribution to combined budgets	1,540,000	-420,000	1,120,000
1.3.1 Pupil Referral Units	177,300	0	177,300
1.3.3 Education out of school	696,300	109,700	806,000
1.4.12 Exceptions agreed by Secretary of State	78,700	300	79,000
1.6.3 School admissions	162,000	0	162,000
1.6.5 Miscellaneous (not more than 0.1% total of net SB)	142,000	0	142,000
1.6.6 Servicing of schools forums	5,000	0	5,000
1.6.9 Purchase of carbon reduction commitment allowances	220,000	-220,000	0
Total	**0**	**-5,414,400**	**-5,414,400**
Proposed Increase in Delegated Budget		5,414,400	

Financial Implications

This is a financial report dealing with funding issues affecting schools. The financial impact is explained throughout the report. The proposals contained within this report do not affect the General Fund proposals that are considered elsewhere on this agenda, as the School Budget is fully funded from the ring-fenced Dedicated Schools Grant.

4. EFFECT ON RESIDENTS, SERVICE USERS & COMMUNITIES

What will be the effect of the recommendation?

The approval of the recommendations as set out in this report will enable the distribution and confirmation of the funding arrangements for schools for 2014/15, including the final individual school budget shares, which have to be distributed to schools on or before 28 February 2014.

Consultation Carried Out or Required

The Council is required to consult with the Schools Forum on any changes to the school funding formula and the Early Years Single Funding Formula as prescribed in the Schools Forums (England) Regulations 2013, which are covered in this consultation paper. The Schools Forum has a limited range of decision making powers with regards to school funding. In most aspects the Schools Forum role is to advise the Council on decisions that rest with Cabinet, such as the school budget. The main role of the Schools Forum is to consult with schools on proposed changes to funding arrangements, including any changes to the school funding formula. For 2014/15, the consultation with schools revolved around the changes to the primary and secondary schools funding formula. The formal consultation ended on 17 October 2013, where consultation information sessions were held in the lead up to this.

5. CORPORATE IMPLICATIONS

Corporate Finance
Whilst the regulations covering the operation of school forums give more decision making powers to schools with regard to certain aspects of the schools funding it remains the responsibility of the Cabinet to agree the Schools Budget for 2014/15 as set out in this report. The Council may add to the amount of the Schools Budget from resources funded by Government grants or through Council Tax raised to fund the General Fund, but may not set the Schools Budget below the level of the DSG.

Funding proposals for the Schools Budget for 2014/15 set out in this report are fully consistent with the report on the General Fund Revenue funding and Capital Programme for 2014/15 elsewhere on the agenda .

Legal

The Borough Solicitor confirms that the Council has followed the procedures specified in the School and Early Years Regulations 2013, including consulting with the Schools Forum. The Borough Solicitor therefore advises that there are no legal impediments to Cabinet agreeing the recommendations set out in this report.

6. BACKGROUND PAPERS

NIL

HILLINGDON
LONDON

Headteachers and Chairs of Governors
All Schools
Sent via email

Ref: School Funding Reform – Arrangements for 2013/14. Impact on School Budgets Consultation and Feedback

15 May 2013

Dear Colleague

As you will be aware, there were important changes to the school's funding formula for 2013/14. Schools Forum worked hard to get these right and we would now welcome feedback on the changes that were made.

This feedback will help us to understand the perspective of individual schools, and inform our work on the 2014/15 formula.

In terms of context, it is worth clarifying that Schools Forum has to operate within constraints set out by the DfE. There are only a limited number of set factors which we can adjust. Additionally, adjusting one factor impacts on other factors, so we aimed for a package which gave us the "best fit" solution.

This was based on a number of principles:

- To ensure that there is minimal movement in funds between the Primary and Secondary sectors
- To ensure that the percentage differentials between AWPU levels are broadly in line with the national average
- To reduce the per pupil funding range in both the Primary and Secondary sector
- To ensure that the least funded (per pupil) school does not receive reduced funding
- To retain the current level of deprivation funding

Chief Education Officer
Department PEECS
T.01895 277970
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London Borough of Hillingdon,
Location, Civic Centre, High Street, Uxbridge, UB8 1UW

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The factors we could adjust were:

- Basic per Pupil Entitlement (AWPU), including one each for primary, Key Stage 3 and Key Stage 4
- Deprivation (with a choice of using Free School Meals, Ever 6 Free School Meals and IDACI)
- Looked After Children
- Low Cost, High Incidence SEN (Attainment). For Primary the Early Years Foundation Stage Profile data is used and for Secondary it is the Key Stage 2 data.
- English as an Additional Language
- Pupil Mobility
- Lump Sum (Fixed Factor)
- Split Site Factor
- Rates
- PFI Funding
- Existing Sixth Form Commitments
- London Fringe

The last five factors need to be excluded, as they relate to very few schools or for the last two do not apply, leaving only 7 factors that could be manipulated. Attached is Hillingdon Schools Funding Formula for 2013/14 as agreed and signed off by the Education Funding Agency.

Schools Forum would therefore welcome your views on the following:

1. Are the Principles and Objectives set out above still valid, or would you set a different set of parameters?

2. Are there any particular factors, or part of the “best fit” package, you would like Schools Forum to review?

Attached is a consultation response form. Can you please return this to Peter Malewicz (pmalewicz@hillingdon.gov.uk) by close of play on 3 June 2013.

Yours sincerely

On behalf of
Robert Lobatto
Chair of Schools Forum

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Formula Funding Review – Outcome of Schools Consultation

1. Introduction

This paper provides a summary of the responses and comments received by stakeholders in response to the 'Schools, Early Years and High Needs Special Educational Needs (SEN) Funding Arrangements 2014/15' Consultation which took place between 8th and 17th October 2013.

2. Recommendations

Schools Forum is recommended to take the following action:

a) Note the comments and responses by schools
b) Decide which funding model should be submitted to the EFA on 31st October.

3. Consultation Feedback

In total, 25 responses were received. The breakdown was 13 responses from the Primary sector, 9 from Secondary, 1 from Special, and a response from each of HASH and Primary Forum. The question stakeholders were asked to respond to was:

Stakeholders are asked to give views on the proposed changes to the school funding formula as set out in Section 5, which need to be considered as a package. Schools Forum are proposing option 2 as the preferred model which sets the rate of per pupil funding for Deprivation and for EAL broadly in line with the national average and the ratio of per pupil funding between primary and secondary in line with the national average ratio of 1 to 1.29.

Two funding models were presented as part of the consultation, in summary these were

- Option 1 – implementing the DfE's required changes only,
- Option 2 – implementing the DfE's required changes, changing the unit value for EAL and Deprivation to the national average, and manipulating the AWPU to create an overall Primary: Secondary ratio of 1:1.29

Stakeholders were asked their opinion on accepting Schools Forum's preferred funding model. The following table summarises the responses received from schools:

Response	Numbers	%
Agree	17	68.0%
Disagree	8	32.0%
Do not know	0	0.00%
Totals	**25**	**100.0%**

The ‘Agree’ votes came from 12 Primary schools, Primary Forum, 3 Secondary schools and 1 Special school. The ‘Disagree’ votes came from 6 Secondary Schools, HASH and 1 Primary school.

Appendix A to this paper shows the detail of these responses, including comments made by stakeholders for consideration

Summary

It can be concluded that the majority of respondents are in favour of implementing Schools Forum’s preferred funding model. However, it should be noted that the proportion of those disagreeing to the proposal is high, 32% of the total responses. There also appears to be a clear split between Primary Forum and HASH, with each representative group voting for the option that provides them with the best resource movement (Option 1 for Secondary and Option 2 for Primary).

HILLINGDON
LONDON

Education & Children's Services

Consultation Paper – 7 October 2013

Schools, Early Years & High Needs Special Educational Needs (SEN) Funding Arrangements 2014/15

Target audience:	Headteachers	Governing Bodies
	Senior Managers	Finance Officers
	Teachers Professional Associations	Early years providers
	14-19 Representatives	Schools Forum
Deadlines for responses:	17 October 2013	

Queries on this consultation paper should be directed to:

Peter Malewicz Group Finance Manager – Education and Schools Tel: 01895 250325 E-mail: pmalewicz@hillingdon.gov.uk	**Ruth Munro** Senior Accountant (Schools) Tel: 01895 250593 E-mail: rmunro@hillingdon.gov.uk
Pauline Nixon Interim Head of Education, Policy and Standards Tel: 01895 254975 E-mail: pnixon@hillingdon.gov.uk	

Formal responses on the attached feedback form should be sent to:

Peter Malewicz
Residents Services Finance Team
London Borough of Hillingdon
3S/06 Civic Centre, Uxbridge, UB8 1UW
E-mail: pmalewicz@hillingdon.gov.uk
By: midnight on 17 October 2013

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Introduction and Background

1.1 This consultation paper sets out the proposed changes to Hillingdon's schools, early years and High Needs SEN funding arrangements for 2014/15. For 2014/15 the major proposed changes are due to the outcomes of the Schools Funding Reform review, undertaken by the Department for Education (DfE), which are set out in the DfE's paper; School Funding Reform – Findings from the Review of 2013/14 Arrangements and Changes for 2014/15

1.2 This consultation paper provides an update on the following, and in some instances is consulting on changes that are being proposed:

- The level of the Minimum Funding Guarantee for 2014/15;
- The proposed Early Years Single Funding Formula, to be effective for 2014/15;
- The outcomes of the review of the Schools Funding Formula for Primary and Secondary schools, to be effective for 2014/15;
- The proposed arrangements for High Needs SEN Funding, including Alternative Education Provision, to be effective for 2014/15.

1.3 The Council is required to consult with the Schools Forum annually on a set of matters prescribed in the Schools Forums (England) Regulations 2012, which are covered in this consultation paper. These are:

- arrangements for the education of pupils with special educational needs
- arrangements for early years provision
- arrangements for the use of pupil referral units and the education of children otherwise than at school
- administrative arrangements for the allocation of central government grants paid to schools via the authority

1.4 This paper is being circulated widely to encourage engagement with schools in order to assist Schools Forum in making a final decision on the use of Dedicated Schools Grant (DSG) funding prior to submitting the required details to the DfE (which has been set as 31 October 2013), who will advise on the suitability of the proposed funding formulas.

1.5 The aims of the paper are to set out the main proposals for distributing and administering the available resources in the DSG, including Early Years Funding, Primary and Secondary Schools Funding and High Needs SEN Funding, to provide an overall perspective of Hillingdon's financial position, and to provide initial indicative budgets for all nursery settings (Private, Voluntary and Independent (PVI) Nursery providers and Childminders), schools and Alternative Education Provision Establishments for 2014/15.

1.6 The overall level of funding will be dependent upon the results of the October 2013 census, which will determine the overall DSG funding received by the Council. At school level, the majority of funding will be determined by the pupil census data, with nursery funding being determined by participation (actual hours taken up on the free entitlement).

1.7 This paper sets out the distributional approach to funding nursery settings (Private, Voluntary and Independent (PVI) Nursery providers and Childminders), schools (including special schools) and Alternative Education Provision Establishments and will guide the funding principles to be adopted. Final allocations will not be finalised until February 2014, and should be viewed as a consequence of the proposals agreed in this consultation.

1.8 2014/15 should be seen as a one-year funding period only, as the Government will implement a National Funding Formula from 2015/16. It is therefore likely that the Government will consult further on a number of items for 2015/16 which will be shared with the Schools Forum once known. Therefore, any decisions made around the 2014/15 settlement must be appropriately considered and balanced against issues of affordability and sustainability in the medium to longer term.

1.9 Stakeholders are welcome to comment on any aspect of the proposals, or may wish to contribute to a sector specific response co-ordinated by Primary Forum, Hillingdon Association of Secondary Heads and the Special Headteachers group or other representation group.

1.10 The release of this paper at the beginning of October, unfortunately only allows a short period of time for consultation with stakeholders. Schools Forum will review the responses on the 23 October 2013, as Schools Forum have to send the signed off and completed funding pro-forma to the DfE by 31 October 2013. This means that responses will be required to be returned by midnight on 17 October 2013.

1.11 A number of consultation information sessions have been arranged for all stakeholders to attend, which are scheduled for:

- **11 October 2013**, 10:00 am – 12.00 noon (all schools)
  (arrival from 9:45 am) Council Chamber, Civic Centre, Uxbridge,
  UB8 1UW

- **11 October 2013**, 2.00 pm – 4:00 pm (all Schools)
  (arrival from 1:45pm) Council Chamber, Civic Centre, Uxbridge,
  UB8 1UW

To book onto any one of these sessions, please contact Ruth Munro on 01895 250593 or email mailto: schoolfinancereturns@hillingdon.gov.uk

1. Executive Summary (Summary of Consultation Issues)

2.1 Schools Forum is consulting individual schools, on a set of prescribed matters relating to Schools' funding arrangements for 2014/15. **There are no proposed changes to the Early Years Single Funding Formula or High Needs Funding for 2014/15**.

2.2 Schools Forum is also required to consult on proposals for distributing and administering the available resources which will come from the DSG.

2.3 The decisions taken will shape the allocation of funding for Primary and Secondary Schools, there will be no changes to the Early Years Single Funding Formula or the High Needs SEN (including Special Schools and Alternative Education Provision) funding.

Process leading to the proposals in the consultation

2.4 The Council, through the Schools Forum, is required to make changes to the allocation of the DSG relating to the Primary and Secondary Schools Funding Formula, following the release of the DfE paper; Schools Funding Reform – Findings from the Review of 2013/14 Arrangements and Changes for 2014/15.

2.5 In May 2013, Schools Forum undertook a consultation with schools to understand what impact the changes to the 2013/14 funding formula were having on schools and to ascertain what changes, if any, schools would like Schools Forum to consider as part of its review of the Funding Formula for 2014/15.

2.6 At the beginning of June 2013, the DfE released its paper; Schools Funding Reform – Findings from the Review of 2013/14 Arrangements and Changes for 2014/15, which set out a range of changes to the Schools Funding Formula that need to be implemented for 2014/15.

2.7 In July 2013, the Government announced that it would be implementing a National Funding Formula for schools starting in the 2015/16 financial year (1 April 2015 to 31 March 2016).

2.8 In July 2013 Schools Forum started the process of reviewing the Schools Funding Formula, through its Sub Group, the ISB Formula Group, taking into account the feedback received from schools, the requirements as set out in the DfE paper and the Government announcement that a National Funding Formula would be implemented for 2015/16.

2.9 The proposed changes from the ISB Formula Group are set out in more detail in this consultation paper.

Primary and Secondary Schools Funding (Section 5)

2.10 The DfE have provided a very clear steer on the required changes to the Primary and Secondary schools funding, which has to be implemented from 1 April 2014, including a revised funding model that all authorities are required to use.

2.11 This paper sets out two options for schools to consider. Option 1 adjusts the funding formula in line with the DfE proposals only; whereas Option 2 considers adjusting the deprivation and

EAL factors on top of the required changes, ensuring that the primary to secondary per pupil rate of funding is in the ratio of 1 to 1.29.

2.12 All primary and secondary schools will be funded based on the approved and agreed funding model, this includes maintained, converter academies, free schools, studio colleges, university technical colleges and sponsored academies. However, the funding will still be provided as is currently the case (i.e. maintained schools will receive funding from the local authority through the DSG and all other schools will receive funding directly from the Education Funding Agency (EFA)).

2.13 The DSG funding will be determined based on the October pupil census. For 2014/15, the relevant census date was the 3 October 2013.

2.14 The determination of school budgets will be based on the data provided by the DfE to the local authority and is provided based on a percentage of pupil numbers on roll. Once the census data has been signed off by the DfE, there will be no opportunity to challenge the pupil data figures.

2.15 The Council continues to see a significant increase in the number of primary school age children requiring a school place. The arrangements still allows the Council to hold a growth fund contingency to support expanding schools, provide resources for new schools and to provide resources for those schools proposing to amalgamate.

The arrangements for Special Educational Needs

2.16 The DfE are not proposing to make any further changes to the funding of SEN pupils and will retain the current arrangements which is based on a “place-plus” funding model, where all special schools and special resource provision settings will receive £10,000 per planned place and additional top up funding for each actual pupil.

2.17 Mainstream schools will continue to be expected to fund the first £6,000 of any SEN pupil placed in a mainstream school, and will receive only the top up funding from the commissioner.

The arrangements for Early Years

2.18 The DfE are not proposing to make any further changes to the Early Years Single Funding Formula and will retain the current streamlined formula, targeting resources at the child rather than the setting.

2.19 Funding for the Free Entitlement offer for Two Year Olds will be extended to provide a free place for those children that are in the 40% most deprived families across the country with effect from 1 September 2014, effectively doubling the number of children eligible.

The arrangements for Pupils out of School

2.20 The DfE are not proposing to make any further changes to the funding of Alternative Education Provision. Pupil Referral Units will continue to operate with a delegated budget, which will be funded through the "place-plus" funding model, where all Alternative Education settings will receive £8,000 per planned place and additional top up funding for each actual pupil from the relevant commissioner, which could be a local authority or a school.

Specific Grants (Section 9)

2.21 The Government made an announcement on 17 July 2013 that the Pupil Premium for Primary Schools will increase to £1,300 per pupil in 2014/15. It also stated that the Secondary element was under review and would be agreed in the Autumn 2013, with a likely increase in line with or above inflation. No other information has been made available relating to the other elements that are funded from the Pupil Premium.

Consultation Questions

Question 1 – Stakeholders are asked to give views on the proposed changes to the school funding formula as set out in Section 5, which need to be considered as a package. Schools Forum are proposing option 2 as the preferred model which sets the rate of per pupil funding for Deprivation and for EAL broadly in line with the national average and the ratio of per pupil funding between primary and secondary in line with the national average ratio of 1 to 1.29.

3. Overall Financial Position

Overview

3.1 The schools funding settlement for 2014/15 will be announced by the Secretary of State for Education in December 2013.

3.2 The main headlines in relation to revenue funding are:

- The funding that makes up the Dedicated Schools Grant (DSG) will be provided in three distinct blocks; Early Years, Schools and High Needs.
- The DSG will be ring-fenced, however, the funding received for each of the blocks will not be ring-fenced.
- The determination of the Schools Block will be based on the October 2013 census data.
- Retained items within the Schools Block will be cash limited to 2013/14 values.
- The baseline budget for the Early Years and High Needs Blocks, will be cash limited to 2013/14 values.
- Funding for Early Years will be amended throughout the year based on the following census dates; January 2013 (the baseline), January 2014 and January 2015.
- The DSG will include funding for the Free Entitlement offer for Two Year Olds, where the entitlement will be extended to cover the 40% most deprived families with effect from 1 September 2014.
- The Minimum Funding Guarantee has been set at -1.5% for 2014/15.

Schools Block DSG Funding

3.3 The Schools Block DSG Funding covers funding for Primary and Secondary schools and a limited range of retained budgets.

3.4 The final DSG will be determined based on the October 2013 census data. The DfE intends to provide a finalised DSG by December 2013.

3.5 The Schools Block includes funding for a small number of retained budgets, which will be funded on the 2013/14 values. One major change being proposed, is that Schools will no longer be required to be a part of the Carbon Reduction Commitment scheme from 1 April 2014.

Early Years Block DSG Funding

3.6 The Early Years Block DSG Funding covers funding for children aged 3 and 4 in Primary schools, PVI Nursery settings and Childminders and a limited range of retained budgets.

3.7 The Early Years Block DSG Funding will be revised throughout the year based on the January 2014 pupil census data and again at the end of the year based on the January 2015 pupil census data.

3.8 The Early Years Block includes funding for the following retained budgets, these budgets are funded based on the 2013/14 values:

- Contingency funding for growth in Early Years pupil numbers
- Funding for three Council operated Early Years Centres
- Funding for Early Years Support Team

High Needs Block DSG Funding

3.9 The High Needs Block DSG Funding covers funding for Special Schools, Special Resource Provisions, SEN pupils in Mainstream schools, Placements in Independent Schools and Other Local Authority schools, Pupil Referral Units, Support Services, Education Other than at School (Alternative Education Provision), Post 16 SEN expenditure and the cost of high needs students aged 16-25 in further education and independent specialist providers.

Free Entitlement offer for Two Year Olds

3.10 With effect from 1 April 2013, funding for the Free Entitlement offer for Two Year Olds has been included in the DSG to provide a free place for those children that are in the 20% most deprived families across the country with effect from 1 September 2013. The Government will extend this entitlement to the 40% most deprived families across the country with effect from 1 September 2014.

4. The Funding Framework

Overview

4.1 The framework for funding education services for 2014/15 continues to be reviewed by the DfE as it moves towards a National Funding Formula, the outcomes and requirements of which are set out in the DfE's paper; Schools Funding Reform – Findings from the Review of 2013/14 Arrangements and Changes for 2014/15. These arrangements affect all schools (including Academies, Free Schools and sponsored academies) who receive funding from the DSG or the EFA.

4.2 Schools Forum started its own review of the impact of the changes to school budgets in May 2013 by consulting with all schools. It also had access to benchmarking data for all Councils, which the DfE had pulled together, which Schools Forum reviewed to see whether there were any factors that were higher or lower than the majority of councils. Subsequent to this, the DfE released further guidance requiring changes to be made for 2014/15.

4.3 At the end of September 2013, the Schools Forum ISB Formula Group agreed to the changes that are being proposed for the Primary and Secondary schools funding formula, having considered a wide range of formulas, taking into account feedback received from schools, the analysis of the benchmarking data and the requirements as set out in the DfE paper.

4.4 In practice, the arrangements set out in the DfE's paper, are very prescriptive and allow very minimal flexibility at a local level. The funding formula factors for Early Years and Primary and Secondary schools are defined by the DfE as is the funding of High Needs placements. Schools Forum are therefore only consulting on those factors that is has some discretion over.

4.5 In determining the Primary and Secondary schools funding formula, Schools Forum agreed a set of principles and objectives as follows, taking into account the constraints imposed by the actual formula that is prescribed within the DfE's paper:

- To ensure that there is minimal movement in funds between the Primary and Secondary sectors
- To ensure that the funding split per pupil between the Primary and Secondary sector is generally in line with the national average of 1 to 1.29
- To reduce the per pupil funding range in both the Primary and Secondary sector
- To ensure that the least funded (per pupil) school does not receive reduced funding
- To increase the rate of funding per pupil allocated through the deprivation factor to approximately the national average
- To set the rate of funding for EAL at the national average
- To keep the loss of any group (e.g. small schools, infant schools, etc) to a minimum

5. Primary and Secondary Schools Formula

Overview

5.1 The DfE's paper; Schools Funding Reform – Findings from the Review of 2013/14 Arrangements and Changes for 2014/15, sets out further changes to the funding of Primary and Secondary schools, which have to be implemented for 2014/15. This includes the following:

i) A minimum of 80% of the delegated schools block funding must be allocated through a locally determined combination of the pupil-led factors (defined as Age Weighted Pupil Unit (AWPU), Deprivation, Prior Attainment, Looked After Children and English as an Additional Language). Hillingdon delegates 88.9%.

ii) AWPU rates must be at least the following for each different stage:
- Primary - £2,000
- Key Stage 3 and Key Stage 4 - £3,000

iii) The Early Years Foundation Stage Profile (EYFSP) will still be used as the factor for determining prior attainment in Primary schools, although with the introduction of the new EYFSP, pupils will qualify where they have not achieved a good level of development in all 12 prime areas of learning as well as maths and literacy.

iv) The factor for Secondary schools will be amended to pick up pupils that do not achieve a level 4 or higher in English or Maths. It is anticipated that this will double the current numbers. However, from 2012, the Key Stage 2 English Assessment methodology changed. The figures that will be used include the reading or teacher assessed writing elements, but not the grammar, punctuation and spelling test results.

v) The factor for Looked After Children will pick up any child that is Looked After for a single day or more. No change for Hillingdon.

vi) The Pupil Mobility Factor will be changed so that it only picks up pupils above a 10% threshold of number on roll, where funding will be provided for only those pupils above the threshold.

vii) The DfE are introducing a Sparsity Factor which measures the distance pupils live from their second nearest school. It is understood that this will only be applicable to a very small number of authorities, and will not be applicable to Hillingdon.

viii) Lump Sum Factor set at a maximum of £175,000 (for 2013/14 it was £200,000). Hillingdon has a Lump Sum Factor of £140,000. The value for each sector can be different as long as it stays within the maximum allowance.

ix) Merging schools will receive funding over the two full years following the merger based on 85% of the two lump sums.

x) The DfE will allow a local authority to retain DSG to fund schools with falling rolls, but only where the schools Ofsted rating is good or outstanding.

xi) The Membership of Schools Forum will be amended to replace the representative from the 14-19 partnership with a representative from an institution providing education beyond 16 (but not a school or academy).

xii) Special school funding will be based on actual learner numbers. It is not clear how this will work yet but it is understood that the pre 16 High Needs pupils will be funded more in line with the post 16 High Needs pupils. Where an authority has vacant spaces that it is currently funding, this will potentially create some financial challenges. In the main most of the special schools in Hillingdon are full or near to full.

xiii) The funding of Rates cannot be amended in year. This is applicable from 1 April 2013. Any amendments to the cost of Rates will be accounted for in the following years' budget determination.

5.2 As previously stated, Schools Forum consulted with schools in May 2013, to determine the impact on schools of the changes put in place for 2013/14. 22 responses were received out of 80 schools (1 Nursery School, 17 Maintained Primary, 1 Maintained Secondary, 2 Academy Secondary and the Primary Forum). The response from the Primary Forum was counted as one response although in reality this body represents all primary schools.

5.3 Set out below is a summary of the outcome of the consultation that was carried out with schools on the impact of the Schools Funding Reform Arrangements for 2013/14.

Question 1. Are the Principles and Objectives that Schools Forum were working with still valid, or would you set a different set of parameters?

5.4 The following table summarises the responses received from schools:

Response	Numbers	%
Yes	3	13.6%
No	13	59.1%
Don't Know	2	9.1%
No Response	4	18.2%
Totals	**22**	**100.0%**

5.5 It was clear from the responses received that there is a clear message that schools (primary in particular) have a number of concerns about the principles set. The most notable are set out below:

i) The protection of the ratio of funding between primary and secondary schools was raised as a concern. Primary schools have a view that if more funds are targeted at the primary sector the pupils will be better educated when transferring to secondary and thus reduce the need for high levels of support in the secondary sector.

ii) The AWPU for each stage should reflect the minimum needs of all pupils

iii) Rather than moving towards the national average, the Schools Forum should consider moving towards the statistical neighbours average, which will take into account local circumstances

Question 2. Are there any particular factors, or part of the "best fit" package, you would like Schools Forum to review?

5.6 The following table summarises the responses received from schools:

Response	Numbers	%
Yes	14	63.6%
No	2	9.1%
Don't Know	2	9.1%
No Response	4	18.2%
Totals	**22**	**100.0%**

5.7 It was clear from the responses received that there is a clear message that schools (primary in particular) would like Schools Forum to undertake a further review of the funding formula. The suggested factors to be reviewed are set out below:

i) High Needs Funding – schools are concerned that they are not receiving the £6,000; there is a need to review the 2% cluster school SEN funding level with an aim of reducing the percentage trigger
ii) AWPU Levels
iii) Lump Sum – differentiate between primary and secondary; reduce the level of the lump sum
iv) Mobility – move funding into Deprivation
v) Deprivation Funding – The level of deprivation funding should be reviewed (reduced?) as schools also receive Pupil Premium funding; consider using IDACI; increase the deprivation funding to the 2012/13 level
vi) EAL Funding – Aim to reduce this factor, using this factor as a mathematical exercise rather than through need is questionable as EAL children generally achieve good level of attainment

Other Comments

5.8 A number of other comments were received that raised concerns on the datasets used, however, these are set by the DfE and cannot be changed, but they are noted below for completeness:

i) Primary schools would like to have a separate AWPU for reception classes
ii) Primary schools are concerned at the use of the Early Years Foundation Stage Profile
iii) The DfE should be lobbied to include a Cost of Free School Meals Factor into the funding formula
iv) Schools should be rewarded and funded for improved achievement
v) The data used should not be based on historical information
vi) Expanding schools are not being fully funded by the Local Authority

Suggested Remodelling

5.9 Based on the information received through this consultation and the requirements as set out in the DfE's paper for 2014/15, officers of the local authority suggested running a number of funding models to provide a steer for Schools Forum on the most appropriate funding formula for 2014/15, these included the following:

1. Using the national average funding rates
2. Using the statistical neighbours average funding rates
3. Increasing deprivation funding to the national average
4. Reducing the level of EAL funding
5. Considered removing the EAL funding in its entirety
6. Introducing IDACI as a factor for distributing Deprivation funding

5.10 Schools Forum has considered the impact of the changes required by the DfE, taking into account, where possible, the comments received from schools and where it has the ability to influence the impact of them on school budgets, has proposed a solution that it is now consulting all schools on. For completeness, two options have been provided, where the first reflects the do nothing model, which only takes into account the changes that the DfE require all Councils to make**.** The second is the preferred model that Schools Forum has agreed is the best fit as we move towards a National Funding Formula. **These proposals need to be considered as a package of changes, as any movement in any one of the proposals would have a significant impact on all of the other factors.**

Option 1 – Do Nothing (DfE adjustments only)

5.11 Option 1 makes changes to the Attainment pupil numbers in secondary schools and the mobility numbers across both sectors in line with the requirements as set out in the DfE paper. Any balance is then adjusted through the AWPU rates. This moves approximately £1.5 million into the secondary sector from the primary sector.

Option 2 – DfE Adjustments, FSM and EAL rates per pupil set at National Average Rate and adjust AWPU to deliver a Primary to Secondary ratio of 1 to 1.29

5.12 Option 2 makes changes to the Attainment pupil numbers in secondary schools and the mobility numbers across both sectors in line with the requirements as set out in the DfE paper, adjusts the rates of per pupil funding for FSM and EAL to the national average and then adjusts AWPU rates to achieve a Primary to Secondary funding ratio of 1 to 1.29. This moves approximately £150k into the primary sector from the secondary sector

5.13 **Question 1 – Stakeholders are asked to give views on the proposed changes to the school funding formula as set out above, which need to be considered as a package. Schools Forum are proposing option 2 as the preferred model which sets the rate of per pupil funding for Deprivation and for EAL broadly in line with the national average and the ratio of per pupil funding between primary and secondary in line with the national average ratio of 1 to 1.29**

6. Specific Grants

Pupil Premium

6.1 The coalition Government has indicated that the level of the Pupil Premium for 2014/15 will increase to £1,300 per pupil for primary aged pupils (an increase of £400 on last years rate of £900). The Government have also indicated that the rate for secondary aged pupils will also increase by at least the rate of inflation. The method used for distribution will be based on those pupils who have been eligible for Free School Meals at any point in the last six years (known as Ever 6 FSM). It however has not indicated whether a revision will then be made for Looked After Children or the additional amount for the children of members of the armed forces.

6.2 The Pupil Premium grant to each school will be calculated based on the number of qualifying pupils counted in the January School Census, multiplied by the funding rate described above. This data is currently not held by the Local Authority.

6.3 All schools are encouraged to accurately determine and record all of the pupils eligible for Free School Meals as this will maximise the level of Pupil Premium funding received by schools in Hillingdon.

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Formula Funding Review – Outcome of Schools Consultation

1. Introduction

This paper provides a summary of the feedback received from schools relating to a recent consultation that was carried out seeking views from schools on the impact of the Schools Funding Reform Arrangements for 2013/14.

2. Recommendations

Schools Forum are recommended to take the following action:

a) Note the comments raised by schools
b) Decide which actions to take in response to concerns and issues that schools have raised

3. Consultation Feedback

In total, 22 responses were received (1 Nursery School, 17 Maintained Primary, 1 Maintained Secondary, 2 Academy Secondary and the Primary Forum). The response from the Primary Forum has been counted as one response although in reality this body represents all primary schools.

Set out below is a summary of the outcome of the recent consultation that was carried out with schools on the impact of the Schools Funding Reform Arrangements for 2013/14, where schools were asked two questions. Included with this report is a spreadsheet that provides a complete analysis of the responses received from schools.

Question 1. Are the Principles and Objectives that Schools Forum were working with still valid, or would you set a different set of parameters?

The following table summarises the responses received from schools:

Response	Numbers	%
Yes	3	13.6%
No	13	59.1%
Don't Know	2	9.1%
No Response	4	18.2%
Totals	**22**	**100.0%**

It is clear from the responses received that there is a clear message that schools (primary in particular) have a number of concerns about the principles set. The most notable are set out below:

i) The protection of the ratio of funding between primary and secondary schools was raised as a concern. Primary schools have a view that if more funds are targeted at the primary sector the pupils will be better educated when transferring to secondary and thus reduce the need for high levels of support in the secondary sector.
ii) The AWPU for each stage should reflect the minimum needs of all pupils
iii) Rather than moving towards the national average, the Schools Forum should consider moving towards the statistical neighbours average, which will take into account local circumstances

Question 2. Are there any particular factors, or part of the "best fit" package, you would like Schools Forum to review?

The following table summarises the responses received from schools:

Response	Numbers	%
Yes	14	63.6%
No	2	9.1%
Don't Know	2	9.1%
No Response	4	18.2%
Totals	**22**	**100.0%**

It is clear from the responses received that there is a clear message that schools (primary in particular) would like Schools Forum to undertake a further review of the funding formula. The suggested factors to be reviewed are set out below:

i) High Needs Funding – schools are concerned that they are not receiving the £6,000; there is a need to review the 2% cluster school SEN funding level with an aim of reducing the percentage trigger
ii) AWPU Levels
iii) Lump Sum – differentiate between primary and secondary; reduce the level of the lump sum
iv) Mobility – move funding into Deprivation
v) Deprivation Funding – The level of deprivation funding should be reviewed (reduced?) as schools also receive Pupil Premium funding; consider using IDACI; increase the deprivation funding to the 2012/13 level
vi) EAL Funding – Aim to reduce this factor, using this factor as a mathematical exercise rather than through need is questionable as EAL children generally achieve good level of attainment

Other Comments

A number of other comments were received that raised concerns on the datasets used, however, these are set by the DfE and cannot be changed, but they are noted below for completeness:

i) Primary schools would like to have a separate AWPU for reception classes
ii) Primary schools are concerned at the use of the Early Years Foundation Stage Profile
iii) The DfE should be lobbied to include a Cost of Free School Meals Factor into the funding formula
iv) Schools should be rewarded and funded for improved achievement
v) The data used should not be based on historical information
vi) Expanding schools are not being fully funded by the Local Authority

Suggested Remodelling

Based on the information received through this consultation and the requirements as set out in the DfE's paper for 2014/15, officers of the local authority are suggesting that the following funding models are produced to provide a steer for Schools Forum on the most appropriate funding formula for 2014/15:

1. Use the national average funding rates
2. Use the statistical neighbours average funding rates
3. Introduce differential lump sums
4. Increase deprivation funding to 2012/13 levels including cost of free school meals
5. Reduce the level of EAL funding
6. Consider removing the EAL funding in its entirety
7. Introduce IDACI as a factor for distributing Deprivation funding based on the statistical neighbours approach
8. Increase attainment funding to ensure that every eligible statemented SEN child receives at least £6,000, whilst maintaining the level of funding received in 2012/13.

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HIGH SPEED RAIL UPDATE

Cabinet Members	Councillor Ray Puddifoot Councillor Keith Burrows
Cabinet Portfolios	Leader of the Council Planning, Transportation and Recycling
Officer Contacts	Jales Tippell, Residents Services Rajesh Alagh, Administration Directorate
Papers with report	Appendix 1: 51m's response to the Phase Two HS2 Consultation **(Attached)** Appendix 2: The Council's response to the Environmental Statement Consultation. **(due to size, circulated separately to Cabinet Members, Executive Scrutiny Committee and Group Offices only. It will be available to view and download on the Council's website)**

HEADLINE INFORMATION

Summary	This report updates the Cabinet on the Government's proposals for High Speed Rail, including an update on the outcome of the recent Supreme Court appeal and a further judicial review challenge which the Council has brought jointly with HS2 Action Alliance in respect of the Safeguarding Directions which the Government has issued. The report also seeks Cabinet's approval to the Council's response to the Government's Environmental Statement which accompanied the Hybrid Bill and Cabinet's endorsement of 51m's response to the consultation exercise on Phase Two of HS2
Contribution to our plans and strategies	Hillingdon's emerging Local Plan Hillingdon's Unitary Development Plan Saved Policies 2007 Hillingdon Partners Sustainable Community Strategy
Financial Cost	The Council's 2013/14 and proposed 2014/15 Development and Risk contingency considered elsewhere on this agenda each includes £200,000 earmarked for any potential challenge against the High Speed 2 scheme.
Relevant Policy Overview Committee	Residents' and Environmental Services Policy Overview Committee
Ward(s) affected	South Ruislip, Manor, West Ruislip, Ickenham, Harefield

RECOMMENDATIONS

That Cabinet:

1. **Notes the contents of the report including the update on the legal challenges against the HS2 Scheme.**

2. **Endorses 51m's response to the Government's HS2 Phase Two consultation.**

3. **Approves in principle the Council's response to the Environmental Statement consultation, delegating authority to the Deputy Chief Executive and Corporate Director of Residents Services, in consultation with the Leader of the Council, to make any further changes that may be required to it, before agreeing its final submission.**

4. **Strongly appreciates the efforts of local residents groups that have been established in response to the HS2 proposal and reaffirms this Council's commitment to work closely with them in their campaign against HS2.**

5. **Instructs officers to take all necessary agreed actions to continue to oppose the HS2 Scheme, including joint working with the 51m Group and HS2 Action Alliance and lodging a petition in Parliament against the Hybrid Bill Phase One, and to report back to Cabinet on any significant issues.**

INFORMATION

Reasons for recommendation

The proposed High Speed 2 [HS2] rail line is the most significant major infrastructure proposal since the third runway. Its adverse impacts are considered to be far in excess of any perceived benefits that will arise from the proposal.

The Government commenced a consultation exercise on Phase Two of HS2 on 17th July 2013, and it is important that 5IM, of which the Council is a member, sends a robust response to the proposals set out in the consultation document.

The Government issued the HS2 Hybrid Bill on 25 November 2013 accompanied by a 50,000 page Environmental Statement [ES] which is subject to public consultation. By responding robustly to this consultation, the Council will ensure that the impacts of HS2 on communities are identified and will urge the Government to put suitable mitigation measures in place in the event that the HS2 project proceeds to implementation. The Council will also be petitioning against the Hybrid Bill and the response to the ES will be used as a basis for the petition.

The Council, as part of the 51m Group, appealed to the highest Court in the land, the Supreme Court, and the outcome of this appeal is set out in the report together with details of a separate legal challenge which the Council has jointly brought with HS2 Action Alliance [HS2AA]

Alternative options considered

The alternative option would be for the Cabinet to decide not to respond to the consultation on the ES or to endorse 51m's response to the Phase Two consultation. This is not considered to be an appropriate option, due to the adverse impacts that HS2 will have upon residents of the borough.

The Cabinet could also decide that the Council should not proceed with the joint legal challenge it has brought with HS2AA but this is also not be considered to be an appropriate option for the same reason as that set out above.

Comments of Policy Overview Committee(s)

None at this stage.

Supporting Information

Background

1. The Cabinet report of July 2011 set out the Council's response to the Government's consultation on HS2. The 134 page submission emphasised the Council's concerns on the approach to the high speed rail strategy, the insufficient assessment of alternatives, lack of alignment with other Government strategies (most notably the aviation strategy) and it gave specific details on the devastating local impacts the proposed high speed route would bring to large parts of the Borough.

2. The last report which Cabinet considered on HS2 was in July 2013. It updated the Cabinet on the general progress of HS2, it sought Cabinet endorsement of the two consultation responses in relation to the HS2 consultations on the Phase One Design Refinement and the Phase One draft ES and finally, it updated Cabinet on the steps taken by the Council to legally challenge the Government's 'Decision' to proceed with the HS2 project in its document 'High Speed Rail: Investing in Britain's future - decisions and next steps' (DNS).

3. This report provides an update of the progress of HS2 since July 2013, seeks Cabinet approval to the Council's response to the consultation in relation to the ES, seeks Cabinet's endorsement of 51m's response to the consultation exercise on HS2 and finally, it provides an update on the outcome of the Supreme Court appeal and the further legal challenge which the Council has jointly brought with HS2AA.

Update on High Speed Two

4. In January 2012, the Government issued the Decision and Next Steps (DNS). This document totally ignored the consultation responses that challenged the heart of the principle of high speed rail and the route chosen. Instead, the document included decisions to:

    - proceed with the full network as was consulted on in 2011;
    - broadly proceed with the London to Birmingham route as previously consulted;
    - proceed with the Heathrow spur as previously consulted.

5. Given that fundamental objections by the Council and 51m to the Government's consultation in respect of the HS2 strategy and preferred route were not satisfactorily addressed, the Council, as part of 51m, decided to bring a judicial review challenge against the Secretary of State in the High Court on the basis that the DNS was unlawful. An update on the legal challenge is provided in paragraphs 39 to 53 below.

The Council's engagement with the HS2 project to date

6. In spite of the legal action taken by 51m, the Government and HS2 Ltd have pressed ahead with the HS2 project and the key milestones for the period May 2012 to January 2014 are set out, as a chronology, in the following paragraphs.

7. In May 2012, the Council coordinated the 51m response to the Environmental Impact Assessment - consultation on scope and methodology. The draft Scope and Methodology report was criticised as being ill conceived and totally inadequate. In November 2012, HS2 published a revised Environmental Impact Assessment scoping report which unfortunately still contained a number of glaring omissions and no real change of direction on the approach to the assessment by HS2 Ltd materialised.

8. In November 2012, the Council submitted a response to a Health Impact Assessment Questionnaire on scoping in relation to the draft health impact assessment. A number of significant concerns were raised about the approach being undertaken and of the lack of detailed information for comment.

9. In January 2013, the Council sent robust responses to two Government consultations on Safeguarding and Property and Compensation.

10. On 28 January 2013, HS2 Ltd published 'Phase Two: The route to Leeds, Manchester and beyond'. This alerted the communities further north, which had previously been relatively silent on the high speed proposals, to the potential local impacts of the project. The announcement within this report that work on the Heathrow Spur had officially been put on hold until the Airports Commission reported its recommendations in mid-2015 was also of strategic significance.

11. The High Court ruled on 15 March 2013 that the Government's consultation proposals on Property and Compensation were unlawful, forcing the Government to re-consult. At the same time it dismissed 51m's legal challenge.

12. On 16 May 2013, the Government launched two separate consultations. The first was on the HS2 Phase One Design Refinement and the second on the Phase One draft ES. Cabinet endorsed the Council's responses to both consultations at its meeting on 25 July 2013.

13. The Appeal Court heard the appeal in June 2013 and delivered its judgement in July 2013, dismissing all 51m's grounds of appeal apart from one which related to its contention that the Government was required to carry out a Strategic Environmental Assessment [SEA] in relation to the DNS which it issued in January 2012.

14. On 9 July 2013, the Government formally issued safeguarding directions for the whole of Phase One of HS2. The legal effect of these directions are outlined in paragraph 48 of the report below.

15. In September 2013, the Government launched a fresh consultation exercise on Property Compensation in accordance with the High Court's ruling. The consultation closed on 4 December 2013. The Council sent a robust response to the Government's proposals which was approved by the Leader of the Council.

16. In October 2013 the appeal by 51m was heard in the Supreme Court.

17. The Government revoked the July 2013 directions on 24 October 2013 and replaced them with a new set of directions.

18. The High Speed Rail [Preparation] Act 2013 received Royal Assent on 21 November 2013. It authorises the Secretary of State to incur expenditure on such matters as pre-construction activity [such as surveying and design], acquiring property and in paying compensation in respect of property likely to be affected.

19. The Supreme Court delivered its judgement on 22nd January 2014 and dismissed both 51m's grounds of appeal.

Current Government Consultations

20. On 17 July 2013, the Government commenced a consultation exercise on the proposed high speed rail route from the West Midlands to Manchester, Leeds and beyond (Phase Two). In addition to ascertaining views on the proposed route, the consultation also asked for views on the sustainability impacts of the proposed line of route. Although Phase Two of HS2 does not directly impact upon Hillingdon residents, the Council nevertheless agreed that a response to the consultation should be sent by 51m. The Council has not sent its own separate response. The deadline for responses was 31 January 2014. 51m's response, which can be found at Appendix 1 of the report, has been submitted to meet this deadline and Cabinet is being asked to endorse it.

21. On 25 November 2013, the Government published the HS2 Hybrid Bill which was accompanied by a 50,000 page ES. This Statement is subject to a public consultation exercise which was originally due to end on 24 January 2014. It is fair to say that the ES process has been a shambles. There were a number of omissions in the documents sent out by HS2 Ltd, with a number of important missing pages and incomplete maps. Volume 5 of the Statement was issued late and the HS2 Phase One GIS Environmental data was only made available as late as 28 January 2014.

22. The matter was referred to the House of Lords Standing Orders Committee which decided that the period for commenting on the ES should be extended to 27 February 2014 on the basis that there were a significant number of missing pages which could not be considered by consultees until 2 January 2014.

23. Further details of both consultation responses are set out below.

51 M response to Consultation on Phase Two of HS2

24. Although the Council has not sent its own individual response to this consultation, its officers have sent their comments to Buckinghamshire County Council who has coordinated the response on behalf of 51m. The Council's comments have been incorporated in the response.

25. Phase Two is the northern part of the scheme running from Birmingham to Leeds and Birmingham to Manchester. It is known as the "Y" network. Importantly, a Heathrow Spur that had been proposed as part of Phase Two originally is still on hold and it did not form any part of the consultation exercise.

26. The 51m response, which is attached as Appendix 1 to the report, maintains the opposition to the HS2 scheme and emphasises that there are far more cost effective alternatives. The response also highlights a fundamental change to the principles behind the design of Phase Two that has led to further concerns about the rationale of the whole scheme.

27. A summary of the main points contained in the 51m response is set out as follows:

(a) The principle of the Y network is not part of this consultation and there has never been a fair consultation on this principle.

(b) The philosophy for the design of Phase Two is substantially different namely,

- Speed is not the driving factor for the Y network - 75% of the Leeds arm has a design speed of less than 400kph, whereas only 25% is less than 400kph for Phase One and this is nearly all in the tunnels out of London.

- The alignment has been designed to follow major transport corridors [motorways] where possible, whereas Phase One was designed to achieve a speed of 400kph for its whole length [except tunnels and approaches to stations].

- The alignment has significant deviations in it to avoid sensitive environmental areas and population centres.

(c) The lack of reliance on speed means that there is greater flexibility in avoiding harm. It also means that the costly High Speed trains will rarely reach top speed north of Birmingham.

(d) Many of the route options for Phase One were rejected on the basis that design speeds would be lower than the preferred route. The increased journey times and extensive tunnelling requirements were considered to be more important than the environmental benefits. However, as the Phase One scheme has developed, more tunnelling is required and the cost has gone up. The preferred Phase One option is therefore more costly and more harmful to the environment than other options.

(e) There is more flexibility around the station options for Phase Two and opinions are sought on the locations of intermediate stations and additional stations for the Y network. However, the consultation on Phase One was far more rigid and there was no scope for considering stations beyond those presented.

(f) The Government has changed its justification for HS2 from speed to capacity, claiming that the West Coast Main Line is full which it uses as a justification for the need of HS2. This argument is fundamentally flawed.

(g) HS2 as an engine for growth has not been proven. The Phase Two consultation provides no further credible evidence as to how HS2 will provide sufficient benefits that outweigh the very considerable harm.

The Council's response to the Environmental Statement Consultation

28. As is indicated in paragraph 20 above, the entire ES consultation process has been very unsatisfactory. In spite of this, the Council gives it the utmost importance and has prepared a detailed response which can be found at Appendix 2 of the report.

29. The response is in two parts. The first part has been prepared in the Council's capacity as an environmental authority. The Council is also the owner of land which will be negatively impacted by the HS2 project and therefore the second part is a response which has been prepared in the Council's capacity as a landowner.

30. Parliamentary Standing Orders were amended in June 2013 and a new House of Commons Private Business Standing Order 224A was introduced. This requires the Minister responsible for the Bill to publish all the comments made in response to the ES and to send them to an "independent assessor". The role of the assessor is to summarise the comments which have been made. The summary will be made available to MPs together with the ES at the second reading stage of the Bill. Standing Order 224A does not require the assessor to reach any conclusion in relation to the comments made or to conduct any evaluation of the ES. This is yet a further example of the Government adopting a significantly flawed process which does not instil any public confidence.

31. The Bill, if enacted, will authorise compulsory acquisition of land, rights to occupy land, rights to stop up and divert highways and to construct and operate a new high speed railway - initially between London and Birmingham. The land affected will include many thousands of acres over a sixty miles route. Four stations are proposed as part of Phase one - two in London (Euston and Old Oak Common) and two in Birmingham (Birmingham International Airport and Curzon Street).

32. HS2 Ltd has sent out formal notices to owners and occupiers of land likely to be directly affected in the Borough, utility undertakers and to the Council itself.

Overview of Hillingdon response to the Environmental Statement Consultation in its capacity as an Environmental Authority.

33. The response to the ES consultation reaffirms the Council's opposition to the scheme. It acknowledges that the borough will see a considerable amount of harm over the course of 8 years of construction as well as lasting adverse effects. The response acknowledges that there are extreme adverse effects associated with the scheme but no benefits.

34. The adverse effects can be summarised as follows:

- There is no business case for Phase One and the details in the ES do not reflect the changing objectives of the scheme. Principally, the ES clearly shows that more people will be travelling into London than leaving. There is no case to suggest that HS2 will rebalance the economy.

- The preferred option was originally selected because it was cheaper, quicker and involved less tunnelling than the alternative options, despite being more harmful to the environment. Subsequently, the Government has revealed the scheme is not about speed and the design of Phase One includes considerably more tunnelling with the associated costs rising. The response sets out the Council's concerns that there has never been a review of what would be the most suitable route which has seriously undermined the credentials of the proposed scheme.

- The response sets out the concerns over the poor quality of the assessment and that it does not befit the magnitude of the scheme or the public funds spent on it. The Council does not consider the ES to be compliant with the Environmental Impact Assessment Regulations or that it provides a sound evidence base for supporting the scheme.

- The response also raises concerns that if the scheme were to go ahead the Council will have to use its own resources to complete the work of HS2 Ltd.

35. The response also sets out the level of environmental harm in the Borough which includes:

- Approximately 200 hectares of lost farmland with only 145 restored on completion. This equates to an area approximately the combined size of the urban areas of Harefield and South Harefield which have a population of nearly 8000 people;
- The severance of farm land will increase the amount of land no longer available for farming;
- Exceedences beyond minimum EU air quality levels in areas affected by construction traffic. This will have an adverse impact on health;
- The loss of Hillingdon Outdoor Activity Centre, a charity run centre which has 22,000 users from a wide range of areas and backgrounds;
- Adverse noise impacts to communities;
- Disruption of roads and local services from construction traffic;
- Impacts on Ruislip Golf Course and the loss of Ruislip Rifle Club;
- Use of the Colne Valley as quiet recreational area is reduced even with noise barriers in place;
- Diversion of public rights of way onto busy roads with no footways endangering lives;
- Impact on many cultural heritage features such as Brackenbury Farm;
- Impacts on archaeology likely to be significant but have not been assessed;
- Significant impacts on the Mid Colne Site of Special Scientific Interest (SSSi);
- Impacts on several smaller nature conservation sites;
- A total loss of over 150 hectares of natural habitat;
- European Protected Species lost, disturbed or displaced;
- Non European Protected Species not adequately considered;

- A Viaduct through the Colne Valley that fundamentally harms the landscape;
- Changes to landscape from placement of excavated material;
- The plantation of new woodland in open countryside;
- Realignment of Pylons adversely effecting Uxbridge Golf Course;
- The dumping of excavated material onto areas of contaminated land;
- Congestion impacts on local businesses inadequately assessed;
- Significant noise increases which will affect over 200 properties;
- Significant noise Impacts in the Colne Valley changing to being noisier than the average ambient noise levels of an urban area;
- An increase in congestion from traffic movements with some being potentially entirely impractical;
- Increased risk of surface water flooding.

36. Despite the objections, the Council recognises that due to the unique decision making process adopted by the Government, the scheme could proceed without adequate consideration. In this instance, the Council will need to work with HS2 Ltd or petition for mitigation. The response sets out the approach to mitigation:

(a) **Primary:** The Council believes that the amount of harm across a wide range of environmental and social matters warrants the extension of tunnelling from West Ruislip through to the west of the Colne Valley. This is likely to form the basis of the main petitioning points.

(b) **Secondary:** If a tunnel is deemed unfeasible, the Council wants to see a vision for the environmental mitigation in the area. At present there appears to be a random approach to planning new woodland and grassland. The Council wants HS2 Ltd to come up with a scheme that provides a clear environmental benefit but one which also serves as a social and community facility. Comparisons have been made in the response to the role of the Barnes Wetland Centre in West London as a visionary approach.

The secondary mitigation will also include ensuring adequate noise mitigation is in place including property improvements where necessary. The Council also seeks a redesign of the congestion routes and commitment to removing all excavated material by rail.

Overview of Hillingdon response to the Environmental Statement Consultation in its Capacity as a Landowner

37. The focus of the response is in relation to seven particular parcels of land which are:

- Ruislip Golf Course and Clubhouse;
- Park Lodge Farm [which includes Dews Farm];
- Hillingdon Outdoor Activity Centre [HOAC];
- Denham Quarry;
- Priors Farm;
- Bourne Farm;
- Uxbridge Golf Course.

38. It is apparent that the ES is particularly weak in terms of the amount of information and detail it has provided in relation to land owned by the Council. This has made it difficult

for the Council to formulate a more robust and coherent response to the issues which have been highlighted in the ES.

39. The response has highlighted the following issues:

- Large amounts of soil will be deposited on Council owned land some of which are consistently saturated. The depositing of soil on other sites could also have a negative drainage impact on land owned by the Council;

- Noise and dust arising from the construction works will negatively impact upon land owned by the Council;

- HS2 will adversely impact upon Council owned land that is currently used for recreational purposes. This includes not only HOAC, Ruislip and Uxbridge golf courses but also open space off Priors Lane, a significant amount of well used public rights of way and the Colne Valley;

- The permanent loss of Ruislip golf course as an eighteen hole competition course;

- Loss of members at Ruislip golf course which will impact on the Council's revenue. The course may ultimately be forced to close and if this were to happen, a number of employees would face the prospect of losing their jobs. No proposals for compensation for these losses have been put forward in the ES;

- Excavated material will be deposited on Park Lodge Farm some of which is contaminated. Without a suitable restoration plan in place, the land may not be fit for another use which will have costs implications for the Council;

- The construction works will cause considerable severance to Dews farm which will significantly decrease the amount of rental income for the Council;

- An angling club with other 250 members will no longer be unable to use a lake at Denham Quarry [which is also used by HOAC] as the fishing stock will be harmed by the piers for the Colne Valley viaduct which will be located in the lake;

- HOAC will effectively have to close on the basis that the Colne Valley viaduct will cross its site. A very valuable community facility will be lost for good. No alternative site, either within or outside the Borough, has been identified and no mitigation measures have been proposed;

- Hillingdon's land at HOAC will be neutered during the construction works and the major noise and visual effects will cause a diminution in its value;

- HS2 Ltd will require use of land at Uxbridge golf course to realign existing pylons and construct new pylons which will significantly affect three holes on the course - there has been no engagement with the Council to date in relation to this loss and no offer of compensation has been proposed;

- Hillingdon will be unable to implement an existing planning permission for remodelling works at Uxbridge Golf Course;

- The amount of noise and dust generated during the construction works at Prior Farm will have a major impact on the productivity of the holding;

- No information has been provided as to how Bourne Farm Barn, which is a Grade II listed building, will be protected from damage during the construction works.

Update on legal challenges

40. The 51m judicial review action was dismissed by the High Court on 15 March 2013. 51m immediately lodged an appeal against this decision to the Court of Appeal.

41. The Appeal Court heard the appeal in June 2013 and it delivered its judgment at the end of July 2013. The Court unanimously dismissed all 51m's grounds of appeal apart from one which related to its contention that the Government was required to carry out a Strategic Environmental Assessment [SEA] in relation to the DNS which it issued in January 2012. The three Appeal Court Judges were split by a majority of 2 to 1 in favour of dismissing this particular ground of appeal.

42. The Appeal Court gave 51m permission to appeal against its judgment to the Supreme Court which is the highest Court in the land.

43. The appeal was heard in the Supreme Court on 15 and 16 October 2013. The Court considered two specific grounds of appeal:

    (a) That European legislation required the Government to undertake a SEA in relation to the DNS and it had not done so.

    (b) The Parliamentary procedures which the Government was proposing to adopt in relation to the Hybrid Bill did not allow for effective public participation on environmental issues which was in breach of European legislation.

44. The Supreme Court, which was comprised of a panel of seven Judges, delivered its judgment on 22 January 2014. It dismissed both of 51m's grounds of appeal. The thrust of the Court's decision is that Parliament is autonomous and is free to decide on how it wishes to proceed in relation to the HS2 scheme and the procedures which they are likely to adopt are not apt for judicial supervision. The Court also had the ability to make a reference to the European Court of Justice for it to give its interpretation of the European legislation but disappointingly, it decided that it was not necessary to do this.

45. The Supreme Court has essentially entrusted Parliament with ensuring that it follows all the correct processes in implementing the HS2 project. The Council will be monitoring what Parliament does and the door has been left open for further legal challenges to be brought in the event that any process is overlooked or is subject to abuse.

46. Although the Supreme Court is the final appellate Court in the land, there is scope for 51m to take the matter further, in relation to the current legal challenge on the SEA ground only, by pursuing two possible routes. The first is to make a complaint to the European Commission. If the complaint is accepted, the UK Government will be taken to the European Court of Justice to explain why it has not completed a SEA in respect of the HS2 project.

47. The second route is to make a submission to the Compliance Committee of the Aarhus Convention which is a binding international treaty designed to ensure that Governments develop infrastructure in the most environmentally friendly way possible. If the submission is successful, the Government would then be bound by the treaty to conform to the Compliance Committee's request for an SEA to be completed.

48. The Council has no experience of either of these procedures and it is not clear what benefits they will bring if one or both of them are pursued. Neither procedure is likely to produce a quick outcome and will not prevent HS2 from being implemented. Furthermore, the Council has not yet discussed this matter with other members of 51m and therefore is not aware of what their views on this issue are. In the meantime, the Council has commissioned a legal opinion from the legal team which was instructed to represent 51m in the Supreme Court to provide a detailed explanation of what the procedures will involve and whether there are any advantages in pursuing them.

49. The Council has brought a separate judicial review challenge, together with HS2AA, in relation to the safeguarding directions which the Government first issued on 9 July 2013 for the whole of Phase One of HS2. These directions operate as follows:

- Where a local planning authority receives an application for planning permission within the geographical area covered by the directions, and which is not for a limited category of exempt development, it must consult HS2.

- Subject to certain limited exceptions, it must not grant planning permission otherwise than to give effect to the recommendation of HS2.

- The directions allow a local planning authority to refer the application to the Secretary of State. However, there is no suggestion that the Secretary of State will exercise his discretion otherwise than in accordance with the stated purpose of the directions.

50. The Council and HS2AA have claimed that the Government has failed to carry out a SEA before issuing the directions and therefore the directions should be quashed by the Court.

51. This judicial review application was put on hold, with the agreement of the High Court, until the outcome of the Supreme Court appeal was determined.

52. On 24 October 2013, HS2 Ltd wrote to the Council, informing it that following the design refinements consultation launched in May 2013, and analysis of responses by the Department of Transport and HS2 Ltd, design changes had been approved by the Secretary of State. As a result of this, the July 2003 directions for Phase One of HS2 had been revoked and replaced with a new set of directions for Phase One which would take effect from 24 October 2013.

53. The Council and HS2AA therefore applied to the High Court for its claim for judicial review to be amended to take into account the fact that the October 2013, not the July 2013, directions were being challenged. The High Court has approved the amendment and now that the Supreme Court appeal has delivered its judgment, the Council, together

with HS2AA, will be rigorously pursuing the claim. The legal costs involved in bringing the claim will be shared equally between the council and HS2AA.

54. If the Council and HS2AA are successful in their claim, this will not prevent the Government from proceeding with the Hybrid Bill but it will be forced to carry out a SEA before it can rely on the safeguarding directions. This will have the effect of slowing down one important aspect of the overall project. Furthermore, the directions allow owners of properties to serve Blight Notices on the Government, requiring them to purchase their properties and pay them compensation. The quashing of the directions will have a negative impact on this process as far as the Government is concerned.

Petitioning

55. The Council will be petitioning against the Hybrid Bill. A petition is a formal document which is deposited in Parliament and it is considered by a Select Committee after the Second Reading stage of the Bill. The Council will not be able to petition against the principle of the BIll as such but it can propose amendments to the Bill together with mitigation measures. A lot of work has been done by officers in preparing a robust response to the ES, which can be used in the petitioning process.

56. It is important to note that the Council will require authority from full Council to lodge the petition in Parliament under section 239 of the Local Government Act 1972. The Borough Solicitor is preparing a separate report, requesting such authority from full Council, at its meeting on 20 February 2014.

Involvement with residents

57. Officers continue to support residents in helping to understand the impacts of the HS2 proposal. The Ruislip Stop HS2 event on 14th October was well attended by residents and officers took the opportunity to help understand residents concerns regarding the safeguarding and compensation consultations issued by HS2 Ltd. The information helped to shape the council's own responses to ensure HS2 Ltd were properly informed in regard to the failings of their consultation processes and the information provided.

58. Officers have accompanied residents to meeting with Transport for London to help ensure that TfL officers are aware of the specific problems in the Borough and to gain support from TfL in supporting their concerns. Two meetings have been held to date on the 22nd October 2013 and the 15th January 2014. This has led to a further officer meeting with TfL where officers have been able to discuss the potential for joint working during the future petitioning process.

Financial Implications

The Council's Development and Risk Contingency in the current year and the budget proposals for 2014/15 considered elsewhere on this agenda each contain £200k to continue the Council's ongoing participation in challenging the HS2 infrastructure development. It is anticipated that the costs of the actions and challenges set out in the report will be contained within these contingency sums.

EFFECT ON RESIDENTS, SERVICE USERS & COMMUNITIES

The proposed HS2 Rail Line is likely to be the most significant development proposal in Hillingdon since the third runway. The HS2 route runs straight through the Borough. Despite the addition of a tunnel for part of the route there remain significant concerns about the effects of HS2 on residents, service users and communities. These concerns have been heightened by not only the approach which the Government has taken in relation to issuing the ES but also by the contents of the ES itself.

Consultation Carried Out or Required

The Council has been proactive, leading in the response to a number of relevant consultations in respect of HS2, closely working with other organisations, Councils and the residents and communities affected.

CORPORATE IMPLICATIONS

Corporate Finance has reviewed this report and concurs with the financial implications set out above, noting that the Council's draft budget for 2014/15 as set out elsewhere on this agenda contains further provision to support the Council's challenge to HS2. As highlighted throughout this report, if the proposed infrastructure development were to go ahead there would be wide-ranging financial implications for the authority.

Legal

The Borough Solicitor is the joint author of the report and therefore the legal implications are contained in the body of the report.

Corporate Property and Construction

Corporate Property and Construction supports the recommendations made in this report.

BACKGROUND PAPERS

NIL

51m
Response to
HS2 Phase 2 Consultation on the Route from the West Midlands to Manchester, Leeds and beyond

51m RESPONSE TO CONSULTATION ON HS2

Overview

1. 51 m is the cross party Alliance of nineteen local authorities who have come together to review and challenge the case for HS2.

2. Each of the councils has signed up to the following position statement:

   "We are opposed to the current High Speed rail proposals as they are presently outlined and do not believe that they are in the best interests of the UK as a whole in terms of the benefits claimed in the business case.

   We are not opposed to the need for higher speed rail per se and fully acknowledge the need for strategic improvement to the national rail infrastructure but cannot agree with the current proposals as the economic and environmental benefits are not at all credible.

   We do not believe that all the other alternatives to achieve the transport capacity, regeneration and environmental benefits have been fully explored by the Government and with in excess of £30billion (now £50 billion) proposed to be invested, we owe it to the nation to ensure these are fully explored."

3. 51m has previously responded to the Phase 1 consultation as well as making representations/submissions to the Transport Select Committee, the NAO, TfL and the Public Accounts Committee in relation to HS2.

4. 51m has sought Judicial Review on a number of aspects of the Government's decisions in January 2012 to proceed with the HS2 project and also sought appeal on a number of aspects of the findings of the judicial review.

5. The consultation process on the Y reinforces 51m's concerns raised during the original consultation for Phase 1 and raises a number of other issues:

6. The principle of the Y route is not part of this consultation and there has never been a fair consultation on the principle of the Y

7. The philosophy for the design of the Y is substantially different to that for Phase 1

   - Speed is not the driving factor for the Y – 75% of the Leeds

arm has a design speed of less than 400kph, whereas only 25% is less than 400kph for Phase 1 and this is nearly all in the tunnels out of London.

- The alignment has been designed to follow major transport corridors (motorways) where possible, whereas Phase 1 was designed to achieve a speed of 400kph for its whole length (except tunnels and approaches to stations)
- The alignment has significant deviations in it to avoid sensitive environmental areas and population centres.

8. Route options for Phase 1 were rejected on the basis that design speeds would be lower, increasing journey times and the extent of tunnelling to get out of London would be too costly – these reasons are not valid given the design philosophy for the Y and the increase in tunnelling now included in Phase 1.

9. Opinions are sought on the locations of intermediate stations and additional stations for the Y but this was not considered for Phase 1 consultation.

10. The Government has changed its justification for HS2 from speed to capacity, claiming that the WCML is full, which it uses as the justification for the need of HS2. This argument is fundamentally flawed.

11. HS2 as an engine for growth – case not proven.

Principle of the Y – No Fair Consultation

12. There are two fundamental principles of fair consultation:

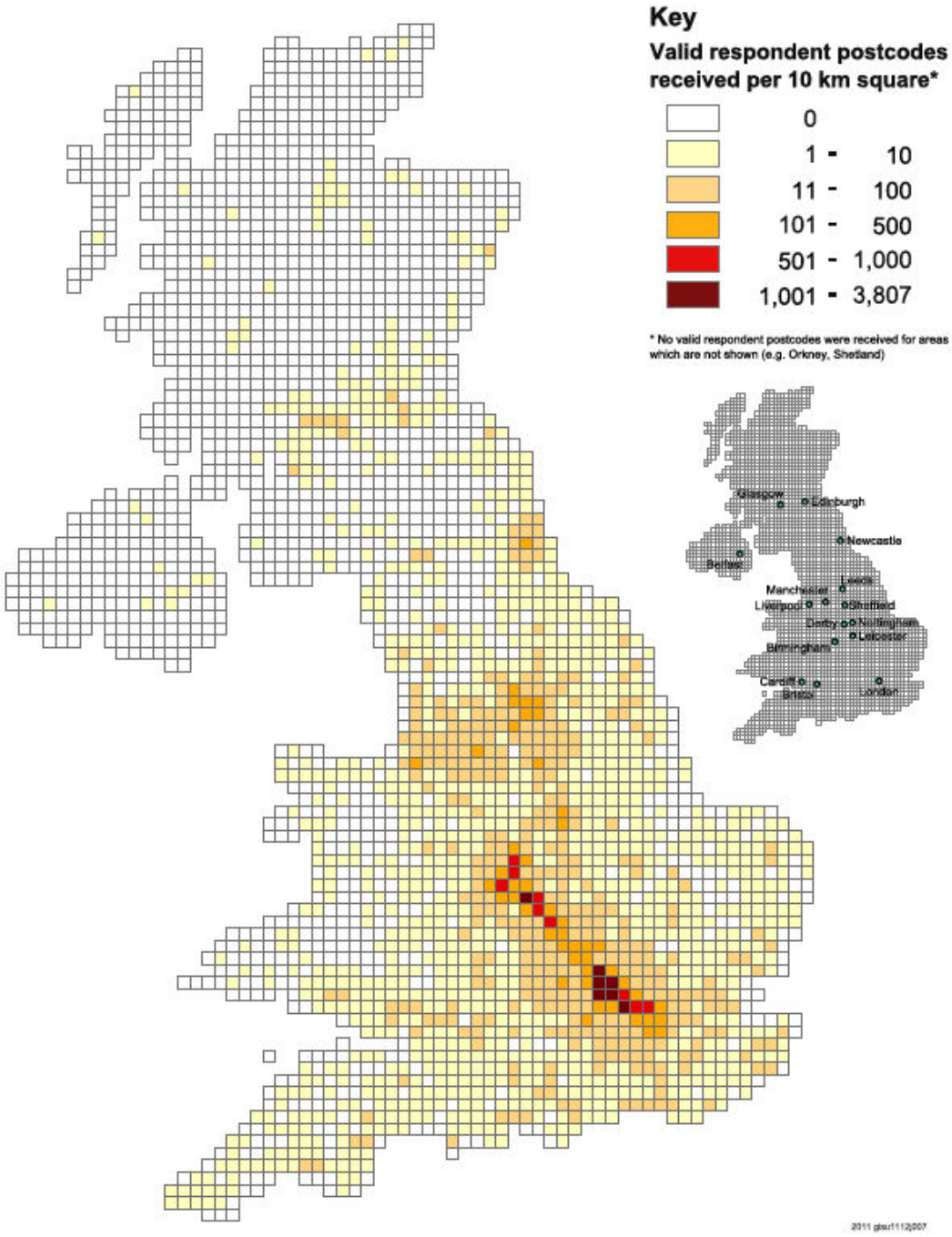
- It must be undertaken at a time when the proposals are still at a formative stage;
- It must provide sufficient information for the consultees to give intelligent consideration and an intelligent response.

13. The Secretary of State's decision in January 2012 was to promote the full Y network, but in two phases. Therefore although only the details of the route were set out for Phase 1, the principle of the project proceeding to Leeds and Manchester was established in January 2012 and is not part of the current consultation. Indeed this consultation only focuses on the detail of the route from the West Midlands to Manchester, Leeds and beyond.

14. The obvious consequence of this approach is that all those local authorities, individuals, companies and environmental groups who now know they are to be affected by Phase 2 have not had a fair and reasonable opportunity to respond/challenge the principle of the project. This view is underpinned when you look at the level of responses to the original Phase 1 consultation carried out in 2011.

- Overall there were 54,909 responses and the Consultation summary report by Dialogue by Design provides a geographic breakdown, see figure below.

Figure 2.1 Geographical breakdown of respondents



It is clear that the geographical breakdown of respondents shows that the vast majority of responses were submitted by respondents in postcode areas near the proposed route from London to the West Midlands, including Birmingham and London. There are also

concentrations of respondents in postcode areas in the North West and Yorkshire and the Humber.

- Only about half of the County, Metropolitan and District Councils on the indicative Y route (north of Birmingham) responded in any form compared with virtually all along the route from London to West Midlands.

- Only 2 parish council on the Y responded, compared with 69 along the London to West Midlands route.

15. Consultees did not make intelligent representations on the impacts of the proposal north of Birmingham because they did not know the route and did not have sufficient information to respond intelligently.

16. The Government has stated during the judicial review process that no actual decision has been made on either Phase 1 or Phase 2 of the project and that the consideration of the principle, alternatives, the detailed route and any decisions to proceed will be made by Parliament. Given the basis of the consultation on both Phase 1 and Phase 2, it is clear that local authorities, individuals, companies and environmental groups north of Birmingham have not been given a fair opportunity nor had sufficient information to give intelligent consideration and an intelligent response to the principle of HS2.

Different Design Philosophy for the Y

17. Phase 1: London to the West Midlands was designed to maximise speed and minimise journey times and the alignment has a design speed of 400kph for the whole route except when it is in tunnels at the London end. This design philosophy has resulted in a very straight alignment causing very significant environmental impacts. When the Phase 1 route was selected a number of other options where considered which used major transport corridors, in particular the M1, WCML and M40 but these were rejected for a combination of the following reasons[1]:

- Slower journey times 5-7 minutes

[1] **Review of HS2 London to West Midlands Route Selection and Speed.** A report to Government by HS2 Ltd. January 2012

- Prohibitive tunnelling lengths and costs
- Impacts on communities

18. The design philosophy for Phase 2 – the Y - is different from Phase 1 and speed is not considered the main driver, indeed the Government states that the drivers behind HS2 now are capacity and connectivity. This different design approach is very evident with the Leeds arm of the Y, where only 38% of the route has a design speed of 400kph compared with over 75% for Phase 1. In addition the only sections on Phase 1 that have a lower design speed are in the tunnels where you cannot run at 400kph for technical reasons and the Leeds arm of the Y has virtually no tunnels. This reduction in line design speed will have increased the journey times and although we are not able to assess this in detail it is likely to have increased the journey time to Leeds by between 5 - 10minutes compared with a 400kph alignment.

19. In order to mitigate some of the impacts of Phase 1, HS2 have increased the lengths of tunnels to get out of London and past Amersham, such that there would be very little difference in the lengths of tunnels required for the HS2 alignment and the other alternatives along major transport corridors (M40, M1, and WCML).

20. The impacts on communities, environmental damage and severance of using one of the major transport corridors for Phase 1 would be significantly less than the current alignment, since the route would be next to motorways which go around any major centres of population.

21. The above examples demonstrate that design philosophy for HS2 has changed and there is no need for 400kph design speeds, indeed HS2 has said that to start with services will only operate at 350kph. The reasons for the rejection of alternatives route options for Phase 1 are no longer valid and the route selection process for Phase 1 should be started again.

The Need for HS2

The capacity arguments for HS2 are fundamentally flawed

22. Government are constantly quoting Network Rail as saying that *"the West Coast Main Line will be full by the mid 2020's"* but there has been no objective, independent review of this. Even on Network Rail's own evidence[2],

[2] London and South East Route Utilisation Strategy July 2011 (page 55)
http://www.networkrail.co.uk/browse%20documents/rus%20documents/route%20utilisation%20strateg

the West Coast Main Line is, except for HS1, the least crowded main line into and out of London:

Morning peak demand and capacity

[Network Rail London and South East Route Utilisation Strategy July 2011]

Service group (long distance services into London)	Load factor (3 hour morning peak - 2010)
Paddington (Main Line and other fast trains)	99%
Waterloo (South West Main Line)	91%
St.Pancras (Midland Main Line)	80%
Liverpool Street (Great Eastern Main Line)	78%
Victoria (fast trains via East Croydon)	72%
Kings Cross (ECML long distance)	65%
Euston (long distance)	**60%**
St.Pancras (HS1 domestic)	41%

14

23. The data above shows that it is the other routes such as the main lines into Waterloo, Victoria and Liverpool Street and key commuter routes into cities such as Birmingham, Manchester and Leeds are full now – and in many cases the Government has no long term plans to provide extra capacity.

24. It is also important to understand that there are two aspects to determining whether the WCML is full and whether it can accommodate future growth. Firstly one must consider current & future demand v capacity and secondly the potential future growth in the market.

25. When you look at the number of people that use the WCML Virgin services compared with the seats available, there is plenty of capacity. Reinforcing this view is the data released to the High Court as part of the Judicial Review case into HS2 in December 2012 showed that evening peak Inter-City departures from Euston in 2011 carried on average just 229, a load factor of only 52.2%. Furthermore, the 2011 counts were carried out before the programme to lengthen 35 out of 56 Pendolinos from 9 to 11 cars was implemented which has provided a further 150 standard class seats in each lengthened set.

ies/rus%20generation%202/london%20and%20south%20east/london%20and%20south%20east%20route%20utilisation%20strategy.pdf

26. We accept that you cannot double the number of trains on the WCML but the number of trains you run is not the correct measure of route capacity, it is the number of seats that you provide. As an analogy: If an airline uses a 220 seat aircraft (say Boeing 767) on a route from London – Boston and the flights become full, its first response is to change to a bigger aircraft (say Boeing 777), not to put on a second flight.

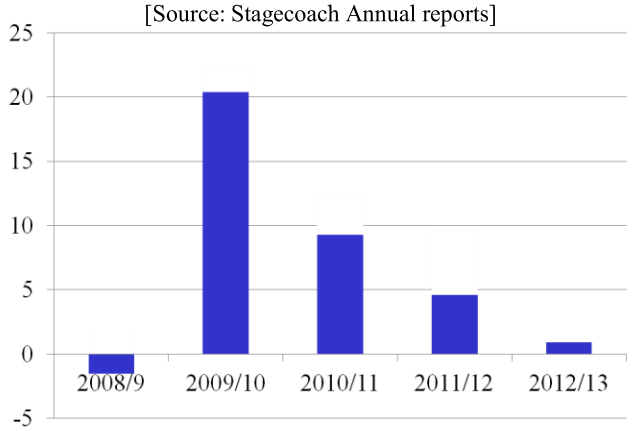
Future demand

27. Passenger numbers on the West Coast Main Line grew dramatically after the upgrade of the route was completed in 2008. This isn't surprising, as frequencies were improved and journey times were slashed. Taking London – Manchester as an example, for years there had been just one train an hour, taking 2 hours 40 minutes, but there is now a train every twenty minutes, taking 2 hours 8 minutes. So there has been a massive switch from air to rail, with almost everyone travelling to central London now going by train – the remaining air passengers are either inter-lining, or fly because the destination airport is more convenient for them than Euston.

But the results for Virgin Rail[3] show that rapid growth in demand is now over:

Passenger miles growth (%) for Virgin West Coast

[Source: Stagecoach Annual reports]



3

28. The same pattern occurred when the West Coast main Line was electrified in the 1960s – initial rapid growth, then passenger numbers plateaud for

[3] Data from Stagecoach annual reports – Stagecoach own 50% of Virgin Rail

many years. Future growth on the West Coast Main Line is now only likely to come from growth in the total transport market, rather than transfer for road and air, which has already happened. But rail is already dominant for travel to central London, and the Department for Transport's own statistics show that business travel in declining, almost certainly because businesses are increasingly using IT as a smart, cost effective alternative.

HS2 Services

29. The HS2 services patterns[4] proposed further demonstrates that HS2 is being developed from a purely theoretical basis with no consideration of the real need and demand. In addition it promises services which if delivered would have a significant impact on the core proposition and misleads major cities on the Y.

30. Currently Birmingham to Manchester is served by 2 through trains per hour with a total capacity of 524 seats and the services pick up passengers at a number of intermediate stations (Stafford, Stoke and Stockport). The HS2 proposition is for 2 trains per hour non-stop to Manchester Airport / Manchester Piccadilly with a minimum of 1100 seats. Currently there are 1300 trips each weekday from Birmingham to Manchester[5] and this is predicted to increase to 2100[6] each weekday by 2043. Even by their own estimations the trains will be only 20%[7] and in practice it will be even less, since HS2 will operate for some 18 hours a day, providing nearly 20,000 seats each day. It is unbelievable that HS2 is planning to provide 2 trains per hour between Birmingham and Manchester, which in 2043 will only be 10% - 20% full. The situation on the Leeds arm is little better with a maximum load factor on Birmingham to Leeds trains of only 37%[8]. These service will need to

[4] HS2 Ltd Economic Case - figure 28

[5] MVA Options for Phase 2 of the High Speed Rail Network – demand and appraisal report July 2013, Table 3.1

[6] MVA Options for Phase 2 of the High Speed Rail Network – demand and appraisal report July 2013, Table 3.2

[7] MVA Options for Phase 2 of the High Speed Rail Network – demand and appraisal report July 2013, Figure 10.2

[8] MVA Options for Phase 2 of the High Speed Rail Network – demand and appraisal report July 2013, Figure 10.3

have huge subsidies to operate and cannot be justified under any normal appraisal. **HS2 is capacity for capacity sake.**

31. HS2 is designing the HS2 – HS1 link for up to 3 trains per hour in each direction[9] to enable direct rail services to key European destinations such as Paris, Brussels and Amsterdam, from stations that will be served by the UK's new high speed trains. If HS2 trains from Birmingham, Manchester and Leeds were to directly serve continental Europe, it would reduce the number of services on the core HS2 route to London Euston. In practice, unless some destinations were not to be served this would mean a reduction in services to the Birmingham, Manchester and Leeds. Alternatively HS2 trains could start at Old Oak Common and then connect to HS1 and the continent, but then there would be no direct connectivity to the continent as passenger would have to change at OOC and wait for a train to the continent. In practice it would be easier to take HS2 to Euston and then change onto the more frequent Eurostar services from St Pancras.

32. Under either scenario, HS2 is misleading the cities of the north of England in terms of what levels of services and connectivity they will receive with HS2.

Scope to upgrade capacity on the West Coast Main Line

InterCity capacity

33. The Department for Transport (DfT) forecast 102% "background growth" in long distance demand over the 2008 base in its 2011 consultation documentation. From recent trends, this looks highly unlikely but even if rail growth does continue, there are much cheaper and quicker ways on increasing long distance capacity on the West Coast Main Line. The alternative developed by 51m[10], the group of local authorities opposed to HS2, achieves a major increase in capacity by:

- Changing one first class vehicle to standard (this would still leave three first class coaches in each train).
- Lengthening trains from the present 9/11 cars to 12 cars (except for Liverpool trains which would stay at 11 cars because of physical constraints at Liverpool Lime Street).

[9] HS2 Ltd Serving Continental Europe Technical factsheet

[10] Optimised Alternative to HS2: the scope for growth on the existing network" http://51m.co.uk/sites/default/files/uploads/App%201%20-%20Optimised%20Alternative%20to%20HS2.pdf

This approach gives 693 seats on most trains – more than three times the average evening peak loading in 2011

34. Eliminating three "pinchpoints" between Euston and Crewe would allow an extra 15 Inter-City trains in each direction daily, as well as increasing freight capacity by separating InterCity and freight trains throughout.

35. Buried within the documentation, issued by the Government in January 2012, are reports commissioned by DfT from both Network Rail[11] and WS Atkins[12]. While the Network Rail report was clearly intended to "rubbish" the 51m Alternative, it implicitly acknowledges that capacity calculations set out in the alternative are practical and deliverable; the WS Atkins report shows that the alternative has a Benefit Cost Ratio (BCR) of 5.1, compared with 1.4 for HS2 – and the capital cost of the 51m Alternative is £2bn, a fraction of the cost of HS2.

Euston commuter capacity

36. There is a major crowding problem today on the fast commuter trains to Milton Keynes and Northampton. Indeed, DfT have stated that one of the ten most overcrowded trains in the country last year was on this route. However, this could be solved immediately and at no cost by allowing Milton Keynes commuters to use the eight Virgin trains which stop at Milton Keynes in the evening peak period, but only to pick up. These trains have an average load factor of just 43%, with 1992 empty seats. In the medium/longer term, the 51m alternative would double the fast peak commuter capacity on the route by building a new flyover south of Milton Keynes and introducing faster rolling stock, and this could be done in five years. HS2 would provide no additional capacity until 2026 at the earliest.

37. Major increases to capacity on the shorter distance commuter services on the route (egg to Watford and Hemel Hempstead) can be achieved by increasing all trains to 12 cars, and operation of additional commuter trains by changing stopping patterns and transferring a small number of freight

[11] Network Rail review of strategic alternatives November 2011
http://assets.dft.gov.uk/publications/hs2-review-of-strategic-alternatives/hs2-review-of-strategic-alternatives.pdf

[12] Atkins strategic alternatives update January 2012
https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/3664/hs2-strategic-alternatives-study-update.pdf (page 28)

trains to run outside peak periods. But HS2 doesn't help shorter distance commuters, as these trains would still have to operate on the "slow lines" as DfT's plans for the route show that the "fast lines" would still be very busy with fast (125/110 mph) after HS2 is built.

Commuter capacity in Birmingham, Manchester and Leeds

38. Key commuter routes into cities such as Birmingham, Manchester and Leeds are full ***now.*** The Government is arguing that HS2 is essential to enable rail to meet growing commuter demand in Birmingham, Manchester and Leeds. In reality, HS2 will only have a marginal benefit in each case. Taking the morning peak as an example, only two trains from London arrive at each of Manchester and Leeds before 9am today, so HS2 would only release capacity for just two more trains, on just one route into each city and then not until 2033. HS2 would only release paths for three or four additional peak trains on only one route into Birmingham, and not until 2026. Four tracking Birmingham to Coventry would provide much greater commuter capacity much more cheaply and quickly.

39. HS2 does not provide the solution to commuter overcrowding in Manchester, Birmingham and Leeds despite its £50bn price tag.

40. If commuter capacity is the problem, then spending £50bn on HS2 to Birmingham, Manchester and Leeds cannot be the right solution.

Freight capacity

41. The "fast lines" on the key four track section of the route between London and Rugby will still be very busy with fast (125/100 mph) passenger trains serving stations such as Milton Keynes, Rugby, Coventry, Tamworth, Lichfield, Stoke-on-Trent, and Macclesfield, none of which will directly benefit from HS2. In addition, there will still be services to Chester and North Wales, as well as hourly trains on the existing route to Birmingham, Liverpool, Manchester, and Glasgow. So there is no realistic possibility of 60-75 mph freight trains transferring to the "fast lines" – this would be the equivalent of heavy lorries using the fast lane on the M1.

42. North of Lichfield, freight trains already have to share tracks with fast Inter-City passenger trains on the majority of the route all the way to Scotland. HS2 will make this worse, again because of the differences in speed between freight and high speed trains. Far from providing extra capacity for freight, the additional fast trains on the route, including two trains an hour

to Edinburgh carrying passengers transferred from the East Coast Main Line, are likely to result in little or no capacity to run any day-time freight trains between Preston and Glasgow.

43. In contrast, the 51m alternative eliminates the remaining bottlenecks on the route south of Nuneaton and in the Stafford area where freight and InterCity trains have to use the same tracks. These small scale enhancements would separate freight and InterCity trains all the way from London to Crewe, providing genuine additional freight capacity and speeding up transit times.

44. HS2 will not provide useful additional capacity for freight trains.

Disruption

45. Supporters of HS2 have constantly argued that the 51m Alternative will cause major disruption because of the infrastructure work required. This simply isn't true – work is only required at three locations (Ledburn Junction south of Milton Keynes, Brinklow – Nuneaton, and Colwich junction south of Stafford), and this is comparable to the work being carried out on the route at present, for example the recently completed flyover at Nuneaton, Bletchley remodelling, and the new flyover at Norton Bridge. The scale of work proposed is not in any way comparable to the previous West Coast upgrade, which involved comprehensive renewal of the route.

46. 51m Alternative does not require any works at Euston. In contrast, HS2 construction work will be very disruptive at Euston, with a permanent reduction in the number of approach tracks (from 6 to 4) and platforms (from 18 to 13/14) at an early stage of the construction programme, almost inevitably resulting in a permanent reduction in peak services. A further example of the rail industries biased approach to assessing alternatives, Network Rail have said that alternatives would require 2700[13] weekend closures for construction, this is clearly ridiculous considering the 51M alternative requires work at 3 locations, the magnitude of which is similar that recently carries out by Network Rail at Nuneaton and Norton Bridge.

47. This will also impact on the Scottish sleeper services, which will no longer be able to stand at Euston after arrival in the morning, enabling passengers to remain on the train until 0800, even for the 0647 arrival; it is quite likely that these trains will have to be permanently transferred to another terminal.

[13] Answer to written question in Hof C

48. Even away from London, HS2 will require works that will cause as much disruption to exiting services as the 51m Alternative, with construction of new grade separated junctions near Lichfield, south of Crewe and south of Wigan.

49. HS2 will require some 389[14] weekend closures of the WCML for its construction, which is the equivalent of every weekend for 7.4 years.

50. It is totally wrong to suggest that providing sufficient future capacity using the existing WCML requires a major upgrade and disruption similar to the WCML upgrade between 2004 and 2008.

51. HS2 will much cause huge disruption to WCML services for 8 years with 389 weekend closures.

Capacity on other routes

52. HS2 delivers no benefits for the East Coast Main Line or the Midland Main Line until Stage 2 is completed in 2033 at the earliest – at least twenty years away - and the cost of HS2 will inevitably squeeze investment on all other parts of the rail network. Sensible incremental improvements in capacity and reductions in journey times could be delivered within five to ten years across the network delivering national benefits, at much less cost.

Improving journey times to/from London

53. Even before any potential improvements to journey times on the existing main lines, times between London and major cities in England are already fast by international standards, reflecting both the investment over time in improving principal Inter-City routes to and from London and the shorter distances involved compared with other countries such as France and Spain. For example Manchester to London takes 2 hours 8 minutes today, which compares with 2 hours 11 minutes from Paris to Lyon and 2 hours 45 minutes from Madrid to Barcelona. Before construction of the high speed line, Madrid – Barcelona took 6 hours 30 minutes, so high speed rail delivered a massive step change and caused a huge modal shift from air to rail – but HS2 will not give the same step change for London – Manchester: rail is already fast, and the time saving achieved is relatively much lower, particularly for end to end journey times, taking into account the time taken at each end to get to and from the station.

[14] House of Commons: Written Answer to Questions – Transport 15th January 2014

54. Furthermore, there is real scope to reduce journey times on all three main lines from London to the Midlands, the North of England and Scotland. Electrification of the Midland Main Line will reduce journey times by up to 15 minutes, and DfT has promised that the introduction of the new "IEP" trains on the East Coast Main Line will reduce journey times – by 17 minutes to Newcastle. Arriva UK Trains Alliance Rail Holdings has recently announced its plans to introduce new high speed express train services on the East Coast Mainline between London Kings Cross, Newcastle and Edinburgh in December 2016. The trains will initially slash the journey times to 3hours 43minutes between London and Edinburgh and 2hours 29minutes between London and Newcastle.

Business Case

55. The business case for the Y was updated in October 2013, indicating a benefit cost ratio of 2.3 including Wider Economic Impacts (WEI) which reduces to 1.8 without WEI. Whilst the supporting documents suggest that errors in the forecasting and appraisal methodology, highlighted by 51m and a number of other organisations (value of time, working on trains, PDFH etc.) – all of which should reduce the BCR - have now been addressed, it is remarkable how the BCR has only very slightly reduced. It is even more surprising given that: the capital costs have gone up by some £4bn, the revenues down by nearly £2bn and the WEI down by £1bn, relative to the appraisal in August 2012.

56. Government now recognise that they previously overstated the earnings of rail business travellers (and have cut them by a third) but bizarrely they have re-valued the cost of crowding to them at a 5 times higher rate than before, to compensate for the reduction in benefits.

57. It is also surprising that after numerous iterations suddenly the number of business passengers increases dramatically from 28% to 38%, which conveniently further compensates for errors in their previous forecasting methodology and assumptions.

58. Government has accepted that you should not apply optimism bias to savings attributed to cuts in services on the conventional network. However, they have compensated for this by increasing the savings from £5.5bn to £8.3bn between the August 2012 and October 2013 business cases. This further saving is not explained or justified but implies that even greater cuts

are proposed on the conventional network, further reducing connectivity for rail users.

59. The benefits of replacement services on the classic network are included but the costs are ignored. These services will need subsidy as the premium business passengers will be on HS2, but the HS2 case ignores this cost. In practice the services will not be provided as they will increase the cost of the railways.

60. The major change is in transport benefits which have miraculously increased by some £10bn and some 65% is attributed to time savings. If one considers that passengers from London to Newcastle, Derby, Nottingham and Sheffield will get no journey time benefits from HS2 (see paras 81, 89, 93 below), it is all the more surprising that the transport benefits have increased by 18%.

61. The assumptions in the business case change each time it is revised but miraculously bring the BCR back to over 2.0 with WEI. There can be no confidence that the business case reflects the real costs and benefits of HS2.

62. There is no commercial case for HS2 as it now requires some £31.5bn of subsidy, up by nearly £6bn since August 2012.

HS2 an engine for growth – case not proven

63. The Government is forecasting 100,000 new jobs – but mostly in the South East, and at a cost of £500,000 each! The "normal" cost per job as a result of regeneration projects is £33,000 – and these can be delivered much more quickly.

64. Only c3% of journeys nationally are made by rail and only 2% of all rail journeys are made on InterCity trains on the West Coast Main Line – so the Government is planning to spend £50bn to benefit 0.06% of the journeys in the country[15].

65. The academic experts say that there is no valid evidence for the claimed transformational benefits of HS2 i.e. that it can redress the north south divide. If you connect two cities then the theory and evidence suggest the dominant one gains. So London will do better than Manchester and Leeds, and towns and cities not served by HS2 such as Bradford, Stoke-on-Trent and Leicester will suffer.

[15] Data derived from DfT's 2011 National Travel Survey

66. Professor Vickerman of the University of Kent told the Transport Select Committee in 2011 "Obviously, if you feel that something is going to do good for you, you big it up. We saw that with HS1 in Kent as well, as to all the effects it was going to have. I have to say, they are not visible to the naked eye".

67. Academic studies of Europe's experience[16] of the impact of high speed rail (HSR) find 'compelling reasons to doubt whether HSR will contribute to rebalancing the economy'[17] egg: despite business creation there is no evidence the TGV led to decentralisation from Paris

- The TGV to Lyon caused some business headquarters to relocate to Paris and the net impacts were negative for Lyon
- On the Paris Rhone Alps route passenger growth in trips to Paris was three times greater than from Paris and for intra-organisational trips it was eight times greater
- Unemployment in Lille rose against the French national average, with the arrival of the TGV
- HSR in Spain is associated with a strengthening of Madrid at the cost of regional centres.

68. Supporters of HS2 rely on studies on the potential effects of HSR done using an unsound and discredited methodology[18] that is insufficiently robust to provide valid results. 34 leading planners and transport economists (including advisors on HS2) wrote to the Sec. of State in Jan 2013 (Transport Strategy – where are we heading) expressing concern that the evidence base for the link between major infrastructure projects and economic growth can no longer be relied upon.

69. A report by KPMG for the Department of Transport to assess the economic impacts of HS2, stated that the benefits of HS2 may be upto £15bn/year, but most leading economists challenge the findings of the report.

70. At the Treasury Select Committee hearing last year Professor Overmann, formerly on the HS2 advisory panel, was withering in his assessment of the project and the way it had been handled by the Government and the work

[16] Professor John Tomaney's (Director, CURDs) written and oral evidence to Transport Select Committee (2011)

[17] Para 6.3 of Prof Tomaney's report on Local & Regional Impacts of HSR in the UK, A Review of the Evidence

[18] Dr Lairs & Prof Mackie reviewed the approach used by KPMG for The Northern Way.

done by KPMG, the consultants brought in by the Department for Transport, to assess HS2's economic benefit.

"They applied this procedure which is essentially made up" and said he believed the figure emerged after KPMG were sent back to look at what he described as the "wider, wider" benefits of HS2. He also questioned the argument that the line – linking London to Leeds and Manchester via Birmingham – would "rebalance" the economy.

"I think its likely impact on the north south divide has been overstated. There are reasons to think it might widen the north-south divide."

71. Professor Dan Graham, Professor of Statistical Modelling and Research Director of the Railway and Transport Strategy Centre, Imperial College, told the same committee that he believed the KPMG work was flawed.

"I don't think this statistical work is reliable," he said. *"Undoubtedly the work could be done better."*

72. The KPMG authors of the report also conceded to the committee that the report did not have a *"firm statistical foundation."*

73. HS2's example of how Zaragoza has benefited from High Speed Rail is totally misleading and not relevant to HS2 in the UK. Madrid to Zaragoza is 270km, almost exactly the same distance as London to Manchester, but before it was served by high speed rail the conventional rail journey time was some 4 hours, which was a very unattractive journey time compared with air and evidence suggests that up to 75% of the demand on the Madrid – Zaragoza – Barcelona (LAV) high speed rail route has come from air. In comparison the current London – Manchester journey time is 2 hours and rail already has a 95% share of the London – Manchester market. The starting points for the LAV and HS2 are very different - A very poor conventional railway v a highly developed and fast rail network - any economic effects attributed to LAV cannot be used as a model for justifying the impacts of HS2. It is comparing apples with pears!

74. It is clear that the methodology being used by the Government to calculate the economic benefits and the title "HS2 Engine for Growth" are at the best dubious and should not be the basis for justifying a £50bn investment. No other transport project would get approval from the Treasury based on this

type evidence and it is certainly not part of HM Treasury Green Book Guidance.

(i) Do you agree or disagree with the Governments proposed route between the West Midlands and Manchester?

75. Major deviations of the alignment have been made to reduce impacts on the Manchester arm, particularly at the northern end, where the line goes round the north of Knutsford to access Manchester airport and city centre and this has increased the journey time for services to Manchester. If the same design philosophy had been used as for Phase 1 the route would have gone in a straight line from Northwich to Manchester airport.

76. A further demonstration of the change in philosophy is the deviation the route proposed to serve Crewe. Whilst we are not arguing that Crewe should not be served, the logical route (using the Phase 1 – speed is critical - route approach) would be a route adjacent to the M6 corridor from west of Newcastle under Lyme to M6 junction 19 where the HS2 alignment crosses the M6, this would be some 20km shorter than the proposed and was one of the options considered but rejected.

77. If the Phase 1 options assessment had not falsely rejected motorway alignments then intermediate cities such as Oxford, Milton Keynes, Coventry could have been connected to HS2, greatly increasing the network connectivity - now one of the key justifications and drivers for high speed rail in the UK.

(ii) Do you agree or disagree with the Governments proposals for:

(k) A Manchester station at Manchester Piccadilly?

78. Commuters in Manchester already experience overcrowding with some 4000 passengers standing the morning peak[19].

79. HS2 will deliver minimal benefit for Manchester commuters. Taking the morning peak as an example, only two trains from London arrive before 9am today, so HS2 would release capacity for just two more trains, on just one route into the city and it will not happen until 2033.

[19] High Speed Rail: Investing in Britain's Future. Consultation on the route from the West Midlands to Manchester, Leeds and beyond: page 14

80. The proposed new HS2 Manchester Piccadilly station will only serve HS2 trains and will cost £100m's and will be used by a maximum of 5 services per hour (2 Birmingham and 3 London), this station asset will be hugely underutilised and it is implausible that it is a cost effective solution.

(l) An additional station near Manchester Airport?

81. No comment.

(iii) Do you think there should be any additional stations on the western leg between the West Midlands and Manchester?

82. No comment.

(iv) Do you agree or disagree with the Governments proposed route between the West Midlands and Leeds as well as how the high speed line connects to the East Coast Mainline?

83. The development of the Leeds arm has adopted an entirely different design philosophy from that used for Phase 1 and as identified in the overview. This will result in journey times considerably longer (upto 10 minutes) than those that would be achieved with 400kph operations, as was the philosophy for Phase 1. This reinforces the position that speed is not the driver and thus alternative options originally considered for Phase 1 and rejected as they were slower should now be revisited.

84. The connection to the ECML is provided to enable HS2 trains to serve the north east (York, Darlington, Durham and Newcastle) with classic compatible 200m trains with a capacity of 550 passengers.

85. Significant improvements can be delivered much sooner and at much less cost on the existing East Coast Main Line.

86. Journey times on the East Coast Main Line between London and the North East will be significantly improved by the introduction of the new "InterCity Express" trains recently ordered for the route and will increase capacity by some 28%[20].

[20] https://www.gov.uk/government/news/government-gives-green-light-for-more-state-of-the-art-intercity-trains

87. The Department for Transport's press release of 18th July[21] showed a 17 minute reduction on the typical journey time between Newcastle and London Kings Cross, from 172 minutes to 155 minutes, only 17 minutes longer than the 138 minute journey time promised with HS2. Other towns and cities on the route would see equivalent benefits, giving a better service for everyone on the route, sooner and at a fraction of the cost of HS2, which is currently only planned to serve Leeds, York, Darlington and Newcastle and not until 2033.

88. Further journey time reductions are possible, in the medium term. 140 mph operation, the design speed for the InterCity Express trains, would potentially deliver further journey time savings of 5 – 10 minutes between the North East and London, reducing the journey time difference between the existing East Coast route and HS2 to as little as 7 minutes. In addition, a small number of targeted infrastructure schemes would both increase the capacity and improve the reliability of the route.

89. Reinforcing the position that HS2 does nothing for the North east, Arriva UK Trains Alliance Rail Holdings[22] has recently announced its plans to introduce new high speed express train services on the East Coast Mainline between London Kings Cross, Newcastle and Edinburgh in December 2016. The trains will initially slash the journey times to 3 hours 43 minutes between London and Edinburgh and 2 hours 29 minutes between London and Newcastle. Theses shorter journey times will be achieved using updated versions of the "Pendolino" tilting trains with around 500 seats. The journey times could be reduced further to under 3 hours 30 minutes with 140mph operation, once Network Rail has modernised the signalling, which is planned for completion at the end of 2018.

90. HS2 journey time to Edinburgh will be 3hours 39minutes and this will not be available until 2033 at the earliest. The North East and Edinburgh can have equivalent journey times and additional capacity within the next five years as opposed to waiting for 20 years for HS2.

91. HS2 does nothing for the North East and Edinburgh.

[21] https://www.gov.uk/government/news/government-gives-green-light-for-more-state-of-the-art-intercity-trains

[22] Alliance Rail Holdings: ECML Track Access Rights Briefing Document – December 2013

(v) Do you agree or disagree with the Governments proposals for:

(m) A Leeds station at Leeds New Street?

92. Commuters in Yorkshire already experience overcrowding with 3,100 passengers standing during the morning peak periods[23]. The West Yorkshire Rail Plan 7[24] identified that in order to achieve the Region's growth aspirations there is a need for rail capacity to Leeds to double by 2026.

93. HS2 will deliver minimal benefit for Leeds commuters. Taking the morning peak as an example, only two trains from London arrive before 9am today, so HS2 would release capacity for just two more trains, on just one route into the city from Wakefield and no benefit on any of the other commuter routes into Leeds. Any increase in commuter capacity the HS2 does bring will be in 2033 at the earliest, meaning there is a huge dis-benefit to commuters in Leeds for the next 20 years as their trains get more and more crowded.

94. The proposed new Leeds New Lane station will only serve HS2 trains and will require passengers who want to connect into the extensive existing Leeds rail network to walk between the New Lane station and the existing Leeds City station, negating some of the benefit of faster HS2 journey times. The New Lane station will have five 400m platforms and will cost £100m's and will be used by a maximum of 5 services per hour (2 Birmingham and 3 London), this station asset will be hugely underutilised and it is implausible that it is a cost effective solution.

(n) A South Yorkshire station to be located at Sheffield Meadowhall?

95. The Sheffield HS2 station is to be at Meadowhall on the outskirts of Sheffield and will thus not serve the city centre directly. Passengers will have to transfer on to train or Supertram to reach the city centre and this will negate most if not all of any benefits of HS2. Using HS2's own figures[25] the journey time from London to Sheffield Midland Station will be 79 minutes, only 10 minutes longer than the journey time to Meadowhall. This is highly optimistic as there is no allowance for interchange, which would realistically add another 10 minutes as a minimum – indeed in HS2 own model they apply

[23] HS2 Ltd Consultation on the route from the West Midlands to Manchester, Leeds and beyond – Para 1.29

[24] West Yorkshire Local Transport Plan 2011-2026 – Rail Plan 7

[25] HS2Ltd – Facts, Figures and Journey Times

a 30 minute interchange penalty when interchanging between trains[26] - , thus the real HS2 journey time to the centre of Sheffield would more than 1 hour 30 minutes. The Midland Main Line electrification project currently being undertaken by Network Rail, at a cost of only £800m, will reduce journey times to Sheffield Midland by 15 minutes to 1 hour 44 minutes, meaning that HS2, costing £43bn, will save a maximum of c15 minutes on the journey from the centre of Sheffield to London and will the inconvenience of having to interchange at Meadowhall. The Midland Main Line journey time to London could be reduced even further with electrification of the Erewash line and line speed improvements. This would enable some London – Sheffield service to be routed directly from Leicester to Sheffield via Chesterfield without having to go via Derby and would reduce the journey time from London to Chesterfield and Sheffield by as much as a further 10 minutes.

96. The business sectors most likely to be influenced by the introduction of HS2 connectivity in Sheffield will be higher value service sector activities focused on the city centre. 12 times more service sector jobs are within 1km of the city centre compared to Meadowhall, and the greatest concentration of users will come from the South West of Sheffield[27]. The existing transport network is focused on the city centre providing very good access Sheffield Midland station and access to HS2 at Meadowhall will require two interchanges.

97. HS2 will result in a reduction of services on the Midland Main Line to London. HS2's own plans show a reduction from two to one train an hour between Sheffield and London, making 6 intermediate stops, compared with only 3/5 today. HS2 will bring little or no benefits to the city and indeed the requirement to make one or two interchanges to access HS2 will be very unattractive for potential passengers. HS2 does nothing to provide addition commuter capacity in the Sheffield City Region.

98. HS2 brings little or no benefit to the Sheffield City Region.

(o) An East Midlands station to be located at Toton?

99. The East Midlands HS2 station is planned to be at Toton, between Derby and Nottingham and will thus not serve either city centre directly. Passengers will have to transfer onto other public transport to reach the cities and this

[26] HS2 Ltd - Summary of key changes to the Economic Case since August 2012 para 4.1.3

27 Genecon: Sheffield City Council and South Yorkshire Passenger Transport Executive - Maximising the economic impact of HS2 investment in Sheffield

will negate most of any benefit from HS2. HS2 claim[28] the journey time to Nottingham Midland station and Derby Midland station will be 68 minutes (including 12 minutes journey time from Toton) and 71 minutes (including a 15 minute journey time from Toton) respectively, but these times make little allowance for interchange and waiting times at Toton and according to HS2 own model a 30 minutes penalty should be applied when interchanging between trains[29]. The Midland Main Line electrification project currently being undertaken by Network Rail will reduce journey times to Nottingham Midland and Derby Midland stations to 97 minutes and 82 minutes respectively. In practice it will be more convenient and almost as fast to use the electrified Midland Main Line direct to the centres of Nottingham and Derby. Even David Begg, Director of Yes to High Speed Rail, said in 2012 that *"[HS2] is not relegating the Midland Mainline to the scrap heap. Indeed, using a faster electrified Midland main Line to get to St Pancras may remain the best option for people who live close to Nottingham city centre".*

100. The city centres are also the focal points for the all major transport links for both Nottingham and Derby, in contrast to Toton which at best will have only limited public transport links.

101. HS2 will not deliver significant journey time benefits between the East Midlands and London and indeed the level of service on the existing Midland Main Line is shown to be reduced, with only one train an hour from Nottingham and significantly slower trains from Derby because of additional stops. [30] HS2 does nothing for commuters in the East Midlands region and indeed the reduction of services on the Midland Mainline will reduce accessibility and connectivity for the region.

102. The East Midlands station at Toton will neither serve Derby or Nottingham effectively and it will be more convenient to use the upgraded Midland mainline to access the city centres, the destination of the greatest proportion of passengers.

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[28] HS2 Ltd - High Speed Rail: Investing in Britain's Future. Consultation on the route from the West Midlands to Manchester, Leeds and beyond page 69

[29] HS2 Ltd - Summary of key changes to the Economic Case since August 2012 para 4.1.3

[30] January 2013 updated service patterns (page 9)
https://www.gov.uk/government/publications/updated-economic-case-for-hs2-august-2012-explanation-of-the-service-patterns

103. The Leeds arm of HS2 will cost in the order £10bn and will not bring any real benefit to the North East, Sheffield or the East Midlands. Investments already identified or planned will reduce journey times from these cities to London by 2020 at the latest, whereas HS2 will not be delivered until 2033 at the earliest. The levels of economic benefit generated by time savings of a few minutes, particularly taking into account that people work on trains, cannot in any way justify the expenditure of £10bn on the Leeds arm.

(vi) Do you think there should be any additional stations on the eastern leg between the West Midlands and Leeds?

104. Leicester is not connected to HS2 and suggestions that a dedicated rail service from Toton to Leicester would be attractive/economic are implausible. Journeys to London will be quicker on the Midland mainline. Leicester is some 40km south of Toton and even with a dedicated service it will take some 20 minutes to reach Toton by rail. HS2 services north from Toton only serve Sheffield and Leeds with a regular service (more than 1 train per hour) and there is potentially 1 train per hour to the North East. To get from Leicester to Sheffield City centre you would have to interchange twice (Toton and Sheffield Meadowhall) to get to Sheffield City Centre and the journey time would be in excess of 1 hour allowing for the interchanges. The existing Midland Mainline service has a journey time of 1 hour and 3 minutes with stops at Derby and Chesterfield, thus HS2 would give no journey time benefit, poorer connectivity and a much less attractive service as there would be 2 interchanges.

105. The current HS2 proposal is that Leicester would be significantly worse off, losing one of its Midland Mainline nonstop services per hour to London and would get virtually no benefits from a service connecting to HS2 at Toton. HS2 does nothing for Leicester's connectivity or capacity.

(vii) Comments on the Appraisal of Sustainability?

106. The Appraisal of Sustainability (AoS) should be a key component of the selection of the routes for Phase 2 and the documentation produced for the consultation should provide sufficient information for the consultees to give intelligent consideration and an intelligent response. In particular it should enable consultees to understand the reasons for the selection of the preferred route.

107. To enable this, the AoS should provide details of the comparison of the

shortlisted options under the appraisal criteria. It is not acceptable to just say that *"many options were rejected due to, amongst other things, their potential sustainability impacts"*[31] without providing details of these impacts.

108. The consultees, be they Local Authorities, householders or businesses know the issues that are important in their areas and it is implausible that the sifting process and preferred route selection described in the AoS can have taken these into account without their input. This should be part of the option selection process.

109. Consultees are just being asked for their comments on a single preferred option, a *fait accompli,* when they should be provided with a detailed comparison between, at least the shortlisted options, to enable them to provide an intelligent response.

110. As a particular example, the preferred option for the Manchester arm (via Crewe) is some 20km longer than the most direct route shown in Appraisal of Sustainability[32] and there is no information as to why this has been rejected.

111. In the Phase 1 route selection, alternative routes (particularly along motorway corridors) were rejected on the basis that they were longer as this would cost more and have longer journey times. Although part of the same project it is evident that a completely different approach has been used for Phase 1 and Phase 2.

112. There is no transparency as to how the option selection process for Phase 2 can justify using a longer route when for Phase 1 options of this nature were rejected.

113. The implications for communities along the route are severe, running adjacent to many hamlets and villages and in some cases, like Whateley in North Warwickshire, it will annex one side of the village. Designing HS2 to run within 100m of villages (e.g. Kingsbury, Whateley and Birchmoor in North Warwickshire) cannot be correct. Given that the Y now uses a different design philosophy, where speed is not the driver, it must be designed to absolutely minimise the impacts on towns, villages and hamlets in the corridor.

[31] High Speed Rail: Appraisal of Sustainability – Non-technical summary, clause 5

[32] High Speed Rail: Appraisal of Sustainability – Volume 1 Figure 3.6

114. The AOS gives no information on mitigation and thus consultees have no way of understanding the actual impacts of HS2. To say that mitigation proposals will be developed once the preferred route has been agreed, means that consultees are not being given a fair opportunity to influence changes in the route or understand how the options perform in sustainability terms.

115. The option sifting process is not transparent and thus consultees are not being given a fair and reasonable opportunity to understand how the preferred route option has been determined and whether other options would have less impact.

(viii)Comments on how the capacity that would be freed up on the existing rail network could be used?

116. The Government has a strategy for reducing the cost of our railways by £3.5bn by 2019[33] and train fares have increased year on year 20% above inflation in last 10 years.

117. Network Rail has carries out 2 studies related to the release of classic network capacity as a result of HS2.

- Future priorities for the West Coast Mainline: Released capacity from a potential high speed line which focuses on Phase 1
- Network Rail Better Connections: Options for the integration of High Speed 2 which focuses on Phase 2

118. As a starting point it must be recognised that HS2 does not release capacity on the classic network north of Birmingham until 2033 and indeed even then there will be no capacity release north of Manchester, Leeds or Crewe as HS2 services will run on the classic lines.

119. In all of the Network Rail approaches it is assumed that the fares on HS2 are the same as on the classic network, which is highly unlikely, as demonstrated by HS1 Domestic services which have fares 20% higher that classic network services.

120. One of the major concerns with the work done by Network Rail is that it is completely theoretical, purely focused on how many trains it might be possible to run on the network – a similar approach to how it has concluded that the WCML is full – to replace reduced connectivity of town and cities in

[33] Reforming our Railways: Putting the Customer First, DfT March 2012

the HS2 corridors which are not served by HS2, without any consideration of the cost of such provision.

121. The addition services opportunities will almost certainly not be commercial and will need subsidising, adding to the cost of our railway and more importantly adding to the cost of HS2 which will further undermine the already poor business case. These costs cannot just be ignored.

122. The reality of such an approach will be that the services will never be provided, as no commitment is being made for them now and that those County Councils, Borough Councils, District Councils and City Councils located directly along the Midland Main Line (MML), West Coast Main Line (WCML) and East Coast Main Line (ECML) routes as far as Leeds and Manchester will never get the types of services identified.

123. The outcome will be that a significant number of cities and towns in the HS2 corridor will be worse off with HS2 than they are now.

(ix) Comments on the introduction of other utilities along the proposed line of route?

124. The potential use of the corridor for utilities, whilst in principle it could be considered a good idea, will in practice be little or no use as it will not be available for 20 years.

125. The Government plan is for 9 out of 10 businesses and households to have access to superfast broadband (24Mbps) and everyone else to have access to at least 2Mbps by 2017, the Government has provided £500m upto 2015 and has promised a further £300m post 2015, with upto £2.5bn being invested by BT.

126. A recent report for the EU "the socio economic impact of broadband"[34] identifies major economic benefits from the implementation of ultra-high speed broadband across the UK with benefits exceeding cost by more than 2.5 times. However if we are to capitalise on this major growth stimulus and significant economic benefit, it is needed in the next 10 years.

127. A number of areas in the vicinity of route still do not have mains gas, surely in this day and age this should be a higher priority than HS2. Significant investment is necessary within the next few years, rather than having to wait 20 years for something that at the moment is no more than an idea, which

[34] EU Commission: The socio and economic impact of broadband – Analysis Mason and Tech4i2

would have to be funded by the private sector as the utilities are a regulated industry.

HILLINGDON LOCAL PLAN: PART 2 – DRAFT DEVELOPMENT MANAGEMENT POLICIES

Cabinet Member	Councillor Keith Burrows
Cabinet Portfolio	Planning, Transportation and Recycling
Officer Contact	Jales Tippell: Residents Services
Papers with report	Appendix 1 – Draft Development Management Policies **Due to size, this Appendix will be circulated separately to Cabinet Members, Executive Scrutiny Committee and Party Group Offices only. It will be available to view and download on the Council's website.**

1. HEADLINE INFORMATION

Purpose of report	This report seeks approval to carry out consultations on draft proposed Development Management Policies document and the Policies Map commencing in March 2014 as components of Part 2 of the Local Plan.
Contribution to our plans and strategies	Part 2 of the Hillingdon Local Plan will align closely with the Sustainable Community Strategy and its objectives, including maintaining the Borough's local heritage and to ensure it and the natural environment are protected and enhanced. It will also contribute to delivering key plans and strategies, in particular the Transport Strategy, Economic Development Strategy and Housing Strategy.
Financial Cost	The cost of preparing and consulting on the Hillingdon Local Plan: Part 2 can be met from the existing revenue budget for 2013/14.
Relevant Policy Overview Committee	Residents' and Environmental Services Policy Overview Committee.
Ward(s) affected	All

2. RECOMMENDATION

That the Cabinet:-

1. **Agrees that the draft Development Management Policies document at Appendix 1 to this report, should be included in the 'Proposed Submission Draft' of Part 2 of the Hillingdon Local Plan to be published for consultation for six weeks commencing in March 2014.**

…/cont

2. **Agrees that the proposed changes to the existing Unitary Development Plan Proposals Map (which will draw together all the relevant proposed Site Allocations and Designations so far agreed by Members) should be included in the 'Proposed Submission Draft' of Part 2 of the Hillingdon Local Plan to be published for consultation for six weeks commencing in March 2014.**

3. **Notes the Evidence Base Studies that have been undertaken to support the preparation of the draft Development Management Policies document.**

4. **Grants delegated authority to the Deputy Chief Executive and Corporate Director of Residents Services to agree, in conjunction with the Cabinet Member for Planning, Transportation and Recycling, any minor editing and textual changes to the Draft Development Management Policies document.**

5. **Instructs officers to report back to a future meeting of Cabinet the outcome of public consultation and recommendations for changes to the Development Management Policies document, Site Allocations and Site Designations document and the Policies Map prior to its formal submission to the Department of Communities and Local Government.**

Reasons for recommendations

At its meeting in November 2012 the Council formally agreed to adopt Hillingdon's Local Plan Part 1: Strategic Policies. It also agreed that the remaining 2007 Saved UDP Policies not superseded at the adoption of Part 1 should be retained and adopted as Part 2 of the Hillingdon Local Plan, pending the preparation and adoption of replacement detailed site specific allocations (comprising sets of Site Allocations and Site Designations) and Development Management Policies, together with a new proposals map (now known as a "Policies Map").

At its meeting in October 2013 Cabinet agreed that a set of draft proposed Site Allocations and Site Designations should be published for consultation. This report seeks approval to consult on the draft proposed Development Management Policies document as an up to date set of policies that will be used determine of planning applications in the Borough and a revised Policies Map, setting out site allocations and designations.

It is intended that the Site Allocations and Site Designations document together with the Development Management Policies and the Policies Map will be issued for consultation for a six week period at the end of March 2014, as Hillingdon's Local Plan Part 2. Once adopted and combined with the Part 1 Strategic Policies, these documents will comprise the Local Plan for Hillingdon to replace the current Unitary Development Plan 2007 Saved Policies Document. The consultation process is necessary to meet the requirements of the Government's 2012 Local Plan Regulations and critical to the objective of ensuring that Hillingdon has an up to date Local Plan.

Alternative options considered / risk management

The Cabinet may decline to approve the draft proposed Development Management Policies for public consultation as part of the draft Part 2 of the Hillingdon Local Plan. It is considered that this alternative option would prejudice progress on the preparation of the Hillingdon Local Plan as a whole, resulting in the requirements of the Government's National Planning Policy Framework for introducing an updated local planning policy framework not being met and failing

to provide the Council with an up-to-date statutory development plan in order to deal with future development proposals.

Comments of Policy Overview Committee(s)

None at this stage.

3. INFORMATION

Background

1. Further to the report to Cabinet in October 2013 this report provides Members with:

- an analysis of the main findings of the key evidence base studies commissioned to support the preparation of Part 2 of the Local Plan; and
- a set of draft proposed Development Management Policies.

2. Officers are now seeking agreement from Cabinet to carry out public consultation on a full 'Proposed Submission Draft' of Part 2 for six weeks commencing in March 2014.

Evidence Base Studies by Consultants

3. Consultants have completed three evidence base studies which are key to the preparation of Part 2, covering:

- Townscape Character;
- Archaeological Assessment; and
- Employment Land.

4. These evidence base studies, which can be viewed on the Council's website, add significant local information to support the draft policies and resulted in the need to introduce specific policies in the light of their findings, e.g. regarding:

- Local housing design further to the results of the townscape character study.
- The preservation of particular areas of local historic importance following the archaeological assessment.
- Appropriate alternative uses for land releases proposed in the employment land study.

Townscape Character Study

5. The approach taken in this study can be summarised as having involved:

- An assessment of the historical development of the various parts of the Borough and its key features today (topography, green belt land, transport links)
- Analysing the main types of residential and commercial development
- Drawing initial conclusions on possible locations for tall / taller buildings
- Listing what the consultants suggest are the main places / neighbourhoods in the Borough with their distinctive characteristics.

6. In its conclusions, the study reaches a series of headline lessons and recommendations, notably regarding:

Predominant character: the Borough is characterised by large areas of two-storey suburban housing (with relatively limited other uses). Tall / taller buildings must be managed sensitively against this backdrop. Storey heights can be increased where appropriate along some main road routes and in some town centre locations where existing building heights may already be generally higher.

Loss of Character through redevelopment: the existing character of the Borough is under threat from a number of changes which impact on existing areas. Firstly, the redevelopment of large suburban houses or additional backland infill development threatens the character of some of the Boroughs best suburbs. Secondly, public houses across the Borough are being closed and converted to flats. Thirdly, former industrial areas are being lost to residential accommodation, particularly in areas with good public transport access. Whilst these changes may be regarded as appropriate in terms of the land use, guidance is needed to help manage the impact on the prevailing townscape character.

Loss of front gardens and boundaries: the loss of front gardens to parking results in weakening of the townscape character of particular housing types. Multiple car ownership per property has resulted in the conversion of front gardens to form parking spaces where they are large enough to accommodate vehicles. In some cases this is acceptable in amenity terms, but in many it is more questionable where the conversion to parking completely disrupts the intended streetscape balance. Consistent boundary treatment is important in helping to give a clear definition of the public realm and help to unify the street scene.

Street clutter: the presence of houses in multiple occupation and conversions of housing to flats in some areas is leading to additional street clutter and parking demands. One of the impacts of flat conversions has been the increase in the necessary utility facilities (e.g. provision for domestic waste storage; electricity, water and gas meters). The design process should consider the provision of such supporting infrastructure to avoid clutter in the local street scene.

Legibility and townscape context: a clear block structure and urban grain are characteristics of most of the residential housing area types found in the Borough. Any new development needs to maintain these and the scale of a development should have regard to how it fits into the overall composition of the neighbourhood - for example a street corner redevelopment of one / two housing plots for a multi-flatted scheme can significantly affect the character of an otherwise lower density housing area.

Street trees: as a major element of the Borough's character, street trees should be considered an essential element of the public realm associated with development. Developers should liaise with the Council on appropriate tree species and design requirements - for example to ensure positioning helps to frame views and not obscure key local buildings.

Green network: the Borough has significant areas of green space and linking green chains. Developments should support the Borough's objectives of providing a high quality network of green spaces and provide a good level of access to it.

Design guidance: a greater recognition of local character and local context is needed in the design of new development. Developments should be designed as bespoke elements which respond to the immediate surroundings, and use the established character as a

direct cue for aspects such as building line, set backs, storey heights and landscape treatment.

7. The above lessons and recommendations have informed the drafting of the proposed Development Management Policies attached at Appendix 1 to this report.

Archaeological Assessment

8. Stage 1 of this study characterises the archaeology of Hillingdon as a whole, sub-dividing it into 10 local areas/centres:

1. Northwood
2. Ruislip
3. Harefield
4. Ickenham
5. Hillingdon & Uxbridge
6. Hayes & Yeading
7. Yiewsley
8. Cranford & West Drayton
9. Heathrow Area (including Harmondsworth, Harlington & Sipson)
10. Colne Valley Area

9. For each area the report outlines existing or proposed Archaeological Priority Areas, any Scheduled Ancient Monuments (SAMs) or Registered Parks & Gardens; the geology; archaeological work that has taken place in the area since 2003 and data recorded on the Greater London Historic Environment Record (GLHER). Brief conclusions are then drawn regarding the character of archaeological remains in each area. The report goes on to set out the potential for the preservation, nature and extent of archaeological deposits within each of the local areas/centres.

10. Stage 2 assesses the existing and proposed Archaeological Priority Areas and Archaeological Priority Zones in the Borough for their archaeological character and significance. The suitability of their designation is assessed, and particular qualities and features that require safeguarding identified, including areas where development may be inappropriate. In summary, the study recommends the following action with respect to the existing and proposed Archaeological Priority Areas (APAs) and Archaeological Priority Zones (APZs) in the Borough:

- APAs to be deleted: Northolt Down Barns Farm and West Drayton Station.
- APAs to be extended: West Bedfont, Harlington, Harefield North, Harefield South, Ickenham Manor.
- APAs to be amended: Uxbridge, Hayes.
- APAs to be reduced: Harmondsworth
- APAs to remain unchanged: West Drayton, Ruislip, Ickenham Swakeleys, Ickenham Old Village, Hillingdon, Cowley, Cranford Park North, Eastcote Cuckoo Hill, Eastcote Village
- APZs to remain unchanged: Heathrow Area, Colne Valley
- Proposed new APAs: Sipson and Brackenbury Farm

Employment Land Study

11. The study has reviewed the amount of land in active industrial use in Hillingdon. It concludes that this now totals 383.9 ha, of which 30.9 ha (approximately 8%) is reported to be

vacant. Given future likely employment land needs in the Borough, the consultants estimate that the Council might consider releasing a certain amount of employment land for other uses during the 15 years covered by the Local Plan. They suggest that the amount of land to be released for other uses would range between 16.3 ha of existing employment sites, if demand for employment land remains generally high throughout the Plan period, or up to 20.9 ha if demand remained low.

12. A surprising result of the consultants' analysis is that employment land demand in the Borough remains more buoyant than previously expected. In fact, the demand figures restrict the amount of land that can be released for other uses. This may give rise to restrictions on the amount of land that can be released for other uses. The revised Employment Land Study is currently being finalised and will be available at the time the development management policies are determined at Cabinet.

Additional Evidence Base Studies and Technical Papers

13. Policy H3 of the Local Plan Part 1 sets out the criteria to determine planning applications for new traveller pitches and sites. In accordance with paragraph 6.37 of the Local Plan Part 1 and the specific requirements of the Government's 'Planning Policy for Traveller Sites,' the Council is currently undertaking a Gypsy and Traveller Accommodation Needs Assessment to inform the Draft Site Allocations document, approved by Cabinet for consultation in October 2013.

14. The National Planning Policy Framework (NPPF) requires all plans to be deliverable and viable. Therefore, in addition to the above, the Council will be undertaking an economic viability assessment to ensure that the sites identified in the Sites Allocations document will come forward for development and that the Development Management Policies will not stifle new development in the Borough over the period of the Local Plan.

15. Prior to consultation described in paragraphs 23 and 24 below, officers will also prepare supporting technical papers required by the Local Plan Regulations, which will include a sustainability appraisal, equality impact assessment, habitat regulations assessment and flood risk assessment. The findings of these technical papers and evidence base studies may necessitate changes to policies and sites identified in the Local Plan.

16. Depending on the outcomes and responses received to the Local Plan, officers anticipate that additional studies may be required to be prepared in the intervening period between the end of the consultation process and prior to the submission of the draft plan to the Secretary of State for Examination. These studies may include a local aggregates assessment and a further retail capacity study. Officers will provide an update on the need for these additional studies in the next report to Cabinet.

Draft Development Management Policies

17. Cabinet approval was given in March 2013 to undertake an initial public consultation on Part 2 of the Local Plan, under Regulation 18 of the 2012 Local Plan Regulations. The consultation was held between 19 April and 31 May, 2013 and involved sending out approximately 3,000 letters and emails together with a résumé of what the Council intends including in Part 2 and inviting comments from Borough residents, local businesses and other stakeholders on what they think should be included in the Plan. A series of four meetings were also held between May and July 2013 with a Members' working group specially convened to help inform this work. Responses to the public consultation were received from 89

organisations, statutory bodies and individual members of the public and these raised over 300 individual representations, which were reported to Cabinet at its meeting in October 2013.

18. Taking account of the outcome of the public consultations and the Evidence Based Studies, officers have prepared a draft Development Management Policies document at Appendix 1, which includes all the detailed local policies to be used in future to determine planning applications and appeals in Hillingdon. This is to replace the Saved Policies from the Unitary Development Plan.

19. The draft Development Management Policies document is arranged in topic order to broadly reflect the arrangement of policy topics set out in Part 1 of the Local Plan. Chapter I introduces the document and the policies within it can be summarised as follows:

Chapter 2 - The Economy: sets out policies related to employment growth in the Borough, including the uses that are acceptable on designated and non-designated sites and policies related to tourism. Specific policies are also included on offices, hotel development and visitor accommodation.

Chapter 3 - Town Centres: contains policies related to all aspects of town centre development including maintaining the viability of local centres and parades, the Council's position on particular types of town centre uses, shop front design and the uses that will be acceptable in designated town centres.

Chapter 4 - New Homes: policies to ensure the delivery of new homes, including office conversions, back garden development, houses in multiple occupation and affordable housing.

Chapter 5 - Historic and the Built Environment: sets out policies to ensure the protection of Hillingdon's heritage and all aspects of the built environment including design, high buildings, safety and security, residential amenity and space standards. This chapter also contains policies related to householder development, including policies for extensions, play space and basements.

Chapter 6 - Environmental Improvements: contains a range policies related to environmental protection including sustainable design standards, air, water and land quality, the natural environment, mineral extraction and green belt.

Chapter 7 - Community Infrastructure: policies related to community infrastructure protection and provision, including open space, education and healthcare.

Chapter 8 - Transport and Aviation: policies related to all aspects of the transport network, including Heathrow airport.

Next Steps

20. Should Cabinet agree the recommendations in this report, officers will undertake to publish the following 3 documents for consultation:

- The detailed set of draft proposed Site Allocations and Site Designations approved for consultation by Cabinet in October 2013.
- The draft proposed Development Management Policies attached at Appendix 1 to this report.
- An atlas of changes to the existing Unitary Development Plan Proposals Map, which will draw together all the relevant proposed Site Allocations and Designations so far agreed by Members which will need to be incorporated in a "Policies Map" to accompany the Local Plan.

21. As described in paragraphs 14, 15 and 16 of this report additional Technical Papers will be published to support policies and sites prior to issuing the Draft Local Plan for consultation.

Duty to Cooperate

22. As part of the production of the Local Plan the Council is required to meet the duty to co-operate requirement created under the Localism Act 2011. This places a legal duty on local planning authorities to engage constructively, actively and on an ongoing basis to maximise the effectiveness of Local Plan preparation and relates to strategic cross boundary matters. The Local Plan examination will test whether the duty to cooperate has been complied with.

23. Guidance is clear that the duty to co-operate goes beyond the normal consultation process. Whilst it is not considered that the consultation documents raise strategic issues, the Council will need to engage with neighbouring authorities and statutory undertakers before the formal consultation process begins to demonstrate that the duty has been met. Officers are in the process of organising meetings with key organisations and individuals and will update Cabinet further when the consultation process has been completed.

The Consultation Process and Timescale

24. The Development Management Policies document, Site Allocations and Site Designations document and the Policies Map will be made available for consultation for a period of 6 weeks. The consultation is scheduled to commence on Monday 31st March 2014 and conclude on Monday 12th May 2014. Within this timescale, officers will brief a range of interest groups and member presentations and workshop sessions will be held to obtain feedback on the sites and policies contained in the document.

25. Prior to the commencement of the consultation period, the Council will write to a range of individuals and organisations with details of where to view the consultation documents and how to respond in accordance with Government's Local Planning Regulations and its Statement of Community Involvement. It is anticipated that approximately 2,000 consultation letters will be issued to 'statutory consultees' (including neighbouring planning authorities, the Mayor of London and Environment Agency), local MPs, businesses, local residents and residents associations.

26. The Local Plan consultation documents will be made available on a dedicated consultation page on the Council website, with appropriate forms on which to record representations. In addition, the documents will be issued to all local libraries and 1 copy will be made available for inspection at the Civic Centre.

27. The outcome of the next consultation stage, together with any resulting Proposed Modifications, will be reported to Cabinet and to a full Council meeting as soon as possible following its conclusion. Officers would then seek approval for a "Proposed Submission Draft" version of Part 2 of the Plan together with any Proposed Modifications to be submitted to the Secretary of State for formal independent examination. This would be an "Examination in Public" held by a Planning Inspector, similar to that held between March and May 2012 on Part 1 of the Plan.

28. The aim of this work will be to schedule an examination during the late Summer / early Autumn 2014 and, subject to its outcome, proceed to formal adoption of Part 2 of the Hillingdon Local Plan by the Council in late 2014 / early 2015. The target date to return to Cabinet seeking approval to submit is July 2014. It should be noted that this is a challenging timetable and may

be subject to change, depending on the issues that emerge during the processes of consultation and the Examination in Public.

Financial Implications

The cost of the work programme outlined above for the Hillingdon Local Plan Part 2 is be contained within the Local Development Framework Team budget, for both the internal staffing resources utilised and the externally commissioned studies and research work which are estimated to be in the region of £50k – £60k. Earmarked reserves (total of £128k) and an allowance in the Council contingency (£30k) have been made for the cost of a further Examination in Public for adoption of additional development plan documents, which will now mainly be covered by the proposed Hillingdon Local Plan Part 2, and fall into the 2014/15 financial year.

4. EFFECT ON RESIDENTS, SERVICE USERS & COMMUNITIES

What will be the effect of the recommendation?

The preparation of Part 2 of the Hillingdon Local Plan will be a key step in helping delivery of the Sustainable Community Strategy providing detailed site specific allocations, development management policies and a policies map for future development in the Borough over the next 15 years. Part 2 of the Local Plan will therefore have a significant impact, both short-term and long-term, upon residents, businesses, service users and all of Hillingdon's communities.

Consultation Carried Out or Required

Cabinet approval was given in March 2013 to undertake an initial consultation required for the preparation of Part 2 of the Local Plan, under Regulation 18 of the 2012 Local Plan Regulations. This involved sending out approximately 3,000 letters and emails together with a résumé of what the Council intends including in Part 2 and inviting comments from Borough residents, local businesses and other stakeholders on what they think should be included in the Plan. The consultation was held between 19 April and 31 May, 2013.

Cabinet approval is now sought to hold a further consultation, under Regulation 19 of the 2012 Local Plan Regulations, during the early part of 2014 on the proposed components of Part 2 of the Hillingdon Local Plan.

CORPORATE IMPLICATIONS

Corporate Finance

Corporate Finance has reviewed this report and concurs with the financial implications set out above, noting that funding is in place to support delivery of the Hillingdon Local Plan Part 2. Assumptions contained within the Council's Medium Term Financial Forecast in relation to growth in both the Council Tax and Business Rate bases are consistent with the latest draft of the Hillingdon Local Plan.

Legal

Section 17 of the Planning and Compulsory Purchase Act 2004 requires the Council to prepare development plan documents that will form part of the Council's Local Plan. The Council has adopted its Local Plan Part 1, Strategic Policies. The Local Plan Part 2, which is the subject of this report, will contain the Site Allocations Policy, the Site Designations Policy and also more

detailed Development Management Policies that will guide decision making on applications for planning permission.

In accordance with Regulation 18 of the Town and Country Planning (Local Planning) (England) Regulations 2012 (SI 2012/767), the Council has carried out a consultation exercise with stakeholders as to what the Part 2 Policies should contain. Following that consultation exercise, the draft Development Management Policies that form part of the Local Plan Part 2 have been prepared. This report seeks Cabinet authority to approve the consultation draft of the Development Management Policies. If Cabinet approve the current draft Development Management Policies, the next stage in the process is for the Council to carry out a consultation exercise on these with stakeholders in accordance with Regulation 19 of the Town and Country Planning (Local Planning) (England) Regulations 2012 (SI 2012/767). The results of the consultation will then be reported back to Cabinet and approval will be sought from Cabinet on the final draft that will then be submitted to the Secretary of State. The Secretary of State will then conduct an examination in public of the proposed policies, and subject to any directions by the Secretary of State or Mayor of London, the policies will be presented to Full Council who is responsible for adopting development plan documents.

Property and Construction

Part 2 of the Hillingdon Local Plan contains specific policy and site proposals relating to Council land or property which officers support.

BACKGROUND PAPERS

NIL

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of the Local Government (Access to Information) Act 1985 as amended.

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