



HILLINGDON  
LONDON



# Residents' and Environmental Services Policy Overview Committee

## Councillors on the Committee

Michael Markham (Chairman)  
Shirley Harper-O'Neill (Vice-Chairman)  
Janet Duncan (Labour Lead)  
Judy Kelly  
June Nelson  
Susan O'Brien

**Date:** TUESDAY, 18 JANUARY  
2011

**Time:** 5.30 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

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**Published:** Monday, 10 January 2011

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<http://lbh-modgov:9071/ieListMeetings.aspx?CId=114&Year=2009>

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## **Residents' & Environmental Services Policy Overview Committee**

### **Terms of Reference**

To perform the policy overview role outlined below:

1. conduct reviews of policy, services or aspects of service which have either been referred by Cabinet, relate to the Cabinet Forward Plan, or have been chosen by the Committee according to the agreed criteria for selecting such reviews;
2. monitor the performance of the Council services within their remit (including the management of finances and risk);
3. comment on the proposed annual service and budget plans for the Council services within their remit before final approval by Cabinet and Council;
4. consider the Forward Plan and comment as appropriate to the decision-maker on Key Decisions which relate to services within their remit (before they are taken by the Cabinet);

In relation to the following services:

1. culture, arts and sport including the provision and/or management of museums, art galleries, theatres, archives and local history activities, libraries, leisure centres, swimming pools and other like facilities;
2. lifelong learning;
3. community safety;
4. the provision, planning and management of parks and open spaces, allotments, cemeteries, pitches and other like facilities;
5. transport, highways and parking;
6. waste management and recycling;
7. conservation and biodiversity;
8. safety education;
9. licensing and registration;
10. trading standards;
11. consumer protection;
12. environmental health functions
13. planning and building control
14. the Council's planning policies (including the Unitary Development Plan and other plans for the use and development of land), Local Agenda 21 Strategy and Local Transport (Implementation Plan).

Policy Overview Committees will not investigate individual complaints.

# Agenda

- 1 Apologies for Absence
- 2 Declaration of Interest in matters coming before this meeting
- 3 To confirm that all items marked Part 1 will be considered in Public and that any items marked Part 2 will be considered in Private
- 4 To agree the Minutes of the meeting held on 7 December 2010 1 - 4
- 5 Hillingdon's Khat Consultation Paper 5 - 14
- 6 Planning, Environment & Community Services Budget Proposals 2011 15 - 174
- 7 Forward Plan 175 - 184
- 8 Work Programme 2011 185 - 188

**Minutes**

**RESIDENTS' AND ENVIRONMENTAL SERVICES  
POLICY OVERVIEW COMMITTEE**

7 December 2010



Meeting held at Committee Room 4a - Civic  
Centre, High Street, Uxbridge UB8 1UW

	<p><b>Committee Members Present:</b> Councillors Michael Markham (Chairman), Shirley Harper-O'Neil (Vice-Chairman), Judy Kelly, Phoday Jarjussey, June Nelson and Susan O'Brien.</p> <p><b>Witnesses Present:</b> Ed Shaylor (Senior Manager Community Safety, LBH) Liam Kenny (Vice chair, Community &amp; Police Consultative Group) Safer Neighbourhoods Team Officers (Townfield SNT).</p> <p><b>LBH Officers Present:</b> Natasha Dogra (Democratic Services)</p>	
10.	<p><b>APOLOGIES FOR ABSENCE</b> (<i>Agenda Item 1</i>)</p> <p>Apologies had been received from Cllr Janet Duncan. Cllr Phoday Jarjussey substituted.</p>	<b>Action by</b>
11.	<p><b>DECLARATION OF INTEREST IN MATTERS COMING BEFORE THIS MEETING</b> (<i>Agenda Item 2</i>)</p> <p>None.</p>	<b>Action by</b>
12.	<p><b>TO CONFIRM THAT ALL ITEMS MARKED PART 1 WILL BE CONSIDERED IN PUBLIC AND THAT ANY ITEMS MARKED PART 2 WILL BE CONSIDERED IN PRIVATE</b> (<i>Agenda Item 3</i>)</p> <p>It was confirmed that all items on the agenda were marked Part 1 and therefore considered in public.</p>	<b>Action by</b>
13.	<p><b>TO AGREE THE MINUTES OF THE MEETING HELD ON 16 NOVEMBER 2010</b> (<i>Agenda Item 4</i>)</p> <p>The Committee agreed that minutes of 16 November 2010 were an accurate record of the meeting.</p>	<b>Action by</b>
14.	<p><b>KHAT WITNESS SESSION 4</b> (<i>Agenda Item 5</i>)</p> <p>The Chairman welcomed the witnesses: Ed Shaylor (Senior Manager Community Safety, LBH), Liam Kenny (Vice chair, Community &amp; Police Consultative Group) and Safer Neighbourhoods Team Officers (Townfield SNT).</p> <p>Officers said there were two main elements of anti-social behaviour</p>	<b>Action by</b>

related to Khat: domestic violence and public nuisance. The recent closure of Khat houses in Hayes had been related to public nuisance such as spitting, urinating in public, heavy traffic, parking related problems and noise pollution. Since the closure of these houses in March 2010 only one house has reopened, but so far no problems had been reported. Officers informed the Committee that the Khat houses were shut down due to the public nuisance issues, and not due to the fact that Khat was being consumed here as it was a legal activity.

Officers informed the Committee that they did not have hard facts relating to domestic violence linked to Khat use, as most of their findings were anecdotal. Many women who experienced this did not report it due to the stigma attached to it. Officers said that Hillingdon Hospital's Riverside Unit for mental health sufferers had taken in people who had used Khat and now suffered from schizophrenia and various other mental health issues. Officers believed that the mental health issues arose from the social disengagement and insomnia attached to Khat use.

Officers said the profile of something attending a Khat house was male, Somali, aged between 20 and 40. Older generations of Khat users would sit in the house and consume Khat for long periods of time and usually overnight. Younger generations would congregate outside the Khat houses to use illegal drugs such as Cannabis, and may also consume alcohol. As drugs are illegal in their religion the younger generations would attend Khat houses to perform these activities away from their own homes. It was usually these people who created the nuisance, not the older generations using Khat inside the house.

Heavy Khat users would chew Khat in the house, and then return to their own home to sleep during the day. These users would be isolated from the normal world, and would usually be unemployed. The routines of these users would usually lead to problems, not the actual Khat chewing, although Khat had been linked to mental health issues, high blood pressure, insomnia, lack of appetite and tooth decaying.

Officers informed the Committee that they had stopped some Khat users driving whilst high from Khat, but as Khat use was legal they could not enforce any laws on this activity.

Although Khat has been seen as a cultural habit Officers told the Committee that it was frowned upon and had only become accepted as the older generations used it. Only sub-cultures within the Somali community used Khat.

Officers said banning Khat would cause the problem to go underground and cause the price of Khat to skyrocket. Health warnings needed to be attached to it, along with regulation. The Committee asked whether classification of the substance would help this, and Officers agreed it would. Currently Khat was not classified as anything and without this classification it could not be regulated. However, the Officers unanimously agreed that classifying Khat as a vegetable or food stuff would rubberstamp the UK's approval of it and deem it fit for human consumption, which was not the case. The chemical component of the

	<p>plant was itself illegal, and extraction of these chemicals was an illegal activity but was taking place in the UK.</p> <p>Officers said if the plant was made illegal the chemical components could be extracted and made into other substances such as drinks and sweets which could then be consumed, therefore negating the banning effect. However, as Khat was a social activity it was the chewing of the plant which allowed the users to gather together for long periods of time and chew Khat, so consuming the two active ingredients in perhaps pill form would not be a social activity and may phase out the cultural and social aspects of the two ingredients Cathonine and Cathine.</p> <p>Officers said the importation of Khat into the UK could be made illegal, however this would have a huge knock on effect for the Port of Entries. The Committee agreed that the classification of the two active ingredients in Khat would be beneficial, or the capping of the level of these active ingredients in Khat should be monitored.</p> <p>Officers highlighted that most of the people who did not want Khat banned were those who were making money from trading of Khat.</p> <p>The Committee thanked Officers for attending the meeting.</p> <p><b>Agreed:</b>  <b>The Committee agreed that the next witness session would focus on National issues of Khat and would take place in January 2011.</b></p>	<p><i>Natasha Dogra</i>  <i>DCEO</i></p>
<p>15.</p>	<p><b>FORWARD PLAN</b> (<i>Agenda Item 6</i>)</p> <p>To Note:  The Committee noted the Forward Plan.</p>	<p><b>Action by</b></p>
<p>16.</p>	<p><b>WORK PROGRAMME 2010</b> (<i>Agenda Item 7</i>)</p> <p>Agreed:  The Committee agreed the Work Programme.</p>	<p><b>Action by</b></p>
<p>The meeting, which commenced at 5.30 pm, closed at 7.00 pm.</p>		

These are the minutes of the above meeting. For more information on any of the resolutions please contact Natasha Dogra on 01895 277 488. Circulation of these minutes is to Councillors, Officers, the Press and Members of the Public.

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**HILLINGDON**  
LONDON

**CONSULTATION PAPER**

**THE HILLINGDON KHAT REPORT 2011**

**The story of Khat and the implications for the residents of  
Hillingdon and beyond**  
(DRAFT version: December 2010)

**Contents**

- Part one: The international story - from the desert to the UK**
- Part two: The national story - Khat consumers**
- Part three: The national story - from Heathrow to the streets of Hillingdon**
- Part four: The Hillingdon story / social issues caused by Khat**
- Part five: The Hillingdon story / health issues caused by Khat**
- Part six: The Hillingdon story / crime and ASB issues**

**This report contains our findings to date.  
We would welcome your views and comments.**

(Please submit your ideas by Friday 21 January 2011)



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## **Part one: The international story - from the desert to the UK**

1. For centuries, the male elders of tribes in the Horn of Africa have spent their evenings out in the desert chewing the leaves of Khat, whilst talking over the day's events with their friends in convivial conversation. A cultural pastime that is still seen today.
2. Historically, Khat has been consumed because of its stimulant properties and its low production costs. To many, it is an inexpensive way to relieve the poor quality of life experienced in those areas.
3. Khat is a plant sown as a seed and which can take up to five years to mature enough to be consumed. It thrives in the arid desert conditions of Somalia, Ethiopia, Kenya, and the Yemen where an estimated 103,000 hectares of land are used for its cultivation.
4. Khat varies in strength from region to region. Kenyan Khat is considered to be the strongest and, thus, the most popular.
5. Once mature, the plants are cut by hand and made into bundles of some 250 grams in weight and wrapped in banana leaves to maintain freshness. Up to 200 bundles are then placed in cardboard boxes at a time for transportation.
6. In addition to bundles, Khat can also be obtained via the internet as alcoholic drinks, some 40 per cent proof, as leaves for tea, as chewing gum, in seed form and as small plants.
7. The land used for its cultivation and sale is, nowadays, largely owned by a small number of companies, some of them it is thought officially controlled, particularly in those areas currently seeing internal conflict.
8. These organisations utilise highly sophisticated methods of cultivation, production and transportation of Khat to all parts of the world, by air.
9. Today, large refrigerated lorries transport the bundles of Khat from the areas of production to such airports as Jomo Kenyatta International Airport in Nairobi and Moi International Airport in Mombassa for shipment to the UK.
10. Flights arrive daily from these airports to Heathrow, Gatwick, Manchester and Manston in Kent.
11. This well managed and controlled supply chain management system, ensures that the Khat arrives with the consumer within three to five days of cultivation. This is important as Khat loses its potency the longer the time lag between cutting and chewing. Three days is considered the maximum best time for consumption. However, it is now believed Khat can be frozen and still maintain a degree of potency.
12. It would seem to be a very big industry, particularly in Kenya. The Kenyan Embassy in London has, therefore, been asked by the Deputy Mayor of London's office if they can inform us as to its value to the local economies and how many people are employed in production and distribution.

13. The total annual imports of Khat into the UK come from Kenya, Ethiopia and the Yemen, with some coming into Kenya from Somalia. An annual total of around 1,950,000 kgs – some 1,917 tons
14. Each flight brings in over 36 tons of Khat a week – 7 tons per flight, with flights five days a week. A total of 9000 boxes or some 1.8 million bundles each week being imported into the UK.
15. A market that is just twenty years old and that is growing by, it is estimated, some 80 per cent a year.
16. The demand for Khat has grown in pace with the growth in the number of refugees and immigrants from the Horn of Africa moving to live in the UK.

## **Part two: The national story - Khat consumers**

17. The main users of Khat come from Somalia, Kenya, Ethiopia and Yemen, an estimated 400,000 people – 200,000 men and 100,000 women and the rest children. An estimated 300,000 are over 18 years old.
18. Based on the 2005 ACMD report, an estimated 34 per cent of men are users – 68,000 men with an estimated 20 per cent of women also being users – 20,000 women. A total of some 88,000 users or consumers in the UK.
19. In London there are an estimated 50,000 users and in Hillingdon some 10,000.
20. It must be noted that these figures can not be substantiated due to lack of up to date or available data, although we have been informed that they reflect figures held by the Home Office.
21. Based upon the total street value of Khat imported into the UK (£468 million), and with an estimated 88,000 consumers, the average expenditure on Khat is circa £5,300 per user.
22. Of the total number of users, some eighty per cent, however, are occasional users i.e. up to two bundles per week and one bundle at a time and spending around £10.00 to £15.00 a week (circa £780 per annum) on purchase.
23. The balance can be defined as heavy users, consuming more than two or three bundles at a time, every day, at a cost of well over £100.00 per week. However, heavy users tend to chew Khat whilst smoking cigarettes and/or cannabis, drinking alcohol and eating food. Thus, their expenditure is very high per week. The vast majority of heavy users being men aged between 20 and 40 years.
24. Occasional users tend to consume Khat in their own homes but heavy users join with other Khat users in various types of buildings – called Khat houses. Some can be described as cafes, others are private homes. In Hillingdon, they are mainly around the Hayes centre. Many of these heavy users spending most days and nights at Khat houses with their friends.
25. There is anecdotal evidence, however, that Khat is beginning to be consumed outside of the Somalian community and thus, the type of environment used for Khat consumption will vary.

### **Part three: The national story - from Heathrow to the streets of Hillingdon**

26. There are three agencies responsible for checking cargo into the UK – the UKBA for security and VAT, Port Health, to ensure that materials, particularly food stuffs, will not be of harm to consumers and DEFRA, which is responsible for ensuring that plants are not imported that might have a damaging effect on indigenous flora and fauna.
27. Every container flown into UK airports is scanned for radio-active materials and, occasionally, the UKBA carries out searches of individual containers, chosen at random, to check that they contain what is put on the manifest. Port Health at Heathrow did do a check last year on a shipment of Khat and found it to be unfit for human use as it was dangerously high in pesticides. However, they had to release the shipment as they did not have the authority to refuse entry.
28. None of these agencies are responsible for Khat imports, due to lack of clarity as to its definition and, thus, the identity of the lead agency.
29. Boxes of Khat are not regularly checked by anyone, for anything, and there are national security concerns that some of these boxes, particularly from Somalia, may contain other items, for example, banned drugs, other products and, indeed, guns and explosives for use by terrorists in the UK and Europe.
30. There are also concerns over the smuggling of Khat from Heathrow into countries in which it is banned, particularly the USA. We understand that discussions are taking place between the UKBA and its US counterparts into action that might be taken to stop such activities.
31. Khat is banned in most countries, except for the UK and the Netherlands, due to two chemicals naturally found in the leaves - Cathonine and Cathine. These are considered to be constituents of Class A drugs, although a report published by the UK's Advisory Committee on the Misuse of Drugs (ACMD) in 2005 disagreed. It recommended to Government that it should not be banned.
32. Once at Heathrow, the Khat is taken to a storage area where agents arrive to purchase the boxes of Khat. VAT is charged on each box which is paid, in cash, by these agents. The total value of VAT collected on Khat imports is in the region of £3 million per year.
33. Boxes of Khat are put into large lorries and taken out of the airport vicinity to various nearby car parks. It has been estimated that each lorry load consists of 10 to 20 large boxes. No one knows who controls these lorries.
34. It is in these areas where the boxes are bought by 'retailers' from across the UK.
35. Each box, containing up to 200 bundles, costs the retailer around £35. On average, it takes just 2 hours for each lorry to be emptied.
36. Each retailer purchases, on average, 2 boxes (400 bundles) – a cost of £70 or 17p per bundle. These are put in cars or vans for onward transportation to

other London boroughs and to such cities as Bristol, Manchester, Sheffield Birmingham.

37. The bundles are then sold to consumers for some £5.00 per bundle. A profit of approximately £4.30 per bundle to the retailer.
38. With each bundle being sold to consumers for an average of £5.00, and with some 1.8 million bundles being imported each year, the UK street market value of Khat is around £9 million per week or £468 million per year
39. However, whilst, obviously, no one knows the true figure of Khat smuggled out of Heathrow into the USA, it is thought that some twenty per cent may be the amount illegally shipped to the United States each week - some 360,000 bundles or 900,000 kilograms. Based on a US street value of \$400 per kilo (as given in the ACMD 2005 report), the US Khat market is worth some \$360 million per week. The UK figures may, therefore, be reduced.
40. In Hillingdon, it's believed that there are off-licenses, cafes, restaurants and grocery stores selling Khat, mostly situated around a small area of Hayes in the south of the Borough. These range from grocery type shops to cafes specially designed for Khat users known as Mafreshis.

#### **Part four: The Hillingdon story / social issues caused by Khat**

41. There are numerous social problems associated with the use of Khat, particularly those caused by male heavy users.
42. These problems include many effecting family life – mainly that the husband/father is unemployed, spends most days and nights and most of the family's income at Khat houses and is not at home to assist his wife in handling family matters, including dealing with the children. We were also told of instances of domestic violence. A significant proportion of Somalians also appear to be living in privately rented accommodation, much of it in poor condition. All these issues often result in family breakdowns.
43. In addition, the noise from Khat houses day and night, together with groups of heavy Khat users chewing, smoking, drinking, shouting and spitting out chewed leaves on the pavements outside of these buildings, causes great concern to local residents. Such behaviour is seen as being very intimidating and anti social and is creating community tensions within these areas.
44. However, it must be said that there is no evidence that Khat is in itself the sole cause of these social problems.
45. It could be argued that it is the joint consumption with other substances and alcohol, together with frustration at being unemployed, family issues, being alienated from the main stream community due to poor English and lack of personal esteem that together contribute to these social problems.
46. Whilst it is accepted that some Somalian women chew Khat, there does not appear to be any evidence that they also use Khat houses or, indeed, cause family or social problems.
47. However, it appears that most Somalian children recognise the dangers of overuse of Khat and are not chewing it themselves. It seems that it is the over twenties who are giving most cause for concern.
48. There are over forty groups in the UK established to assist Somalian refugees, fifteen in Hillingdon, with a broad range of remits.
49. In addition, in Hillingdon agencies such as HAGAM and Tageero, EACH and the Somali Mental Health Project also provide help and guidance to Somalian families.

## **Part five: The Hillingdon story / health issues caused by Khat**

50. Of great concern are the potential health risks of Khat. These are many and varied and, in most cases are dependent upon the physical and psychological manner of each individual, whether they are occasional or heavy users.
51. It is recognised that there is unlikely to be much harm in chewing Khat on an occasional basis, say once or twice a week, although it does depend upon each individual's metabolism.
52. It is also recognised that Khat can be addictive to some users but then, as was pointed out, many other things can also be addictive, for example, alcohol, tobacco and, of course, hard drugs.
53. The main health problems associated with the heavy use of Khat include increased heart rate, increased blood pressure, insomnia, constipation, lethargy, hyperactivity, loss of appetite, diminishing sex drive, depression, tooth darkening, euphoria and hallucinations, and mental health
54. However, there is no clear evidence that Khat alone is causing these problems. As we have learnt, heavy users consume a concoction of things and it may well be that these health problems are caused by a number of factors.
55. Indeed, the over use of any one substance or a mixture of a number, can be detrimental to health, for example, overuse of salt, sugar, fatty food as well as alcohol and tobacco.
56. For those heavy users who have become addicted to Khat, help is available. National bodies such as Drug and Alcohol Action Team (DAAT) offer help and in Hillingdon the local NHS Trust, HAGAM, Tageero, EACH and the Somali Mental Health Project can also provide support and assistance.
57. Unfortunately, it appears that co-ordination between these agencies, in terms of helping Khat users, is not all it should be, although we understand that it is intended to establish clearer channels of communication and to take a more positive multi-agency approach when dealing with heavy users of Khat.



## **Part six: The Hillingdon story / crime and anti social behaviour issues**

58. Of concern to resident groups and the police in Hayes, Hillingdon – where the majority of Khat users live – are the effects of such anti social behaviour as the noise from Khat houses day and night, together with groups of heavy Khat users chewing, smoking, drinking, urinating, shouting and spitting out chewed leaves on the pavements outside of these buildings and in local streets.
59. However, the vast amount of anti social behaviour is not caused by Khat users per se, but by youngsters aged 14 to 20 who use Khat houses as a base for meetings and for smoking cannabis and drinking alcohol.
60. To overcome such anti social behaviour, it is possible for local Safer Neighbourhood Police Teams to close down Khat houses by taking out Anti Social Behaviour Orders.
61. It is believed that some Khat users are driving whilst still under its influence, although there is no evidence to confirm this as there are no tests available for assessing Khat in the bloodstream or urine
62. Other than occasional anti social behaviour, no other criminal acts are considered to be undertaken by Khat users.
63. From a policing point of view, it is accepted that banning Khat will not stop its use but drive it underground and in the hands of criminal gangs – if such gangs are not already involved.
64. There is unanimous agreement that Khat needs to be classified, although there is no firm view as to what that classification might be

**London Borough of Hillingdon  
December 2010**

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## **BUDGET PROPOSALS REPORT FOR PLANNING ENVIRONMENT & COMMUNITY SERVICES 2011/12**

**Contact Officer: Andy Evans**  
**Telephone: 01895 250994**

### **REASON FOR ITEM**

To comply with the Budget and Policy Framework procedure rules as part of the agreed consultation process for the General Fund revenue budget and capital programme for 2011/12, this report sets out the draft revenue budget and capital programme of the Planning Environment & Community Services Group for 2011/12, along with indicative projections for the following three years. Following consideration by Cabinet on 16 December 2010, these proposals are now under consultation, and the proposals for each Group are being discussed at the January cycle of Policy Overview Committees.

Cabinet will next consider the budget proposals on 17 February 2011, and the report will include comments received from Policy Overview Committees. At the meeting on 17 February 2011 Cabinet will make recommendations to full Council regarding the budget and Council Tax levels for 2011/12. Full Council will meet to agree the budgets and Council Tax for 2011/12 on 24 February 2011.

The Committee needs to consider the budget proposals as they relate to the Planning Environment & Community Services Group, but within the corporate context and the constraints applying as a result of the aggregate financial position of the authority.

### **OPTIONS AVAILABLE TO THE COMMITTEE**

It is recommended that the Committee notes the budget projections contained in the report, and comments as appropriate on the combined budget proposals put forward by the Planning Environment & Community Services Group, within the context of the corporate budgetary position.

### **INFORMATION**

#### **Background**

- 1 This is the first opportunity within the planning cycle for the Policy Overview Committee to consider issues relating to budget planning for 2011/12. The budget report to Council for Council Tax setting for 2010/11 contained an initial savings requirement of £20.3m for 2011/12. As part of the continuing work on the HIP Business Improvement Delivery project, a budget strategy was devised to address this gap. Each group was given a specific savings target for 2011/12 to deliver through their BID programme, with the initial total savings target set at £10.5m. In addition groups were tasked with reviewing and reducing all pressures and a review was also started on all corporate pressures.

- 2 During the year, Cabinet has monitored and increased the savings target to £22m. This includes an additional savings target of £2m for Area Based Grant (ABG) funded services, added following the post election budget when a £3.6m in-year cut was imposed by central government (£1.8m ongoing impact) and a £3.8m further worsening of the estimated formula grant funding for 2011/12 caused by the front loading of savings in the CSR announcement on 20 October 2010. As part of the budget setting process, all Groups have been involved in a three stage budget planning and challenge process, and it is the output of this process that forms the basis of the budget proposals set out in this report.
- 3 The report includes draft revenue budget and capital programme projections for the group for three years beyond next year, to reflect the four-year planning cycle used by the Council.
- 4 The structure of the report reflects the budget proposals reported to Cabinet on 16 December 2010, and sets out the aggregate corporate position, followed by Planning Environment & Community Services Group's proposals extracted from the corporate budget.

### **The Budget and Policy Framework Procedure Rules**

- 5 The consultation on the budget proposals commenced on 17 December 2010 following decisions taken by Cabinet on 16 December 2010.
- 6 There will be a further consideration by Cabinet of the budget proposals on 17 February 2011, including comments from Policy Overview Committees. These will be collated and reported back to Cabinet by the Corporate Services and Partnerships Policy Overview Committee. Council will be requested to approve the Cabinet's proposals on 24 February 2011, and if approved without further amendment they will be effective immediately.

### **Corporate Summary**

- 7 While the focus of the discussion for the Policy Overview Committee should be the specific services within its remit, it is important that this discussion is conducted in the context of the overall corporate financial position.
- 8 The budget proposals included in this report represent Cabinet's budget strategy for 2011/12 and beyond. The revenue budget proposals have been developed to deliver a zero increase in Council Tax for 2011/12 whilst maintaining balances and reserves at £12m over the medium term.
- 9 The real challenge in delivering a balanced budget for 2011/12 is the development of significant savings of around £22m, more than double the £10.3m required in 2010/11. Those savings proposals have been developed alongside the in-year challenge of responding to a £3.6m government grant cut to funding in 2010/11. The main pressure for the Council to deal with is the income from Government Formula Grant reducing by an estimated £10.8m. This is partially offset through an additional central government grant enabling a freeze in Council Tax in 2011/12.

- 10 Detailed within the draft budget proposals, in addition to the £22m savings proposals are £3.8m of corporate pressures, £7.5m of service pressures, an allowance of £2m for inflation, proposals for £0.3m of growth and a reduction to the contingency requirement of £0.5m.
- 11 The development of savings proposals has concentrated on more efficient delivery methods and the new operating model and focusing on core services; and on not creating new pressures by providing services no longer funded by Central government, but instead seeking to avoid local impact as far as possible by new ways of working.
- 12 The draft capital programme for 2011/12 and indicative allocations for the following three years are presented in this report. The draft capital programme over four years is worth £256.5m with £105m of capital expenditure in 2011/12. This includes funding for new General Fund projects of £8.3m for the development of Yiewsley Pool site which includes a new health centre, and a major refurbishment of the Central Library.
- 13 In addition, the capital programme provides almost £9m of funding for key ongoing programmes including the Chrysalis programme, the Leader's Older Peoples Initiative and the upgrade of local town centres; and £19m of funding for ongoing major projects such as the Libraries refurbishment programme, Highgrove Pool Phase II and the South Ruislip Development.

## **Planning Environment & Community Services Group Budget Proposals**

### **Summary of Key Financial Issues**

- 14 The initial approach to the delivery of savings within Planning Environment & Community Services Group has been largely driven by the delivery of efficiencies through the merger of the former 2 groups of Planning & Community Services and Environment & Consumer Protection. The savings programme development has also focused on a rigorous review and questioning of expenditure across the combined Group, and has reviewed the scale of fees and charges. The work to date has identified savings of £3.45m in 2011/12. The savings have been developed within 3 main categories.
- 15 **BID Efficiencies** – The creation of 4 new service heads within the combined group has enabled large scale reorganisation, restructuring and removal of duplication. The next stage in the development of these new service groupings will focus on the roll out of the Council's operating model in order to identify further savings opportunities.
- 16 **Expenditure Review** – With the formation of the new Group the opportunity has been taken at a strategic level to question the need for services and method of service delivery in all areas. At an operational level the expenditure review process has also generated savings opportunities.
- 17 **Fees & Charges** – Opportunities exist within the Group to review the scale of fees and charges, and a number of savings proposals have been developed on this theme.

## Group Revenue Budget 2011/12

- 18 The movement between the current year's budget and the draft budget requirement for 2011/12 is summarised in Table 1 below. Further breakdowns of Service Pressures, Priority Growth and Savings are set out in the following sections and in Appendix A.

Table 1: Group Revenue Budget 2011/12

	Budget (£000s)
Budget 2010/11	49,216
Inflation	511
Corporate Items	76
Service Pressures	1,831
Priority Growth	125
Savings	-3,455
Other Adjustments	1,049
Draft Group Revenue Budget 2011/12	49,353

## Service Pressures

- 19 The identification of all service pressures, thereby reducing the likelihood of unexpected overspends within the financial year, is one of the key objectives of the strategic budget process. Failure to identify a pressure over which there is little or no control is likely to result in an overspend in the year, and a need to take corrective action that may have an impact on services elsewhere in the authority.
- 20 Groups have undertaken work to identify and review these pressures but they will continue to be the subject to rigorous scrutiny, challenge and review that will reduce the level of these items to a minimum over the course of the budget development process.
- 21 Table 1 above includes service pressures of £1.831m, the most significant of which relate to the Waste Disposal Levy of £1.528m. The balance of £0.303m relates to pressures on Golf income. An ongoing service pressure on the golf course income budget resulted in a change of operator in 2006. The new contract set the income at a slightly lower level than budget. In addition there is a short-term reduction in income from Stockley Park.

## **Development and Risk Contingency**

- 22 The Development and Risk Contingency provides for resources within the revenue budget that are unallocated at the beginning of the year, but that can be applied to issues as they arise during the year. The contingency is therefore used to budget for items where the probability or value of items is uncertain at the beginning of the year. The current draft Development and Risk Contingency includes items totalling £1.282m for 2011/12 for the Planning Environment & Community Services Group.
- 23 The items within this are £622k for the West London Waste Levy, £310k for Development Control income, £150k for cost pressures on recycling, £100k for Local Development Framework costs and £100k for cost pressures on the Corporate Landlord.

## **Priority Growth**

- 24 Growth of £80k for sport and leisure in relation to public health issues, £10k to fund the full year effect of increased library opening hours and £35k for the Hayes Carnival have been included in the draft budget for consultation.

## **Savings**

- 25 The savings proposals contained within this draft budget have been developed through the HIP Business Improvement Delivery programme (BID), the Council's response to the projected budget savings requirement of around £60m over the next four year period. A target operating model for the Council was established and all Groups are in the process of moving towards this model in the various proposals set out in the MTFF. This includes transfers to the Contact Centre and the implementation of agreed operating models for all common functions.
- 26 As explained in the report to Council in February 2010, the BID programme was developed through a themed approach, with 3 workstreams. These were aimed at delivering successively more in-depth reviews of how council services and working methods could be re-engineered. The themed approach continued over the early part of the 2011/12 budget cycle. The various workstreams developed a programme of projects to revise ways of working and to develop savings proposals. Additional MTFF work within groups and corporately was also initiated to focus on mitigating key pressures in the MTFF. Over the summer, the workstream approach to BID was transitioned into a Group based approach and specific targets were allocated to each Group.
- 27 The savings proposals currently developed total £22m for 2011/12. The total savings figure for each group is net of the redundancy costs contained within their package of proposals. Group savings proposals also include savings generated through the council wide expenditure review that was coordinated by Corporate Procurement over the last few months.

- 28 The savings included in the draft budget for Planning Environment & Community Services Group total £3.45 million and are included in Appendix A alongside the service pressures, priority growth and development and risk contingency items.

## **Fees and Charges**

- 29 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.
- 30 The MTFE includes an inflation assumption of 2.5% and an associated increase in income of £0.5m. However this increase is not uniform across all fees and charges. Certain fees such as meals on wheels and parking for residents has been frozen. In addition there are proposals for targeted above inflation increases in certain fees and charges where they impact primarily on non-residents or where we are out of line with neighbouring Boroughs. The increase in the VAT rate by 2.5% to 20% will also have an impact on some fees and charges that attract VAT. These charges will be increased from 1 February 2011 and need to increase accordingly to avoid a net loss of income to the Council. Charges for Leisure facilities related to the VAT increase will come into effect on 1 January 2011.
- 31 Schedules detailing the proposals relating to fees and charges for 2011/12 for the Planning Environment & Community Services Group are attached at Appendix B.

## **Capital Programme**

- 32 The capital programme for 2010/11 was approved by Cabinet and Council as a one-year capital budget that focused on maximising the use of identified funding in order to minimise the level of new borrowing that ultimately impacts on budget requirements funded through Council Tax.
- 33 The process of developing a capital programme has again focused on identifying and sustaining available funding streams whilst simultaneously managing the impact of increased demand for primary school places in the borough. The Primary Capital Programme is expected to require an investment in the region of £100m over the period 2010-15, to be financed from a combination of funding streams yet to be announced by central government.
- 34 The draft capital programme may need to be revised once the final impact of the settlement is known as this may impact on the affordability of the programme. A summary of the draft capital programme for the Planning Environment & Community Services Group is shown in Appendix C. Key schemes within the draft capital programme are the South Ruislip, Yiewsley Pool, Libraries Refurbishments (including the Central Library), Highgrove Pool refurbishment and Hayes End Library development.



35 Also included within the capital budget are the annual programme of works type schemes. These include Chrysalis, Civic Centre enhancements, Environmental Assets, Highways Structural, Street Lighting and Road Safety schemes. The Council's Highways programme will be complemented by the annual TfL programme which is provisionally estimated at £4 million for 2011/12 and is funded by central government grant.

## **APPENDICES**

Appendix A – Planning Environment & Community Services Savings, Service Pressures, Priority Growth & Development & Risk contingency items.

Appendix B – Planning Environment & Community Services Group Fees & Charges.

Appendix C – Planning Environment & Community Services Capital Programme.

## **SUGGESTED COMMITTEE ACTIVITY**

The Committee is advised to note the budget projections contained in the report, and comment as appropriate on the combined budget proposals put forward by the Planning Environment & Community Services Group, within the context of the corporate budgetary position.

## **BACKGROUND PAPERS**

Medium Term Financial Forecast 2011/12 – 2014/15 – report to Cabinet 16 December 2010

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Description	Group	Net Variation from 2010/11 Budget			
		2011/12	2012/13	2013/14	2014/15
		£(000s)	£(000s)	£(000s)	£(000s)
Waste Disposal Levy	PECS	1,528	1,528	1,528	1,528
Golf Courses Income	PECS	303	271	248	248
<b>Total Service Pressures</b>		<b>1,831</b>	<b>1,799</b>	<b>1,776</b>	<b>1,776</b>

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Development & Risk Contingency		Gross Risk Probability		Provision	Provision	Provision	Provision
		2011/12		2011/12	2012/13	2013/14	2014/15
		£(000s)	(%)	£(000s)	£(000s)	£(000s)	£(000s)
<b>Potential Calls</b>							
Waste Disposal Levy	PECS	1,500	41%	622	1,972	1,712	2,066
Development Control Income	PECS	475	65%	310	310	310	310
Carbon Reduction Commitment Energy Efficiency Scheme	PECS	0	0%	0	450	450	450
Cost Pressures on Recycling Service	PECS	150	100%	150	150	150	150
Local Development Framework legal & consultancy fees	PECS	150	67%	100	0	0	0
Corporate landlord	PECS	300	33%	100	100	100	100
Total Potential Calls		2,575		1,282	2,982	2,722	3,076

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Description	Group	Net Variation from 2010/11 Budget			
		2011/12	2012/13	2013/14	2014/15
<b>Priority Growth Proposals</b>		£(000s)	£(000s)	£(000s)	£(000s)
Obesity strategy -sport & exercise	PECS	80	80	80	80
Hayes Carnival	PECS	35	35	35	35
Full year effect of Libraries opening hours funding	PECS	10	10	10	10
<b>Total Priority Growth Proposals</b>		<b>125</b>	<b>125</b>	<b>125</b>	<b>125</b>

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Ref	Description of proposal	2011/12 £000's	2012/13 £000's	2013/14 £000's	2014/15 £000's
PECS01	<b>PECS Management Team consolidation</b> Reduction in management costs from restructuring the management team of the new group.	378	378	378	378
PECS02	<b>Business Support &amp; PA's /Performance &amp; Quality</b> Efficiency savings from consolidation of Business Support and Performance across the new group.	122	150	150	150
PECS03	<b>Sports &amp; Leisure restructure</b> Restructure of Sports & Leisure service.	131	131	131	131
PECS04	<b>Green Spaces restructure and contract efficiencies</b> Restructure of Green Spaces service from 3 into 2 area teams moving Gardeners from the Crematorium and review of contracts across the service.	415	458	458	458
PECS05	<b>Corporate Landlord</b> Review of staffing and contracts across new Corporate Landlord function	435	802	802	802
PECS06	<b>Business &amp; Community Engagement/Streetscene Locality</b> Reduction in management costs through combining these services.	41	41	41	41
PECS07	<b>Planning - Review of agency usage</b> Reduction of agency usage within Transportation section.	52	52	52	52
PECS08	<b>Planning Contract</b> Tendering of minor and other applications work.	67	67	67	67
PECS09	<b>Community Safety Review</b> Review of Community Safety projects and funding with Cabinet member, and proposed merging of service with CCTV.	69	69	69	69
PECS10	<b>Consumer Protection Initial BID Review</b> Initial BID review of staffing levels in Consumer Protection service.	97	97	97	97
PECS11	<b>BID Compliance review</b> Efficiency savings through implementation of a revised compliance model.	148	262	376	376
PECS12	<b>Waste Services</b> Deletion of Monitoring Officer post and savings on recycling bags.	48	48	48	48
PECS13	<b>BID Localities model</b> Staffing efficiencies through implementation of Standard Operating model to remaining services across the Group.	0	900	900	900
PECS14	<b>Common London Permit Scheme</b> Expected contribution to fixed overheads from implementation of new DfT charging regime for utilities works from Quarter 2 of 2011/12.	38	50	50	50
PECS 15	<b>Overtime &amp; Standby review</b> Savings on review of Overtime & Standby processes across various service areas.	56	56	56	56

Ref	Description of proposal	2011/12 £000's	2012/13 £000's	2013/14 £000's	2014/15 £000's
<b>PECS 16</b>	<b>Parking</b>				
	A range of proposals including increases in non-residents charges, review of Police Season Ticket numbers and deletion of vacant posts.	373	375	375	375
<b>PECS 17</b>	<b>Review of Technical Admin</b>				
	Review of Technical Administration support across the consolidated Group. Expected savings of 25% through staffing efficiencies by 2012/13.	142	284	284	284
<b>PECS 18</b>	<b>ICT Review</b>				
	Review of ICT usage and systems across the new Group.	0	TBC	TBC	TBC
<b>PECS 19</b>	<b>Review of Fees &amp; Charges</b>				
	To review Fees & Charges across PECS (excluding Parking as reviewed separately in PECS16) with emphasis on maximising contributions from non-residents.	98	98	98	98
<b>PECS 20</b>	<b>Highways, Streetscene, Traffic and Transportation Management</b>				
	Merging of management posts across these service areas.	79	79	79	79
<b>PECS 21</b>	<b>Street Lighting Efficiencies</b>				
	Cease painting of Street Lighting Lamp posts	45	45	45	45
<b>PECS 22</b>	<b>Review of School Library Service</b>				
	Efficiency saving through reduction of one post within School Library Service	25	25	25	25
<b>PECS 23</b>	<b>New Homes Bonus - Matched funding</b>				
	DCLG Local Growth Initiative to match fund Council Tax on new homes built - 6 year programme.	500	1,000	1,500	2,000
<b>PECS25</b>	<b>CCTV Reduced Opening Hours</b>				
	Reduction in the opening hours of the CCTV service.	227	310	310	310
<b>PECS26</b>	<b>Advertising income</b>				
	Advertising income generation from initiatives.	50	100	150	200
<b>PECS27</b>	<b>Review of Subscriptions</b>				
	Reduction in spend on subscriptions and periodicals and greater use of electronic media.	6	6	6	6
<b>PECS28</b>	<b>Arts &amp; Libraries Management consolidation</b>				
	Reduction in management costs through the consolidation of the Arts and Libraries services.	20	40	40	40
	<b>Fees &amp; charges inflation savings</b>	194			
	<i>Estimated Redundancy Costs (excluding PECS01)</i>	-212	-104		
	<i>Full-year effect of 2010/11 BID savings target</i>	-276			
<b>Total PECS Savings</b>		<b>3,364</b>	<b>5,819</b>	<b>6,587</b>	<b>7,137</b>
<b>Area Based Grant</b>					
<b>ABG6</b>	<b>Safer Stronger Community Fund</b>				
	Reduction in the amount distributed to the Safer Hillingdon Partnership	91	91	91	91
<b>Total PECS ABG savings</b>		<b>91</b>	<b>91</b>	<b>91</b>	<b>91</b>
<b>OVERALL TOTAL FOR PECS</b>		<b>3,455</b>	<b>5,910</b>	<b>6,678</b>	<b>7,228</b>

All Prices Include VAT				ct of VAT increase as of 1st February 2011				Effective from 1st April				
Type of Fee/Charge	Type	Current Charges Residents £	Current Charges Non-Residents £	Vat Status	Current Charges Residents £	% Increase	Current Charges Non-Residents £	% Increase	Proposed New Charges Residents £	% Increase	Proposed New Charges Non Residents £	% Increase

Facilities Management

Civic Centre Room Hire Rates

CR2 per hour	M	21.55	21.55	EXP	21.55	0.00%	21.55	0.00%	22.10	2.55%	22.10	2.55%
CR3 per hour	M	28.62	28.62	EXP	28.62	0.00%	28.62	0.00%	29.30	2.38%	29.30	2.38%
CR3a per hour	M	25.83	25.83	EXP	25.83	0.00%	25.83	0.00%	26.50	2.59%	26.50	2.59%
CR3/3a combined per hour	M	43.08	43.08	EXP	43.08	0.00%	43.08	0.00%	44.10	2.37%	44.10	2.37%
CR4 per hour	M	34.33	34.33	EXP	34.33	0.00%	34.33	0.00%	35.20	2.53%	35.20	2.53%
CR4a per hour	M	25.83	25.83	EXP	25.83	0.00%	25.83	0.00%	26.50	2.59%	26.50	2.59%
CR4/4a combined per hour	M	43.08	43.08	EXP	43.08	0.00%	43.08	0.00%	44.20	2.60%	44.20	2.60%
CR5 per hour	M	43.08	43.08	EXP	43.08	0.00%	43.08	0.00%	44.20	2.60%	44.20	2.60%
CR6 per hour	M	43.08	43.08	EXP	43.08	0.00%	43.08	0.00%	44.20	2.60%	44.20	2.60%
CR7 per hour	M	20.18	20.18	EXP	20.18	0.00%	20.18	0.00%	20.70	2.58%	20.70	2.58%
CR8 per hour	M	21.58	21.58	EXP	21.58	0.00%	21.58	0.00%	22.10	2.41%	22.10	2.41%
CR9 per hour	M	21.58	21.58	EXP	21.58	0.00%	21.58	0.00%	22.10	2.41%	22.10	2.41%
Interview rooms per hour	M	13.45	13.45	EXP	13.45	0.00%	13.45	0.00%	13.80	2.60%	13.80	2.60%
Council Chamber per hour	M	82.78	82.78	EXP	82.78	0.00%	82.78	0.00%	84.90	2.56%	84.90	2.56%
Middlesex Suite (Day) per hour	M	78.83	78.83	EXP	78.83	0.00%	78.83	0.00%	80.80	2.50%	80.80	2.50%
Middlesex Suite (Night) per hour	M	110.25	110.25	EXP	110.25	0.00%	110.25	0.00%	113.00	2.49%	113.00	2.49%
Bar Area per hour	M	43.08	43.08	EXP	43.08	0.00%	43.08	0.00%	44.20	2.60%	44.20	2.60%

Council

Type  
 B = Business  
 R = Residents  
 M = Mixed

Vat Status  
 STD - Standard Rated  
 ZERO - Zero Rated  
 EXP - Exempt  
 NB - Non Business

All Prices Include VAT				ct of VAT increase as of 1st February 2011				Effective from 1st April				
Type of Fee/Charge	Type	Current Charges Residents £	Current Charges Non-Residents £	Vat Status	Current Charges Residents £	% Increase	Current Charges Non-Residents £	% Increase	Proposed New Charges Residents £	% Increase	Proposed New Charges Non-Residents £	% Increase

**Borough Wide Building Services**

Catering Recharge	M	YES dining costs	YES dining costs	STD	YES dining costs		YES dining costs		cost + 15%		cost + 15%	
Day To Day Repairs Under £250	M	cost + £35	cost + £35	EXP	cost + £35		cost + £35		cost + £35		cost + £35	
Day To Day Repairs £250 To £5000	M	cost + 12.5%	12.5%	EXP	cost + 12.5%		cost + 12.5%		12.5%		12.5%	
Day To Day Repairs Above £5000	M	cost + 10%	cost + 10%	EXP	cost + 10%		cost + 10%		cost + 10%		cost + 10%	
Day To Day Repairs Under £250	M	cost + £35 + VAT	cost + £35 + VAT	STD	cost + £35 + VAT		cost + £35 + VAT		cost + £35 + VAT		cost + £35 + VAT	
Day To Day Repairs £250 To £5000	M	cost + 12.5% + VAT	12.5% + VAT	STD	cost + 12.5% + VAT		cost + 12.5% + VAT		cost + 12.5% + VAT		cost + 12.5% + VAT	
Day To Day Repairs Above £5000	M	cost + 10% +VAT	cost + 10% +VAT	STD	cost + 10% +VAT		cost + 10% +VAT		cost + 10% +VAT		cost + 10% +VAT	
Service Contracts	M	cost + 10%	cost + 10%	EXP	cost + 10%		cost + 10%		cost + 10%		cost + 10%	
Service Contracts	M	cost + 10% +VAT	cost + 10% +VAT	STD	cost + 10% +VAT		cost + 10% +VAT		cost + 10% +VAT		cost + 10% +VAT	
Queenswalk Room Hire - Standard training room per hour	M	25.00	25.00	EXP	25.00	0.00%	25.00	0.00%	26.00	4.00%	26.00	4.00%
Queenswalk Room Hire - Standard training room 1/2 Day	M	48.00	48.00	EXP	48.00	0.00%	48.00	0.00%	50.00	4.17%	60.00	25.00%
Queenswalk Room Hire - Standard training room full day	M	100.00	100.00	EXP	100.00	0.00%	100.00	0.00%	100.00	0.00%	120.00	20.00%
Queenswalk Venue Hire - ICT suite per hour	M	30.00	30.00	EXP	30.00	0.00%	30.00	0.00%	31.00	3.33%	31.00	3.33%
Queenswalk Catering - catering recharge	M	YES dining costs	YES dining costs	STD					cost + 15%		cost + 15%	
Queenswalk Photocopying - per copy	M	0.05	0.05	STD	0.05	2.13%	0.05	2.13%	0.06	17.50%	0.06	17.50%

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Type  
 B = Business  
 R = Residents  
 M = Mixed

Vat Status  
 STD - Standard Rated  
 ZERO - Zero Rated  
 EXP - Exempt  
 NB - Non Business

All Prices Include VAT				ct of VAT increase as of 1st February 2011					Effective from 1st April			
Type of Fee/Charge	Type	Current Charges Residents £	Current Charges Non-Residents £	Vat Status	Current Charges Residents £	% Increase	Current Charges Non-Residents £	% Increase	Proposed New Charges Residents £	% Increase	Proposed New Charges Non Residents £	% Increase

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**Commercial Premises Licence Fees****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%	48.00	0.00%	48.00	0.00%
1,001 to 2,000kg	B	95.00	95.00	NB	95.00	0.00%	95.00	0.00%	95.00	0.00%	95.00	0.00%
2,001 to 3,000kg	B	140.00	140.00	NB	140.00	0.00%	140.00	0.00%	140.00	0.00%	140.00	0.00%

**Animal Boarding Establishments**

No of animals 1 to 9	B	119.00	119.00	NB	119.00	0.00%	119.00	0.00%	125.00	5.04%		
No of animals 10 to 24	B	169.00	169.00	NB	169.00	0.00%	169.00	0.00%	177.00	4.73%		
No of animals 25 to 49	B	248.00	248.00	NB	248.00	0.00%	248.00	0.00%	260.00	4.84%		
No of animals 50 to 75	B	338.00	338.00	NB	338.00	0.00%	338.00	0.00%	355.00	5.03%		
No of animals 75+ (New category)	B	400.00	400.00	NB	400.00	0.00%	400.00	0.00%	420.00	5.00%		

**Dangerous Wild Animals**

Including vets fees	B	214.00	214.00	NB	214.00	0.00%	214.00	0.00%	75 + vet fee			
Game dealers licences	B	0.00	0.00	NB	0.00		0.00		0.00			

**Performing Animals**

Registration	B	377.00	377.00	NB	377.00	0.00%	377.00	0.00%	396.00	5.04%		
Certificate	B	98.00	98.00	NB	98.00	0.00%	98.00	0.00%	102.00	4.08%		

**Pet Shops**

Including vets fees	B	183.00	183.00	NB	183.00	0.00%	183.00	0.00%	192.00	4.92%		
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Type  
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**Riding Establishments**

No of animals 1 to 5	B	518.00	518.00	NB	518.00	0.00%	518.00	0.00%	75 + vet fee			
No of animals 6 to 20	B	574.00	574.00	NB	574.00	0.00%	574.00	0.00%	75 + vet fee			
No of animals 21 to 35 (Category restructured)	B	649.00	649.00	NB	649.00	0.00%	649.00	0.00%	75 + vet fee			
No of animals 36 to 50 (Category restructured)	B	739.00	739.00	NB	739.00	0.00%	739.00	0.00%	75 + vet fee			
No of animals 51+ (New category)	B	802.00	802.00	NB	802.00	0.00%	802.00	0.00%	75 + vet fee			

**Breeding of Dogs**

Renewal	B	153.00	153.00	NB	153.00	0.00%	153.00	0.00%	75 + vet fee			
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**Export Licences**

Visit not required	B	52.00	52.00	NB	52.00	0.00%	52.00	0.00%	55.00	5.77%		
Visit required	B	90.00	90.00	NB	90.00	0.00%	90.00	0.00%	95.00	5.56%		

**Pharmacy and Poisons**

Applications	B	41.00	41.00	NB	41.00	0.00%	41.00	0.00%	43.00	4.88%		
Change of name	B	23.00	23.00	NB	23.00	0.00%	23.00	0.00%	24.00	4.35%		
Renewal	B	39.00	39.00	NB	39.00	0.00%	39.00	0.00%	41.00	5.13%		

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Other Licenses

Special Premises 10/11 New Categories and charges - 2 - 3 Therapists	B	51.00	51.00	NB	51.00	0.00%	51.00	0.00%	54.00	5.88%		
Special Premises 10/11 New Categories and charges - 4-6 Therapists	B	76.00	76.00	NB	76.00	0.00%	76.00	0.00%	80.00	5.26%		
Special Premises 10/11 New Categories and charges - More than 6 Therapists	B	102.00	102.00	NB	102.00	0.00%	102.00	0.00%	107.00	4.90%		
Refund or change of details - Admin Fee	B	29.00	29.00	NB	29.00	0.00%	29.00	0.00%	55.00	89.66%		
Unfit food - Examination and Condemnation certificate (1st Hour)	B	128.00	128.00	NB	128.00	0.00%	128.00	0.00%	134.00	4.69%		
Unfit food - Examination and Condemnation certificate (Subsequent hours or part of)	B	92.00	92.00	NB	92.00	0.00%	92.00	0.00%	97.00	5.43%		
Swimming Pool Water - Per visit	B	109.00	109.00	NB	109.00	0.00%	109.00	0.00%	114.00	4.59%		
Legal enquires -	B	65.00	65.00	NB	65.00	0.00%	65.00	0.00%	68.00	4.62%		
Response to enquiries - Per letter	B	16.00	16.00	NB	16.00	0.00%	16.00	0.00%	17.00	6.25%		
Micro-pigmentation - New/Renewal	B			NB					315.00			
Artificial N/Ails - New/Renewal	B			NB					84.00			
Nose piercing - New/Renewal	B			NB					84.00			
Ear cartilage/lobe, - New/Renewal	B			NB					84.00			
Electrical treatments - New/Renewal	B			NB					84.00			
Non-surgical Lazars, & ILS system licence	B	0.00	0.00	NB	900.00		900.00		900.00	0.00%	900.00	0.00%
Facials - New/Renewal	B			NB					53.00			

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**Private Water Supplies - new fees prescribed by Private Water Regulations**

Per visit	B	50.00	50.00	NB	50.00	0.00%	50.00	0.00%	100.00	100.00%		
Audit Monitoring	B	435.00	435.00	NB	435.00	0.00%	435.00	0.00%	500.00	14.94%		
Check Monitoring	B	75.00	75.00	NB	75.00	0.00%	75.00	0.00%	100.00	33.33%		
Other Sampling and Risk Assessment Combined	B	125.00	125.00	NB	125.00	0.00%	125.00	0.00%	600.00	380.00%		
Risk Assessment	B	100.00	100.00	NB	100.00	0.00%	100.00	0.00%	500.00	400.00%		
Other investigations	B	100.00	100.00	NB	100.00	0.00%	100.00	0.00%	100.00	0.00%		
Granting an Authority	B	50.00	50.00	NB	50.00	0.00%	50.00	0.00%	100.00	100.00%		

**THE MARRIAGE ACT 1994**

Application for Approval	B	433.00	433.00	NB	433.00	0.00%	433.00	0.00%	450.00	3.93%		
Application for Approval or renewal a premises which currently holds a Premises Licence under the Licensing Act 2003	B	216.00	216.00	NB	216.00	0.00%	216.00	0.00%	225.00	4.17%		
Application for renewal	B	325.00	325.00	NB	325.00	0.00%	325.00	0.00%	340.00	4.62%		
Application for a review	B	325.00	325.00	NB	325.00	0.00%	325.00	0.00%	340.00	4.62%		

**The Licensing Act 2003**

Application for a new/variation licence BAND A	B	100.00	100.00	EXP	100.00	0.00%	100.00	0.00%	100.00	0.00%		
Application for a new/variation licence BAND B	B	190.00	190.00	EXP	190.00	0.00%	190.00	0.00%	190.00	0.00%		
Application for a new/variation licence BAND C	B	315.00	315.00	EXP	315.00	0.00%	315.00	0.00%	315.00	0.00%		
Application for a new/variation licence BAND D	B	450.00	450.00	EXP	450.00	0.00%	450.00	0.00%	450.00	0.00%		
Application for a new/variation licence BAND E	B	635.00	635.00	EXP	635.00	0.00%	635.00	0.00%	635.00	0.00%		

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Application for a new/variation licence BAND D Multiplier	B	900.00	900.00	EXP	900.00	0.00%	900.00	0.00%	900.00	0.00%		
Application for a new/variation licence BAND E Multiplier	B	1,905.00	1,905.00	EXP	1,905.00	0.00%	1,905.00	0.00%	1,905.00	0.00%		
Annual fee for premises/club licence BAND A	B	70.00	70.00	EXP	70.00	0.00%	70.00	0.00%	70.00	0.00%		
Annual fee for premises/club licence BAND B	B	180.00	180.00	EXP	180.00	0.00%	180.00	0.00%	180.00	0.00%		
Annual fee for premises/club licence BAND C	B	295.00	295.00	EXP	295.00	0.00%	295.00	0.00%	295.00	0.00%		
Annual fee for premises/club licence BAND D	B	320.00	320.00	EXP	320.00	0.00%	320.00	0.00%	320.00	0.00%		
Annual fee for premises/club licence BAND E	B	350.00	350.00	EXP	350.00	0.00%	350.00	0.00%	350.00	0.00%		
Annual fee for premises/club licence BAND D Multiplier	B	640.00	640.00	EXP	640.00	0.00%	640.00	0.00%	640.00	0.00%		
Annual fee for premises/club licence BAND E Multiplier	B	1,050.00	1,050.00	EXP	1,050.00	0.00%	1,050.00	0.00%	1,050.00	0.00%		
Application for a copy of licence	B	10.50	10.50	EXP	10.50	0.00%	10.50	0.00%	10.50	0.00%		
Application for a provisional statement	B	315.00	315.00	EXP	315.00	0.00%	315.00	0.00%	315.00	0.00%		
Notification of change of name/address of premises licence holder	B	10.50	10.50	EXP	10.50	0.00%	10.50	0.00%	10.50	0.00%		
Notification of change of name/address of DPS	B	10.50	10.50	EXP	10.50	0.00%	10.50	0.00%	10.50	0.00%		
Change of registered address of club	B	10.50	10.50	EXP	10.50	0.00%	10.50	0.00%	10.50	0.00%		
Change of club rules	B	10.50	10.50	EXP	10.50	0.00%	10.50	0.00%	10.50	0.00%		
Interim Authority Notice	B	23.00	23.00	EXP	23.00	0.00%	23.00	0.00%	23.00	0.00%		
Application to transfer premises licence	B	23.00	23.00	EXP	23.00	0.00%	23.00	0.00%	23.00	0.00%		

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Application to vary premises licence to specify DPS	B	23.00	23.00	EXP	23.00	0.00%	23.00	0.00%	23.00	0.00%		
Declaration of interest	B	21.00	21.00	EXP	21.00	0.00%	21.00	0.00%	21.00	0.00%		
Minor variation	B	89.00	89.00	EXP	89.00	0.00%	89.00	0.00%	89.00	0.00%		
Application for a personal licence	B	37.00	37.00	EXP	37.00	0.00%	37.00	0.00%	37.00	0.00%		
Application to change name/address on personal licence	B	10.50	10.50	EXP	10.50	0.00%	10.50	0.00%	10.50	0.00%		
Application for a copy of personal licence	B	10.50	10.50	EXP	10.50	0.00%	10.50	0.00%	10.50	0.00%		
Temporary Event Notice	B	21.00	21.00	EXP	21.00	0.00%	21.00	0.00%	21.00	0.00%		

**The Gambling Act 2005**

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

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Annual fee for a premises licence - Betting Premises (Track)	B	1,000.00	1,000.00	EXP	1,000.00	0.00%	1,000.00	0.00%	1,000.00	0.00%		
Annual fee for a premises licence - betting Premises (Other)	B	600.00	600.00	EXP	600.00	0.00%	600.00	0.00%	600.00	0.00%		
Application for a variation of premises licence - Bingo	B	1,750.00	1,750.00	EXP	1,750.00	0.00%	1,750.00	0.00%	1,750.00	0.00%		
Application for a variation of premises licence - Adult Gaming Centre	B	1,000.00	1,000.00	EXP	1,000.00	0.00%	1,000.00	0.00%	1,000.00	0.00%		
Application for a variation of premises licence - Family Entertainment Centre	B	1,000.00	1,000.00	EXP	1,000.00	0.00%	1,000.00	0.00%	1,000.00	0.00%		
Application for a variation of premises licence - Betting Premises (Track)	B	1,250.00	1,250.00	EXP	1,250.00	0.00%	1,250.00	0.00%	1,250.00	0.00%		
Application for a variation of premises licence - betting Premises (Other)	B	1,500.00	1,500.00	EXP	1,500.00	0.00%	1,500.00	0.00%	1,500.00	0.00%		
Application for a transfer of premises licence - Bingo	B	1,200.00	1,200.00	EXP	1,200.00	0.00%	1,200.00	0.00%	1,200.00	0.00%		
Application for a transfer of premises licence - Adult Gaming Centre	B	1,200.00	1,200.00	EXP	1,200.00	0.00%	1,200.00	0.00%	1,200.00	0.00%		
Application for a transfer of premises licence - Family Entertainment Centre	B	1,200.00	1,200.00	EXP	1,200.00	0.00%	1,200.00	0.00%	1,200.00	0.00%		
Application for a transfer of premises licence - Betting Premises (Track)	B	950.00	950.00	EXP	950.00	0.00%	950.00	0.00%	950.00	0.00%		
Application for a transfer of premises licence - betting Premises (Other)	B	1,200.00	1,200.00	EXP	1,200.00	0.00%	1,200.00	0.00%	1,200.00	0.00%		

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Application for an Unlicensed Family Entertainment Centre Gaming Machine Permit	B	300.00	300.00	EXP	300.00	0.00%	300.00	0.00%	300.00	0.00%			

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Licensed premises gaming machine permit	B	150.00	150.00	EXP	150.00	0.00%	150.00	0.00%	150.00	0.00%		
annual fee for licensed premises gaming machine permit	B	50.00	50.00	EXP	50.00	0.00%	50.00	0.00%	50.00	0.00%		
Application for club gaming/gaming machine permit	B	150.00	150.00	EXP	150.00	0.00%	150.00	0.00%	150.00	0.00%		
Annual fee for club gaming/gaming machine permit	B	50.00	50.00	EXP	50.00	0.00%	50.00	0.00%	50.00	0.00%		
Transfer of gaming machine permit	B	25.00	25.00	EXP	25.00	0.00%	25.00	0.00%	25.00	0.00%		
Notification of 2 x gaming machines	B	50.00	50.00	EXP	50.00	0.00%	50.00	0.00%	50.00	0.00%		

Trading Standards  
Weights and Measures

Examining, adjusting, certifying, stamping, authorising or reporting of special weighing or measuring equipment per hour	B	66.00	66.00	NB	66.00	0.00%	66.00	0.00%	68.70	4.09%		
Fees for purpose of S74 Weights & Measures Act 1985	B	66.00	66.00	NB	66.00	0.00%	66.00	0.00%	68.70	4.09%		
Linear measures not exceeding 3m for each scale	B	9.70	9.70	NB	9.70	0.00%	9.70	0.00%	10.10	4.12%		
Capacity measures without division not exceeding 1 litre or 1 qt	B	7.60	7.60	NB	7.60	0.00%	7.60	0.00%	7.90	3.95%		
Cubic ballast measures (other than brim measures)	B	143.50	143.50	NB	143.50	0.00%	143.50	0.00%	150.00	4.53%		
Liquid capacity measures for making up and checking average quantity purchases	B	23.00	23.00	NB	23.00	0.00%	23.00	0.00%	23.90	3.91%		
Template per scale - First item	B	39.80	39.80	NB	39.80	0.00%	39.80	0.00%	41.40	4.02%		
Template per scale - Second item	B	15.90	15.90	NB	15.90	0.00%	15.90	0.00%	16.50	3.77%		

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Weighing Instruments - Exceeding 250kg to 1 tonne	B	52.00	52.00	NB	52.00	0.00%	52.00	0.00%	54.10	4.04%		

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Weighing Instruments - Exceeding 1 tonne to 10 tonnes	B	123.50	123.50	NB	123.50	0.00%	123.50	0.00%	129.00	4.45%			
Weighing Instruments - Exceeding 10 tonnes to 30 tonnes	B	340.50	340.50	NB	340.50	0.00%	340.50	0.00%	340.50	0.00%			
Weighing Instruments - Exceeding 10 tonnes to 30 tonnes (weights and labour provided)	B	170.00	170.00	NB	170.00	0.00%	170.00	0.00%	170.00	0.00%			
Weighing Instruments - Exceeding 30 tonnes to 60 tonnes	B	560.00	560.00	NB	560.00	0.00%	560.00	0.00%	560.00	0.00%			
Weighing Instruments - Exceeding 30 tonnes to 60 tonnes (weights and labour provided)	B	280.00	280.00	NB	280.00	0.00%	280.00	0.00%	280.00	0.00%			
<b>Measuring Instruments for Liquid Fuel and Lubricants</b>													
Container Type (un-subdivided)	B	57.80	57.80	NB	57.80	0.00%	57.80	0.00%	61.90	7.09%			
Single / multi-outlets (nozzles) - Each Additional nozzle tested	B	95.40	95.40	NB	95.40	0.00%	95.40	0.00%	101.70	6.60%			
Single / multi-outlets (nozzles) - First nozzle tested per site	B	58.60	58.60	NB	58.60	0.00%	58.60	0.00%	62.40	6.48%			
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 o	B	66.00	66.00	NB	66.00	0.00%	66.00	0.00%	68.70	4.09%			

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**Road Tanker Liquid Fuel Measuring Equipment (Above 100 litres)**

Meter measuring system - Dry hose type with two testing liquids	B	190.00	190.00	NB	190.00	0.00%	190.00	0.00%	197.00	3.68%		
Meter measuring system - Wet hose type with two testing liquids	B	235.00	235.00	NB	235.00	0.00%	235.00	0.00%	244.00	3.83%		
Dipstick measuring systems - Up to 7,600 litres (for calibration of each compartment and production of chart)	B	141.00	141.00	NB	141.00	0.00%	141.00	0.00%	146.50	3.90%		
Dipstick measuring systems - Over 7,600 litres basic fees + costs per hour at a rate of:	B	66.00	66.00	NB	66.00	0.00%	66.00	0.00%	68.70	4.09%		
Initial dipstick	B	17.40	17.40	NB	17.40	0.00%	17.40	0.00%	18.00	3.45%		
Spare dipstick	B	17.40	17.40	NB	17.40	0.00%	17.40	0.00%	18.00	3.45%		
Replacement dipstick (for calibration of each compartment and production of chart)	B	36.60	36.60	NB	36.60	0.00%	36.60	0.00%	38.10	4.10%		

**Explosives**

Registered premises (Statutory Fee) New	B	100.00	100.00	NB	100.00	0.00%	100.00	0.00%	105.00	5.00%		
Registered premises (Statutory Fee) Renewal	B	50.00	50.00	NB	50.00	0.00%	50.00	0.00%	52.00	4.00%		
Licensed store (Statutory Fee) New	B	170.00	170.00	NB	170.00	0.00%	170.00	0.00%	178.00	4.71%		
Licensed store (Statutory Fee) Renewal	B	80.00	80.00	NB	80.00	0.00%	80.00	0.00%	83.00	3.75%		
Licence to sell all year (statutory Fee)	B	500.00	500.00	NB	500.00	0.00%	500.00	0.00%	500.00	0.00%		

**Sale of goods**

By competitive bidding	B	170.00	170.00	NB	170.00	0.00%	170.00	0.00%	174.00	2.35%		
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#### Motor Salvage Operations Registration

New applications and renewals	B	98.40	99.40	NB	98.40	0.00%	99.40	0.00%	102.50	4.17%		
Access to public register	B	no charge	no charge	NB	no charge		no charge		no Charge			
Certified copy of single entry (per copy)	B	11.30	11.30	NB	11.30	0.00%	11.30	0.00%	11.80	4.42%		
Non-certified copy of one or more entries	B	3.50	3.50	NB	3.50	0.00%	3.50	0.00%	3.70	5.71%		

#### Pest Control

Emergency Work - Rodent Treatment	R	47.00		STD	48.00	2.13%			48.00	0.00%		
No Access - Rodent Treatment	R	35.25		STD	36.00	2.13%			36.00	0.00%		
Rented Property - Rodent Treatment	R	91.65		STD	93.60	2.13%			93.60	0.00%		
Occupied Property - Rodent Treatment	R			STD	60.00				60.00	0.00%		

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## Trade Refuse

Normal domestic sized dustbin, plastic sack or agreed equivalent. Approx 90 litres capacity (each)	B	2.94	2.94	STD	3.00	2.13%	3.00	2.13%	3.36	12.00%	3.36	12.00%
960 litre capacity bulk bin. (Hire & empty)	B	15.04	15.04	STD	15.36	2.13%	15.36	2.13%	16.92	10.16%	16.92	10.16%
1100 litre capacity bulk bin (1-3 bins). Hire & empty	B	17.04	17.04	STD	17.40	2.13%	17.40	2.13%	19.20	10.34%	19.20	10.34%
1100 litre capacity bulk bin (4 bins and over). Hire & empty	B	13.51	13.51	STD	13.80	2.13%	13.80	2.13%	15.24	10.43%	15.24	10.43%
1280 litre capacity bulk bin. Hire & empty	B	19.33	19.33	STD	19.74	2.13%	19.74	2.13%	21.84	10.64%	21.84	10.64%
1100 litre capacity bulk bin for recycling (mixed paper, cards, cans and plastic bottles) hire & empty (fortnightly collection)	B	5.88	5.88	STD	6.00	2.13%	6.00	2.13%	6.00	0.00%	6.00	0.00%
Container reinstatement fee following removal due to late payment (per site)	B	71.68	71.68	STD	73.20	2.13%	73.20	2.13%	80.88	10.49%	80.88	10.49%
Hire charge for supply of 960 litre bulk bin for domestic / charity collection purposes (per 6 months)	B	50.00	50.00	STD	51.06	2.13%	51.06	2.13%	50.00	-2.08%	50.00	-2.08%
Hire charge for supply of 1100 litre bulk bin for domestic / charity collection purposes (per 6 months)	B	58.00	58.00	STD	59.23	2.13%	59.23	2.13%	58.00	-2.08%	58.00	-2.08%
Hire charge for supply of 1280 litre bulk bin for domestic / charity collection purposes (per 6 months)	B	67.00	67.00	STD	68.43	2.13%	68.43	2.13%	67.00	-2.08%	67.00	-2.08%
Hire charge for supply of 1100 litre recycling bin for domestic / charity collection purposes (per 6 months)	B	28.00	28.00	STD	28.60	2.13%	28.60	2.13%	28.00	-2.08%	28.00	-2.08%

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Special one-off collections (by arrangement). From	B	50.00	50.00	STD	51.06	2.13%	51.06	2.13%	55.60	8.88%	55.60	8.88%
Special one-off collections (residents) up to 4 items	R	15.00	15.00	STD	15.32	2.13%	15.32	2.13%	20.60	34.47%	20.60	34.47%
Special one-off collections (residents) 4 items up to 8 items	R	30.00	30.00	STD	30.64	2.13%	30.64	2.13%	35.60	16.19%	35.60	16.19%
Special one-off collections (residents) 8 items up to 12 items	R	45.00	45.00	STD	45.96	2.13%	45.96	2.13%	50.60	10.10%	50.60	10.10%
Entry Charge	B	10.00	10.00	STD	10.21	2.13%	10.21	2.13%	10.00	-2.08%	10.00	-2.08%
Trade waste at CA sites	B	170.00	170.00	STD	173.62	2.13%	173.62	2.13%	182.00	4.83%	182.00	4.83%

**Public Conveniences**

Hatton Cross - Per entry	M	0.10	0.10	NB	0.10	0.00%	0.10	0.00%	0.10	0.00%		
Oakland Gate - Per entry	M	0.10	0.10	NB	0.10	0.00%	0.10	0.00%	0.10	0.00%		
Park Lane, Harefield - Per entry	M	0.10	0.10	NB	0.10	0.00%	0.10	0.00%	0.10	0.00%		
Linden Avenue - Per entry	M	0.20	0.20	NB	0.20	0.00%	0.20	0.00%	0.20	0.00%		

**Street-Scene Enforcement****Minor Highways Fees**

Building Materials (charge per application)	B	140.00	140.00	NB	140.00	0.00%	140.00	0.00%	143.50	2.50%	143.50	2.50%
Application for Banners on Street Furniture	M	143.50		NB					147.10			
Application for Festive Lights & Decorations	M	143.50		NB					147.10			

**Skip Licencing**

(charge per application. (for 1-49)	B	16.40	16.40	NB	16.40	0.00%	16.40	0.00%	16.80	2.44%	16.80	2.44%
(charge per application. (for 50+) Registerd skip companies purchase blocks of applications)	B	Recharged at Cost	Recharged at Cost	NB	Recharged at Cost				Recharged at Cost			
Rechargeable costs for unauthorised skips - removal fees	B	Recharged at Cost	Recharged at Cost	NB	Recharged at Cost				Recharged at Cost			

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**Street Trading Licences**

Pitch (Permanent)	B	820.00	820.00	NB	820.00	0.00%	820.00	0.00%	840.50	2.50%	840.50	2.50%
Pitch (Temporary - 6 months)	B	0.00	0.00	NB	0.00				420.25		420.25	
Shops Front (per metre depth) - 6 months	B	66.50	66.50	NB	66.50	0.00%	66.50	0.00%	68.15	2.48%	68.15	2.48%
Change of Licences (including trading area) - 6 months	B	66.50	66.50	NB	66.50	0.00%	66.50	0.00%	68.15	2.48%	68.15	2.48%
Consent for distribution of free printed matter (per application - covering a period of 8 hours)	B	0.00	0.00	NB	0.00		0.00		26.30		26.30	

**Minor Highways Fees**

Scaffold / Hoarding (Additional charge per hour)	B	0.00	0.00	NB	0.00		0.00				50.00	
Plant & Maintain Licences(Additional cost /hr	B	0.00	0.00	NB	0.00		0.00		50.00		50.00	
Mobile Construction Equipment (e.g. cranes on the highway) Additional cost per hr	B	0.00	0.00	NB	0.00		0.00				50.00	
Scaffold / Hoarding (charge per application)	B	150.00	150.00	NB	150.00	0.00%	150.00	0.00%			170.00	13.33%
Plant & Maintain Licences(Basic cost charged per application)	M	140.00	140.00	NB	140.00	0.00%	140.00	0.00%	170.00	21.43%	170.00	21.43%
Mobile Construction Equipment (e.g. cranes on the highway)	B	150.00	150.00	NB	150.00	0.00%	150.00	0.00%			170.00	13.33%
Oversail Licences (e.g. cranes and canopies)	B	150.00	150.00	NB	150.00	0.00%	150.00	0.00%			170.00	13.33%
Entrance to Cellars and Pavement Lights	B	Recharged at costs		NB	Recharged at costs		0.00		Recharged at costs			

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**Cars for Sale on the Highway**

Removals - not a licencable fee and charge hardly ever occurs, we would pass on full cost and storage removed vehicle upon collection by owner.	B	Recharged at costs		NB	Recharged at costs		0.00		Recharged at costs			
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**Street Trading**

Continental Market (Fee per day per stall)	B	0.00	0.00	NB	0.00		0.00		50.00		50.00	
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**"A"Board fees & charges - very rarely have to removed these and if we did we would pass removal costs on to relevant party.**

Initial application fee	B	50.00	50.00	NB	50.00	0.00%	50.00	0.00%	51.50	3.00%	51.50	3.00%
Once approved by Planning a further:	B	93.50	93.50	NB	93.50	0.00%	93.50	0.00%	96.30	2.99%	96.30	2.99%
Thereafter annual fee	B	143.50	143.50	NB	143.50	0.00%	143.50	0.00%	147.80	3.00%	0.00	-100.00%

**Public Rights of Way**

Application to change definitive map & statement	M	130.00	130.00	NB	130.00	0.00%	130.00	0.00%	140.00	7.69%	140.00	7.69%
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**Highways Enquires**

For legal purposes requiring a written response	B	50.00	50.00	NB	50.00	0.00%	50.00	0.00%	50.00	0.00%	50.00	0.00%
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<b>Streetworks Inspection/Licensing</b>												
Sample Inspection	B	50.00	50.00	NB	50.00	0.00%	50.00	0.00%	50.00	0.00%	50.00	0.00%
Defected Works	B	47.50	47.50	NB	47.50	0.00%	47.50	0.00%	47.50	0.00%	47.50	0.00%
License new plant	B	375.00	375.00	NB	375.00	0.00%	375.00	0.00%	400.00	6.67%	400.00	6.67%
license old plant	B	375.00	375.00	NB	375.00	0.00%	375.00	0.00%	400.00	6.67%	400.00	6.67%
Streetworks Overruns (min/day)	B	100.00	100.00	NB	100.00	0.00%	100.00	0.00%	100.00	0.00%	100.00	0.00%
Streetworks Overruns (max/day)	B	2,500.00	2,500.00	NB	2,500.00	0.00%	2,500.00	0.00%	2,500.00	0.00%	2,500.00	0.00%
Bar marks in front of vehicle crossings	M	125.00	125.00	NB	125.00	0.00%	125.00	0.00%	135.00	8.00%	135.00	8.00%
<b>Minor Highways Fees</b>												
Vehicle Crossings (Average crossing)	R	793.00	793.00	NB	793.00	0.00%	793.00	0.00%	872.00	9.96%		
Oversail Licences (e.g. cranes and canopies) Additional charges per hr	B	0.00	0.00	NB	0.00		0.00		N/A		50.00	
All Highways enquiries for legal purposes requiring written response	M	0.00	0.00	NB	0.00		0.00		50.00		50.00	
<b>Additional Highways Enquiries</b>												
Standard Highways Adoption Question (1 to 3 questions)	B	30.00	30.00	EXP	30.00	0.00%	30.00	0.00%	31.50	5.00%	31.50	5.00%
Additional Highways Questions (each)	B	10.00	10.00	EXP	10.00	0.00%	10.00	0.00%	10.50	5.00%	10.50	5.00%

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**Penalties**

Litter Enforcement (Fixed Penalty Notice)	M	80.00	80.00	NB	80.00	0.00%	80.00	0.00%	80.00	0.00%	80.00	0.00%
Graffiti (Fixed Penalty)	M	80.00	80.00	NB	80.00	0.00%	80.00	0.00%	80.00	0.00%	80.00	0.00%
Dog Control Orders (Fixed Penalty)	M	80.00	80.00	NB	80.00	0.00%	80.00	0.00%	80.00	0.00%	80.00	0.00%
Dog Warden Services (Fixed Penalty)	M	25.00	25.00	NB	25.00	0.00%	25.00	0.00%	25.00	0.00%	25.00	0.00%
Dog warden Services (Kennelling & transportation costs )	M	POA	POA	NB	POA		POA		POA		POA	
Duty of care (Fixed Penalty)	M	90.00	90.00	NB	90.00	0.00%	90.00	0.00%	90.00	0.00%	90.00	0.00%
Fly Posting (Fixed Penalty)	M	90.00	90.00	NB	90.00	0.00%	90.00	0.00%	90.00	0.00%	90.00	0.00%
Contravention of conditions - Street trading licence (Fixed Penalty)	M	90.00	90.00	NB	90.00	0.00%	90.00	0.00%	90.00	0.00%	90.00	0.00%

**Contaminated Land**

Residential Enquiries - Per hour (Current Year)												
Flat Rate (From Jan 2011)	R	51.70	51.70	STD	52.80	2.13%	52.80	2.13%	60.00	13.64%	60.00	13.64%
Commercial Enquiries - Per hour (Current Year)												
Flat Rate (From Jan 2011)	B		70.50	STD			72.00	2.13%			150.00	108.33%

**Hall Hire Charges****Meeting Hall Hire - Scale 1 (Haydon Hall)**

Rooms 1, 3 + 5 Mon - Fri	B	38.00	38.00	EXP	38.00	0.00%	38.00	0.00%				
Whole Hall Sat / Sun & Bank Holidays	B	55.00	55.00	EXP	55.00	0.00%	55.00	0.00%				
Rooms 2 or 4 or 6 Mon - Fri	B	32.00	32.00	EXP	32.00	0.00%	32.00	0.00%				

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**Meeting Hall Hire - Scale 2**

Rooms 1, 3 + 5 Mon - Fri	B	20.00	20.00	EXP	20.00	0.00%	20.00	0.00%				
Whole Hall Sat / Sun & Bank Holidays	B	29.00	29.00	EXP	29.00	0.00%	29.00	0.00%				
Rooms 2 or 4 or 6 Mon - Fri	B	16.00	16.00	EXP	16.00	0.00%	16.00	0.00%				

**Cavendish Hall ( Leased to Richtone Ltd - prices shown are the maximum that can be charged ) - Scale 2**

Ground floor hall Mon - Thurs	B	19.00	19.00	EXP	19.00	0.00%	19.00	0.00%				
First floor hall Mon - Thurs	B	19.00	19.00	EXP	19.00	0.00%	19.00	0.00%				
Upstairs small room Mon - Thurs	B	15.00	15.00	EXP	15.00	0.00%	15.00	0.00%				
Ground floor hall Fri / Sat / Sun	B	27.00	27.00	EXP	27.00	0.00%	27.00	0.00%				
First floor hall Fri / Sat / Sun	B	27.00	27.00	EXP	27.00	0.00%	27.00	0.00%				
Upstairs small room Fri / Sat / Sun	B	16.00	16.00	EXP	16.00	0.00%	16.00	0.00%				

**The Grange ( Leased to Lido Catering Co Ltd - prices shown are the maximum that can be charged )**

Large Room Mon - Thurs	B	16.00	16.00	EXP	16.00	0.00%	16.00	0.00%				
Medium room Mon - Thurs	B	16.00	16.00	EXP	16.00	0.00%	16.00	0.00%				
Small room Mon - Thurs	B	15.00	15.00	EXP	15.00	0.00%	15.00	0.00%				
Large Room Fri / Sat / Sun	B	20.00	20.00	EXP	20.00	0.00%	20.00	0.00%				
Medium Room Fri / Sat / Sun	B	20.00	20.00	EXP	20.00	0.00%	20.00	0.00%				
Small Room Fri / Sat / Sun	B	16.00	16.00	EXP	16.00	0.00%	16.00	0.00%				

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**Kings College Pavilion - (Prices shown are the maximum that can be charged)**

Small Room Mon - Thurs inc Friday until 4.40pm	B	11.00	11.28	EXP	11.00	0.00%	11.28	0.00%	11.10	0.91%	11.40	1.11%
Medium Room Mon - Thurs inc Friday until 4.40pm	B	11.00	11.28	EXP	11.00	0.00%	11.28	0.00%	11.10	0.91%	11.40	1.11%
Large Room Mon - Thurs inc Friday until 4.40pm	B	16.00	16.40	EXP	16.00	0.00%	16.40	0.00%	16.40	2.50%	17.30	5.49%
Small Room Fri after 4.30 / Sat / Sun	B	21.00	21.53	EXP	21.00	0.00%	21.53	0.00%	21.50	2.38%	22.70	5.46%
Medium Room Fri after 4.30 / Sat / Sun	B	21.00	21.53	EXP	21.00	0.00%	21.53	0.00%	21.50	2.38%	22.70	5.46%
Large Room Fri after 4.30 / Sat / Sun	B	31.00	31.78	EXP	31.00	0.00%	31.78	0.00%	31.80	2.58%	33.50	5.43%

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

Commercial events / Operating Days	B	2,198.00	2,198.00	EXP	2,198.00	0.00%	2,198.00	0.00%	2,255.00	2.59%	2,314.00	5.28%
Commercial events / set up strip down days	B	366.00	366.00	EXP	366.00	0.00%	366.00	0.00%	375.40	2.57%	385.00	5.19%
Fairs & Circuses - Monday to Thursday	B	808.00	808.00	EXP	808.00	0.00%	808.00	0.00%	829.00	2.60%	829.00	2.60%
Fairs & Circuses - Friday, Saturday, Sunday & Bank Holidays	B	1,077.00	1,077.00	EXP	1,077.00	0.00%	1,077.00	0.00%	1,134.00	5.29%	1,134.00	5.29%

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

Junior - Without changing facilities	R	17.00	17.85	EXP	17.00	0.00%	17.85	0.00%	17.50	2.94%	18.80	5.32%
Pitch hire	R	23.00	24.15	EXP	23.00	0.00%	24.15	0.00%	23.60	2.61%	25.50	5.59%
changing facilities	R	25.00	26.25	EXP	25.00	0.00%	26.25	0.00%	25.70	2.80%	27.63	5.26%
Class 1A Modern dressing accommodation with hot & cold showers	R	56.00	58.80	EXP	56.00	0.00%	58.80	0.00%	57.50	2.68%	61.90	5.27%
Class 111 Dressing accommodation	R	26.00	27.30	EXP	26.00	0.00%	27.30	0.00%	26.70	2.69%	28.80	5.49%
Class 1V Other grounds	R	32.00	33.60	EXP	32.00	0.00%	33.60	0.00%	33.00	3.13%	34.40	2.38%
Junior Without changing facilities	R	18.00	18.90	EXP	18.00	0.00%	18.90	0.00%	18.50	2.78%	19.90	5.29%

**Bowls ( May to September )**

Green Fees (per hour) Adult	R	5.00	5.00	EXP	5.00	0.00%	5.00	0.00%				
Green Fees (per hour) Senior Citizens and Children	R	4.00	4.00	EXP	4.00	0.00%	4.00	0.00%				
Season Tickets Adult	R	112.00	112.00	EXP	112.00	0.00%	112.00	0.00%				
Season Tickets Senior Citizens and Children	R	57.00	57.00	EXP	57.00	0.00%	57.00	0.00%				

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**Cricket (pro-rata per match)**

Class 1A Modern dressing accommodation with hot & cold showers	R	100.00	105.00	EXP	100.00	0.00%	105.00	0.00%	102.57	2.57%	110.50	5.24%
Class 111 Dressing accommodation	R	65.00	68.25	EXP	65.00	0.00%	68.25	0.00%	66.67	2.57%	71.84	5.26%
Class 1V Other grounds	R	51.00	53.55	EXP	51.00	0.00%	53.55	0.00%	52.30	2.55%	56.36	5.25%
Class 1A Modern dressing accommodation with hot & cold showers	R	119.00	124.95	EXP	119.00	0.00%	124.95	0.00%	122.05	2.56%	131.53	5.27%
Class 1B Older dressing accommodation with hot & cold showers	R	110.00	115.50	EXP	110.00	0.00%	115.50	0.00%	112.82	2.56%	121.58	5.26%
Class 11 Dressing accommodation with washing facilities	R	86.00	90.30	EXP	86.00	0.00%	90.30	0.00%	88.20	2.56%	95.05	5.26%
All day match ( commencing at 10.30 or 11.00am )	R	0.00	0.00	EXP	0.00		0.00					
Additional charge per match for seasonal or single lettings	R	16.00	16.80	EXP	16.00	0.00%	16.80	0.00%	16.41	2.56%	17.68	5.24%

**Letting of Open Space**

Fund-raising events	B	FREE	FREE	EXP	FREE		FREE		FREE		FREE	
Charity events	B	FREE	FREE	EXP	FREE		FREE		FREE		FREE	
Events - profit making or commercial - min. hourly charge	B	98.00	98.00	EXP	98.00	0.00%	98.00	0.00%	100.51	2.56%	100.51	2.56%
Events - local community or non-profit making - min. hourly charge	B	16.00	16.00	EXP	16.00	0.00%	16.00	0.00%	16.41	2.56%	N/A	
Sports days	B	22.00	22.00	EXP	22.00	0.00%	22.00	0.00%	22.56	2.55%	23.15	5.23%
Other events/minimum charge	B	51.00	51.00	EXP	51.00	0.00%	51.00	0.00%	52.30	2.55%	53.70	5.29%
Wedding photographs etc (New Charge 2007/08)	R	51.00	51.00	EXP	51.00	0.00%	51.00	0.00%	53.70	5.29%	53.70	5.29%

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

0-29 persons per night	R	43.00	44.08	EXP	43.00	0.00%	44.08	0.00%	44.10	2.56%	46.40	5.28%
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**Tennis (charges per hour)**

Juniors - Weekdays up to 6pm	R	3.00	3.08	EXP	3.00	0.00%	3.08	0.00%				
Weekends & Public Holidays	R	6.00	6.15	EXP	6.00	0.00%	6.15	0.00%				
Adults - Weekdays up to 4pm	R	5.00	5.13	EXP	5.00	0.00%	5.13	0.00%				
After 4pm, weekends & Public Holidays	R	6.00	6.15	EXP	6.00	0.00%	6.15	0.00%				

**Planning & Applications**

**Planning Fees**

Commercial Buildings - Call Out for Listed Building and Design Advice from a Conservation Officer	R	0.00	0.00	STD	0.00	0.00%			120.00	100.00%		
Pre Application Fees - Category B Development	R	3,525.00	3,525.00	STD	3,600.00	2.13%	3,600.00	2.13%	4,200.00	16.67%		
Pre Application Fees - Category C Development	R	2,115.00	2,115.00	STD	2,160.00	2.13%	2,160.00	2.13%	2,280.00	5.56%		
Pre Application Fees - Category D Development	R	1,057.50	1,057.50	STD	1,080.00	2.13%	1,080.00	2.13%	1,140.00	5.56%		
Follow up Meetings - Category B Development	R	940.00	940.00	STD	960.00	2.13%	960.00	2.13%	1,080.00	12.50%		
Follow up Meetings - Category C Development	R	470.00	470.00	STD	480.00	2.13%	480.00	2.13%	485.00	1.04%		
Follow up Meetings - Category D Development	R	470.00	470.00	STD	480.00	2.13%	480.00	2.13%	485.00	1.04%		
Other Developments - All other Development excluding householder development and work to trees	R	258.50	258.50	STD	264.00	2.13%	264.00	2.13%	270.00	2.27%		
Minor Applications (Not Householder)	R	258.50	258.50	STD	264.00	2.13%	264.00	2.13%	270.00	2.27%		

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Pre-application fees - Category A Development	B	5,875.00	5,875.00	STD	6,000.00	2.13%	6,000.00	2.13%	6,000.00	0.00%		

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Pre-application fees (Categories A-D and minor) - Specialist: Additional flat fee where listed Building or Conservation advice is required	R	117.50	117.50	STD	120.00	2.13%	120.00	2.13%	120.00	0.00%		
Additional charges for the attendance of senior Managers - All other Development excluding householder development and work to trees	R	176.25	176.25	STD	180.00	2.13%	180.00	2.13%	240.00	33.33%		
Follow up Meetings - Category A Development	R	1,410.00	1,410.00	STD	1,440.00	2.13%	1,440.00	2.13%	1,560.00	8.33%		

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**Street naming & Numbering**

To name/Rename - To name or Rename a road	M			STD					250.00			
To name/Rename - To name/Rename of Buildidng/Street numbering	M			STD					100.00			
Research Charges - Research charges on possible name/numbering of street/building - Per Hour - Chargeable in 15 minutes units	M			STD					60.00			

**Arts**

**Stables and Manor Farm Hall**

Commercial and Social: Mon-Fri	M	16.89	16.89	EXP	16.89	0.00%	16.89	0.00%	18.00	6.57%	20.00	18.41%
Commercial and Social: Sat, Sun, Bank Hol	M	21.12	21.12	EXP	21.12	0.00%	21.12	0.00%	22.00	4.17%	25.00	18.37%
Non profit making Organisations: Mon-Fri	M	8.19	8.19	EXP	8.19	0.00%	8.19	0.00%	8.00	-2.32%	10.00	22.10%
Non profit making Organisations: Sat, Sun, Bank Hol	M	9.79	9.79	EXP	9.79	0.00%	9.79	0.00%	10.00	2.15%	12.00	22.57%

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Charitable Organisations: Mon-Fri	M	6.18	6.18	EXP	6.18	0.00%	6.18	0.00%	7.00	13.27%	8.00	29.45%
Charitable Organisations: Sat, Sun, Bank Hol	M	7.13	7.13	EXP	7.13	0.00%	7.13	0.00%	8.00	12.20%	9.00	26.23%
Commercial and Social Organisations: Mon-Fri	M	23.23	23.23	EXP	23.23	0.00%	23.23	0.00%	24.00	3.31%	27.00	16.23%
Commercial and Social Organisations: Sat, Sun, Bank Hol	M	29.56	29.56	EXP	29.56	0.00%	29.56	0.00%	31.00	4.87%	35.00	18.40%
Non profit making Organisations: Mon-Fri	M	11.62	11.62	EXP	11.62	0.00%	11.62	0.00%	12.00	3.27%	14.00	20.48%
Non profit making Organisations: Sat, Sun, Bank Hol	M	16.89	16.89	EXP	16.89	0.00%	16.89	0.00%	17.00	0.65%	20.00	18.41%
Charitable Organisations: Mon-Fri	M	9.53	9.53	EXP	9.53	0.00%	9.53	0.00%	10.00	4.93%	12.00	25.92%
Charitable Organisations: Sat, Sun, Bank Hol	M	12.67	12.67	EXP	12.67	0.00%	12.67	0.00%	13.00	2.60%	15.00	18.39%

**Duty Officer**

Mon to Fri	M	15.97	15.97	EXP	15.97	0.00%	15.97	0.00%	16.00	0.19%	20.00	25.23%
Weekends	M	26.40	26.40	EXP	26.40	0.00%	26.40	0.00%	16.00	-39.39%	20.00	-24.24%

**Cow Byre**

Daytime 09:00am to 5:00pm Exhibition	M	45.00	55.00	EXP	45.00	0.00%	55.00	0.00%	50.00	11.11%	60.00	9.09%
Evening 06:00pm to 11:00pm When used with above	M	50.00	50.00	EXP	50.00	0.00%	50.00	0.00%	55.00	10.00%	65.00	30.00%
In Borough Commission= 10%. NEW: 20%	M	10.00		EXP					20.00		20.00	

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**Great Barn: Craft Fair and Exhibitions**

Charitable Organisations: Mon to Thurs 09:00 to 15:00	M	250.00	250.00	EXP	250.00	0.00%	250.00	0.00%	260.00	4.00%	300.00	20.00%
Charitable Organisations: Fri, Sat Sun Bank Hol: 09:00 to 15:00	M	300.00	300.00	EXP	300.00	0.00%	300.00	0.00%	310.00	3.33%	350.00	16.67%
Commercial Organisations: Mon to Thurs 09:00 to 15:00	M	400.00	400.00	EXP	400.00	0.00%	400.00	0.00%	400.00	0.00%	450.00	12.50%
Commercial Organisations: Fri, Sat Sun Bank Hol: 09:00 to 15:00	M	600.00	600.00	EXP	600.00	0.00%	600.00	0.00%	500.00	-16.67%	550.00	-8.33%

**Great Barn: Social / Wedding**

Mon to Thurs: 09:00 to 24:00 Hourly Rate (min 4 hrs)	M	100.00	125.00	EXP	100.00	0.00%	125.00	0.00%	105.00	5.00%	130.00	4.00%
Fri to Sun: 09:00 to 24:00 Hourly Rate (min 5 hrs)	M	120.00	150.00	EXP	120.00	0.00%	150.00	0.00%	125.00	4.17%	155.00	3.33%
Mon to Thurs: 09:00 to 24:00	M	2,000.00	2,000.00	EXP	2,000.00	0.00%	2,000.00	0.00%	1,100.00	-45.00%	1,250.00	-37.50%
Fri to Sun: 09:00 to 24:00	M	1,250.00	1,250.00	EXP	1,250.00	0.00%	1,250.00	0.00%	1,500.00	20.00%	1,800.00	44.00%

**Great Barn: Other functions**

Great Barn: Concert/ Production - Mon to Thurs: 16:00 to 23:00	M	450.00	500.00	EXP	450.00	0.00%	500.00	0.00%	400.00	-11.11%	450.00	-10.00%
Great Barn: Concert/ Production - Weekends: 16:00 to 23:00	M	500.00	600.00	EXP	500.00	0.00%	600.00	0.00%	450.00	-10.00%	550.00	-8.33%
Great Barn: Courtyard - Concert /Production - 09:00 to 17:00	M	200.00	200.00	EXP	200.00	0.00%	200.00	0.00%	250.00	25.00%	300.00	50.00%
Great Barn: Market in Courtyard - 09:00 to 15:00	M	300.00	300.00	EXP	300.00	0.00%	300.00	0.00%	320.00	6.67%	400.00	33.33%
Great Barn: Wedding Ceremony / Partnership - 09:00 to 13:00 or 14:00 to 18:00	M	500.00	600.00	EXP	500.00	0.00%	600.00	0.00%	500.00	0.00%	600.00	0.00%

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**Winston Churchill Hall: Social Tarrif**

Lounge only Mon to Fri	M	50.68	50.68	EXP	52.20	3.00%	52.20	3.00%	55.00	5.36%	60.00	14.94%
Auditorium and Lounge - Mon to fri	M	95.02	95.02	EXP	97.87	3.00%	97.87	3.00%	100.00	2.18%	110.00	12.39%
Auditorium and Lounge - Sat, Sun, Bank Hol	M	116.13	119.61	EXP	119.61	3.00%	119.61	0.00%	120.00	0.33%	125.00	4.51%

**Winston Churchill Hall: Registered Fund Rasing Charities**

Lounge only	M	36.98	36.98	EXP	36.98	0.00%	36.98	0.00%	40.00	8.17%	45.00	21.69%
Auditorium and Lounge - Mon to fri	M	49.65	49.65	EXP	49.65	0.00%	49.65	0.00%	55.00	10.78%	60.00	20.85%
Auditorium and Lounge - Sat, Sun, Bank Hol	M	79.19	79.19	EXP	79.19	0.00%	79.19	0.00%	80.00	1.02%	85.00	7.34%

**Winston Churchill Hall: Commercial and Promotional Events**

Lounge only	M	58.07	58.07	EXP	58.07	0.00%	58.07	0.00%	60.00	3.32%	65.00	11.93%
Auditorium and Lounge - Mon to fri	M	72.85	72.85	EXP	72.85	0.00%	72.85	0.00%	75.00	2.95%	80.00	9.81%
Auditorium and Lounge - Sat, Sun, Bank Hol	M	105.98	105.98	EXP	105.98	0.00%	105.98	0.00%	110.00	3.79%	115.00	8.51%

**Winston Churchill Hall: Health & Fitness Classes**

Lounge only	M	24.29	24.29	EXP	24.29	0.00%	24.29	0.00%	26.00	7.04%	29.00	19.39%
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**Winston Churchill Hall: Additional Charges**

Seats in and out Set up - Day	M	84.46	84.46	EXP	84.46	0.00%	84.46	0.00%	85.00	0.64%	85.00	0.64%
Radio Mics(1 hand held,2 lapel available) - Day	M	8.45	8.45	EXP	8.45	0.00%	8.45	0.00%	8.90	5.33%	8.90	5.33%
Radio Mics(1 hand held,2 lapel available) - Week	M	33.78	33.78	EXP	33.78	0.00%	33.78	0.00%	35.60	5.39%	35.60	5.39%
Vocal Mics(5 available) - Day	M	5.30	5.30	EXP	5.30	0.00%	5.30	0.00%	5.60	5.66%	5.60	5.66%
Vocal Mics(5 available) - Week	M	10.56	10.56	EXP	10.56	0.00%	10.56	0.00%	11.20	6.06%	11.20	6.06%
Piano (tuning extra) - Day	M	10.56	10.56	EXP	10.56	0.00%	10.56	0.00%	48.00	354.55%	48.00	354.55%
Piano (tuning extra) - Week	M	15.84	15.84	EXP	15.84	0.00%	15.84	0.00%	48.00	203.03%	48.00	203.03%

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**Winston Churchill Hall: Theatrical, Concert, Show Hire**

09:00 to 15:00 Mon to fri	Session Rate - M	285.05	285.00	EXP	285.05	0.00%	285.05	0.02%	300.00	5.24%	350.00	22.79%
09:00 to 15:00 Sun, Bank Hol	Session Rate - Sat, M	422.30	422.30	EXP	422.30	0.00%	422.30	0.00%	450.00	6.56%	500.00	18.40%
15:00 to Midnight Mon to fri	Session Rate - M	316.73	316.73	EXP	316.73	0.00%	316.73	0.00%	300.00	-5.28%	350.00	10.50%
15:00 to Midnight Sat, Sun, Bank Hol	Session Rate - M	479.20	479.20	EXP	479.20	0.00%	479.20	0.00%	450.00	-6.09%	500.00	4.34%
15:00 to Midnight to Fri	Hourly Rate - Mon M	52.79	52.79	EXP	52.79	0.00%	52.79	0.00%	55.00	4.19%	65.00	23.13%
15:00 to Midnight Sun, Bank Hol	Hourly Rate - Sat, M	95.02	95.02	EXP	95.02	0.00%	95.02	0.00%	100.00	5.24%	120.00	26.29%

**Winston Churchill Hall: Full Week Booking**

Sunday:10:00 to 23:30, Weekdays 18:00 to 23:00, Saturday 09:00 to Midnight	M	1,953.14	1,953.14	EXP	1,953.14	0.00%	1,953.14	0.00%	2,000.00	2.40%	2,150.00	10.08%
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**Winston Churchill Hall: Rehearsals - Weekdays only, outside whole week**

Lounge Hourly Rate	M	42.33	42.33	EXP	42.33	0.00%	42.33	0.00%	45.00	6.31%	50.00	18.12%
Auditorium Hourly Rate	M	47.38	47.38	EXP	47.38	0.00%	47.38	0.00%	50.00	5.53%	60.00	26.64%

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**Winston Churchill Hall: Additional Charges**

Radio Mics(1 hand held,2 lapel available) - Day	M	8.45	8.70	EXP	8.70	2.96%	8.70	0.00%	9.00	3.45%	9.00	3.45%
Radio Mics(1 hand held,2 lapel available) - Week	M	34.79	34.79	EXP	34.79	0.00%	34.79	0.00%	36.00	3.48%	36.00	3.48%
Vocal Mics(5 available) - Day	M	5.46	5.46	EXP	5.46	0.00%	5.46	0.00%	5.60	2.56%	5.60	2.56%
Vocal Mics(5 available) - Week	M	10.88	10.88	EXP	10.88	0.00%	10.88	0.00%	12.00	10.29%	12.00	10.29%
Alcohol License	M	25.00	30.00	EXP	25.00	0.00%	30.00	0.00%	25.00	0.00%	25.00	-16.67%
Use of ovens (not Social Tarriff)	M	100.00	120.00	EXP	100.00	0.00%	120.00	0.00%	100.00	0.00%	100.00	-16.67%
Technician: (p/h)	M	12.00	15.00	EXP	12.00	0.00%	15.00	0.00%	12.00	0.00%	15.00	0.00%
PRS Fee	M	0.00	0.00	EXP			15.00		25.00		25.00	66.67%

**Manor Farm House**

Room Rental	M	15.00	20.00	EXP	15.00	0.00%	20.00	0.00%	20.00	33.33%	25.00	25.00%
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**Compass Theatre****Deposits**

Additional Hire Charge Incurred after hire period has elapsed	M	57.68	57.68	EXP	57.68	0.00%	57.68	0.00%	80.00	38.70%	84.00	45.63%
Entire week	M	149.35	149.35	EXP	149.35	0.00%	149.35	0.00%				
All other Bookings	M	60.77	60.77	EXP	60.77	0.00%	60.77	0.00%				
Cleaning Charge	M	70.04	70.04	EXP	70.04	0.00%	70.04	0.00%	100.00	42.78%	105.00	49.91%
Use of Workshop - Per Hour	M	9.27	9.27	EXP	9.27	0.00%	9.27	0.00%	9.60	3.56%	10.10	8.95%
Workshop Storage - Weekly	M	55.62	55.62	EXP	55.62	0.00%	55.62	0.00%	57.10	2.66%	60.00	7.87%
Costume Hire – Adult - Week	M	13.39	13.39	EXP	13.39	0.00%	13.39	0.00%	15.00	12.02%	16.00	19.49%
Costume Hire – Child – Week	M	7.21	7.21	EXP	7.21	0.00%	7.21	0.00%	10.00	38.70%	11.00	52.57%
Portable Appliance Test	M	11.33	11.33	EXP	11.33	0.00%	11.33	0.00%	14.04	23.92%	14.76	30.27%

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## Additional Stage Equipment - Per Week

Ceiling Mounted Video/Data Projector	M	55.62	55.62	EXP	55.62	0.00%	55.62	0.00%	84.00	51.02%	88.20	58.58%
Sony NICAM Video Player/Recorder	M	16.48	16.48	EXP	16.48	0.00%	16.48	0.00%	24.00	45.63%	25.20	52.91%
DVD Player	M	22.66	22.66	EXP	22.66	0.00%	22.66	0.00%	30.00	32.39%	31.56	39.28%
2 x ROBE 250 Moving Spot Light	M	32.96	32.96	EXP	32.96	0.00%	32.96	0.00%	72.00	118.45%	75.60	129.37%
6 x Chroma-Q DMX Colour Scroller	M	11.33	11.33	EXP	11.33	0.00%	11.33	0.00%	31.20	175.38%	32.76	189.14%
8 x Par 16 'Birdi' with 12v Transformers	M	5.15	5.15	EXP	5.15	0.00%	5.15	0.00%	4.80	-6.80%	5.04	-2.14%
Mirror Ball	M	16.48	16.48	EXP	16.48	0.00%	16.48	0.00%	19.20	16.50%	20.16	22.33%
Strobe Light	M	20.60	20.60	EXP	20.60	0.00%	20.60	0.00%	24.00	16.50%	25.20	22.33%
UV Lights	M	16.48	16.48	EXP	16.48	0.00%	16.48	0.00%	12.00	-27.18%	12.60	-23.54%
DMX Smoke Machine	M	39.14	39.14	EXP	39.14	0.00%	39.14	0.00%	48.00	22.64%	50.40	28.77%
Additional Follow Spot & Dimmer	M	27.81	27.81	EXP	27.81	0.00%	27.81	0.00%	54.00	94.17%	56.76	104.10%
4 x Shure SM58 Vocal Mics	M	13.39	13.39	EXP	13.39	0.00%	13.39	0.00%	18.00	34.43%	18.96	41.60%
Upright Piano	M	19.57	19.57	EXP	19.57	0.00%	19.57	0.00%	24.00	22.64%	25.20	28.77%
Baby Grand Piano (Property of HMS)	M			EXP	0.00		0.00		Price on Application		Price on Application	
Manhandling on/off stage	M			EXP	0.00		0.00		Price on Application		Price on Application	
Piano Tuning	M			EXP	0.00		0.00		Price on Application		Price on Application	
Custom Gobos	M			EXP	0.00		0.00		Price on Application		Price on Application	
Gobos	M	6.18	6.18	EXP	6.18	0.00%	6.18	0.00%	4.80	-22.33%	5.04	-18.45%
Pyro Firing Box with 2 Pods	M	11.33	11.33	EXP	11.33	0.00%	11.33	0.00%	12.00	5.91%	12.60	11.21%
Additional Pods – upto six	M	6.18	6.18	EXP	6.18	0.00%	6.18	0.00%	4.80	-22.33%	5.04	-18.45%
Pyrotechnics	M			EXP	0.00		0.00		Price on Application		Price on Application	
Stage Gauze Cloth	M	55.62	55.62	EXP	55.62	0.00%	55.62	0.00%	60.00	7.87%	63.00	13.27%

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Mini Disc - EACH	M	5.15	5.15	EXP	5.15	0.00%	5.15	0.00%	6.34	23.03%	6.42	24.66%	

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Consumables	M			EXP	0.00		0.00		Price on Application		Price on Application	
Portable TV/DVD Combi	M	27.81	27.81	EXP	27.81	0.00%	27.81	0.00%	34.32	23.41%	36.12	29.88%
Portable TV/Video Combi	M	22.66	22.66	EXP	22.66	0.00%	22.66	0.00%	27.96	23.39%	29.40	29.74%
Portable Video/Data Projector & Screen	M	54.59	54.59	EXP	54.59	0.00%	54.59	0.00%	67.20	23.10%	70.56	29.25%
DVD Player for use with projector	M	16.48	16.48	EXP	16.48	0.00%	16.48	0.00%	20.28	23.06%	21.36	29.61%
OHP - Overhead Projector	M	8.24	8.24	EXP	8.24	0.00%	8.24	0.00%	10.20	23.79%	10.80	31.07%
Flip Chart and one set of Pens	M	8.24	8.24	EXP	8.24	0.00%	8.24	0.00%	10.20	23.79%	10.80	31.07%
Replacement Pens	M	13.39	13.39	EXP	13.39	0.00%	13.39	0.00%	16.56	23.67%	17.40	29.95%
Photocopying - Per A 4 Sheet	M	0.27	0.27	EXP	0.27	0.00%	0.27	0.00%	0.36	33.33%	0.48	77.78%

**Community Groups**

Single Channel Dimmer when not used with Followspot	M			EXP	0.00		0.00		6.00		6.36	
DI Boxes	M			EXP	0.00		0.00		6.00		6.36	
Week Hire: Stage, Auditorium and Dressing Rooms (weekday rehearsal)	M			EXP	0.00		0.00		42.00		42.84	
Week Hire: Stage, Auditorium and Dressing Rooms (weekend rehearsal)	M			EXP	0.00		0.00		44.40		46.68	
Week Hire: Stage, Auditorium, Dressing Rooms, Bistro Bar (weekend performance, incl. matinees)	M			EXP	0.00		0.00		42.60		44.76	
Week Hire: Stage, Auditorium, Dressing Rooms, Bistro Bar (weekend performance, incl. matinees)	M			EXP	0.00		0.00		46.20		48.60	
One Offs: Single Performances - weekdays	M			EXP	0.00		0.00		42.60		44.76	

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One Offs: Single Performances - weekends	M			EXP	0.00		0.00		46.20		48.60	
One Offs: Non-Performance Use	M			EXP	0.00		0.00		24.48		25.80	
All Shows: Weekday Technical Support (mandatory for all shows with tech requirements)	M			EXP	0.00		0.00		14.40		15.12	
All Shows: Weekend/Bank Holiday Technical Support (mandatory for all shows with tech requirements)	M			EXP	0.00		0.00		18.00		18.96	
All Shows: Ushers	M			EXP	0.00		0.00		12.00		12.60	
One-Offs and Matinees: Weekday Duty Manager (mandatory for all performances)	M			EXP	0.00		0.00		14.40		15.12	
One-Offs and Matinees: Weekend/Bank Holiday Duty Manager (mandatory for all performances)	M			EXP	0.00		0.00		18.00		18.96	
All Shows: Rehearsal Rooms - Midweek	M			EXP	0.00		0.00		6.40		6.80	
All Shows: Rehearsal Rooms - Sat/Sun	M			EXP	0.00		0.00		9.00		9.50	
All Shows: Additional Dressing Room	M			EXP	0.00		0.00		5.30		5.60	
Excess Hire Charge	M			EXP	0.00		0.00		80.00		84.00	
Long Room (weekday)	M			EXP	0.00		0.00		14.20		15.00	
Long Room (weekend)	M			EXP	0.00		0.00		16.50		17.40	
Oak Room (weekday)	M			EXP	0.00		0.00		11.50		12.10	
Oak Room (weekend)	M			EXP	0.00		0.00		14.00		14.70	
Bistro Bar	M			EXP	0.00		0.00		8.00		8.40	
Studio (weekday)	M			EXP	0.00		0.00		9.50		10.00	
Studio (weekend)	M			EXP	0.00		0.00		15.30		16.10	

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Blue/Green Room (weekday)	M			EXP	0.00		0.00		10.30		10.90	

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Blue/Green Room (weekend)	M			EXP	0.00		0.00		13.70		14.40	
Garden	M			EXP	0.00		0.00		5.00		5.30	
Essential Publicity Package	M			EXP	0.00		0.00		90.00		94.50	
Ticket print for own sales	M			EXP	0.00		0.00		0.50		0.60	
Direct Mail Letter	M			EXP	0.00		0.00		0.45		0.50	
Solus advertising	M			EXP	0.00		0.00		poa		poa	

**Community Groups (Bulk Discount)**

Long Room (weekday)	M			EXP	0.00		0.00		13.40		15.00	
Long Room (weekend)	M			EXP	0.00		0.00		15.60		17.40	
Oak Room (weekday)	M			EXP	0.00		0.00		10.90		12.10	
Oak Room (weekend)	M			EXP	0.00		0.00		13.30		14.70	
Bistro Bar	M			EXP	0.00		0.00		7.60		8.40	
Studio (weekday)	M			EXP	0.00		0.00		9.10		10.00	
Studio (weekend)	M			EXP	0.00		0.00		14.60		16.10	
Blue/Green Room (weekday)	M			EXP	0.00		0.00		9.80		10.90	
Blue/Green Room (weekend)	M			EXP	0.00		0.00		13.10		14.40	

**Corporate Rates (Daily/Hourly)**

Ceiling Mounted Video/Data Projector	M			EXP	0.00		0.00		72.00		92.40	
Portable Digital projector + screen (if req)	M			EXP	0.00		0.00		21.24		22.32	
Sony NICAM Video Player/Recorder	M			EXP	0.00		0.00		25.08		26.40	
DVD Player	M			EXP	0.00		0.00		31.44		33.00	
2 x ROBE 250 Moving Spot Light	M			EXP	0.00		0.00		75.24		79.20	
6 x Chroma-Q DMX Colour Scroller	M			EXP	0.00		0.00		32.64		34.32	

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Type of Fee/Charge	Type	Current Charges Residents £	Current Charges Non-Residents £	Vat Status	Current Charges Residents £	% Increase	Current Charges Non-Residents £	% Increase	Proposed New Charges Residents £	% Increase	Proposed New Charges Non-Residents £	% Increase
8 x Par 16 'Birdi' with 12v Transformers	M			EXP	0.00		0.00		5.04		5.28	

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Mirror Ball	M			EXP	0.00		0.00		20.16		21.12	
Strobe Light	M			EXP	0.00		0.00		25.50		26.40	
UV Lights	M			EXP	0.00		0.00		12.60		13.20	
Smoke Machine	M			EXP	0.00		0.00		50.16		52.80	
Additional Follow Spot INCLUDING Dimmer	M			EXP	0.00		0.00		56.52		59.40	
Shure SM58 Vocal Mics	M			EXP	0.00		0.00		18.84		19.80	
Upright Piano (EXCLUDING TUNING)	M			EXP	0.00		0.00		25.08		26.40	
Gobos	M			EXP	0.00		0.00		5.04		5.28	
Pyro Firing Box Controller	M			EXP	0.00		0.00		15.12		15.84	
Pyro Holders (NOT consumables)	M			EXP	0.00		0.00		6.05		6.34	
Stage Gauze Cloth	M			EXP	0.00		0.00		75.24		79.20	
Single Channel Dimmer when not used with Followspot	M			EXP	0.00		0.00		6.36		6.60	
DI Boxes	M			EXP	0.00		0.00		6.36		6.60	

**Corporate Rates (Hourly)**

One Offs: Single Performances (weekday)	M			EXP	0.00		0.00		49.40		52.00	
One Offs: Single Performances (weekend)	M			EXP	0.00		0.00		57.00		60.00	
One Offs: Non-Performance Use	M			EXP	0.00		0.00		28.50		30.00	
All Shows: Weekday Technical Support (mandatory for all shows with tech requirements)	M			EXP	0.00		0.00		14.30		15.00	
All Shows: Weekend/Bank Holiday Technical Support (mandatory for all shows with tech requirements)	M			EXP	0.00		0.00		17.10		18.00	
All Shows: Ushers	M			EXP	0.00		0.00		28.50		30.00	

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One-Offs and Matinees: Weekday Duty Manager (mandatory for all performances)	M			EXP	0.00		0.00		14.30		15.00	
One-Offs and Matinees: Weekend/Bank Holiday Duty Manager (mandatory for all performances)	M			EXP	0.00		0.00		17.10		18.00	
All Shows: Rehearsal Rooms - Midweek	M			EXP	0.00		0.00		9.50		10.00	
All Shows: Rehearsal Rooms - Sat/Sun	M			EXP	0.00		0.00		9.50		10.00	
All Shows: Additional Dressing Room	M			EXP	0.00		0.00		9.50		10.00	
Excess Hire Charge	M			EXP	0.00		0.00		100.00		100.00	
Long Room (weekday)	M			EXP	0.00		0.00		20.30		21.30	
Long Room (weekend)	M			EXP	0.00		0.00		23.60		24.80	
Oak Room (weekday)	M			EXP	0.00		0.00		16.50		17.30	
Oak Room (weekend)	M			EXP	0.00		0.00		20.00		21.00	
Bistro Bar	M			EXP	0.00		0.00		11.40		12.00	
Studio (weekday)	M			EXP	0.00		0.00		13.60		14.30	
Studio (weekend)	M			EXP	0.00		0.00		21.90		23.00	
Blue/Green Room (weekday)	M			EXP	0.00		0.00		14.80		15.50	
Blue/Green Room (weekend)	M			EXP	0.00		0.00		19.60		20.60	
Garden	M			EXP	0.00		0.00		7.20		7.50	

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## Corporate Rates (Bulk Discount)

Ceiling Mounted Video/Data Projector	M			EXP	0.00		0.00		219.60		231.00	
Portable Digital projector + screen (if req)	M			EXP	0.00		0.00		53.16		55.80	
Sony NICAM Video Player/Recorder	M			EXP	0.00		0.00		62.76		66.00	
DVD Player	M			EXP	0.00		0.00		78.60		82.56	
2 x ROBE 250 Moving Spot Light	M			EXP	0.00		0.00		188.16		198.00	
6 x Chroma-Q DMX Colour Scroller	M			EXP	0.00		0.00		81.60		85.80	
8 x Par 16 'Birdi' with 12v Transformers	M			EXP	0.00		0.00		12.60		13.20	
Mirror Ball	M			EXP	0.00		0.00		50.40		52.80	
Strobe Light	M			EXP	0.00		0.00		62.76		66.00	
UV Lights	M			EXP	0.00		0.00		31.56		33.00	
Smoke Machine	M			EXP	0.00		0.00		125.40		132.00	
Additional Follow Spot INCLUDING Dimmer	M			EXP	0.00		0.00		141.36		148.56	
Shure SM58 Vocal Mics	M			EXP	0.00		0.00		47.16		49.56	
Upright Piano (EXCLUDING TUNING)	M			EXP	0.00		0.00		62.76		66.00	
Gobos	M			EXP	0.00		0.00		12.60		13.20	
Pyro Firing Box Controller	M			EXP	0.00		0.00		31.56		33.00	
Pyro Holders (NOT consumables)	M			EXP	0.00		0.00		12.60		13.20	
Stage Gauze Cloth	M			EXP	0.00		0.00		188.16		198.00	
Single Channel Dimmer when not used with Followspot	M			EXP	0.00		0.00		15.96		16.56	
DI Boxes	M			EXP	0.00		0.00		15.96		16.56	
Long Room (weekday)	M			EXP	0.00		0.00		101.50		106.50	
Long Room (weekend)	M			EXP	0.00		0.00		118.00		124.00	

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Oak Room (weekday)	M			EXP	0.00		0.00		82.50		86.50	

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Oak Room (weekend)	M			EXP	0.00		0.00		100.00		105.00	
Bistro Bar	M			EXP	0.00		0.00		57.00		60.00	
Studio (weekday)	M			EXP	0.00		0.00		68.00		71.50	
Studio (weekend)	M			EXP	0.00		0.00		109.50		115.00	
Blue/Green Room (weekday)	M			EXP	0.00		0.00		74.00		77.50	
Blue/Green Room (weekend)	M			EXP	0.00		0.00		98.00		103.00	
Garden	M			EXP	0.00		0.00		36.00		37.50	

**Social Rate**

One Offs: Single Performances (weekday)	M			EXP	0.00		0.00		44.70		47.00	
One Offs: Single Performances (weekend)	M			EXP	0.00		0.00		52.30		55.00	
One Offs: Non-Performance Use	M			EXP	0.00		0.00		38.00		40.00	
All Shows: Weekday Technical Support (mandatory for all shows with tech requirements)	M			EXP	0.00		0.00		11.40		12.00	
All Shows: Weekend/Bank Holiday Technical Support (mandatory for all shows with tech requirements)	M			EXP	0.00		0.00		14.30		15.00	
All Shows: Ushers	M			EXP	0.00		0.00		19.00		20.00	
One-Offs and Matinees: Weekday Duty Manager (mandatory for all performances)	M			EXP	0.00		0.00		14.30		15.00	
One-Offs and Matinees: Weekend/Bank Holiday Duty Manager (mandatory for all performances)	M			EXP	0.00		0.00		17.10		18.00	
All Shows: Rehearsal Rooms - Midweek	M			EXP	0.00		0.00		9.50		10.00	

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Type of Fee/Charge	Type	Current Charges Residents £	Current Charges Non-Residents £	Vat Status	Current Charges Residents £	% Increase	Current Charges Non-Residents £	% Increase	Proposed New Charges Residents £	% Increase	Proposed New Charges Non-Residents £	% Increase
All Shows: Rehearsal Rooms - Sat/Sun	M			EXP	0.00		0.00		9.50		10.00	
All Shows: Additional Dressing Room	M			EXP	0.00		0.00		9.50		10.00	
Excess Hire Charge	M			EXP	0.00		0.00		100.00		100.00	
Long Room (weekday)	M			EXP	0.00		0.00		20.30		21.30	
Long Room (weekend)	M			EXP	0.00		0.00		23.60		24.80	
Oak Room (weekday)	M			EXP	0.00		0.00		16.50		17.30	
Oak Room (weekend)	M			EXP	0.00		0.00		20.00		21.00	
Bistro Bar	M			EXP	0.00		0.00		11.40		12.00	
Studio (weekday)	M			EXP	0.00		0.00		13.60		14.30	
Studio (weekend)	M			EXP	0.00		0.00		21.90		23.00	
Blue/Green Room (weekday)	M			EXP	0.00		0.00		14.80		15.50	
Blue/Green Room (weekend)	M			EXP	0.00		0.00		19.60		20.60	
Garden	M			EXP	0.00		0.00		7.20		7.50	
Children's Birthday Party (minimum 10)	M			EXP	0.00		0.00		8.00		9.00	
Children's Birthday Party Entertainer	M			EXP	0.00		0.00		poa			

**Social Rate (bulk)**

Long Room (weekday)	M			EXP	0.00		0.00		101.50		106.50	
Long Room (weekend)	M			EXP	0.00		0.00		118.00		124.00	
Oak Room (weekday)	M			EXP	0.00		0.00		82.50		86.50	
Oak Room (weekend)	M			EXP	0.00		0.00		100.00		105.00	
Bistro Bar	M			EXP	0.00		0.00		57.00		60.00	
Studio (weekday)	M			EXP	0.00		0.00		68.00		71.50	
Studio (weekend)	M			EXP	0.00		0.00		109.50		115.00	
Blue/Green Room (weekday)	M			EXP	0.00		0.00		74.00		77.50	
Blue/Green Room (weekend)	M			EXP	0.00		0.00		98.00		103.00	

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Garden	M			EXP	0.00		0.00		36.00		37.50	

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## Charity Rate

One Offs: Single Performances (weekday)	M			EXP	0.00		0.00		35.20		37.00	
One Offs: Single Performances (weekend)	M			EXP	0.00		0.00		42.80		45.00	
One Offs: Non-Performance Use	M			EXP	0.00		0.00		19.00		20.00	
All Shows: Weekday Technical Support (mandatory for all shows with tech requirements)	M			EXP	0.00		0.00		11.40		12.00	
All Shows: Weekend/Bank Holiday Technical Support (mandatory for all shows with tech requirements)	M			EXP	0.00		0.00		14.30		15.00	
All Shows: Ushers	M			EXP	0.00		0.00		9.50		10.00	
Manager (mandatory for all performances)	M			EXP	0.00		0.00		11.40		12.00	
One-Offs and Matinees: Weekend/Bank Holiday Duty Manager (mandatory for all performances)	M			EXP	0.00		0.00		14.30		15.00	
All Shows: Rehearsal Rooms - Midweek	M			EXP	0.00		0.00		6.20		6.50	
All Shows: Rehearsal Rooms - Sat/Sun	M			EXP	0.00		0.00		6.20		6.50	
All Shows: Additional Dressing Room	M			EXP	0.00		0.00		6.20		6.50	
Excess Hire Charge	M			EXP	0.00		0.00		100.00		100.00	
Long Room (weekday)	M			EXP	0.00		0.00		14.30		15.00	
Long Room (weekend)	M			EXP	0.00		0.00		16.60		17.40	
Oak Room (weekday)	M			EXP	0.00		0.00		11.50		12.10	
Oak Room (weekend)	M			EXP	0.00		0.00		14.00		14.70	

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Vat Status  
 STD - Standard Rated  
 ZERO - Zero Rated  
 EXP - Exempt  
 NB - Non Business

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Bistro Bar	M			EXP	0.00		0.00		8.00		8.40	



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Studio (weekday)	M			EXP	0.00		0.00		9.50		10.00	
Studio (weekend)	M			EXP	0.00		0.00		15.30		16.10	
Blue/Green Room (weekday)	M			EXP	0.00		0.00		10.40		10.90	
Blue/Green Room (weekend)	M			EXP	0.00		0.00		13.70		14.40	
Garden	M			EXP	0.00		0.00		5.10		5.30	
<b>Charity Rate (Bulk)</b>												
Long Room (weekday)	M			EXP	0.00		0.00		71.50		75.00	
Long Room (weekend)	M			EXP	0.00		0.00		83.00		87.00	
Oak Room (weekday)	M			EXP	0.00		0.00		57.50		60.50	
Oak Room (weekend)	M			EXP	0.00		0.00		70.00		73.50	
Bistro Bar	M			EXP	0.00		0.00		40.00		42.00	
Studio (weekday)	M			EXP	0.00		0.00		47.50		50.00	
Studio (weekend)	M			EXP	0.00		0.00		76.50		80.50	
Blue/Green Room (weekday)	M			EXP	0.00		0.00		52.00		54.50	
Blue/Green Room (weekend)	M			EXP	0.00		0.00		68.50		72.00	
Garden	M			EXP	0.00		0.00		25.50		26.50	
<b>Box Office Fees</b>												
Hillingdon Arts Membership	M			EXP	0.00		0.00		15.00		25.00	
Online Card Booking Fee	M			EXP	0.00		0.00		1.50			
Card or Cheque Booking Fee	M			EXP	0.00		0.00		2.00			
<b>All Groups</b>												
Box Office Commission	M			STD	6 percent		6 percent		9.5 percent		9.5 percent	
Card Handling Fees	M			STD	3 percent		3 percent		3.1 percent		3.1 percent	

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**Adult Education**

**Tuition Fees**

Tuition Fee per Guided Learning Hour –LSC funded provision	R	2.48	2.48	EXP	2.48	0.00%	2.48	0.00%	2.48	0.00%	4.50	81.45%
Tuition Fee per Guided Learning Hour –LBH funded provision	R	2.48	2.48	EXP	2.48	0.00%	2.48	0.00%	2.48	0.00%	4.50	81.45%
Enrolment charge for non resident for non LSC course	NR	10.00	10.00	EXP	10.00	0.00%	10.00	0.00%	0.00	-100.00%	0.00	-100.00%

**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

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**Uxbridge**

30 per 15 mins Hillingdon First Cardholders Tariff	R	0.30		NB	0.30	0.00%			0.30	0.00%		
60 per 15 mins Charges for Non-Card holders	R		0.60	NB			0.60	0.00%			0.80	33.33%

**West Drayton/Yiewsley, Hayes ( Coldharbour Lane, and Station Rd).**

**Northwood/Hills, Eastcote, Ruilslip.**

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

1st 30 mins free then,	R	Free	Free	NB	Free		Free		Free		Free	
30 mins up to 2hrs, then,	R	0.20	0.50	NB	0.20	0.00%	0.50	0.00%	0.20	0.00%	0.70	40.00%
per 20 mins up to maximum permitted stay	R	0.20	0.50	NB	0.20	0.00%	0.50	0.00%	0.20	0.00%	0.70	40.00%

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**On-Street Parking: (1) Local Centres and Parades**

Hillingdon Circus; UxbridgeRd/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,	R	Free	Free	NB	Free		Free		Free		Free	
per 30 mins up to 2 hrs, then	R	0.20	0.50	NB	0.20	0.00%	0.50	0.00%	0.20	0.00%	0.70	40.00%
per 20 mins up to maximum permitted stay	R	0.20	0.50	NB	0.20	0.00%	0.50	0.00%	0.20	0.00%	0.70	40.00%

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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	R	Free	Free	NB	Free		Free		Free		Free	
per 30 mins up to 2 hrs, then	R	0.20	0.50	NB	0.20	0.00%	0.50	0.00%	0.20	0.00%	0.70	40.00%
per 20 mins up to 4 hrs	R	0.00	0.00	NB	0.00		0.00		0.00		0.70	
per 20 mins up to maximum permitted stay	R	0.20	0.50	NB	0.20	0.00%	0.50	0.00%	0.20	0.00%	0.60	20.00%

**Parking Schemes**

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

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

**Outside shops:**

1st 30 mins free, then	R	Free	Free	NB	Free		Free		Free		Free	
per 30 mins maximum stay	R	0.20	0.50	NB	0.20	0.00%	0.50	0.00%	0.20	0.00%	0.70	40.00%

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**Other Places:**

per 20 mins to maximum stay	R	0.20	0.50	NB	0.20	0.00%	0.50	0.00%	0.20	0.00%	0.60	20.00%
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**Off Street Parking****Kingsend South, Ruislip - Limited Stay**

up to 1 hour	R	0.60	0.80	STD	0.60	0.00%	0.80	0.00%	0.60	0.00%	1.00	25.00%
up to 2 hours	R	1.00	1.30	STD	1.00	0.00%	1.30	0.00%	1.00	0.00%	1.50	15.38%
up to 30 mins	R	Free	Free	STD	Free		Free		Free		0.30	
up to 1 hour	R	0.20	0.80	STD	0.20	0.00%	0.80	0.00%	0.20	0.00%	1.00	25.00%
up to 90 mins	R	0.40	1.00	STD	0.40	0.00%	1.00	0.00%	0.40	0.00%	1.50	50.00%
up to 2 hours	R	0.60	1.30	STD	0.60	0.00%	1.30	0.00%	0.60	0.00%	1.70	30.77%

**Falling Lane, Yiewsley - Limited Stay**

Up to 30 mins	R	Free	Free	STD	Free		Free		Free		0.30	
Up to 1 hour	R	0.20	0.80	STD	0.20	0.00%	0.80	0.00%	0.20	0.00%	1.00	25.00%

**Oaklands Gate, Northwood - Limited Stay**

Up to 90 mins	R	0.40	1.00	STD	0.40	0.00%	1.00	0.00%	0.40	0.00%	1.30	30.00%
Up to 2 hours	R	0.60	1.30	STD	0.60	0.00%	1.30	0.00%	0.60	0.00%	1.70	30.77%
Up to 3 hours	R	1.00	2.20	STD	1.00	0.00%	2.20	0.00%	1.00	0.00%	2.50	13.64%
Up to 4 hours	R	1.80	3.80	STD	1.80	0.00%	3.80	0.00%	1.80	0.00%	4.50	18.42%

**Rockingham Recreation Ground, Uxbridge - Limited Stay***This car park has a maximum stay of 4 hours*

1st 30 minutes free, then	R	Free	Free	STD	Free		Free		Free		0.30	
per 30 mins up to 2 hours, then	R	0.20	0.50	STD	0.20	0.00%	0.50	0.00%	0.20	0.00%	0.70	40.00%
per 20 mins to maximum permitted stay	R	0.20	0.50	STD	0.20	0.00%	0.50	0.00%	0.20	0.00%	0.70	40.00%

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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	R	Free	Free	STD	Free		Free		Free		0.30	
per 30 mins up to 2 hrs, then	R	0.20	0.40	STD	0.20	0.00%	0.40	0.00%	0.20	0.00%	0.70	75.00%
per 20 mins up to maximum permitted stay	R	0.20	0.40	STD	0.20	0.00%	0.40	0.00%	0.20	0.00%	0.70	75.00%

**Kingsend South, Ruislip - Long Stay**

Up to 1 Hour	R	0.60	0.80	STD	0.60	0.00%	0.80	0.00%	0.60	0.00%	1.00	25.00%
Up to 2 hours	R	1.00	1.30	STD	1.00	0.00%	1.30	0.00%	1.00	0.00%	1.50	15.38%
Up to 3 hours	R	1.20	2.60	STD	1.20	0.00%	2.60	0.00%	1.20	0.00%	2.90	11.54%
Up to 4 hours	R	2.00	4.50	STD	2.00	0.00%	4.50	0.00%	2.00	0.00%	4.90	8.89%
Up to 15 hours	R	2.20	5.00	STD	2.20	0.00%	5.00	0.00%	2.20	0.00%	5.50	10.00%

**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	R	Free	Free	STD	Free		Free		Free		0.30	
Up to 1 hour	R	0.20	0.50	STD	0.20	0.00%	0.50	0.00%	0.20	0.00%	0.70	40.00%
Up to 90 mins	R	0.40	1.00	STD	0.40	0.00%	1.00	0.00%	0.40	0.00%	1.40	40.00%
Up to 2 hours	R	0.60	1.50	STD	0.60	0.00%	1.50	0.00%	0.60	0.00%	2.10	40.00%
Up to 3 hours	R	1.00	2.30	STD	1.00	0.00%	2.30	0.00%	1.00	0.00%	3.00	30.43%
Up to 4 hours	R	2.00	4.50	STD	2.00	0.00%	4.50	0.00%	2.00	0.00%	5.20	15.56%
Up to 9 hours	R	3.70	8.00	STD	3.70	0.00%	8.00	0.00%	3.70	0.00%	8.70	8.75%
Over 9 hours	R	6.20	11.00	STD	6.20	0.00%	11.00	0.00%	6.20	0.00%	12.00	9.09%

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**Long Stay Reduced Charge:**

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

Up to 30 mins	R	Free	Free	STD	Free		Free		Free		0.30	
Up to 1 hour	R	0.20	0.50	STD	0.20	0.00%	0.50	0.00%	0.20	0.00%	0.70	40.00%
Up to 90 mins	R	0.40	1.00	STD	0.40	0.00%	1.00	0.00%	0.40	0.00%	1.40	40.00%
Up to 2 hours	R	0.60	1.50	STD	0.60	0.00%	1.50	0.00%	0.60	0.00%	2.10	40.00%
Up to 3 hours	R	1.00	2.30	STD	1.00	0.00%	2.30	0.00%	1.00	0.00%	3.50	52.17%
Up to 4 hours	R	1.80	4.00	STD	1.80	0.00%	4.00	0.00%	1.80	0.00%	5.20	30.00%
Up to 15 hours	R	2.00	4.50	STD	2.00	0.00%	4.50	0.00%	2.00	0.00%	5.70	26.67%

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**Leisure Centre Car Parks:**

Botwell Leisure Centre, Hayes; (Includes Hayes Pool car park); Hillingdon Sports & Leisure Complex, Uxbridge

Up to 30 mins	R	Free	Free	STD	Free		Free		Free		0.30	
Up to 1 hour	R	0.20	0.50	STD	0.20	0.00%	0.50	0.00%	0.20	0.00%	0.50	0.00%
Up to 90 mins	R	0.40	1.00	STD	0.40	0.00%	1.00	0.00%	0.40	0.00%	1.00	0.00%
Up to 2 hours	R	0.60	1.50	STD	0.60	0.00%	1.50	0.00%	0.60	0.00%	1.50	0.00%
Up to 3 hours	R	1.00	2.30	STD	1.00	0.00%	2.30	0.00%	1.00	0.00%	2.30	0.00%
Up to 4 hours	R	2.00	4.50	STD	2.00	0.00%	4.50	0.00%	2.00	0.00%	4.50	0.00%
Up to 6 hours	R	2.60	5.50	STD	2.60	0.00%	5.50	0.00%	2.60	0.00%	5.50	0.00%
Up to 9 hours	R	3.70	8.00	STD	3.70	0.00%	8.00	0.00%	3.70	0.00%	8.00	0.00%
Over 9 hours	R	6.20	11.00	STD	6.20	0.00%	11.00	0.00%	6.20	0.00%	11.00	0.00%

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

Up to 2 hours	R	1.00	1.20	STD	1.00	0.00%	1.20	0.00%	1.00	0.00%	1.40	16.67%
Up to 3 hours	R	2.00	2.20	STD	2.00	0.00%	2.20	0.00%	2.00	0.00%	2.40	9.09%
Up to 4 hours	R	2.50	2.80	STD	2.50	0.00%	2.80	0.00%	2.50	0.00%	3.00	7.14%
Up to 5 hours	R	3.20	3.80	STD	3.20	0.00%	3.80	0.00%	3.20	0.00%	4.00	5.26%
Up to 6 hours	R	4.50	6.50	STD	4.50	0.00%	6.50	0.00%	4.50	0.00%	6.80	4.62%
Up to 8 hours	R	6.50	10.50	STD	6.50	0.00%	10.50	0.00%	6.50	0.00%	11.00	4.76%
Over 8 hours	R	8.50	15.00	STD	8.50	0.00%	15.00	0.00%	8.50	0.00%	16.00	6.67%
Sunday (all day)	R	2.00	2.50	STD	2.00	0.00%	2.50	0.00%	2.00	0.00%	2.70	8.00%

**Civic Centre car park (open on Saturdays only)**

Up to 2 hours	R	0.90	1.20	STD	0.90	0.00%	1.20	0.00%	0.90	0.00%	1.40	16.67%
Up to 4 hours	R	1.80	2.80	STD	1.80	0.00%	2.80	0.00%	1.80	0.00%	3.00	7.14%
Over 4 hours	R	3.50	5.00	STD	3.50	0.00%	5.00	0.00%	3.50	0.00%	5.50	10.00%

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

Cedars and Grainges Car Parks At all times (per quarter)	R	300.00	400.00	STD	300.00	0.00%	400.00	0.00%	300.00	0.00%	420.00	5.00%
Local Car Park Permit (used in Surface car parks) At all times (depending on location)	R	85.00	85.00	STD	85.00	0.00%	85.00	0.00%	85.00	0.00%	85.00	0.00%
Local Car Park Permit (used in Surface car parks) At all times (depending on location)	R	95.00	95.00	STD	95.00	0.00%	95.00	0.00%	95.00	0.00%	95.00	0.00%
Local Car Park Permit (used in Surface car parks) At all times (all locations)	R	0.00	0.00	STD	0.00		0.00		85.00		0.00	
Local Car Park Permit (used in Surface car parks) At all times (per quarter - non-residents)	R	0.00	0.00	STD	0.00		0.00		0.00		105.00	

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Business Permit/Trader Permit All times (per annum)	R	480.00	480.00	STD	480.00	0.00%	480.00	0.00%	480.00	0.00%	500.00	4.17%



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Leisure Services**Swimming-Indoor**

Peak - Adult	R	3.30	3.70	1.50	1.70	STD	3.40	3.03%	3.80	2.70%	1.60	6.67%	1.80	5.88%
Peak - Child	R	1.60	1.60	0.85	1.00	STD	1.70	6.25%	1.70	6.25%	0.90	5.88%	1.10	10.00%
Off Peak - Adult	R	2.60	2.90	0.70	0.90	STD	2.70	3.85%	3.00	3.45%	0.80	14.29%	1.00	11.11%
Off Peak - Child	R	1.30	1.30	0.65	0.90	STD	1.40	7.69%	1.40	7.69%	0.70	7.69%	1.00	11.11%
Family Swim - Peak Ticket (2adults & 2 children)	R	8.50	9.50	4.70		STD	8.70	2.35%	9.75	2.63%	4.80	2.13%		
Family Swim - Off Peak Ticket (2adults & 2 children)	R	7.00	7.90	2.70		STD	7.20	2.86%	8.10	2.53%	2.80	3.70%		

**Swimming-Outdoor**

Adult	R	5.00	5.60	3.50	4.50	STD	5.20	4.00%	5.70	1.79%	3.60	2.86%	4.60	2.22%
Child	R	3.00	3.00	2.00	3.00	STD	3.10	3.33%	3.10	3.33%	2.10	5.00%	3.10	3.33%
Under 5's	R	Free	Free	Free	Free	STD	Free	Free	Free	Free	Free	Free	Free	Free
Family (2 adults & 2 children)	R	13.00	15.00	11.00	13.00	STD	13.30	2.31%	15.40	2.67%	11.30	2.73%	13.30	2.31%
Early morning (adult)	R	2.50	3.00	2.00		STD	2.60	4.00%	3.10	3.33%	2.10	5.00%		
Evening Swim (adult)	R	3.00	3.50	2.50		STD	3.10	3.33%	3.60	2.86%	2.60	4.00%		
Spectators Adult	R	0.80	0.80	0.40	0.40	STD	0.80	0.00%	0.80	0.00%	0.40	0.00%	0.40	0.00%
Spectators Children	R	0.50	0.50	0.25	0.25	STD	0.50	0.00%	0.50	0.00%	0.25	0.00%	0.25	0.00%

**Swimming - Other**

Birthday Parties Sports hall and room hire (90 minutes)	R	98.00	110.00			STD	100.50	2.55%	112.75	2.50%	2.82			
Swimming Instruction (per lesson) Adult	R	6.70	7.50	4.90	5.10	STD	6.90	2.99%	7.70	2.67%	5.00	2.04%	5.20	1.96%
Swimming Instruction (per lesson) Child	R	4.30	4.30	3.20	3.40	STD	4.40	2.33%	4.40	2.33%	3.30	3.12%	3.50	2.94%
Swimming Instruction (per lesson) Child - Bronze, Silver or Gold	R	4.60	4.60	3.70	3.90	STD	4.70	2.17%	4.70	2.17%	3.80	2.70%	4.00	2.56%
One to one tuition	R	19.00	21.30	16.00	17.00	STD	19.50	2.63%	21.80	2.35%	16.40	2.50%	17.40	2.35%
Swim Crash Course 1/2 hour per day x 5 day (per half hour)	R	20.00	22.00	15.45	17.00	STD	20.50	2.50%	22.60	2.73%	15.90	2.91%	17.45	2.65%

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**Private Hire (Hillingdon Pools from 25 to 33 metres)**

Hourly rate (Other organisations)	R		113.00			STD			115.80	2.48%				
Hourly Rate (Hillingdon Clubs)	R	95.00				STD	97.40	2.53%						
Per lane per hour (Other organisations)	R		22.60			STD			23.20	2.65%				
Per lane per hour (Hillingdon Clubs)	R	19.00				STD	19.50	2.63%						

**Private Hire (50m Pool)**

Hourly rate (Other organisations)	R		204.00			STD			209.00	2.45%				
Hourly Rate (Hillingdon Clubs)	R	184.00				STD	188.60	2.50%						
Per lane per hour (Other organisations)	R		25.50			STD			26.20	2.75%				
Per lane per hour (Hillingdon Clubs)	R	23.00				STD	23.60	2.61%						
School Bookings - Up to 30 children	R	33.50	37.50			STD	34.35	2.54%	38.50	2.67%				
School Bookings - Up to 50 children	R	54.00	60.50			STD	55.35	2.50%	62.00	2.48%				
School Bookings - Each Additional child	R	1.00	1.15			STD	1.05	5.00%	1.20	4.35%				
Fun Sessions ( Children ) - 1 hour	R	2.40	2.40	1.60	1.60	STD	2.50	4.17%	2.50	4.17%	1.70	6.25%	1.70	6.25%

**Young at Heart**

Single session	R	3.60	4.00	2.70	2.90	STD	3.70	2.78%	4.10	2.50%	2.80	3.70%	3.00	3.45%
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**Solarium**

Single session	R	6.50	7.30			STD	6.70	3.08%	7.50	2.74%				
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**Gym**

Gym Inductions ( Casual use ) Group	R	16.00	18.00	10.00	10.00	STD	16.40	2.50%	18.50	2.78%	10.25	2.50%	10.25	2.50%
Gym Inductions ( Casual use ) Individual 1:2:1	R	25.70	28.50	20.00	20.00	STD	26.40	2.72%	29.20	2.46%	20.50	2.50%	20.50	2.50%
Replacement Card Charge	R	3.00	3.00	3.00	3.00	STD	3.10	3.33%	3.10	3.33%	3.10	3.33%	3.10	3.33%
Casual Gym Session Peak	R	6.50	7.00	4.00	4.20	STD	6.70	3.08%	7.20	2.86%	4.10	2.50%	4.30	2.38%
Casual Gym Session Off-Peak	R	5.00	5.50	2.50	2.70	STD	5.20	4.00%	5.70	3.64%	2.60	4.00%	2.80	3.70%
Coached Fitness Classes Charges	R	5.70	6.20	4.50	4.70	STD	5.80	1.75%	6.30	1.61%	4.60	2.22%	4.80	2.13%

**Health & Fitness Membership**

Site Specific Peak Membership (Hillingdon Sport & Leisure Complex only including Outdoor Pool)	R	48.00	52.00			STD	50.00	4.17%	54.00	3.85%				
Site Specific Peak Membership (Botwell Sport & Leisure Centre, Highgrove Pool, Hillingdon Sport & Leisure Complex excluding the Outdoor Pool )	R	42.00	46.00			STD	43.25	2.98%	47.40	3.04%				
Site Specific Peak Membership (Queensmead Sports Centre only)	R	37.00	41.00			STD	38.00	2.70%	42.00	2.44%				
Off Peak Site Specific Membership	R	32.00	36.00			STD	33.00	3.13%	37.00	2.78%				
LBH Employee Membership (Equal to 'Top Level' Membership)	R	38.00	38.00			STD	39.00	2.63%	39.00	2.63%				
'Top Level' Membership (access to all available Sites excluding Outdoor Pool at Hillingdon Sport & Leisure Complex)	R	TBC	TBC	TBC	TBC	STD	TBC	TBC	TBC	TBC	TBC	TBC	TBC	TBC
Health Suite Session	R	4.20	4.70	3.20	3.20	STD	4.30	2.38%	4.80	2.13%	3.30	3.12%	3.30	3.12%

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<b>Main Hall Hire</b>														
Charges	R	POA	POA			STD	POA	POA	POA	POA				
Hillingdon Sport & Leisure Centre (4 courts)	R	38.00	42.40			STD	38.95	2.50%	43.50	2.59%				
Queensmead Sports Centre (6 courts)	R	55.50	62.40			STD	56.90	2.52%	63.95	2.48%				
Botwell Leisure Centre (4 courts)	R	38.00	42.40			STD	39.15	3.03%	43.70	3.07%				
Dance/Aerobics Studio Hire	R					STD	35.00		39.20					
Gymnastics Hall Hire Fee	R					STD	80.00		90.00					
<b>Badminton</b>														
Peak - Per court (Hillingdon Sport & Leisure Complex & Botwell Sport & Leisure Centre)	R	9.50	10.60			STD	9.75	2.63%	10.90	2.83%				
Peak - Per court (Queensmead Sports Centre)	R	9.25	10.40			STD	9.50	2.70%	10.70	2.88%				
Off Peak - Per court (All Sites)	R	5.60	6.30			STD	5.75	2.68%	6.50	3.17%				
<b>Other</b>														
Trampoline/Martial Arts etc.	R	19.50	22.00			STD	20.00	2.56%	22.50	2.27%				
per court	R	25.00	28.00			STD	25.65	2.60%	28.70	2.50%				
Charges	R	28.00	31.50			STD	28.70	2.50%	32.30	2.54%				
per table	R	5.90	6.60			STD	6.05	2.54%	6.80	3.03%				
<b>Holiday Activity</b>														
Weekly - Full day	R	72.00	80.00	48.00	48.00	STD	73.80	2.50%	82.00	2.50%	49.20	2.50%	49.20	2.50%
Weekly - Full day each Additional child from family	R	56.50	63.00	40.00	40.00	STD	57.90	2.48%	64.60	2.54%	41.00	2.50%	41.00	2.50%
Daily - Full day	R	17.00	19.00	10.80	10.80	STD	17.45	2.65%	19.50	2.63%	11.00	1.85%	11.00	1.85%
Daily - Full day each Additional child from family	R	13.00	14.50	8.00	8.00	STD	13.35	2.69%	14.90	2.76%	8.20	2.50%	8.20	2.50%

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<b>Athletics</b>														
Adult	R	2.75	3.10		1.50	STD	2.85	3.64%	3.20	3.23%	1.60		1.70	13.33%
Child	R	1.50	1.50			STD	1.60	6.67%	1.60	6.67%	1.10		1.10	
Spectators	R	0.50	0.50			STD	0.50	0.00%	0.50	0.00%				
Meetings - Hillingdon Clubs/Schools (Monday - Friday)	R	36.00				STD	36.90	2.50%						
Meetings - Hillingdon Clubs/Schools (Weekends)	R	41.20				STD	42.25	2.55%						
Meetings - Other Organisations (Monday - Friday)	R		51.50			STD			52.80	2.52%				
Meetings - Other Organisations (Weekends)	R		56.65			STD			58.10	2.56%				
Meetings - Events - Additional cost per hour	R	50.00	50.00			STD	51.25	2.50%	51.25	2.50%				
Meeting Room Full day (8 hrs max)	R	185.00	205.00			STD	189.65	2.51%	210.20	2.54%				
Meeting Room Evening Rate	R	37.00	41.50			STD	38.00	2.70%	42.55	2.53%				
Meeting Room Part day (rate per hour)	R	30.00	33.50			STD	30.75	2.50%	34.50	2.99%				
<b>Football Pitch</b>														
1 to 2 matches (per match)	R	190.00	210.00			STD	194.75	2.50%	215.25	2.50%				
3 to 5 matches (per match)	R	165.00	185.00			STD	169.20	2.55%	189.70	2.54%				
6 to 9 matches (per match)	R	140.00	157.00			STD	143.50	2.50%	161.00	2.55%				
10 or more matches (per match)	R	125.00	139.00			STD	128.20	2.56%	142.50	2.52%				

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<b>Astroturf Pitch</b>														
Full pitch	R	100.00	112.00			STD	102.50	2.50%	114.80	2.50%				
1/3 pitch	R	55.00	61.00			STD	56.40	2.55%	62.50	2.46%				
<b>Botwell Green</b>														
Full Pitch (Botwell Green Sport & Leisure Centre)	R	0.00	0.00			STD	80.00		90.00					
Half Pitch (Botwell Green Sports & Leisure Centre)	R	0.00	0.00			STD	56.40		62.50					
<b>Petanque</b>														
Casual use	R	1.15	1.30			STD	1.20	4.35%	1.40	7.69%				
Full pitch (six)	R	25.00	28.00			STD	25.60	2.40%	28.70	2.50%				
1/6 pitch	R	5.20	5.60			STD	5.20	0.00%	5.70	1.79%				
<b>Ice Rink - Current Charges refers to 2010 prices</b>														
Off Peak Adult	R	5.00	TBA	TBA		STD	5.00	0.00%						
Peak Adult	R	7.00	TBA	TBA		STD	7.00	0.00%						
Off Peak Child	R	5.50	6.00	TBA		STD	5.50	0.00%	6.00	0.00%				
Peak Child	R	3.50	4.00	TBA		STD	3.50	0.00%	4.00	0.00%				
Schools Shared Session	R	110.00				STD	110.00	0.00%						
School sole session	R	230.00				STD	230.00	0.00%						
Peak Family	R	20.00		TBA		STD	20.00	0.00%						
Off Peak Family	R	14.00		TBA		STD	14.00	0.00%						
Peak Adult Group Discount	R	5.60	6.00	TBA		STD	5.60	0.00%	6.00	0.00%				
Off Peak Adult Group Discount	R	4.00	4.00	TBA		STD	4.00	0.00%	4.00	0.00%				
Peak Child Group Discount	R	4.40		TBA		STD	4.40	0.00%						
Off Peak Child Group Discount	R	2.80		TBA		STD	2.80	0.00%						
Sponsorship Income	B	1,000.00				STD	1,000.00	0.00%						

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## Library Service

## Charges

Cassettes	R	FREE	FREE	FREE	STD	0.00		0.00				0.00		0.00			0.00%
Compact Discs - every 3 weeks	R	1.50	1.50	0.75	NB	1.50	0.00%	1.50	0.00%	0.75	0.00%	1.05	-30.00%	1.50	0.00%	0.55	-26.67%
DVDs - per week	R	3.00	3.00	1.50	NB	3.00	0.00%	3.00	0.00%	1.50	0.00%	2.10	-30.00%	3.00	0.00%	1.05	-30.00%
Children's DVDs - per week	R	1.50	1.50	0.75	NB	1.50	0.00%	1.50	0.00%	0.75	0.00%	1.05	-30.00%	1.50	0.00%	0.55	-26.67%
Videos - per week	R	1.00	1.00	0.50	NB	1.00	0.00%	1.00	0.00%	0.50	0.00%	1.05	5.00%	1.50	50.00%	0.55	10.00%
Children's videos - per week	R	0.50	0.50	0.25	NB	0.50	0.00%	0.50	0.00%	0.25	0.00%	0.55	10.00%	0.80	60.00%	0.30	20.00%
Language Courses - every 3 weeks	R	3.00	3.00	1.50	NB	3.00	0.00%	3.00	0.00%	1.50	0.00%	3.05	1.67%	4.00	33.33%	1.55	3.33%
Video Language Courses - every 3 weeks	R	3.00	3.00	1.50	NB	3.00	0.00%	3.00	0.00%	1.50	0.00%	3.05	1.67%	4.00	33.33%	1.55	3.33%
CD & Cassettes - every 3 weeks	R	2.00	2.00	1.00	NB	2.00	0.00%	2.00	0.00%	1.00	0.00%	2.05	2.50%	3.00	50.00%	1.05	5.00%
eAudiobooks (downloadable) - every 3 weeks	R	2.00	2.00	1.00	NB	2.00	0.00%	2.00	0.00%	1.00	0.00%	2.05	2.50%	3.00	50.00%	1.05	5.00%
Holds (Reservations) - Self Placed	R	0.50	0.50	0.50	NB	0.50	0.00%	0.50	0.00%	0.50	0.00%	0.60	20.00%	0.80	60.00%	0.30	-40.00%
Holds (Reservations) - Staff Placed	R	1.00	1.00	0.50	NB	1.00	0.00%	1.00	0.00%	0.50	0.00%	0.60	-40.00%	0.80	-20.00%	0.30	-40.00%
Holds (Reservations) - Not in stock	R	2.00	2.00	2.00	NB	2.00	0.00%	2.00	0.00%	2.00	0.00%	3.10	55.00%	4.00	100.00%	1.55	-22.50%
Holds (Reservations) - British Library Items	R	3.00	3.00	3.00	NB	3.00	0.00%	3.00	0.00%			3.10	3.33%	4.00	33.33%	1.55	0.00%
Holds (Reservations) - Photocopies	R	£2.00 + 20p per A4 sheet	£2.00 + 20p per A4 sheet	£2.00 + 20p per A4 sheet	NB	£2.00 + 20p per A4 sheet		£2.00 + 20p per A4 sheet				£2.05 + 21p per A4 sheet		£2.10 + 25p per A4 sheet		£2.10 + 25p per A4 sheet	0.00%
Lost Tickets	R	2.00	2.00	1.00	NB	2.00	0.00%	2.00	0.00%	1.00	0.00%	2.05	2.50%	2.10	5.00%	1.03	2.50%
Lost Tickets	R	2.00	2.00	1.00	NB	2.00	0.00%	2.00	0.00%	1.00	0.00%	1.05	-47.50%	1.50	-25.00%	1.03	2.50%
Overdue Reminders	R	0.80	0.80	FREE	NB	0.80	0.00%	0.80	0.00%	0.00		0.85	6.25%	0.85	6.25%	0.00	0.00%

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**Fines**

Books	R	0.15	0.15	0.05	NB	0.15	0.00%	0.15	0.00%	0.05	0.00%	0.16	6.67%	0.20	33.33%	0.08	60.00%
Talking Books	R	0.15	0.15	0.05	NB	0.15	0.00%	0.15	0.00%	0.05	0.00%	0.16	6.67%	0.20	33.33%	0.08	60.00%
Cassettes	R	0.15	0.15	0.05	NB	0.15	0.00%	0.15	0.00%	0.05	0.00%	0.16	6.67%	0.20	33.33%	0.08	60.00%
Compact Discs	R	0.15	0.15	0.15	NB	0.15	0.00%	0.15	0.00%			0.16	6.67%	0.20	33.33%	0.08	0.00%
Language Courses	R	0.15	0.15	0.15	NB	0.15	0.00%	0.15	0.00%			0.16	6.67%	0.20	33.33%	0.08	0.00%
Videos	R	1.00	1.00	1.00	NB	1.00	0.00%	1.00	0.00%			1.05	5.00%	1.50	50.00%	0.53	0.00%
DVDs	R	1.00	1.00	1.00	NB	1.00	0.00%	1.00	0.00%			1.05	5.00%	1.50	50.00%	0.53	0.00%
Junior Videos	R	0.50	0.50	0.50	NB	0.50	0.00%	0.50	0.00%			0.55	10.00%	0.80	60.00%	0.30	0.00%

**Fax**

In the UK - 1st Page	R	1.00	1.00		STD	1.02	2.13%	1.02	2.13%			1.05	2.81%	1.05	2.81%		0.00%
In the UK - Subsequent Page	R	0.50	0.50		STD	0.51	2.13%	0.51	2.13%			0.55	7.71%	0.55	7.71%		0.00%
Western Europe - 1st Page	R	2.20	2.20		STD	2.25	2.13%	2.25	2.13%			2.30	2.37%	2.30	2.37%		0.00%
Western Europe - Subsequent Page	R	1.10	1.10		STD	1.12	2.13%	1.12	2.13%			1.15	2.37%	1.15	2.37%		0.00%
Rest of the World - 1st Page	R	3.50	3.50		STD	3.57	2.13%	3.57	2.13%			3.65	2.11%	3.65	2.11%		0.00%
Rest of the World - Subsequent Page	R	1.75	1.75		STD	1.79	2.13%	1.79	2.13%			1.85	3.51%	1.85	3.51%		0.00%
Per Fax (any length)	R	1.00	1.00		STD	1.02	2.13%	1.02	2.13%			1.05	2.81%	1.05	2.81%		0.00%



All Prices Include VAT						Effect of VAT increase as of 1st February 2011						Effective from 1st April					
Type of Fee/Charge	Type	Current Charges Residents £	Current Charges Non-Residents £	Current Concess Charge Residents £	Vat Status	Current Charges Residents £	% Increase	Current Charges Non-Residents £	% Increase	Current Concess Charge Residents £	% Increase	Proposed New Charges Residents £	% Increase	Proposed New Charges Non Residents £	% Increase	New Concess Charge To Residents £	% Increase

**Printing & Photocopies**

Black and White PC Prints per A4 sheets	R	0.20	0.20		STD	0.20	2.13%	0.20	2.13%			0.20	-2.08%	0.20	-2.08%		0.00%
Colour PC Prints per A4 sheets	R	0.40	0.40		STD	0.41	2.13%	0.41	2.13%			0.40	-2.08%	0.40	-2.08%		0.00%
CD-ROM/Microform Prints per sheet	R	0.30	0.30		STD	0.31	2.13%	0.31	2.13%			0.30	-2.08%	0.30	-2.08%		0.00%
Floppy Disks	R	0.50	0.50		STD	0.51	2.13%	0.51	2.13%			0.55	7.71%	0.55	7.71%		0.00%
CD-R	R	1.00	1.00		STD	1.02	2.13%	1.02	2.13%			1.05	2.81%	1.05	2.81%		0.00%
USB Pen Drives	R	12.00	12.00		STD	12.26	2.13%	12.26	2.13%			12.60	2.81%	12.60	2.81%		0.00%
Black & White A4	R	0.10	0.10		STD	0.10	2.13%	0.10	2.13%			0.10	-2.08%	0.10	-2.08%		0.00%
Black & White A3	R	0.20	0.20		STD	0.20	2.13%	0.20	2.13%			0.20	-2.08%	0.20	-2.08%		0.00%
Colour A4	R	1.00	1.00		STD	1.02	2.13%	1.02	2.13%			1.05	2.81%	1.05	2.81%		0.00%
Colour A3	R	1.50	1.50		STD	1.53	2.13%	1.53	2.13%			1.55	1.18%	1.55	1.18%		0.00%
Black & White (Colour Photocopies) A4	R	0.30	0.30		STD	0.31	2.13%	0.31	2.13%			0.30	-2.08%	0.30	-2.08%		0.00%
Black & White (Colour Photocopies) A3	R	0.60	0.60		STD	0.61	2.13%	0.61	2.13%			0.60	-2.08%	0.60	-2.08%		0.00%

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**Hire of Library Premises**

Monday - Thursday per hour	R	8.50	8.50		EXP	8.50	0.00%	8.50	0.00%			8.70	2.35%	10.00	17.65%		0.00%
Friday - Saturday per hour	R	9.50	9.50		EXP	9.50	0.00%	9.50	0.00%			9.75	2.63%	11.50	21.05%		0.00%
Commercial Organisations	R	15.00	15.00		EXP	15.00	0.00%	15.00	0.00%			15.50	3.33%	18.00	20.00%		0.00%

**Advertising**

Notice Board Display - Rental Charge	R	29.38	29.38		STD	30.00	2.11%	30.00	2.11%			36.00	20.00%	36.00	20.00%		0.00%
Bill posting fee - Up to 3 posters	R	185.65	185.65		STD	189.60	2.13%	189.60	2.13%			189.60	0.00%	189.60	0.00%		0.00%

**Family History Search Fee**

Family History - Census search - one address - Address & year	R	3.50	3.50		STD	3.50	0.00%	3.50	0.00%			3.60	2.86%	3.60	2.86%		0.00%
Family History - Census search - one address - same address subsequent year	R	1.75	1.75		STD	1.75	0.00%	1.75	0.00%			1.80	2.86%	1.80	2.86%		0.00%
Family History - Census search - one address - same address subsequent year to include copies of six entries	R	1.75	1.75		STD	1.75	0.00%	1.75	0.00%			1.80	2.86%	1.80	2.86%		0.00%
Family History - Census search - one address - same address subsequent year to include copies of six entries, further copies to be charged at 50p per 6 entries	R	2.25	2.25		STD	2.25	0.00%	2.25	0.00%			2.25	0.00%	2.25	0.00%		0.00%
Family History - Local Newspapers Search - Article on one specific event	R	3.50	3.50		STD	3.50	0.00%	3.50	0.00%			3.60	2.86%	3.60	2.86%		0.00%
Family History - Electoral Register Search - 1890-1914. Name & address. Occupant at one address. (5 year Search)	R	3.50	3.50		STD	3.50	0.00%	3.50	0.00%			3.60	2.86%	3.60	2.86%		0.00%

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Family History - Electoral Register Search- 1920 - onwards. Name & address. Occupant at one address. (5 year Search)	R	3.50	3.50		STD	3.50	0.00%	3.50	0.00%			3.60	2.86%	3.60	2.86%		0.00%
Family History - Directories Search - Occupant at one address or trade. (5 year Search)	R	3.50	3.50		STD	3.50	0.00%	3.50	0.00%			3.60	2.86%	3.60	2.86%		0.00%
Family History - Parish Registers Search - Entry of baptism, marriage or burial	R	1.75	1.75		STD	1.75	0.00%	1.75	0.00%			1.80	2.86%	1.80	2.86%		0.00%
Family History -Rate Books Search - Occupant at one address	R	3.50	3.50		STD	3.50	0.00%	3.50	0.00%			3.60	2.86%	3.60	2.86%		0.00%
Family History -Journals Search - Article on one specific topic	R	3.50	3.50		STD	3.50	0.00%	3.50	0.00%			3.60	2.86%	3.60	2.86%		0.00%
Family History -Photographs Search - Photos of one specific place or topic	R	3.50	3.50		STD	3.50	0.00%	3.50	0.00%			3.60	2.86%	3.60	2.86%		0.00%
Other Research - per half hour	R	15.00	15.00		STD	15.00	0.00%	15.00	0.00%			15.50	3.33%	15.50	3.33%		0.00%
<b>Other</b>																	
Annual Membership Fees - Non-Residents	R				EXP	0.00		0.00				0.00		5.00		0.00	0.00%
Computer Hire Charges after 30 Minutes - Non-Residents	R				EXP	0.00		0.00				0.00		0.50		0.00	0.00%

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## **Street naming and numbering**

**New fees for this service were agreed by Cabinet on the 18<sup>th</sup> November 2010**

### **Legislative empowerment**

Hillingdon Council is responsible for the naming and numbering of new or existing streets and buildings within the borough boundaries. The council carries out these functions under The London Building Acts (amendment) Act 1939 – Part 11.

Section 5 allows an intended name of a road to be proposed to the Council, and if the Council objects to that name it must do so within one month. The Council will place a public notice about the name and consult the postal and emergency services and any interested party affected by the name. However

Section 6 allows the Council to assign any name it thinks fit, after carrying out consultations outlined above.

The council has sole right to:

- Name new streets and pathways (parks are excluded)
- Name new buildings (licensed premises and theatres are excluded)
- Rename existing streets and buildings
- Decide on numbering and renumbering of buildings

### **Procedure**

The decision to name streets and the numbering of buildings follows council guidelines and various legal statutes. In May of this year it was agreed by Cabinet that:

The guidelines for street naming be reviewed and updated with agreed criteria

Approval be given for the Leader of the Council to have discretionary authority to consider and agree the use of names relating to contemporary, local or national events and activity, and

Approval be given for the Leader of the Council to have discretionary authority to agree the use of names of an individual or notable person who was born or lived in the area or had a significant connection with the area/site or building.

The above recommendations were agreed by Cabinet and immediately implemented. The introduction of charges for street naming and numbering would not affect any of these recommendations.

The processing of proposals for new street naming and numbering require quick turn around of decisions and do not attract extensive public interest. For proposals to name new streets the developer is asked in the first instance for suggestions within Council guidelines. If the developer cannot think of a name, officers look into the local history of the area to find out whether there are any appropriate names that might be considered. In appropriate cases that can involve liaison with local history societies (RAF Eastcote Street naming involved input from the local history society).

When it is a Council Scheme the housing association or the Council may also suggest names, but a formal process must be followed. The general rule is that if the name of a person is suggested; for example, government officers, MPs, Royalty, Councillors etc this person must have been dead for ten years. In the rare event that this principle is disregarded then written permission must be obtained from that person or next-of-kin.

Formal consultation is carried out with the Post Office, Fire Brigade and Ambulance Service to check whether they have any objections to the proposed name. If there are no objections the name and postal number for each dwelling is officially allocated and a notice issued to the developer. Confirmation is sent to those consulted and then the Post Office allocates the postcode/s. Each month officers issue a list of all new addresses distributed to a number of council departments as well as adjoining boroughs, the Police, BT, Cable Corp, and Bartholomew Maps. Ordnance Survey is also advised. Site visits are often required to verify application details. There is thus quite a lot of work involved in the various administrative processes carried out by Council technical support staff.

### **Potential to generate income from naming of streets and buildings**

Section 93 of the Local Government Act 2003 confers a general power to charge for discretionary services with the intention of allowing local authorities to recover costs, though not to generate surplus.

*Section 93 is already used to justify charged pre-application advice to developers by the Planning Service. (In 2009-2010 this advice generated close to £100K income).*

*The constraints that exist under Section 93 are (as outlined in the Act):*

*(2) Subsection (1) does not apply if the authority:-*

- (a) has power apart from this section to charge for the provision of the service, or*
- (b) is expressly prohibited from charging for the provision of the service.*

*(3) The power under subsection (1) is subject to a duty to secure that, taking one financial year with another, the income from charges under that subsection does not exceed the costs of provision.*

Section 2(a) is effectively stating that authorities should not double charge. One example is a fee being paid on submission of a planning application, should not be followed by another fee under Section 93.

### Charges for Hillingdon

To name or rename a road: £250 + VAT

To name or rename a building/street numbering £100.00 + VAT

Research on possible names for roads or buildings: £60:00 + VAT per hour, chargeable in 15 minute units.

It should be noted that for RAF Eastcote there was considerable research into suitable names linked to the history of the site as an RAF base. The research charge would therefore be very sensible in light of future re-development plans for other RAF sites in the Borough.

### Examples of charging from Authorities covered by the London Building Act Part II Amendment of 1939

Overall Highest London charges	KENSINGTON & CHELSEA	To name or rename an existing road or building: £125.00	To name a new road or building £515.00	Research on possible names for roads or buildings: £50:00 per hour, chargeable in 15 minute units
Medium Charge/Easy to Apply fees	EALING	Street Naming £ 250	Building Naming £ 100 Street Numbering £ 100	
Lower charge/Complicated fees	BARKING & DAGENHAM Charges exclude VAT:	New property (1) = £40 Change of approved address = £40	New Road Name = £210 New Property Name = £190	Conversion of existing property to up to 4 units = £95 New plots within a development (from 2 to 25) each = £31.50 New plots within a development (26 to 99) each = £26.25 New plots within a development (100 or more) each = £21

Hillingdon have implemented charges in a 'mid-range', similar to those which Ealing have in place. These have the advantage of being relatively straightforward to apply and administer. The £515 charge to re-name a building imposed by Kensington and Chelsea may be appropriate in the context of the very high house land values in that Borough, but is arguably not appropriate to Hillingdon. Furthermore it could lead to conflict with Section 93 subsection (3) if applied in Hillingdon. The vast majority of requests (between 100 and 200 requests a year for Hillingdon) are for new building names or street numbering.

### **Highways Act Charges**

**Charges under the Highways Act 1980 regard the regulation of the erection of banners on street furniture and erection of festive lights and decorations.**

It is a requirement of S 117 and S 171 of the Highways Act 1980 to obtain the permission of the local authority for the erection of banners and also the erection of festive lights or decorations on street furniture or guardrails. This is to ensure that the liability of the council to claims that might result from any accidents arising from or caused by the activity, is retained by the applicant.

The charging of fees to community groups or charities has been the subject of recent concern as such groups have suggested that it is unfair or unreasonable for the council to charge when their funds are generated entirely for the benefit of residents, local business groups or charitable activities.

The principal has been accepted in relation to Street Trading applications and as a consequence Cabinet in October authorised that fees from community groups may be waived for Street Trading applications during the current regulations amendment consultation period, subject to the individual approval of the Corporate Director of Planning, Environment & Community Services and the Leader. A final report regards the results of consultation concerning these proposed changes to Street Trading will be considered by Cabinet in January when a final decision will be taken.

It is quite common for residents associations and chambers of commerce to seek permission for banners promoting events and for erection of lights and decorations in town centres.

Consequently, it is considered that there should be similar dispensation for community groups and charities regards licenses and permits issued under the Highways Act 1980 for matters such as banners on guardrails, decorative lights, where there has previously been a charge of £143.50 per application.



Community groups are defined as one which is based within the boundaries of the borough, and are self funding, run by volunteers, and / or established to benefit residents groups, business groups or charities. Community groups may not seek to waive the fees of commercial organisations associated with, working for or contributing to their events or activities, unless their premises front onto the location of the community event and for that occasion only.

**PROPOSED RECOMMENDATION**

That Cabinet approve the waiving of fees for community groups and charities in relation the erection of banners, festive lights and similar.









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Project	Group	Financed by:				Draft Programme	Draft Programme	Draft Programme	Financed by:		
		Draft Programme	Council Resources	Supported Borrowing	Other Sources				Council Resources	Supported Borrowing	Other Sources
		2011/12 (£000s)	2011/12 (£000s)	2011/12 (£000s)	2011/12 (£000s)				2012/15 (£000s)	2012/15 (£000s)	2012/15 (£000s)
<b>Planning Environment &amp; Community Services</b>											
Arundel Road Development HIP	PE&CS	2,000	2,000	0	0	0	0	0	0	0	0
CCTV Programme	PE&CS	230	230	0	0	0	0	0	0	0	0
Farm Barns	PE&CS	155	155	0	0	0	0	0	0	0	0
Hayes End Library Development	PE&CS	2,100	2,100	0	0	0	0	0	0	0	0
Highgrove Pool Phase II	PE&CS	3,800	3,800	0	0	0	0	0	0	0	0
Libraries Refurbishment	PE&CS	622	622	0	0	311	0	0	311	0	0
Libraries Refurbishment - Central Library	PE&CS	2,000	2,000	0	0	1,000	0	0	1,000	0	0
New Years Green Lane	PE&CS	1,573	1,573	0	0	0	0	0	0	0	0
South Ruislip Development	PE&CS	6,634	6,634	0	0	258	0	0	258	0	0
Transport for London	PE&CS	4,000	0	0	4,000	4,000	4,000	4,000	0	0	12,000
Willow Tree Centre	PE&CS	300	300	0	0	0	0	0	0	0	0
Yiewsley Pool	PE&CS	6,304	6,304	0	0	0	0	0	0	0	0
		29,718	25,718	0	4,000	5,569	4,000	4,000	1,569	0	12,000
<b>Programmes of Works</b>											
Chrysalis Programme	PE&CS	1,000	1,000	0	0	1,000	1,000	1,000	3,000	0	0
Civic Centre Enhancements	PE&CS	1,200	1,200	0	0	1,185	1,115	0	2,300	0	0
Environmental Assets	PE&CS	1,000	1,000	0	0	0	0	0	0	0	0
Highways Localities Programme	PE&CS	258	258	0	0	258	258	258	774	0	0
Highways Structural Works	PE&CS	950	950	0	0	950	950	950	2,850	0	0
Property Enhancements Programme	PE&CS	600	600	0	0	600	600	600	1,800	0	0
Road Safety	PE&CS	150	150	0	0	150	150	150	450	0	0
Street Lighting	PE&CS	180	180	0	0	180	180	180	540	0	0
Town Centre Initiatives	PE&CS	325	325	0	0	325	325	325	975	0	0
		5,663	7,313	0	1,500	7,798	7,728	6,613	17,639	0	4,500
<b>Programme Total PE&amp;CS</b>		35,381	33,031	0	5,500	13,367	11,728	10,613	19,208	0	16,500

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## **FORWARD PLAN 2011**

**Contact officer: Natasha Dogra**  
**Telephone: 01895 277488**

### **REASON FOR ITEM**

The Committee is required by its terms of reference to consider the Forward Plan and comment as appropriate to the decision-maker on key decisions which relate to services within its remit (before they are taken by Cabinet or Cabinet Member).

### **OPTIONS OPEN TO THE COMMITTEE**

- To comment on items going to the Cabinet or Cabinet Members for decision.
- Or to note the items and decide not to comment.

### **INFORMATION**

#### The Forward Plan

1. The Forward Plan for the following months has been published. Those items that are within this Committee's remit are shown on the attached version of the Forward Plan. The Committee may wish to consider these items and comment to the decision-maker.
2. Committee Members are requested to send in any questions they have on any items in the attached Forward Plan or in the published Cabinet agenda and reports, and to request any officers that they wish to be present to give advice.

### **SUGGESTED COMMITTEE ACTIVITY**

- To consider whether there are comments or suggestions that the Committee wishes to make that will aid Cabinet's decision-making.

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# The Cabinet Forward Plan

Ref	Report Title	Advance information	Ward(s)	Report to Full Council	Cabinet Member(s) Responsible	Officer Contact	Consultation	Background Documents	NEW ITEM
<small>ASCH&amp;H = Adult Social Care, Health &amp; Housing; DCEO = Deputy Chief Executive's Office; E&amp;CS = Education &amp; Children's Services; F&amp;BS = Finance &amp; Business Services; PECS = Planning, Environment &amp; Community Services</small>									
<b>CABINET - 20 JANUARY 2011</b>									
458	<b>HRA Pipeline Programme Phase 2 (Low Cost Home Ownership)</b>	The report seeks approval to take the necessary actions to proceed with Phase 2 of the HRA pipeline programme. This will involve the redevelopment of small garage sites to deliver new housing for Low Cost Home Ownership. The Council has provisionally been awarded £725,000 of funding from the Homes and Communities Agency (HCA) to part fund the programme subject to approval being received.	Brunel, Harefield, Pinkwell, South Ruislip, Townfield		Cllr Philip Corthorne	ASCH&H - Paul Feven	Corporate Teams		<b>NEW</b>
555	<b>Primary Capital Programme</b>	Cabinet approval is sought for additional expenditure to accept tenders for construction works at six sites - Whitehall, Colham Manor, Grange Park, Cranford Park, Brookside & William Byrd and delegated approval for the appointment of consultants for Rosedale College, Design & Build contract.	Various		Cllr Jonathan Bianco	PECS - Bill Ogden / Eileen Nicholson	Corporate Teams		<b>NEW</b>
506	<b>Cattle Feed Barn, Whiteheath Farm</b>	Cabinet will be asked to accept a tender for the construction of a Cattle Feed Barn at Whiteheath Farm in Harefield	Harefield		Cllr Jonathan Bianco	PECS - Michael Kinsella	Corporate Teams		<b>Moved from Dec 2010</b>
495	<b>Planning Tender</b>	This report to Cabinet will concern a new single planning tender to replace the existing planning tenders which outsource registration, scanning and planning application processing. It will give full budgetary and service implications of the recommended tender.	All		Cllr Keith Burrows / Cllr Scott Seaman-Digby	PECS - James Rodger / Matthew Duigan	Corporate Teams		<b>Moved from Dec 2010</b>

Ref	Report Title	Advance information	Ward(s)	Report to Full Council	Cabinet Member(s) Responsible	Officer Contact	Consultation	Background Documents	NEW ITEM
ASCH&H = Adult Social Care, Health & Housing; DCEO = Deputy Chief Executive's Office; E&CS = Education & Children's Services; F&BS = Finance & Business Services; PECS = Planning, Environment & Community Services									
530	<b>Amendments to Regulation of Street Trading</b>	Cabinet will be asked to consider the consultation responses and final approval of additions and amendments to Street Trading Terms & Conditions (Regulations) under London Local Authorities Act to accommodate streamlining of the application process for community events and delegation of authority.	Town Centre Wards		Cllr Jonathan Bianco	PECS - David Frost / Bill Hickson			
482	<b>Security Contract</b>	Cabinet will be asked to consider the Council's Security Contract following a tender exercise.	All		Cllr Scott Seaman-Digby & Cllr Jonathan Bianco	PECS - Steve Smith	Corporate Teams		
SI	<b>Reports from Policy Overview Committees</b>	Major Policy Review recommendations for consideration by the Cabinet as and when completed.	TBC		as appropriate	DCEO - Democratic Services			
SI	<b>Monthly Council Budget - monitoring report</b>	The Cabinet receives a monthly report setting out in detail the council's revenue and capital position.	All		Cllr Jonathan Bianco	F&BS - Paul Whaymand			
<b>CABINET MEMBER DECISIONS - JANUARY 2011</b>									
546	<b>Works to Stock Programme - confirmation of adjustments</b>	As per the Cabinet Member's new delegations in respect of Housing Services, this report seeks Cabinet Member approval of a number of proposed adjustments to the 2010/11 programme for works to existing stock since its approval by the former Hillingdon Homes Board in October 2009	Various		Cllr Philip Corthorne	ASCH&H - Grant Walker			<b>NEW</b>
538	<b>Street Naming Policy</b>	The Leader of the Council will be asked to approve a revised Street Naming Policy for the Borough, including the approval of any street names that have recently arisen.	All		Cllr Ray Puddifoot	PECS - James Rodger			<b>Moved from Dec</b>

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339	<b>Highway Winter Service Operational Plan 2010/11</b>	This report seeks the Cabinet Member's approval for the Winter Service Plan 2010/11. The Council has a statutory duty to ensure, so far as is reasonably practicable, that safe passage along the highway is not endangered by snow or ice. The last two severe winters have highlighted the importance of the winter service to the public. The Winter Service Plan sets out how the winter maintenance service is to be provided by the Council.	All		Cllr Keith Burrows	PECS - John Fern			Moved from Dec
SI	<b>Standard Items taken each month by the Cabinet Member</b>	Cabinet Members make a number of decisions each month on standard items - details of these standard items are listed at the end of the Forward Plan.	Various		All	DCEO - Democratic Services	Various	Various	
<b>CABINET - 17 FEBRUARY 2011</b>									
551 <sup>a</sup> 121	<b>Off site answering and processing of Council Tax telephone calls</b>	Cabinet will be requested to enter into a further agreement with Liberata plc to provide telephone answering and processing of Council Tax calls.	N/A		Cllr Jonathan Bianco	F&BS - Rob Smith			NEW
553	<b>Parking Enforcement Contract extension</b>	In May 2008, Cabinet recommended that the Parking Enforcement Contract be awarded to Mouchel Traffic Services Ltd. This provides services for an initial period of three years with a possibility of extending the contract for a further two years. The contract commenced in August 2008 and this report considers the extension until August 2013.	All		Cllr Keith Burrows	PECS - Roy Clark	Corporate Teams		NEW
554	<b>7 Breakspear Road North, Harefield</b>	Cabinet will be asked to approve that 7 Breakspear Road North is declared surplus to requirement and to consider selling the property.	Harefield		Cllr Jonathan Bianco	PECS - Mayur Patel			NEW

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542	<b>Responsible Retailers Initiative</b>	Cabinet will be asked to approve a scheme which gives recognition to those retailers who have committed to trading responsibly.	All		Cllr Douglas Mills	PECS - Ed Shaylor / Sue Pollitt			Moved from Jan 2011 Cabinet
539	<b>Procurement of Building Works at Hayes End Library Site</b>	To accept a tender for the demolition of the existing library and the construction of a new library and 15 one and two bedroom residential flats including external works and parking.	Charville		Cllr Jonathan Bianco	PECS - Chris Mafico			Moved from Jan 2011 Cabinet
510	<b>Counter-terrorism Supplementary Planning Document</b>	As a required part of the Local Development Framework, Cabinet will be asked to consider a counter-terrorism SPD. The information contained within will be suitable for the public domain.	All		Cllr Keith Burrows / Cllr Douglas Mills	PECS - James Rodger			Moved from Jan 2011 Cabinet
510	<b>West London Home Energy Retrofit programme</b>	The London Development Agency have awarded West London £1,281,875 over 2010 - 12 for the delivery of their pan London home energy efficiency retrofit programme, entitled "RE:NEW". Hillingdon has been selected as the lead borough for this programme in West London and are responsible for the procurement of contractors off the LDA procured Framework Agreement. This report will seek authorisation to award the contract to the winning tenderer/s for the delivery of the programme across West London	Charville		Cllr Philip Corthorne / Cllr Scott Seaman-Digby	ASCH&H - Jo Gill	LBH Legal, Finance and Procurement teams including West London Housing Partnership		Moved from Dec 2010
533	<b>Regulation of Street Entertainment (Busking)</b>	Cabinet will be asked to consider consultation responses and final approval for regulation of street entertainment (Busking).	Town Centre Wards		Cllr Jonathan Bianco	PECS - David Frost / Bill Hickson			
541	<b>Water Quality Services</b>	To accept a tender for the provision of Water Quality Services for the monitoring of water supplies across all Council buildings.	All		Cllr Jonathan Bianco & Cllr Seaman-Digby	PECS - Geoff Eldridge			

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514	<b>The Council's Budget - Medium Term Financial Forecast 2011/12 - 2014/15</b>	Following consultation, this report will set out the Medium Term Financial Forecast (MTFF), which includes the draft General Fund reserve budget and capital programme for 2011/12 for recommendation to full Council for approval.	All	24-Feb-11	Cllr Jonathan Bianco	F&BS - Paul Whaymand	Public consultation through the Policy Overview Committee in accordance with the Budget and Policy Framework rules and statutory consultation with business ratepayers	Local government finance settlement information on DCLG website	
SI Page 123	<b>Reports from Policy Overview Committees</b>	Major Policy Review recommendations for consideration by the Cabinet as and when completed.	TBC		as appropriate	DCEO - Democratic Services			
SI	<b>Monthly Council Budget - monitoring report</b>	The Cabinet receives a monthly report setting out in detail the council's revenue and capital position.	All		Cllr Jonathan Bianco	F&BS - Paul Whaymand			
<b>CABINET MEMBER DECISIONS - FEBRUARY 2011</b>									
SI	<b>Standard Items taken each month by the Cabinet Member</b>	Cabinet Members make a number of decisions each month on standard items - details of these standard items are listed at the end of the Forward Plan.	Various		All	DCEO - Democratic Services	Various	Various	
<b>CABINET - 17 MARCH 2011</b>									

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503b	<b>Gatehill Farm Estate Conservation Area Status</b>	As part of the ongoing programme of review of the Borough's Conservation Areas, Gatehill Farm Estate Area of Special Local Character (ASLC) has been reconsidered. It is felt that the area is eligible for designation as a conservation area. Following the public consultation, the report informs the Cabinet of the outcome of the consultations and seeks approval for upgrading Gathill Farm Estate Area of Special Local Character as Conservation Area.	Northwood Hills		Cllr Keith Burrows	PECS - Nairita Chakraborty	Ward Councillors, local residents, owners and other interested groups within the proposed area	Various	<b>Moved from Feb</b>
SI	<b>Voluntary Sector Leases Report</b>	Regular report on discounted leases to voluntary sector organisations that benefit residents and the wider community	All		Cllr Jonathan Bianco	PECS - Gregory Morrison			
SI	<b>Quarterly Planning Obligations Monitoring report - Quarter 3</b>	Regular monitoring report with information about spending on section 106 (developer contribution) monies.	All		Cllr Keith Burrows	PECS - Jales Tippell / Vanessa Scott		Previous Cabinet Reports	
SI	<b>Reports from Policy Overview Committees</b>	Major Policy Review recommendations for consideration by the Cabinet as and when completed.	TBC		as appropriate	DCEO - Democratic Services			
SI	<b>Monthly Council Budget - monitoring report</b>	The Cabinet receives a monthly report setting out in detail the council's revenue and capital position.	All		Cllr Jonathan Bianco	F&BS - Paul Whaymand			
<b>CABINET MEMBER DECISIONS - MARCH 2011</b>									
SI	<b>Standard Items taken each month by the Cabinet Member</b>	Cabinet Members make a number of decisions each month on standard items - details of these standard items are listed at the end of the Forward Plan.	Various		All	DCEO - Democratic Services	Various	Various	

## CABINET - 14 APRIL 2011



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ASCH&H = Adult Social Care, Health & Housing; DCEO = Deputy Chief Executive's Office; E&CS = Education & Children's Services; F&BS = Finance & Business Services; PECS = Planning, Environment & Community Services									
549	<b>Borough Transport Strategy - Local Implementation Plan 2011-14</b>	Following the expected decision in December 2010 by Cabinet to consult on this 4 year transport strategy for the Borough, the Cabinet will be requested to formally endorse it. As a policy framework document Cabinet may recommend it to full Council for formal adoption. It will detail the fund allocation approved by Transport for London for the Borough up to 2014.	All	12 May 2011	Cllr Keith Burrows	PECS - Jales Tippell	Various stakeholders and the relevant Policy Overview Committee		<b>NEW</b>
552	<b>High Speed 2 - Consultation Response</b>	The Cabinet will give a comprehensive and robust response on behalf of the Borough and its residents to the anticipated Government consultation on proposals for a High Speed Rail route potentially impacting upon the Borough.	West Ruislip, Manor, Ickenham, South Ruislip, Harefield and beyond		Cllr Keith Burrows	PECS - Jales Tippell	Residents, Residents Associations and relevant organisations within the Borough, other local authorities.		<b>NEW</b>
SI	<b>Reports from Policy Overview Committees</b>	Major Policy Review recommendations for consideration by the Cabinet as and when completed.	TBC		as appropriate	DCEO - Democratic Services			
SI	<b>Monthly Council Budget - monitoring report</b>	The Cabinet receives a monthly report setting out in detail the council's revenue and capital position.	All		Cllr Jonathan Bianco	F&BS - Paul Whaymand			
<b>CABINET MEMBER DECISIONS - APRIL 2011</b>									
SI	<b>Standard Items taken each month by the Cabinet Member</b>	Cabinet Members make a number of decisions each month on standard items - details of these standard items are listed at the end of the Forward Plan.	Various		All	DCEO - Democratic Services	Various	Various	

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# Agenda Item 8

## RESIDENTS' AND ENVIRONMENTAL SERVICES POLICY OVERVIEW COMMITTEE 2010-11

**Contact Officer:** Natasha Dogra

**Telephone:** 01895 277488

### REASON FOR ITEM

**All Committee meetings will begin at 6.00 p.m.** That the Committee consider revisions to the scheduling of existing meetings based upon review topics during 2010/11 as set out below:

### WORK PROGRAMME

<b>8 June 2010</b>	Work Programme – review the annual work programme
	Review Discuss – to discuss potential review topics for 2010/11.
	Cabinet Forward Plan – review forthcoming decisions and if appropriate, comment to the decision-maker.
<b>27 July 2010</b>	Work Programme – review the annual work programme
	Review 1 – to consider various scoping reports and decide on one or two review topics for 2010/11.
	LDF - Core Strategy: Consultation on Policy Framework document.
	Cabinet Forward Plan – review forthcoming decisions and if appropriate, comment to the decision-maker.
<b>22 September 2010</b>	Work Programme – review the annual work programme
	Review 1 – Witness Session: Importation and Distribution
	Review 2 – Consideration of Scoping Report
	Cabinet Forward Plan – review forthcoming decisions and if appropriate, comment to the decision-maker.

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Residents' and Environmental Services Policy Overview Committee

PART 1 – MEMBERS, PUBLIC AND PRESS

<b>7 October 2010</b>	Work Programme – review the annual work programme
	Review 1 – Witness Session: Social
	Cabinet Forward Plan – review forthcoming decisions and if appropriate, comment to the decision-maker.
<b>16 November 2010</b>	Work Programme – review the annual work programme
	Statement of Licensing Policy - consultation update
	Annual Safety at Sports Ground Report – Committee update.
	Review 1 – witness session: Health
	Cabinet Forward Plan – review forthcoming decisions and if appropriate, comment to the decision-maker.
<b>07 December 2010</b>	Work Programme – review the annual work programme
	Review 1 – witness session: crime and anti-social behaviour
	Cabinet Forward Plan – review forthcoming decisions and if appropriate, comment to the decision-maker.
<b>18 January 2011</b>	Work Programme – review the annual work programme
	Review 1 – potential conclusions and comments on the Khat Consultation Paper
	Budget Reports for consideration
	Cabinet Forward Plan – review forthcoming decisions and if appropriate, comment to the decision-maker.
<b>15 February 2011</b>	Work Programme – review the annual work programme
	Review 1 – witness session: national
	Cabinet Forward Plan – review forthcoming decisions and if appropriate, comment to the decision-maker.
<b>8 March 2011</b>	Work Programme – review the annual work programme
	Review 1 – discussion of conclusions and recommendations

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Residents' and Environmental Services Policy Overview Committee

PART 1 – MEMBERS, PUBLIC AND PRESS

	Cabinet Forward Plan – review forthcoming decisions and if appropriate, comment to the decision-maker.
<b>12 April 2011</b>	Work Programme – review the annual work programme
	Review 1 – agree final report
	Cabinet Forward Plan – review forthcoming decisions and if appropriate, comment to the decision-maker.

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