



# CABINET

<b>7.30 pm</b>	<b>Wednesday 10 February 2016</b>	<b>Council Chamber - Town Hall</b>
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Members 9: Quorum 5

Councillor Roger Ramsey (Leader of the Council), Chairman

**Cabinet Member responsibility:**

Councillor Damian White

Housing

Councillor Robert Benham

Environment

Councillor Wendy Brice-Thompson

Adult Social Services and Health

Councillor Meg Davis

Children and Learning

Councillor Osman Dervish

Regulatory Services and Community Safety

Councillor Melvin Wallace

Culture and Community Engagement

Councillor Clarence Barrett

Financial Management

Councillor Ron Ower

Housing Company Development and  
OneSource Management

**Andrew Beesley**  
**Committee Administration Manager**

**For information about the meeting please contact:**  
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Reporting means:-

- filming, photographing or making an audio recording of the proceedings of the meeting;
- using any other means for enabling persons not present to see or hear proceedings at a meeting as it takes place or later; or
- reporting or providing commentary on proceedings at a meeting, orally or in writing, so that the report or commentary is available as the meeting takes place or later if the person is not present.

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## **AGENDA**

### **1 ANNOUNCEMENTS**

On behalf of the Chairman, there will be an announcement about the arrangements in case of fire or other events that might require the meeting room or building's evacuation.

### **2 APOLOGIES FOR ABSENCE**

(if any) - receive

### **3 DISCLOSURES OF INTEREST**

Members are invited to disclose any interests in any of the items on the agenda at this point of the meeting. Members may still disclose an interest in an item at any time prior to the consideration of the matter.

### **4 MINUTES** (Pages 1 - 8)

To approve as a correct record the minutes of the meeting held on 20 January 2016, and to authorise the Chairman to sign them.

### **5 THE COUNCIL'S BUDGET 2016/17** (Pages 9 - 232)

### **6 TREASURY MANAGEMENT STRATEGY STATEMENT, PRUDENTIAL INDICATORS AND MINIMUM REVENUE PROVISION STATEMENT FOR 2016/17** (Pages 233 - 254)

### **7 HRA BUDGET FOR 2016/2017 AND HRA MAJOR WORKS CAPITAL PROGRAMME 2016/17 - 2018/19** (Pages 255 - 274)

### **8 LONDON BOROUGH OF BEXLEY JOINING THE ONESOURCE JOINT COMMITTEE** (Pages 275 - 330)

### **9 RAINHAM AND BEAM PARK MASTERPLAN AND PLANNING FRAMEWORK** (Pages 331 - 492)

### **10 RAINHAM AND BEAM PARK HOUSING ZONE LAND ACQUISITION STRATEGY** (Pages 493 - 522)

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**MINUTES OF A CABINET MEETING**  
**Council Chamber - Town Hall**  
**Wednesday, 20 January 2016**  
**(7.30 - 8.45 pm)**

**Present:**

Councillor Roger Ramsey (Leader of the Council), Chairman

**Cabinet Member responsibility:**

Councillor Damian White	Housing
Councillor Robert Benham	Environment
Councillor Wendy Brice-Thompson	Adult Social Services and Health
Councillor Meg Davis	Children and Learning
Councillor Osman Dervish	Regulatory Services and Community Safety
Councillor Melvin Wallace	Culture and Community Engagement
Councillor Clarence Barrett	Financial Management
Councillor Ron Ower	Housing Company Development and OneSource Management

Councillors Ray Morgon, David Durant, Keith Darvill, Stephanie Nunn, and Jody Ganly also attended.

There were two members of the press present.

Unless otherwise indicated, all decisions were agreed unanimously with no Member voting against.

**36 MINUTES**

The minutes of the meeting held on 16 December 2015 were agreed as a correct record and were signed by the Chairman.

**37 THE COUNCIL'S FINANCIAL STRATEGY**

*Councillor Roger Ramsey, Leader of the Council, introduced the report*

Cabinet was reminded that it had received reports on the 4 November 2015 and the 16 December 2015 which had provided an update on developments

at the national level and the consequential impact on local government funding and set out information on the financial position within Havering.

The November report had set out the Council's financial strategy to manage the implications of funding reductions and cost pressures over the following three years. It had contained specific proposals which would enable the Council to set a balanced budget for 2016/17 and 2017/18 but would leave a shortfall of £2.4 m in 2018/19.

The December report had provided some initial feedback on the Government's Autumn Statement and in particular had sought the Cabinet's views on the proposal to give Councils the power to raise an additional 2% in the Council Tax precept for the sole purposes of funding Adult Social Care.

This report updated Members on the Local Government Financial Settlement and the significant implications for the corporate budget and the proposed financial strategy for the coming year, the latest in-year financial monitor and the proposed capital programme as well as updating Members on the outcome of the original budget consultation.

The provisional Local Government Financial Settlement had now been announced and the relevant details were included in the report before Cabinet, together with a summary of the key elements of the Autumn Budget Statement. Havering's financial strategy included provision for an expected reduction in the Revenue Support Grant (RSG) over the next three years however, the proposed reductions in Havering's grant settlement were much deeper than expected. The estimated shortfall in the three year financial strategy had increased from £2.4m to approximately £12.5m. Further changes in the strategy were therefore required and would be considered as part of the current and subsequent reports.

The report also set out the Council's capital spending position and the Leader provided those present with a detailed synopsis of the implications of the reductions, the options available to the Council and the strategies by which the Council was seeking to minimise the impact of the current and future Government fiscal policies on the residents of the borough. The Leader also informed Cabinet that there was a change of wording to recommendation 14 in respect of Voluntary Grants.

### **Reasons for the Decision**

This would enable the Council to develop its budget as set out in the constitution.

### **Other options considered:**

None. The Constitution required this as a step towards setting the Council's budget.

Cabinet:

1. **Noted** the progress made to date with the development of the Council's budget for 2016/17 and the Council's likely intention to increase Council Tax by 1.97%, although no decisions would be taken until the February Cabinet meeting.
2. **Noted** that an additional 2% increase in the Council Tax precept might be levied for the sole purpose of funding Adult Social Care pressures.
3. **Noted** the outcome of the Autumn Budget Statement and the likely impact on local authorities.
4. **Noted** the provisional local government financial settlement announcement and that arising from the settlement, there were reductions in mainstream Government funding in 2016/17 of £10.8 m for Havering.
5. **Delegated** authority to the Cabinet Member for Adult Social Services and Health and the Leader to approve an annual spend plan for the Public Health Grant.
6. **Delegated** to the Deputy Chief Executive - Children Adults and Housing to agree inflation rates with social care providers for 2016/17.
7. **Noted** the financial position of the Council in the current year.
8. **Agreed** the adjustments to the budget assumptions as set out in the table at paragraph 8 in the report which gave rise to an increase in the funding gap over a three year period 2016/17 to 2018/19.
9. **Noted** the implications for the draft Capital programme for 2016/17.
10. **Agreed** that any underspends from the Corporate Contingency Fund, the Transformation budget and from any service revenue underspends, should be allocated to the Strategic Reserve
11. **Noted** the summary of the GLA's consultation budget and the expected date for the publication of the final proposals.
12. **Noted** the outcome of the public consultation on the budget process.
13. **Recommended to Full Council** that the CTS Scheme 2016 should be approved. (appendices D, E, F to the report)
14. **Delegated** to the relevant Deputy Chief Executive, authority to deliver the Voluntary Grants reduction (Appendix G to the report), with careful consideration given to the impact of those reductions on relevant stakeholders.

38     **DE-COMMISSIONING NON-MANDATED PUBLIC HEALTH SERVICES CURRENTLY FUNDED BY THE COUNCIL'S RING FENCED PUBLIC HEALTH GRANT**

*Councillor Wendy Brice-Thompson, Cabinet member for Adult Social Services and Health, introduced the report*

Cabinet was reminded that as part of the LBH Financial Strategy it had been agreed that a significant proportion of the Public Health ring-fenced grant (approximately 30%) would be redirected to other Council services to prevent them from being cut or to allow those services to make essential savings. The report had identified all those services which made important contributions to the overall health and wellbeing of Havering residents. Much of that funding had been directed to early help and health promotion for children and families as a priority. This approach diverted needy families away from statutory social care and delivered better short- and long-term outcomes.

To release this level of funding - particularly given the expected reduction in the public health grant for 16/17 and 17/18 – the Council needed to decommission some existing public health services. The report listed the services which were being proposed for decommissioning and sought the approval of Cabinet to decommission those services with effect from 31 March 2016 - subject to the outcome of a public consultation on the prioritisation of spend from within the ring-fenced public health grant.

**Reasons for the decision:**

This decision was required to allow the Public Health Service to reduce existing expenditure in order to redirect funding to other LBH services. This was part of LBH's Financial Strategy to achieve MTFS (Medium Term Financial Strategy) targets. Cabinet approval was required because of the costs involved.

**Other options considered:**

All commissioned non-mandated public health services were in scope for the review of cost effectiveness which had informed the decommissioning proposals. The services proposed for decommissioning had been selected either because there was little evidence of effectiveness or as the 'least worst option'.

Cabinet:

1.     **Authorised** a four week public consultation on the prioritisation of spend from within the Public Health Grant and the Council's proposals to decommission the services listed in paragraph two of the report with effect from 31 March 2016.
2.     **Delegated** the final decision on whether to decommission the services listed in the report at paragraph two to the Cabinet

Member for Public Health following the conclusion of the public consultation.

**39 SERVICE REVIEW OF THE HAVERING COMMUNITY MEALS SERVICE**

*Councillor Wendy Brice-Thompson, Cabinet member for Adult Social Services and Health, introduced the report*

Cabinet was reminded that Havering Catering Services (HCS) operated an in-house community meals service to 297 residents in Havering and 86 in Barking and Dagenham. This was a traditional 'Meals-on-Wheels' service based on provision only and was unable to provide a personalised service to its clients. In many ways it could be seen as no longer fit for purpose and not meeting the requirements as set out in the Care Act of 2015.

The service had seen a 9% per year decline in service users and hence had made increasing financial losses since 2012-13 which had been subsidised by the Council. This decline in Havering reflected national trends and over half of the London boroughs had already closed their Meals on Wheels services with a significant proportion of the remaining London authorities currently planning to/undertaking a review of their service, and instead choosing to signpost residents to a range of local meal providers which were offering a choice of frozen, chilled or hot meals.

As part of the Council's cost reduction exercise, the service had an MTFS (Medium Term Financial Strategy) target of £100k to be achieved in 2015/16. This had prompted the need to undertake a full review of the service which had included the following activities:

- A consultation exercise to gather feedback on the service from current community meals customers.
- A briefing meeting and other communications with staff and trade unions to seek input and ideas for improving income and/or cost saving measures.
- A marketing impact assessment to identify and assess effectiveness of bringing on board new customers.
- An options analysis of potential future operating models for the service.

The conclusion of the review was to recommend the closure of the Council's Community Meals on Wheels service and to follow the lead of other London boroughs in adopting a signposting approach. This recommendation was made as there was a wide range of high quality suppliers available to Havering residents (including at least one hot meal provider) which were able to provide nutritious meals at a cost which was affordable to service users. There was therefore no reason why (with dialogue and support from Adult Social Care teams) current service users would be disadvantaged by the proposed changes.

If the service was not closed, the Council would be required to subsidise the service to cover its additional annual which would continue to grow year on year as the number of users continued to decline.

The report sought Cabinet's approval to implement the recommendations of the service review which took full account of the service user consultation outcomes.

**Reasons for the decision:**

The recommendation of the service review to close the service had been made as a result of the robust work undertaken. The decision was necessary to meet the MTSF cost-saving objectives set by the Council which were designed to remove the meal subsidy and to make the service operate at full cost recovery from 2015/16.

The options analysis had not been able to identify a viable alternative operating model that prevented increasing annual losses which was ultimately driven by the on-going and steady decline in users. The recommendation would also remove the need to provide in the future an increased level of subsidy. The marketing impact assessment had demonstrated that paid advertising and the on-going activity by the team to promote the service across the borough had no significant impact on customer numbers which continued to fall year on year.

Signposting to a range of alternative meal providers would provide service users with a wide range of choice which underpinned the modern personalisation model for adult social care. Service users would be able to choose from a range of different meal providers to suit their budget and individual preferences. In addition to the frozen and chilled meal providers, at least one like-for-like hot meal home-delivery service had been identified which currently operated in Havering.

There might be a cost implication to service users as a result of this decision as some of the prices charged by other providers for a hot meal and dessert were higher than the £5.25 currently charged by the Council. This increase however sat comfortably within the acceptable cost increase identified by the majority of users in the consultation survey.

This represented what was likely to be a one-off opportunity for the Council to introduce a commercial hot meal provider to the mix without a formal contractual commitment. There was a risk that delaying the decision and allowing customer numbers to decline further could impact the viability of any future investment decision of a commercial hot meal provider.

**Other options considered:**

A number of alternative options for the service had been identified and robustly considered. All alternative options had been rejected on the grounds that they failed to meet the tests of full cost recovery and the long-term financial viability of the service as shown in the chart:

Option	Description	Full Cost Recovery	Long Term Viability
1	Do Nothing	Fail	Fail
2a	MTSF Cost Savings (7 day service)	Fail	Fail
2b	MTSF Cost Savings (5 day service)	Pass	Fail
3	Outsourced	Fail	N/A
4	Frozen Delivery	Fail	Fail
5	Decommission	N/A	N/A

In conclusion, officers had been unable to identify a viable alternative option for the community Meals on Wheels service which fully satisfied both tests.

Cabinet:

1. **Proposed** - subject to consultation with staff to the recommendations of the service review - to decommission the in-house community Meals on Wheels service and to implement a signposting scheme to direct users of the service to a wider choice of alternative meal provision (including an alternative hot meal delivery provider).
2. **Delegated** the power to take further decisions regarding the recommended proposals including their implementation to the Cabinet Member for Children & Learning, the Cabinet Member for Adults & Health and the Deputy Chief Executive, Children, Adult & Housing.
3. **Noted** that to identify and protect the most vulnerable, a full review of all service users was currently underway and arrangements would be put in place for those who needed support in accessing and preparing a meal and who were eligible for support.
4. **Noted** that - subject to final decisions on the proposals - the Council would commence the decommissioning of the service in March 2016 following a formal consultation period with staff and would conclude no later than June 2016.

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**Chairman**

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### CABINET

10 FEBRUARY 2016

**Subject Heading:**

**THE COUNCIL'S BUDGET 2016/17**

**Cabinet Member:**

**Councillor Roger Ramsey**

**CMT Lead:**

**Andrew Blake-Herbert**

**Report Author and contact details:**

Mike Board  
Corporate Finance and Strategy  
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01708 4322217  
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**Policy context:**

The Council is required to approve an annual budget and this report sets out the proposed budget for 2016/17 and includes recommendations to Council for the formal budget-setting process and setting a Council Tax increase of 1.99% (plus a 2.00% Adult Social Care precept) for the Havering element of Council Tax. This report deals with the overall budget position and sets out the detailed proposals for 2016/17 and recommends to Council the Council Tax level at band D as £1,267.64, before inclusion of the GLA precept.

**Financial summary:**

**Is this a Key Decision?**

**No**

**Is this a Strategic Decision?**

**Yes**

**When should this matter be reviewed?**

In 6 months

**Reviewing OSC:**

Overview & Scrutiny Board

### The subject matter of this report deals with the following Council Objectives

Havering will be clean and its environment will be cared for	[X]
People will be safe, in their homes and in the community	[X]
Residents will be proud to live in Havering	[X]

**ALL MEMBERS ARE ASKED TO RETAIN THIS REPORT AND ITS  
APPENDICES FOR REFERENCE AT THE COUNCIL TAX MEETING  
ON 24 FEBRUARY 2016**

**SUMMARY**

This report outlines the context within which the 2016/17 budget is being set and identifies the Council's overall policy direction, statutory duties and financial strategy.

The Council's budget needs to reflect the level of funding allocated to it by the Government. Cabinet received reports in November and December 2015 that provided an update on developments at the national level and the consequential impact on local government funding and set out information on the financial position within Havering.

The November report also set out the Council's long term financial strategy to manage the implications of funding reductions and cost pressures over the next three years. It contained specific proposals to bridge the funding gap for the next two years, but left a funding gap of £2.4m in 2018/19 which required further steps to be taken in order to close that gap.

A further report was made to Cabinet on 20 January 2016 which updated Members on the Local Government Financial Settlement, the impact on the proposed financial strategy for the coming financial year and the latest in year financial monitor. The report advised Cabinet that the three year funding gap had increased from £2.4m to £12.5m including £5.6m relating to 2016/17. The draft strategy recommended in this report includes a range of additional measures which are intended to bridge the gap for 2016/17. Further reports will be made to Cabinet during the course of 2016/17 to consider the options for bridging the gap for the financial year 2017/18 and beyond.

**The current position is that there would be an increase in the Havering element of the Council Tax of 1.99% plus a 2.00% precept for Adult Social Care.**

Final confirmation of the Greater London Authority (GLA) precept is expected at the meeting of the London Assembly on 22 February 2016. The Mayor has proposed a reduction in the current precept, as previously advised to Cabinet, and this has been the subject of a similar consultation process. Any changes to the GLA position will be reported at the Cabinet meeting if known, and an update will be provided for the Council meeting.

**On the assumption that this is approved by the London Assembly, the combined band D figure would increase to £1,543.64 an increase of 1.96%.**

This report provides details of the various components of the budget with appendices.

<b>RECOMMENDATIONS</b>
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**That Cabinet, in view of the need to balance the Council's policies, statutory requirements, government initiatives, inspection regimes and Council Tax levels:**

1. **Considers** the advice of the Chief Finance Officer as set out in **Appendix H** when recommending the Council budget.
2. **Approves** the following budgets for 2016/17:
  - The Council's draft General Fund budget as set out in **Appendix E**, formulated on the basis of:
    - An ELWA levy based on the anticipated budget and levy increase, and
    - The other assumptions set out in this report.
  - The delegated schools' draft budget
  - The capital programme as set out in Paragraph 3.28 and **Appendix I**,
3. **Delegates** to the Chief Executive and Deputy Chief Executives the implementation of the 2016/17 capital and revenue proposals once approved by Council unless further reports or Cabinet Member authorities are required as detailed.
4. **Agrees** that the Deputy Chief Executive Communities and Resources be authorised to allocate funding from the Capital contingency included within the draft capital programme.
5. **Agree** that the relevant Cabinet Member, together with the Leader, be delegated authority to commence tender processes and accept tenders for capital schemes included within the approved capital programme.
6. **Agrees** that to facilitate the usage of unringfenced resources, the Chief Executive and Deputy Chief Executives will review any such new funds allocated to Havering; make proposals for their use; and get it approved by the Leader and the Cabinet Member for Financial Management.
7. **Delegates** to the Chief Executive and Deputy Chief Executives the authority to make any necessary changes to service and the associated budgets relating to any subsequent specific grant funding announcements, where delays may otherwise adversely impact on service delivery and/or budgetary control, subject to consultation as appropriate.
8. **Approves** the schedule of Fees and Charges set out in **Appendix K**, with any recommended changes in year being implemented under Cabinet Member delegation.
9. **Agrees** that if there are any changes to the GLA precept and/or levies, the Chief Executive be authorised to amend the recommended resolutions accordingly and report these to Council on 24<sup>th</sup> February 2016.

**That in addition, Cabinet Recommends to Council:**

10. The General Fund budget for 2016/17
  - The Council Tax for Band D properties and for other Bands of properties, all as set out in **Appendix E**, as revised and circulated for the Greater London Authority (GLA) Council Tax.
  - The delegated schools' budget for 2016/17, as set out in **Appendix F**.
  - The Capital Programme for 2016/17 as set out in paragraph 3.28 and supported by Annexes 2, 3 and 4 of **Appendix I**.
11. That it pass a resolution as set out in section 3.32.5 of this report to enable Council Tax discounts to be given at the existing level

<b>REPORT DETAIL</b>
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This report is split into the following parts:

1. Overall Policy Direction and Strategy.
2. Consultation and the Overview and Scrutiny Committees.
3. Havering's Revenue Budget and Council Tax.
4. Capital Programme.
5. Treasury Management Strategy.
6. GLA Budget.
7. Overall Council Tax Impact.
8. Other Matters.
9. Housing Revenue Account.

Appendices provide more information in certain areas and are cross referenced to the relevant text below.

**1. Overall Policy Direction and Strategy**

- 1.1 The Council's budget is a reflection of the Council's Strategy expressed in financial terms. The Council's strategy reflects the main priorities of residents, as expressed in successive consultation exercises – principally, keeping the Borough clean and safe and promoting a high quality of life for local people.
- 1.2 These strategic objectives are at the heart of the corporate planning process for the new financial year. And so the Council's financial planning – both in terms of investment and savings - necessarily reflects the same focus.
- 1.3 The proposals in these papers follow on from the range of savings and income generation proposals agreed by Cabinet in November 2015 and December 2015. These proposals were the subject to a budget consultation exercise which concluded at the end of January 2016. Initial results were reported to Cabinet on 20 January whilst the feedback on the question

relating to the 2% Adult Social Care precept is included in this report. As such these budget proposals continue to reflect the local priorities as defined by the Administration in the light of a range of factors, including the results of recent public consultation exercises (notably nearly 12,000 responses to 2011's Your Council Your Say survey, 7,500 responses to 2012's Spring Clean survey and over 4,000 responses to the 2014 iteration of the Your Council, Your Say survey); the general economic climate; the outcome of the Comprehensive Spending Review (CSR); successive Autumn Budget Statements (ABS); the Local Government Financial Settlement (LGFS); and the future prospects for public sector funding.

1.4 It is important to note that the Council's financial strategy and budget development process is an iterative one, taking on board a wide variety of issues and enabling forward planning. These include:

- Responding to the difficult and fluid financial climate;
- Ensuring that the Council's policy priorities drive resource allocations;
- Ensuring there remain clear links between revenue and capital budgets;
- Continuing to ensure that all budgets have defined outputs;
- Continuing to seek greater efficiencies – including through working in partnership and prioritising effectively;
- Seeking funding from external agencies and/or partners;
- Continuing to benchmark and deliver value for money.

1.5 There will continue to be difficult decisions to make in future years. However, the overall planning process will ensure these decisions will take place in an informed manner to ensure resource allocation matches policy and service priorities.

1.6 A statement, setting out the Council's revenue and capital budget strategies, has previously been approved by Cabinet. These set out the key principles around the budget, and are reflected in this report. The statements are set out in **Appendix B**, as they underpin the approach taken to setting the Council's revenue and capital budgets.

1.7 It is important for the Council that our financial strategy continues the success achieved in recent years and the thrust therefore continues to ensure that it:

- Reflects the economic climate and the need for financial prudence;
- Ensures the level of reserves are appropriate;
- Links service planning with financial planning;
- Identifies service delivery trends, changes in legislation etc. that will have a financial impact;
- Accurately predicts levels of spend in the future to avoid further overspends;
- Identifies revenue costs resulting from capital expenditure,
- Matches resources to priorities;
- Costs areas of new or increased priority;
- Provides savings to balance the books;
- Provides savings to fund new investment and areas of increased priority;
- Costs new investment and estimates any subsequent payback;
- Increases value for money;

- Manages risk and uses risk assessment to inform decision making;
- Ensures all projects are adequately funded and resourced.

**Partnership Working**

- 1.8 Partnership working is strong in Havering and the Council continues to work with key public, private and community groups to shape the development of the Borough.
- 1.9 The Council has established oneSource, a partnership with Newham Council; a joint committee designed to provide back office functions more efficiently. More recently Bexley Council has agreed to join oneSource with affect from April 2016. Significant levels of savings are expected to be achieved through shared Management, ICT and procurement. These savings are reflected in the Council's financial strategy.

**Economic Climate**

- 1.10 Cabinet will be aware of the general economic climate and in particular the consequential impact on Government spending plans. Markets have recovered in recent years but remain sensitive to external pressures. Financial markets have fallen back in recent months in the wake of global economic and political issues. Interest rates have reached unprecedented lows and the prospect of an early increase has once again receded, whilst inflation has also fallen to historically low levels. The scale of the budget deficit, and the actions that would inevitably be needed to be taken to address this, have been the subject of much discussion, and have been covered in full in reports to Cabinet, starting in July 2010. Subsequent reports to Cabinet have provided updates on the position.
- 1.11 In setting the budget for 2016/17, it is essential to bear these general economic factors in mind. The Government's Autumn Budget Statement and the subsequent Local Government Financial Settlement set out the level of cuts expected for the four year period commencing 2016/17.

**Conclusions**

- 1.12 Due to the later changes in the way Revenue Support grants reductions have been allocated, Havering will experience a rapid reduction in its grant settlement over the four year period up to 2019/20, with a large element of this front loaded in the early years. This will inevitably place severe restrictions on the resources available for services and will place further pressure on the Council to balance its financial strategy over that period.
- 1.13 The proposals in this report will enable the Council to balance its budget for 2016/17. Additional steps will be needed to address the funding gap in future years and this will be the subject of further reports to Cabinet later in the year.
- 1.14 The aim of the budget planning process is being achieved, i.e. to establish a stable financial position, to adopt a prudent approach to the continuing development of the Council's financial strategy, and to reflect the views of our local community on the impact of budgetary pressures and Council Tax increases subject to any changes in national priorities that are outside of the Council's control. The Council is able to demonstrate that it is prioritising

finance according to its business objectives and in the context of the general financial climate.

## **2. Consultation and Overview and Scrutiny Committees**

### **2.1 Consultation**

2.1.1 The *Your Council, Your Say* consultation at the start of 2011 asked the local community to set out its priorities for the years ahead, to help shape future spending decisions. Since then, the Council has continued an on-going dialogue with residents and other stakeholders, in addition to more formal consultation processes such as the *Spring Clean* survey in 2012 and a second *Your Council, Your Say* survey in 2014.

2.1.2 A budget consultation was launched following the approval of the financial strategy by Cabinet on 4 November 2015. Cabinet considered a further report on 16<sup>th</sup> December 2015 at which point it was agreed to expand the consultation in order to seek feedback on the possibility of increasing Council Tax by up to 2% for the potential Adult Social Care precept.

2.1.3 The first consultation has closed and the overall response was reported to Cabinet on 20<sup>th</sup> January. The results are summarised below:

- 69% of respondents agree with the overall direction of the budget strategy.
- 68% agree with limiting general household waste to 3 sacks, to protect weekly bin collection.
- Respondents top 3 or as it was joint top 4 service areas, are as follows in order:
  - Crime Reduction and Public Safety
  - Cleaning and Streets
  - Road and Pavement Repairs
  - Rubbish and Recycling
- Only 40% of respondents wanted to increase Council Tax for the 2% Adult Social Care precept although this will be considered further in the additional consultation.

2.1.4 The consultation on the adult social care precept remains open at the time of writing this report but the results will be known in time for the February Council Tax report. An oral update will be given to Cabinet on 10 February.

### **2.2 Overview and Scrutiny Board**

2.2.1 The proposals to amend the budget savings options were due to be considered by Overview and Scrutiny Board on 3 February 2016. As this agenda was published before that date a verbal update will be given of any matters raised by the Board.

## **3. Havering's Revenue Budget and Council Tax**

### **3.1 Introduction**

3.1.1 Mindful of the outcome of the consultation on the budget proposals, set out below are the issues and factors taken into account in developing the 2016/17

budget. As well as the results of the consultation and budget finalisation, it is important to note that the position on the levies, if significantly different from the provisional sums, could affect the final level of the Havering Council Tax.

3.1.2 The impact of the Greater London Authority precept is covered separately in section 3.30.

3.1.3 This section of the report summarises a number of points covered in greater depth in the previous report to Cabinet. These have been updated where relevant to reflect changing circumstances and more up to date information where this has subsequently become available.

## **3.2 Government Grant**

3.2.1 As set out in the previous report to Cabinet, the provisional settlement was announced on 17 December 2015. The key elements of the provisional settlement, and a comparison against the current funding level, indicates the following:

- A new methodology has been developed for allocating reductions in Government Grant which impacts those authorities like Havering who are significantly funded through council tax. This change in methodology was unexpected.
- There is an average increase in “spending power” nationally of 2.6% by 2019/20 assuming all authorities increase council tax, take up the adult social care precept and see significant growth in authorities tax-bases;
- Excluding the assumptions on Council Tax, there is a 31.8% reduction in core funding which includes a reduction in RSG of over 75% nationally;
- Havering’s financial settlement including RSG has fallen by £10.8m (or 17%) for 2016/17 and by £30.8m (96%) by 2019/20. This would leave Havering with only £1.3m in RSG by 2019/20.
- It is highly likely that once business rates is localised further, Havering’s RSG will be removed and/or Havering would be required to receive a lower top-up grant or pay a tariff over to Government to compensate.
- There have been significant changes in New Homes Bonus post 2016/17 with a national reduction of £800m to fund the improved Better Care Fund (BCF).

3.2.2 The final settlement is expected during the first half of February, so this is likely to be too late for this report. Should that prove to be the case, a supplementary paper will be issued, unless the final settlement is actually released after the meeting. Should that occur, then the relevant information will be included in the report to Council.

3.2.3 The Council submitted a written response to the consultation on the provisional financial settlement and this response is included as part of **Appendix C**.

3.2.4 As a result of the settlement, Havering continues to receive a much lower level of grant funding than our neighbours, which reflects the position over a number of years previously.

### **3.3 Specific Grants**

- 3.3.1 The Council receives a reducing number of specific grants outside of the general grant. These are for specific purposes and many (though a significantly reducing number) have been subject to external audit verification prior to claim submission. They are not for mainstream funding and, hence, increased levels of specific grants have not assisted in reducing the overall Council Tax level, as they reflect a similar level of spend by the Council. These have historically changed year on year and in some cases the details have not been known until after Council Tax setting.
- 3.3.2 Assumptions are made in setting the budget on what those grant levels will be, unless specific announcements have already been made. The actual announcements may lead to differing amounts of grant funding being available, and may in fact identify new, or increased, levels of funding.
- 3.3.3 To facilitate the usage of these unringfenced resources, it is proposed that the Chief Executive and Deputy Chief Executives review any such funds allocated to Havering and make proposals for their use for approval by the Leader and the Cabinet Member for Financial Management. Cabinet is asked to approve this. In addition, Cabinet is being recommended to delegate to the Chief Executive and Deputy Chief Executives authority to make any necessary changes to service and the associated budgets relating to any subsequent grant announcements where delays may otherwise adversely impact on service delivery and/or budgetary control, subject to consultation as appropriate.

### **3.4 Dedicated Schools Grant and Schools Funding Dedicated Schools Budget**

- 3.4.1 Details of the DSG funding for 2016-17 were set out in the previous report to cabinet. In brief, the allocations are as follows:

<b>Year</b>	<b>Schools Block</b>		<b>Early Years Block</b>		<b>High Needs Block</b>	<b>Additions and cash floor</b>	<b>Total DSG</b>
	<b>GUF per pupil (£)</b>	<b>Allocation (£m)</b>	<b>GUF per pupil (£)</b>	<b>Allocation (£m)</b>	<b>Allocation (£m)</b>	<b>Allocation (£m)</b>	<b>Allocation (£m)</b>
2016-17	4,728.70	168.03	3,979.94	10.85	19.31	0.051	198.249
2015-16	4,726.54	166.10	3,979.94	10.85	18.98	0.052	195.984

**Notes:**

1. All of the above figures are before recoupment by the DfE for pupils attending academies, non maintained special schools and post 16 special educational need provision.
  2. The Early Years block will be recalculated based on the January 2016 and 2017 early years census.
  3. The only funding remaining in the Additions block in 2016-17 is for the training of Newly Qualified Teachers.
- 3.4.2 New school funding arrangements were introduced by the DfE in 2013-14 in advance of implementation of a national funding formula which is planned for 2017-18. The intention is to achieve greater transparency on funding through a system where every pupil will attract the same basic level of funding

wherever they are in the country with additional sums reflecting additional need, deprivation and area costs.

3.4.3 As the details of the DSG announcement for 2016-17 were included in the previous report to Cabinet, and as these have not changed subsequently, no further update is required.

3.4.4 The DSG held by the LA after academy recoupment is summarised as follows:

	2015-16 £000	2016-17 £000
Total DSG	195,984	198,249
Schools Block (inc £0.052m NQT addition)	166,153	168,081
Schools Block Academy Recoupment	-75,006	-75,465
Transfer to High Needs Block	0	-1,300
Balance for LA Schools & Centrally Held	91,147	91,316
Early Years Block	10,850	10,850
Transfer to High Needs Block	0	-100
High Needs Block	18,981	19,318
High Needs Academy Recoupment	-1,075	-1,364
Transfer from Schools & Early Yrs Blocks	0	1,400
Total for LA Schools, Early Years providers & Centrally Held	119,903	121,420

Notes

1. The above amounts are based on figures released by the DfE to include academies prior to 1<sup>st</sup> January 2016.
2. The allocation through the Early Years block will be updated for both years based on the January 2016 census and for 2016-17 updated again before year end based on the January 2017 census.

**Education Services Grant**

3.4.5 The Education Services Grant (ESG) was introduced by the DfE in 2013-14. The grant is calculated on a per pupil basis according to the number of pupils for whom a local authority or academy is responsible. The ESG funding rate has been reduced from £116.46 per pupil in 2013-14 to £87 per pupil in 2015-16. An additional £15 per pupil is allocated to LAs regardless of whether they are on the roll of a school or an academy. In the Government Spending Review and Autumn Statement 2015 a phasing out of the ESG was announced to save £600 million and as a step towards that, the funding rate per pupil has been reduced by £10 in 2016-17 to £77.

3.4.6 The initial allocation for Havering for 2016-17 is £2,336,243 compared to an initial allocation of £2,583,311 in 2015-16, a reduction of £247,068. This takes into account the reduction in the rate per pupil and the conversion of two schools during 2015-16 to academy status.

3.4.7 The above figures reflect the number of pupils attending schools and academies as at October 2016. The grant is recalculated on a quarterly basis

to reflect any new academies. This may necessitate further savings in the future, although it will be difficult to anticipate these and savings plans will take time to develop and implement. There is also an issue in relation to the point at which future ESG funding reductions impact on the critical mass of the education service which could mean that it is not feasible to deliver further savings and still deliver the council's statutory responsibilities.

- 3.4.8 To address some of this grant reduction significant work continues across Learning and Achievement Teams to promote Havering's Education Traded Services to schools and academies within and beyond the authority. This work is likely to generate additional funding to replace this some of grant, although it is currently unclear as to how much this will generate. This traded work is essential in order to retain an education service, albeit via funded through trading, that continues to support schools, who wish to purchase these services.
- 3.4.9 The costs in delivering statutory services fall mainly, although not exclusively within the Learning and Achievement Service. Grant reductions will also affect asset management services, the music service and central services recharged to Learning and Achievement.

### **3.5 Public Health**

- 3.5.1 This function transferred to local authorities with effect from 1 April 2013. We await confirmation of the 2016/17 allocation at the time of preparing this report. At this stage Havering's allocation for 2016/17 has not been released however based upon earlier announcements a national reduction of 3.9% a year could be seen. In 2015/16 Havering received £11.089m in respect of core public health grant as well as a part year allocation for 0-5's funding. However, a reduction in the level of funding is expected based upon earlier announcements. The funding allocated is a specific, ring-fenced grant, and therefore these funds can only be expended for the purposes of public health services.
- 3.5.2 With this in mind, a draft spending plan was being developed for the 2016/17 grant, for consultation with the Health & Wellbeing Board, with authority to approve the final plan being delegated to the Cabinet Member for Adult Social Services and Health and Value as agreed in the 20 January 2016 Cabinet meeting.

### **3.6 Council Tax**

- 3.6.1 From 2016/17, referendum limits remain the same at 2% however council tax freeze grants have now ceased. All of the previous freeze grants allocations have now been rolled into Settlement Funding Allocation. As these grants have now been rolled into the formula, these have, and will potentially continue to reduce in line with Government's spending reductions.

### **3.7 New Homes Bonus (NHB)**

- 3.7.1 As part of the settlement announcement, a consultation on the continuation of the New Homes Bonus was released. The aim of the changes to the New Homes Bonus is to "sharpen the incentive" as well as to save £800m in order to partially fund the improved Better Care Fund (BCF).

3.7.2 Havering's allocation for 16/17 is £7m however it is assumed this will reduce by £3m based on the Government preferred option. This is assumed Havering's increase in new properties continues at its current rate. In order to achieve the reductions of £800m, the government have identified the follow changes in order to generate the saving and to "sharpen the incentive"

- Reduce the number of years the grant is payable
- Withhold funding if no local plans are produced
- Reducing payment on homes on appeal
- Introduce a national baseline or deadweight possibly set at 0.25% (therefore authorities would need to grow their taxbase by at least 0.25% to see any funding in NHB)

### **3.8 General Inflation**

3.8.1 The previous report to Cabinet set out in some detail the broad approach being adopted. In essence, provision is being made for pay awards in line with Government announcements at 1% per annum whilst provision for inflationary rises in contracted services and income reflect the relevant circumstances in each case. Contract inflation is now budgeted at 2% per annum and income at 1%.

### **3.9 Payments to External Bodies**

3.9.1 Details of the proposed contributions for 2016/17 for concessionary fares and the Taxicard scheme were discussed in the previous report to Cabinet. The concessionary fares contribution is now confirmed as £8.223m, an increase of £170,000 from 2015/16. The contribution to the Taxicard scheme has not yet been finalised although it is expected to be released prior to the Council Tax report to Council on 24 February.

3.9.2 The Council's payments for the London Councils Subscription and London Boroughs Grants Scheme were also reported to the previous Cabinet meeting and the contributions will now be £113k and £245k respectively.

### **3.10 Transformation Funding**

3.10.1 As set out in previous reports to Cabinet, the aim of this is to provide funding to enable the Council to deliver a sustained transformation programme, the original base budget includes provision of £1m, although it is planned to reduce this to £0.5m in future years. Given the potential scale of the budget gap in coming years, it is increasingly evident that the Council will need financial resources to fund the delivery of its long term budget strategy. This will require both this base budget sum and one off contributions held as earmarked reserves.

3.10.2 Cabinet has previously agreed that any underspends will be allocated into the Strategic Reserve for potential use to fund transformation activities. Given the increasing budgetary pressures and in particular the need to bridge the 2016/17 funding gap from the general reserve the scope for setting aside further sums may be limited.

### **3.11 Demographic Growth**

- 3.11.1 Cabinet will be aware from previous reports that of the impact of changes in demography on the level of demand for Council services. The aging population demographic has led to an increase in demand for adult social care; a trend which is expected to continue over the coming years. However, the impact of change is far reaching and other services such as homelessness and Children's services are also experiencing unprecedented growing demands for services.
- 3.11.2 In response to recognisable demands and budgetary pressures the draft financial strategy includes provision to increase the budget by a further £3m for Adult Social Care and £1.3m for general fund housing services. As discussed elsewhere in the report, the Government has gone some way in recognising these pressures at a national level by enabling Councils to levy an additional Council Tax precept of 2% for Adult Social Care.

### **3.12 Levying Bodies**

- 3.12.1 The levies are part of the local government settlement and therefore need to be taken into account when setting the Havering element of the Council Tax. The latest information in respect of levies is set out in **Appendix D**; at this stage the figures are shown as either provisional or estimated, with final figures expected shortly.
- 3.12.2 The ELWA budget report is due to be approved at the board meeting on 8<sup>th</sup> February 2016.
- 3.12.3 Havering's estimated levy for 2016/17 is £13.823m. If confirmed, it will represent an increase of 6.1%, or £0.8m. Subject to final notification by the Authority, the approved sum will be reflected in the draft budget for 2016/17.
- 3.12.4 For planning purposes, a nominal increase of £10k for the remaining levies has been anticipated. The final figures are dependent on the Council Tax base for each funding authority, so the provisional levies for 2016/17 are currently awaited. The figures included in the Council Tax statement are therefore estimates.

### **3.13 Collection Fund and Council Tax Base**

- 3.13.1 With the continuing reduction in grant and the need for authorities to be self-funded, the collection fund has become even more crucial than previously. Currently, the collection fund receives in excess of £200m each year from Business Rates and Council Tax of which approximately £129m relates to Havering Council's share. The Fund operates in such a way that even very minor variations in recovery levels will affect the Fund balance. Thus, a relatively small reduction in collection can lead to a material financial impact to the authority.
- 3.13.2 Each year, in conjunction with the budget strategy, any surplus balance on this fund is used to reduce the Council Tax in the following year, and any deficit must be met by increasing the Council Tax by making a contribution to the Fund to keep it in balance. The budget setting process must take the position on the Fund into account, although clearly the final year end position

will not become known for some months. So a prudent assessment is made of the forecast position and that is then reflected within the budget.

- 3.13.3 The Collection Fund is operated on behalf of the Council, DCLG and the GLA. Any contribution to and from the Fund is split on the basis of their respective responsibilities.
- 3.13.4 It is assumed that Havering's business rate yield for 2016/17 will be in region of £22m. This is dependent on the NNDR 1 return which is due to be completed by the end of January which is too soon for this report however it will be included in the report to council. As per last year, there are still significant risks surrounding appeals as there are still a large number of material cases outstanding. It is understood that there is still a range of outstanding appeals currently with the Valuation Office. Whilst not all these appeals will succeed, any that do succeed will immediately impact on the Council's financial position from April and if appealed before the 1 April 2015 can be back-dated to 2010.
- 3.13.5 If the level of appeals is higher than that allowed for in the calculations, there will be a loss of funds, as the gap between the actual business rate yield and the calculated one will grow. This will impact on the Council's ongoing financial position, aside from the one-off cost effect of any refunds that are needed. This is a significant risk and one which requires due consideration as part of the budget setting process.
- 3.13.6 As part of the retention of Business Rates, local authorities are required to estimate the 2015/16 position in order to fund any anticipated surplus or deficit in the 2016/17 budget. Current estimates on the fund identify a deficit of £6.2m of which Havering's 30% share is £1.9m, which has been included within the budget setting process.
- 3.13.7 The risk of appeals still exist and with this in mind an increase in the provision of around £5m has been included in the budget to ensure that this gap can be covered. The actual position will depend on circumstances occurring during the course of the year. However, Cabinet needs to be aware that there is a risk that this gap will grow further in subsequent years, and this area will require careful scrutiny over coming months to determine what impact this will have on subsequent budgets.
- 3.13.8 For the 2016/17 budget, it is the forecast position on the council tax for the end of the current year that needs to be reflected in the detailed budget, as this is then fed into the precept payments for that year. Havering's forecasted share of the surplus is £3.8m, which is reflected in the overall budget and Council Tax statement. Given the risks associated with the levels of outstanding appeals, the position on NNDR and the pressures associated with the delivery of the savings plan this sum will held in reserve until after the year end and any monies released on the basis of a prudent assessment of risk.
- 3.13.9 The Council Tax base is reviewed each year to take account of new properties and changes to other factors, such as exemptions and discounts. As previously reported to Cabinet, for 2016/17, the base will be 85,474. In addition based on an improved collection the bad debt provision has decreased to 1.5% (from 2%)

**3.14 Financial Strategy – Additional Budget Savings and Adjustments**

- 3.14.1 At the meeting of 4 November 2015 Cabinet approved its long term financial strategy for the three year period commencing from 2016/17. A further report was considered by Cabinet on 20 January 2016 which considered the impact of additional budget pressures and the Local Government Financial settlement. Further steps are required to be taken prior to the approval of the 2016/17 budget and a number of recommendations are included in this report.
- 3.14.2 The outcome of the Local Government Financial Settlement was discussed at some length in the previous report of 20 January 2016 and are summarised in para 2 above. A number of additional measures are required to balance the budget in 2016/17 and these are discussed at paragraph 3.24 below.
- 3.14.3 The budget proposals which have been open for consultation and the information set out in this report explain how the Council will prioritise funding for next year. The level of Council Tax increase required to balance the budget is 3.99% including the Adult Social Care Precept of 2.00% which is in line with the strategy approved by Cabinet on 20 January.

**3.15 Current Financial Position – Revenue**

- 3.15.1 The development of the financial strategy and detailed budget needs to take recognition of the financial position in the current year. Previous reports to Cabinet have set out the position for the current financial year; these have shown a potential overspend although these are expected to be covered by underspends in corporate provisions. The January 2016 Cabinet report set out a summary of the position at period 7 (October) and this indicated an overall overspend of around £4.6m at service level, excluding the position on the Collection Fund and corporate provisions.
- 3.15.2 The most recent revenue monitoring reports cover period 8, to November 2015. This is an exception-only report; the period 8 report shows a further increase to around £5.6m. These forecasts take no account of the position around the Collection Fund and corporate provisions.
- 3.15.3 The latest report shows a number of adverse movements since period 7, principally in children's services. There still remains a significant balance on the Contingency Fund, which has yet to be reflected in the forecast; this is usually only declared much closer to the end of the year, once there is a high degree of certainty over the outturn, and Corporate Provisions created to provide a buffer against specific adverse pressures are also available to compensate for these service overspends. As a consequence, it is expected that the service overspends will be contained within the overall revenue budget without drawing from general reserves.
- 3.15.4 Part of the planning process ensures that any in-year variances are fully assessed and taken into account. This was referred to in the January report.

**3.16 Fees & Charges**

- 3.16.1 The fees and charges have been increased by 1% in line with the budget guidance, though in some areas these fees are set by Central Government and are outside the Council's control. A complete Schedule of Fees and Charges is set out in **Appendix K** and is presented to Cabinet for approval as part of the 2016/17 budget.
- 3.16.2 Fees and Charges continue to be reviewed and amendments made in line with strategic priorities and the results of the consultation process for services to be paid for at the point of delivery, rather than through Council Tax increases.

**3.17 Members Allowances Scheme**

- 3.17.1 The proposed Scheme for 2016/17 is being prepared concurrently with this budget report for consideration and approval by Council on 24 February.

**3.18 Contingency Provisions**

- 3.18.1 The level of contingency has been reviewed in the context of the budget set out for Cabinet. The Chief Finance Officer (CFO) has set this by having due regard to:
- The budget as proposed;
  - An assessment of unquantifiable pressures and unforeseen events that could arise during the 2016/17 financial year;
  - The experience in previous years;
  - The degree of uncertainty as well as known impact of changes to funding streams;
  - The potential effect of changes to both the Business Rates system and Council Tax support payments, though these are now becoming clearer and there has yet to be any material any adverse impact;
  - The overall budget strategy.
- 3.18.2 A risk assessment is set out for Members within **Appendix H** as part of the CFO's statement on budget robustness, having due regard to the controls in place that will mitigate both the severity and likelihood of the risk happening. In arriving at the risks included, consideration has also been given to such factors as the:
- Financial risks in any significant new funding partnership arrangements;
  - The ongoing economic climate;
  - The potential withdrawal of and/or reduction to grant funding;
  - Treatment and delivery of savings;
  - Level and timing of capital receipts;
  - Arrangements for budget and financial management;
  - Adequacy of the authority's insurance arrangements;
  - Impact of the loss of both general and specific grant;
  - Overall financial standing of the authority;
  - Capacity to manage in-year budget pressures.

- 3.18.3 The result of the assessment is that it is the view of the CFO that a sum of £2m continues to be required in the base budget to provide a sufficient revenue contingency to deal with any issues arising during the course of 2016/17, having regard to the level of risks and the mitigating factors, and taking into account the proposed additional budget provisions being established to provide sufficient capacity to absorb any adverse impacts arising under the new funding system. Any issues that have a longer term impact will need to be considered as part of the budget setting process for 2017/18 and beyond; the purpose of the Contingency Fund is to provide funds to address issues that impact specifically on that year. However, the draft financial strategy includes an assumption that the contingency will reduce to £1m in 2018/19 as events become more certain.
- 3.18.4 The Constitution of the Council incorporates specific requirements in respect of budget virements and use of the contingency; full details are repeated in **Appendix G** for Members to note.

### **3.19 Budget Robustness/Reserves Position and Opportunity Cost**

- 3.19.1 The Local Government Act 2003 sets out requirements in respect of Financial Administration, and in particular to the robustness of the budget and the adequacy of General Fund reserves. The Act requires the CFO to report to an authority when it is making the statutory calculations required to determine its council tax or precept. The Act also suggests the advice should be given prior to the formal statutory calculation. This advice has therefore been given to both Cabinet in formulating proposals and to members of Overview and Scrutiny in considering the proposals. The Act also gives the Secretary of State the power to specify a minimum level of reserves that an authority must provide for when setting its budget, although there have been no indications that the Secretary of State will use this power.
- 3.19.2 In line with the requirements of the Act, the formal report of the CFO is appended as **Appendix H**. The Council is required to take the report into account when making the calculations.
- 3.19.3 The Council's financial strategy sets out that the minimum level of General Fund reserves held will be £10m. Prior to making a final recommendation to Council, there is a need to further consider the current financial position for 2015/16 and its potential impact on reserves. Equally, the importance of retaining sufficient reserves has been emphasised by the variances that have arisen in service areas with large and volatile budgets and service demands, and with the impact of the economic climate within recent years.
- 3.19.4 After having regard to the consideration of the impact on reserves on the 2015/16 outturn, the existing reserves are likely to be sufficient to maintain this level. For information, this provides a level of reserves which gives limited cover for unforeseen circumstances that may have financial consequences, either one-off or across financial years.
- 3.19.5 The more detailed advice of the CFO in respect of reserves is also set out in **Appendix H**. This covers both the assessment of the level of reserves needed, and the opportunity cost arising from holding reserves.

### **3.20 Balance Sheet Position**

3.20.1 The focus of the revenue budget strategy is on the Council's income and expenditure. However, regard also needs to be given to key balances included in the Council's Balance Sheet. The Council faces a number of risks and uncertainties which can be mitigated by:

- Ensuring that it maintains an appropriate level of liquid resources, and
- Maintaining an adequate level of general fund reserves and balances.

### **3.21 Liquidity**

3.21.1 The Council held approximately £200 million in cash on average during the course of the year. This represents the value of the Council's revenue reserves, net current assets, unapplied grants and unapplied capital reserves. Other than reserves, this is money that is committed and is being held pending such expenditure. Given gross expenditure in the region of £600 million, this represents around four months of expenditure.

3.21.2 The level of return achieved on these cash deposits is low by historic standards and the likelihood of an increase in interest rates in the short term is now receding.

3.21.3 The Treasury Management Strategy agreed by the Council at its annual budget setting meeting sets out the parameters for investment of this cash and includes the measures to be taken to ensure the creditworthiness of the Council's counterparties. The draft prudential indicators included in the Strategy also set out the limit for investments on terms of more than one year. In practice longer term lending is minimised to ensure that a high level of liquidity is maintained.

### **3.22 Earmarked Reserves**

3.22.1 An earmarked reserve is a sum set aside to fund planned items of anticipated expenditure for which the liability is not chargeable to the current year's accounts. The Council holds a number of these, the most significant of which is the Corporate Transformation programme. Other funds are earmarked to deliver strategic projects, insurance claims, capital bridge funding and invest to save resources.

3.22.2 The earmarked reserves are reviewed on a quarterly basis to ensure that they are still required. As a one off resource, any funds deemed to be surplus would be reallocated to support one off projects such as support to the capital programme, contributions to the pension fund or service initiative pump priming.

3.22.3 The Council's financial strategy precludes the use of reserves to finance known and ongoing financial liabilities, as this is the financially prudent approach required to ensure a stable financial position is achieved. Reserves can only be used once, and the Council's reserves have been established for specific purposes; their use as a one-off means of financing the Council's ongoing revenue budget falls outside the strategy previously approved by Council, and is not therefore recommended.

- 3.22.4 It is not proposed that any use should be made of existing earmarked reserves to support the Council's revenue budget, as this is not felt to be prudent and not in line with the Council's revenue budget strategy. As stated in the January report, the current advice of the Deputy Chief Executive Communities and Resources is that a general reserve of £10m can be considered to be adequate, but service pressures in both childrens and adult social care in particular, and the recent major reductions in grant funding and potential for further changes to the funding system, emphasise the need for prudence with the management of reserves. Further consideration of the general reserve is included at 3.24 below.

### **3.23 Financial Prospects**

- 3.23.1 The previous report to Cabinet indicated a potential funding gap of £12.5m over the three year period, commencing in 2016/17. Additional savings proposals of £5.6m are included in this report which if accepted will balance the position for 2016/17. A further report will be made to Cabinet during the year in order to consider further proposals aimed at balancing the three year strategy.
- 3.23.2 It also worth noting that the current budget strategy carries with it a significant level of budgetary risk. In addition to the measures set out in this report, Cabinet has already approved a range of measures aimed at delivering savings totalling £24m over the period 2016/17 to 2017/18. Any slippage in achieving these measures will simply create greater ongoing pressure.
- 3.23.3 Previous reports to Cabinet set out at some length the background to both the Annual Budget Statement and the Local Government Financial Settlement, and a review of funding drivers within the current funding system. As Cabinet will be aware from those reports, the funding system is basically frozen until the end of the current decade. However, Havering is experiencing a significant change in its demographics, both in terms of property base and population. There is therefore a significant risk that Havering's central funding will become even more distanced from the needs of our local community, with an increasing reliance on Council Tax and Business Rates. The latest Grant settlement is offered on a four year basis which would create some certainty, albeit on the basis of the reducing grant allocations as reflected in the budget model.
- 3.23.4 Havering is already disadvantaged by both the historic and current funding regime. This position will be worsened unless appropriate levels of funding are provided to match the new responsibilities the Council will be taking on, and to properly reflect both the change in demographics and associated needs of our local community. The potential impact of changes in demographics and demand for services is highlighted in section 3.11 of this report. Given that the continued grant reductions and indicative four year settlement, it is hard to see how these changes will be reflected in Government funding; not the least because there appears to be inevitability this will continue to reduce. This will almost inevitably mean that the financial impact of these changes will fall solely on local taxpayers.

### **3.24 Draft General Fund Budget 2016/17**

- 3.24.1 The previous report to Cabinet set out a revised financial strategy for the period from 2016/17 to 2018/19 identifying a funding gap of £12.46m over that term. This included a gap of £5.62m in 2016/17 which must be met as part of the budget setting process for the coming year. The table below and narrative summarise the proposals for bridging the gap for 2016/17 and updates the funding gap for 2017/18 and 2018/19. Proposals for bridging the remaining gap of £6.75m for those two years will be the subject of further reports to Cabinet later in the year.
- 3.24.2 The table assumes that Council Tax increases of 3.99% (including the Adult Social Care Precept of 2.00%) will continue to be applied in 2017/18 and 2018/19. If these increases are not applied the funding gap will increase by £7.8m to £14.5m and further savings options will need to be developed. These decisions will form part of the budget setting process for those two years.

	16/17 £000's	17/18 £000's	18/19 £000's	Total £000's
	£'m	£'m	£'m	£'m
<b>Budget Gap as reported on 20<sup>th</sup> Jan</b>	<b>5.62</b>	<b>2.86</b>	<b>3.98</b>	<b>12.46</b>
Re-phasing of savings previously approved on 4 November 2015	-0.30	-0.74	1.04	0.00
New Savings or Income Generation	-1.90	-0.40		-2.30
Re-phasing of Pension Contributions	-0.75	-0.75	-0.75	-2.25
Other Adjustments	-1.22	0.05		-1.17
Use of reserves	-1.46	1.46		0.00
<b>Revised Budget Gap</b>	<b>0.00</b>	<b>2.48</b>	<b>4.27</b>	<b>6.75</b>

If the Council decided not to levy a 2% precept for Adult Social Care in 2017/18 and 2018/19 the gap would increase to the following

	16/17 £000's	17/18 £000's	18/19 £000's	Total £000's
	£'m	£'m	£'m	£'m
<b>Revised Budget Gap</b>	<b>0.00</b>	<b>4.48</b>	<b>6.27</b>	<b>10.75</b>

- 3.24.3 The actions taken to balance the budget position for 2016/17 as referred to in the above table are summarised below and are explained in more detail at **Appendix A:**

Re-phasing of savings previously approved on 4 November 2015

The savings proposals agreed by Cabinet have been reviewed and the timing of their implementation has been brought forward to 2016/17 where possible.

New savings or income generation proposals

A number of additional proposals have been identified which can be implemented in the required timeframe for 2016/17 and which have least impact upon service delivery.

Re-phasing of Pension Contributions

Included in the current Financial Strategy is a provision to increase contributions to the Pension Fund by £1.5m per annum in line with the actuarial assumptions included in the triennial valuation. It is proposed to reduce these annual stepped contributions to £0.75m thereby reducing the level of contributions by £4.5m in total over three years. In order to compensate for this reduction it is proposed to make a one off prepayment of £3.9m to the Pension Fund which can be funded from the Strategic Reserve, now the government is planning to implement a cap on exit payments (including redundancy costs).

**Other adjustments**

This consists of a number of relatively small adjustments to figures which were previously estimated or were dependent upon the outcome of the LGFS.

- 3.24.4 Based on the detailed budget proposals and other factors set out above, the Council's General Fund budget for 2016/17 will be as set out in **Appendix E**. This is summarised as follows:

	2015/16	2016/17
Havering's Services	178,209	158,659
Levies	13,783	14,582
Unringfenced Grants	-26,150	-10,096
Total Expenditure	165,842	163,145
External Finance inc Collection Fund	-64,531	-54,795

*THESE FIGURES ARE ESTIMATED AND MAY ALTER FOLLOWING THE CONFIRMATION OF THE FINANCIAL SETTLEMENT*

- 3.24.5 The budget has been produced on the basis of the factors set out in this report. The movement between this year and next is analysed as follows:

	£000
Pressures, demographic growth	8,219
Inflation	3,856
Levies	810
Savings	-12,297
Net change in provisions and other adjustments	-2,900
Net reduction in Government funding/Collection Fund movement	10,811
Use of Reserves	-1,460
NET TOTAL	7,039
Met by changes in Council Tax	-7,039

**3.25 Draft Schools' Budget 2016/17**

The DSG for 2016/17 is considered earlier in this report and the draft Schools budget is now included at **Appendix F** to this report.

**3.26 Havering Council Tax Precept for 2016/17**

- 3.26.1 On the basis of the information set out in this report, including the levies being those as set out in **Appendix D**. **Havering's band D figure would increase to £1,267.64.**

- 3.26.2 A summary statement, along with further information to support the setting of Council Tax, is set out in **Appendix E**.

### **3.27 Expenditure Restriction by Government**

- 3.27.1 As set out in the previous report to Cabinet, the Government has made it clear that they intend to ensure that council tax payers are protected against Councils that impose what they consider to be “excessive” council tax rises.
- 3.27.2 As part of previous settlement announcements, a requirement was introduced for local authorities to undertake referenda should their proposed Council Tax rise exceed a pre-determined level. Any proposed rise in Council Tax at or above these levels would trigger a local referendum. The outcome is based on a simple majority of those voting, either in favour or against.
- 3.27.3 The level relating to Havering has been set at 2% or above. However, the Council is proposing an increase of 1.99% and as such falls under the limit. No referendum will be required if the Council sets an increase of this size.
- 3.27.4 Announced as part of the 2016/17 LGFS the Government will allow Council's to levy an additional 2% Council Tax increase earmarked for the purposes of funding the increasing costs of Adult Social Care. The referendum limit will be increased to 4% or above for those authorities intending to levy the 2% Adult Social Care precept.

### **3.28 Capital Programme**

- 3.28.1 The Council approved a two year Capital strategy in 2015/16, with a detailed programme for the first year and an indicative programme for the subsequent year. Cabinet approved a revision to the indicative 2016/17 programme in January 2016. The core programme remains reliant on funding through the generation of capital receipts, although it was accepted that a gradual move towards the use of prudential borrowing will be required to meet the investment requirements associated with potential developments aimed at generating income and improving infrastructure in the borough. These investments include the Housing Development Company and Solar Energy project included in the draft revenue budget proposals.
- 3.28.2 It is recommended that the Council's Capital Programme be amended to include a provision of £100m for regeneration and development projects to be funded from prudential borrowing. The capital cash-flows are likely to be spread over a number of years dependent upon scheme requirements. In the short to medium term it is anticipated that this increase in the borrowing requirement will be met internally, i.e. by reducing the level of our investments. Further information is included at **Appendix I and the Treasury Management Strategy Statement**. Individual schemes to be funded from this provision would still require project approval on submission of a business case. It is intended to meet the capital expenditure requirements of the two projects approved by Cabinet in November (the Housing Development Company and the Solar Energy Park).

- 3.28.3 The proposed core programme for 2016/17 was submitted as part of the report to the previous Cabinet meeting in January. It is recommended that Cabinet approve the following programme and delegate responsibility to officers for the development of detailed schemes making up the programme.

Capital Programme 2016/17	2016/17 £000's
Parks, Libraries, Leisure & Cemeteries	1,500
Street Environment	2,000
Protection of Assets and Health and Safety	500
IT Infrastructure	1,000
Regeneration	100
Disabled Facilities Grant (Council element)	300
Capital Contingency	3,000
<b>Sub Total</b>	<b>8,400</b>
Regeneration and Development	100,000
<b>Total</b>	<b>108,400</b>

- 3.28.4 A schedule of the proposed schemes to be funded from the approved Capital programme allocations for 2016/17 is set out at **Appendix I**.
- 3.28.5 There are also some other areas where grant funding has already been announced, or where a level of funding for 2016/17 could reasonably be assumed. The largest area of capital grant funding is from Transport for London (TfL), where the Council has been awarded an overall sum of around £2.956m for next year. These grant areas are included shown in **Appendix I**. Although these grants are allocated by individual Government departments, with a clear indication how they would expect these funds to be utilised, with the exception of the TfL funding – and consistently with revenue grants – these funds are normally non-ringfenced.
- 3.28.6 Cabinet are also asked to approve the block allocation for Adult Social Care and delegate the development of detailed projects to the Deputy Chief Executive Children's, Adults and Housing. An indicative programme is included at **Appendix I**.
- 3.28.7 The phase 4 Schools expansion programme is included at **Appendix I** although grant funding has yet to be confirmed. It is recommended that the development of the detailed programme be delegated to the Deputy Chief Executive Children's, Adults and Housing subject to confirmation of Government funding.
- 3.28.8 With this in mind, Cabinet is asked to approve the capital programme as set out at paragraph 3.28.3 above and in Annex 1 of **Appendix I** for 2016/17.
- 3.28.9 It is proposed, to enable any specific schemes to proceed in a speedy and timely manner, that the relevant service area Cabinet Member, together with the Leader, be delegated authority to commence tender processes and accept tenders for capital schemes that previously were agreed by Cabinet. Cabinet is asked to approve this as part of this report.

- 3.28.10 The release of funds from the capital contingency, of £3m, is delegated to the Deputy Chief Executive, Communities & Resources. A first call on the contingency of £1.2m will be required if Cabinet approve the contribution to the Rainham Housing Zone project.

### **3.29 Treasury Management Strategy**

- 3.29.1 The Council is required to agree annually a Treasury Management Strategy including the setting of borrowing limits, and to reaffirm the Council's Treasury Management Policy. The draft TMSS is included elsewhere on the agenda.

- 3.29.2 Given the importance of the Investment Policy, this is repeated below:

*"The Council will have regard to the (then) ODPM's Guidance on Local Government Investments ("the Guidance") issued in March 2004 and CIPFA's Treasury Management in Public Services Code of Practice and Cross Sectoral Guidance Notes ("the CIPFA TM Code"). The Council's investment priorities are: -*

- (a) The security of capital and*
- (b) The liquidity of its investments.*

*The Council will also aim to achieve the optimum return on its investments commensurate with proper levels of security and liquidity.*

*The borrowing of monies purely to invest or on-lend and make a return is unlawful and this Council will not engage in such activity."*

- 3.29.3 The Council's Strategy for investment of funds prior to use or held for contingencies is agreed by the Council as part of the budget-setting process. The Treasury Management Strategy Statement, Minimum Revenue Provision Strategy and Annual Investment Strategy are set out in a separate report to Cabinet that appears elsewhere on this agenda.
- 3.29.4 The draft strategy takes account of the prudential borrowing requirements associated with the establishment of a regeneration and development provision. The actual timing of any increase in external borrowing will be dependent upon cashflow obligations and prevailing market rates and borrowing opportunities.

### **3.30 Greater London Authority**

- 3.30.1 The Greater London Authority (GLA) precept covers services of the Metropolitan Police, the London Fire and Emergency Planning Authority, the London Development Agency, as well as the core functions of the GLA and Transport for London.
- 3.30.2 This precept is outside of the control of the Council and as such does not form part of the strategy of the Council. The Council is concerned with the budget and level of Council Tax and of course lobbied to ensure any precept increases are reasonable and add value to the community of Havering.

- 3.30.3 The announcement of the Mayor's draft budget proposals were made on 21 December. This indicated an intention to make a slight reduction in the GLA's Council Tax level, from the current £295 to £276 – a reduction of £19, or around 6.44%. This is made up of £12 of the Olympic Levy dropping out and £7 of other savings. Consultation on the budget proposals ends on 12<sup>th</sup> January. The final draft budget proposals will be considered by the London Assembly on 27 January and the budget is due to be approved by 22 February.
- 3.30.4 As this meeting falls two weeks after this Cabinet meeting, any change from the Mayor's proposals will be advised to Members accordingly at Full Council.

### **3.31 Overall Council Tax for 2016/17**

- 3.31.1 The table below summarises the position:

	£	% Increase/ (Decrease)
Havering Precept	1,267.64	3.99%
GLA Precept	276.00	(6.44)%
<b>Total</b>	<b>1,543.64</b>	<b>1.96%</b>

### **3.32 Other Matters**

#### **3.32.1 Council Tax Bill**

The Council Tax bill will show the charges for Council services and the Greater London Authority. It must be served on or as soon as practicable after the day the Council Tax is set, and at least 14 days before the first instalment is due where the bill requires payment of instalments. Council Tax payers can now elect to pay by 12 monthly instalments, rather than the current 10. In addition, the detailed supporting information can be provided online, rather than by default having to supply it in hard copy to taxpayers (although they can request a hard copy).

#### **3.32.2 Restriction on Voting**

Section 106 of the Local Government Finance Act 1992 imposes restrictions on voting in respect of any Member for whom any Council Tax has remained unpaid for at least two months. This affects voting (but not speaking) on any calculation required for the Council Tax and on any recommendation, resolution or other decision which might affect the making of any such calculation

While the decision on the level of Council Tax financially directly affects councillors and their families, and is therefore a financial interest, the Council's current Code of Conduct for Councillors provides a specific exemption to permit councillors to determine the level of Council Tax.

**Any Member in doubt as to the position may seek advice from the Deputy Chief Executive, Communities and Resources, or the Committee Administration Manager, before the meeting.**

### **3.32.3 Effect of Council Procedure Rules**

A Member wishing to move an amendment to this report of Cabinet which is recommending the Council Tax to the Council must be mindful of the provisions in Council Procedure Rules:

#### **Rule 11.8(a)**

"An amendment to a motion/report at the annual Council tax setting must be submitted to the Chief Executive no later than 6 clear days before the Council tax setting meeting, and must be such that the amendment would, if passed, in the view of the Chief Finance Officer enable a robust budget to be set".

This means that **Midnight on Monday 15 February 2016** is the deadline for amendments to the Council Tax Setting and Budget Report.

#### **Rule 11.8(b)**

"Upon receipt of such amendment, the Chief Finance Officer shall consider whether it meets the "robust budget" test, and:

- (i) If it does meet the test, the Proper Officer shall include it on the agenda for the meeting.
- (ii) If it does not meet the test but the Chief Finance Officer considers that, duly altered, it will do so, that officer shall consult the proposers and, if they accept the alteration(s), the Proper Officer shall include it, as altered, on the agenda for the meeting.
- (iii) If it does not meet the test and the Chief Finance Officer considers that, whether or not altered, it will not do so, that officer shall refer the amendment to the Proper Officer who shall proceed with it as an improper amendment under Rule 11(3)(b)."

### **3.32.4 Discount for Council Tax Payers Paying in Full**

The Council has agreed in the past, to offer a discount to Council Tax payers who pay their Council Tax in full. It is necessary for Cabinet to recommend Council to agree a specific resolution for this purpose or for any change proposed as the current assumption is that the discount remains at 1.5%. There are currently around 2,500 Tax payers who take advantage of the discount. Cabinet should note that a similar discount is not permitted under business rate regulations.

### **3.32.5 Resolution**

"Any Council Tax payer who is liable to pay an amount of Council Tax to the authority in respect to the year ending on 31 March 2017, who is served with a demand notice under Article 20(2) of the Council Tax (Administration and Enforcement) Regulations 1992 and who makes payment to the authority of the full balance of the estimated amount shown on that demand by 1<sup>st</sup> April 2016, may deduct a sum equivalent to 1.5% from the estimated amount and such reduced amount shall be accepted in full settlement of that estimated amount".

**3.32.6 Resolution for Council Tax**

The Council meeting in February will receive a resolution in the form required reflecting the recommendations of Cabinet.

**3.33. Housing Revenue Account**

- 3.33.1 The report on the HRA budget for 2016/17 appears elsewhere on the agenda. This includes both the revenue budget and the associated capital programme.

**REASONS & OPTIONS**

**Reasons for the Decision**

The Council is required to set a budget for 2016/17 and, as part of that process, undertake relevant consultation in respect of the proposals included within the budget.

**Alternative Options Considered**

There are no alternative options in so far as setting a budget is concerned. However, there are options in respect of the various elements of the budget. These are considered in preparing the budget and cover such things as alternative savings proposals, the totality of budgetary pressures and different levels of Council Tax.

**IMPLICATIONS & RISKS**

**Financial Implications and Risks**

The Council's budget-setting process will ensure that the financial implications and risks are fully considered and these financial implications or risks are covered in this report as necessary. There are significant risks associated with increasing demographic pressures, the recent four-year LGFS and the continuing uncertainty over the future level of Local Government funding and the steps already taken by the Council aim to mitigate these risks. It will however be necessary to continually refine the financial forecasts underpinning the Council's budget to ensure that any necessary actions can be taken at the appropriate times, allowing for consultation as appropriate.

The funding reductions announced in this year's financial settlement proved to be deeper than expected requiring further adjustment to the strategy approved by Cabinet in November. However, the longer term trend is in line with previous forecasts and RSG is now expected to have fallen by 96% of its current level by 2019/20. This emphasises the need for ongoing prudence, whilst maintaining sufficient capacity within the Council's budget to respond to both external pressures and changes, balanced against the needs of the local community.

## **Legal Implications and Risks**

Under the Local Government Act 2003 calculation of the Council Tax to be levied and adoption of an annual budget must be carried out by full Council on the recommendation of the Leader and Cabinet.

When considering decisions on the budget and the level of Council Tax, Members should have regard to the legal framework for such decisions which is shown at **Appendix J**.

When considering the budget, Council must take into account this report from the Chief Finance Officer on the robustness of the estimates and the adequacy of the proposals for reserves. The Council has a statutory duty to set a lawfully balanced budget and adoption of the recommendations in this report would fulfil its obligations in this regard.

## **Human Resource Implications and Risks**

Any HR issues which occur as part of any change processes will be dealt with according to the Council's HR procedures and employment legislation, and will be subject to consultation with staff and their union representatives, as appropriate.

## **Equalities and Social Inclusion Implications and Risks**

Havering has a diverse community made up of many different groups and individuals. The Council values diversity and believes it essential to try to understand the different contributions, perspectives and experience that people from different backgrounds bring to our community.

## **The Public Sector Equality Duties and Financial Decisions**

The recent downturn in the economic climate has had a significant impact on public authorities. Financial constraints have already resulted in many authorities, including Havering, making important decisions about the services they provide. These decisions include efficiency drives, budget reductions, reorganisations, redundancies and service reductions.

The Equality and Human Rights Commission is concerned that some decisions may have a disproportionate effect on certain groups of people, and may be contrary to the statutory equality obligations to which public authorities are subject. While acknowledging the difficult economic environment in which public authorities are now operating, the Commission is emphasising the mandatory nature of the equality duties, and the importance of public authorities meeting their duties when making significant decisions. The equality duties are legal obligations which should remain a priority, even in times of economic difficulty. The duties are a valuable tool to help ensure that decisions do not create or perpetuate inequality.

The draft budget for 2016/17 reflects a number of proposals which were approved by Cabinet on 4 November 2015 and where relevant individual Equality Impact Assessments (EIAs), will be completed to understand if there are positive or adverse impacts arising from the proposals

As the proposals are implemented they will be subject to full equality impact assessments. The Council recognises that some protected equality groups might be affected by more than one proposal (i.e. multiple times) and has therefore intends to undertake a Cumulative Impact Assessment (CEIA) that looks at the impact of the whole package of proposals on people with protected characteristics. The Cumulative Equality Impact Assessment (CEIA) aims to provide decision-makers with a more in-depth understanding of the impact of the package of proposals on protected equality groups that might be affected by two or more proposals (i.e. multiple times), and to help inform future budget planning and decision-making processes.

The initial screening of the equality impacts indicates that there are minimal or no equality impacts arising from the budget proposals. This may be due to the fact that the proposals are largely internally focused and related to reconfiguring services, deletion of vacant posts and revenue generating where appropriate.

The snapshot table in **Appendix A** gives an overview of the potential equality implications and mitigating activity where appropriate.

### **Background Papers**

Revenue monitoring report period 7 2015/16

Revenue monitoring report period 8 2015/16

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## **APPENDICES**

- A NEW SAVINGS OPTIONS AND TEMPLATES**
- B REVENUE AND CAPITAL BUDGET STRATEGIES**
- C CONSULTATION RESPONSE**
- D LEVIES**
- E COUNCIL TAX STATEMENT AND SUPPORTING INFORMATION**
- F PROVISIONAL SCHOOLS BUDGET**
- G VIREMENT AND CONTINGENCY RULES**
- H BUDGET ROBUSTNESS AND RESERVES**
- I CAPITAL PROGRAMME**
- J THE LEGAL FRAMEWORK GOVERNING BUDGET DECISIONS**
- K SCHEDULE OF FEES & CHARGES**

# APPENDIX A

## SAVINGS OPTIONS 2016/17 – 2018/19

Ref	Savings	16/17 £000's	17/18 £000's	18/19 £000's	Total to 18/19 £000's
	<b>Remaining Budget Gap before Savings Options Considered as reported in the January Cabinet <sup>1</sup></b>	<b>5.621</b>	<b>2.866</b>	<b>3.975</b>	<b>12.462</b>
	<b>Change Profile of Savings Previously Approved:</b>				
	Reduction of Redundancy Pot	(0.500)	0.500		0.000
	Review of Terms and Conditions	0.500	(0.500)		0.000
	Communications : Staffing & Structure		(0.240)	0.240	0.000
	Interest Linked to Housing Company		(0.300)	0.300	0.000
	Public Realm Transformation Review	(0.250)	0.250		0.000
	Communities and Resources Income Generation	(0.500)		0.500	0.000
	Transformation Funding	(0.240)	0.240		0.000
	Commerical Property Income	(0.100)	0.100		0.000
	HRA Recharges	0.800	(0.800)		0.000
	<b>Sub Total (Change in Profile of Savings)</b>	<b>(0.290)</b>	<b>(0.750)</b>	<b>1.040</b>	<b>0.000</b>
	<b>Remaining Budget Gap/(Surplus)</b>	<b>5.331</b>	<b>2.116</b>	<b>5.015</b>	<b>12.462</b>
<b>APPX REF</b>	<b>APPENDICES ATTACHED</b>				
	<b>New Savings To Be Approved:</b>				
SC 01-16	Controlled Parking Zones / Moving Traffic Violations	(0.750)			(0.750)
SC 02-16	Parking Enforcement	(0.500)			(0.500)
CS 01-16	Customer Services	(0.100)	(0.100)		(0.200)
COMM 01-16	Communications and Events	(0.100)			(0.100)
COMM 02-16	Equalities Post	(0.050)			(0.050)
C&L 01-16	Leisure Management Contract /Leisure Centres	(0.100)	(0.100)		(0.200)
COMM 03-16	FOI / Complaints	(0.100)	(0.100)		(0.200)
OSN 01-16	Local Land Charges Income	(0.100)			(0.100)
RES 01-16	Enforcement	(0.100)	(0.100)		(0.200)
	<b>Sub Total (New Savings) APPENDICES ATTACHED</b>	<b>(1.900)</b>	<b>(0.400)</b>	<b>0.000</b>	<b>(2.300)</b>
	<b>Remaining Budget Gap/(Surplus)</b>	<b>3.431</b>	<b>1.716</b>	<b>5.015</b>	<b>10.162</b>
	<b>Additonal Adjustments</b>				
	Pensions	(0.750)	(0.750)	(0.750)	(2.250)
	<b>Sub Total (Pension Adjustment)</b>	<b>(0.750)</b>	<b>(0.750)</b>	<b>(0.750)</b>	<b>(2.250)</b>
	<b>Other Adjstutments</b>				
	MRP Adjustment	(0.200)			(0.200)
	CSSA Adjustment	(0.207)			(0.207)
	Transfers in of Unringfenced Grants	(0.062)			(0.062)
	Additional Council Tax Income over £1.915k	(0.159)			(0.159)
	Adjstutment to 2% Adult Social Care Precept	(0.033)			(0.033)
	Apprenticeships		(0.050)		(0.050)
	HRA Recharges - Unachievable £100k Savings		0.100		0.100
	Business Rate Baseline Adjustment (Provisional)	(0.700)			(0.700)
	Reduction in Housing Benefit Admin Grant	0.138			0.138
	<b>Sub Total (Additional and Other Adjustments)</b>	<b>(1.223)</b>	<b>0.050</b>	<b>0.000</b>	<b>(1.173)</b>
	<b>Remaining Budget Gap/(Surplus)</b>	<b>1.459</b>	<b>1.016</b>	<b>4.265</b>	<b>6.740</b>
	<b>Use of Reserves</b>	<b>(1.459)</b>	<b>1.459</b>	<b>0.000</b>	<b>0.000</b>
	<b>Remaining Budget Gap after Use of Reserves</b>	<b>0.000</b>	<b>2.475</b>	<b>4.265</b>	<b>6.740</b>

1. Figures include delay in reduction of Contingency budget to 2018/19 and unachievable savings from Private Sector Leasing.

**NEW OR REPLACEMENT SAVINGS TEMPLATE**

Service & Service Head	Description of Service Area
Streetcare – Steve Moore	<b>Parking- Moving Traffic Contraventions (MTC's)/ Schools enforcement PSPO</b>

Is this a New or REPLACEMENT Savings Item?	Please indicate by ticking Box below
NEW SAVING <input type="checkbox"/>	REPLACEMENT SAVING <input type="checkbox"/>
Yes <input checked="" type="checkbox"/>	
IF REPLACEMENT Saving show the Original Savings Item that is being replaced.	N/A

Current Budget Information
The enforcement of MTC's was introduced in September last year. No budget target was set as the level of non-compliance was unclear although officers believed it was high. To date a select few of the 200+ sites have been enforced and have identified that non-compliance is very high thus creating a dangerous environment for the boroughs residents, businesses and visitors. The income generated from September significantly contributed to the overall challenging income targets set for parking for 15/16.

What is protected within the Service?	N/A
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Main Savings Items Description
Increased enforcement activity to improve the safety of over 200 key MTC locations across the borough and at a number of school sites where PSPO's will be deployed to improve site safety. The proposal will require one off investment to procure the CCTV and to regulate the MTC's from a 'line and signage' perspective, with some funding being required to install specific PSPO awareness signs.

Savings proposals					
Savings Details		Value of Saving and Year(s)			
Increased enforcement of MTC's and school areas using MTC powers and Public Space Protection Orders (PSPO). The savings highlighted are full year and any delay in introduction will reduce the savings target.		TOTAL:			
		15/16	16/17	17/18	18/19
			£750K		
		TOTAL:			
		15/16	16/17	17/18	18/19
TOTAL SAVINGS BY YEAR		TOTAL:			
		15/16	16/17	17/18	18/19
			£750K		

Reasons for recommending proposals	To increase the safety of the borough highway network and improve the safety of children and carers around school sites.
------------------------------------	--

Identified Risks and Dependencies
The savings targets are based on high levels of non-compliance. The overall aim is to see an increase in compliance which will see a reduction in income. However using last year's data it is unlikely that the target will be affected in the first year.

The savings highlighted are full year. Although officers will expand the enforcement of MTC schemes on a priority basis ( i.e. most non-compliant first), and introduce PSPO's in a priority order based upon need, any significant delays in the expansion or introduction of either will result in a reduction in savings.

Number of FTE in area :	N/A
Anticipated reduction in FTE as a result of proposals	N/A

Submitted by			
	Signature	Print Name	Date
		Steve Moore	21.01.16
Reviewed by			
	Signature	Print Name	Date
Finance Business Partner			

**NEW OR REPLACEMENT SAVINGS TEMPLATE**

Service & Service Head	Description of Service Area
Streetcare – Steve Moore	Parking enforcement

Is this a New or REPLACEMENT Savings Item?	Please indicate by ticking Box below
--	--------------------------------------

NEW SAVING

Yes

REPLACEMENT SAVING

IF REPLACEMENT Saving show the Original Savings Item that is being replaced.	N/A
--	-----

**Current Budget Information**

Stretched targets were set for parking enforcement income for 15/16. Although challenging, at present it is forecasted that the income targets will be achieved. It is also apparent that non-compliance in respect of illegal parking is high across the borough at all hours and on all days, and even though the service has increased the number of CEO's, there is still scope to introduce additional enforcement particularly in the evenings and weekends.

What is protected within the Service?	N/A
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**Main Savings Items Description**

Widening the scope of parking enforcement patrols in the borough by employing up to an additional 15 x CEO's (agency) to patrol, monitor and address illegal parking behaviours taking place on days and at times where currently resources only permit very limited prearranged enforcement patrolling.

Savings proposals				
Savings Details		Value of Saving and Year(s)		
Increasing the level of parking enforcement activity to address high levels of non-compliance, the result of which is forecasted to generate an overall saving for the council		TOTAL:		
		15/16	16/17	17/18
			£500K	18/19
		TOTAL:		
		15/16	16/17	17/18
				18/19
TOTAL SAVINGS BY YEAR		TOTAL:		
		15/16	16/17	17/18
			£500K	18/19

Reasons for recommending proposals	To improve the safety of the highways for our residents, businesses and visitors, and provide the community with a more responsive service better able to meet customer demands against the backdrop of an expanding night time and weekend economy based society.
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**Identified Risks and Dependencies****This proposal will require an increase of supervision and associated welfare requirements**

Although officers believe non-compliance is high, this can change and an increase in compliance could result in the savings not being achieved or even a loss to the council, hence the decision to employ agency personnel.

<b>Number of FTE in area :</b>	
<b>Anticipated reduction in FTE as a result of proposals</b>	N/A

Submitted by			
	Signature	Print Name	Date
		Steve Moore	21.01.16
Reviewed by			
	Signature	Print Name	Date
Finance Business Partner			

**NEW OR REPLACEMENT SAVINGS TEMPLATE**

Service & Service Head	Description of Service Area
Customer Services, Caroline Woolf	Customer services contact centre including PASC covering phones and face to face contact for multiple services

Is this a New or REPLACEMENT Savings Item?	Please indicate by ticking Box below
--	--------------------------------------

NEW SAVING **X**

REPLACEMENT SAVING

☐

IF REPLACEMENT Saving show the Original Savings Item that is being replaced.	
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**Current Budget Information****Full budget 2015/2016**

	Original Budget	Revised Budget
A23300 Customer Services Performance Team	212,850	212,850
A23310 The Contact Centre	2,286,446	1,791,184
A23315 Blue Badge Scheme	17,880	17,880
A23318 Customer Services Web Author Team	147,240	147,240
A23620 Customer Services Savings	(192,292)	0
A29255 Contact Centre HRA	919,690	919,690
<b>Total</b>	<b>3,391,814</b>	<b>3,088,844</b>

**Salaries budget 2015/2016**

	Budget	2015
Cost Centre	Subjective	
A23300 Customer Services Performance Team	611000 SALARIES	205,330
A23310 The Contact Centre	611000 SALARIES	2,617,874
A23318 Customer Services Web Author Team	611000 SALARIES	154,670
		<b>2,977,874</b>

**Note: £300k will be removed from salaries across this group of Cost Centres for 16-17 to meet the original £300k savings target delivered by restructuring the service between September 2015 and March 2016.**

What is protected within the Service?	Nothing				
Main Savings Items Description					
Further headcount reduction in the contact centre based on pushing the online offer and channel shifting customers to cheaper channels especially the web. This is in addition to savings already offered for these years and means accelerating the online push.					
Savings proposals					
Savings Details		Value of Saving and Year(s)			
Reducing headcount in the contact centre based on channel shifting customers to the web		TOTAL:			
		15/16	16/17	17/18	18/19
			£100k	£100k	
		TOTAL:			
		15/16	16/17	17/18	18/19
TOTAL SAVINGS BY YEAR		TOTAL:			
		15/16	16/17	17/18	18/19
			£100k	£100k	

<b>Reasons for recommending proposals</b>	We have improved online take up since November 2015 through a greater push to online. In some cases we have shut off channels for customers who are able to self serve and have nudged them more forcefully onto the web. We have also reduced face to face contact by introducing an appointments only system for certain services and have dealt with more issues over the telephone thus avoiding the need for customers to come to the PASC
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Identified Risks and Dependencies			
<p>Some customers are not happy using the web. They are able but unwilling. Some customers (although these are very few) are unable to use the web. There exist multiple channels where customers can be helped to self serve and these include the PASC and libraries. We are working closely with libraries to roll out this capability to a wider audience. We still offer service to those who absolutely cannot use the web but we must ensure this number is kept to a minimum.</p> <p>We are also looking at self serve payment kiosks which might be introduced into libraries, whereby customers can pay Council bills through a machine. This will also enable us to close the manned payment kiosk in the PASC.</p> <p>It may be necessary to switch off some channels completely in order to realise the savings but this will be closely reviewed and discussed as a last resort.</p>			
Number of FTE in area (from 1 <sup>st</sup> April 2016) :		77.39	
Anticipated reduction in FTE as a result of proposals		c. 8 FTE	
Submitted by			
	Signature	Print Name	Date
		Caroline Woolf	21/1/16
Reviewed by			
	Signature	Print Name	Date
Finance Business Partner			

**NEW OR REPLACEMENT SAVINGS TEMPLATE**

Service & Service Head	Description of Service Area
Communications – Cheryl Curling	<b>External and Internal Communications and campaigns; Media relations; social media and online communication, major event management , Design and Production of publications including Living in Havering Magazine, advertising, sponsorship.</b>

Is this a New or REPLACEMENT Savings Item?	Please indicate by ticking Box below
NEW SAVING	REPLACEMENT SAVING

IF REPLACEMENT Saving show the Original Savings Item that is being replaced.	
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Current Budget Information							
	Original Budget	Revised Budget	Period Actual	Actuals	Encumbrance	Actuals + Encumbrance	Budget Remaining
A22000 Living	17,210	47,270	40,146.02	56,399.54	0.00	56,399.54	(9,130)
A22005 Commercial Projects	60,090	21,660	4,766.15	74,414.84	0.00	74,414.84	(52,755)
A22010 Design Services	(49,610)	(48,830)	853.97	(55,293.63)	0.00	(55,293.63)	6,464
A22020 Communications Unit	365,370	394,750	(6,114.62)	325,423.47	1,548.50	326,971.97	67,778
A22030 Campaigns And Marketing	205,370	175,660	32,779.55	117,167.91	375.00	117,542.91	58,117
A22031 Internal Communications	24,200	28,350	(28,199.27)	(3,780.01)	0.00	(3,780.01)	32,130
A22035 Events	77,330	76,950	(11,220.30)	72,574.38	635.00	73,209.38	3,741
<b>Total</b>	<b>699,960</b>	<b>695,810</b>	<b>33,011.50</b>	<b>586,906.50</b>	<b>2,558.50</b>	<b>589,465.00</b>	<b>106,345</b>

What is protected within the Service?	
	Robust, proactive communications support is maintained along with free events for residents. Living publication is protected and supported by the GovDelivery e-bulletins.

Main Savings Items Description				
Event Management – reduce the cost of delivering events Staffing levels – reduce the size and change composition of the Communications Team Look to bring in new income through advertising/sponsorship				
Savings proposals				
Savings Details			Value of Saving and Year(s)	
Events Reduce the overall budget for the Havering Show, reducing from 2 to 1 day and encourage increased sponsorship to offset some of the costs while maintaining the event as free to attend. Cease funding one-off events unless the relevant service area is prepared to fund. Reduce funding for Armed Forces Day, Holocaust Memorial Day, Remembrance Sunday.			TOTAL:	
			15/16	16/17
				10K
			17/18	18/19
Staffing levels Implement the agreed proposals of the review of the Communications Team. Remove one vacant post in external relations and a vacant management post in campaigns and marketing			TOTAL:	
			15/16	16/17
			17/18	18/19

			£70K		
Introduce advertising in the GovDelivery e-bulletins as a pilot first with a view to roll-out across all e-bulletins.		TOTAL:			
		15/16	16/17	17/18	18/19
			£20K		
TOTAL SAVINGS BY YEAR		TOTAL:			
		15/16	16/17	17/18	18/19
			£100K		
<b>Reasons for recommending proposals</b>	<p><b>Staffing</b> This proposal uses current vacancies to meet the requirements of making savings while allow for a restructure of the team following the results of the external review. It maintains a strong external and internal function to support the Council through behaviour change both internally and externally and will provide a robust and proactive communications and reputation management programme.</p> <p><b>Events</b> The Council continues to run a range of popular events to engage with residents and strengthen community links while using advertising and sponsorship to support the delivery of safe events.</p> <p><b>Advertising</b> The GovDelivery e-bulletins have proved a very effective and popular communication channel. By allowing advertising we can improve the package we currently offer to advertisers, supporting local businesses and economy.</p>				
<b>Identified Risks and Dependencies</b>					
<p><b>Staffing</b> Reputational risk- High demand for communications activity to manage issues and proactively promote the Council's activities is likely to continue and will stretch a reduced team.</p> <p><b>Events</b> By maintaining almost all annual events, reputational risks are very limited.</p> <p><b>Advertising</b> Risk that income will not be achieved but the income level is more than realistic so this is limited.</p>					
<b>Number of FTE in area :</b>		14			
<b>Anticipated reduction in FTE as a result of proposals</b>		2			
<b>Submitted by</b>					
	<b>Signature</b>	<b>Print Name</b>		<b>Date</b>	
		Cheryl Curling		22/1/16	
<b>Reviewed by</b>					
	<b>Signature</b>	<b>Print Name</b>		<b>Date</b>	
Finance Business Partner					

**NEW OR REPLACEMENT SAVINGS TEMPLATE**

Service & Service Head	Description of Service Area
Pippa Brent-Isherwood (Head of Policy and Performance)	<p>The proposed savings impact on the Equalities and Diversity Team and the Performance Team which supports the Children and Learning &amp; Achievement services.</p> <p>The corporate Equalities and Diversity function co-ordinates design and delivery of the Council's Single Equality Scheme (SCS) and the corporate equalities and diversity training programme and is responsible for ensuring that the Council is a "fair to all" service provider and employer.</p> <p>The Children and Learning Performance Team leads on ensuring that colleagues in Children's Services and Learning and Achievement have effective tools and systems in place to monitor performance and identify emerging issues expediently in order to facilitate early corrective action where required. The team supports these services to make effective use of benchmarking and other data and trend analysis to inform evidence-based decision-making and commissioning and accurate financial forecasting. The team advises the services it supports on the design of business processes and also prepares and submits a wide range of statutory returns on behalf of the services supported.</p>

Is this a New or REPLACEMENT Savings Item?	Please indicate by ticking Box below
NEW SAVING <input checked="" type="checkbox"/>	REPLACEMENT SAVING <input type="checkbox"/>
IF REPLACEMENT Saving show the Original Savings Item that is being replaced.	N/A

Current Budget Information
<p>The Council currently spends approximately £52k per annum on a single Corporate Diversity Advisor. As part of the Policy and Performance restructure that was implemented in December 2015 it was intended to boost the capacity in this team by creating an additional Project Officer post. These proposals delete this planned additional resource.</p> <p>The Children's Performance budget is currently £385,360 per annum. The recent staffing structure (which is currently being implemented) reduced the spend on staffing by £15,317, from £225,140 to £209,823 per annum. The proposals set out here will reduce spend in this area by a further £10,499.</p>

What is protected within the Service?	<p>The service will continue to employ a Corporate Diversity Advisor to support implementation of the equalities and diversity agenda across the Council.</p> <p>The service will also continue to employ 4.069 FTE within the Children and Learning Performance Team.</p>
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Main Savings Items Description
<p>Deletion of the Equalities and Diversity Project Officer post.</p> <p>Reduction of one of the Children and Learning Performance and Business Intelligence Officer posts from 1 FTE to 0.69 FTE.</p>

Savings proposals				
Savings Details		Value of Saving and Year(s)		
Deletion of the Equalities and Diversity Project Officer post		TOTAL:		
		15/16	16/17	17/18
			£40K	
Reduce one of the Children and Learning Performance and Business		TOTAL:		

Savings proposals				
Savings Details		Value of Saving and Year(s)		
Intelligence Officer posts from 1 FTE to 0.69 FTE		15/16	16/17	17/18
			£10K	18/19
TOTAL SAVINGS BY YEAR		TOTAL:		
		15/16	16/17	17/18
			£50K	18/19
<b>Reasons for recommending proposals</b>	<p>A risk assessment of a range of options to meet the target saving has been carried out and found the two options outlined above to be the lowest risk of the options available.</p> <p>These posts are currently vacant so there is no direct impact on staff currently employed by the Council or exit costs for the Council in implementing these proposals.</p> <p>Other staff are able to cover some of the functions performed by these posts, so the impact of their deletion / reduction is partially mitigated.</p>			

Identified Risks and Dependencies			
Deletion of the Equalities and Diversity Project Officer post <ul style="list-style-type: none"><li>Possible negative impact on recruitment / retention / sickness levels in other posts</li><li>Additional pressures on services supported and / or other team members</li><li>No cover of functions during periods of leave</li></ul>			
Reduction of one of the Children and Learning Performance and Business Intelligence Officer posts from 1 FTE to 0.69FTE <ul style="list-style-type: none"><li>Possible negative impact on recruitment / retention / sickness levels in other posts</li><li>Additional pressures on services supported and / or other team members</li><li>Possible data quality issues within Children's Social Care</li><li>Reduced support for statutory returns</li><li>Reduced support for inspections and external assessments</li></ul>			
Number of FTE in area :		49.4 FTE (across the whole of Policy and Performance)	
Anticipated reduction in FTE as a result of proposals		1.31 FTE	
Submitted by			
	Signature	Print Name	Date
		Pippa Brent-Isherwood	25 January 2016
Reviewed by			
	Signature	Print Name	Date
Finance Business Partner			

**NEW OR REPLACEMENT SAVINGS TEMPLATE**

Service & Service Head	Description of Service Area
Head of Culture and Leisure Services	<b>Sports and Leisure Management Contract, Health and Wellbeing</b>

Is this a New or REPLACEMENT Savings Item?	Please indicate by ticking Box below
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NEW SAVING

☒

REPLACEMENT SAVING

☐

IF REPLACEMENT Saving show the Original Savings Item that is being replaced.	
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**Current Budget Information**

The existing Sports and Leisure Management Contract requires the Council to pay the leisure operator a fee of £290k in 2015/16. MTFS savings of £500k per annum have already been agreed for this service area, to be achieved through the retendering of the existing Sports and Leisure Management Contract; so once the new contract has been let there is an expectation that the Contractor will pay the Council at least £210k per annum, on average, through the life of the contract.

What is protected within the Service?	
	The services in the Sports and Leisure Management contract would be retained. It is envisaged that the saving will be made as a result of improved performance in managing the sports and leisure facilities in Havering, as reflected in bids that will be received to run the new contract (starting on October 1 <sup>st</sup> 2016).

**Main Savings Items Description**

This saving will not result in any reductions in the services that will be provided to customers at the borough's leisure centres. As described above the saving is to be achieved through the retendering of the Sports and Leisure Management contract.

**Savings proposals**

Savings Details		Value of Saving and Year(s)			
Sports and Leisure Management Contract savings		TOTAL:			
		15/16	16/17	17/18	18/19
			£100k	£100k	
TOTAL SAVINGS BY YEAR		TOTAL:			
		15/16	16/17	17/18	18/19
			£100k	£100k	

Reasons for recommending proposals	
	The saving can be made without any impact on the services provided to customers using the borough's sports and leisure facilities.

**Identified Risks and Dependencies**

The main risk is the tenders received from tenderers do not result in the new saving of £200k being achieved. There is already an agreed MTFS saving of £500k to be achieved, so the total required saving from the Sports and Leisure Management contract is now £600k in 16/17 and £700k in 17/18.

<b>Number of FTE in area :</b>	No Council employees will be affected
<b>Anticipated reduction in FTE as a result of proposals</b>	N/A

Submitted by			
	Signature	Print Name	Date
		Simon Parkinson	22/1/16
Reviewed by			
	Signature	Print Name	Date
Finance Business Partner			

**NEW OR REPLACEMENT SAVINGS TEMPLATE**

Service & Service Head	Description of Service Area
Regulatory Services Patrick Keyes	Local Land Charges Income

Is this a New or REPLACEMENT Savings Item?	Please indicate by ticking Box below
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NEW SAVING

☒

REPLACEMENT SAVING

☐

IF REPLACEMENT Saving show the Original Savings Item that is being replaced.	N/A
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Current Budget Information
Current controllable budget X Current income budget Y

What is protected within the Service?	TBC
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Main Savings Items Description
Increased income from Land Charges and Street Naming and Numbering

Savings proposals				
Savings Details	Value of Saving and Year(s)			
Increased income from increased fees and charges including street naming and numbering	TOTAL:			
	15/16	16/17	17/18	18/19
		£100k		
	TOTAL:			
	15/16	16/17	17/18	18/19
TOTAL SAVINGS BY YEAR	TOTAL:			
	15/16	16/17	17/18	18/19
		£100k		

Reasons for recommending proposals	Improved cost recovery
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Identified Risks and Dependencies	
Potential loss of income through competition from private sector land search companies	
Number of FTE in area :	3
Anticipated reduction in FTE as a result of proposals	-

Submitted by			
	Signature	Print Name	Date
Head of Service		Patrick Keyes	
Reviewed by			
	Signature	Print Name	Date
Finance Business Partner		Peter Davies	

**NEW OR REPLACEMENT SAVINGS TEMPLATE**

Service & Service Head	Description of Service Area
Regulatory Services Patrick Keyes	<b>Regulatory Services Enforcement</b>

Is this a New or REPLACEMENT Savings Item?	Please indicate by ticking Box below
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NEW SAVING

☒

REPLACEMENT SAVING

☐

IF REPLACEMENT Saving show the Original Savings Item that is being replaced.	N/A
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**Current Budget Information**

To be disaggregated as part of future restructuring.

What is protected within the Service?	Enforcement functions vary in their statutory basis. This will be reviewed as part of restructuring.
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**Main Savings Items Description**

Cost reduction derived from review and restructuring of enforcement activity across regulatory and environmental/public realm functions within the Communities &amp; Resources Directorate.

**Savings proposals**

Savings Details	Value of Saving and Year(s)			
Cost reductions following staff and operational efficiencies	TOTAL:			
	15/16	16/17	17/18	18/19
		£100k	£100k	
	TOTAL:			
	15/16	16/17	17/18	18/19
TOTAL SAVINGS BY YEAR	TOTAL:			
	15/16	16/17	17/18	18/19
		£100k	£100k	

<b>Reasons for recommending proposals</b>	A range of enforcement functions are carried out across the Communities & Resources Directorate within Regulatory Services, StreetCare and Culture & Leisure. Restructuring and realigning those functions will enable cost savings, operational efficiencies and improved coordination and outcomes.
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**Identified Risks and Dependencies**

Detail to be worked up through restructure. Risks are resultant structure may lack economies of scale to maintain expected levels of performance and also that there is imbalance between front line response and professional/ technical resource. Dependent on effective mobile working technology.

Number of FTE in area :	TBC
Anticipated reduction in FTE as a result of proposals	TBC

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Submitted by			
	Signature	Print Name	Date
Head of Service		Patrick Keyes	
Reviewed by			
	Signature	Print Name	Date
Finance Business Partner			

# BUDGET SAVINGS 16-17 EQUALITY IMPACTS

SAVINGS REF	SAVINGS TITLE	SERVICE AREA	EQUALITIES IMPACT	MITIGATING ACTIONS
<b>C&amp;L 01-16</b>	Leisure Management Contract /Leisure Centres	Culture and Leisure Services	There are no equality risks associated with this saving there will be no detriment or impact on service users or staff	n/a
<b>COMM 01-16</b>	Communications and Events	Communications	There are no direct equality implications arising out of the proposed savings	n/a
<b>COMM 02-16</b>	Equalities Post	Policy and Performance	There are no equality implications arising - the Council will continue to meet its existing legal duties and functions within the remaining resources and staffing levels	n/a
<b>SC 02-16</b>	Parking Enforcement	Streetcare	There are positive equality impacts arising from this proposal as all communities will benefit from the increased safety measures	n/a
<b>COMM 03-16</b>	FOI / Complaints			

# BUDGET SAVINGS 16-17 EQUALITY IMPACTS

SAVINGS REF	SAVINGS TITLE	SERVICE AREA	EQUALITIES IMPACT	MITIGATING ACTIONS
CS 01-16	Customer Services	Customer Services	<p>The proposed savings may impact upon the following protected characteristics</p> <p>Age</p> <p>Disability</p> <p>Race</p> <p>There will be an impact on staff as a result of this proposal any reductions in staffing levels will be subject to the Councils organisational change policy</p>	<p>Some customers are not happy using the web. They are able but unwilling. Some customers (although these are very few) are unable to use the web.</p> <p>There exist multiple channels where customers can be helped to self-serve and these include the PASC and libraries. The Council will work closely with libraries to roll out this capability to a wider audience. The Council will still offer a face to face service to those who absolutely cannot use the web</p> <p>The restructuring process will be subject to an equality impact assessment. The EIA will determine which protected characteristics will be most impacted by the restructure</p>
SC 01-16	Controlled Parking Zones / Moving Traffic Violations	street care	There are positive equality impacts arising from this proposal as all communities will benefit from the increased safety measures	n/a
OSN 01-16	Local Land Charges Income	Regulatory Services	There are no equality implications arising from this budget proposal	n/a
RES 01-16	Trading	Regulatory	The restructuring process will be subject to an	

BUDGET SAVINGS 16-17 EQUALITY IMPACTS				
SAVINGS REF	SAVINGS TITLE	SERVICE AREA	EQUALITIES IMPACT	MITIGATING ACTIONS
	Standards / Enforcement	Services	equality impact assessment and this will be able to assess which protected characteristic will be most impacted by the restructure	There will be an impact on staff as a result of this proposal  any reductions in staffing levels will be subject to the Councils organisational change policy

## **REVENUE BUDGET STRATEGY**

The Council will ensure that there is an effective Medium Term Financial Strategy in place to drive forward the financial planning process and resource allocation. The financial strategy will be determined by priorities set out in the Council's Living Ambition vision and detailed in its Corporate Plan.

The Council is clear about, and remains committed to, its *Living Ambition*, the long-term vision for the future of the borough, which is to provide Havering's residents with the highest possible quality of life, in a borough that thrives on its links to the heart of the capital, without ever losing the natural environment, historic identity and local way of life that makes Havering unique.

Underpinning the *Living Ambition* are five key goals: Environment, Learning, Towns and Communities, Individuals and Value, with a number of strategic objectives under each Goal. The Council is committed to allocating resources in a way that will support the achievement of these objectives.

The Council recognises the pressures on its budget, and while seeking to protect and enhance front-line services as far as possible, will aim to contain these pressures within existing resources. Cabinet Members will examine all budget pressures and seek reductions where possible.

The Council will wherever possible seek new funding and explore new ways of working. The Council will continue to look at new methods of service delivery to improve services to the public and the value for money that they provide, including working in connection with a range of other organisations and groups.

By becoming an increasingly 'connected council', Havering will continue to seek to improve efficiency and deliver better value for money. In particular, the Council will aim to identify efficiencies that will not impact on the delivery of key services to local people. Its focus will be on identifying ways to reduce the cost to tax payers of running those services.

The Council will ensure that, given the severe financial pressures it has already faced and is continuing to face, growth will only be supported in priority areas, and only where these are unavoidable. However, the Council will expect the Government to ensure that adequate funding is made available to fund any additional costs arising from new burdens placed on Havering, or from services transferred to it.

The Council will ensure that the most vulnerable members of its community are protected, will continue to lead in the development of social cohesion, and will ensure that the services provided and resources allocated reflect the diverse nature and needs of our local community and our responsibilities to the local environment.

The Council will lobby to ensure that the Government provides adequate funding to take on any new responsibilities and to illustrate the impact of the low funding basis for Havering and its residents, but will ensure that, in broad terms, its spending is in line with the basis on which the Government allocates grant funding, and that spending levels will be realigned against any reductions in funding. The Council will therefore continue to reduce its spending where the Government removes funding, in line with the relevant level of reduction.

The Council will engage with its local community, its partners and individual stakeholders in developing financial plans, and will reflect on the outcome of its consultation process in the identification of priorities and the allocation of resources.

While addressing its priorities and setting a balanced and prudent budget, the Council will seek to keep any increase in the Council Tax to the lowest possible level and in line with its stated aspirations whilst maintaining reserves at the minimum level of £10m.

And as part of that process, the Council will not utilise the minimum reserve of £10m, or any reserves earmarked for specified purposes, to subsidise its budget and reduce Council Tax levels as this is neither a sustainable nor a robust approach.

The Council will seek to ensure that sufficient financial resources are available to enable it to deliver a long-term savings plan within the constraints of funding available to it from both local taxpayers and the Government, and will seek to utilise any unallocated funds with that purpose in mind.

The Council will adopt a prudent capital programme designed to maintain and where possible enhance its assets, in line with the Living Ambition.

The Council will finance capital expenditure through a combination of external funding and receipts from the sale of assets that are deemed surplus to requirements, and will only apply prudential borrowing where a business case can be made to finance investment through borrowing, or where there is an income or savings stream arising from the investment. A provision for Regeneration and Development schemes has been established for which it is intended to fund individual schemes from prudential borrowing.

The overarching objective of the Council's financial strategy remains to deliver high quality, value for money services to our community, whilst ensuring that the cost of those services is compatible with the level of funding provided to it by the Government.

## **CAPITAL BUDGET STRATEGY**

The capital budget strategy sets out the Council's approach to capital investment over the medium term. It has been developed in consultation between senior officers, Members and the Council's key strategic partners and is integrated with Havering's *Living Ambition*, set out in the Council's Corporate Plan.

The Council will ensure it engages with the local community and wider stakeholders in developing its financial plans.

The Council has adopted a prudent capital programme in line with the *Living Ambition* designed to:

- protect, maintain and develop existing assets and infrastructure – the backlog of repairs to existing assets such as school buildings, office accommodation, and infrastructure assets such as roads and paths;
- develop new facilities for which there is significant public demand or upgrading assets to meet the expectations of local people, and obtaining value for money from the use of our assets and resources;
- support the delivery of the Council's transformation programme and further initiatives to improve efficiency and effectiveness e.g. through the adoption of

new technology to release revenue savings or improve service delivery to the community.

The Council will seek to continue to improve efficiency and value for money, in particular to:

- maximise asset utilisation;
- ensure assets are fit for purpose and health and safety compliant;
- facilitate and promote community use;
- explore alternative management arrangements e.g. leases to community groups;
- explore opportunities for innovative ways to procure and deliver capital projects to maximise the resources available;
- consider the wider aspects of capital projects, for example whole life asset costs, equality and diversity, and environmental implications;
- investigate shared usage/ownership arrangement with other local authorities, partners and stakeholders.

As well as the above, the Council's approach to capital asset management includes the review of existing assets in terms of suitability for purpose, alternative and future use, and maintenance requirements. The aim for the Council to rationalise its asset portfolio and only hold assets that support the delivery of its goals, offer value for money or in some other way are important for community, heritage or other significant social purpose.

The capital budget strategy is intrinsically linked to the revenue budget strategy. The revenue implications of capital expenditure and funding decisions are explored and accounted for on an ongoing basis. These are reflected as appropriate and include the consideration of the challenging financial climate which the Council faces.

The Council will finance capital expenditure through a combination of:

- Receipts
- External Funding
- S106 Contributions
- Revenue Contributions to Capital
- Capital Grants
- Capital Allowances
- Supported Borrowing
- Prudential Borrowing

Each funding stream is considered in terms of risk and affordability in the short and longer term.

The current and future economic climates have a significant influence on capital funding decisions. As a result planned disposals are kept under regular review to ensure the timing maximises the potential receipt where market conditions are not favourable.

Capital expenditure will only be permitted where funding streams have been identified and confirmed. Prudential borrowing will be used to fund regeneration and development initiatives, where a business case can be made to finance the investment from an income or savings stream.

Every effort is made to maximise grant funding, leverage opportunities and other external funding opportunities, where they are consistent with the Council's *Living*

*Ambition* vision, goals and other specific strategies. Use of grant funding will however only be made where the cost to the Council is minimised or where this – both capital and revenue – can be contained within existing resources.

Where expenditure is to be financed through capital, this will only occur where funds have been realised. Neither capital receipts generated through disposals nor S106 contributions are committed until they are actually received. This is due to the complex conditions and timing issues that can be associated with them.

The Council is also continuing to attract private investment into Council facilities through exploration of potential partnership and outsourcing arrangements.

This funding approach has been made with reference to the Council's current and longer term financial position, the prudential code, the current and projected economic climate, and the Council's asset management strategy as set out in the Corporate Asset Management Plan.

The capital programme will be reviewed on an annual basis. This will consider items such as new funding opportunities and Member priorities. In year changes e.g. the availability of additional external funding, will be made on an ongoing basis as part of routine programme management. These will be implemented with regard to the Council's Constitution and agreed procedures.

**Councillor Roger Ramsey  
Leader of the Council  
LONDON BOROUGH OF HAVERING**

Town Hall | Main Road | Romford | RM1 3BD

**Telephone:** 01708 432031

**E-mail:** [roger.ramsey@havering.gov.uk](mailto:roger.ramsey@havering.gov.uk)

**Date:** 15 January 2016

**My Reference:** RR/as

Shafi Khan  
DCLG  
2<sup>nd</sup> Floor, Fry Building  
2 Marsham Street  
London  
SW1P 4DF

Sent via email to:  
[LGFConsultation@communities.gsi.gov.uk](mailto:LGFConsultation@communities.gsi.gov.uk)

Dear Shafi Khan,

**London Borough of Havering - Local Government Finance Settlement**

**Introduction**

The Spending Round (SR15) and the Local Government Financial Settlement will dominate local government finance for the next 5 years. As a result, it was crucial not only to ensure that cuts to local authorities were allocated fairly but also to address the unfair starting position in funding methodology. This was essential in order to help authorities not only contribute to the austerity reduction and protect front line service but also ensure a fair and transparent funding system to the residents of not only Havering but across England. Unfortunately neither of these circumstances has been achieved.

This briefing note is to highlight some of the irregularities and unfairness of the local government finance settlement. Havering residents over the past 15/20 years have had to deal with below average grant allocations which has ultimately impacted on services and the level of council tax they have had to pay, and now to make it even worse, because they have had to pay higher council tax, their Central Government grant is set to be cut even further.

Before moving on to the settlement itself I would like to comment on the wholly unacceptable consultation period, particularly in light of the extended holiday period for Christmas and the New Year. If we here in Havering tried to restrict consultation in this way we would rightly be hauled over the coals by local people, and almost certainly be criticised by Government. If that were bad enough, we then had the

debacle of the correction required to our settlement as a result of an error at DCLG which meant in reality we did not receive an accurate figure until 23 December 2015.

We, and no doubt many other authorities, are having to address a reduction in funding of a scale which we could not realistically have anticipated at a very late stage in our financial planning/budget setting process.

## **Funding**

### **Four Year Settlement**

Havering welcomes the certainty of a four year settlement. We have long called for local government to have the same planning horizon as government itself. This would be a step towards financial certainty. However, it has to be put into the context of a rebalancing of funding with both Council tax and localised business rates playing a more important role than the centrally allocated Revenue Support Grant. It will therefore be very hard to accept the four year position as we believe it is fundamentally flawed.

### **Settlement / Changes in funding methodology**

In 2013, the funding formula was frozen to enable the introduction of business rate retention. The formula was frozen to the detriment of those authorities who have been seeking a fairer system in the allocation of funding. Deprivation indicators previously used in the settlement calculation were too heavily weighted in the formula as the fixed cost and the level of actual population is the biggest driver of costs. Havering's population is average for London but it has had the oldest proportion of elderly population for a very long time, and in recent years we now also have the fastest growing children's number in London, see Appendix B.

The 2016 settlement brought about a significant change in the methodology in apportioning cuts with no prior warning. Whilst we understand the need to distribute funding reductions proportionately, the methodology in using past council tax funding does not reflect the ability to raise income in the future. Based on this methodology, the past decisions made by councils and its residents are now impacting the councils future core grant. This methodology is clearly unfair as it penalising Havering's residents for contributing more to local services which is basically now being used to negate the cuts to grant rich authorities. This is clearly unfair to the residents of not only Havering but authorities who have never received the appropriate funding in order to deliver services. The higher Council Tax reflects the already unfair grant distribution.

Havering has always been one of the lowest funded authorities in London despite having the highest proportion of over 65's in London. Below is a table comparing Havering to its east London neighbours and the huge cliff edges in funding it produces.

Table 1

Code	Local Authority	Population (1)	Provisional Settlement 2016/17 £m's	Per Head of Pop £'s
R393	Havering	245,974	52.516	213.50
R399	Redbridge	293,055	81.955	279.66
R402	Waltham Forest	268,020	108.689	405.53
R383	Barking and Dagenham	198,294	89.494	451.32
R398	Newham	324,322	172.677	532.42
	East London	1,329,665	505.332	380.04
	Outer London	5,398,702	1,915.76	354.85

As can be seen, Havering is the lowest funded east London borough per head of population. Other authorities are receiving over twice as much funding per head of population which in our opinion is unfair to local residents of Havering. Table 2 demonstrates the impact on residents if Havering received the same level of funding as its lowest neighbour and if Havering received the same level of funding as the average outer London Borough.

Table 2

	Population (1)	2016/17 Funding (£ms)	Difference from actual	Impact on Council Tax (inc GLA)	Difference in Council Tax Bill per household
Havering	245,974	52.516		1,514.00	
Based on average 2nd lowest grant per head in East London (279.66 per head of population)	245,974	68.789	16.273	1,318.20	195.80
Based on the outer London Average (based on £354.85 per head of population)	245,974	87.284	34.768	1,095.66	289.91

As can be seen, Havering would benefit from a £16.273m increase to its funding if Havering's funding matched the 2<sup>nd</sup> lowest east London allocation which is equivalent to a £195.8 (12.9%) reduction in a band D property council tax. If Havering's funding was based on the outer London average, Havering would receive an additional £34.7m which equates to £290 (19%) reduction in council tax for local residents.

**If Havering received the average level of settlement funding for an outer London Borough, Havering would have the lowest council tax in outer London and still manage to protect front line staff in 2015/16.**

Prior to 2013, the funding formula was changed annually to reflect a change in need, so the formula was at least trying to keep up with the changing pressures that local authorities faced. Since 2013 the formula has been frozen and changes in need are no longer considered. This on its own is bad enough. However some of the changes in national policy have created significant additional burdens for some Councils like

Havering, whilst leaving others with resources they no longer require. This is at a time when changes in need are no longer being considered.

The most significant has been the introduction of the Housing Benefits cap. This has forced individuals and families to move out from more expensive inner London Boroughs (where most of the additional funding went before the freeze in formula grant), to the outer London boroughs. Due to the formula freeze the funding remains with those more central boroughs, however the needs and challenge of providing services has moved to the Outer London Boroughs, but without any change in resource to support them.

In addition, Havering has been actively encouraging house building within the authority in order to help first time buyers and meet the demand in housing supply, supporting central government priorities (including affordable home expansion within our Housing Revenue Account) only to now find that we are penalised for having done so.

This is all now compounded further with the impact of the use of an authority's spending power to allocate reductions in funding.

The table below demonstrates the reduction in grant for east London. As can be seen Havering loses 96% of its core funding compared to other neighbouring authorities. In addition Havering faces the 4<sup>th</sup> highest percentage reduction in London.

Table 3

Local Authorities	19/20 provisional RSG	Percentage Reductions by 19/20
Newham	36.20	59%
Barking and Dagenham	17.73	62%
Waltham Forest	18.50	68%
Redbridge	10.23	77%
Havering	1.38	96%

**Why should Havering residents be penalised for contributing more to local services?**

### Council Tax

For the last 10 to 15 years, Havering has had one of the highest council tax levels in London. This high council tax was in direct response to the historic flawed funding methodology put in place by Government which is still impacting authorities today and now will for the next 4 years. The table below shows the highest and lowest council tax band D for London and their respective Settlement Funding Allocation (SFA) which clearly identifies the implications of the flawed central government funding methodology.

Local Authorities - London	Inner / Outer London	Council Tax	Settlement Funding Allocation 16/17
<b>Highest Council Tax</b>			
Kingston upon Thames	Outer London	1,379.65	32,152,646.68
Richmond upon Thames	Outer London	1,287.39	32,992,985.22
Harrow	Outer London	1,234.36	58,245,820.50
Havering	Outer London	1,219.00	52,516,359.53
<b>Lowest Council Tax</b>			
Kensington and Chelsea	Inner London	782.58	79,805,285.33
Hammersmith and Fulham	Inner London	727.81	95,062,281.70
Wandsworth	Inner London	388.42	114,599,096.99
Westminster	Inner London	379.16	140,567,887.95

As can be seen, there are huge variances not only between authorities but also the between inner and outer London. There is direct correlation between settlement funding and council tax. This makes the new methodology in allocating funding reductions even more severe for those authorities with high council tax which have been derived from government flawed methodology in allocating funding.

It is noted that you have chosen to take authorities' ability to raise council tax into account, but not their ability to raise other income, such as parking charges. As an outer London authority with challenges from places like Lakeside and Blue Water with free parking, Havering's ability to raise income in this way is very limited, compared with the multiple millions raised in the four authorities shown above with low council tax levels. What rationale was used for inclusion of one income stream over any other?

**Is it fair that authorities with the lowest council tax and highest core grant are seeing the lowest percentage reduction in funding?**

## Demand

There are still significant challenges ahead for Councils like Havering who will have to make savings overall, sufficient enough to compensate for any additional cost pressures they face, despite receiving a flat-cash settlement over the next four years. These include those arising from the following, some of which are explained in more detail from a Havering point of view below as these pressures are not faced equally:

- General inflation
- Cost pressures of the care sector
- Increases in the number of adults and children needing support
- Increases in demand for everyday services as the population grows
- Pressure on homelessness and
- Increases in core costs such as National Insurance, the National living wage, funding apprenticeships.

## Adults

As can be seen from the above, Havering residents are being unfairly penalised by the current methodology in allocating funding. The deprivation indicators used do not reflect the demographic pressure especially given the pressures surrounding adult social care. This is a huge pressure impacting on all authorities and in our opinion should be based on indicators that represent the true costs and true drivers of costs rather than perceived deprivation. Cost pressures in relation to adult social care are primarily driven by the population of elderly residents however the formula does not represent the full extent of this true activity driver. Other grants such as the Better Care Fund (BCF) are based on the formula grant calculation which exacerbates the funding problem. As a result, Havering's grant per head in regards to the BCF is the lowest in London as shown in Appendix A. Also from viewing the grant allocations, some authorities who receive the largest grant per head actually have the lowest population of over 65s in London. In our opinion this methodology which is impacting multiple grants is severely flawed and disproportionately impacts on Havering.

Havering has the highest proportion of elderly population in London, and this is expected to increase considerably by 2021, but the current methodology the funding model is and will not address this high need, high cost area. The ability to raise an additional 2% on the council tax to fund adult social care is welcomed, although this goes no way to covering the costs, and once again penalises local people to pick up the costs

## Childrens

Over the last five years, Havering has seen unprecedented net inflow of children under 15. Appendix B demonstrates the level of net migration impacting on Havering. Havering has received the highest number of children from other boroughs which obviously puts significant burdens on the council and its schools. This trend is likely to continue to all outer London boroughs as the benefit cap affecting those most in need are forced to move out of central London into cheaper residential property in the outskirts of London. As previously mentioned, as the formula has been frozen since 2013, Havering will not receive any additional funding for this new burden which is due to changes in government policy. Therefore Havering and other outer London boroughs will be required to find additional funding to meet this existing pressure. The funding for these remain within cash rich / grant dependant boroughs.

**The funding formula currently creates huge variation in government funding between neighbouring authorities thus creating a postcode lottery. Removing these cliff edges by smoothing the grant allocations by areas would help provide a fairer and transparent system.**

## School Places

These children's numbers have resulted in an additional 2,700 permanent primary school places having been created in all year groups from 2011/12 - 2015/16, the equivalent of 90 additional classes. The number of Primary age pupils (Years R-6) is expected to continue rising significantly from 19,834 in 2013/14, to 23,333 in 2018/19, which is more than 3,000 extra pupils over the next five years. The number of pupils is projected to continue to rise further. As well as an impact on primary places the number of secondary age pupils (Years 7-11) in Havering schools is expected to rise

significantly from 15,038 in 2014-15 to 18,051 in 2023-24. Beyond this point the longer term strategic forecasts indicate a further increase in pupil numbers.

### **Indices of Deprivation**

The recently published Indices of Deprivation demonstrate the movement of people from inner London to outer London and in particular Havering. Appendix C shows the last recently published deprivation scores and these show that Havering is the ONLY borough in London where these are going up. Once again demand and pressures are on the increase at a time when the formula is frozen and so doesn't reflect need with the result that Havering residents are being further punished in the settlement.

### **Balances**

The recent Ministerial letter to one of Havering's MP's also made reference to the Councils unringfenced reserves being in the region of £60m. This is wrong, the total reserves the Council holds is £60m but £48m of those are earmarked for particular and known circumstances, and signed off by our external auditors when the accounts are closed. We actually only hold £12m of unringfenced reserves, which is a comparatively small sum, approximately 2% for a £500m business. Also using reserves to "smooth the path over the four year" period is risky and poor practice given the extent of the financial turmoil the nation has seen as well as the uncertainty in the economy. Surely there would be no suggestion of putting the Council at further financial risk.

### **New Homes Bonus**

The New homes Bonus grant was initially a "reward" for local authorities to increase housing supply and affordable homes which are so greatly needed in the country. We welcome further incentives to promote housing growth however the changes in New homes Bonus would seem to suggest "sharpened" cuts to local government. Not only will the period of the grant payable be reduced from 6 to 4 years but reduced also to fund adult social care based on a formula apportionment which does not represent the drivers of true costs. Local authorities are in the best position to allocate funding to those most in need within the authority and as such, this move by central government will not only be at the detriment to self-funded authorities and go against the concept of localism but also the ability for authorities to target those most in need.

### **Business rates**

A great deal has been discussed about local authorities driving growth in order to benefit financially and improve the economy, however even if local authorities retained 100% of business rates, it is highly unlikely that the huge variation in funding could be resolved in such a way. In order to produce a fair funding system, the cliff edges and use of deprivation indicators / settlement funding allocation need to be revisited to ensure a fair and transparent system. In continuing the current arrangements, the same unfairness in funding allocation will only continue in the form of "tariffs" and "top-ups" at the detriment of those authorities who are more likely to be self-funded.

Although we welcome the opportunity in promoting growth and benefiting the economy and austerity reduction, there are a number of areas that has caused unfairness and restriction in the system. Some of the issues are detailed below:

- The funding baseline was based on the out of date formula grant which does not reflect the pressure affecting in local authorities.
- The calculation of the business rate baseline caused a number of authorities to lose out in funding due to other authorities growing considerably before rates retention was implemented. The choice to baseline without in year data caused a number of authorities to benefit unfairly.
- The risks in appeals are causing instability in retained funding.
- There is a lack of autonomy for local authorities to benefit local areas and the residence the authority serves.

In 2014/15 Havering along with Barking and Dagenham are currently the only London authorities who have formed a pool to help promote growth and share the benefits that the pool provides. Given recent announced on authorities ability to retain 100% of business rates and the continuation of top-up and tariff, this will potentially impact all authorities who have a business rate pool. Assuming that top-ups and tariffs will be adjusted to account of the changes in business rates this would make the pool unviable. A lot of work has been done, funded through the current pooling system in order to create and maintain growth, training and support have been given to businesses free of charge in order to assist their businesses which is currently not on offer elsewhere. Without the benefits of the pool, services like this would not be viable.

## Conclusion

The chancellor's vision of self-funded councils can only work if the method of equalisation is fair. Anything based on the current methodology will only be at the detrimental of those authorities who are low geared authorities that have to charge a more in council tax to compensation for a poor grant allocations. Residents should not be penalised for a funding formula that is based dominantly on deprivation instead of true activity drivers. Also the impact of the new methodology in using past council tax decision on future grant allocations creates a double hit to those authorities who have not received the appropriate level of funding in the past.

In an attempt to combat this unfair funding allocation, Havering has had to make steps to find savings and efficiencies before most other authorities and increase council tax in order to protect front line services thus resulting in residences having to pay more in council tax than the majority of other London Boroughs. We accept that changes that are mentioned below are difficult and may take time however this is essential in order to provide a fair base for all authorities.

It will be fascinating to see how many inner London boroughs who historically were funded more appropriately when funding followed need, but since the formula was frozen and demand has moved to outer London Boroughs now also find that their funding has received greater protection, do not feel the need to increase either their core council tax or the adult social care precept. Maybe then you might realise how flawed the use of the new Spending Powers are.

We appreciate that the settlement is hard to challenge legally, although we have a duty to consider how to best represent our residents, and although we have seen the individual equality impact assessments produced for each of the separate decisions in the settlement, we would be really interest to the see the cumulative impact assessment, required under the Equalities Act 2010 for these overall changes, and wondered if we could be directed to a copy of it?

## Recommendations

We genuinely believe that the local government funding system is neither objective nor equitable in its allocation of resources to local government and as a direct result has a direct impact to Havering's taxpayers. We would therefore ask Ministers to consider the following proposals:

1. Review the current formula grant in respect of:
  - a. Remove previous local funding decisions on council tax from the methodology in apportioning cuts. If Minister's not prepared to do this, then to consider the inclusion of other income streams, that local authorities are able to benefit from.
  - b. Cliff edges - One method of rectifying this on-going issue to create a phased smoothing affect between local authorities to ensure that a postcode lottery does not continue to exist. We accept that this is not a "quick-fix" solution however a phased approach would address the issue in time.
  - c. Indicators used in allocating funding - A number of the indicators are out of date and do not reflect the demographic pressures impacting local authorities. Some of the true drivers of expenditure such as population are not reflected or it's impacted so significantly by perceived deprivation indicators that this driver of cost is lost.
2. Business Rates
  - Provide local authorities with further autonomy over the running of business rates and ensure the system is stable.
  - Further stabilise the appeals system especially for those appeals pre the retention of business rates.
  - Review the business rate baseline to ensure a fair starting position.
3. Ensure that those authorities who have set up pools are not unfairly penalised due to any changes in top-ups / tariffs.
4. In line with devolution principles, give authorities greater control of other income areas and levels, such as localising planning charges.
5. If any additional funding is identified for 2016/17 at this late stage, our view is that it should be allocated to damp the most significant year on year grant losses.

Yours sincerely,



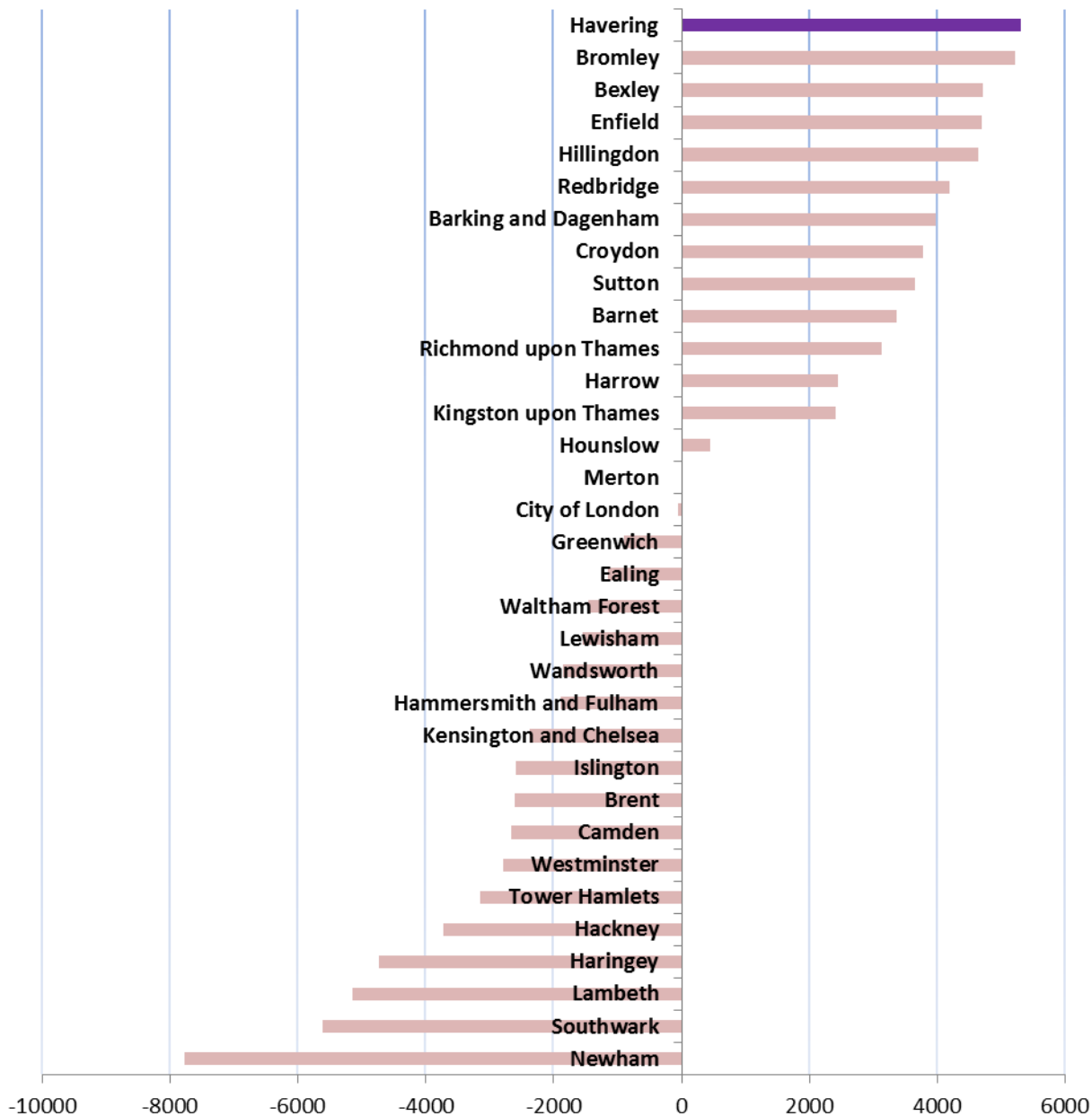
**Councillor Roger Ramsey**  
**Leader of the Council**

## Better Care Fund per Head of Population (London)

Local Authority	Better Care Funding Allocation £ms	14/15 Estimated over 65 population	Grant Per Head £s
Tower Hamlets	18.738	16038	1168
Hackney	18.649	17848	1045
Newham	21.040	21232	991
Lambeth	22.007	23737	927
Islington	16.981	18619	912
Southwark	20.478	22964	892
Hammersmith and Fulham	13.148	16987	774
Lewisham	19.740	26757	738
Camden	18.170	25204	721
Wandsworth	20.007	27797	720
Westminster	18.203	25387	717
Haringey	16.473	23134	712
Barking and Dagenham	13.055	19517	669
Greenwich	18.010	27034	666
Kensington and Chelsea	13.180	20239	651
Waltham Forest	16.054	26437	607
Ealing	22.283	37449	595
Brent	19.832	33721	588
Hounslow	15.288	27813	550
Merton	11.254	23765	474
Redbridge	16.032	34365	467
Croydon	21.498	46236	465
Kingston upon Thames	9.882	21259	465
Enfield	18.518	40113	462
Barnet	21.540	49294	437
Hillingdon	15.642	36655	427
Richmond upon Thames	10.689	26592	402
Sutton	11.096	28757	386
Harrow	13.183	34738	379
Bexley	13.708	38520	356
Bromley	19.232	54141	355
Havering	15.495	43956	353

14/15 figures as per the ONS Census 2011.

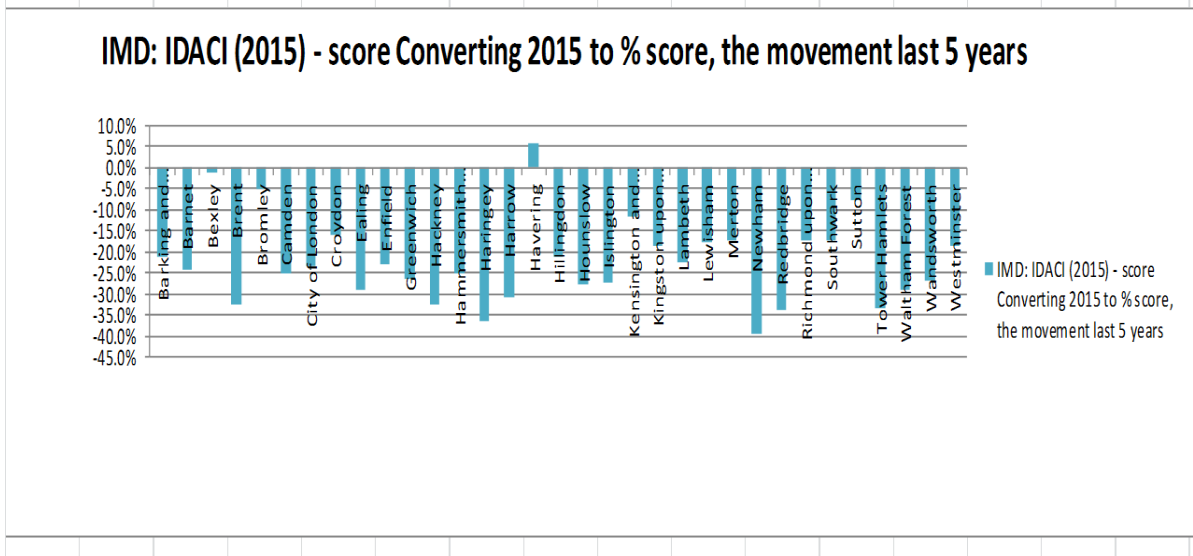
**Netflow Migration of Children** (the difference between outward and inward migration of children)



**Figure 1: Netflow of children across London boroughs.**

Figure 5 visually represents the netflow of migration among children across London Boroughs. Figure 5 shows that Havering has experienced the largest netflow across all London boroughs. Across this 5-year period there were a total of 5,314 children, who have settled in the borough from another London boroughs. Figure 5 also illustrates that there is a migration of children out of Inner London Boroughs, which have experienced a negative netflow, into Outer London Boroughs. However, the biggest Inflows of children into Havering come from neighbouring Outer London Boroughs, B&D and R.

Chart 2 London Shift from 2010 to 2015



## Consultation questions

### Question 1: Do you agree with the methodology for allocating central funding in 2016-17, as set out in paragraphs 2.6 to 2.8?

No. The revised methodology directly penalises the taxpayer of local authorities as well as acting as a disincentive to promote tax base growth. Including the council tax requirement within the methodology is basically taking funding away from local taxpayers who contribute to local services via council tax. This funding is therefore being transferred to other highly grant funded authorities to negate the scale of their reduction, at a time when their service pressures are reducing significantly. This in our opinion is unfair to local residents to Havering and other self-funded authorities.

The London Borough of Havering has always been an underfunded authority as pressures specifically around adult social care have never been adequately addressed in the funding model. As a result, in order to provide statutory services such as adult social care, Havering has historically had to increase council tax higher than most other authorities to negate central governments flawed funding methodology. This new methodology once again further penalises Havering from a flawed government funding methodology.

In addition, Havering has been actively encouraging housing building within the authority in order to help first time buyers and the demand in housing supply, supporting central government priorities. This new methodology now penalises authorities who have been driving growth and aiding residents.

### Question 2: Do you agree with the proposed methodology for calculation of the council tax requirement for 2016-17, as set out in paragraphs 2.10 and 2.11?

No, the council tax requirement should not form part of allocating central government resources. Council Tax is based on local and passed decisions made by the electorate. Based on this new methodology residents of Havering will be paying council tax for it to be basically be redistributed to other grant rich authorities.

**Question 3: Do you agree with the proposed methodology in paragraph 2.12 for splitting the council tax requirement between sets of services?**

As per Question 2, the council tax requirement should not form part of the methodology

**Question 4: Do you wish to propose any transitional measures to be used?**

No, Government should, as in the past, allocate cuts to those authorities who are receiving the most in grants. If the government is going to implement this however, there should be some consideration of need built into the formula. The last time need was reflected was in 2013 before the formula was frozen. To now make further changes without accessing whether the current allocation reflects the pressures Councils face is fundamentally flawed.

**Question 5: Do you agree with the Government's proposal to fund the New Homes Bonus in 2016-17 with £1.275 billion of funding held back from the settlement, on the basis of the methodology described in paragraph 2.15?**

Yes this would seem sensible.

**Question 6: Do you agree with the Government's proposal to hold back £50 million to fund the business rates safety net in 2016-17, on the basis of the methodology described in paragraph 2.19?**

Yes this would seem sensible.

**Question 7: Do you agree with the Government's proposed approach in paragraph 2.24 to paying £20 million additional funding to the most rural areas in 2016-17, distributed to the upper quartile of local authorities based on the super-sparsity indicator?**

N/a

**Question 8: Do you agree with the Government's proposal that local welfare provision funding of £129.6 million and other funding elements should be identified within core spending power in 2016-17, as described in paragraph 2.28?**

No, As RSG for a number of authorities will cease there is little point in identifying previous grants which are no longer available.

**Question 9: Do you agree with the Government's proposal to include all of the grant funding for the Care Act 2014 (apart from that funded through the Better Care Fund) in the settlement, using the methodology set out in paragraph 3.2?**

No, it's our belief that this funding should be kept as an unringfenced grant. Adult social care is the biggest area of spend and pressures for all authorities and as such this should continue to be treated separately based on the original methodology. In addition as identified in the Local Government financial settlement, the Adult Social Care funding grows in value by 2019/20 as a result this funding should be shown separate away from the new funding methodology and funded in full by Government.

This is particularly important as the formula no longer has any reflection of need and demand in Council areas, so allocating it into a flawed formula does not ensure it is directed where truly needed.

**Question 10: Do you agree with the Government's proposal to include all 2015-16 Council Tax Freeze Grant in the 2016-17 settlement, using the methodology set out in paragraph 3.3?**

Yes, there is no reason for the grant to continue outside of the Settlement Funding Allocation

**Question 11: Do you agree with the Government's proposal to include all 2015-16 Efficiency Support Grant funding in the settlement and with the methodology set out in paragraph 3.5?**

Yes, there is no reason for the grant to continue outside of the Settlement Funding Allocation

**Question 12: Do you agree with the Government's proposal to include funding for lead local flood authorities in the 2016-17 settlement, as described in paragraphs 3.6 and 3.7?**

Yes, there is no reason for the grant to continue outside of the Settlement Funding Allocation

**Question 13: Do you agree with the Government's proposal to pay a separate section 31 grant to lead local flood authorities to ensure funding for these activities increases in real terms in each year of the Parliament?**

Yes, given the pressures in this area, funding should be provided in order to help authorities deal with aspects of flooding.

**Question 14: Do you have any views on whether the grant for lead local flood authorities described in paragraph 3.8 should be ring-fenced for the Spending Review period?**

This funding should be unringfenced and away from the constraints surrounding ring-fenced grants.

**Question 15: Do you agree with the Government's proposal to adjust councils' tariffs / top ups where required to ensure that councils delivering the same set of services receive the same percentage change in settlement core funding for those sets of services?**

No, As per question 1. Residents should not be unfairly penalised due to an unfair funding methodology. Why should a local taxpayers contribution to services be taken away to fund other local authorities.

**Question 16: Do you have an alternative suggestion for how to secure the required overall level of spending reductions to settlement core funding over the Parliament?**

Funding allocations since 2010 have been difficult however each authority has had the same level cuts against their Settlement Funding Allocation. We feel this is the best form of allocation as it directly represents the funding it receives from Central government and also focuses authorities towards self-funding. In addition the new methodology in allocation funding now penalises authorities for following government policy, benefiting local residents and driving to be self-funded.

**Question 17: Do you have any comments on the impact of the 2016-17 settlement on persons who share a protected characteristic, and on the draft equality statement published alongside this consultation?**

*“Changes in locally raised income. Central funding is one of a number of revenue streams, and likely increases in other sources of income such as retained business rates and council tax will mitigate reductions in central funding to some degree”.*

We believe including council tax to mitigate the reductions in central funding is unfair and immoral. Local residents are contributing to its local services via council tax only for this to be removed via the grant settlement process. Therefore with Havering have the largest proportion of elderly residents in London; Havering's elderly residents are paying to mitigate cuts for other grant rich authorities.

In addition, as per the equality impact assessment, 36% stated that elderly services have “worsened” and 41% who actually use these services. As a result of government immoral method of allocating funding this will further penalise those authorities with a high taxbase and elderly population which in our opinion is discriminately penalises these authorities unfairly. Why should Havering elderly residents face higher cuts to subsidise grant rich authorities.

<b>LEVIES</b>
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The levies are as follows:

	<b>2015/16 £000</b>	<b>2016/17 £000</b>	<b>% Increase (Decrease)</b>	<b>Estimated/ Provisional / Final</b>
East London Waste Authority	13,023	13,823	6.14%	Estimated
Environmental Agency (Thames)	176	180	2.00%	Provisional
Environment Agency (Anglian)	19	20	5.00%	Estimated
Lee Valley Regional Park	249	244	(2.00%)	Provisional
London Pension Fund Authority	315	315	0.00%	Provisional
	<b>13,782</b>	<b>14,582</b>	<b>5.80%</b>	

Note 1 : the ELWA levy is subject to approval by board at its meeting on 8th February 2016. Any amendment to the levy will be advised to Cabinet and reflected in the subsequent report to Council.

Note 2 : all other levy figures are either provisional sums or estimates calculated using the same percentage figure pending confirmation from the levying body.

Note 3 : all levies will be affected by the change in calculation of the Council Tax base.

## COUNCIL TAX STATEMENT AND SUPPORTING INFORMATION

### 1. Collection Fund

The Council is required to maintain a collection fund. Into this fund is paid all income from the Council Tax payers, and National Non Domestic Rate Payers (NNDR). From April 2013, it also includes Council Tax support payments. The precept set by the Greater London Authority and the requirements of the Council (which includes the levies) and paid from the Fund.

The balance on the fund estimated at 31<sup>st</sup> March 2016 has to be distributed to the GLA and Havering to reduce their individual elements of the Tax.

### 2. Band D equivalent and the Council Tax Base

#### 1. Calculation of the Tax Base - 'The Band D Equivalent'

The Council Tax regime covers eight bands of property. Each band has an arithmetic relationship with the other - and all bands are related to Band D for charge purposes as follows:

Band	Proportion of Band D Charge	
A	$\frac{6}{9}$	of Band D
B	$\frac{7}{9}$	of Band D
C	$\frac{8}{9}$	of Band D
D	$\frac{9}{9}$	of Band D
E	$\frac{11}{9}$	times Band D
F	$\frac{13}{9}$	times Band D
G	$\frac{15}{9}$	times Band D
H	$\frac{18}{9}$	times Band D

It is therefore, possible to work out a tax base by multiplying the number of properties in each of the bands by the relevant proportion (see Annexe A). Known single person discount properties and student properties are also taken into account in arriving at this figure.

Certain other factors also have to be taken into account. These are:

- Number of properties that are yet to be listed in the appropriate band for all or part of the coming year.
- Properties Eligible for the Long Term empty Premium
- A reduction for the number of properties that attract disabled relief, which for Bands B-H receive a charge relating to one band lower than the band allocated to the property. Properties in Band A are also entitled to disabled relief, thereby reducing the charge to 5/9ths of a Band D property charge.
- A reduction for the estimated number of successful appeals against the banding allocated for individual properties.
- A reduction for the estimated number of properties becoming subject to single

person discount, and student discount during the year.

- A reduction for the estimated number of properties eligible for Council Tax Support

The net effect of these adjustments is incorporated in a single figure called the Band D equivalent figure. Thereafter, the estimated effect of possible non collection also has to be considered, the effect of which is to reduce the equated number of properties taken into account in setting the Council Tax and this final figure is the “Council Tax base”.

## **2. Assessed Level of Non Collection**

The estimated non collection level for 2015/16 was 2%. A review has shown that the provision should be decreased to 1.50% in 2016/17 due to higher collection of Council Tax arrears.

## **3. Detail of the Calculation of the Council Tax Base**

Section 33 of the Local Government Finance Act 1992 has been expanded via an amendment to the Act to accommodate the changes to the taxbase in calculating the final tax base figure - item T.

The manner of calculation of the Council Tax base is set out in the local Authorities (Calculation of Council Tax Base) (England) Regulations 2012

‘T’ is determined by the formula:

$$A \times B$$

Where: -

A is the total of the relevant amounts for that year for each of the valuation bands which is shown or is likely to be shown for any day in that year in the Council’s valuation list as applicable to one of more dwellings situated in its area (i.e. the Band D equivalent).

B is the Council’s estimate of its collection rate for that year.

The regulations lay down a formula for the calculation of A and these are attached at Annexe A.

The calculations are as follows: -

$$\begin{array}{rcl} A & = & 86,775 \\ B & = & 98.50\% \\ T & = & 85,474 \end{array}$$

## **4. Calculation of the Council Tax Base for 2016/17 for Part of the Area**

A further calculation is needed to deal with the levies in respect of the Anglian and Thames Regions of the Environment Agency affecting part of the Council’s area for Land Drainage purposes. These are derived from the above figures. The formula is shown on Annexe B.

TP is the amount of the Council Tax base for the relevant part of its area.

The calculations shown on Annexe B give rise to the following figures for TP for each of the Environment Agency regions:

Thames	79,366
Anglia	6,108

**COUNCIL TAX BASE CALCULATION 2016/17  
THE BAND D EQUIVALENT**

Item A is found by applying the formula  $((H-Q+J+E)-Z)F/G$  to each of the Council Tax bands and totalling the amounts calculated

	A1*	A	B	C	D	E	F	G	H	Total
<b>Where</b>										
H is the number of properties in the valuation list - Regulation 4(2) as at 30th November	0	5,190	10,821	27,012	35,663	15,128	6,340	3,029	310	103,493
<b>Less</b>										
the number of properties exempt from a charge - Regulation 4(2)	0	-104	-144	-285	-330	-145	-41	-17	0	-1,066
Property Base - Item H	0	5,086	10,677	26,727	35,333	14,983	6,299	3,012	310	102,427
Q Is the factor to take account of discounts	-1	-738	-1,515	-2,367	-2,267	-815	-262	-104	-13	-8,082
J is the expected change to the property tax base during the year Regulations 4(6) to 4(8)										
E Is the factor to take account of premiums, if any, calculated in accordance with regulation 4 (5)	0	0	0	0	0	0	0	0	0	0
Additions	6	64	216	436	374	159	80	36	4	1,375
Reductions	0	-78	-48	-167	-292	-156	-72	-49	-18	-878
Z Is the estimate reduction in relation to claimants receiving Council Tax Support	-1	-1,471	-2,587	-3,629	-2,600	-655	-124	-34	-2	-11,103
Total tax base adjustment	5	-1,485	-2,419	-3,360	-2,518	-652	-116	-47	-16	-10,606
Total projection per band	4	2,863	6,743	21,001	30,548	13,517	5,922	2,861	282	83,740
F Is the proportion of each band in relation to band D	5	6	7	8	9	11	13	15	18	
G Is the proportion specified for band D	9	9	9	9	9	9	9	9	9	
$((H-Q+J) - Z) \times F/G =$	2	1,909	5,244	18,667	30,548	16,520	8,553	4,769	563	86,775
<b>The Band D equivalent item A is therefore</b>										<b>86,775</b>
* Band A Disability Adjustment										

Item TP for each levy affected is calculated as follows:

$$TP = M \times \frac{N}{M + O}$$

where

	<u>Thames</u>	<u>Anglian</u>
M is the unscaled Council Tax base for a part of the authority's area, calculated according to the number of dwellings situated in that part of the authority's area (in total that is the Band D equivalent figures for the Council, 86,775)	80,574	6,201
N is the authority's Council Tax base (85,474) (1.50%)	85,474	85,474
O is the unscaled Council Tax base for the remaining part of the authority's area	6,201	80,574

Thames	80,575 x	$\frac{85,474}{6,201 + 80,575}$	=	79,366
Anglian	6,201 x	$\frac{85,474}{6,201 + 80,575}$	=	6,108
				<hr/> 85,474

Thus, the total for both regions (85,474) equates to the Council's tax base.

**LONDON BOROUGH OF HAVERING**  
**PROVISIONAL COUNCIL TAX STATEMENT – 2016/17 BUDGET**

2015/16		Estimate 2016/17	
£	<b>Havering's Expenditure</b>	£	
176,208,904	Service Expenditure	156,658,643	
2,000,000	General Contingency	2,000,000	
<b>178,208,904</b>	<b>Havering's Own Expenditure</b>	<b>158,658,643</b>	
	<b>Levies</b>		
13,023,000	East London Waste Authority	13,823,000	Estimated
176,557	Environment Agency (Thames)	180,088	Provisional
18,564	Environment Agency (Anglia)	19,492	Estimated
249,438	Lee Valley Regional Park Authority	244,449	Provisional
315,425	London Pensions Fund Authority (LPFA)	315,425	Provisional
<b>13,782,984</b>	<b>Sub Total – Levies</b>	<b>14,582,455</b>	
(26,149,782)	Unringfenced Grant	(10,096,284)	Provisional
<b>165,842,106</b>	<b>Sub Total – Total Expenditure</b>	<b>163,144,814</b>	
	<b>External Finance</b>		
(30,442,521)	Revenue Support Grant	(20,889,741)	Provisional
(9,383,968)	Business Rates Top-up	(9,462,167)	Provisional
(21,830,714)	National Non Domestic Rate	(22,513,105)	Provisional
<b>(61,657,203)</b>	<b>Sub Total – External Finance</b>	<b>(52,865,013)</b>	
(2,678,000)	Council Tax Deficit/(Surplus)	(3,793,000)	Provisional
(195,818)	Business Rates Deficit/(Surplus)	1,863,460	Provisional
<b>101,311,085</b>	<b>Havering's Precept on the Collection Fund</b>	<b>108,350,261</b>	

2015/16		<u>The Collection Fund</u>		Estimate 2016/17	
£	£ p	Expenditure		£	£ p
101,311,085	1,219.00	<b>Precepts</b>			
24,517,450	295.00	London Borough of Havering		108,350,261	1,267.64
21,830,714	262.67	Greater London Authority (Provisional)		23,590,824	276.00
14,553,809	175.12	London Borough of Havering Retained Business Rates (Provisional)		22,513,105	263.39
36,384,523	437.79	Greater London Authority - Retained Business Rates (Provisional)		15,008,737	175.59
271,109	3.26	Central Government - Retained Business Rates (Provisional)		37,521,841	438.99
<b>198,868,690</b>	<b>2,392.84</b>	Cost of NNDR collection		270,688	3.17
		<b>Total Expenditure</b>		<b>207,255,456</b>	<b>2,424.78</b>
		<b>Total Income</b>			
(73,040,155)	(878.84)	National Non-Domestic Rate		(75,314,371)	(881.14)
<b>125,828,535</b>	<b>1,514.00</b>	NNDR receivable		<b>131,941,085</b>	<b>1,543.64</b>
<b>83,110</b>		<b>COUNCIL TAX per Band D property</b>			
		<b>Council Tax Base</b>		<b>85,474</b>	
				<b>Council Tax percentage change 1.96%</b>	
		<b>Council Taxes Per Property Band</b>			<b>Change</b>
Valuation as at 1/4/91	£ p			£ p	£ p
Under £40,000	1,009.33	Band A		1,029.09	19.76
£40,000 - £52,000	1,177.56	Band B		1,200.61	23.05
£52,001 - £68,000	1,345.78	Band C		1,372.12	26.35
£68,001 - £88,000	1,514.00	Band D		1,543.64	29.64
88,001 - £120,000	1,850.44	Band E		1,886.67	36.23
£120,001 - £160,000	2,186.89	Band F		2,229.71	42.82
£160,001 - £320,000	2,523.33	Band G		2,572.73	49.40
Over £320,000	3,028.00	Band H		3,087.28	59.28

## PROVISIONAL SCHOOLS BUDGETS 2016/17

(Net of estimated academy recoupment)

		2016/17			
2015/16 £		Early Years Block £	Schools Block £	High Needs Block £	Total £
8,579,924	Early Years	10,351,557	0	0	10,351,557
72,981,049	Primary Schools	0	73,008,790	2,624,139	75,632,929
14,993,930	Secondary Schools	0	14,093,362	339,483	14,432,845
5,985,089	Special Schools	0	0	4,320,911	4,320,911
2,620,029	Pupil Referral Service	0	0	2,620,029	2,620,029
911,116	Academy SEN funded by LA	0	0	2,126,184	2,126,184
<b>106,071,138</b>	<b>Estimated Total DSG to Education Providers</b>	<b>10,351,557</b>	<b>87,102,152</b>	<b>12,030,746</b>	<b>109,484,455</b>
11,870,563	Centrally Retained	498,364	5,514,136	5,922,944	11,935,444
	Transfers between funding blocks	-100,000	-1,300,000	1,400,000	0
<b>11,870,563</b>	<b>Estimated Total DSG to be Retained Centrally</b>	<b>398,364</b>	<b>4,214,136</b>	<b>7,322,944</b>	<b>11,935,444</b>
<b>117,941,701</b>	<b>Total DSG Allocation</b>	<b>10,749,921</b>	<b>91,316,288</b>	<b>19,353,690</b>	<b>121,419,899</b>

Note 1: The Dedicated Schools Grant is allocated in sub blocks.

Note 2: The above figures are net of £75,465,000 which is recouped by the DFE for academies. This is based on the number of academies as at 31<sup>st</sup> December 2015

Note 3: Allocations to all areas within the High Needs Block are estimated and will be finalised before the start of the financial year.

Note 4: Final figures will be published in the section 251 statement by 31<sup>st</sup> March 2016

Note 5: The figures include a transfer from the Early Years and Schools Blocks to the High Needs Block to meet increasing demands in that area.

**VIREMENT AND CONTINGENCY RULES  
PART 4 : RULES OF PROCEDURE  
CONSTITUTION OF LONDON BOROUGH OF HAVERING**

**Virements**

Virement is the ability to meet increased expenditure or reduced income under one service's budget head from savings in another. Virements may be used for both revenue and capital budgets.

Any decisions taken by the Executive shall not exceed those budgets allocated to each relevant budget head. Members do not have authority to create budgets.

Approval of virements must comply with the limits laid down in the Financial Procedure Rules (FPR).

Budget virements are required when a change to Council policy and/or service delivery requires resources to be reallocated, or when additional resources are received, or to meet any anticipated budgetary shortfalls.

All virements, whether revenue or capital, are subject to the following authorisation process as set out in the FPR, under Financial Planning and Financial Management, Section 6 of the FPR:

- (a) Virements in excess of £1 million will require Cabinet approval.
- (b) Virements between £250,000 and up to £999,999 will require approval by the relevant Cabinet Members.
- (c) All other virements will need to comply with procedures specified by the Deputy Chief Executive Communities & Resources

The cumulative value of virements for the year should be considered when deciding whether the various thresholds have been reached. The Deputy Chief Executive Communities & Resources will take the final decision as to whether a number of smaller virements need to be grouped together for threshold calculation purposes.

**Use of Contingency Funds**

The Deputy Chief Executive Communities & Resources may set up a central contingency fund. There will only be one such fund for the entire Council.

The Deputy Chief Executive Communities & Resources is authorised to release sums from the contingency if:

- (a) the amounts are not greater than £25,000, and
- (b) the item is deemed by them as unforeseen and a relevant use of the contingency, or
- (c) if the item is urgent (e.g. an emergency or threat to life) and there is insufficient time to consult with the relevant Cabinet Member.

The relevant Cabinet Member can release all other sums from the contingency if:

- (a) the item is deemed by the Deputy Chief Executive Communities & Resources as unforeseen and a relevant use of the contingency, or
- (b) the item is urgent (e.g. an emergency or threat to life) after consultation with the Deputy Chief Executive Communities & Resources.

The Chief Executive has power to incur expenditure from the Contingency Fund without any further approval in exercise of their powers under paragraph 3.2 of part 3 of the Constitution to incur expenditure in connection with an emergency or disaster within the borough.

The Deputy Chief Executive Communities & Resources will also provide for a level of contingency for capital projects that is appropriate in their view, taking into account the level of risk associated with the capital programme. Sums will be released in accordance with the capital virement rules set out in the Financial Procedure Rules.

**LOCAL GOVERNMENT ACT 2003  
BUDGET ROBUSTNESS & OPPORTUNITY COST OF RESERVES**

---

**1. BACKGROUND**

- 1.1 The Local Government Act 2003 sets out requirements in Part 2 in respect of Financial Administration. This paper sets out the requirements of the Act in respect of the robustness of the budget and the adequacy of reserves. It also considers the opportunity cost of holding reserves.
- 1.2 Section 25 requires the Chief Financial Officer (CFO) to report to an authority when it is making the statutory calculations required to determine its council tax or precept. The authority is required to take the report into account when making the calculations. The report must deal with the robustness of the estimates included in the budget and the adequacy of the reserves for which the budget provides.
- 1.3 Section 26 gives the Secretary of State power to set a minimum level of reserves for which an authority must provide in setting its budget. The minimum would apply to “controlled reserves”, as defined in regulations. The intention in defining controlled reserves would be to exclude reserves that are not under the authority’s control when setting its call on council tax, for example the balance on the housing revenue account and schools balances. There may also be a case for excluding other types of reserve. Regulations to define controlled reserves would only be made in conjunction with regulations setting a minimum.
- 1.4 It was made clear throughout the parliamentary consideration of these provisions that section 26 would only be used where there were grounds for serious concern about an authority. The Minister said in the Commons standing committee debate on 30 January 2003: “The provisions are a fallback against the circumstances in which an authority does not act prudently, disregards the advice of its chief finance officer and is heading for serious financial difficulty. Only in such circumstances do we envisage any need for intervention.” There is no intention to make permanent or blanket provision for minimum reserves under these provisions.
- 1.5 If the need to apply a minimum to an authority were identified, the minimum would be set after considering the advice of the CFO to the authority and any views expressed by the auditor. The authority would be consulted on the level to be set.
- 1.6 Any minimum set under section 26 applies to the allowance to be made for reserves in the budget. There is nothing to prevent the reserves being used during the year even if as a result they fell below the minimum. However, if in preparing the following year’s budget it was forecast that the current year’s reserves would fall below the minimum the CFO would need to report to the authority under section 27.

## **2. REPORT OF CFO ON ROBUSTNESS OF THE ESTIMATES**

2.1 The budget has been prepared using the three year Financial Strategy agreed by Cabinet in November 2015 as its starting point. This Strategy has been embellished through:

- The revenue and capital budget strategy statements, which are included as part of this report;
- The forecast position as set out in the Cabinet report of January 2016 and February 2016;
- The schedule of savings proposals set out in those reports;
- The outcome and forecast impact on the Council of the Local Government Financial settlement as reported to Cabinet in January 2016;
- A variety of announcements concerning the new funding system;
- The Autumn Budget Statement 2015;

2.2 As the development of the budget for 2016/17 has progressed, the position has been the subject to reviews with Heads of Service, CMT, Cabinet Members and the Cabinet Member for Resources.

Due consideration has also been given to the over-arching strategy above along with the delivery of corporate priorities in undertaking these reviews and this is reflected in the detailed budget proposals.

All the proposals have been developed alongside service planning.

Furthermore:

- a) In respect of pressures, the Council has reviewed its pressures alongside those identified by the LGA and London Councils to provide a cross check/challenge;
- b) In respect of savings, the proposals have been risk assessed against an agreed set of criteria which will ultimately inform in-year monitoring;
- c) A review of legislation takes place on an ongoing basis as part of the budget development process to assess possible implications;
- d) Financial modelling related to the new funding system and its impact on Havering's budget has been under constant review and refinement, especially with the ABS and subsequent LGFS announcements;

2.3 At a more detailed level, each budget is being built having due regard of:

- Staffing changes incorporating proposed restructures;
- Inflation;
- Existing budgets;
- The proposals for budget adjustments and savings;
- The impact of changes to specific grants.

2.4 The budget includes a contingency that will provide a reasonable level for unforeseen issues that could arise during the year. This has had due regard to a risk assessment. Further information on the basis of this is set out later in this statement.

2.5 A review of all 2015/16 significant budget variances has taken place to assess any impact on the 2016/17 budget outside of the proposals in order to:

- (a) Ensure action plans are in place where a possible adverse variance could occur;
  - (b) Ensure use of any possible additional favourable variance is considered in the context of the overall strategy;
  - (c) Inform the risk assessment of contingency and reserves.
- 2.6 It is however also evident that the robust approach taken in previous years, in maintaining the contingency sum, and in holding reserves at the minimum level recommended, has enabled the Council to successfully manage in the past a major call on financial resources from one of our key services. This has been achieved without any noticeable impact on front-line services during the year. Whilst this is not a tenable long-term approach, the approach to resolving this problem in-year strengthens the argument to sustain appropriate levels of reserve funds as part of the Council's financial strategy.
- 2.7 The budget has been drawn up to provide financial stability and a platform for 2016/17 and future years. The proposals include a number of specific efficiency savings for which plans have been prepared and are in the process of being implemented over time. The Council's financial strategy will continue to roll forward having regard to the pressures, issues and priorities of Havering.

### **3. THE ADEQUACY OF RESERVES**

- 3.1 Councils need balances so that they can deal with unforeseen calls on resources without disrupting service delivery. It is the responsibility of each authority to set its level of reserves based on local conditions, but taking into account national factors. Although advice can be sought from the external auditors it is not their responsibility to prescribe the appropriate level. In setting the level, the Authority should take into consideration the advice of their Chief Finance Officer (CFO), taking into account all local relevant circumstances.
- 3.2 In previous years, the Audit Commission's Comprehensive Area Assessment (CAA) has taken account of both the level of financial reserves and the identification and management of variances, in assessing an authority's use of resources. These should be reviewed on an annual basis.
- 3.3 The Strategy agreed by Council in July 2009 set out that the minimum level for the authority will be £10m. This Strategy has been maintained since that time. As is the norm, a full review has taken place as part of the budget setting process. The risk assessment is attached at Annex 1 and the CFO's advice is that the minimum level of reserves, and the provision of the contingency sum, should remain at their current levels, consistent with the level set in previous years.
- 3.4 The working balances as at 31 March 2015 amounted to £11.8m; being £1.8m above the minimum amount recommended by the MTFS and the revenue budget strategy, but set at a level to ensure greater financial robustness given the uncertain financial climate that has existed for some time and remains the prospect for the foreseeable future. Whilst Members may regard this as a considerable level of reserves, these reserves support any issues on both revenue and capital and the Capital Programme's reliance on the delivery of capital receipts has remained.

- 3.5 After taking account of the most recent projection in the current year and more significantly the outcome of the Local government financial Settlement, it is anticipated that the Council's general reserves will be to £11.8m 31 March 2016.
- 3.6 Members will be aware that the working balances provide protection against unforeseen events that could impact on the authority. Reserves have to be used carefully. They can be used only once. Decisions to use reserves to fund on-going spending or hold down Council Tax increases can only apply for one year. In the following year, either additional budget reductions have to be made or additional Council Tax increases are required. There is a significant risk of future financial instability if significant levels of balances are used to fund on-going spending or reductions in Council Tax. This is particularly the case when the Government has made it clear that they intend to retain a tough Council Tax capping regime, which will limit Council Tax rises in future years to pay for one-off use of balances.
- 3.7 As a general rule, the Council should only plan to use reserves to fund one-off spending where the reserves exceed the recommended level. Where the Council decides to use balances to fund on-going spending or reductions in Council Tax, they should indicate how they plan to make up the budget shortfall in future years. All Members must be mindful of their stewardship responsibility to the Council.
- 3.8 Having regard to the above and the current year's projected outturn, no use of general reserves/working balances or change to the existing financial provision within the contingency or special reserve is therefore recommended. This is consistent with the revenue budget strategy statement recommended for approval by Council as part of this report. It is however planned to utilise up to £1.8m of General Reserve in 2016/17 as a one off contribution only, reducing this reserve to the £10m minimum set out in this strategy
- 3.9 The Council maintains earmarked funds for specific purposes and their use is planned and approved for specific purposes, often to confirm with accounting policies, manage arrangements across financial years, or to fund known future commitments. The most significant are for the following:
- (a) Insurance Reserve, which is part of the Insurance Self-Funding Arrangement to meet future liabilities incurred but not yet claimed.
  - (b) Strategic Reserve for corporate transformation – these funds are used for the various transformation programmes across the Council – as well as priority projects and bridge funding for schemes such as the Property Strategy and the Leisure contract cash flow.
- 3.10 Other reserves continue to be expended/planned in accordance with the approvals/purpose. A review has taken place of these as part of the budget finalisation.
- 3.11 The working balances of the HRA are also subject to a risk assessment; this will be included in the report to Cabinet on the HRA budget for 2016/17.

#### **4. OPPORTUNITY COST OF RESERVES**

- 4.1 Holding general reserves to meet unexpected events or emergencies is a necessary requirement. However, there are opportunity costs and benefits of holding cash balances, which can be measured in different ways, depending on what these resources were alternatively to be used for. For example, holding cash gives a financial benefit in contrast to using the cash to fund capital expenditure. The financial benefit would be the difference between the investment return and the total borrowing cost. At the current time, these are in fact broadly neutral, but a cost of around 4% will be incurred in respect of a provision to repay debt.
- 4.2 On this basis, for every £1 million of cash held, the purely financial benefit could be deemed to be £30k per annum or approximately £300k per year for balances of £10 million. This is dependent on prevailing money market conditions, which in the current economic climate can fluctuate significantly. Using the balances to repay debt earlier would not achieve a matching saving given the costs around early redemption and the similarity in short-term lending rates and long-term borrowing rates. For information, £1m equates very approximately to 1% on the Council Tax.
- 4.3 If, however, this is considered in the context of using these balances to fund one off expenditure, then the opportunity cost is the improvements that would accrue from that expenditure. This might for example be improvements in services, increased performance or some other measure. Such items have been considered by officers during the course of developing the MTFs, but these have not generally been included within the final proposals or the detailed budget given the broad financial constraints within which Havering is operating.
- 4.4 Should these items be included within the budget, they would obviously provide a basis for additional and/or improve services; with the need to appreciate that reserves exist for various reasons, and once expended, either have to be replenished, or the funding terminated. This is the opportunity that is being missed by holding general reserves. However this is only relevant if those items match the Council's priorities and Medium Term Financial Strategy.
- 4.5 It is important that in considering the level of working balances that the issue of the opportunity costs and benefits of such an approach is also considered and that Members weigh up the potential benefits against the risks. The other important factor in making this judgement is to consider is that balances can as indicated only be spent once, and can realistically only be used to support one off expenditure, or to allow time for management action to be implemented.
- 4.6 As stated above, the use of significant levels of balances to fund ongoing spending or reductions in Council Tax can pose material financial risks, especially the Council's ability to generate funds through Council Tax is limited by the capping regime. This could mean that any need to replenish balances could impact on front line services. Hence the level of reserves held overall is a balance between the risks facing the Council and the need to protect the Council and Council Tax payers from the short and longer term potential impact of these risks and the opportunity costs of holding those balances. The previous advice that the £10 million minimum level of balances is a prudent and

appropriate level at this time given the risks being faced by the Council must be stressed.

## **5. REVIEW OF RESERVES AND CONTINGENCY**

- 5.1 As indicated earlier in this report, the assessment of the sums required for reserves and contingency purposes has been subject to a review. This review takes into account the various risks facing the Council, the level of risk, the actions taken to mitigate risk, and the financial assessment of the risk. The review has also included consideration of the Corporate Risk Register, with the objective of ensuring that all such risks having a potential financial impact are covered in the reserves and contingency assessment.
- 5.2 The outcome of this review is set out in Annex 1 to this Appendix. This shows each risk and the detail associated with it, and includes a cross-reference to the Corporate Risk Register. Each risk is evaluated in term and a financial assessment is made of the potential costs arising and the degree of likelihood, which in turn drives the sum for which provision is being made.
- 5.3 The Corporate Risk Register is kept under review by the Corporate Management Team, so any changes are then reflected when the reserves and contingency assessment is updated.

**RISK ASSESSMENT FOR RESERVES / CONTINGENCY 2016/17**  
**REVIEWED AT 21 JANUARY 2016**

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Risk (incl Corporate Risk Register item)	Risk Owner	Risk Description	Assess- ment of Risk (counter measures in place)	Contingency		Reserves	
				Value of Assess- ment £000	Value Having Regard to Risk £000	Value of Assess- ment £000	Value Having Regard to Risk £000
1. Reduction in Grant Funding CR8 Financial Challenges CR4 Business Growth	DCECR	Grant levels do not materialise and/or are reduced or cut, eg further withdrawal of Specific Grants, further reductions to Revenue Support Grant, reduced funding following changes to funding system, further reductions within CRS period, leading to need to scale down/cease services.	Medium to High	Addressed as part of budget strategy and detailed budget development		2,000	1,000
2. Reduction in Income Levels CR4 Business Growth CR8 Financial Challenges	DCECR / DCECAH	Income levels do not materialise and/or debts are not collected at forecast levels, e.g. (a) Increasing arrears (b) Falling income (c) Falling recovery rates.	Medium	500	250	2,000	1,000
3. Increased service demand, changes in demography CR5 Change Management CR10 Social Care and Public Health	CE/ DCECAH / DCECR / GDPH	Demand led services increase over budget assumptions, e.g. Children's placements, Adult's social care, homelessness, benefits. Changes in property base leading to changes in population in overall terms and in	Medium	1,000	500	5,000	2,500
4. Savings Shortfall CR5 Change Management CR8 Financial Challenges	CE/ DCECR	Major savings/efficiency programmes are not delivered in accordance with plans, e.g. efficiency programmes fail to achieve expected savings, unable to deliver full value of savings, within expected timescales	Medium	3,000	1000		
5. Workforce Issues CR1 Workforce Planning	CE/ DCECR	Workforce issues, e.g. (a) Vacancies/cover needs resulting in higher cost (b) Support to statutory officers	Low to Medium	Addressed as part of budget strategy and detailed budget		2,500	1,250

Risk (incl Corporate Risk Register item)	Risk Owner	Risk Description	Assessment of Risk (counter measures in place)	Contingency		Reserves	
				Value of Assessment £000	Value Having Regard to Risk £000	Value of Assessment £000	Value Having Regard to Risk £000
		(c) Equal pay matters (d) Disputes (e) Recruitment/retention (f) Succession Planning (g) Single Status		development			
6. Management of Capital Programme CR4 Business Growth & Investment CR5 Change Management	DCECR	Changes in Capital Programme/cash flow assumptions, e.g. (a) Capital receipts are not forthcoming in time (b) Receipts do not materialise at all (c) Interest rate market works against Havering (d) Interests from Capital Programme slippage	Medium	500	250	2,500	1,250
7. Supply Chain Resilience CR7 Partnerships, Shared Services & Contractor Arrangements	DCECR	Increase in costs or financial risks in partnership arrangements (including shared services/service collaboration). Failure in key supplier, e.g. financial failure, liquidation, failure in supply chain	Medium	500	250	2,500	1,250
8. Budget Management CR8 Financial Challenges CR10 Health and Social Care CR2 Community Engagement & Communications CR6 Business Continuity & Emergency Planning	DCECR	Arrangements for budget and financial management, e.g. unexpected overspends, increase in costs above rate of inflation such as pay awards, contracts, utility bills, variances not identified by monitoring system. Business continuity, e.g. flu pandemic, terrorism, network virus, legionella outbreak, adverse weather	Medium	1,000	500	3,500	1,750
				Long term addressed as part of budget strategy and detailed budget development			
9. New Legislation CR8 Financial Challenges CR10 Health and Social Care CR2 Community Engagement & Communications	CE/ DCECR / DCECAH	New legislation including changes in funding arrangements for social care lead to changes in demand/changes in service entitlement that are not matched by compatible funding increases from Government, leading to a greater cost falling on Havering	Medium	Addressed as part of budget strategy and detailed budget development		2,500	1,000
TOTAL POTENTIAL				6,500	2,750	22,500	11,000

Risk (incl Corporate Risk Register item)	Risk Owner	Risk Description	Assessment of Risk (counter measures in place)	Contingency		Reserves	
				Value of Assessment £000	Value Having Regard to Risk £000	Value of Assessment £000	Value Having Regard to Risk £000
ASSESSMENT HAVING REGARD TO RISK LIKELIHOOD – MINIMUM LEVEL REQUIRED			Overall Medium Risk		2,000		10,000

CE = Chief Executive DCECR = Deputy Chief Executive Communities and Resources	DCECAH = Deputy Chief Executive Children's, Adults & Housing GDPH = Group Director Public Health DL&DS = Director of Legal & Democratic Services
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## **CAPITAL PROGRAMME**

### **1. BACKGROUND**

- 1.1 Capital expenditure is expenditure on acquiring or enhancing tangible or intangible fixed assets. This is usually land or buildings, but can be equipment in some instances. All expenditure that is considered to be capital should be accounted for as capital and not charged to revenue.
- 1.2 The Asset Management Plan and Capital Strategy detail the Council's approach to capital investment. These documents set out the use of capital resources and areas of funding. They also discuss how this investment has contributed to the achievement of the Council's goals and vision and how this is planned to develop over the medium term.
- 1.3 Among these key activities is the management of existing assets. Without this it is likely that revenue maintenance costs would increase as assets deteriorate. Capital resources are also required to facilitate investment in projects seen to be a priority by our local community, e.g. Streetcare.
- 1.4 The capital programme has historically been funded largely by capital receipts. The main other funding streams have been:
  - Town and Country Planning Act (S106 Agreements) – these are planning gains received from developers in recognition of the additional services that will be required as a result of development schemes. These can relate to a number of areas including education provision, highways improvements and public realm enhancements - services look to use these funds to supplement existing programmes.
  - Grant – largely Education / Transport for London and specific to the schemes.
  - Borrowing where it is either on an invest to save basis or where the investment supports a savings stream, and can be repaid.
- 1.5 Other funding streams are:
  - Prudential Borrowing – having regard to appropriate indicators the Council is able to borrow resources to fund capital expenditure. Before doing so it must be assured that sufficient revenue funds are available to meet the ensuing revenue implications arising from capital expenditure. The Council is required to set aside a Minimum Revenue Provision (MRP) of 4% in respect of the increased borrowing requirement plus the resulting interest charge. Very broadly, increased borrowing of £1m will incur a revenue liability of £76,000 per annum over 25 years.
  - Revenue Contributions to Capital – revenue resources can be used to fund capital expenditure when these are deemed to be available.
  - Capital Allowances – most notably in relation to the maintenance of the Council's housing stock
  - External Funding – opportunities to maximise external funding are taken whenever these are consistent with the aims and objectives of the Council. Major funding bodies include the Heritage Lottery Fund, Sport England and the European Social Fund. Many of these schemes require the Council to contribute match funding to the delivery of project and careful consideration is given to how this can be achieved. There are also grant funding streams – often unringfenced – which are allocated by

Government departments. These generally have a broad purpose but are available for deployment through local investment decisions.

- Supported Borrowing – central government allocates grant to support a certain level of borrowing. However, as a floored authority the Council is unable to take up any opportunities for additional supported borrowing as no actual grant is received.

## **2. CURRENT STRATEGY**

- 2.1 It is well known that outside of specific capital grants, the Council's main funding in the past has been capital receipts generated via disposals and some contributions from S106 agreements. This approach has been adopted to reduce pressure on the revenue budget and hence Council Tax. Targets were set and agreed by Council for the receipts to be generated.
- 2.2 It had become apparent that this could not continue indefinitely, as the potential to realise large receipts has reduced. Not only has the quality and number of sites reduced, but it has been further affected by the economic climate. This has significantly reduced the potential value of the remaining sites and has added a further complication as to the most appropriate time to market disposals. If sales are delayed until the market recovers, significantly larger receipts may be generated. However, it is not possible to predict with any degree of certainty when, or even if, this will occur.
- 2.3 With this in mind, the Council has been planning for other funding streams, if it is to have a realistic capital programme to meet its needs. All potential funding opportunities have been explored, e.g. S106 agreements, external grants, but it had been assumed that increased borrowing would need to be the major source of funding.
- 2.4 In the short term this will be needed to bridge the timing gap, to ensure that best value is achieved in the disposal of its surplus assets. In the longer term as disposal opportunities are exhausted, borrowing is likely to be the major source of funding for capital expenditure, outside of any capital grants.
- 2.5 Any borrowing creates a liability in revenue whilst the loan is repaid. Repayment is made in accordance with the Council's Minimum Revenue Provision policy of 4% per annum, but will depend on the life of the asset being purchased. As a direct charge funded through Council Tax, borrowing levels have to be managed through the budget process along with other budgetary pressures. In conjunction with the appropriate repayment period, borrowing needs to be included as part of the Council's long term financial strategy. It must be considered that as borrowing levels increase over consecutive years that borrowing costs will also incrementally increase. Appropriate revenue provision would need to be made to address this.
- 2.6 Local Authorities are required to comply with the Prudential Code when carrying out their treasury strategy for borrowing. This is a professional code of practice to support authorities in taking their decisions on capital investment in fixed assets. In essence, this ensures that capital investment plans are affordable, prudent and sustainable. Any level of borrowing determined by the Council would need to comply with this code.
- 2.7 In 2016/17 the capital programme has been expanded to fund regeneration and development projects which will generate an income stream to the Council. These projects will be funded from prudential borrowing subject to approval of the business case. . It is anticipated that the core Capital Programme will continue to be funded from capital receipts, Section 106 receipts and other sources of external funding rather than borrowing.

- 2.8 This broad approach is felt to be sufficient to finance the programme until the end of financial year 2016/17, subject to the generation of the anticipated level of capital receipts. The position will be reviewed again in 2017/18 taking account of the anticipated level of resources and the broader economic conditions which might influence the Council's borrowing strategy.

### **3. PROPOSED CAPITAL PROGRAMME BLOCK ALLOCATION**

- 3.1 Given that it is now proposed that the core programme is based on the application of receipts and external funding as the prime sources of finance, the overall programme has been assembled in the context of the expected level of receipts. This review has also taken into account anticipated levels of grant funding as well as the timing of receipts. The principle of a block allocation for specific programme areas has been used to generate an overall indicative programme.

- 3.2 The following block allocation is recommended to Cabinet for approval

	2016/17
	£'m
Total core programme	8.4
Provision for Regeneration and Development	100

- 3.3 A detailed schedule of schemes within the 2016/17 programme has been drawn up, based on assessed needs and within the context of the individual core elements of the programme. This is set out in Annex 1.
- 3.4 The provision for Regeneration and Development projects is intended to be funded from prudential borrowing. A provision of £100m has been set aside for this purpose although schemes will require individual project approval before they are included in the programme.
- 3.5 The Treasury management report included elsewhere on the agenda assumes a cash outflow of £20m per annum for Regeneration and Development. The revenue implications are included in the Treasury Management Strategy on that basis. This increase in capital spending will increase the Council's Capital Financing Requirement (CFR) but does not necessarily give rise to a need to borrow externally. In the short term the Council would simply reduce its external cash investments although consideration will need to be given to the timing of any borrowing decision.

### **4. SCHOOLS EXPANSION PROGRAMME**

- 4.1 The capital programme also includes the phase 4 schools expansion programme. The financing of this programme is achieved predominately from grant funding with the balance being met from s106 or Tariff income. The service continues to face pressures for additional schools places; a matter which has been reported at some length in previous reports. The Deputy Chief Executive Communities and Resources will keep the matter under review but is at present unable to allocate capital receipts to fund further expansion. It is recommended that the Phase 4 programme be approved in principal subject to confirmation of grant funding.

## **4.2 Associated Revenue Implications**

- 4.3 The revenue implications for schools are that, in creating additional classes, additional resources will be incurred particularly for teaching and support staff. From the financial year 2016/17 the schools will receive additional funding through their budget shares as the pupils will be on roll at the date of the pupil census that is used to calculate funding. Any growth arising after that point will need to be met from a pupil growth contingency held within the Schools Budget (funded by the Dedicated Schools Grant) as agreed by the Schools Funding Forum. The demand for increased funding to be held as a pupil growth contingency from a ring-fenced DSG is likely to result in less funding being available for distribution to schools putting at risk the ability of schools to maintain current levels of expenditure. Schools are, however, guaranteed through DFE financial regulations to not have their funding reduced by greater than 1.5% per pupil.

### **Revenue Implications for the Local Authority**

- 4.4 It should be noted that an increase in school admissions across the Borough may also have a 'knock-on effect' on other LA budgets such as special educational needs, home to school transport, etc. The details of this are currently being quantified and any pressures arising will be addressed through the appropriate channels. As mentioned previously, the DSG allocation to Havering will be increased from 2016/17 reflecting increased pupil numbers. Most of this will be allocated to schools but there may be some available to fund other pupil related pressures.

### **Risks**

- 4.5 There are a number of risks associated with the primary expansion programme as follows:
- Variation in demand for school places from that forecast, either leading to a requirement for further spend and/or places being delivered which aren't filled. Given that past trends has shown a higher than anticipated increase the latter is unlikely;
  - Increased costs either as detailed schemes are progressed, as a result of the tendering process or due to additional demand;
  - There may be insufficient funding to bridge the shortfall in which case the contingency plan would be to utilise borrowing however this would result in additional revenue costs to the Council and that would increase the projected budget gap for the next 4 years. Every effort will therefore be made to keep this to a minimum.

## **5. EXTERNAL/GRANT FUNDING**

- 5.1 The table only covers those schemes reliant on funding generated by the Council. There are other funding streams, as indicated above, and these are generally through a grant, which means there is no revenue cost to the Council. Such funding sources mean that the overall scale of the Programme is larger than that covered solely by the table.
- 5.2 Information on external funding sources has in the past tended to be provided after the setting of the budget. Whilst such funding increases the scale of spend, there is no overall net increase, as the costs are matched by external resources, principally grant funding.

- 5.3 The major areas where external funding is received are Streetcare (principally funding from Transport for London, TfL), schools, and regeneration – though the last of these tends to come via different sources over time, the other two have tended to be a single announcement.
- 5.4 Details of TfL funding have already been announced and the Council has been allocated a sum of around £2.173m for 2015/16.
- 5.5 In addition, the Council has been notified of capital grants for education purposes. These are the Local Authority Capital Maintenance and Basic Needs Grant. These grants are neither ring-fenced to specific workstreams within education, nor time-bound, i.e. funding may run beyond next year. However, based upon the actual grant announcements, and the of previous detailed reports to Cabinet on the expansion of schools, which is covered in the previous section, detailed programmes have been drawn up and these are set out in Annex 3.
- 5.6 It is proposed that a detailed programme will be developed for external sources of funding, in line with any specific provisions relating to that funding, where details of the funding have yet to be identified. This will be reflected in future capital monitoring reports. A number of grant funded areas have already been announced and these are listed at Annex 4.
- 5.7 Officers already have delegated authority to accept grant funding on behalf of the Council and any such funding can usually only be applied for specified purposes. Approval has been sought through this report for any schemes resulting from the provision of external funding to be included within the Capital Programme under the authority of officers, to ensure an efficient process is in place.

**THE LEGAL FRAMEWORK GOVERNING BUDGET DECISIONS**

1. The Council is required to set a Council Tax for 2016/17 before 10 March 2016. It may not be set before all precepts have been issued and the decision cannot be delegated to a committee or to Officers. Before setting the level of the tax the Council must have agreed a balanced budget, differentiated by services, which is sufficient to meet estimated revenue expenditure, levies, contingencies, any deficit estimate to be brought forward from previous years, and any amounts required to be transferred between funds. The tax itself must be sufficient to cover the difference between the agreed budget less government grants retained Business Rates and other grants credited to the consolidated revenue account, and any other expenditure which must be met from the Collection Fund, less any surplus (or plus any deficit) brought forward from previous years.
2. In reaching decisions on these matters, Members are bound by the general principles of administrative law and must not fetter their discretion. All relevant considerations must be taken into account and irrelevant ones disregarded. Any decision made must be one that only a reasonable authority, properly directing itself, could have reached. Members must also balance the interests of service users against those who contribute to the Council's finances. The full resources available to the Council must be deployed to their best advantage and Members must act prudently.
3. Among the relevant considerations, which Members must take into account in reaching their decisions, are the views of business ratepayers and the advice of officers. The duty to consult representatives of non-domestic ratepayers on the Council's expenditure plans which existed under previous legislation is repeated in Section 65 of the Local Government Finance Act 1992.
4. In considering the advice of officers, and the weight to be attached to that advice, Members must have regard to the personal duties placed upon the Council's Section 151 Officer (see para 5 below). The Council may take decisions which are at variance with his advice, providing there are reasonable grounds to do so. However, Members must take into consideration the Council's exposure to risk if they disregard clearly expressed advice, for example, as to the level of provision required for contingencies, bad debts and future liabilities.
5. The Section 151 Officer is required by the Local Government Act 1972 and by the Accounts and Audit Regulations 2003 to ensure that the Council's budgeting, financial management and account practices meet relevant statutory and profession requirements. Furthermore Section 25 of the Local Government Act 2003 requires the Corporate Deputy Chief Executive, Communities and Resources to report on the robustness of the budget estimates and the adequacy of reserves to which Members must have regard.
6. Members must also have regard to, and be aware of the wider duties placed upon the Council by various statutes governing the conduct of its financial affairs. These include the distinction between revenue and capital expenditure, specified within the Local Government and Housing Act 1989. The Local Government Act 2003 requires that the prudential borrowing limits are set by the Council having regard to the Chartered Institute of Public Finance and Accountancy (CIPFA) Prudential Code. This sets out a framework for self-regulation of capital spending, in effect allowing Councils

to invest in capital projects without any limit, so long as they are affordable, prudent and sustainable. To facilitate this arrangement the code requires the Council to agree and monitor a number of prudential indicators.

7. Section 106 of the Local Government Finance Act 1992 makes it a criminal offence for any Member with arrears of Council Tax which have been outstanding for two months or more to attend any meeting of the Council or one of its committees at which a decision affecting the budget is to be made, unless the Member concerned declares at the outset of the meeting that he or she is in arrears, and will not be voting on the decision for that reason. The Member concerned must then abstain from voting. The application of Section 106 is very wide and there have been successful prosecutions under this legislation. It can include meetings held at any time during the year, not just the annual budget meeting, and it may include meetings of committees or sub-committees as well as Council meetings. Members should be aware that the responsibility for ensuring that they act within the law at all times rest solely with the individual Member concerned.
8. The Local Authorities (Standing Orders) (England) (Amendment) Regulations 2014 provide that the Council's procedures must provide for the minutes to record how each Councillor voted (including any abstentions) when determining the Council's budget and the level of Council Tax to be levied.
9. Having set a budget at the beginning of the year, the Council is also under a duty to monitor that budget during the course of the year and to take remedial action if at any time it appears likely that expenditure will exceed available resources. Members are aware of the duty of the Section 151 Officer under Section 114(3) of the Local Government Finance 1988 Act to report to the Council if it appears that this will happen, and of the impact of Section 115(6) which prohibits any new agreement which would incur expenditure from being entered into following the issuing of such a report and pending its consideration by the Council. The Members of the Council, having received a Section 114 report are obliged to take all reasonable practicable measures to bring the budget back into balance.
10. A Section 114 report is a serious matter which can destabilise an authority and can only be avoided by prudent budgeting and effective budgetary control. This adds emphasis to the need for an adequate contingency provision and a strong corporate commitment to holding chief officers accountable for containing expenditure within cash limits approved during the budget process.
11. It is the duty of the Deputy Chief Executive Communities & Resources as the Section 151 Officer to provide the relevant financial information, which is or ought to be available and advise on the financial prudence of options before Members, and Members must take account of such information and advice in reaching their decisions. The Council is however free to take decisions which are at variance with the advice of those officers, providing there are reasonable grounds to do so.
12. The Section 151 Officer must consider whether in his view the Council had agreed a balanced budget which is capable of delivery taking all know factors into account. In the event that he considers this not to be the case, then he has a personal duty to indicate this by issuing the Council with a notice under Section 114 Local Government Finance Act 1988.

**SCHEDULE OF FEES AND CHARGES**

**(as detailed below)**

## Children, Adults & Housing Adult Services

(A) Statutory and Nationally Agreed Charges

\*VAT inclusive

Income Source	Charges 2015/16 (from April 2015) £	Charges 2016/17 (from April 2016) £	Operative Date of Latest Notified Charge	Basis of Increase and Charging Policy
ADULT SOCIAL CARE (A):				
Respite Care (weekly charges**)				
Age over woman's pension age	113.85	TBC**	06/04/15	Increases in line with minimum benefit & pension entitlement for financial year less DoH set Personal Expense allowance.
Age 25 up to woman's pension age	80.45	TBC**	06/04/15	
Age 18 to 24	65.25	TBC**	06/04/15	
Annual increase subject to DWP minimum income allowance Net of CRAG personal expense allowance set by DOH				
* *These charges will be set in Jan/Feb 2016 when new benefit and pension rates are announced.				

**Basis of Increase:**

- C - An increase dependent on committee approval
- G - An increase below inflation in line with a corporate growth plan
- I - Based on relevant inflationary change
- N - A nominal adjustment e.g. due to rounding of charge
- S - An increase above inflation in line with a corporate saving plan

**Basis for setting charge increase above complies with either:**

- P - The Corporate Charging Policy
- L - A local charging policy that deviates from the Corporate Charging Policy

## Children, Adults & Housing Adult Services

(B) Charges determined by Committee

\*VAT inclusive

Income Source	Charges 2015/16 (from April 2015) £	Charges 2016/17 (from April 2016) £	Operative Date of Latest Notified Charge	Basis of Increase and Charging Policy
<b>ADULT SOCIAL CARE (B):</b>				
<b>1. Personal care and Support</b>				
Provision of homecare delivery to Service Users				
Homecare rate - hourly charge; per minute of actual care	14.94	14.94	06/04/15	C/L
<i>The individual contribution is subject to the individual means test assessment</i>				
<b>2. Care Home *</b>				
Provision of care home delivery to Service Users				
Care home rate based on authority's 'usual costs' - weekly charge				
Residential Frail	462.26	462.26	01/04/15	C/L
Residential Dementia	534.76	534.76	01/04/15	C/L
Nursing Frail	492.73	492.73	01/04/15	C/L
Nursing Dementia	508.49	508.49	01/04/15	C/L
Nursing Higher Rate	517.95	517.95	01/04/15	C/L
 <i>* A consultation regarding the usual care home rates for 2016/17 will run from 3rd November to 3rd December 2015. The outcome of this review is expected to be announced before 31 March 2016.</i>				

**Basis of Increase:**

C - An increase dependent on committee approval

G - An increase below inflation in line with a corporate growth plan

I - Based on relevant inflationary change

N - A nominal adjustment e.g. due to rounding of charge

S - An increase above inflation in line with a corporate saving plan

**Basis for setting charge increase above complies with either:**

P - The Corporate Charging Policy

L - A local charging policy that deviates from the Corporate Charging Policy

## Children, Adults & Housing Adult Services

(B) Charges determined by Committee

\*VAT inclusive

Income Source	Charges 2015/16 (from April 2015) £	Charges 2016/17 (from April 2016) £	Operative Date of Latest Notified Charge	Basis of Increase and Charging Policy
<b>3. Day Centre</b>				
Day care delivery to Service Users	40.00	40.00	07/04/14	C/L
Transport to Day Centre (inclusive of return journey)	10.00	10.00	07/04/14	C/L
<b>4. Extra Care Housing</b> (hourly rates)				
Dreywood Court	17.97	17.97	06/04/15	C/L
St Ethelburga Court	12.45	12.45	06/04/15	C/L
Paines Brook Court	14.80	14.80	06/04/15	C/L
<b>5. Deferred Payment Admin fees</b>				
Initial set-up fee	658.00	658.00	01/04/15	C/L
Annual review charge	89.00	89.00	01/04/15	C/L

**Basis of Increase:**

- C - An increase dependent on committee approval
- G - An increase below inflation in line with a corporate growth plan
- I - Based on relevant inflationary change
- N - A nominal adjustment e.g. due to rounding of charge
- S - An increase above inflation in line with a corporate saving plan

**Basis for setting charge increase above complies with either:**

- P - The Corporate Charging Policy
- L - A local charging policy that deviates from the Corporate Charging Policy

# Communities and Resources Regulatory Services

(B) Charges determined by Committee

\*VAT inclusive

Income Source	Charges 2015/16 (from April 2015) £	Charges 2016/17 (from April 2016) £	Operative Date of Latest Notified Charge	Basis of Increase and Charging Policy
<b>BEREAVEMENT SERVICES:</b>				
<b>Interments</b>				
<b>Cemeteries</b> (fees doubled for non-residents of LBH)				
Over 16 years	906.00	1,178.00	01/04/16	D/L
2 simultaneous full body interments aged over 16 years	1,359.00	1,767.00	01/04/16	D/L
Cremated remains	172.00	224.00	01/04/16	D/L
Surcharge for cremated remains in full coffin	0.00	200.00	01/04/16	New Charge
Extra depth (each interment over two) or casket/walled grave per depth	163.00	212.00	01/04/16	D/L
Resident child not over 16 Years	No Charge	No Charge	01/04/16	D/L
Non resident stillborn to 1 month in child's grave or public grave	163.00	212.00	01/04/16	D/L
2 simultaneous non resident stillborn/to 1 month in child's or public grave	244.00	318.00	01/04/16	D/L
Non resident child not over 10 years in child's grave or public grave	252.00	328.00	01/04/16	D/L
Non resident child not over 16 years in child's grave	1,709.00	2,222.00	01/04/16	D/L
Use of chapel including organist at Upminster cemetery (subject to availability)	60.00	78.00	01/04/16	D/L
Hospital Contract NVB burials	163.00	212.00	01/04/16	D/L
<b>Exclusive Right of Burial</b> (50 years with option of further 10 years)				
Lawn Section grave	1,418.00	1,843.00	01/04/16	D/L
Traditional Grave	2,199.00	2,859.00	01/04/16	D/L
Children's section (under 10)	347.00	382.00	01/04/16	D/L
Children's section (under 16)	693.00	762.00	01/04/16	D/L

**Basis of Increase:**

- C - An increase dependent on committee approval
- G - An increase below inflation in line with a corporate growth plan
- I - Based on relevant inflationary change
- N - A nominal adjustment e.g. due to rounding of charge
- S - An increase above inflation in line with a corporate saving plan
- D - Increase recommended by Head of Service

**Basis for setting charge increase above complies with either:**

- P - The Corporate Charging Policy
- L - A local charging policy that deviates from the Corporate Charging Policy

# Communities and Resources Regulatory Services

(B) Charges determined by Committee

\*VAT inclusive

Income Source	Charges 2015/16 (from April 2015) £	Charges 2016/17 (from April 2016) £	Operative Date of Latest Notified Charge	Basis of Increase and Charging Policy
<b>Surcharges</b>				
Saturday full burial surcharge	453.00	589.00	01/04/16	D/L
Sunday full burial surcharge	906.00	1,178.00	01/04/16	D/L
Weekend cremated remains surcharge	172.00	224.00	01/04/16	D/L
Funeral After Published Time or 48 hours of booking	211.00	274.00	01/04/16	D/L
Booking cancelled after 48 hours of booking	211.00	274.00	01/04/16	D/L
Booking cancelled within 48 hours of burial	Full interment Fee			
<b>Extension of Right of Burial for 10 years</b>				
Lawn Section Grave	350.00	455.00	01/04/16	D/L
Traditional Grave	439.00	570.00	01/04/16	D/L
Children's Section (under 10)	76.00	99.00	01/04/16	D/L
Children's Section (under 16)	157.00	204.00	01/04/16	D/L
Walled graves	831.00	1,080.00	01/04/16	D/L
<b>Other Charges</b>				
Transfer of Exclusive Rights by Will, Letters of Administration or Assignment	40.00	44.00	01/04/16	D/L
Transfer of Exclusive Rights by Statutory Declaration or combination of methods	74.00	81.00	01/04/16	D/L
Certified extract from Burial Register	41.00	53.00	01/04/16	D/L
Staff attendance to select a new grave by appointment	33.00	43.00	01/04/16	D/L
Exhumation of cremated remains resident	173.00	224.00	01/04/16	D/L
Exhumation of cremated remains non-resident	346.00	448.00	01/04/16	D/L

## Basis of Increase:

- C - An increase dependent on committee approval
- G - An increase below inflation in line with a corporate growth plan
- I - Based on relevant inflationary change
- N - A nominal adjustment e.g. due to rounding of charge
- S - An increase above inflation in line with a corporate saving plan
- D - Increase recommended by Head of Service

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## Communities and Resources Regulatory Services

(B) Charges determined by Committee

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Income Source	Charges 2015/16 (from April 2015) £	Charges 2016/17 (from April 2016) £	Operative Date of Latest Notified Charge	Basis of Increase and Charging Policy
<b>Permit Charge</b>				
Clean and Renovate/ NAMM fixing	No Charge	No Charge	01/04/16	
Lawn (Standard) Headstone & kerb/Additional Memorial	114.00	125.00	01/04/16	D/L
Additional Inscription on headstone or permit for a vase only/ Lawn kerb	76.00	84.00	01/04/16	D/L
Full kerb Traditional Grave	293.00	322.00	01/04/16	D/L
<b>Grave Maintenance Fees</b>				
Bi annual Spring and Summer planting Service	178.00 *	231.00 *	01/04/16	D/L
Annual maintenance clean and tidy Service	110.00 *	143.00 *	01/04/16	D/L
Turfing (Winter months only after grave has settled)	71.00	92.00	01/04/16	D/L
<b>Cremated Remains Burial Plots</b>				
Purchase of exclusive rights (25 year term)	413.00	536.00	01/04/16	D/L
Extension of exclusive rights of burial for 10 years flat stone cremated remains plot	242.00	314.00	01/04/16	D/L
Tablet with First inscription	390.00	409.00	01/04/16	D/L
Additional / subsequent inscriptions	127.00	133.00	01/04/16	D/L
Blank stone	296.00	310.00	01/04/16	D/L
Photograph fixed to memorial	253.00	266.00	01/04/16	D/L
Granite memorial vases for use with cremated remains tablets (includes 45 letters)	356.00	374.00	01/04/16	D/L
Regilding or additional letter on granite vase	2.75	3.00	01/04/16	D/L

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<b>South Essex Crematorium</b>				
<b>Cremation</b> includes organ/organist/polytainer or biodegradable casket:				
Over 16 years	660.00	730.00	01/04/16	D/L
Resident child not exceeding 16 years	No Charge	No Charge		
Non resident to 6 years but not exceeding 16 yrs	176.00	194.00	01/04/16	D/L
Non resident up to 6 years	89.00	98.00	01/04/16	D/L
Hospital Contract Non-viable foetus cremation	53.00	59.00	01/04/16	D/L
Saturday Cremation (subject to availability)	990.00	1,095.00	01/04/16	D/L
Sunday Cremation (subject to availability)	1,320.00	1,460.00	01/04/16	D/L
<b>Additional Services and Surcharges</b>				
Bookings cancelled after 10am one working day before reserved time	211.00	233.00	01/04/16	D/L
Surcharge for services over-running	220.00	243.00	01/04/16	D/L
Surcharge for Cremation after 4pm	211.00	233.00	01/04/16	D/L
Use of chapel for private memorial service or extra time	211.00	233.00	01/04/16	D/L
CD recording of service	69.00 *	72.00 *	01/04/16	D/L
CD discs 2-10	19.00 *	20.00 *	01/04/16	D/L
DVD recording of service	86.00 *	90.00 *	01/04/16	D/L
DVD discs 2-10	25.00 *	26.00 *	01/04/16	D/L
Webcast of service	87.00 *	91.00 *	01/04/16	D/L

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<b>Additional Services and Surcharges</b> (continued)				
Visual Tributes 10 photographs	37.00 *	39.00 *	01/04/16	D/L
Visual Tributes per additional 5 photographs	13.00 *	14.00 *	01/04/16	D/L
Per minute of video used	9.00 *	10.00 *	01/04/16	D/L
Tributes embedded into DVD recording of the service	93.00 *	98.00 *	01/04/16	D/L
Strewing (burial) of cremated remains from elsewhere	88.00	92.00	01/04/16	D/L
Witness Committal	40.00	44.00	01/04/16	D/L
Weekend Witness committal	81.00	88.00	01/04/16	D/L
Storage of cremated remains after one month per quarter	45.00 *	50.00 *	01/04/16	D/L
Storage of cremated remains after one month per year	105.00 *	116.00 *	01/04/16	D/L
Genealogy Searches per search not through Deceased Online	22.00 *	24.00 *	01/04/16	D/L
<b>Containers</b>				
Bronzed metal urns	57.00 *	60.00 *	01/04/16	D/L
Standard wooden or metal casket	72.00 *	75.00 *	01/04/16	D/L
Juvenile caskets	30.00 *	31.00 *	01/04/16	D/L
Various Decorative urns/caskets (new charge)	RRP *	RRP *		
Dedicated Hymn Book	66.00 *	69.00 *	01/04/16	D/L
Various keepsake memorials made from or to contain cremated remains including diamonds, paperweights, jewellery	RRP *	RRP *		

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<b>Memorials</b>				
<b>Kerb Plaques</b>				
Perspex Plaque only	97.00 *	102.00 *	01/04/16	D/L
Bronze Plaque only	197.00 *	207.00 *	01/04/16	D/L
Rights to second dedication (plus cost of plaque)	96.00	101.00	01/04/16	D/L
Kerb plaque Rights or Renewal	199.00	209.00	01/04/16	D/L
<b>Bronze Wall Plaque</b>				
Bronze wall plaque only	197.00 *	207.00 *	01/04/16	D/L
Bronze wall plaque renewal	199.00	209.00	01/04/16	D/L
<b>Large Wall Plaques</b>				
<b>Single Slate or Large Bronze Wall Plaques</b>				
Single plaque only (slate or bronze tablet)	269.00 *	282.00 *	01/04/16	D/L
Single plaque - Rights or Renewal fee for 10 years	199.00	209.00	01/04/16	D/L
Double Slate Wall Plaque single inscription	404.00 *	424.00 *	01/04/16	D/L
Double Slate Wall Plaque double inscription	642.00 *	674.00 *	01/04/16	D/L
Double Slate Wall Plaque second inscription within 1 year of original dedication	144.00 *	151.00 *	01/04/16	D/L
Double Plaque - Rights or Renewal 10 year renewal	398.00	418.00	01/04/16	D/L

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<b>Wall Niche for 10 years</b>				
Renewal or Pre-purchase for Single Niche for 10 years	712.00	748.00	01/04/16	D/L
Renewal for Single Niche for 5 years	432.00	454.00	01/04/16	D/L
Replacement single plaque	473.00 *	497.00 *	01/04/16	D/L
Renewal Rights or Pre-purchase for Double Niche for 10 years	1,426.00	1,497.00	01/04/16	D/L
Renewal for Double Niche for 5 years	789.00	828.00	01/04/16	D/L
Replacement double plaque	731.00 *	768.00 *	01/04/16	D/L
Wall Niche rights for second inscription	120.00	126.00	01/04/15	D/L
<b>Wall Niche Additional Items:</b>				
Motif (optional)	75.00 *	79.00	01/04/16	D/L
Additional Bud Vase	25.00 *	26.00	01/04/16	D/L
Additional Inscription	216.00 *	227.00	01/04/16	D/L
Casket including nameplate	75.00 *	79.00	01/04/16	D/L
Photograph	253.00 *	266.00	01/04/16	D/L

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<b>Sanctum ii Vaults for 10 years</b>				
Second Interment	133.00	138.00	01/04/16	D/L
Sanctum Second inscription	447.00 *	469.00 *	01/04/16	D/L
Sanctum Plaque	351.00 *	368.00 *	01/04/16	D/L
10 Year Rights or Renewal	907.00	952.00	01/04/16	D/L
5 Year Renewal	529.00	555.00	01/04/16	D/L
Regilding (Inc. postage)	96.00 *	100.00 *	01/04/16	D/L
Replacement vase	14.00 *	15.00 *	01/04/16	D/L
<b>Vase Blocks and Tablets</b> (includes Scented Garden Memorials)				
Vaseblock tablet	210.00	220.00	01/04/16	D/L
Vaseblock Rights or Renewal for 10 years	466.00	489.00	01/04/16	D/L
<b>Memorials</b>				
<b>Summer House Memorial</b>				
Floris plaque only	132.00 *	139.00 *	01/04/16	D/L
Floris Plaque Renewal Rights for 10 years	199.00	209.00	01/04/16	D/L
Posy Holder rights or Renewal for 10 years	137.00	144.00	01/04/16	D/L
Posy Holder Memorial	15.00 *	16.00 *	01/04/16	D/L

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<b>Shrub, Rose or Tree with 10 Year dedication</b>				
Shrub or Rose (including Bronze Stem Plaque)	197.00 *	207.00 *	01/04/16	D/L
Shrub 10 Year Rights or Renewal (also applies to vase block with rose)	533.00	560.00	01/04/16	D/L
Shrub 5 Year Renewal Rights (also applies to vase block with rose)	342.00	359.00	01/04/16	D/L
Tree (including bronze Stem or Strap plaque)	197.00 *	207.00 *	01/04/16	D/L
Tree 10 Year Rights or Renewal	643.00	675.00	01/04/16	D/L
Tree 5 Year Renewal Rights	398.00	418.00	01/04/16	D/L
<b>Benches and Chairs - 10 Year dedications</b>				
Bench / Replacement Bench	993.00 *	1,043.00 *	01/04/16	D/L
Chair / Replacement Chair	580.00 *	609.00 *	01/04/16	D/L
Bench 10 Year Rights or Renewal	906.00	951.00	01/04/16	D/L
Chair 10 Year Rights or Renewal	800.00	840.00	01/04/16	D/L
Regular maintenance (per 2 years of remaining lease if not purchased or renewed since 1/1/2001)	38.00 *	40.00 *	01/04/16	D/L
Renovation of Bench	169.00 *	177.00 *	01/04/16	D/L
Renovation of Chair	108.00 *	113.00 *	01/04/16	D/L
Summerhouse Chair	0.00 *	1,000.00 *	01/04/16	New Charge
Replacement Summerhouse Chair	0.00 *	600.00 *	01/04/16	New Charge
Summerhouse Chair Renewal Rights	0.00	400.00	01/04/16	New Charge

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<b>Bench, Tree &amp; Shrub Additional dedications</b>				
Rights to second dedication within 1 year of original (plus cost of plaque)	96.00	101.00	01/04/16	D/L
Rights to second dedication after 1 year of original or renewal per remaining year of lease (plus cost of plaque)	17.00	18.00	01/04/16	D/L
Rights to 2nd Dedication Life time of item (plus cost of plaque)	374.00	392.00	01/04/16	D/L
Replacement bronze plaque	197.00 *	207.00 *	01/04/16	D/L
Replacement Perspex plaque	97.00 *	102.00 *	01/04/16	D/L
<b>Miscellaneous Memorials</b>				
Mallard Bridge	263.00 *	276.00 *	01/04/16	D/L
Admin Fee for private purchase of plaque (plus cost of plaque)	14.00 *	15.00 *	01/04/16	D/L
Replacement metal vase	14.00 *	15.00 *	01/04/16	D/L
Floral arrangements stand - plus cost of flowers	25.00 *	26.00 *	01/04/16	D/L
Hanging baskets (per year)	106.00 *	111.00 *	01/04/16	D/L
<b>Books of Remembrance</b>				
2 line entry	86.00 *	90.00 *	01/04/16	D/L
3 - 5 lines	124.00 *	130.00 *	01/04/16	D/L
6 - 8 lines	179.00 *	188.00 *	01/04/16	D/L

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<b>Cards of Remembrance &amp; Additional Entries in existing miniature books</b>				
2 line entry	30.00 *	32.00 *	01/04/16	D/L
3 - 5 lines	53.00 *	56.00 *	01/04/16	D/L
6 - 8 lines	83.00 *	87.00 *	01/04/16	D/L
<b>Miniature Triptych of Remembrance/Book of Remembrance</b>				
2 line entry	61.00 *	64.00 *	01/04/16	D/L
3 - 5 lines	86.00 *	90.00 *	01/04/16	D/L
6 - 8 lines	112.00 *	118.00 *	01/04/16	D/L
<b>Book of Remembrance Sundries</b>				
Motif	65.00 *	68.00 *	01/04/16	D/L
Triptych photograph	65.00 *	68.00 *	01/04/16	D/L
<b>Mini Headstone Cremated Remains Burial Plots</b>				
Purchase of exclusive rights (25 year term)	696.00	905.00	01/04/16	D/L
Extension of exclusive rights of burial for 10 years mini headstone cremated remains plot	303.00	394.00	01/04/16	D/L
Memorial and installation with first 60 characters	965.00	1,013.00	01/04/16	D/L
Additional inscription rate per letter	2.75	3.00	01/04/16	D/L
Blank headstone only	240.00	252.00	01/04/16	D/L
Photograph fixed to memorial	252.50	266.00	01/04/16	D/L

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<b>Mini Headstone Cremated Remains Burial Plots</b> (continued)				
Replacement Granite memorial vase only for Mini Headstone Only	60.00	63.00	01/04/16	D/L
Inscription first 60 characters on a pre purchased memorial	212.00	223.00	01/04/16	D/L
Blank memorial headstone only	710.00	745.00	01/04/16	D/L
Stone chippings per bag	48.00	50.00	01/04/16	D/L
Flower Holder	16.00	17.00	01/04/16	D/L
<b>Book of Remembrance Memorial Tree</b>				
Memorial Tree leaf 10 Year Rights or Renewal	0.00	199.00	01/04/16	New Charge
Memorial Tree leaf plaque	0.00 *	131.00 *	01/04/16	New Charge
Rights for 2nd inscription - Rights remain the same (plus cost of plaque)	0.00	98.00	01/04/16	New Charge

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<b>PLANNING AND BUILDING CONTROL:</b>				
Photocopying per A4 sheet (minimum charge £1)	0.20 *	0.20 *	01/04/14	D/L
Photocopying of plans (per sheet)	18.20 *	18.50 *	01/04/16	N/I/P
Other Planning requests - per hour (minimum 1/2 hour)	70.00	71.00	01/04/16	N/I/P
Other Building Control requests - per hour	70.00	71.00	01/04/16	N/I/P
[The Building (Local Authority Charges) Regulations 2010] Committee reports (available from website for free)				
<b>Section 106 Monitoring</b> - A percentage of the total tariff payment required under the Council's Planning Obligations Supplementary Planning Document. For further details please contact the Planning service.				
Demolition Notices (Per Site) (larger sites will be assessed separately, customers are invited to contact Building control for a bespoke price)	205.00	210.00	01/04/16	D/L
Building Control - Dangerous Structure charge				
8am - 5pm - per hour	69.30	70.00	01/04/16	N/I/P
5pm - 8am - per hour	104.30	105.50	01/04/16	N/I/P
(Travelling costs will also be charged as appropriate as well as Dangerous Structures Consortium Contractors Costs)				

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<b>Pre-Application advice</b>				
Pre-Application advice				
Householder/Small Business - Face to Face	50.00	50.50	01/04/16	N/I/P
Householder/Small Business - Written Response	80.00	81.00	01/04/16	N/I/P
Change of Business Premises up to 99 sq.m	150.00	151.50	01/04/16	N/I/P
 Pre-Application advice - Residential units				
1 residential unit	150.00	151.50	01/04/16	N/I/P
2-3 residential/100-499sq m floor space	300.00	303.00	01/04/16	N/I/P
4-9 residential/500-999 sq. m floor space	800.00	808.00	01/04/16	N/I/P
10-24 residential/1000-1999 sq.m floor spc/telecoms	1,500.00	1,515.00	01/04/16	N/I/P
25-49 residential/2000-4999 sq. m floor space	1,750.00	1,767.50	01/04/16	N/I/P
50-99 residential/5000-9999 sq. m floor space	2,000.00	2,020.00	01/04/16	N/I/P
100+ residential/10000+ sq. m floor space	2,500.00	2,525.00	01/04/16	N/I/P
 Retrieval fee and copy of one document	34.00	34.50	01/04/16	N/I/P
Additional documents	17.00	17.25	01/04/16	N/I/P
Planning Condition History Search (30 minutes)	34.00	34.50	01/04/16	N/I/P
Additional research time (per 15 minutes)	17.00	17.25	01/04/16	N/I/P
Supply of letter detailing inspections (where no completion certificate exists) per hour	70.00	71.00	01/04/16	N/I/P

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**Table 1:**  
**Charges for New Dwellings <150m<sup>2</sup>**

**New Houses and Blocks of Flats on the same site constructed at the same time**

Number of Dwellings	Total
1	<b>£900.00</b>
2	<b>£1,200.00</b>
3	<b>£1,400.00</b>
4	<b>£1,700.00</b>
5	<b>£1,900.00</b>
6	<b>£2,200.00</b>
More than 6 - Please contact Building Control for individually assessed charges	

**Table 2:**  
**Charges for: Extensions, Garage Conversions and Loft Conversions**

**Separate Extensions constructed at the same time may be aggregated together**

Type of work	Total
1. Erection of a detached building which consists of a garage or carport or both having a floor area not exceeding 40m <sup>2</sup> in total and intended to be used in common with an existing building and which is not an exempt building.	<b>£465.00</b>
2. Garage Conversions where the total floor area does not exceed 30m <sup>2</sup> , including means of access and work in connection with that extension.	<b>£465.00</b>
3. Any extension or Loft Conversion where the total floor area of which does not exceed 30m <sup>2</sup> , including means of access and work in connection with that extension.	<b>£595.00</b>
4. Any extension or Loft Conversion where the total floor area of which exceeds 30m <sup>2</sup> but does not exceed 60m <sup>2</sup> , including means of access and work in connection with that extension.	<b>£820.00</b>
5. Any extension or Loft Conversion where the total floor area of which exceeds 60m <sup>2</sup> but does not exceed 100m <sup>2</sup> , including means of access and work in connection with that extension.	<b>£975.00</b>
6. Extension etc. >100m <sup>2</sup> - Please refer to Table 3 otherwise contact Building Control for Individually assessed charges.	

**Table 3:**  
**Charges for other work**

**For all other works not covered in Tables 1 or 2**

Estimated Cost of Work	Total
£0-2,000	<b>£215.00</b>
£2,000-5,000	<b>£320.00</b>
£5,000-10,000	<b>£465.00</b>
£10,000-20,000	<b>£610.00</b>
£20,000-30,000	<b>£740.00</b>
£30,000-40,000	<b>£850.00</b>
£40,000-50,000	<b>£960.00</b>
£50,000-60,000	<b>£1,040.00</b>
£60,000-70,000	<b>£1,120.00</b>
£70,000-80,000	<b>£1,200.00</b>
£80,000-90,000	<b>£1,290.00</b>
£90,000-100,000	<b>£1,380.00</b>
£100,000-120,000	<b>£1,475.00</b>
£120,000-140,000	<b>£1,595.00</b>
£140,000-160,000	<b>£1,690.00</b>
£160,000-180,000	<b>£1,785.00</b>
£180,000-200,000	<b>£1,885.00</b>
Over £200,000 - Please contact Building Control for individually assessed charges.	

The Building Regulation charges are the same for corresponding building work for a: Full Plans Application; Building Notice; Regularisation Application; and, Reversion Application (refer to note 7 for Partnership Applications). All charges are shown with VAT at 20%. Only a charge for a Regularisation Certificate is exempt VAT however it is subject to a 20% uplift therefore the total fee is equivalent to all other Building Control Charges for corresponding building work.

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## Explanatory Notes

1. Before you build, extend or convert, you or your Agent must advise your Local Authority either by submitting Full Plans or a Building Notice. The Charge payable depends on the type of work, the number of dwellings in a building and/or the total floor area. The following tables (which are an integral part of this Schedule) may be used in conjunction with the current Charge Scheme to calculate the Charges. If you have any difficulties calculating the Charges please consult building control.

2. **Table 1:** Charges for new dwellings e.g. certain houses and flats - applicable where the total internal floor area of each dwelling, does not exceed 150m<sup>2</sup> and the building has no more than three storeys, each basement level being counted as one storey. In any other case, Table 3 applies.

3. **Table 2:** Loft conversion – For the purpose of calculating charges a reference to an extension includes a room or rooms in the roof space (including access) of an existing building not exceeding three storeys in height. Where work comprises more than one extension which is to be constructed at the same time (including rooms in roofs and associated access in buildings of three storeys or less) the total internal floor areas of all storeys of all the extensions shown on the application may be added together to determine the relevant Charge. If the extension(s) exceed 100m<sup>2</sup> or three storeys in height then Table 3 applies. All work contained within the footprint of an extensions or loft conversion is included in the fee but does not include work outside the footprint of the extension or loft conversion. For additional internal or external alterations Table 3 should be used. For multiple work that is to be carried out at the same time and falls into Table 3 as well as Table 2 the Table 3 fee may be discounted by 25%.

4. **Table 3:** Applicable to all other building work not covered by Tables 1 or 2. Total estimated cost means an estimate accepted by the local authority of a reasonable cost that would be charged by a person in business to carry out the work shown or described in the application, excluding VAT, and any professional fees paid to an architect, engineer or surveyor etc., and also exc.

5. **Disabled Persons:** Building works to provide access and/or facilities for disabled people to existing dwellings and buildings to which the public have access may be exempt from Charges.

6. **Supplementary Charges:** The Building (Local Authority Charges) Regulations 2010 allow a local authority to make supplementary charges if additional costs arise as a result of confirming compliance with the Building Regulations. Such supplementary charges may be considered if costs result from: consultant costs; inaccurate/incomplete plans; revised schemes; work not being ready for inspection or additional site inspection; and, non-compliant work etc.

7. **Partnership Applications:** Proposed building work outside the boundaries of the London Borough of Havering will be subject to a plan fee equating to 25% of the full plans application charge. Partnership Applications for building work checked by a Partnering Authority will be subject to an inspection fee equating to 75% of the full plans application charge.

8. **Making a Payment:** Payment can be made by credit/debit card by telephoning 01708 432700 (please note there is a 1.5% surcharge for credit card payments) or by cheque, made payable to - The London Borough of Havering.

Building Control may be contacted by:  
Telephone: 01708 432700  
E-mail: [buildingcontrol@havering.gov.uk](mailto:buildingcontrol@havering.gov.uk)

Further information on submitting a Building Control application is available on our website at:  
[www.havering.gov.uk/buildingcontrol](http://www.havering.gov.uk/buildingcontrol)

## Children, Adults & Housing Learning & Achievement

(B) Charges determined by Committee

\*VAT inclusive

Income Source	Charges 2015/16 (from Sept 2015) £	Charges 2016/17 (from Sept 2016) £	Operative Date of Latest Notified Charge	Basis of Increase and Charging Policy
<b>CATERING:</b>				
<b>1 School Meals</b>				
1a Primary school meal	2.15	2.20	01.09.15	C/L
1b Secondary meal	2.45	2.50	01.09.15	C/L
1c Special infant	2.15	2.20	01.09.15	C/L
Special Junior	2.15	2.20	01.09.15	C/L
Adult	3.30	3.35	01.09.15	C/L
<b>2 Meals on Wheels</b>				
Charge per meal	5.25	5.25	11.04.13	L

**Basis of Increase:**

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G - An increase below inflation in line with a corporate growth plan

I - Based on relevant inflationary change

N - A nominal adjustment e.g. due to rounding of charge

S - An increase above inflation in line with a corporate saving plan

**Basis for setting charge increase above complies with either:**

P - The Corporate Charging Policy

L - A local charging policy that deviates from the Corporate Charging Policy

# Communities and Resources Culture & Leisure Services

(B) Charges determined by Committee

\*VAT inclusive

Income Source	Charges 2015/16 (from April 2015) £	Charges 2016/17 (from April 2016) £	Operative Date of Latest Notified Charge	Basis of Increase and Charging Policy
<b>FAIRKYTES</b>				
<b>Off Peak: Mon-Fri** up to 6pm***</b> (per hour unless otherwise stated)				
Main Room	17.00	17.50	01/04/16	S/N/L
Three hour hire discounted rate	37.00	38.00	01/04/16	S/N/L
Room 12	14.00	14.00	01/04/15	G/L
Three hour hire discounted rate	30.50	30.50	01/04/15	G/L
Room 13	10.00	10.50	01/04/16	S/N/L
Three hour hire discounted rate	22.60	23.00	01/04/16	S/N/L
Room 9	10.00	10.50	01/04/16	S/N/L
Three hour hire discounted rate	21.50	22.00	01/04/16	S/N/L
Art Room	12.00	12.50	01/04/16	S/N/L
Three hour hire discounted rate	25.00	26.00	01/04/16	S/N/L
Sculpture (includes access to Kiln Room when available)	9.00	10.50	01/04/16	S/N/L
Three hour hire discounted rate	20.00	22.00	01/04/16	S/N/L
Pottery	7.00	WITHDRAWN	N/A	N/A
Three hour hire discounted rate	14.50	WITHDRAWN	N/A	N/A
Studio 1	25.00	25.50	01/04/16	S/N/L
Three hour hire discounted rate	54.00	55.00	01/04/16	S/N/L
<p>**excludes public holidays</p> <p>*** A three-hour hire that begins before 6pm and crosses into the Peak time period will be subject to the peak rate discount</p> <p><b>N.B:</b> The above room hire charges are maximum charges that are to be applied. Managers will have the discretion to negotiate lower charges per hour/session if a hirer pays in advance and commits to a long term hire, with such discounts to be agreed by the Head of Service.</p>				

## Basis of Increase:

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- G - An increase below inflation in line with a corporate growth plan
- I - Based on relevant inflationary change
- N - A nominal adjustment e.g. due to rounding of charge
- S - An increase above inflation in line with a corporate saving plan
- D - Increase recommended by Head of Service

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- L - A local charging policy that deviates from the Corporate Charging Policy

# Communities and Resources Culture & Leisure Services

(B) Charges determined by Committee

				*VAT inclusive
Income Source	Charges 2015/16 (from April 2015) £	Charges 2016/17 (from April 2016) £	Operative Date of Latest Notified Charge	Basis of Increase and Charging Policy
<b>Off Peak: Mon-Fri** up to 6pm***</b> (per hour unless otherwise stated) (continued)				
Studio 2	16.50	17.00	01/04/16	S/N/L
Three hour hire discounted rate	36.00	37.00	01/04/16	S/N/L
Studio 3	10.00	10.50	01/04/16	S/N/L
Three hour hire discounted rate	22.00	22.50	01/04/16	S/N/L
Billet Studio 1	16.50	17.00	01/04/16	S/N/L
Three hour hire discounted rate	36.00	37.00	01/04/16	S/N/L
Billet Studio 2	10.00	10.50	01/04/16	S/N/L
Three hour hire discounted rate	22.00	22.50	01/04/16	S/N/L
Main Room	20.00	20.50	01/04/16	
Three hour hire discounted rate	44.00	45.00	01/04/16	S/N/L
Room 12	17.00	17.50	01/04/16	S/N/L
Three hour hire discounted rate	36.60	37.00	01/04/16	S/N/L
Room 13	14.00	14.00	01/04/15	S/N/L
Three hour hire discounted rate	30.50	30.50	01/04/15	G/L
Room 9	11.00	12.00	01/04/16	G/L
Three hour hire discounted rate	25.00	26.00	01/04/16	S/N/L
<p>**excludes public holidays</p> <p>*** A three-hour hire that begins before 6pm and crosses into the Peak time period will be subject to the peak rate discount</p> <p><b>N.B:</b> The above room hire charges are maximum charges that are to be applied. Managers will have the discretion to negotiate lower charges per hour/session if a hirer pays in advance and commits to a long term hire, with such discounts to be agreed by the Head of Service.</p>				

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## Communities and Resources Culture & Leisure Services

(B) Charges determined by Committee

\*VAT inclusive

Income Source	Charges 2015/16 (from April 2015) £	Charges 2016/17 (from April 2016) £	Operative Date of Latest Notified Charge	Basis of Increase and Charging Policy
<b>Peak rate: Mon-Fri 6pm*** to close, all day Sat, Sun &amp; public holidays</b> (per hour unless otherwise stated)				
Art Room	17.00	17.50	01/04/16	S/N/L
Three hour hire discounted rate	36.00	37.00	01/04/16	S/N/L
Sculpture (includes access to Kiln Room when available)	10.00	11.00	01/04/16	S/N/L
Three hour hire discounted rate	22.50	24.00	01/04/16	S/N/L
Pottery	8.00	WITHDRAWN	N/A	N/A
Three hour hire discounted rate	17.00	WITHDRAWN	N/A	N/A
Studio 1 ****	33.00	34.00	01/04/16	S/N/L
Three hour hire discounted rate	70.00	72.00	01/04/16	S/N/L
Studio 2	19.00	19.50	01/04/16	S/N/L
Three hour hire discounted rate	42.00	43.00	01/04/16	S/N/L
Studio 3	12.00	12.50	01/04/16	S/N/L
Three hour hire discounted rate	27.00	27.50	01/04/16	S/N/L
Billet Studio 1	19.00	19.50	01/04/16	S/N/L
Three hour hire discounted rate	42.00	43.00	01/04/16	S/N/L
Billet Studio 2	12.00	12.50	01/04/16	S/N/L
Three hour hire discounted rate	26.50	27.50	01/04/16	S/N/L
<p>* **excludes public holidays</p> <p>*** A three-hour hire that begins before 6pm and crosses into the Peak time period will be subject to the peak rate discount</p> <p><b>N.B:</b> The above room hire charges are maximum charges that are to be applied. Managers will have the discretion to negotiate lower charges per hour/session if a hirer pays in advance and commits to a long term hire, with such discounts to be agreed by the Head of Service.</p>				

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# Communities and Resources Culture & Leisure Services

(B) Charges determined by Committee

\*VAT inclusive

Income Source	Charges 2015/16 (from April 2015) £	Charges 2016/17 (from April 2016) £	Operative Date of Latest Notified Charge	Basis of Increase and Charging Policy
<b>Peak rate: Mon-Fri 6pm*** to close, all day Sat, Sun &amp; public holidays</b> (per hour unless otherwise stated)				
Private Studio/Workshop/Office (flat rate per calendar month)	180.00	185.00	01/04/16	S/N/L
<b>Private/Commercial Function Rates in Studio 1 (Main Hall)****</b> (The below charged at a flat rate per hire including staffing charge)				
Saturday 6.00pm - 11pm †	260.00	265.00	01/04/16	S/N/L
Sunday & Public Holidays 6.00pm - 10.30pm †	230.00	235.00	01/04/16	S/N/L
Friday 6.00-10.30pm †	180.00	185.00	01/04/16	S/N/L
**** includes use of an adjoining room on request (subject to availability)				
† Out of hours bookings accepted subject to availability of staff				
Other out of hours bookings will include a £25 per hour staffing charge in addition to the Peak rate.				
<b>N.B:</b> The above room hire charges are maximum charges that are to be applied. Managers will have the discretion to negotiate lower charges per hour/session if a hirer pays in advance and commits to a long term hire, with such discounts to be agreed by the Head of Service.				

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# Communities and Resources Culture & Leisure Services

(B) Charges determined by Committee

\*VAT inclusive

Income Source	Charges 2015/16 (from April 2015) £	Charges 2016/17 (from April 2016) £	Operative Date of Latest Notified Charge	Basis of Increase and Charging Policy
<b>FOOTBALL AT PARKS WITH CRICKET (28 WEEKS)</b>				
<b>Pavilion with washing facilities</b>				
Adult				
Each Saturday or Sunday during Season	1,564.40	1,580.00	01/04/16	I/N/P
Each alternate Saturday or Sunday during Season	789.50	797.40	01/04/16	I/N/P
Additional Matches during Season	56.10	56.70	01/04/16	I/N/P
Junior (under 18)				
Each Saturday or Sunday during Season	766.75	774.40	01/04/16	I/N/P
Each alternate Saturday or Sunday during Season	357.15	360.70	01/04/16	I/N/P
Additional Matches during Season	27.50	27.80	01/04/16	I/N/P
<b>Pavilion without washing facilities Each Saturday or Sunday during Season</b>				
Adult				
Each Saturday or Sunday during Season	1,296.65	1,309.60	01/04/16	I/N/P
Each alternate Saturday or Sunday during Season	635.70	642.10	01/04/16	I/N/P
Additional Matches during Season	45.05	45.50	01/04/16	I/N/P
Junior (under 18)				
Each Saturday or Sunday during Season	586.75	592.60	01/04/16	I/N/P
Each alternate Saturday or Sunday during Season	293.30	296.30	01/04/16	I/N/P
Additional Matches during Season No Pavilion Facilities	20.90	21.10	01/04/16	I/N/P

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# Communities and Resources Culture & Leisure Services

(B) Charges determined by Committee

\*VAT inclusive

Income Source	Charges 2015/16 (from April 2015) £	Charges 2016/17 (from April 2016) £	Operative Date of Latest Notified Charge	Basis of Increase and Charging Policy
<b>FOOTBALL AT PARKS WITH CRICKET (28 WEEKS) (continued)</b>				
<b>No Pavilion Facilities</b>				
Adult				
Each Saturday or Sunday during Season	940.70	950.10	01/04/16	I/N/P
Each alternate Saturday or Sunday during Season	475.80	480.60	01/04/16	I/N/P
Additional Matches during Season	34.15	34.50	01/04/16	I/N/P
Junior (under 18)				
Each Saturday or Sunday during Season	436.30	440.70	01/04/16	I/N/P
Each alternate Saturday or Sunday during Season	217.85	220.00	01/04/16	I/N/P
Additional Matches during Season	14.75	14.90	01/04/16	I/N/P
<b>FOOTBALL AT PARKS WITH CRICKET (32 WEEKS)</b>				
<b>Pavilion with washing facilities</b>				
Adult				
Each Saturday or Sunday during Season	1,816.40	1,835.00	01/04/16	I/N/P
Each alternate Saturday or Sunday during Season	908.75	918.00	01/04/16	I/N/P
Additional Matches during Season	57.15	58.00	01/04/16	I/N/P
Junior (under 18)				
Each Saturday or Sunday during Season	824.70	833.00	01/04/16	I/N/P
Each alternate Saturday or Sunday during Season	412.60	416.80	01/04/16	I/N/P
Additional Matches during Season	25.45	25.70	01/04/16	I/N/P

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# Communities and Resources Culture & Leisure Services

(B) Charges determined by Committee

\*VAT inclusive

Income Source	Charges 2015/16 (from April 2015) £	Charges 2016/17 (from April 2016) £	Operative Date of Latest Notified Charge	Basis of Increase and Charging Policy
<b>FOOTBALL AT PARKS WITH NO CRICKET (32 WEEKS)</b>				
<b>Pavilion without washing facilities</b>				
Adult				
Each Saturday or Sunday during Season	1,439.00	1,453.40	01/04/16	I/N/P
Each alternate Saturday or Sunday during Season	718.85	726.10	01/04/16	I/N/P
Additional matches during Season	45.05	45.50	01/04/16	I/N/P
Junior (under 18)				
Each Saturday or Sunday during Season	664.30	671.00	01/04/16	I/N/P
Each alternate Saturday or Sunday during Season	332.10	335.40	01/04/16	I/N/P
Additional Matches during Season	20.90	21.10	01/04/16	I/N/P
<b>No Pavilion Facilities</b>				
Adult				
Each Saturday or Sunday during Season	1,085.05	1,095.90	01/04/16	I/N/P
Each alternate Saturday or Sunday during Season	542.75	548.20	01/04/16	I/N/P
Junior (under 18)				
Each Saturday or Sunday during Season	497.25	502.30	01/04/16	I/N/P
Each alternate Saturday or Sunday during Season	248.45	251.00	01/04/16	I/N/P

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# Communities and Resources Culture & Leisure Services

(B) Charges determined by Committee

\*VAT inclusive

Income Source	Charges 2015/16 (from April 2015) £	Charges 2016/17 (from April 2016) £	Operative Date of Latest Notified Charge	Basis of Increase and Charging Policy
<b>MINI SOCCER</b>				
<b>1 Hour Slots</b> (during season)				
Each Saturday or Sunday	333.00	336.40	01/04/16	I/N/P
Alternate Saturday or Sunday	165.95	167.60	01/04/16	I/N/P
<b>RUGBY</b> (per game)	11.00	11.10	01/04/16	I/N/P
<b>CRICKET</b>				
<b>No Pavilion Facilities</b>				
Adults Each Saturday or Sunday during Season	1,347.15	1,360.60	01/04/16	I/N/P
Colts (under 18) Teams Each Saturday or Sunday during Season	673.60	680.40	01/04/16	I/N/P
Occasional Matches Adults	74.90	75.70	01/04/16	I/N/P
Occasional Matches Colts Team	37.40	37.80	01/04/16	I/N/P
<b>Pitches with Pavilions</b>				
Adults Each Saturday or Sunday during Season	2,419.55	2,443.80	01/04/16	I/N/P
Adults Additional Bank Holiday Mondays 3 per season	806.35	814.40	01/04/16	I/N/P
Adults Alternate Saturday or Sunday	1,209.80	1,221.90	01/04/16	I/N/P
Colts (under 18) Teams Each Saturday or Sunday during Season	1,209.80	1,221.90	01/04/16	I/N/P
Colts (under 18) Teams Additional Bank Holiday Mondays (per game)	403.20	407.25	01/04/16	I/N/P
Colts (under 18) Teams Alternate Saturday or Sunday	605.00	611.10	01/04/16	I/N/P
Occasional Matches Adults	134.35	135.70	01/04/16	I/N/P
Occasional Matches Colts (under 18) Team	67.15	67.80	01/04/16	I/N/P

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# Communities and Resources Culture & Leisure Services

(B) Charges determined by Committee

\*VAT inclusive

Income Source	Charges 2015/16 (from April 2015) £	Charges 2016/17 (from April 2016) £	Operative Date of Latest Notified Charge	Basis of Increase and Charging Policy
<b>CRICKET</b> (continued)				
<b>Boot camps &amp; Personal Training</b> (2 hour session)				
1 - 6 people	6.20	6.30	01/04/16	I/N/P
6 - 12 people	12.40	12.50	01/04/16	I/N/P
12 - 20 people	20.60	20.80	01/04/16	I/N/P
20 - 30 people	30.90	31.20	01/04/16	I/N/P
<b>HORNCHURCH STADIUM</b>				
Weekday Use by Athletics Clubs (excluding training session)				
Half Day	New charge	80.00	01/04/16	New charge
Full Day	New charge	150.00	01/04/16	New charge
Saturday Use by Athletics Clubs (excluding training session)				
Half Day	99.50	100.50	01/04/16	I/N/P
Full Day	184.00	185.85	01/04/16	I/N/P
Sunday Use by Athletics Clubs (excluding training session)				
Half Day	131.00	132.30	01/04/16	I/N/P
Full Day	249.75	252.25	01/04/16	I/N/P
Use by Schools (excluding training session)				
Half Day	92.00	96.00	01/04/16	S/L
Full Day	195.00	198.00	01/04/16	S/L

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## Communities and Resources Culture & Leisure Services

(B) Charges determined by Committee

				*VAT inclusive
Income Source	Charges 2015/16 (from April 2015) £	Charges 2016/17 (from April 2016) £	Operative Date of Latest Notified Charge	Basis of Increase and Charging Policy
<b>HORNCHURCH STADIUM</b> (continued)				
Schools Training Sessions (per hour Inc. equipment)	33.00	36.00	01/04/16	S/L
Occasional use - Football - without lights Seniors (3 hours)	184.00	185.85	01/04/16	I/N/P
Occasional use - Football - without lights Juniors (2.5 hours)	101.20	102.20	01/04/16	I/N/P
Occasional use - Football - with lights Seniors (3 hours)	289.00	291.90	01/04/16	I/N/P
Occasional use - Football - with lights Juniors (2.5 hours)	127.30	128.60	01/04/16	I/N/P
<b>BOWLS</b>				
Annual hire fee for bowling greens	5,775.20	5,833.00	01/04/16	I/N/P
<b>ALLOTMENTS</b>				
Land charge per acre	183.30	185.20	01/04/16	I/N/P
Plot Rent (This fee is set by the Allotment Society and therefore is not published in the Councils fees and charges)	0.00	0.00	01/04/16	
<b>WEDDING PHOTOGRAPHY</b>				
Exclusive use of area of a park for wedding photography	New charge	50.00	01/04/16	New charge
<b>FUNFAIRS &amp; CIRCUSES (Circuses were charged a flat rate in 2014/15)</b>				
Ground rent per day of operation - self standing	459.30	463.90	01/04/16	I/N/P
part of larger event	615.35	621.50	01/04/16	I/N/P
Returnable deposit per visit.	1,412.00	Negotiated according to the size of the event	01/04/16	I/N/L
Additional ground rent for extra non-operational days spent on site	147.75	149.30	01/04/16	I/N/P

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(B) Charges determined by Committee

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<b>TENNIS</b>				
Licence fee per court per day for Coach/Club	5.00	5.10	01/04/16	I/N/P
<b>PARKS</b>				
Minimum charge for hire of park & open space for charitable organisation	82.45	83.30	01/04/16	I/N/P
Raphael Park Meeting Room (Charge per hour)	12.65	15.00	01/04/16	C/L
Refreshment's (per booking)	0.00	6.00 *	01/04/16	New Charge
<b>VEHICLE PARKING - WITHIN PARKS AND OPEN SPACES ONLY</b>				
Release of vehicles that have been locked in a car park	77.25	78.00	01/04/16	I/N/P
Fee for vehicle left in car park overnight	103.00	104.10	01/04/16	I/N/P
<b>CHARGES FOR NON SCHEDULED WORKS</b>				
<b>Week day rates</b>				
18 tonne grab lorry and driver per hour	124.15	150.50 *	01/04/16	I/N/P
2 staff & a van (includes tools & machinery) per hour	59.20	71.75 *	01/04/16	I/N/P
1 staff & a van (includes tools & machinery) per hour	34.15	41.40 *	01/04/16	I/N/P
Tractor & implement, or trailer with operator per hour	36.75	46.00 *	01/04/16	I/N/P
Ride on mower & operator per hour	34.15	41.40 *	01/04/16	I/N/P
Member of staff per hour (standard hours)	25.05	30.35 *	01/04/16	I/N/P
Charge hand per hour (standard hours)	31.00	37.55 *	01/04/16	I/N/P
Supply & plant memorial tree (up to 2metre rootball Inc. stakes & ties)	238.25	288.85 *	01/04/16	I/N/P
Initial mark - rugby pitch per pitch per occasion	97.65	118.45 *	01/04/16	I/N/P

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# Communities and Resources Culture & Leisure Services

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Income Source	Charges 2015/16 (from April 2015) £	Charges 2016/17 (from April 2016) £	Operative Date of Latest Notified Charge	Basis of Increase and Charging Policy
<b>CHARGES FOR NON SCHEDULED WORKS</b> (continued)				
<b>Week day rates</b>				
Re-mark - rugby pitch per pitch per occasion	34.30	41.65 *	01/04/16	I/N/P
Initial mark – football pitch per pitch per occasion	88.80	107.65 *	01/04/16	I/N/P
Re-mark football pitch per pitch per occasion	29.60	35.90 *	01/04/16	I/N/P
Initial mark six lane 400 metre running track per occasion	389.55	472.20 *	01/04/16	I/N/P
Re-mark six lane 400 metre running track per occasion	88.80	107.65 *	01/04/16	I/N/P
Initial mark hockey pitch per occasion	59.20	71.75 *	01/04/16	I/N/P
Re-mark hockey pitch per occasion	19.70	23.90 *	01/04/16	I/N/P
Remove or install goal post socket each (excludes socket)	59.20	71.75 *	01/04/16	I/N/P
Preparation of new or renovation of shrub beds per m <sup>2</sup>	40.40	48.95 *	01/04/16	I/N/P
Shrub bed planting (five 3 litre container grown shrubs) per m <sup>2</sup>	36.35	44.05 *	01/04/16	I/N/P
Shrub bed mulching (using composted whole tree mulch) per m <sup>2</sup>	2.00	2.50 *	01/04/16	I/N/P
Hedge cutting per linear metre	5.85	7.10 *	01/04/16	I/N/P
Prepare ground, supply & lay turf per m <sup>2</sup>	6.55	7.90 *	01/04/16	I/N/P
Prepare ground, supply and sow grass seed per m <sup>2</sup>	3.85	4.70 *	01/04/16	I/N/P
<b>Saturday rates</b>				
1 staff & a van (includes tools & machinery) per hour	46.60	56.50 *	01/04/16	I/N/P
2 staff & a van (includes tools & machinery) per hour	84.20	102.10 *	01/04/16	I/N/P
Member of staff per hour (standard hours)	37.60	45.60 *	01/04/16	I/N/P
Charge hand per hour (standard hours)	46.45	56.30 *	01/04/16	I/N/P

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(B) Charges determined by Committee

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Income Source	Charges 2015/16 (from April 2015) £	Charges 2016/17 (from April 2016) £	Operative Date of Latest Notified Charge	Basis of Increase and Charging Policy
<b>POLICY, MARKETING AND ADMINISTRATION</b>				
Advertising in Culture and Leisure Marketing Materials				
Full page (A4)	240.00 *	240.00 *	01/04/15	G/L
Full page (A5) or Half page (A4)	120.00 *	120.00 *	01/04/15	G/L
Half page (A5) or Quarter page (A4)	60.00 *	60.00 *	01/04/15	G/L
Quarter page (A5) or Eighth page (A4)	30.00 *	30.00 *	01/04/15	G/L
Online ticket sales				
10% of ticket price to be added to the charge for Culture and Leisure Events when sold on-line	10% of ticket price	10% of ticket price	01/04/15	G/L

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**oneSource**  
**Legal & Governance**

(A) Statutory and Nationally Agreed Charges

\*VAT inclusive

Income Source	Charges 2015/16 (from April 2015) £	Charges 2016/17 (from April 2016) £	Operative Date of Latest Notified Charge	Basis of Increase and Charging Policy
<b>ELECTION SERVICES (A):</b>				
<b>Sale of Electoral Registers</b>				
Data format	20.00	20.00	01/02/01	
Additional charge per 1000 entries	1.50	1.50	01/02/01	
Paper format	10.00	10.00	01/02/01	
Additional charge per 1000 entries	5.00	5.00	01/02/01	

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<b>ELECTION SERVICES (B):</b>				
Registration Certificate	17.00	17.20	42461	I/N/P
Charge for each additional year checked	5.40	5.45	01/04/16	I/N/P
Ward Map	3.60	3.70	01/04/16	I/N/P
Photocopying:				
First page	2.00 *	2.10 *	01/04/16	I/N/P
Cost per additional page	0.20 *	0.25 *	01/04/16	I/N/P

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# Communities and Resources Regulatory Services

(A) Statutory and Nationally Agreed Charges - See individual fee/Charge

\*VAT inclusive

Income Source	Charges 2015/16 (from April 2015) £	Charges 2016/17 (from April 2016) £	Operative Date of Latest Notified Charge	Basis of Increase and Charging Policy
<b>ENVIRONMENTAL HEALTH (A):</b>				
<b>Defra</b>				
<b>Stray Dog Service - Environmental Protection (Stray Dogs) Regulation 1992</b>				
Impounding fee per dog	25.00	25.00	01/04/92	
<b>Gambling Act 2005</b>				
<b>Bingo club - Gambling Act 2005 Dept. of Culture and Media and Sport</b>				
Copy licence	25.00	25.00	01/10/06	
Notification of change	50.00	50.00	01/10/06	
<b>Betting shop - Dept. of Culture and Media and Sport</b>				
Copy licence	25.00	25.00	01/10/06	
Notification of change	50.00	50.00	01/10/06	
<b>Betting premises tracks - Dept. of Culture and Media and Sport</b>				
Copy licence	25.00	25.00	01/10/06	
Notification of change	50.00	50.00	01/10/06	
<b>Family entertainment centres - Dept. of Culture and Media and Sport</b>				
Application to vary	1000.00	1000.00	01/10/06	
Copy licence	25.00	25.00	01/10/06	
Notification of change	50.00	50.00	01/10/06	

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<b>Adult gaming centres - Dept. of Culture and Media and Sport</b>				
Application to vary	1,000.00	1,000.00	01/10/06	
Copy licence	25.00	25.00	01/10/06	
Notification of change	50.00	50.00	01/10/06	
<b>Lottery - Dept. of Culture and Media and Sport</b>				
New registration	40.00	40.00	01/10/06	
Annual re registration	20.00	20.00	01/10/06	
<b>Permit fees - Dept. of Culture and Media and Sport</b>				
Notification of right of licensed premises to have 2 gaming machines	50.00	50.00	01/10/06	
<b>Family entertainment centre - Dept. of Culture and Media and Sport</b>				
New application	300.00	300.00	01/10/06	
Change of name	25.00	25.00	01/10/06	
Copy of permit	15.00	15.00	01/10/06	
<b>Prize Gaming permit (S 16) Dept. of Culture and Media and Sport</b>				
New application	300.00	300.00	31/03/05	
Change of name	25.00	25.00	31/03/05	
Copy of permit	15.00	15.00	31/03/05	

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<b>Licensed premises gaming machine permit - Dept. of Culture and Media and Sport</b>				
New application (new operator)	150.00	150.00	31/03/05	
New application (existing operator)	100.00	100.00	31/03/05	
Vary a permit	100.00	100.00	31/03/05	
Transfer application	25.00	25.00	31/03/05	
Annual fee (1st fee payable within 30 days of issue)	50.00	50.00	31/03/05	
Change of name	25.00	25.00	31/03/05	
Copy of permit	15.00	15.00	31/03/05	
<b>Club gaming machine permit - Dept. of Culture and Media and Sport</b>				
New application	200.00	200.00	31/03/05	
Renewal	100.00	100.00	31/03/05	
New application (existing operator)	100.00	100.00	31/03/05	
Vary a permit	100.00	100.00	31/03/05	
Copy of permit	15.00	15.00	31/03/05	
Annual fee (1st fee payable within 30 days of issue)	50.00	50.00	31/03/05	
<b>Environment Protection Act (Defra)</b>				
<b>Application Fee</b>				
Standard Process	1,579.00	1,579.00	01/05/12	
Additional fee for operating without a permit	1,137.00	1,137.00	01/05/12	
Service stations PVR I/dry cleaner/ waste oil burner <0.4MW	246.00	246.00	01/05/12	
Vehicle refinisher	346.00	346.00	01/05/12	

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<b>Environment Protection Act (Defra)</b> (continued)				
Service station PVR I& II combined	246.00	246.00	01/05/12	
Additional fee for operating without a permit	68.00	68.00	01/05/12	
Mobile screening and crushing plant	1,579.00	1,579.00	01/05/12	
For the third to seventh applications	943.00	943.00	01/05/12	
For the eight and subsequent applications	477.00	477.00	01/05/12	
where the above is for a combined part B and waste site, add £297	297.00	297.00	01/05/12	
 <b>Annual subsistence charge</b>				
Standard process LOW	739 (+99)	739 (+99)	01/05/12	
Standard process MEDIUM	1111 (+149)	1111 (+149)	01/05/12	
Standard process HIGH	1672 (+198)	1672 (+198)	01/05/12	
(+) to be added where the above is for combined part B and waste site				
 Service stations PVR I/dry cleaner/ waste oil burner <0.4MW				
low	76.00	76.00	01/05/12	
medium	151.00	151.00	01/05/12	
high	227.00	227.00	01/05/12	
Vehicle refinisher			01/05/12	
low	218.00	218.00	01/05/12	
medium	349.00	349.00	01/05/12	
high	524.00	524.00	01/05/12	

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<b>Environment Protection Act (Defra) (continued)</b>				
Service station PVRI and II combined			01/05/12	
Low	108.00	108.00	01/05/12	
Medium	216.00	216.00	01/05/12	
High	326.00	326.00	01/05/12	
Mobile screening and crushing plant				
For the first and second plants Low/ medium /high	618 / 989 / 1484	618 / 989 / 1484	01/05/12	
For the third to seventh applications low /medium/high	368 / 590 / 884	368 / 590 / 884	01/05/12	
For the eighth and subsequent applications low/medium/ high	189 / 302 / 453	189 / 302 / 453	01/05/12	
where a part B is subject to E-PRTR Regulations reporting, add £99 to above	99.00	99.00	01/05/12	
Late payment fee	50.00	50.00	01/05/12	
<b>Transfer and Surrender</b>				
Standard process transfer	162.00	162.00	01/05/12	
Standard process partial transfer	476.00	476.00	01/05/12	
New operator at low risk reduced fee activity	75.00	75.00	01/05/12	

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<b>Transfer and Surrender</b> (continued)				
Surrender	0.00	0.00	01/05/12	
Transfer : Service Stations and Waste Oil burners <0.4MW	0.00	0.00	01/05/12	
Partial Transfer : Service Stations and Waste Oil burners <0.4MW	45.00	45.00	01/05/12	
<b>Substantial changes to s10 and s11</b>				
Standard process	1,005.00	1,005.00	01/05/12	
Standard process where the substantial change results in a new PPC activity	1,579.00	1,579.00	01/05/12	
Service stations/Dry cleaners /waste oil burner <0.4MW/ vehicle re-sprayers	98.00	98.00	01/05/12	
Subsistence charges can be paid in 4 equal instalments paid on 1st April, 1st July, 1st October and 1st January. Where paid quarterly the total amount payable to the local authority will be increased by £36.				
<b>Licensing Act 2003 fees set by Home Office</b>				
Application for the grant or renewal of a personal licence	37.00	37.00	01/11/05	
Temporary event notice	21.00	21.00	01/11/05	
Theft, loss, etc. of premises licence or summary	21.00	21.00	01/11/05	
Application for a provisional statement where premises being built etc.	10.50	10.50	01/11/05	
Notification of change of name or address	10.50	10.50	01/11/05	
Application to vary licence to specify individual as premises supervisor	23.00	23.00	01/11/05	

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<b>Licensing Act 2003 fees set by Home Office</b> (continued)				
Application for transfer of premises licence	23.00	23.00	01/11/05	
Interim authority notice following death etc. of licence holder	10.50	10.50	01/11/05	
Theft, loss etc. of certificate or summary	23.00	23.00	01/11/05	
Notification of change of name or alteration of rules of club	23.00	23.00	01/11/05	
<b>Licensing Act 2003 fees set by Home Office</b> (continued)				
Change of relevant registered address of club	23.00	23.00	01/11/05	
Theft, loss etc. of temporary event notice	10.50	10.50	01/11/05	
Theft, loss etc. of personal licence	10.50	10.50	01/11/05	
Duty to notify change of name or address	10.50	10.50	01/11/05	
Right of freeholder etc. to be notified of licensing matters	10.50	10.50	01/11/05	
<b>Main Fee Levels</b>				
<b>Based on non domestic rateable value:</b>				
<b>Band A      £0       -    £4300</b>				
<b>Band B      £4301   -   £33000</b>				
<b>Band C      £33001   -   £87000</b>				
<b>Band D      £87001   -   £125000</b>				
<b>Band E      £125001 and over</b>				

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<b>Premises Licences</b>				
New Applications and variation				
Band A	100.00	100.00	01/11/05	
Band B	190.00	190.00	01/11/05	
Band C	315.00	315.00	01/11/05	
Band D	450.00	450.00	01/11/05	
Band E	635.00	635.00	01/11/05	
Multiplier applied to premises used exclusively or primarily for the supply of alcohol for consumption on the premises (bands D & E only)				
Band D x 2	900.00	900.00	01/11/05	
Band E x 3	1,905.00	1,905.00	01/11/05	
Annual maintenance fee to keep premises licence current.				
Band A	70.00	70.00	01/11/05	
Band B	180.00	180.00	01/11/05	
Band C	295.00	295.00	01/11/05	
Band D	320.00	320.00	01/11/05	
Band E	350.00	350.00	01/11/05	

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# Communities and Resources Regulatory Services

(A) Statutory and Nationally Agreed Charges - See individual fee/Charge

\*VAT inclusive

Income Source	Charges 2015/16 (from April 2015) £	Charges 2016/17 (from April 2016) £	Operative Date of Latest Notified Charge	Basis of Increase and Charging Policy
<b>Premises Licences</b> (continued) Annual charge multiplier applied to premises used exclusively or primarily for the supply of alcohol for consumption on the premises (bands D & E only) Band D x 2 Band E x 3  <b>Additional Fees</b> There are additional fees for premises licence applications, and the annual fee for exceptionally large scale events (5000+), unless certain conditions apply. Please read Regulation 4(4) and 4(5) of the licensing Act (Fees) Regulations 2005.  <b>Additional Premises licence fee</b> Numbers in attendance at any one time 5,000 - 9,999 10,000 - 14,999 15,000 - 19,999 20,000 - 29,999 30,000 - 39,999 40,000 - 49,999 50,000 - 59,999 60,000 - 69,999				
	640.00	640.00	01/11/05	
	1,050.00	1,050.00	01/11/05	

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Income Source	Charges 2015/16 (from April 2015) £	Charges 2016/17 (from April 2016) £	Operative Date of Latest Notified Charge	Basis of Increase and Charging Policy
<b>Additional Premises licence fee</b> (continued)				
70,000 - 79,999	48,000.00	48,000.00	01/11/05	
80,000 - 89,999	56,000.00	56,000.00	01/11/05	
90,000 and over	64,000.00	64,000.00	01/11/05	
<b>Additional annual maintenance fee payable</b> (if applicable)				
Numbers in attendance at any one time				
5,000 - 9,999	500.00	500.00	01/11/05	
10,000 - 14,999	1,000.00	1,000.00	01/11/05	
15,000 - 19,999	2,000.00	2,000.00	01/11/05	
20,000 - 29,999	4,000.00	4,000.00	01/11/05	
30,000 - 39,999	8,000.00	8,000.00	01/11/05	
40,000 - 49,999	12,000.00	12,000.00	01/11/05	
50,000 - 59,999	16,000.00	16,000.00	01/11/05	
60,000 - 69,999	20,000.00	20,000.00	01/11/05	
70,000 - 79,999	24,000.00	24,000.00	01/11/05	
80,000 - 89,999	28,000.00	28,000.00	01/11/05	
90,000 and over	32,000.00	32,000.00	01/11/05	

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(A) Statutory and Nationally Agreed Charges - See individual fee/Charge

\*VAT inclusive

Income Source	Charges 2015/16 (from April 2015) £	Charges 2016/17 (from April 2016) £	Operative Date of Latest Notified Charge	Basis of Increase and Charging Policy
<b>Club premises certificates</b>				
New application variation				
Band A	100.00	100.00	01/11/05	
Band B	190.00	190.00	01/11/05	
Band C	315.00	315.00	01/11/05	
Band D	450.00	450.00	01/11/05	
Band E	635.00	635.00	01/11/05	
Annual maintenance fee				
Band A	70.00	70.00	01/11/05	
Band B	180.00	180.00	01/11/05	
Band C	295.00	295.00	01/11/05	
Band D	320.00	320.00	01/11/05	
Band E	350.00	350.00	01/11/05	
<b>Explosives Act 1874: Set by BIS</b>				
Registration (Unlimited)	525.00	525.00	01/06/10	
Registration (Limited)				
New Application	105.00	105.00	01/06/10	
Renewal	52.00	52.00	01/06/10	
Licence				
New Application	178.00	178.00	01/06/10	
Renewal	83.00	83.00	01/06/10	

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# Communities and Resources Regulatory Services

(B) Charges determined by Committee

\*VAT inclusive

Income Source	Charges 2015/16 (from April 2015) £	Charges 2016/17 (from April 2016) £	Operative Date of Latest Notified Charge	Basis of Increase and Charging Policy
<b>ENVIRONMENTAL HEALTH (B):</b>				
<b>Annual Licences</b>				
<b>Animal boarding establishments</b> (Animal Boarding Establishments Act 1963)				
New application	272.20	315.50	01/04/16	D/L
Renewal	202.80	258.00	01/04/16	D/L
<b>Breeding establishments for dogs</b> (Breeding of dogs act 1973 and 1991)				
New application	202.80	315.50	01/04/16	D/L
Renewal	202.80	258.00	01/04/16	D/L
<b>Keeping of dangerous wild animals</b> (Dangerous Wild Animals Act 1976)				
New application	202.80	338.60	01/04/16	D/L
Renewal (no change)	202.80	258.00	01/04/16	D/L
<b>Special treatment establishments</b> (London Local Authority Act 1991)				
Single treatment	242.70	245.00	01/04/16	N/I/P
Multiple treatment	354.10	358.00	01/04/16	N/I/P
If paid before the licence expiry date plus 10 working days reduced to				
Single treatment	190.20	192.00	01/04/16	N/I/P
Multiple treatment	291.00	294.00	01/04/16	N/I/P

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Income Source	Charges 2015/16 (from April 2015) £	Charges 2016/17 (from April 2016) £	Operative Date of Latest Notified Charge	Basis of Increase and Charging Policy
<b>Annual Licences</b> (continued)				
<b>Special treatment establishments</b> (London Local Authority Act 1991)				
Variation of licence	71.50	72.25	01/04/16	N/I/P
Transfer of licence	70.40	71.10	01/04/16	N/I/P
One day licence	63.00	63.65	01/04/16	N/I/P
<b>Performing Animals</b>				
<b>Performing Animals (Regulations) Act 1925</b>				
Registration	101.90	103.00	01/04/16	N/I/P
Application to vary registration	49.40	50.00	01/04/16	N/I/P
Certificate	27.30	27.60	01/04/16	N/I/P
<b>Pet Animals Act 1951</b>				
Pet Shops new application (plus vet fees if applicable)	202.80	315.50	01/04/16	D/L
Renewal	202.89	258.00	01/04/16	D/L
<b>Riding Establishments</b> (Riding Establishments Acts 1964-1970)				
New application (plus vet fees if applicable)	330.00	334.00	01/04/16	N/I/P
Application to change licence (plus vet fees if applicable)	49.40	50.00	01/04/16	N/I/P

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# Communities and Resources Regulatory Services

(B) Charges determined by Committee

\*VAT inclusive

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<b>Zoo Licensing Act 1981</b>				
Notification to operate a Zoo	164.90	168.00	01/04/16	D/L
New application (plus vet fees if applicable)	549.65	560.65	01/04/16	D/L
Application to change (plus vet fees if applicable)	306.85	313.00	01/04/16	D/L
<b>Sex Establishment Licensing</b>				
New application	2,060.40	2,102.00	01/04/16	D/L
Application to change licence	1,030.20	1,050.80	01/04/16	D/L
<b>Hypnotism consent</b> (Hypnotism Act 1952)	119.80	121.00	01/04/16	N/I/P
<b>Street Trading Licences</b>				
Subject to review and a separate consultation for proposed street trading protocol				
<b>Trading between 05:00 - 20:00</b>				
Seven days per week	1,980.80	2,000.60	01/04/16	N/I/P
Six days per week	1,698.10	1,715.00	01/04/16	N/I/P
Five days per week	1,419.75	1,434.00	01/04/16	N/I/P
Four days per week	1,132.80	1,144.00	01/04/16	N/I/P
Three days per week	851.15	860.00	01/04/16	N/I/P
Two days per week	566.40	572.00	01/04/16	N/I/P
One day per week	284.70	287.50	01/04/16	N/I/P

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# Communities and Resources Regulatory Services

(B) Charges determined by Committee

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Income Source	Charges 2015/16 (from April 2015) £	Charges 2016/17 (from April 2016) £	Operative Date of Latest Notified Charge	Basis of Increase and Charging Policy
<b>Street Trading Licences</b> (Continued)				
<b>Trading between 20:00 - 02:00</b>				
Seven days per week	2,451.60	2,476.00	01/04/16	N/I/P
Six days per week	2,102.60	2,123.60	01/04/16	N/I/P
Five days per week	1,751.65	1,769.20	01/04/16	N/I/P
Four days per week	1,401.80	1,415.80	01/04/16	N/I/P
Three days per week	1,050.80	1,061.30	01/04/16	N/I/P
Two days per week	701.55	702.25	01/04/16	D/L
One day per week	351.00	351.35	01/04/16	D/L
<b>These can be paid annually in advance</b>				
<b>Temporary Street Trading Licences</b> (up to 6 months)				
<b>Trading between 05.00 and 20.00</b>				
Seven days per week	990.90	1,000.80	01/04/16	N/I/P
Six days per week	850.10	858.60	01/04/16	N/I/P
Five days per week	710.35	717.45	01/04/16	N/I/P
Four days per week	566.40	572.00	01/04/16	N/I/P
Three days per week	425.60	430.10	01/04/16	N/I/P
Two days per week	283.70	286.50	01/04/16	N/I/P
One day per week	142.90	144.30	01/04/16	N/I/P

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# Communities and Resources Regulatory Services

(B) Charges determined by Committee

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<b>Temporary Street Trading Licences</b> (up to 6 months) (continued)				
<b>Trading between 20.00 and 02.00</b>				
Seven days per week	1,226.25	1,238.50	01/04/16	N/I/P
Six days per week	1,051.80	1,063.30	01/04/16	N/I/P
Five days per week	876.40	885.15	01/04/16	N/I/P
Four days per week	700.85	707.85	01/04/16	N/I/P
Three days per week	525.40	530.65	01/04/16	N/I/P
Two days per week	351.00	354.50	01/04/16	N/I/P
One day per week	176.55	184.30	01/04/16	D/L
Daily Temporary Licence for special events	41.00	41.40	01/04/16	N/I/P
Duplicate Licence	44.15	44.60	01/04/16	N/I/P
Variations to existing Licences	93.55	93.85	01/04/16	D/L
<b>Stray Dog Service</b>				
Administration Fee	10.00	10.00	01/04/12	D/L
Weekdays 09.00 - 16.59	50.00	50.00	01/04/12	D/L
Weekdays 17.00 - 21.59	60.00	60.00	01/04/12	D/L
Weekdays 22.00 - 08.59	70.00	70.00	01/04/12	D/L
Weekends 09.00 - 16.59	60.00	60.00	01/04/12	D/L
Weekends 17.00 - 08.59	70.00	70.00	01/04/12	D/L
Bank Holidays	70.00	70.00	01/04/12	D/L
Charge per day per dog/part day	11.00	11.00	01/04/12	D/L

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# Communities and Resources Regulatory Services

(B) Charges determined by Committee

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<b>Land Quality Reports</b>				
Written report that takes less than 2 hours to complete:				
a) 5 working day response (where available and on request)	442.70 *	500.00 *	01/04/16	D/L
b) 20 working day response	223.20 *	275.00 *	01/04/16	D/L
For every hour over 2 hours	77.00 *	80.00 *	01/04/16	D/L
<b>5 – Year Licence</b>				
<b>HMO Licensing</b>				
<b>New licences:</b>				
Up to 5 lettings	0.00	1,060.00	01/04/16	D/L
6 - 9 lettings	0.00	1,220.00	01/04/16	D/L
10 - 14 lettings	0.00	1,400.00	01/04/16	D/L
15 - 19 lettings	0.00	1,550.00	01/04/16	D/L
20 lettings and above	0.00	1,700.00	01/04/16	D/L
<b>Changes to a licence:</b>				
Single dwelling is re-let as a House in Multiple Occupation	0.00	860.00	01/04/16	D/L
House in Multiple Occupation is re-let as a single dwelling	0.00	155.00	01/04/16	D/L
<b>2015-16 charges are available for reference on the 'Council's Spending Plan Section' of the website <a href="https://www.haverling.gov.uk/Pages/Services/Council-spending-plans-consultation.aspx">https://www.haverling.gov.uk/Pages/Services/Council-spending-plans-consultation.aspx</a></b>				

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(B) Charges determined by Committee

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<b>Miscellaneous housing-related fees</b>				
Fee for each type of Statutory Notice served under the Housing Act 2004 with the ability to add the cost of any report required from external experts such as Gas, Electricity or Structural surveyors	465.95	500.00	01/04/16	D/L
Fee per visit for Housing Inspection and Assessments for Immigration	126.10	130.00	01/04/16	D/L
<b>Caravan site licence</b>	362.50	370.00	01/04/16	D/L
<b>Gambling Act 2005 Bingo Club premises</b>				
Fees set by LA (subject to maxima set by Govt.)				
New premises application	3,248.15	3,280.65	01/04/16	N/I/P
Annual fee	635.70	642.05	01/04/16	N/I/P
Application to vary	1,066.55	1,077.20	01/04/16	N/I/P
Application to transfer	533.90	539.25	01/04/16	N/I/P
<b>Gambling Act 2005 Bingo Club premises (continued)</b>				
Fees set by LA (subject to maxima set by Govt.)				
Application for reinstatement	828.10	836.40	01/04/16	N/I/P
Application for a provisional statement	1,104.45	1,115.50	01/04/16	N/I/P
License application (provisional statement holders)	828.10	836.40	01/04/16	N/I/P

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# Communities and Resources Regulatory Services

(B) Charges determined by Committee

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<b>Betting shop</b>				
New premises application	1,082.30	1,093.10	01/04/16	N/I/P
Annual fee	600.00	600.00	01/04/14	D/L
Application to vary	810.20	818.30	01/04/16	N/I/P
Application to transfer	533.90	539.25	01/04/16	N/I/P
Application for reinstatement	828.10	836.40	01/04/16	N/I/P
Application for a provisional statement	1,104.45	1,115.50	01/04/16	N/I/P
License application (provisional statement holders)	828.10	836.40	01/04/16	N/I/P
<b>Betting premises tracks</b>				
New premises application	2,575.50	2,500.00	01/04/16	D/L
Annual fee	835.40	843.75	01/04/16	N/I/P
Application to vary	1,066.55	1,077.20	01/04/16	N/I/P
Application to transfer	533.90	539.25	01/04/16	N/I/P
Application for reinstatement	799.70	807.70	01/04/16	N/I/P
Application for a provisional statement	2,559.85	2,500.00	01/04/16	D/L
License application (provisional statement holders)	799.70	807.80	01/04/16	N/I/P

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<b>Family Entertainment centres</b>				
New premises application	1,450.15	1,464.65	01/04/16	N/I/P
Annual fee	635.70	642.05	01/04/16	N/I/P
Application to vary	1,000.00	1,000.00	01/04/16	D/L
Application to transfer	533.90	539.25	01/04/16	N/I/P
Application for reinstatement	799.70	807.70	01/04/16	N/I/P
Application for a provisional statement	1,482.80	1,497.60	01/04/16	N/I/P
License application (provisional statement holders)	832.30	840.60	01/04/16	N/I/P
<b>Adult gaming centres</b>				
New premises application	1,472.30	1,486.75	01/04/16	N/I/P
Annual fee	635.70	642.05	01/04/16	N/I/P
Application to vary	1,000.00	1,000.00	01/04/16	D/L
Application to transfer	533.90	539.25	01/04/16	N/I/P
Application for reinstatement	799.70	807.70	01/04/16	N/I/P
Application for a provisional statement	1,429.00	1,443.30	01/04/16	N/I/P
License application (provisional statement holders)	799.70	807.70	01/04/16	N/I/P

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(B) Charges determined by Committee

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<b>Scrap Metal Dealers Act 2013</b>				
Application for a new scrap metal site licence	908.00	830.00	01/04/16	D/L
Application for a new scrap metal collectors licence	250.00	250.00	01/04/16	D/L
Application for a variation of an existing licence	132.00	134.00	01/04/16	D/L
Site licence to a collectors licence				
Application for a variation of an existing licence	700.00	700.00	01/04/16	D/L
<b>Scrap Metal Dealers Act 2013 (continued)</b>				
Collectors licence to a site licence				
Application for a variation of an existing licence not listed above	180.00	184.50	01/04/16	D/L
Renewal application for a site licence under Scrap Metal Dealers Act 2013	728.00	830.00	01/04/16	D/L
Renewal application for a collectors licence under Scrap Metal Dealers Act 2013	224.00	250.00	01/04/16	N/I/P
Lost licence replacement	51.00	52.00	01/04/16	D/L
<b>Marriage Act 1949</b>				
Wedding Registration	715.10	785.00	01/04/16	N/I/P

## Basis of Increase:

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## Basis for setting charge increase above complies with either:

- P - The Corporate Charging Policy
- L - A local charging policy that deviates from the Corporate Charging Policy

**oneSource**  
**Exchequer and Transactional Services**

(A) Statutory and Nationally Agreed Charges as set by Havering & The Magistrates Courts

\*VAT inclusive

Income Source	Charges 2015/16 (from April 2015) £	Charges 2016/17 (from April 2016) £	Operative Date of Latest Notified Charge	Basis of Increase and Charging Policy
<b>EXCHEQUER SERVICES:</b>				
<b>Legal Fees</b>				
Recovery of Rates/Community Charge/Council tax				
Summons Council Tax (inc £3 paid to the court)	105.00	105.00	01/04/11	
Liability Order	10.00	10.00	01/04/10	
Summons NNDR (inc £3 paid to the court)	180.00	180.00	01/04/11	
Liability Order NNDR	47.00	47.00	01/04/11	
Means Enquiry Summonses Council Tax (£245.00 paid to the court)	305.00	305.00	22/04/14	
Arrest Warrants with Bail Council Tax (inc. £75 paid to the court)	145.00	145.00	22/04/14	
Arrest Warrants without Bail Council Tax (inc. £75 paid to the court)	130.00	130.00	22/04/14	

**Basis of Increase:**

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**oneSource**  
**Legal & Governance**

(B) Charges determined by Committee

\*VAT inclusive

Income Source	Charges 2015/16 (from April 2015) £	Charges 2016/17 (from April 2016) £	Operative Date of Latest Notified Charge	Basis of Increase and Charging Policy
<b>LEGAL &amp; DEMOCRATIC SERVICES:</b>				
Licences to Assign (Seal)	434.00	439.00	01/04/16	I/P
Licence to Alter	434.00	439.00	01/04/16	I/P
Sale of Council Houses - Mortgage Fees	131.00	132.00	01/04/16	I/P
Mortgage Redemption Fees:				
Early redemption	119.00	120.00	01/04/16	I/P
Complete term	62.00	63.00	01/04/16	I/P
Deeds of release for pre-emption discount repayment	139.00	140.00	01/04/16	I/P
Release from Mortgage Covenant	89.00	90.00	01/04/16	I/P
Second Charge Questionnaire	93.00	94.00	01/04/16	I/P
Enquiries re: Discount repayment from Commercial sources	67.00	68.00	01/04/16	I/P
Administration fee re:enquiries from commercial sources on 2nd charges	48.00 *	49.00 *	01/04/16	I/P
Reserve/Access Licences:				
Single payment	52.00	53.00	01/04/16	I/P
Annual payment	21.00	21.00	01/04/14	I/P
Lease of shops/offices:				
Town centre	636.00	642.00	01/04/16	I/P
Other	475.00	480.00	01/04/16	I/P

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**Legal & Governance**

(B) Charges determined by Committee

\*VAT inclusive

Income Source	Charges 2015/16 (from April 2015) £	Charges 2016/17 (from April 2016) £	Operative Date of Latest Notified Charge	Basis of Increase and Charging Policy
Complex Commercial Leases (fees dependent on complexity, urgency and time costs to be capped at £2,000 ex vat)				
Sale of surplus land/property N.B. All other conveyancing costs where Council can charge when terms so provide are by agreement in terms of solicitors Remuneration Order 1972.				
Planning Agreements (Section 106 Town & Country Planning act 1990)				
Unilateral Undertaking				
<b>Legal Charges</b>				
S38 Highways Act 1980 Supervision				
Section 278 Highways Act 1980				
Highway Agreements (Minimum Fee)	500.00	505.00	01/04/16	I/P

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**Legal & Governance**

(B) Charges determined by Committee

\*VAT inclusive

Income Source	Charges 2015/16 (from April 2015) £	Charges 2016/17 (from April 2016) £	Operative Date of Latest Notified Charge	Basis of Increase and Charging Policy
<b>Use of Council Chamber and Committee Rooms – Town Hall</b>				
<b>Council Chamber</b>				
Monday to Friday				
Per whole day	336.00	340.00	01/04/16	I/P
Per half day	169.00	171.00	01/04/16	I/P
Weekends - per whole day				
Per whole day	467.00	471.00	01/04/16	I/P
Per half day	234.00	237.00	01/04/16	I/P
Evenings - after 6pm (Fridays and weekends only)	204.00	206.00	01/04/16	I/P
<b>Committee Room 3</b>				
Monday to Friday				
Per 2 hour session	79.00	80.00	01/04/16	I/P
Per whole day	210.00	212.00	01/04/16	I/P
Per half day	105.00	106.00	01/04/16	I/P
Evening - after 6pm (Fridays and weekends only)	105.00	106.00	01/04/16	I/P
<b>Other Committee Rooms - per hour (daytime &amp; evening)</b>				
Room 1	31.00	32.00	01/04/16	I/P
Room 2	31.00	32.00	01/04/16	I/P
Room 4	31.00	32.00	01/04/16	I/P
<b>Lettings to Charities and Voluntary Organisations</b>				
Lettings to charities and voluntary organisations will usually attract a 50% discount.				

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**oneSource**  
**Legal & Governance**

(B) Charges determined by Committee

\*VAT inclusive

Income Source	Charges 2015/16 (from April 2015) £	Charges 2016/17 (from April 2016) £	Operative Date of Latest Notified Charge	Basis of Increase and Charging Policy
<b>Land and Property Services</b>				
Various charges for services to private sector				
<b>Democratic Services</b>				
Copies of the Constitution	27.00	28.00	01/04/16	I/P
<b>All Departments</b>				
Local Government (Access to Information) Act 1985				
Inspection of papers in background paper list				
Copying				
Supply of photocopies of background papers				
First page	2.00 *	2.00 *	01/04/15	I/P
Cost per additional page	0.20 *	0.20 *	01/04/15	I/P
<b>Admission appeals</b>				
Per appeal withdrawn before processing	No charge	No charge	01/04/14	
Per processed appeal withdrawn less than three weeks before hearing	140.00	141.00	01/04/16	I/P
Per appeal withdrawn once papers for hearing have been distributed	168.00	170.00	01/04/16	I/P
Per appeal heard	223.00	225.00	01/04/16	I/P
Per appeal referred to the Secretary of State alleging maladministration	Charge to be agreed on basis of work required at £44 per hour	Charge to be agreed on basis of work required at £45 per hour	01/04/16	I/P
Per appeal subject to judicial review proceedings			01/04/16	I/P

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**Legal & Governance**

(B) Charges determined by Committee

\*VAT inclusive

Income Source	Charges 2015/16 (from April 2015) £	Charges 2016/17 (from April 2016) £	Operative Date of Latest Notified Charge	Basis of Increase and Charging Policy
<b>Exclusion reviews:</b>				
Per review withdrawn before processing	No charge	No charge		
Per processed review withdrawn less than three weeks before hearing	138.00	140.00	01/04/16	I/P
Per review withdrawn once papers for hearing have been distributed	164.00	166.00	01/04/16	I/P
<b>Education Appeals:</b>				
Per review heard				
For first hour of hearing and up to four hours of the clerk's time after the hearing; plus	278.00	281.00	01/04/16	I/P
For each subsequent hour or part of an hour of hearing; plus	63.00	64.00	01/04/16	I/P
For each subsequent hour or part of an hour of clerk's time	44.00	45.00	01/04/16	I/P
Per review referred to the Secretary of State alleging maladministration	Charge to be agreed on basis of work required at £44 per hour	Charge to be agreed on basis of work required at £45 per hour	01/04/16	I/P
Per review subject to judicial review proceedings			01/04/16	I/P

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(B) Charges determined by Committee

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Income Source	Charges 2015/16 (from April 2015) £	Charges 2016/17 (from April 2016) £	Operative Date of Latest Notified Charge	Basis of Increase and Charging Policy
<b>Applications to correct the Registers of Common Land and Town and Village Greens under the Commons Act 2006:</b>				
Declaration of entitlement to exercise a right of common	31.25	32.00	01/04/16	I/P
Creation of a right of common resulting in the registration of new common land	No Fee	No Fee	01/04/16	
Creation of a right of common over existing common land	125.00	126.00	01/04/16	I/P
Variation of a right of a common	125.00	126.00	01/04/16	I/P
Apportionment of a right of common	125.00	126.00	01/04/16	I/P
Attachment of a right of common	No Fee	No Fee		
Re-allocation of attached rights	125.00	126.00	01/04/16	I/P
Transfer of a right in gross	50.00	51.00	01/04/16	I/P
Surrender or extinguishment of a right of common	100.00	100.00	15/12/14	
Statutory disposition pursuant to section 14 of the 2006 Act (including the exchange of land for land subject to a statutory disposition)	187.50	189.00	01/04/16	I/P
Registration of a new town or village green other than by owner	No Fee	No Fee	15/12/14	
Registration of a new town or village green by the owner	No Fee	No Fee	15/12/14	

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# Communities and Resources Culture & Leisure Services

(B) Charges determined by Committee

\*VAT inclusive

Income Source	Charges 2015/16 (from April 2015) £	Charges 2016/17 (from April 2016) £	Operative Date of Latest Notified Charge	Basis of Increase and Charging Policy
<b>LIBRARY SERVICES:</b>				
<b>Fines</b> (per item, per day)				
Adults	0.36	0.36	01/04/15	G/L
Children	0.18	0.18	01/04/15	G/L
Spoken Words	0.36	0.36	01/04/15	G/L
Lost Tickets	4.00	4.00	01/04/14	G/L
Lost Items - Replacement Cost (Minimum charge £10)	0.00	0.00	01/04/14	G/L
Pre Overdue by email	0.00	0.00	01/04/14	G/L
<b>Overdue notifications</b>				
1st Overdue (E-Mail)	0.00	0.00	01/04/14	G/L
1st Overdue (Text/Telephone)	0.20	0.20	01/04/15	G/L
1st Overdue (Post)	1.15	1.15	01/04/15	G/L
<b>Reservations</b>				
Adult (E-mail)	1.20	1.20	01/04/15	G/L
Adult (Text/Telephone)	1.40	1.40	01/04/15	G/L
Adult (Post)	1.80	1.80	01/04/15	G/L
Children	0.00	0.00	01/04/14	G/L
<b>Items not held within borough</b>				
Adult	2.70	2.70	01/04/14	G/L
British Library Loans (plus postage)	12.55	12.55	01/04/14	G/L
Children	0.00	0.00	01/04/14	G/L

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# Communities and Resources Culture & Leisure Services

(B) Charges determined by Committee

\*VAT inclusive

Income Source	Charges 2015/16 (from April 2015) £	Charges 2016/17 (from April 2016) £	Operative Date of Latest Notified Charge	Basis of Increase and Charging Policy
<b>CDs</b>				
Per week:				
Singles	1.25	1.25	01/04/15	G/L
Sets	2.25	2.25	01/04/15	G/L
Per 3 weeks:				
Spoken Word (registered blind exempt)	1.20	1.20	01/04/14	G/L
<b>DVDs (per week)</b>	3.10	3.10	01/04/15	G/L
<b>Music Scores (3 Months)</b>				
Cost to be agreed with customer before progressing order			01/04/15	L
<b>Photo Copies</b>				
B/W A4	0.32 *	0.32 *	01/04/15	G/L
B/W A3	0.37 *	0.37 *	01/04/15	G/L
Colour A3	2.06 *	2.06 *	01/04/15	G/L
Colour A4	1.44 *	1.44 *	01/04/15	G/L
Photocopying single sided	0.32 *	0.32 *	01/04/15	G/L
Photocopying double sided	0.48 *	0.48 *	01/04/15	G/L
<b>Computer Use</b>				
IT Hub - reservation fee per computer, per hour	0.00	0.00		G/L

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# Communities and Resources Culture & Leisure Services

(B) Charges determined by Committee

\*VAT inclusive

Income Source	Charges 2015/16 (from April 2015) £	Charges 2016/17 (from April 2016) £	Operative Date of Latest Notified Charge	Basis of Increase and Charging Policy
<b>People's Network - Printing</b>				
B/W A4 (Printout per page)	0.32 *	0.32 *	01/04/15	G/L
Colour A4 (Printout per page)	1.44 *	1.44 *	01/04/15	G/L
<b>People's Network - Usage</b>				
Elect Equipment i.e. Laptop charging per day etc.	1.00 *	1.00 *	01/04/12	G/L
Elect Equipment i.e. Mobile Phone charging per day etc.	1.00 *	1.00 *	01/04/12	G/L
All other elect appliances	1.00 *	1.00 *	01/04/12	G/L
<b>Community Group Room Hire</b> - 25% discount on all Library Room hire rates	New	25% discount	01/04/16	G/L
<b>Elm Park Library</b>				
Elm Park Meeting Room per hour	20.00	20.00	01/04/12	G/L
<b>Hornchurch Library</b>				
Hornchurch Large meeting room - First Hour	25.00	25.00	01/04/12	G/L
Hornchurch Large meeting room - Additional Hours	20.00	20.00	01/04/12	G/L
Hornchurch - After 10pm £25 locking up fees	25.00	25.00	01/04/12	G/L
Hornchurch Class Room One, per hour	20.00	20.00	01/04/12	G/L
Hornchurch Class Room Two, per hour	15.00	15.00	01/04/12	G/L
<b>Upminster Library</b>				
Upminster, per hour	20.00	20.00	01/04/12	G/L
Upminster - After 8pm £25 locking up fees	25.00	25.00	01/04/12	G/L

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# Communities and Resources Culture & Leisure Services

(B) Charges determined by Committee

\*VAT inclusive

Income Source	Charges 2015/16 (from April 2015) £	Charges 2016/17 (from April 2016) £	Operative Date of Latest Notified Charge	Basis of Increase and Charging Policy
<b>Rainham Library</b>				
Rainham Library Meeting Room 1 (large room) First Hour	25.00	25.00	01/04/15	G/L
Rainham Library Meeting Room 1 (large room) Additional Hours	20.00	20.00	01/04/14	G/L
Rainham Library Meeting Room 2	20.00	20.00	01/04/15	G/L
Rainham Library Meeting Room 3	20.00	20.00	01/04/15	G/L
Rainham Library Meeting Room 4 (smallest room)	15.00	15.00	01/04/14	G/L
<b>Romford Library</b>				
Romford Large meeting room - First Hour	25.00	25.00	01/04/12	G/L
Romford Large meeting room - Additional Hours	20.00	20.00	01/04/12	G/L
Romford - After 8pm £25 locking up fees	25.00	25.00	01/04/12	G/L
<b>Room Hire Cancellation</b>				
Notice of cancellation of room hire under 24 hours	75% of room hire fee	75% of room hire fee	01/04/14	G/L
Notice of cancellation of room hire 1-3 days	50% of room hire fee	50% of room hire fee	01/04/15	G/L
Notice of cancellation of room hire 3-7 days	25% of room hire fee	25% of room hire fee	01/04/15	G/L

N.B The above room hire charges are maximum charges that are to be applied. Managers will have the discretion to negotiate lower charges per hour/session if a hirer commits to a long term hire, with such discounts to be agreed by the Head of Service.

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# Communities and Resources Culture & Leisure Services

(B) Charges determined by Committee

\*VAT inclusive

Income Source	Charges 2015/16 (from April 2015) £	Charges 2016/17 (from April 2016) £	Operative Date of Latest Notified Charge	Basis of Increase and Charging Policy
<b>Exhibitions</b> (per week)				
Upminster at exhibitors liability for one week	0.00	0.00	01/04/12	G/L
Hornchurch at exhibitors liability for one week	0.00	0.00	01/04/12	G/L
<b>Cost of Recovery</b>				
Accounts owing up to £99.00	10.00	10.00	01/04/14	G/L
Accounts owing £100 plus	20.00	20.00	01/04/14	G/L
<b>Cost of Digital images</b>				
Image on disc (including disc)	3.50 *	3.60 *	01/04/16	I/N/P
Image on USB (excluding USB)	3.50 *	3.60 *	01/04/16	I/N/P
Image on Paper price on application plus postage	0.00 *	0.00 *	01/04/14	G/L
Commercial Reproduction price on application	0.00 *	0.00 *	01/04/14	G/L

## Basis of Increase:

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- S - An increase above inflation in line with a corporate saving plan

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# Communities and Resources Regulatory Services

(B) Charges determined by Committee

\*VAT inclusive

Income Source	Charges 2015/16 (from April 2015) £	Charges 2016/17 (from April 2016) £	Operative Date of Latest Notified Charge	Basis of Increase and Charging Policy
<b>LOCAL LAND CHARGES:</b>				
Certain fees are laid down in regulations made under the Local Land Charges Act 1975.				
Fees for Official Local Land Charge Certificates				
Registration of a charge in Part II of the registers	70.00	70.75	01/04/16	N/I/P
Filing a definitive certificate of the Lands Tribunal under Rule 10(3)	2.50	2.50	01/04/09	
Filing a judgement order or application for the variation or cancellation of an entry in Part II on the Register	7.00	7.25	01/04/16	D/L
Registration of any other charge	8.00	8.25	01/04/16	D/L
Inspection of documents filed under Rule 10 in respect of each parcel of land	nil	nil	01/04/09	
And in addition in respect of each parcel of land one where rule 11 (3) of the search extends to more than one parcel, subject to a maximum of 16	nil	nil	01/04/09	

## Basis of Increase:

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- I - Based on relevant inflationary change
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- S - An increase above inflation in line with a corporate saving plan
- D - Increase recommended by Head of Service

## Basis for setting charge increase above complies with either:

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- L - A local charging policy that deviates from the Corporate Charging Policy

# Communities and Resources Regulatory Services

(B) Charges determined by Committee

\*VAT inclusive

Income Source	Charges 2015/16 (from April 2015) £	Charges 2016/17 (from April 2016) £	Operative Date of Latest Notified Charge	Basis of Increase and Charging Policy
<b>Official search (including issue of official certificate of search)</b>				
a) in only part of the register	4.00	4.00	01/04/10	D/L
b) in the whole of the register - post or fax	15.00	15.25	01/04/16	D/L
c) in the whole of the register - where the requisition is made by electronic means in accordance with rule 16	15.00	15.25	01/04/16	D/L
Office copy of any entry in the register (not including a copy or extract of any plan or document filed pursuant to these rules)	1.50	1.50	01/04/10	
<b>Office copy of any plan or other document filed pursuant to these rules:</b>				
Personal Searches in whole or part of the Register	nil	nil	01/07/10	
Extract of register in place of personal search	15.00	15.25	01/04/16	D/L
<b>CON29(R) Enquiries</b>				
One parcel of land	84.00 *	85.00 *	01/04/16	N/I/P
Several parcels of land				
First extra parcel				
Each addition (fees that exceed 100 to be fixed by arrangement)	36.00 *	36.50 *	01/04/16	N/I/P
Update Search Fee	60.00 *	60.50 *	01/04/16	N/I/P

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- S - An increase above inflation in line with a corporate saving plan
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# Communities and Resources Regulatory Services

(B) Charges determined by Committee

\*VAT inclusive

Income Source	Charges 2015/16 (from April 2015) £	Charges 2016/17 (from April 2016) £	Operative Date of Latest Notified Charge	Basis of Increase and Charging Policy
<b>Part 2 Enquiries</b>				
Each printed enquiry	20.40 *	20.50 *	01/04/16	D/L
With exception to Question 4	32.40 *	32.75 *	01/04/16	N/I/P
Each additional enquiry	34.80 *	35.25 *	01/04/16	N/I/P
With exception of surrounding area enquiries	50.40 *	51.00 *	01/04/16	N/I/P
Provision of access data to external body to answer CON29(R) and (O) questions Data for CON 29(R) questions	nil	nil	01/07/10	
<b>Copying Charges - Legal Documents</b>				
Certified Copy of Land Search	11.00	11.25	01/04/16	D/L
First Page	2.00 *	2.00 *	01/04/11	D/L
Subsequent pages	0.20 *	0.20 *	01/04/11	D/L
Certified copy of extract of Highways Register	28.00	28.25	01/04/16	N/I/P

## Basis of Increase:

- C - An increase dependent on committee approval
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- I - Based on relevant inflationary change
- N - A nominal adjustment e.g. due to rounding of charge
- S - An increase above inflation in line with a corporate saving plan
- D - Increase recommended by Head of Service

## Basis for setting charge increase above complies with either:

- P - The Corporate Charging Policy
- L - A local charging policy that deviates from the Corporate Charging Policy

# Communities and Resources Regulatory Services

(B) Charges determined by Committee

\*VAT inclusive

Income Source	Charges 2015/16 (from April 2015) £	Charges 2016/17 (from April 2016) £	Operative Date of Latest Notified Charge	Basis of Increase and Charging Policy
<b>Street Naming &amp; Numbering</b> 1 new property/ house or premise name change (to include property conversions up to 4 units)	56.00 *	56.75 *	01/04/16	N/I/P
<b>New Addresses - (Block names included) in an existing road</b>				
1 - 5 plots	56.00 *	56.75 *	01/04/16	N/I/P
6 - 25 plots	77.00 *	77.75 *	01/04/16	N/I/P
26 - 45 plots	165.00 *	166.75 *	01/04/16	N/I/P
46 - 100 plots	215.00 *	217.25 *	01/04/16	N/I/P
100+ plots	330.00 *	333.50 *	01/04/16	N/I/P
<b>New Addresses plus new road names</b>				
1 - 5 plots	105.00 *	106.00 *	01/04/16	N/I/P
6 - 25 plots	145.00 *	146.50 *	01/04/16	N/I/P
26 - 45 plots	305.00 *	308.25 *	01/04/16	N/I/P
46 - 100 plots	410.00 *	414.25 *	01/04/16	N/I/P
100+ plots	615.00 *	621.25 *	01/04/16	N/I/P

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- S - An increase above inflation in line with a corporate saving plan
- D - Increase recommended by Head of Service

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# Communities and Resources Culture & Leisure Services

(B) Charges determined by Committee

\*VAT inclusive

Income Source	Charges 2015/16 (from April 2015) £	Charges 2016/17 (from April 2016) £	Operative Date of Latest Notified Charge	Basis of Increase and Charging Policy
<b>MUSIC SCHOOL:</b>				
<b>(A) Saturday and Weekday Music Centre</b> (32 sessions per year including 2 concerts)				
Registration Fee (Direct Debit fees now apply)	see (H)	see (H)	01/04/15	N/A
Individual Lesson (Direct Debit fees now apply)	see (H)	see (H)	01/04/15	N/A
Group Lesson - 2 pupils (Direct Debit fees now apply)	see (H)	see (H)	01/04/15	N/A
Group Lesson - 3 pupils (Direct Debit fees now apply)	see (H)	see (H)	01/04/15	N/A
Music Kindergarten (Direct Debit fees now apply)	44.00	see (H)	01/04/15	N/A
Young Musicians Registration Fee	56.00	57.10	01/04/16	I/N/P
Young Musicians Instrumental Class (group of 4)	53.00	54.10	01/04/16	I/N/P
<b>(B) Associate Ensemble Membership</b>				
Associate Member (Primary) (Direct Debit fees now apply)	see (H)	see (H)	01/04/15	N/A
Associate Member (Secondary) (Direct Debit fees now apply)	see (H)	see (H)	01/04/15	N/A
Associate Member (Adult)	46.00	47.00	01/04/16	I/N/P
<b>(C) Hire of Instruments</b> (Annual Charge)	32.50	33.20	01/04/16	I/N/P

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# Communities and Resources Culture & Leisure Services

(B) Charges determined by Committee

\*VAT inclusive

Income Source	Charges 2015/16 (from April 2015) £	Charges 2016/17 (from April 2016) £	Operative Date of Latest Notified Charge	Basis of Increase and Charging Policy
<b>(D) Scholarships</b> Secondary - Individual Lesson (15 minutes) Secondary - Individual Lesson (30 minutes) (Direct Debit fees now apply)  <i>Please note: Scholarships are no longer offered to primary age children.            Those that are still running are all 30mn lessons and the charge is based on            the Gold 3rd Instrument rate.</i>	N/A 143.00  11.00	Deleted Charge see (H)  11.30	01/04/15 01/04/15  01/04/16	Deleted Charge Deleted Charge  I/N/P
<b>(E) Administration fees</b> Examination entries Assisted Instrument Purchase Scheme Late payment fee (SWMC) Late cancellation fee (SWMC)	1.50 5.00 5.00 1/3 of tuition fees	1.50 5.00 5.00	01/04/14 01/04/14 01/04/14 01/04/14	G/L G/L G/L G/L
<b>(F) Exam fees</b> including any required piano accompaniment are collected on a cost recovery basis (accompaniment required for most instruments except piano/ guitar/ percussion).				

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# Communities and Resources Culture & Leisure Services

(B) Charges determined by Committee

\*VAT inclusive

Income Source	Charges 2015/16 (from April 2015) £	Charges 2016/17 (from April 2016) £	Operative Date of Latest Notified Charge	Basis of Increase and Charging Policy
<b>(G) Peripatetic tuition in schools and colleges</b> (per hour pro rata)				
<b>Academies and non-LA</b>				
Basic	41.00	42.00	01/04/16	I/N/P
Over 15 hours per week	40.00	41.00	01/04/16	I/N/P
Over 25 hours per week	39.00	40.00	01/04/16	I/N/P
<b>LA schools in Havering</b>				
Basic	39.50	40.50	01/04/16	I/N/P
Over 10 hours per week - now charged at Basic rate	39.50	N/A	01/04/16	
Over 15 hours per week	38.50	39.50	01/04/16	I/N/P
Over 25 hours per week	37.50	38.50	01/04/16	I/N/P
<b>(H) Direct Debit</b> (weekly cost, charged over 52 weeks)				
<i>Charges approved for pilot scheme in Autumn Term 2013</i>				
<b>Bronze</b> (36 shared 20mn lessons, Theory & 30mn Ensemble)				
First instrument	6.50	6.50	01/04/14	G/L
Second instrument	5.00	5.10	01/04/16	I/N/P
Third instrument	3.75	3.85	01/04/16	I/N/P
<b>Silver</b> (36 shared 30mn lessons, Theory, 60mn Ensemble & Summer School)				
First instrument	10.50	10.75	01/04/16	I/N/P
Second instrument	8.00	8.20	01/04/16	I/N/P
Third instrument	5.50	5.65	01/04/16	I/N/P

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# Communities and Resources Culture & Leisure Services

(B) Charges determined by Committee

\*VAT inclusive

Income Source	Charges 2015/16 (from April 2015) £	Charges 2016/17 (from April 2016) £	Operative Date of Latest Notified Charge	Basis of Increase and Charging Policy
<b>(H) Direct Debit</b> (continued)				
<b>Gold</b> (36 individual lessons, Theory, unlimited Ensembles & Summer School)				
First instrument	16.00	16.40	01/04/16	I/N/P
Second instrument	13.00	13.30	01/04/16	I/N/P
Third instrument	11.00	11.30	01/04/16	I/N/P
Kindergarten	3.00	3.00	01/04/14	G/L
One ensemble only	3.00	3.00	01/04/14	G/L
Unlimited ensembles only	5.75	5.90	01/04/16	I/N/P
<b>(I) Remissions Scheme charges</b> (reduced fees)				
<b>Bronze</b> (36 shared 20mn lessons, Theory & 30mn Ensemble)				
First instrument (Pupil Premium students)	N/A	2.31	01/04/16	New Charge
First instrument (Looked After Children)	N/A	0.00	01/04/16	New Charge
<b>Silver</b> (36 shared 30mn lessons, Theory, 60mn Ensemble & Summer School)				
First instrument (Pupil Premium students)	N/A	3.82	01/04/16	New Charge
First instrument (Looked After Children)	N/A	0.00	01/04/16	New Charge
<b>Gold</b> (36 individual lessons, Theory, unlimited Ensembles & Summer School)				
First instrument (Pupil Premium students)	N/A	5.82	01/04/16	New Charge
First instrument (Looked After Children)	N/A	0.00	01/04/16	New Charge

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# Communities and Resources Culture & Leisure Services

(B) Charges determined by Committee

\*VAT inclusive

Income Source	Charges 2015/16 (from April 2015) £	Charges 2016/17 (from April 2016) £	Operative Date of Latest Notified Charge	Basis of Increase and Charging Policy
<b>(I) Remissions Scheme charges</b> (reduced fees) Kindergarten or One ensemble only: Pupil Premium students Looked After Children  Unlimited ensembles only: Pupil Premium students Looked After Children  Instrument Hire (per annum): Pupil Premium students Looked After Children  Eligibility for reduced fees based on children (age 5-18): 1. Student's school in receipt of Pupil Premium for the pupil 2. Looked After Child 3. Current Free School Meals eligibility or similar at Music School Manager's discretion  New students usually eligible for one remission but Music School Manager to retain discretion to allow additional instruments, e.g. in cases where an existing multi-instrumentalist learning with HMS becomes eligible for a remission.				
	N/A	1.07	01/04/16	New Charge
	N/A	0.00	01/04/16	New Charge
	N/A	2.10	01/04/16	New Charge
	N/A	0.00	01/04/16	New Charge
	N/A	10.00	01/04/16	New Charge
	N/A	0.00	01/04/16	New Charge

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# Communities and Resources Culture & Leisure Services

(B) Charges determined by Committee

\*VAT inclusive

Income Source	Charges 2015/16 (from April 2015) £	Charges 2016/17 (from April 2016) £	Operative Date of Latest Notified Charge	Basis of Increase and Charging Policy
<b>MY PLACE:</b> (All charges are for 1hr unless stated otherwise)				
<b>Charges for Community Organisations and Non Profit Organisations</b>				
<b>Off Peak (Mon - Fri 9am - 6pm)</b>				
Performance Hall	18.60	21.00	01/04/16	S/N/L
Performance Hall with staging, sound and lighting:				
4 hrs (if done by hirer)	93.00	104.00	01/04/16	S/N/L
4 hrs (if done by myplace staff)	New Charge *	124.80 *	01/04/16	New Charge
Music Studio				
1 hr	New Charge *	10.50 *	01/04/16	New Charge
4 hrs	41.20 *	Deleted Charge *	01/04/16	Deleted Charge
Technician	18.60 *	22.80 *	01/04/16	S/N/L
Games Room	15.50	16.50	01/04/16	S/N/L
Art Room	9.30	9.50	01/04/16	S/N/L
Health Room	7.20	8.00	01/04/16	S/N/L
IAG Room	7.20	7.50	01/04/16	S/N/L
Counselling Room	7.20	7.50	01/04/16	S/N/L
Large Meeting Room	12.50	14.00	01/04/16	S/N/L
<b>N.B</b> The above room hire charges are maximum charges that are to be applied. Managers will have the discretion to negotiate lower charges per hour/session if a hirer pays in advance and commits to a long term hire, with such discounts to be agreed by the Head of Service.				

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## Communities and Resources Culture & Leisure Services

(B) Charges determined by Committee

\*VAT inclusive

Income Source	Charges 2015/16 (from April 2015) £	Charges 2016/17 (from April 2016) £	Operative Date of Latest Notified Charge	Basis of Increase and Charging Policy
<b>Charges for Community Organisations and Non Profit Organisations</b> (continued):				
<b>Off Peak (Mon - Fri 9am - 6pm)</b>				
Small Meeting Room	8.30	9.00	01/04/16	S/N/L
Bike Workshop	12.40	12.70	01/04/16	S/N/L
IT Hub - reservation fee per computer	0.00	0.00	01/04/13	
<b>Peak (Mon - Fri after 6pm and at weekends)</b>				
Performance Hall	23.00	25.50	01/04/16	S/N/L
Party Bookings (Weekend)	32.00	34.00	01/04/16	S/N/L
Performance Hall with staging, sound and lighting:				
4 hrs (if done by hirer)	135.00	145.00	01/04/16	S/N/L
4 hrs (if done by myplace staff)	New Charge *	174.00 *	01/04/16	New Charge
Music Studio				
1 hr	New Charge *	13.50 *	01/04/16	New Charge
4 hrs	52.00 *	Deleted Charge *	01/04/16	Deleted Charge
Technician	18.60 *	22.80 *	01/04/16	S/N/L
Games Room	20.70	22.00	01/04/16	S/N/L
Art Room	12.40	12.60	01/04/16	S/N/L
Health Room	9.30	10.50	01/04/16	S/N/L
IAG Room	9.30	10.00	01/04/16	S/N/L
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# Communities and Resources Culture & Leisure Services

(B) Charges determined by Committee

\*VAT inclusive

Income Source	Charges 2015/16 (from April 2015) £	Charges 2016/17 (from April 2016) £	Operative Date of Latest Notified Charge	Basis of Increase and Charging Policy
<b>Charges for Community Organisations and Non Profit Organisations (continued):</b>				
<b>Peak (Mon - Fri after 6pm and at weekends)</b>				
Counselling Room	9.30	10.00	01/04/16	S/N/L
Large Meeting Room	15.50	17.40	01/04/16	S/N/L
Small Meeting Room	10.30	11.50	01/04/16	S/N/L
Bike Workshop	15.50	15.80	01/04/16	S/N/L
IT Hub - reservation fee per computer	0.00	0.00	01/04/13	
<b>N.B</b> The above room hire charges are maximum charges that are to be applied. Managers will have the discretion to negotiate lower charges per hour/session if a hirer pays in advance and commits to a long term hire, with such discounts to be agreed by the Head of Service.				

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# Communities and Resources Culture & Leisure Services

(B) Charges determined by Committee

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<b>Charges for Small Businesses</b> (All charges are for 1hr unless stated otherwise)				
<i>(A small business is defined as a business that employs fewer than 50 people)</i>				
<b>Off Peak (Mon - Fri 9am - 6pm)</b>				
Performance Hall	New Charge	27.75	01/04/16	New Charge
Performance Hall with staging, sound and lighting:				
4 hrs (if done by hirer)	New Charge	142.00	01/04/16	New Charge
4 hrs (if done by myplace staff)	New Charge *	170.40 *	01/04/16	New Charge
Technician	New Charge *	22.80 *	01/04/16	New Charge
Games Room	New Charge	24.75	01/04/16	New Charge
Art Room	New Charge	15.25	01/04/16	New Charge
Health Room	New Charge	13.25	01/04/16	New Charge
IAG Room	New Charge	12.25	01/04/16	New Charge
Counselling Room	New Charge	12.25	01/04/16	New Charge
Large Meeting Room	New Charge	21.00	01/04/16	New Charge
Small Meeting Room	New Charge	15.75	01/04/16	New Charge
Bike Workshop	New Charge	19.60	01/04/16	New Charge
<b>N.B</b> The above room hire charges are maximum charges that are to be applied. Managers will have the discretion to negotiate lower charges per hour/session if a hirer pays in advance and commits to a long term hire, with such discounts to be agreed by the Head of Service.				

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# Communities and Resources Culture & Leisure Services

(B) Charges determined by Committee

\*VAT inclusive

Income Source	Charges 2015/16 (from April 2015) £	Charges 2016/17 (from April 2016) £	Operative Date of Latest Notified Charge	Basis of Increase and Charging Policy
<b>Charges for Small Businesses (continued)</b>				
<b>Peak (Mon - Fri after 6pm and at weekends)</b>				
Performance Hall	New Charge	35.25	01/04/16	New Charge
Performance Hall with staging, sound and lighting:				
4 hrs (if done by hirer)	New Charge	207.50	01/04/16	New Charge
4 hrs (if done by myplace staff)	New Charge *	249.00 *	01/04/16	New Charge
Technician	New Charge *	22.80 *	01/04/16	New Charge
Games Room	New Charge	33.50	01/04/16	New Charge
Art Room	New Charge	19.45	01/04/16	New Charge
Health Room	New Charge	16.75	01/04/16	New Charge
IAG Room	New Charge	15.80	01/04/16	New Charge
Counselling Room	New Charge	15.80	01/04/16	New Charge
Large Meeting Room	New Charge	25.70	01/04/16	New Charge
Small Meeting Room	New Charge	18.25	01/04/16	New Charge
Bike Workshop	New Charge	23.65	01/04/16	New Charge
<b>N.B</b> The above room hire charges are maximum charges that are to be applied. Managers will have the discretion to negotiate lower charges per hour/session if a hirer pays in advance and commits to a long term hire, with such discounts to be agreed by the Head of Service.				

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## Communities and Resources Culture & Leisure Services

(B) Charges determined by Committee

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<b>Charges for Commercial Organisations</b>				
<b>Off Peak (Mon - Fri 9am - 6pm)</b>				
Performance Hall	31.00	34.50	01/04/16	S/N/L
Performance Hall with staging, sound and lighting:				
4 hrs (if done by hirer)	165.50	180.00	01/04/16	S/N/L
4 hrs (if done by myplace staff)	New Charge *	0.00 *	01/04/16	New Charge
Music Studio				
1 hr	New Charge *	15.75 *	01/04/16	New Charge
4 hrs	62.00 *	Deleted Charge *	01/04/16	Deleted Charge
Technician	28.00 *	28.00 *	01/04/15	G/L
Games Room	31.00	33.00	01/04/16	S/N/L
Art Room	20.60	21.00	01/04/16	S/N/L
Health Room	16.50	18.50	01/04/16	S/N/L
IAG Room	16.50	17.00	01/04/16	S/N/L
Counselling Room	16.50	17.00	01/04/16	S/N/L
Large Meeting Room	26.00	28.00	01/04/16	S/N/L
Small Meeting Room	20.60	22.50	01/04/16	S/N/L
Bike Workshop	26.00	26.50	01/04/16	S/N/L
IT Hub - reservation fee per computer	0.00	0.00	01/04/13	
<b>N.B</b> The above room hire charges are maximum charges that are to be applied. Managers will have the discretion to negotiate lower charges per hour/session if a hirer pays in advance and commits to a long term hire, with discounts to be agreed by the Head of Service.				

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# Communities and Resources Culture & Leisure Services

(B) Charges determined by Committee

				*VAT inclusive
Income Source	Charges 2015/16 (from April 2015) £	Charges 2016/17 (from April 2016) £	Operative Date of Latest Notified Charge	Basis of Increase and Charging Policy
<b>Charges for Commercial Organisations</b>				
<b>Peak (Mon - Fri after 6pm and at weekends)</b>				
Performance Hall	41.20	45.00	01/04/16	S/N/L
Performance Hall with staging, sound and lighting:				
4 hrs (if done by hirer)	250.00	270.00	01/04/16	S/N/L
4 hrs (if done by myplace staff)	New Charge *	324.00 *	01/04/16	New Charge
Music Studio				
1 hr	New Charge *	21.00 *	01/04/16	New Charge
4 hrs	82.50 *	Deleted Charge *	01/04/16	Deleted Charge
Technician	28.00 *	28.00 *	01/04/15	G/L
Games Room	41.20	45.00	01/04/16	S/N/L
Art Room	25.80	26.30	01/04/16	S/N/L
Health Room	20.60	23.00	01/04/16	S/N/L
IAG Room	20.60	21.60	01/04/16	S/N/L
Counselling Room	20.60	21.60	01/04/16	S/N/L
Large Meeting Room	30.90	34.00	01/04/16	S/N/L
Small Meeting Room	23.00	25.00	01/04/16	S/N/L
Bike Workshop	31.00	31.50	01/04/16	S/N/L
IT Hub - reservation fee per computer	0.00	0.00	01/04/13	
<b>N.B</b> The above room hire charges are maximum charges that are to be applied. Managers will have the discretion to negotiate lower charges per hour/session if a hirer pays in advance and commits to a long term hire, with discounts to be agreed by the Head of Service.				

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- L - A local charging policy that deviates from the Corporate Charging Policy

## Communities and Resources Culture & Leisure Services

(B) Charges determined by Committee

				*VAT inclusive
Income Source	Charges 2015/16 (from April 2015) £	Charges 2016/17 (from April 2016) £	Operative Date of Latest Notified Charge	Basis of Increase and Charging Policy
<b>Additional Services:</b>				
Rigging (per person per hour)	18.60 *	20.00 *	01/04/16	S/N/L
De-rigging (per person per hour)	26.00 *	26.00 *	01/04/15	G/L
† Out of hours bookings accepted subject to availability of staff Out of hours bookings will include a £25 per hour staffing charge in addition to the Peak Commercial rate.				

### Basis of Increase:

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G - An increase below inflation in line with a corporate growth plan

I - Based on relevant inflationary change

N - A nominal adjustment e.g. due to rounding of charge

S - An increase above inflation in line with a corporate saving plan

### Basis for setting charge increase above complies with either:

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# Communities and Resources Regulatory Services

(A) Statutory and Nationally Agreed Charges - **GRO (General Register Office)**

\*VAT inclusive

Income Source	Charges 2015/16 (from April 2015) £	Charges 2016/17 (from April 2016) £	Operative Date of Latest Notified Charge	Basis of Increase and Charging Policy
<b>Registrar of Births, Deaths and Marriages and Civil Partnerships (A):</b>				
<b>Places of Worship Registration Act 1855 Section 5</b> Certification of place of meeting for religious worship	29.00	29.00	01/09/14	
<b>Marriage Act 1949:</b>				
Section 27 (6) Entering a notice of marriage in a marriage notice book				
(A) Where both parties to the proposed marriage are exempt persons within the meaning of section 49 Immigration act 2014	35.00	35.00	01/04/12	
(B) In any other cases from 2nd March 2014	47.00	47.00	02/03/15	
Section 41 (6) Registration of building for solemnization of marriages	123.00	123.00	01/09/14	
Section 51 Fee of registrar for attending marriage/civil partnership:				
(i) At a register office	46.00	46.00	01/04/12	
(ii) At a registered building or at a place where the house hold or detained person usually resides	86.00	86.00	01/09/14	
(iii) Fee of Superintendent Registrar for attending marriage/civil partnership at the place where:				
a) Housebound or	84.00	84.00	01/09/14	
b) Detained person usually resides	94.00	94.00	01/09/14	

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D - Recommendation of Head of Service

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## Communities and Resources Regulatory Services

(A) Statutory and Nationally Agreed Charges - **GRO (General Register Office)**

\*VAT inclusive

Income Source	Charges 2015/16 (from April 2015) £	Charges 2016/17 (from April 2016) £	Operative Date of Latest Notified Charge	Basis of Increase and Charging Policy
<b>Marriage Act 1949</b> (continued):				
Section 64(1)				
Certified copy of entry issued under the subsection:				
(i) When application is made at the time of registering	4.00	4.00	01/04/12	
(ii) After the time of registration	7.00	7.00	01/04/10	
Certified copy of entry for Civil Partnerships:				
(i) At the time of registration	4.00	4.00	01/04/12	
(ii) After the time of registration	10.00	10.00	01/04/10	
Section 64(2) General search of indexes of register of books kept by superintendent registrars	18.00	18.00	01/04/04	
Certified copy of entry issued under that sub-section	10.00	10.00	01/04/12	
Section 65(2) Certified copy of entry ,following search of indexes kept at General Register Office	10.00	10.00	01/04/10	
<b>Births, Deaths Registration Act 1953:</b>				
Section 30(2) certified copy of entry following search of indexes kept at General Register Office	10.00	10.00	01/04/10	

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# Communities and Resources Regulatory Services

(B) Charges determined by Committee

\*VAT inclusive

Income Source	Charges 2015/16 (from April 2015) £	Charges 2016/17 (from April 2016) £	Operative Date of Latest Notified Charge	Basis of Increase and Charging Policy
<b>REGISTRAR OF BIRTHS, DEATHS, MARRIAGES AND CIVIL PARTNERSHIPS (B):</b>				
<b>Off site attendance to officiate at an approved premise wedding/civil partnership:</b>				
Monday to Friday	400.00	500.00	01/04/16	D/L
Saturday	485.00	600.00	01/04/16	D/L
Sunday/ Bank Holiday	600.00	700.00	01/04/16	D/L
<b>On site attendance to officiate at a wedding/civil partnership held in Langtons Hall:</b>				
Removing high and low season - just one price				
Monday to Thursday	0.00	450.00	01/04/16	D/L
Friday (Inc. red carpet)	0.00	550.00	01/04/16	D/L
Saturday (Inc. red carpet)	0.00	750.00	01/04/16	D/L
Sunday/ Bank Holiday (Inc. red carpet)	0.00	800.00	01/04/16	D/L
<b>2015-16 charges are available for reference on the 'Council's Spending Plan Section' of the website</b> <a href="https://www.haverling.gov.uk/Pages/Services/Council-spending-plans-consultation.aspx">https://www.haverling.gov.uk/Pages/Services/Council-spending-plans-consultation.aspx</a>				

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# Communities and Resources Regulatory Services

(B) Charges determined by Committee

\*VAT inclusive

Income Source	Charges 2015/16 (from April 2015) £	Charges 2016/17 (from April 2016) £	Operative Date of Latest Notified Charge	Basis of Increase and Charging Policy
<b>On site attendance to officiate at a wedding/civil partnership at Langtons House:</b>				
Removing high/low season - just one price				
Monday to Thursday	0.00	250.00	01/04/16	D/L
Friday	0.00	400.00	01/04/16	D/L
Saturday	0.00	500.00	01/04/16	D/L
Sunday/ Bank Holiday	0.00	700.00	01/04/16	D/L
<b>2015-16 charges are available for reference on the 'Council's Spending Plan Section' of the website</b> <a href="https://www.havering.gov.uk/Pages/Services/Council-spending-plans-consultation.aspx">https://www.havering.gov.uk/Pages/Services/Council-spending-plans-consultation.aspx</a>				
<b>Other Civil Ceremonies</b>				
<b>Welcoming Ceremonies / Re-affirmation of vows (* prices include VAT)</b>				
<b>Held in Langtons Wedding Rooms</b>				
Removing high/low season - just one price				
Monday to Thursday	0.00 *	250.00 *	01/04/16	D/L
Friday	0.00 *	400.00 *	01/04/16	D/L
Saturday	0.00 *	500.00 *	01/04/16	D/L
Sunday	0.00 *	700.00 *	01/04/16	D/L
<b>2015-16 charges are available for reference on the 'Council's Spending Plan Section' of the website</b> <a href="https://www.havering.gov.uk/Pages/Services/Council-spending-plans-consultation.aspx">https://www.havering.gov.uk/Pages/Services/Council-spending-plans-consultation.aspx</a>				

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# Communities and Resources Regulatory Services

(B) Charges determined by Committee

				*VAT inclusive
Income Source	Charges 2015/16 (from April 2015) £	Charges 2016/17 (from April 2016) £	Operative Date of Latest Notified Charge	Basis of Increase and Charging Policy
<b>Welcoming Ceremonies / Re-affirmation of vows (* prices include VAT)</b> <b>Held in Langtons Hall</b> Removing high/low season - just one price Monday to Thursday Friday Saturday Sunday	0.00 * 0.00 * 0.00 * 0.00 *	400.00 * 550.00 * 750.00 * 800.00 *	01/04/16 01/04/16 01/04/16 01/04/16	D/L D/L D/L D/L
<b>2015-16 charges are available for reference on the 'Council's Spending Plan Section' of the website</b> <a href="https://www.havering.gov.uk/Pages/Services/Council-spending-plans-consultation.aspx">https://www.havering.gov.uk/Pages/Services/Council-spending-plans-consultation.aspx</a>				
(An additional £100 is charged if any ceremony falls on the following three days: Valentine's Day, Christmas Eve or New Year's Eve)	0.00	100.00	01/04/16	New Charge
Individual Citizenship Ceremony	140.00	150.00	01/04/16	D/L
Wedding Rehearsal fee (per half hour)	40.00	50.00	01/04/16	D/L
<b>Wedding Packages</b> Silver Wedding Package/Civil Partnership Package (Friday) Gold Wedding Package/Civil Partnership Package Saturday Winter Wedding Package Surcharge for evening weddings at 5pm & 6pm on Thursdays & Fridays (includes Langton's House and Approved Premises)	1,200.00 * 2,200.00 * 0.00 * 100.00 *	2,400.00 * 3,600.00 * 4,800.00 * 180.00 *	01/04/16 01/04/16 01/04/16 01/04/16	D/L D/L New Charge D/L

## Basis of Increase:

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## Communities and Resources Regulatory Services

(B) Charges determined by Committee

\*VAT inclusive

Income Source	Charges 2015/16 (from April 2015) £	Charges 2016/17 (from April 2016) £	Operative Date of Latest Notified Charge	Basis of Increase and Charging Policy
Surcharge for candlelit weddings between October-March in addition to evening wedding option	150.00 *	180.00 *	01/04/16	D/L
Payment in advance of a non-refundable booking fee for Register Office Weddings only	50.00	50.00	01/04/16	D/L
Change of ceremony appointment fee	30.00	50.00	01/04/16	D/L
Hire of Round tables	30.00 *	50.00 *	01/04/16	D/L
Extra linen requirement above standard 50 people on packages (price per person)	0.00 *	10.00 *	01/04/16	New Charge
Premium Appointment Service (additional casual registrars used to cover up to one hour)	0.00	40.00	01/01/16	New Charge
Non-Refundable booking fee for Notice of Marriage (Saturdays) (applies to non-attendees only)	35.00	40.00	01/04/16	D/L
<b>Langtons Hall Hire (Hourly)</b>				
Monday - Friday 9.00-17.00	30.00	40.00	01/04/16	D/L
Monday - Thursday 17.00-24.00	40.00	50.00	01/04/16	D/L
Friday Evening, Saturday and Sunday (A discount of 20% applies for bookings of more than 6 hours for Friday evening and the weekend)	90.00	90.00	01/04/16	D/L

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## Communities and Resources Regulatory Services

(B) Charges determined by Committee

\*VAT inclusive

Income Source	Charges 2015/16 (from April 2015) £	Charges 2016/17 (from April 2016) £	Operative Date of Latest Notified Charge	Basis of Increase and Charging Policy
<b>Langtons Room Hire at all times</b> (Hourly) (A discount of 40% applies for Charity/Community groups by application)	30.00	40.00	01/04/16	D/L
Damage deposit for Langton's Hall function bookings	250.00	250.00	01/04/16	D/L
<b>Sponsorship for Langtons Ceremony Brochure</b>				
Whole A5 page - Portrait	560.00 *	720.00 *	01/04/16	D/L
Half A5 Page - Landscape	305.00 *	384.00 *	01/04/16	D/L
Quarter A5 Page - Portrait	180.00 *	240.00 *	01/04/16	D/L
Back Cover - Whole A5 Page - Portrait	1,120.00 *	1440.00 *	01/04/16	D/L
Inside Front and Back Cover - Whole A5 Page - Portrait	840.00 *	1080.00 *	01/04/16	D/L
<b>Nationality Checking Service</b>				
Single Adult	60.00	60.00	01/04/12	D/L
Child	35.00	35.00	01/04/12	D/L
<b>Copy Certificate fast-track service</b>				
Within 24 hours+	15.00	20.00	01/04/16	D/L
While you wait+	30.00	40.00	01/04/16	D/L
(+charges in addition to statutory fee for charge of actual certificate)				
<b>Postage Costs:</b>				
Marriage Authorities to other Districts by 1st class recorded delivery	5.00	6.00	01/04/16	D/L
Copy certificates by 1st class recorded delivery	4.00	5.00	01/04/16	D/L

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**oneSource**  
**Asset Management**

(B) Charges determined by Committee

\*VAT inclusive

Income Source	Charges 2015/16 (from April 2015) £	Charges 2016/17 (from April 2016) £	Operative Date of Latest Notified Charge	Basis of Increase and Charging Policy
<b>Licenced Trader Market Charges</b>				
<b>Monthly Charges (Includes Weds, Fri &amp; Sat Markets)</b>				
<b>Market - All Locations</b>				
Ground space/6ft frontage	171.00	171.00	01/04/15	L
Electricity Charge per Ground Space/6ft frontage (Electricity Charges will be applied to all licences other than to Traders with a Council approved personal metered supply)	11.70	11.70	01/04/15	L
Extra Land (Daily Charge)	5.35	5.35	01/04/15	L
<b>Other one-off charges</b>				
Nomination of Licence	255.00	255.00	01/04/15	L
Nomintation of Licence to member of Family	185.00	185.00	01/04/15	L
Other alterations to Licences	42.50	42.50	01/04/15	L
<b>Casual Trader Market Charges</b>				
<b>Daily Charges</b>				
Saturday Market – Ground Space/6ft frontage including electricity	27.00	27.00	01/04/15	L
Wed or Friday Market – Ground Space/6ft frontage including electricity	19.00	19.00	01/04/15	L
Extra Land (Daily Charge)	5.35	5.35	01/04/15	L

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**oneSource**  
**Asset Management**

(B) Charges determined by Committee

\*VAT inclusive

Income Source	Charges 2015/16 (from April 2015) £	Charges 2016/17 (from April 2016) £	Operative Date of Latest Notified Charge	Basis of Increase and Charging Policy
<b>Extra Market Days – At Christmas/Sundays/Banks Holidays</b>				
<b>Daily Charges</b>				
<b>Market - All Locations</b>				
Licenced Traders - Ground space/6ft frontage including electricity (Must have held a Licence for at least 2 mths to qualify for this rate)	18.00	18.00	01/04/15	L
<b>Casual Traders</b> - Ground space/6ft frontage including electricity	24.00	24.00	01/04/15	L
<b>Extra Land</b> (Daily Charge)	5.35	5.35	01/04/15	L

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## Communities and Resources Streetcare Services

(B) Charges determined by Committee

\*VAT inclusive

Income Source	Charges 2015/16 (from April 2015) £	Charges 2016/17 (from April 2016) £	Operative Date of Latest Notified Charge	Basis of Increase and Charging Policy
<b>STREETCARE:</b>				
<b>Borough Roads:</b>				
<b>(i) Licences</b>				
To place skip/builders materials on highway/footway				
Up to first 14 days	45.50	70.00	01/04/16	D/L
Each additional period of up to 7 days	25.25	60.00	01/04/16	D/L
Hoardings / Scaffolds				
Deposit (refundable subject to no damage to highway/footway)	61.25	62.00	01/04/16	I/N/P
2014/15 per linear metre min 302.50				
2015/16 per linear metre min 306.00				
Up to first 28 days/each occasion	25.00	25.50	01/04/16	I/N/P
2014/15 per linear metre min 122.50				
2015/16 per linear metre min 124.00				
Each additional period of up to 28 days/occasion	25.00	25.50	01/04/16	I/N/P
<b>(ii) Vehicle Crossovers</b> (per square metre)	116.50	123.00	01/04/16	D/L
Non refundable charge for providing a quotation	New Charge	50.00	01/04/16	New Charge
<b>(iii) Road Closures</b>	1,414.00 *	1,450.00 *	01/04/16	D/L
<b>(iv) Clearance of Blocked Drains</b>	108.00	120.00	01/04/16	D/L

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## Communities and Resources Streetcare Services

(B) Charges determined by Committee

\*VAT inclusive

Income Source	Charges 2015/16 (from April 2015) £	Charges 2016/17 (from April 2016) £	Operative Date of Latest Notified Charge	Basis of Increase and Charging Policy
<b>(v) Crane license</b> (charges based on TMA 2004 permitted charges)				
Minimum	247.50	250.00	01/04/16	I/N/P
Maximum	422.50	430.00	01/04/16	I/N/P
<b>Refuse Collection:</b>				
<b>(i) Bulky Household Refuse</b>				
1 to 10 points	24.20	WITHDRAWN	01/04/15	D/L
1 to 10 points concessionary	18.15	WITHDRAWN	01/04/15	D/L
11 to 20 points	45.68	WITHDRAWN	01/04/15	D/L
11 to 20 points concessionary	34.65	WITHDRAWN	01/04/15	D/L
21 to 30 points	67.73	WITHDRAWN	01/04/15	D/L
21 to 30 points concessionary	51.45	WITHDRAWN	01/04/15	D/L
1 to 3 items	New Charge	30.00	01/04/16	New/L
Each additional item	New Charge	10.00	01/04/16	New/L
<b>(ii) Compostable garden refuse sacks</b> (Year's supply of 5 rolls of 10 sacks per roll)				
Standard	35.50	35.00	01/04/16	D/L
Concession	28.50	WITHDRAWN	01/04/15	D/L
Top up roll (10 sacks)	7.00	7.00	01/04/15	D/L
Top up roll delivery	4.00	4.00	01/04/15	D/L

**Basis of Increase:**

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## Communities and Resources Streetcare Services

(B) Charges determined by Committee

\*VAT inclusive

Income Source	Charges 2015/16 (from April 2015) £	Charges 2016/17 (from April 2016) £	Operative Date of Latest Notified Charge	Basis of Increase and Charging Policy
<b>(iii) Green Waste Collection Service</b> (per annum) (Wheeled bin hire included)				
Full year	35.50	35.00	01/04/16	D/L
Full year – concession	28.50	WITHDRAWN	01/04/15	D/L
6 months – starting October	21.50	WITHDRAWN	01/04/15	D/L
6 months – starting October concession	17.50	WITHDRAWN	01/04/15	D/L
Late payment charge	5.00	5.00	01/04/12	No change/L
Late payment charge after bin collection	10.00	10.00	01/04/12	No change/L
Replacement bin charge	26.00	27.00	01/04/16	I/N/P
<b>(iv) Trade Refuse Collection Service</b>				
From 1st April 2015 this service will be independently operated by Serco. These charges will only apply if a business within the borough exercises its legal right to require the Council to undertake the collection.				
Trade refuse sacks (pack of 26)	144.50	145.00	01/04/16	D/L
Trade refuse sacks (pack of 26) for Charity shops	112.35	113.00	01/04/16	D/L
Cardboard Collection	2.90	3.00	01/04/16	I/N/P
<b>Container emptying and disposal:</b>				
1100 / Pal / 660 litre bin -1st bin per visit	30.65	31.00	01/04/16	I/N/P
2nd & subsequent bins	29.55	30.00	01/04/16	I/N/P
360 litre wheeled bin	24.05	25.00	01/04/16	D/L

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## Communities and Resources Streetcare Services

(B) Charges determined by Committee

\*VAT inclusive

Income Source	Charges 2015/16 (from April 2015) £	Charges 2016/17 (from April 2016) £	Operative Date of Latest Notified Charge	Basis of Increase and Charging Policy
<b>(iv) Trade Refuse Collection Service</b> (continued)				
<b>Container emptying:</b>				
Charity shops	21.85	25.00	01/04/16	D/L
LBH Schools	22.95	25.00	01/04/16	D/L
2nd collection from residential blocks per bin	5.00	7.00	01/04/16	D/L
<b>Container hire</b> (per annum):				
Eurobins:				
1100 litres	214.00	215.00	01/04/16	D/L
660 litres	159.00	160.00	01/04/16	D/L
Chamberlains:				
940 litres	159.00	160.00	01/04/16	D/L
Palladin:				
940 litres	140.00	145.00	01/04/16	D/L
<b>(v) Collection &amp; disposal of trade clinical waste</b> (per bag / box)	10.88	11.00	01/04/16	I/N/P
<b>(vi) Special clearances of rubbish:</b>				
Up to 30 minutes on site	99.50	100.00	01/04/16	D/L
Up to 1 hour on site	199.00	200.00	01/04/16	D/L
Each 15 minute thereafter	49.50	50.00	01/04/16	I/N/P

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# Communities and Resources Regulatory Services

(B) Charges determined by Committee

\*VAT inclusive

Income Source	Charges 2015/16 (from April 2015) £	Charges 2016/17 (from April 2016) £	Operative Date of Latest Notified Charge	Basis of Increase and Charging Policy
<b>TRADING STANDARDS:</b>				
<b>Trading Standards NE London Metrology Partnership Income</b> <b>Income is credited to the joint trading account</b>				
<b>Section 11 (4) of the Weights and Measures Act 1985</b>				
<b>Measuring Instruments:</b>				
(a) Linear (with or without divisions/sub divisions, scale not exceeding 3m) - each scale	11.90 *	12.15 *	01/04/16	D/L
(b) Capacity (without divisions, not exceeding 1 litre) - each measure	9.50 *	10.00 *	01/04/16	D/L
(c) Cubic ballast				
Other than brim (each measure)	197.50 *	201.50 *	01/04/16	D/L
Brim/bucket type (each measure)	87.10 *	89.00 *	01/04/16	D/L
1. Liquid capacity measures for making and checking average quantity purchases each measure	30.90 *	31.50 *	01/04/16	D/L
2. Templates (per scale)				
First item	54.25 *	55.25 *	01/04/16	D/L
Second and subsequent items	22.00 *	22.50 *	01/04/16	D/L

## Basis of Increase:

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- G - An increase below inflation in line with a corporate growth plan
- I - Based on relevant inflationary change
- N - A nominal adjustment e.g. due to rounding of charge
- S - An increase above inflation in line with a corporate saving plan
- D - Recommendation of Head of Service

## Basis for setting charge increase above complies with either:

- P - The Corporate Charging Policy
- L - A local charging policy that deviates from the Corporate Charging Policy

# Communities and Resources Regulatory Services

(B) Charges determined by Committee

\*VAT inclusive

Income Source	Charges 2015/16 (from April 2015) £	Charges 2016/17 (from April 2016) £	Operative Date of Latest Notified Charge	Basis of Increase and Charging Policy
<b>Measuring Instruments</b> (continued):				
<b>(d) Liquid fuel, Lubricants</b> etc. (each instrument)	102.80 *	103.00 *	01/04/16	D/L
1. Container type (not sub-divided)	102.80 *	103.00 *	01/04/16	D/L
2. Other types (multi-outlets)				
1 meter tested	131.80 *	134.00 *	01/04/16	D/L
Each additional meter tested	80.70 *	82.50 *	01/04/16	D/L
3. Test of peripheral equipment on separate visit	102.80 *	103.00 *	01/04/16	D/L
4. Test of credit card acceptor	102.80 *	103.00 *	01/04/16	D/L
5. MID verification				
1 meter tested	165.15 *	168.25 *	01/04/16	D/L
Each additional meter	100.90 *	102.90 *	01/04/16	D/L
<b>(e) Intoxication liquor</b> (each instrument)				
Not exceeding 150ml (individual submissions)	19.60 *	20.00 *	01/04/16	D/L
Other	23.45 *	24.00 *	01/04/16	D/L

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# Communities and Resources Regulatory Services

(B) Charges determined by Committee

\*VAT inclusive

Income Source	Charges 2015/16 (from April 2015) £	Charges 2016/17 (from April 2016) £	Operative Date of Latest Notified Charge	Basis of Increase and Charging Policy
<b>Measuring Instruments</b> (continued):				
<b>(f) Each weight</b> (stamping)				
1. Weights exceeding 5kg or not exceeding 500mg, 2cm	10.70 *	11.00 *	01/04/16	D/L
2. Other weights	8.30 *	8.40 *	01/04/16	N/I/P
3. Other weights (more than one submitted)	6.90 *	7.05 *	01/04/16	D/L
4. Adjusting weights (per hour)	102.80 *	105.00 *	01/04/16	D/L
<b>(g)</b>				
1. Calibrated to weigh only metric:				
Not exceeding 15kg	33.50 *	34.20 *	01/04/16	D/L
Exceeding 15kg to 100kg	47.90 *	48.90 *	01/04/16	D/L
Exceeding 100kg to 250kg	79.40 *	81.00 *	01/04/16	D/L
Exceeding 250kg to 1 tonne	115.30 *	117.60 *	01/04/16	D/L
Exceeding 1 tonne to 10 tonne	186.00 *	188.00 *	01/04/16	N/I/P
Exceeding 10 tonnes to 30 tonnes	387.75 *	395.00 *	01/04/16	D/L
Exceeding 30 tonnes to 60 tonnes	577.50 *	588.50 *	01/04/16	D/L
2. When testing instruments incorporate peripherals such as remote display or printing facilities, and where completion of the test requires a second person or a second series of tests by the same person, an additional fee may be charged at the standard hourly rate:	102.80 *	105.00 *	01/04/16	D/L

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# Communities and Resources Regulatory Services

(B) Charges determined by Committee

\*VAT inclusive

Income Source	Charges 2015/16 (from April 2015) £	Charges 2016/17 (from April 2016) £	Operative Date of Latest Notified Charge	Basis of Increase and Charging Policy
<b>Measuring Instruments</b> (continued):				
3. Medical weighing scales				
Not exceeding 15kg	33.30 *	34.00 *	01/04/16	D/L
Exceeding 15kg to 100kg	47.30 *	49.25 *	01/04/16	D/L
Exceeding 100kg to 250kg	79.40 *	81.00 *	01/04/16	D/L
Exceeding 250kg to 1 tonne	115.35 *	117.50 *	01/04/16	D/L
<b>Certificate of errors</b>				
For supplying a certificate containing results of errors found on testing (cert supplied upon request of the submitter, fee applies when no other fee is payable)	44.85 *	45.80 *	01/04/16	D/L
<b>Measuring Instrument Directive</b>				
Measuring Instruments for liquid fuel and lubricants (initial verification not re-verification) (surcharge over fee listed above)	10% Surcharge *	10% Surcharge *	01/04/16	
<b>Other Weighing or Measuring Equipment</b>				
Brake tester/spring balance type	54.25 *	55.30 *	01/04/16	D/L
For equipment other than the categories specifically described above, or equipment submitted for testing by means of statistical sampling techniques, or in pursuance of a Community obligation other than EEC. Initial or partial verification per man hour spent at place of submission of equipment etc. (pro rata for one quarter hour periods)	102.80 *	105.00 *	01/04/16	D/L

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## Communities and Resources Regulatory Services

(B) Charges determined by Committee

\*VAT inclusive

Income Source	Charges 2015/16 (from April 2015) £	Charges 2016/17 (from April 2016) £	Operative Date of Latest Notified Charge	Basis of Increase and Charging Policy
<b>Standards Services provided to Other Local Authorities</b>				
Testing and Associated Services (per hour)	85.65	87.60	01/04/16	D/L
Collection Delivery charge (price shown is per mile) return trip + congestion charge where applicable	0.67	0.70	01/04/16	D/L
<b>Section 76 of the 1985 Act</b>				
For other services or facilities provided, or for authorisation, certificates or other documents issued in pursuance of a community obligation				
Per man hour spent at place of providing the service, facility etc. (pro rata of one quarter hour periods)	85.65	87.55	01/04/16	D/L
<b>UKAS Laboratory</b>				
Charge for calibration to M1 level 25kg - 1mg (Incl. cert where total order over £100):				
One weight submitted	15.75 *	19.00 *	01/04/16	D/L/N
Certificate where total order is less than 100	24.65 *	30.05 *	01/04/16	D/L/N

**Basis of Increase:**

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- S - An increase above inflation in line with a corporate saving plan
- D - Recommendation of Head of Service

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## Communities and Resources Regulatory Services

(B) Charges determined by Committee

\*VAT inclusive

Income Source	Charges 2015/16 (from April 2015) £	Charges 2016/17 (from April 2016) £	Operative Date of Latest Notified Charge	Basis of Increase and Charging Policy
<b>UKAS Laboratory</b> (continued): Charge for calibration to F2 level 20kg - 1mg (Incl. cert where total order over £100): One weight submitted Certificate where total order is less than £100  (Where multiple weights are submitted of the same nomination a 10% reduction may apply).	38.40 *	46.55 *	01/04/16	D/L/N
	24.65 *	30.05 *	01/04/16	D/L/N
<b>GLC (General Powers) Act 1985</b> Competitive Bidding - Licence Registration fee	331.30	337.65	01/04/16	D/L
<b>Financial Investigation by Accredited Financial Investigator (LA)</b> Where no individual agreement exists, per hour spent by AFI	60.00	65.00	01/04/16	D/L
'PASS' Alcohol awareness retailer training fee (per delegate - Inc. VAT)	61.80 *	63.20 *	01/04/16	D/L

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# Communities and Resources

## Streetcare Services

(A) Statutory and Nationally Agreed Charges - London Councils

\*VAT inclusive

Income Source	Charges 2015/16 (from April 2015) £	Charges 2016/17 (from April 2016) £	Operative Date of Latest Notified Charge	Basis of Increase and Charging Policy
<b>TRAFFIC &amp; PARKING CONTROL (A):</b>				
<b>Parking Facilities</b>				
<b>Penalty Charge Notices</b>				
(Levels set by London Councils and agreed by the Mayor of London and endorsed by the Secretary of State)				
Less Serious Contravention Band A	80.00	80.00	01/04/11	L
Less Serious Contravention Band A if paid within 14 days	40.00	40.00	01/04/11	L
Serious Contravention Band A	130.00	130.00	15/04/11	L
Serious Contravention Band A paid within 14 days	65.00	65.00	15/04/11	L
Less Serious Band B	60.00	60.00	01/04/11	L
Less Serious paid within 14 days	30.00	30.00	01/04/11	L
Serious Band B	110.00	110.00	15/04/11	L
Serious Band B if paid within 14 days	55.00	55.00	15/04/11	L
<b>Vehicle Clamping and Removal</b>				
Vehicle Immobilisation release fee	70.00	70.00	01/04/11	L
Vehicle Pound release fee (if clamped)	200.00	200.00	01/04/11	L
Disposal Fee	70.00	70.00	01/04/11	L
Vehicle Pound storage fee (per day)	40.00	40.00	01/04/11	L

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- S - An increase above inflation in line with a corporate saving plan

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# Communities and Resources Streetcare Services

(B) Charges determined by Committee

\*VAT inclusive

Income Source	Charges 2015/16 (from April 2015) £	Charges 2016/17 (from April 2016) £	Operative Date of Latest Notified Charge	Basis of Increase and Charging Policy
<b>TRAFFIC &amp; PARKING CONTROL (B):</b>				
<b>PARKING FACILITIES</b>				
<b>Romford Area Car Parks - Mixed Tariff</b>				
<b>Monday to Friday (Period Hours)</b>				
0 - 1	0.60 *	0.60 *	04/06/07	No Change/L
1 - 2	1.20 *	1.20 *	04/06/07	No Change/L
2 - 3	2.40 *	2.40 *	04/06/07	No Change/L
3 - 4	3.00 *	3.00 *	04/06/07	No Change/L
4 - 5	6.00 *	6.00 *	04/06/07	No Change/L
5 - 6	7.00 *	7.00 *	04/06/07	No Change/L
6 - 7	8.00 *	8.00 *	04/06/07	No Change/L
7 - 8	9.00 *	9.00 *	04/06/07	No Change/L
over 8	10.00 *	10.00 *	04/06/07	No Change/L
Lost Ticket	10.00 *	10.00 *	04/06/07	No Change/L
Solo Motorcycle	No Charge *	No Charge *	04/06/07	No Change/L
<b>Saturday (Period Hours)</b>				
0 - 1	1.20 *	1.20 *	04/06/07	No Change/L
1 - 2	2.40 *	2.40 *	04/06/07	No Change/L
2 - 3	2.60 *	2.60 *	04/06/07	No Change/L
3 - 4	3.00 *	3.00 *	04/06/07	No Change/L
4 - 5	6.00 *	6.00 *	04/06/07	No Change/L

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N - A nominal adjustment e.g. due to rounding of charge

S - An increase above inflation in line with a corporate saving plan

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## Communities and Resources Streetcare Services

(B) Charges determined by Committee

\*VAT inclusive

Income Source	Charges 2015/16 (from April 2015) £	Charges 2016/17 (from April 2016) £	Operative Date of Latest Notified Charge	Basis of Increase and Charging Policy
<b>Romford Area Car Parks - Mixed Tariff</b> (continued)				
<b>Saturday</b> (Period Hours)				
5 - 6	7.00 *	7.00 *	04/06/07	No Change/L
6 - 7	8.00 *	8.00 *	04/06/07	No Change/L
7 - 8	9.00 *	9.00 *	04/06/07	No Change/L
over 8	10.00 *	10.00 *	04/06/07	No Change/L
Lost Ticket	10.00 *	10.00 *	04/06/07	No Change/L
Solo Motorcycle	No Charge	No Charge	04/06/07	No Change/L
<b>Front of Town Hall</b> - First 20mins (Then variable as above)	0.20 *	0.20 *	04/06/07	No Change/L
<b>Market Place</b> (Non-market days)				
0 - 1	0.60 *	0.60 *	04/06/07	No Change/L
1 - 2	1.20 *	1.20 *	04/06/07	No Change/L
* <sup>1</sup> Pay by Phone Convenience Fee for transactions £1.00 and under £0.05	0.00 *	0.00 *	01/04/16	
* <sup>1</sup> Pay by Phone Convenience Fee for transactions over £1.00 £0.10	0.00 *	0.00 *	01/04/16	
<sup>1</sup> Pay by Phone Text Messages £0.10	0.00 *	0.00 *	01/04/11	
*Pay by Phone Convenience Fee 2015-16 was £0.20				
<sup>1</sup> This charge is levied by an external supplier and is not received by the Council. It is an independent service fee included here for transparency				

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## Communities and Resources Streetcare Services

(B) Charges determined by Committee

\*VAT inclusive

Income Source	Charges 2015/16 (from April 2015) £	Charges 2016/17 (from April 2016) £	Operative Date of Latest Notified Charge	Basis of Increase and Charging Policy
<b>Car Parks excluding Romford Area Car Parks - Mixed Tariff</b>				
<b>Monday to Friday (Period Hours)</b>				
0 - 30 minutes	No Charge *	No Charge *	27/04/15	No Change/L
0 - 2	1.00 *	1.00 *	27/04/15	No Change/L
2 - 3	2.00 *	2.00 *	01/04/15	No Change/L
3 - 4	3.00 *	3.00 *	01/04/15	No Change/L
4 - 5	4.00 *	4.00 *	07/02/10	No Change/L
5 - 6	5.00 *	5.00 *	07/02/10	No Change/L
6 - 7	6.00 *	6.00 *	07/02/10	No Change/L
7 - 8	7.00 *	7.00 *	07/02/10	No Change/L
8 - 12	8.00 *	8.00 *	07/02/10	No Change/L
Solo Motorcycles	No Charge	No Charge	07/02/10	No Change/L
6pm to 7am	No Charge	No Charge	07/02/10	No Change/L

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## Communities and Resources Streetcare Services

(B) Charges determined by Committee

\*VAT inclusive

Income Source	Charges 2015/16 (from April 2015) £	Charges 2016/17 (from April 2016) £	Operative Date of Latest Notified Charge	Basis of Increase and Charging Policy
<b>Long Stay Car Parks</b>				
<b>Marshalls</b>				
Weekdays (All day)	6.00 *	6.00 *	04/06/07	No Change/L
Saturdays (All day)	6.00 *	6.00 *	04/06/07	No Change/L
*1Pay by Phone Convenience Fee for transactions £1.00 and under £0.05	0.00 *	0.00 *	01/04/16	
*1Pay by Phone Convenience Fee for transactions over £1.00 £0.10	0.00 *	0.00 *	01/04/16	
*1Pay by Phone Text Messages £0.10	0.00 *	0.00 *	01/04/11	
*Pay by Phone Convenience Fee 2015-16 was £0.20				
*This charge is levied by an external supplier and is not received by the Council. It is an independent service fee included here for transparency				
<b>Season Tickets</b>				
<b>Romford Central Area</b>				
All car parks:				
Per quarter	200.00 *	200.00 *	01/02/12	No Change/L
Per month	70.00 *	70.00 *	01/02/12	No Change/L

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# Communities and Resources Streetcare Services

(B) Charges determined by Committee

\*VAT inclusive

Income Source	Charges 2015/16 (from April 2015) £	Charges 2016/17 (from April 2016) £	Operative Date of Latest Notified Charge	Basis of Increase and Charging Policy
<b>Season Tickets</b> (continued)				
<b>Outside Romford Central Area</b>				
5 Day season – Balgores Square:				
per quarter	200.00 *	200.00 *	04/06/08	No Change/L
per month	70.00 *	70.00 *	07/02/11	No Change/L
<b>All other car parks:</b>				
per quarter	150.00 *	155.00 *	01/04/16	S/L
per month	50.00 *	60.00 *	01/04/16	S/L
The Overnighter' (07:00 - 10:00 Mon-Fri/All day Sat-Sun) per month	30.00 *	30.00 *	01/02/12	No Change/L
<b>On Street Parking Meters and High Street Pay and Display</b>				
<b>Romford Town Centre</b> (Maximum Stay 2 hours)				
0 - 12 mins	0.20	0.20	07/02/11	No Change/L
12 mins - 30 mins	0.60	0.60	07/02/11	No Change/L
30 mins - 1 hour	1.00	1.00	07/02/11	No Change/L
1 hour - 1 hour 30 mins	1.60	1.60	07/02/11	No Change/L
1 hour 30 mins - 2 hours	2.00	2.00	07/02/11	No Change/L
<b>Outside Romford Town Centre</b> (Maximum Stay 3 hours)				
0 - 30 mins	No Charge	No Charge	06/04/15	No Change/L
0 - 2 hours	1.00	1.00	27/04/15	No Change/L
2 - 3 hours	2.00	2.00	06/04/15	No Change/L

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## Communities and Resources Streetcare Services

(B) Charges determined by Committee

\*VAT inclusive

Income Source	Charges 2015/16 (from April 2015) £	Charges 2016/17 (from April 2016) £	Operative Date of Latest Notified Charge	Basis of Increase and Charging Policy
<b>Controlled Parking Zones</b>				
Resident's parking permit (per annum)				
1st Permit per household	25.00	25.00	06/04/15	No Change/L
2nd Permit per household	50.00	50.00	06/04/15	No Change/L
3rd Permit per household	75.00	75.00	06/04/15	No Change/L
Resident's visitor permits (book of 10)	12.50	12.50	06/04/15	No Change/L
Casual permit per 2 hours	5.25	5.25	07/02/11	No Change/L
Business parking permits (per annum)	106.58	200.00	01/04/16	S/L
Commuter Bays (per annum)	450.00	500.00	01/04/16	S/L
Domestic Carer Permit (per annum)	36.00	40.00	01/04/16	S/L
Amendment to existing permit	22.50	25.50	01/04/16	S/L
Cancellation of permit	15.00	15.00	07/02/11	No Change/L
<b>Disc Parking Scheme and Other Miscellaneous Charges</b>				
Purchase of Disc (per annum)	36.00	36.00	07/02/11	No Change/L
Waiver	20.00	20.00	06/04/15	No Change/L
<b>Health and Homecare Permit</b> (per annum)	54.00	60.00	01/04/16	S/L
Amendment to existing permit	22.50	22.50	06/04/15	No Change/L
Cancellation of permit	15.00	15.00	07/02/11	No Change/L
<b>License Holder Car Parks</b> (per annum)	86.30 *	86.30 *	01/04/10	No Change/L

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## Communities and Resources Streetcare Services

(B) Charges determined by Committee

\*VAT inclusive

Income Source	Charges 2015/16 (from April 2015) £	Charges 2016/17 (from April 2016) £	Operative Date of Latest Notified Charge	Basis of Increase and Charging Policy
<b>Disabled Blue Badge</b> (per 3 years)	10.00	10.00	01/01/2012	No Change/L
<b>Car Parking in Parks and Open Spaces</b> Effective 01/04/2015 Maximum Stay 5 hours				
<b>Mon - Friday 8.00am to 6.30pm.</b>				
0 - 3 hours	0.20 *	0.20 *	01/04/2014	No Change/L
3 - 5 hours	0.50 *	0.50 *	01/04/2014	No Change/L
Saturdays, Sundays & Bank Holidays		Free		
Blue Badge holders (for up to 5 hours)		Free		

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## Final Additional Allocations for 2016/17 Capital Programme

Annex 1

Description	Original			Revised
	2016/17	Pre Allocations	Adjustments	2016/17
	£'000			
<b>Internally Funded Capital Programme (funded from receipts)</b>				
Cemeteries	160			160
Parks	560	-50	-10	500
Libraries	145		-15	130
Leisure	135		525	660
Street Environment	2,000			2,000
Education	0			0
Protection of Assets and Health and Safety	500			500
IT Infrastructure	1,000			1,000
Regeneration	100		-100	0
Disabled Facilities Grant (Council element only) (subject to confirmation of final grant figure and requirement for match funding)	300		-300	0
Capital Contingency	3,000		400	3,400
<b>Total Internally Funded Capital Programme</b>	<b>7,900</b>	<b>-50</b>	<b>500</b>	<b>8,350</b>

### Pre Allocations (2016/17 allocations brought forward to 2015/16)

#### **Parks, Libraries, Leisure & Cemeteries**

Harrow Lodge Park

50

A1911

Agreed via ED signed by Cllr Ramsey

Capital Scheme Name	Scheme Description	Project Manager	Dashboard User	Amount	Profiled Spend			Funding Sources		
				£	2016/17	2017/18	2018/19 and beyond	Capital Receipts £	Grants & S106 £	Other External £
	<b>Cemeteries</b>									
A1907 - Cemeteries Improvement Work	Crematorium - cremator brickwork full relines - £80,000 Cemeteries - fence and pathway repairs & renewals -£80,000	Louise Edmonds	Lee Macey / Ian Huff / Susan Verner	160,000	160,000			160,000		
				<b>160,000</b>	<b>160,000</b>	<b>0</b>	<b>0</b>	<b>160,000</b>	<b>0</b>	<b>0</b>

Capital Scheme Name	Scheme Description	Project Manager	Dashboard User	Amount	Profiled Spend			Funding Sources		
				£	2016/17	2017/18	2018/19 and beyond	Capital Receipts £	Grants & S106 £	Other External £
<b>Parks</b>	<b>Parks</b>									
Langtons	Langtons Gardens Restoration Programme	Martin Stanton	Martin Stanton	100,000	100,000			100,000		
Haynes Park	Investment	Martin Stanton	Martin Stanton	40,000	40,000			40,000		
Coronation Gardens	Landscaping and signage	Nigel Oxley	Nigel Oxley	70,000	70,000			70,000		
Rise Park	Investment	Martin Stanton	Martin Stanton	80,000	80,000			80,000		
Play areas	Equipment investment	Martin Stanton	Martin Stanton	40,000	40,000			40,000		
Parks	Investment programme 2016-17	Martin Stanton	Martin Stanton	50,000	50,000			50,000		
Heritage buildings	Investment	Nigel Oxley	Nigel Oxley	40,000	40,000			40,000		
Allotments	Investment	Martin Stanton	Martin Stanton	10,000	10,000			10,000		
Green Flag Parks	Investment	Martin Stanton	Martin Stanton	40,000	40,000			40,000		
Public rights of way	Improvements	Martin Stanton	Martin Stanton	10,000	10,000			10,000		
War Memorials	Investment	Nigel Oxley	Nigel Oxley	20,000	20,000			20,000		
				<b>500,000</b>	<b>500,000</b>	<b>0</b>	<b>0</b>	<b>500,000</b>	<b>0</b>	<b>0</b>

Capital Scheme Name	Scheme Description	Project Manager	Dashboard User	Amount	Profiled Spend			Funding Sources		
				£	2016/17	2017/18	2018/19 and beyond	Capital Receipts £	Grants & S106 £	Other External £
<b>Libraries</b>										
Libraries flooring	Floor replacement	Nicky Dunne	Nicky Dunne	20,000	20,000			20,000		
Libraries car parks	Repairs	Nicky Dunne	Nicky Dunne	10,000	10,000			10,000		
Libraries CCTV	CCTV replacement	Nicky Dunne	Nicky Dunne	30,000	30,000			30,000		
South Hornchurch Portacabin	Portacabin maintenance	Nicky Dunne	Nicky Dunne	10,000	10,000			10,000		
Libraries redecoration	Redecoration of libraries	Nicky Dunne	Nicky Dunne	20,000	20,000			20,000		
Library Book Fund	Book Fund	Nicky Dunne	Nicky Dunne	40,000	40,000			40,000		
				<b>130,000</b>	<b>130,000</b>	<b>0</b>	<b>0</b>	<b>130,000</b>	<b>0</b>	<b>0</b>

Capital Scheme Name	Scheme Description	Project Manager	Dashboard User	Amount	Profiled Spend			Funding Sources		
				£	2016/17	2017/18	2018/19 and beyond	Capital Receipts £	Grants & S106 £	Other External £
<b>Leisure</b>										
Queen's Theatre - Fire Alarm Replacement	Fire Alarm replacement	Guy Selfe	Guy Selfe	100,000	100,000			100,000		
Fairkytes Refurbishments	Refurbishment	Guy Selfe	Guy Selfe	30,000	30,000			30,000		
Queen's Theatre - Conditions Survey	Condition Survey	Guy Selfe	Guy Selfe	10,000	10,000			10,000		
Leisure Centre - 2016/17 Investment Programme	Investment	Guy Selfe	Guy Selfe	520,000	520,000			520,000		
				<b>560,000</b>	<b>560,000</b>	<b>0</b>	<b>0</b>	<b>560,000</b>	<b>0</b>	<b>0</b>

Capital Scheme Name	Scheme Description	Project Manager	Dashboard User	Amount	Profiled Spend			Funding Sources		
				£	2016/17	2017/18	2018/19 and beyond	Capital Receipts £	Grants & S106 £	Other External £
<b>Street Environment</b>										
<b>Highways</b>										
Highways - carriageway works	A selection of carriageway renewal / resurfacing schemes following condition survey assessments	Chris Layton	Austen Gunn	500,000	500,000			500,000		
Highways - Footway works	A selection of footway renewal / resurfacing schemes following condition survey assessments	Chris Layton	Austen Gunn	600,000	600,000			600,000		
Highways - footway micro asphalt works programme	Aselection of footway resurfacing schemes following condition survey assessments	Chris Layton	Austen Gunn	250,000	250,000			250,000		
Anti skid replacement	Anti skid replacement at selected locations following survey	Chris Layton	Austen Gunn	30,000	30,000			30,000		
Shopping centre enhancements	Small scale shopping centre footway enhancements	Chris Layton	Austen Gunn	80,000	80,000			80,000		
<b>Street Lighting</b>										
Street Lighting - Structural testing replacements	Structual testing replacements	Chris Layton	Chris Layton	80,000	80,000			80,000		
Street Lighting - Lamp Column replacements	Cast Iron / Concrete Lamp column replacements	Chris Layton	Chris Layton	70,000	70,000			70,000		
Street Lighting - Lamp Column painting	Lamp column painting	Chris Layton	Chris Layton	10,000	10,000			10,000		
<b>Environment</b>										
Environment - Litter Bins and Cleansing initiatives	Litter bins & Cleansing initiatives	Paul Ellis	Maria Smart	50,000	50,000			50,000		
Environment - Shrub bed replacements	Highway shrub bed replacements	Paul Ellis	Maria Smart	50,000	50,000			50,000		
Environment - Grassed conversions upgrades	Highway grassed conversions upgrades	Chris Layton	Maria Smart	70,000	70,000			70,000		
Environment - Dangerous Tree replacements	Dangerous Tree replacements	Paul Ellis	Maria Smart	50,000	50,000			50,000		

Capital Scheme Name	Scheme Description	Project Manager	Dashboard User	Amount	Profiled Spend			Funding Sources		
				£	2016/17	2017/18	2018/19 and beyond	Capital Receipts £	Grants & S106 £	Other External £
<b>Street Environment</b>										
<b>Waste Initiatives</b>										
Waste Storage Facilities	Waste storage facilities	Paul Ellis	Lisa Foster	25,000	25,000			25,000		
Fly Tip prevention initiatives	Fly tip prevention initiative	Paul Ellis	Trevor Rockliff	35,000	35,000			35,000		
<b>Parking</b>										
Car Park refurbishments	Car Park refurbishments	David Pritchard	Lorraine Delahunty	75,000	75,000			75,000		
Parking Traffic Management Order Upgrades	Parking Traffic Management Order upgrades	David Pritchard	Lorraine Delahunty	25,000	25,000			25,000		
				<b>2,000,000</b>	<b>2,000,000</b>	<b>0</b>	<b>0</b>	<b>2,000,000</b>	<b>0</b>	<b>0</b>

Capital Scheme Name	Scheme Description	Project Manager	Dashboard User	Amount	Profiled Spend			Funding Sources		
				£	2016/17	2017/18	2018/19 and beyond	Capital Receipts £	Grants & S106 £	Other External £
<b>Health &amp; Safety</b>										
Corporate Buildings - Replacement of safety film to glass	Works to renew existing safety film applied to glass in corporate buildings to address results of recent survey following accident to a minor	Terry Yallop		100,000	100,000			100,000		
Corporate Buildings - Water hygiene works	Ongoing programme of works to water installations to address legionella risk	Lynn Portway	Sue Wilks	75,000	75,000			75,000		
Mercury House - external repairs	External concrete repairs and replacement of brick slips	Terry Yallop		125,000	125,000			125,000		
Corporate Buildings - Capital Enhancement works	Capital works to identify priority items identified from building condition surveys	Terry Yallop		100,000	100,000			100,000		
Health & Safety Capital bids 2016/17	Central bidding pot for all services to submit funding requests for exceptional items, usually equipment for which there is no funding within their service.	Sue Wilks		100,000	100,000			100,000		
				<b>500,000</b>	<b>500,000</b>	<b>0</b>	<b>0</b>	<b>500,000</b>	<b>0</b>	<b>0</b>

Capital Scheme Name	Scheme Description	Project Manager	Dashboard User	Amount	Profiled Spend			Funding Sources		
				£	2016/17	2017/18	2018/19 and beyond	Capital Receipts £	Grants & S106 £	Other External £
<b>IT Infrastructure</b>										
Upgrade of existing IT infrastructure and Cloud Migration	Refresh of existing infrastructure and cloud migrations	Daniel Pluck	John Friend, Julia Blow, Geoff Connell, Daniel Matthews	1,000,000	1,000,000			1,000,000		
				<b>1,000,000</b>	<b>1,000,000</b>	<b>0</b>	<b>0</b>	<b>1,000,000</b>	<b>0</b>	<b>0</b>

Capital Scheme Name	Scheme Description	Project Manager	Dashboard User	Amount	Profiled Spend			Funding Sources		
				£	2016/17	2017/18	2018/19 and beyond	Capital Receipts £	Grants & S106 £	Other External £
Housing GF										
Disabled facilities Grant 2016/17	Allocations of grants to allow works to be undertaken to various properties	Keith Andrews		829,000	829,000				829,000	
				829,000	829,000	0	0	0	829,000	0

\* Please note the Disabled Facilities Grant is an indicative figure as the 2016/17 Grant is not yet known

Capital Scheme Name	Scheme Description	Project Manager	Dashboard User	Amount	Profiled Spend			Funding Sources		
				£	2016/17	2017/18	2018/19 and beyond	Capital Receipts £	Grants & S106 £	Other External £
<b>Capital Contingency</b>										
A2016 - Capital Contingency	Traditionally total capital expenditure (included all externally funded schemes) is around £60m. It is proposed to establish a capital contingency, at 5% to allow for new priorities emerging. It is proposed that the release of this contingency is delegated to the Deputy Chief Executive Communities and Resources	Mike Board		3,400,000	1,400,000	1,000,000	1,000,000	3,400,000		
				<b>3,400,000</b>	<b>1,400,000</b>	<b>1,000,000</b>	<b>1,000,000</b>	<b>3,400,000</b>	<b>0</b>	<b>0</b>

Capital Scheme Name	Scheme Description	Project Manager	Dashboard User	Amount £	Profiled Spend			Funding Sources		
					2016/17	2017/18	2018/19 and beyond	Capital Receipts £	Grants & S106 £	Other External £
<b>TFL</b>										
<b>Corridors and Neighbourhoods</b>										
Bus Stop Accessibility	Various schemes	TBD		80,000	80,000				80,000	
Cycling investment	Various schemes	TBD		190,000	190,000				190,000	
Packages to Support Traffic Reduction and Air Quality	Improvements to Air Quality	TBD		25,000	25,000				25,000	
Casualty Reduction Package	Various schemes	TBD		359,000	359,000				359,000	
Smoothing Traffic Flow Schemes	Various schemes	TBD		515,000	515,000				515,000	
Climate Change and Resilience	Energy Efficient Street lighting	TBD		50,000	50,000				50,000	
Romford, London Riverside, Hornchurch and Harold Hill	Various schemes	TBD		650,000	650,000				650,000	
Other	Taxi Rank Provision Review	TBD		10,000	10,000				10,000	
<b>Local Transport Fund</b>										
Local Transport Fund	Smoothing Traffic Flows - Drill roundabout Implementation	TBD		100,000	100,000				100,000	
<b>Principal Road Maintenance</b>										
Principal Road Maintenance	Principal Roads	TBD		479,000	479,000				479,000	
<b>Major Schemes</b>										
Major Schemes - Beam Park	Beam Park	TBD		498,000	498,000				498,000	
				<b>2,956,000</b>	<b>2,956,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,956,000</b>	<b>0</b>

Capital Scheme Name	Scheme Description	Project Manager	Dashboard User	Amount	Profiled Spend			Funding Sources		
				£	2016/17	2017/18	2018/19 and beyond	Capital Receipts £	Grants & S106 £	Other External £
<b>Adults</b>										
<b>New Schemes (approved via a January 2016 ED)</b>										
Ullswater Way Project	Assistive Technology funding	TBD	TBD	10,000	10,000				10,000	
79 & 81 Maybank Road Refurbishment Programme	Refurbishment of 79 &81 Maybank Road	TBD	TBD	22,000	22,000				22,000	
Broxhill Sports Pitch	Contribution to underpin Community Facilities	TBD	TBD	300,000	300,000				300,000	
Mobile working solutions - Purchase of Equipment	Purchase of laptops and tablet devices to support staff in working more flexibly	TBD	TBD	120,000	120,000				120,000	
Refurbishment of Yewtree Resource Centre	Dementia services moving to Yewtree (partnership with NELFT) - including fencing replacement on roadway	TBD	TBD	106,000	106,000				106,000	
Capital Works Grants -various NELFT sites in preparation for co-location of teams	ASC (community teams) are co-located to NELFT NHS sites from December 2015 to March 2016. Capital works required to ensure sufficient space for ASC staff.	TBD	TBD	35,000	35,000				35,000	
ICT capital costs associated with Care Act 2014	To ensure compliance with Care Act requirements: - NHS number integration software £100k - - Mobile working (including technical infrastructure - £72k - New deferred payments national scheme (SWIFT/ORACLE) - £9k	TBD	TBD	181,000	181,000				181,000	
Website design - I&A	Website design and associated work using word press	TBD	TBD	20,000	20,000				20,000	
Provider Portal	Portal provider	TBD	TBD	55,213	55,213				55,213	
Northgate Software costs	Creation of portal	TBD	TBD	8,289	8,289				8,289	
Furniture for JAD team	Furniture for office refurbishment.	TBD	TBD	30,000	30,000				30,000	

Capital Scheme Name	Scheme Description	Project Manager	Dashboard User	Amount	Profiled Spend			Funding Sources		
				£	2016/17	2017/18	2018/19 and beyond	Capital Receipts £	Grants & S106 £	Other External £
<b>Adults</b>										
<b>Schemes already approved in previous ED</b>										
FACE -IT Licences Service Improvement, including new Northgate functionality	IT Licences Service Improvement, £25k annual ongoing cost will be needed 16/17 onwards Authorised via separate ED	TBD	TBD	43,800	43,800				43,800	
Upminster Crematorium Café	Extension of facilities and on-going employment of Supported Workers ED already raised	TBD	TBD	85,000	85,000				85,000	
Integrated Localities - Equipment	Hardware & software licencing	TBD	TBD	52,706	52,706				52,706	
<b>Unallocated Funds and not yet approved</b>										
Unallocated to be spent on 16/17 onwards	Various Schemes - Not yet agreed	TBD	TBD	441,588	441,588				441,588	
2016/17 - assumed to be the same allocation as 2015/16	Various Schemes - Not yet agreed	TBD	TBD	560,000	560,000				560,000	
				<b>2,070,596</b>	<b>2,070,596</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,070,596</b>	<b>0</b>

Capital Scheme Name	Scheme Description	Project Manager	Dashboard User	Amount	Profiled Spend			Funding Sources		
				£	2016/17	2017/18	2018/19 and beyond	Capital Receipts £	Grants & S106 £	Other External £
<b>2016/17</b>										
Marshall's Park - Flat Roof Covering	Marshall's Park - Flat Roof Covering	Gary Moreland		250,000	250,000				250,000	
Marshall's Park - DH&C Water Works	Marshall's Park - DH&C Water Works	Gary Moreland		250,000	250,000				250,000	
Dame Tipping - Replace Demountables	Dame Tipping - Replace Demountables	Gary Moreland		500,000	500,000				500,000	
Langtons Infants - Flat & Tiled Roof works	Langtons Infants - Flat & Tiled Roof works	Gary Moreland		75,000	75,000				75,000	
Mead - Distribution Boards	Mead - Distribution Boards	Gary Moreland		75,000	75,000				75,000	
Royal Liberty - Electrical Upgrade phase 2	Royal Liberty - Electrical Upgrade phase 2	Gary Moreland		100,000	100,000				100,000	
Oglethorpe - Flat Roof (next phase)	Oglethorpe - Flat Roof (next phase)	Gary Moreland		75,000	75,000				75,000	
Oglethorpe - Distribution	Oglethorpe - Distribution	Gary Moreland		30,000	30,000				30,000	
Mitchell - Flat Roof Covering	Mitchell - Flat Roof Covering	Gary Moreland		75,000	75,000				75,000	
Clockhouse School - Replacement Roof x2	Clockhouse School - Replacement Roof x2	Gary Moreland		150,000	150,000				150,000	
Harold Wood - Roof (final phase)	Harold Wood - Roof (final phase)	Gary Moreland		75,000	75,000				75,000	
St Peters - Drainage	St Peters - Drainage	Gary Moreland		75,000	75,000				75,000	
RJ Mitchell - Replace Phone entry system	RJ Mitchell - Replace Phone entry system	Gary Moreland		30,000	30,000				30,000	
Parsonage - Upgrade Gas Meters	Parsonage - Upgrade Gas Meters	Gary Moreland		20,000	20,000				20,000	
Langtons - Upgrade Gas Meters	Langtons - Upgrade Gas Meters	Gary Moreland		20,000	20,000				20,000	
Wykeham - Flat roof covering	Wykeham - Flat roof covering	Gary Moreland		75,000	75,000				75,000	
Mead - Flat Roof (next phase)	Mead - Flat Roof (next phase)	Gary Moreland		75,000	75,000				75,000	
Gidea Park - Gas Meter	Gidea Park - Gas Meter	Gary Moreland		20,000	20,000				20,000	

Capital Scheme Name	Scheme Description	Project Manager	Dashboard User	Amount	Profiled Spend			Funding Sources		
				£	2016/17	2017/18	2018/19 and beyond	Capital Receipts £	Grants & S106 £	Other External £
<b>2016/17</b>										
Hildene - Flat Roof Covering	Hildene - Flat Roof Covering	Gary Moreland		75,000	75,000				75,000	
ClockhouseInfants - Pipework and Emitters	ClockhouseInfants - Pipework and Emitters	Gary Moreland		200,000	200,000				200,000	
RJ Mitchell - Modernise Lighting	RJ Mitchell - Modernise Lighting	Gary Moreland		35,000	35,000				35,000	
Newtons - Windows	Newtons - Windows	Gary Moreland		50,000	50,000				50,000	
Whybridge Infants - Hall Lighting	Whybridge Infants - Hall Lighting	Gary Moreland		30,000	30,000				30,000	
Scargill Junior - Windows	Scargill Junior - Windows	Gary Moreland		50,000	50,000				50,000	
Harold Court - Windows (next phase)	Harold Court - Windows (next phase)	Gary Moreland		75,000	75,000				75,000	
Mead - Windows (next phase)	Mead - Windows (next phase)	Gary Moreland		50,000	50,000				50,000	
Oglethorpe - Windows	Oglethorpe - Windows	Gary Moreland		50,000	50,000				50,000	
Whybridge Junior - Flat roof covering	Whybridge Junior - Flat roof covering	Gary Moreland		75,000	75,000				75,000	
Langtons infants - Refurbish Dinning room	Langtons infants - Refurbish Dinning room	Gary Moreland		100,000	100,000				100,000	
Brady Primary - Fire Alarm	Brady Primary - Fire Alarm	Gary Moreland		40,000	40,000				40,000	
Marshall's Lake - Desilt & Urgent Works	Marshall's Lake - Desilt & Urgent Works	Gary Moreland		100,000	100,000				100,000	
Mead - Flock Asbestos Removal	Mead - Flock Asbestos Removal	Gary Moreland		200,000	200,000				200,000	
Oglethorpe - Flock Asbestos Removal	Oglethorpe - Flock Asbestos Removal	Gary Moreland		200,000	200,000				200,000	
				<b>3,300,000</b>	<b>3,300,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3,300,000</b>	<b>0</b>

\* If 2016/17 grant is different from 2015/16 grant the programme will be adjusted accordingly



## CABINET

10 FEBRUARY 2016

Subject Heading:

**Treasury Management Strategy Statement, Prudential Indicators and Minimum Revenue Provision Statement for 2016/17**

Cabinet Member:

**Cllr Clarence Barrett**

CMT Lead:

**Andrew Blake-Herbert**

Report Author and contact details:

Mark White  
Capital & Treasury Manager  
01708 433624

Policy context:

The Council is required to formally approve the Treasury Management Strategy Statement, Prudential Indicators and the Minimum Revenue Provision Statement following recommendation from Cabinet

Financial summary:

There are no direct financial implications from the strategy. Treasury management activities are considered as part of the overall budget strategy.

Is this a Key Decision?

No

Is this a Strategic Decision?

Yes

When should this matter be reviewed?

Bi-Annually

Reviewing OSC:

Audit Committee

**The subject matter of this report deals with the following Council Objectives**

Havering will be clean and its environment will be cared for	[X]
People will be safe, in their homes and in the community	[X]
Residents will be proud to live in Havering	[X]

## **SUMMARY**

In February 2011 the Authority adopted the Chartered Institute of Public Finance and Accountancy's *Treasury Management in the Public Services: Code of Practice 2011 Edition* (the CIPFA Code) which requires the Authority to approve a treasury management strategy before the start of each financial year.

In addition, the Department for Communities and Local Government (CLG) issued revised Guidance on Local Authority Investments in March 2010 that requires the Authority to approve an investment strategy before the start of each financial year.

This report fulfils the Authority's legal obligation under the Local Government Act 2003 to have regard to both the CIPFA code and CLG guidance. The Council is also required to receive and approve, as a minimum, three main reports each year, which incorporate a variety of policies, estimates and actuals.

**Treasury Management Strategy Statement** (This report) - The first, and most important report covers:

- The borrowing and investment strategies
- Treasury Management indicators
- Prudential Indicators
- a Minimum Revenue Provision Policy (how residual capital expenditure is charged to revenue over time)

**Mid Year Treasury Review** – This will provide an update on the prudential and treasury indicators and will include information on the current treasury position.

**An Annual Treasury Report** – This provides details of a selection of actual prudential and treasury indicators and actual treasury operations compared to the estimates within the strategy.

## **RECOMMENDATIONS**

That Cabinet **approve**:

1. The Treasury Management Strategy Statement (TMSS)
2. The Prudential Indicators set out in **Appendix B** of this report
3. The Annual Minimum Revenue Provision statement for 2016/17 set out in **Appendix C** of this report

**REPORT DETAIL**

**Introduction**

1.1 CIPFA defines treasury management as:

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

1.2 The Council is required to operate a balanced budget, which broadly means that cash received during the year will meet cash expenditure. Part of the treasury management operation is to ensure that this cash flow is adequately planned, with cash being available when it is needed. Surplus monies are invested in low risk counterparties or instruments commensurate with the Council’s low risk appetite, providing adequate liquidity initially before considering investment return.

1.3 The second main function of the treasury management service is the funding of the Council’s capital plans. These capital plans provide a guide to the borrowing need of the Council, essentially the longer term cash flow planning to ensure that the Council can meet its capital spending obligations. This management of longer term cash may involve arranging long or short term loans, or using longer term cash flow surpluses. On occasion any debt previously drawn down may be restructured to meet Council risk or cost objectives.

**Local Context**

2.1 The Authority currently has £210m of Long Term borrowing and £227m of investments. This is set out in further detail at **Appendix A**. Forecast changes in these sums are shown in the balance sheet analysis in table 1 below

**Table 1: Balance Sheet Summary and Forecast**

	<b>31.3.15 Actual £m</b>	<b>31.3.16 Estimate £m</b>	<b>31.3.17 Estimate £m</b>	<b>31.3.18 Estimate £m</b>	<b>31.3.19 Estimate £m</b>
General Fund CFR	62	60	59	57	56
HRA CFR	175	175	192	209	209
<b>Total CFR</b>	<b>237</b>	<b>235</b>	<b>251</b>	<b>266</b>	<b>265</b>
Less: Other long-term liabilities *	-1	0	0	0	0
<b>Borrowing CFR</b>	<b>236</b>	<b>235</b>	<b>251</b>	<b>266</b>	<b>265</b>
Less: External borrowing **	-210	-210	-210	-210	-210

<b>Internal borrowing</b>	<b>26</b>	<b>25</b>	<b>41</b>	<b>56</b>	<b>55</b>
Less: Usable reserves	-171	-175	-142	-115	-96
Less: Working capital	-14	-14	-14	-14	-14
<b>Investments</b>	<b>159</b>	<b>164</b>	<b>115</b>	<b>73</b>	<b>55</b>

\* finance leases and PFI liabilities that form part of the Authority's debt

\*\* shows only loans to which the Authority is committed and excludes optional refinancing

- 2.2 The underlying need to borrow for capital purposes is measured by the Capital Financing Requirement (CFR), while usable reserves and working capital are the underlying resources available for investment. The Authority's current strategy is to maintain borrowing and investments below their underlying levels, sometimes known as internal borrowing, subject to holding a minimum investment balance of £30m.
- 2.3 The Authority has a decreasing GF CFR due to the Authority's decision to fund its capital programme through the use of receipts and external grants rather than through prudential borrowing. The HRA CFR however is set to increase up to its maximum borrowing headroom to finance new building works.
- 2.4 CIPFA's *Prudential Code for Capital Finance in Local Authorities* recommends that the Authority's total debt should be lower than its highest forecast CFR over the next three years. Table 1 shows that the Authority expects to comply with this recommendation during 2016/17 and the following 3 years.

### **Borrowing Strategy**

- 3.1 The Authority currently holds £210 million of long term loans, as part of its strategy for funding previous years' capital programmes. The balance sheet forecast in table 1 above, shows that the Authority does not expect to need to borrow externally in 2016/17. The Council's cash holding will reduce over time in order to finance the Council's proposal to fund Regeneration and Development projects from prudential borrowing. Decisions over the need for external borrowing as opposed to increasing the amount of internal borrowing will be continually assessed and will depend on current market conditions. For the purposes of preparing the TM indicators it is assumed that the provision for Regeneration and Development schemes totalling £100m will give rise to a cashflow of £20m per year over five years.
- 3.2 The Authority's chief objective when borrowing money is to strike an appropriately low risk balance between securing low interest costs and achieving cost certainty over the period for which funds are required. The flexibility to renegotiate loans should the Authority's long-term plans change is a secondary objective.
- 3.3 Given the significant cuts to public expenditure and in particular to local government funding, the Authority's borrowing strategy continues to

address the key issue of affordability without compromising the longer-term stability of the debt portfolio. With short-term interest rates currently much lower than long-term rates, it is likely to be more cost effective in the short-term to either use internal resources, or to borrow short-term loans instead.

- 3.4 By doing so, the Authority is able to reduce net borrowing costs (despite foregone investment income) and reduce overall treasury risk. Whilst such a strategy is most likely to be beneficial over the next 2-3 years as official interest rates remain low, it is unlikely to be sustained in the medium-term. The benefits of internal borrowing will be monitored regularly against the potential for incurring additional costs by deferring borrowing into future years when long-term borrowing rates are forecast to rise. Arlingclose (the treasury management advisers) will assist the Authority with this 'cost of carry' and breakeven analysis. Its output may determine whether the Authority borrows additional sums at long-term fixed rates in 2016/17 with a view to keeping future interest costs low, even if this causes additional cost in the short-term.
- 3.5 In addition, the Authority may borrow short-term loans (normally for up to one month) to cover unexpected cash flow shortages. The approved sources of long-term and short-term borrowing are:
- Public Works Loan Board (or its successor body)
  - UK local authorities
  - any institution approved for investments (see below)
  - any other bank or building society authorised to operate in the UK
  - UK public and private sector pension funds
  - capital market bond investors
  - UK Municipal Bonds Agency PLC and other special purpose companies created to enable local authority bond issues.
- 3.6 The Authority has previously raised the majority of its long-term borrowing from the Public Works Loan Board, but it continues to investigate other sources of finance, such as local authority loans and bank loans, that may be available at more favourable rates.
- 3.7 The Authority holds a £7m LOBO (Lender's Option Borrower's Option) loan where the lender has the option to propose an increase in the interest rate at set dates, following which the Authority has the option to either accept the new rate or to repay the loan at no additional cost. The LOBO has this option again during 2016/17, and although the Authority understands that lenders are unlikely to exercise their options in the current low interest rate environment, there remains an element of refinancing risk. The Authority may take the option to repay LOBO loans at no cost if it has the opportunity to do so.
- 3.8 Short-term and variable rate loans leave the Authority exposed to the risk of short-term interest rate rises and are therefore subject to the limit on the net exposure to variable interest rates in the treasury management indicators below.

- 3.9 Debt Rescheduling, The PWLB allows authorities to repay loans before maturity and either pay a premium or receive a discount according to a set formula based on current interest rates. Some bank lenders may also be prepared to negotiate premature redemption terms. The Authority may take advantage of this and replace some loans with new loans, or repay loans without replacement, where this is expected to lead to an overall saving or reduction in risk.

### **Investment Strategy**

- 4.1 The Authority holds significant invested funds, representing income received in advance of expenditure plus balances and reserves held. In the past 12 months, the Authority's investment balance has ranged between £159 and £231 million, and similar levels are expected to be maintained in the forthcoming year.
- 4.2 Both the CIPFA Code and the CLG Guidance require the Authority to invest its funds prudently, and to have regard to the security and liquidity of its investments before seeking the highest rate of return, or yield. The Authority's objective when investing money is to strike an appropriate balance between risk and return, minimising the risk of incurring losses from defaults and the risk of receiving unsuitably low investment income.
- 4.3 The Authority may invest its surplus funds with any counterparty meeting the criteria in table 2 below, subject to the cash and time limits shown. Any new type of investment or any investment with a new counterparty is subject to a strict scrutiny process from Senior Finance and approval from the Director of Communities and Resources prior to any investments being made.

**Table 2: Approved Investment Counterparties**

Credit Rating	Banks Unsecured*	Banks Secured*	Government	Corporates	Registered Providers
UK Govt	n/a	n/a	£ Unlimited 50 years	n/a	n/a
AAA	£10% 5 years	£10% 20 years	£10% 50 years	£5% 20 years	£5% 20 years
AA+	£10% 5 years	£10% 10 years	£10% 25 years	£5% 10 years	£5% 10 years
AA	£10% 4 years	£10% 5 years	£10% 15 years	£5% 5 years	£5% 10 years
AA-	£10% 3 years	£10% 4 years	£10% 10 years	£5% 4 years	£5% 10 years
A+	£10% 2 years	£10% 3 years	£5% 5 years	£5% 3 years	£5% 5 years
A	£10% 13 months	£10% 2 years	£5% 5 years	£5% 2 years	£5% 5 years
A-	£10% 6 months	£10% 13 months	N/A	£5% 13 months	£5% 5 years
BBB+	£5% 100 days	£5% 6 months	N/A	£2.5% 6 months	£2.5% 2 years
BBB or BBB-	£5% next day only	£5% 100 days	N/A	n/a	n/a

None	£1m 6 months	N/A	N/A	£50,000 5 years	£5% 5 years
Pooled funds	£10% per fund				

**This table must be read in conjunction with the notes below**

Cash Limits are set as a percentage of the overall balance of the Council's investments as determined at the start of the month or more frequently if required.

\*The combined secured and unsecured investments in any one bank will not exceed the cash limit for secured investments.

**Credit Rating:** Investment decisions are made by reference to the lowest published long-term credit rating from Fitch, Moody's or Standard & Poor's. Where available, the credit rating relevant to the specific investment or class of investment is used, otherwise the counterparty credit rating is used.

**Banks Unsecured:** Accounts, deposits, certificates of deposit and senior unsecured bonds with banks and building societies, other than multilateral development banks. These investments are subject to the risk of credit loss via a bail-in should the regulator determine that the bank is failing or likely to fail.

**Banks Secured:** Covered bonds, reverse repurchase agreements and other collateralised arrangements with banks and building societies. These investments are secured on the bank's assets, which limits the potential losses in the unlikely event of insolvency, and means that they are exempt from bail-in. Where there is no investment specific credit rating, but the collateral upon which the investment is secured has a credit rating, the highest of the collateral credit rating and the counterparty credit rating will be used to determine cash and time limits.

**Government:** Loans, bonds and bills issued or guaranteed by national governments, regional and local authorities and multilateral development banks. These investments are not subject to bail-in, and there is an insignificant risk of insolvency. Investments with the UK Central Government may be made in unlimited amounts for up to 50 years.

**Corporates:** Loans, bonds and commercial paper issued by companies other than banks and registered providers. These investments are not subject to bail-in, but are exposed to the risk of the company going insolvent. Loans to unrated companies will only be made as part of a diversified pool in order to spread the risk widely.

**Registered Providers:** Loans and bonds issued by, guaranteed by or secured on the assets of Registered Providers of Social Housing, formerly known as Housing Associations. These bodies are tightly regulated by the Homes and Communities Agency and, as providers of public services they retain a high likelihood of receiving government support if needed.

**Pooled Funds:** Shares in diversified investment vehicles consisting of the any of the above investment types, plus equity shares and property. These funds have the advantage of providing wide diversification of investment risks, coupled with the services of a professional fund manager in return for a fee. Short-term Money Market Funds that offer same-day liquidity and very low or no volatility will be used as an alternative to instant access bank accounts, while pooled funds whose value changes with market prices and/or have a notice period will be used for longer investment periods.

Bond, equity and property funds offer enhanced returns over the longer term, but are more volatile in the short term. These allow the Authority to diversify into asset classes other than cash without the need to own and manage the underlying investments. Because these funds have no defined maturity date, but are available for withdrawal after a notice period, their performance and continued suitability in meeting the Authority's investment objectives will be monitored regularly.

**Risk Assessment and Credit Ratings:** Credit ratings are obtained and monitored by the Authority's treasury advisers, who will notify changes in ratings as they occur. Where an entity has its credit rating downgraded so that it fails to meet the approved investment criteria then:

- no new investments will be made,
- any existing investments that can be recalled or sold at no cost will be, and
- full consideration will be given to the recall or sale of all other existing investments with the affected counterparty.

Where a credit rating agency announces that a credit rating is on review for possible downgrade (also known as "rating watch negative" or "credit watch negative") so that it may fall below the approved rating criteria, then only investments that can be withdrawn [on the next working day] will be made with that organisation until the outcome of the review is announced. This policy will not apply to negative outlooks, which indicate a long-term direction of travel rather than an imminent change of rating.

**Other Information on the Security of Investments:** The Authority understands that credit ratings are good, but not perfect, predictors of investment default. Full regard will therefore be given to other available information on the credit quality of the organisations in which it invests, including credit default swap prices, financial statements, information on potential government support and reports in the quality financial press. No investments will be made with an organisation if there are substantive doubts about its credit quality, even though it may meet the credit rating criteria.

When deteriorating financial market conditions affect the creditworthiness of all organisations, as happened in 2008 and 2011,

this is not generally reflected in credit ratings, but can be seen in other market measures. In these circumstances, the Authority will restrict its investments to those organisations of higher credit quality and reduce the maximum duration of its investments to maintain the required level of security. The extent of these restrictions will be in line with prevailing financial market conditions. If these restrictions mean that insufficient commercial organisations of high credit quality are available to invest the Authority's cash balances, then the surplus will be deposited with the UK Government, via the Debt Management Office or invested in government treasury bills for example, or with other local authorities. This will cause a reduction in the level of investment income earned, but will protect the principal sum invested.

All eligible counterparties and new types of investments will be discussed prior to their use by the Lead Member, Group Director of Communities and Resources and other senior finance officers where the appropriateness and security of the investment will be assessed. Any counterparties or investments that fail to meet to approval of the group will not be used despite meeting the investment strategy criteria.

**4.4 Specified Investments:** The CLG Guidance defines specified investments as those:

- denominated in pound sterling,
- due to be repaid within 12 months of arrangement,
- not defined as capital expenditure by legislation, and
- invested with one of:
  - o the UK Government,
  - o a UK local authority, parish council or community council,
  - o a body or investment scheme of "high credit quality".

The Authority defines "high credit quality" organisations and securities as those having a credit rating of BBB+ or higher that are domiciled in the UK or a foreign country with a sovereign rating of AA+ or higher. For money market funds and other pooled funds "high credit quality" is defined as those having a credit rating of A- or higher.

**4.5 Non-specified Investments:** Any investment not meeting the definition of a specified investment is classed as non-specified. The Authority does not intend to make any investments denominated in foreign currencies, nor any that are defined as capital expenditure by legislation, such as company shares. Non-specified investments will therefore be limited to long-term investments, i.e. those that are due to mature 12 months or longer from the date of arrangement, and investments with bodies and schemes not meeting the definition on high credit quality. Limits on non-specified investments are shown in table 3 below.

**Table 3: Non-Specified Investment Limits**

	Cash limit
Total long-term investments	£75m
Total investments without credit ratings or rated below [BBB+]	£20m

Total investments (except pooled funds) with institutions domiciled in foreign countries rated below [AA+]	£15m
Total non-specified investments	£110m

- 4.6 In addition to the limits already set out in Tables 2 and 3, the limits set out in table 4 below are also proposed to further protect the security of the Authorities investments

**Table 4: Additional Investment Limits**

	<b>Cash limit*</b>
Any single organisation, except the UK Central Government	£10%
UK Central Government	Unlimited
Any group of organisations under the same ownership	£10%
Any group of pooled funds under the same management	£10% per manger
Financial instruments held in a broker's nominee account	£20% per broker
Foreign countries	£10% per country
Registered Providers	£10% in total
Unsecured investments with Building Societies	£20% in total
Loans to unrated corporates	£10% in total
Money Market Funds	£20% in total

\*Cash limits are set as a percentage of the overall balance of the Council's investments as determined at the start of the month or more frequently if required. Should investments with a counterparty be above the cash limit as a result of cash limit being reduced due to lower cash balances, then no further investments will be made until the level is below the cash limit again.

- 4.7 Liquidity Management: The Authority maintains a detailed cash flow forecast to determine the maximum period for which funds may prudently be committed. The forecast is compiled on a prudent basis, to minimise the risk of the Authority being forced to borrow on unfavourable terms to meet its financial commitments. Limits on long-term investments are set by reference to the Authority's medium term financial plan and cash flow forecast.
- 4.8 Current Account Bank: Following a competitive tender exercise held in 2012, the Authority's current accounts are held with the Royal Bank of Scotland group. Should the credit ratings fall below BBB+, for liquidity purposes the Authority may continue to deposit surplus cash with the group providing that investments can be withdrawn on the next working day. Balances will be reviewed on a daily basis to assess their appropriateness.

**Treasury Management Indicators**

- 5.1 The Authority measures and manages its exposures to treasury management risks using the following indicators.

**Security:** The Authority has adopted a voluntary measure of its exposure to credit risk by monitoring the value-weighted average credit rating of its investment portfolio. This is calculated by taking the arithmetic average, weighted by the size of each investment. Unrated investments are assigned a score based on their perceived risk.

	<b>Target</b>
Portfolio average credit rating	A-

**Liquidity:** The Authority has adopted a voluntary measure of its exposure to liquidity risk by monitoring the amount of cash available to meet unexpected payments by the next working day and within a rolling three month period, without additional borrowing.

	<b>Target</b>
Total cash available by the next working day	£5m
Total cash available within 3 months	£30m

- 5.2 **Interest Rate Exposures:** This indicator is set to control the Authority's exposure to interest rate risk on its debt portfolio. The upper limits on fixed and variable rate interest rate exposures, expressed as the proportion of gross principal borrowed will be:

	<b>2014/15</b>	<b>2015/16</b>	<b>2016/17</b>
Upper limit on fixed interest rate exposure	100%	100%	100%
Upper limit on variable interest rate exposure	25%	25%	25%

Fixed rate investments and borrowings are those where the rate of interest is fixed for at least 12 months, the whole financial year. Instruments that mature during the financial year are classed as variable rate.

- 5.3 **Maturity Structure of Borrowing**

This indicator is set to control the Authority's exposure to refinancing risk. The upper and lower limits on the maturity structure of fixed rate borrowing will be:

	<b>Upper</b>	<b>Lower</b>
Under 12 months	40%	0%
12 months and within 24 months	40%	0%
24 months and within 5 years	60%	0%

5 years and within 10 years	75%	0%
10 years and above	100%	0%

Time periods start on the first day of each financial year. The maturity date of borrowing is the earliest date on which the lender can demand repayment. Due to the unlikelihood of any LOBO's being called they are treated as maturing on the maturity date rather than the potential repayment date.

#### **5.4 Principal Sums Invested for Periods Longer than 364 days**

The purpose of this indicator is to control the Authority's exposure to the risk of incurring losses by seeking early repayment of its investments. The limits on the total principal sum invested to final maturities beyond the period end will be:

	2014/15	2015/16	2016/17
Limit on principal invested beyond year end	£75m	£50m	£25m

### **Other Items**

There are a number of additional items that the Authority is obliged by CIPFA or CLG to include in its Treasury Management Strategy.

#### **6.1 Policy on Use of Financial Derivatives**

Local authorities have previously made use of financial derivatives embedded into loans and investments both to reduce interest rate risk (e.g. interest rate collars and forward deals) and to reduce costs or increase income at the expense of greater risk (e.g. LOBO loans and callable deposits). The general power of competence in Section 1 of the *Localism Act 2011* removes much of the uncertainty over local authorities' use of standalone financial derivatives (i.e. those that are not embedded into a loan or investment).

The Authority will only use standalone financial derivatives (such as swaps, forwards, futures and options) where they can be clearly demonstrated to reduce the overall level of the financial risks that the Authority is exposed to. Additional risks presented, such as credit exposure to derivative counterparties, will be taken into account when determining the overall level of risk. Embedded derivatives including those present in pooled funds and forward starting transactions, will not be subject to this policy, although the risks they present will be managed in line with the overall treasury risk management strategy.

Financial derivative transactions may be arranged with any organisation that meets the approved investment criteria. The current value of any amount due from a derivative counterparty will count against the counterparty credit limit and the relevant foreign country limit.

## **6.2 Policy on Apportioning Interest to the HRA**

On 1st April 2012, the Authority notionally split each of its existing long-term loans into General Fund and HRA pools. In the future, new long-term loans borrowed will be assigned in their entirety to one pool or the other. Interest payable and other costs/income arising from long-term loans (e.g. premiums and discounts on early redemption) will be charged/ credited to the respective revenue account. Differences between the value of the HRA loans pool and the HRA's underlying need to borrow (adjusted for HRA balance sheet resources available for investment) will result in a notional cash balance which may be positive or negative. This balance will be measured and interest transferred between the General Fund and HRA at an appropriate rate which has been adjusted for credit risk.

## **6.3 Investment Training**

The needs of the Authority's treasury management staff for training in investment management are assessed on a regular basis as part of the staff appraisal process, and additionally when the responsibilities of individual members of staff change.

Staff regularly attend training courses, seminars and conferences provided by Arlingclose and CIPFA. Relevant staff are also encouraged to study professional qualifications from CIPFA, the Association of Corporate Treasurers and other appropriate organisations.

## **6.4 Investment Advisers**

The Authority has appointed Arlingclose Limited as treasury management advisers and receives specific advice on investment, debt and capital finance issues. The Council recognises that responsibility for treasury management decisions remains with the organisation at all times and will ensure that undue reliance is not placed upon our investment advisers.

## **6.5 Investment of Money Borrowed in Advance of Need**

The Authority may, from time to time, borrow in advance of need, where this is expected to provide the best long term value for money. Since amounts borrowed will be invested until spent, the Authority is aware that it will be exposed to the risk of loss of the borrowed sums, and the risk that investment and borrowing interest rates may change in the intervening period. These risks will be managed as part of the Authority's overall management of its treasury risks.

## **Financial Implications**

- 7.1 The budget for investment income in 2016/17 is £0.96 million. This is based on an average investment portfolio of £160 million at an interest rate of 0.60%. There is also an additional income target of £0.3m as a result of investment in the new housing company established.

- 7.2 The budget for debt interest paid in 2016/17 is £7.5 million. This is based on an average debt portfolio of £210 million at an average interest rate of 3.6%. Of this figure, £170m is HRA debt, with a budget for debt interest paid of £5.8m.
- 7.3 If actual levels of investments and borrowing or actual interest rates differ from those forecast, performance against budget will be correspondingly different. Variance from budget will be reported on a quarterly basis to the Audit Committee and on a bi annual basis to full Council.

## **REASONS AND OPTIONS**

### **Reasons for the decision:**

The statutory Codes set out that the Council ought to approve a Treasury Management Strategy Statement, the MRP Strategy and the Prudential Indicators.

### **Other options considered:**

The CLG Guidance and the CIPFA Code do not prescribe any particular treasury management strategy for local authorities to adopt. The Chief Financial Officer, having consulted with the Cabinet Member for Financial Management believes that the above strategy represents an appropriate balance between risk management and cost effectiveness. Some alternative strategies, with their financial and risk management implications, are listed below.

<b>Alternative</b>	<b>Impact on income and expenditure</b>	<b>Impact on risk management</b>
Invest in a narrower range of counterparties	Interest income will vary depending on the counterparties used	Lower chance of losses from credit related defaults, but any such losses will be greater
Invest in a wider range of counterparties	Interest will again vary depending on the counterparties used.	Increased risk of losses from credit related defaults, but any such losses will be smaller
Invest in deposits with a longer duration	Interest income will be higher	Increased risk of losses from credit related defaults and a reduction in liquidity

Invest in deposits with a shorter duration	Interest income will be lower	Decreased risk of losses from credit related defaults and an increase in liquidity
Borrow additional sums at long-term fixed interest rates	Debt interest costs will rise; this is unlikely to be offset by higher investment income	Higher investment balance leading to a higher impact in the event of a default; however long-term interest costs will be more certain
Borrow short-term or variable loans instead of long-term fixed rates	Debt interest costs will initially be lower	Increases in debt interest costs will be broadly offset by rising investment income in the medium term, but long term costs will be less certain
Reduce level of borrowing	Saving on debt interest is likely to exceed lost investment income	Reduced investment balance leading to a lower impact in the event of a default; however long-term interest costs will be less certain and there may be additional costs occurred from restructuring

## **IMPLICATIONS AND RISKS**

### **Financial implications and risks:**

There are no direct financial implications arising from this report. Treasury management activities are considered as part of the overall budget strategy. Changes to the TMSS have no direct financial implications but are intended to better manage Investment risk in response to fluctuations in cash flow.

### **Legal implications and risks:**

The Council has fiduciary duties toward its tax payers to act in good faith in the interests of those tax payers with the considerable sums of money at their

disposal. The Strategies being proposed for approval seek to discharge those duties in a reasonable and prudent fashion and therefore there is a low risk of successful challenge.

Otherwise there are no apparent legal implications arising as a result of this Report.

**Human Resources implications and risks:**

There are no direct Human Resources implications arising as a result of this report

**Equalities implications and risks:**

There are no equalities implications within this report

<b>BACKGROUND PAPERS</b>
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There are no background papers associated with this report

**Appendix A – Existing Investment & Debt Portfolio Position**

	22/12/2015 <b>Actual Portfolio £m</b>	22/12/2015 <b>Average Rate %</b>
<b>Long Term Borrowing:</b>		
PWLB – Fixed Rate	203.2	
PWLB – Variable Rate	0	
Local Authorities	0	
LOBO Loans	7.0	
<b>Total Long Term Borrowing</b>	<b>210.2</b>	<b>3.59%</b>
<b>Short Term Borrowing</b>		
Local Authorities	10.0	
Other	0.3	
<b>Total Short Term Borrowing</b>	<b>10.3</b>	<b>0.47%</b>
<b>Investments:</b>		
Short-term investments	217.7	
Long-term investments	10.0	
<b>Total Investments</b>	<b>227.7</b>	<b>0.69%</b>
<b>Net Investments</b>	<b>7.2</b>	

## **Appendix B - Prudential Indicators 2016/17**

The Local Government Act 2003 requires the Authority to have regard to the Chartered Institute of Public Finance and Accountancy's *Prudential Code for Capital Finance in Local Authorities* (the Prudential Code) when determining how much money it can afford to borrow. The objectives of the Prudential Code are to ensure, within a clear framework, that the capital investment plans of local authorities are affordable, prudent and sustainable, and that treasury management decisions are taken in accordance with good professional practice. To demonstrate that the Authority has fulfilled these objectives, the Prudential Code sets out the following indicators that must be set and monitored each year.

**Estimates of Capital Expenditure:** The Authority's planned capital expenditure and financing may be summarised as follows.

<b>Capital Expenditure and Financing</b>	<b>2015/16 Revised £m</b>	<b>2016/17 Estimate £m</b>	<b>2017/18 Estimate £m</b>	<b>2018/19 Estimate £m</b>
General Fund	47.6	87.7	63.9	36.9
HRA	19.8	48.3	48.8	30.7
<b>Total Expenditure</b>	<b>67.4</b>	<b>136.0</b>	<b>112.7</b>	<b>67.6</b>
Capital Receipts	15.9	27.1	14.5	9.4
Government Grants	32.0	40.9	29.7	7.8
Reserves	0	5.9	6.4	5.4
Revenue	19.5	25.0	25.0	25.0
Borrowing	0	37.1	37.1	20.0
Leasing and PFI	0	0	0	0
<b>Total Financing</b>	<b>67.4</b>	<b>136.0</b>	<b>112.7</b>	<b>67.6</b>

**Estimates of Capital Financing Requirement:** The Capital Financing Requirement (CFR) measures the Authority's underlying need to borrow for a capital purpose.

<b>Capital Financing Requirement</b>	<b>31.03.15 Actual £m</b>	<b>31.03.16 Revised £m</b>	<b>31.03.17 Estimate £m</b>	<b>31.03.18 Estimate £m</b>	<b>31.03.19 Estimate £m</b>
General Fund	62.0	60.3	78.9	97.4	115.9
HRA	174.6	174.7	191.8	209.0	209.0
<b>Total CFR</b>	<b>236.6</b>	<b>235.0</b>	<b>270.7</b>	<b>306.4</b>	<b>324.9</b>

The CFR is forecast to rise by £89.9m over the next 3 years as capital expenditure financed by debt outweighs resources set aside for debt repayment. Of the £89.9m, £34.3 is in relation to the HRA and £55.6 is in relation to the GF

**Gross Debt and the Capital Financing Requirement:** In order to ensure that over the medium term debt will only be for a capital purpose, the Authority should ensure that debt does not, except in the short term, exceed the total of capital financing requirement in the preceding year plus the estimates of any additional capital financing requirement for the current and next two financial years. This is a key indicator of prudence.

<b>Debt</b>	<b>31.03.15 Revised £m</b>	<b>31.03.16 Estimate £m</b>	<b>31.03.17 Estimate £m</b>	<b>31.03.18 Estimate £m</b>
Borrowing	210.7	210.7	210.7	210.7

Total debt is expected to remain below the CFR during the forecast period.

**Operational Boundary for External Debt:** The operational boundary is based on the Authority's estimate of most likely, i.e. prudent, but not worst case scenario for external debt. It links directly to the Authority's estimates of capital expenditure, the capital financing requirement and cash flow requirements, and is a key management tool for in-year monitoring. Other long-term liabilities comprise finance lease, Private Finance Initiative and other liabilities that are not borrowing but form part of the Authority's debt.

<b>Operational Boundary</b>	<b>2015/16 Revised £m</b>	<b>2016/17 Estimate £m</b>	<b>2017/18 Estimate £m</b>	<b>2018/19 Estimate £m</b>
Borrowing	258.5	377.8	397.0	397.0
Other long-term liabilities	2.0	2.0	2.0	2.0
<b>Total Debt</b>	<b>260.5</b>	<b>379.8</b>	<b>399.0</b>	<b>399.0</b>

**Authorised Limit for External Debt:** The authorised limit is the affordable borrowing limit determined in compliance with the Local Government Act 2003. It is the maximum amount of debt that the Authority can legally owe. The authorised limit provides headroom over and above the operational boundary for unusual cash movements.

<b>Authorised Limit</b>	<b>2015/16 Revised £m</b>	<b>2016/17 Estimate £m</b>	<b>2017/18 Estimate £m</b>	<b>2018/19 Estimate £m</b>
Borrowing	282.0	404.8	436.7	437.0
Other long-term liabilities	2.0	2.0	2.0	2.0
<b>Total Debt</b>	<b>284.0</b>	<b>406.8</b>	<b>438.7</b>	<b>439.0</b>

**Ratio of Financing Costs to Net Revenue Stream:** This is an indicator of affordability and highlights the revenue implications of existing and proposed capital expenditure by identifying the proportion of the revenue budget required to meet financing costs, net of investment income.

<b>Ratio of Financing Costs to Net Revenue Stream</b>	<b>2015/16 Estimate %</b>	<b>2016/17 Estimate %</b>	<b>2017/18 Estimate %</b>	<b>2018/19 Estimate %</b>
General Fund	1.99	2.09	2.09	2.09
HRA	2.92	2.97	2.97	2.97

**Incremental Impact of Capital Investment Decisions:** This is an indicator of affordability that shows the impact of capital investment decisions on Council Tax and housing rent levels. The incremental impact is the difference between the total revenue budget requirement of the current approved capital programme and the revenue budget requirement arising from the new capital programme.

<b>Incremental Impact of Capital Investment Decisions</b>	<b>2016/17 Estimate £</b>	<b>2017/18 Estimate £</b>	<b>2018/19 Estimate £</b>
General Fund - increase in annual band D Council Tax	£7.75p	£6.87p	£6.51p
HRA - increase in average weekly rents	£3.46p	£3.46p	£2.05p

**Adoption of the CIPFA Treasury Management Code:** The Authority has adopted the Chartered Institute of Public Finance and Accountancy's *Treasury Management in the Public Services: Code of Practice 2011 Edition*.

## **Appendix C – Annual Minimum Revenue Provision Statement 2016/17**

Where the Authority finances capital expenditure by debt, it must put aside resources to repay that debt in later years. The amount charged to the revenue budget for the repayment of debt is known as Minimum Revenue Provision (MRP), although there has been no statutory minimum provision since 2008. The Local Government Act 2003 requires the Authority to have regard to the Department for Communities and Local Government's *Guidance on Minimum Revenue Provision* issued in 2012.

The broad aim of the CLG Guidance is to ensure that debt is repaid over a period that is either reasonably commensurate with that over which the capital expenditure provides benefits, or, in the case of borrowing supported by Government Revenue Support Grant, reasonably commensurate with the period implicit in the determination of that grant.

The CLG Guidance requires the Authority to approve an Annual MRP Statement each year, and recommends a number of options for calculating a prudent amount of MRP. The following statement only incorporates options recommended in the Guidance.

For capital expenditure incurred before 1<sup>st</sup> April 2008, MRP will be determined in accordance with the former regulations that applied on 31<sup>st</sup> March 2008, incorporating an "Adjustment A" of £2.9m and applied on a reducing balance basis.

For capital expenditure incurred after 31<sup>st</sup> March 2008, MRP will be determined by charging the expenditure over the expected useful life of the relevant assets on a reducing balance basis, starting in the year after the asset becomes operational. MRP on purchases of freehold land will be charged over 50 years. MRP on expenditure not related to fixed assets but which has been capitalised by regulation or direction will be charged over 20 years.

For assets acquired by finance leases or the Private Finance Initiative, MRP will be determined as being equal to the element of the rent or charge that goes to write down the balance sheet liability.

No MRP will be charged in respect of assets held within the Housing Revenue Account.

Capital expenditure incurred during 2016/17 will not be subject to a MRP charge until 2017/18

**Cabinet 10 February 2016**

Based on the Authority's estimate of its Capital Financing Requirement on 31<sup>st</sup> March 2016, the budget for MRP has been set as follows:

	<b>31.03.2016 Estimated CFR £m</b>	<b>2016/17 Estimated MRP £</b>
Capital expenditure before 01.04.2008	38.0	0.9
Unsupported capital expenditure after 31.03.2008	13.0	0.3
Finance leases and Private Finance Initiative	0	0
Transferred debt	0	0
<b>Total General Fund</b>	<b>51.0</b>	<b>1. 2</b>



## CABINET

10 FEBRUARY 2016

**Subject Heading:**

**HRA Budget for 2016/2017 and HRA Major Works Capital Programme 2016/17 – 2018/19**

**Cabinet Member**

**Councillor Damian White  
Councillor Roger Ramsey**

**CMT Lead:**

**Isobel Cattermole**, Deputy Chief Executive of Children, Adults and Housing

**Andrew Blake-Herbert**, Deputy Chief Executive - Communities and Resources.

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**Policy context:**

HRA Policy and budgets

**Financial summary:**

To agree rents and other charges, the HRA revenue spend budget as detailed in Appendix 1, and a HRA Major Works Capital programme, detailed in Appendix 2

**Is this a Key Decision?**

**Yes**

**Is this a Strategic Decision?**

**Yes**

**When should this matter be reviewed?**

September 2016

**Reviewing OSC**

Towns and Communities

### **The subject matter of this report deals with the following Council Objectives**

Havering will be clean and its environment will be cared for	[X]
People will be safe, in their homes and in the community	[X]
Residents will be proud to live in Havering	[X]

## **SUMMARY**

This report sets a budget for the Council's Housing Revenue Account (HRA) and HRA Major Works Programme. An update to the 10 year HRA Business Plan is also provided.

The HRA remains a ring-fenced account that is used to manage the Council's own housing stock. The proposed budget will enable the Council to manage the stock to a reasonable standard and to maintain the stock to the Decent Homes standard. It further sets rents, service charges and other charges for Council tenants for the year 2016/17.

In the HRA rent setting report for last year the following paragraph explained the rent setting strategy for 2015/16 onwards and the rules that applied, at that time, that Local Authorities had built their HRA business plans on:

*The Housing Revenue Account is sound and is able to invest in its stock, and develop new homes over the coming three years. However, due to a recent change in the Government's rules on rent increases, the former system of rent restructuring is being abolished in 2015/16 and future rent increases are designed to be limited to no more than the Consumer Price Index (CPI) + 1%. The Council plans to move to the new system in 2016/17, but has to take the opportunity which remains in this year, to move its rents to target rents immediately. This will remove the inequality between properties that currently exists. At present it is possible for identical properties to have different rents, because of the transitional nature of the rent restructuring plan. By moving immediately, in one year, to target rents, this inequality will be eliminated. All rents will be at target rents; additional rental income will be available to invest in the housing stock, and in new homes, and future rent increase for the next 10 years will be in line with inflation pressures as expressed by the CPI. In addition, if the Council did not move its rents to target rents, this opportunity would be lost and a regime of CPI + 1%, if applied immediately would have lost the Council's Business Plan £100m over the life of the Plan.*

Despite this level of rent increase, Havering's rents remained in the lowest quartile in London, during the year 2015/16.

After the General Election in May 2015, the new Government made various financial decisions that were focussed on maintaining the austerity measures to reduce the public sector borrowing figures and in particular to reduce welfare benefits expenditure. In June 2015, Government announced that, in order to help reduce welfare benefit expenditure by £1.45bn, it was changing the way social housing rents were charged. They announced that, rather than allowing any increase as stated in the paragraph above, social housing rents would reduce by 1% per year for the four years from 2016/17. More recently, within the last few days, the government has announced that supported housing, including sheltered housing, is to be exempt from the rent reduction for one year.

The technical detail regarding the reduction and how local authorities are to effect the change are currently passing through Parliament. This means that, unusually, officers do not have the prescribed calculation method. Officers are also assuming that the calculation method for the increase in rent for supported housing will be the original CPI +1% calculation. The CPI figure used for this calculation is the preceding September

figure. As the CPI for September 2015 was -0.1%, the rent rise figure is 0.9%. This report is therefore presented to Cabinet with the best information available.

In order to change any HRA rent liability, the Local Authority must notify tenants and give 28 days' notice of any change, after the authority has made a properly constituted decision of that change. This means that, following the Cabinet decision on rent levels to be charged in any year, the Local Authority must write to all tenants to advise them of the new rent liability for the following 12 months. In order to achieve this and, make the new charge effective from the first week of April 2016, notification must be sent out to tenants the first week of March 2016.

It is for the reasons above that this report therefore differs from previous years in the recommendations it is seeking approval for from Cabinet. As the precise calculation is as yet unknown, this report provides indicative levels of rent following a 1% reduction and the CPI + 1% rise for supported housing. It seeks approval to delegate the final decision on the exact amounts charged to the Cabinet Member for Housing and the Deputy Chief Executive - Communities and Resources. This will enable the Cabinet to make a decision on the 2016/17 rent levels whilst enabling the precise amounts to be amended once the final calculation methods are announced, without referral back to Cabinet.

## **RECOMMENDATIONS**

That Cabinet:

1. **Approve** the Housing Revenue Account Budget as detailed in **Appendix 1**.
2. **Agree** that the average rents chargeable for tenants in general needs Council properties owned by the London Borough of Havering be decreased by 1% from the w/c 4 April 2016 in line with the indicative figures contained in paragraph 2.1.6 of this report.
3. **Agree** that the average rents chargeable for tenants in supported housing Council properties, such as sheltered housing and hostels, owned by the London Borough of Havering, be increased by 0.9% from the w/c 4 April 2016 in line with the indicative figures contained in paragraph 2.1.6 and 2.1.7 of this report.
4. **Delegate** agreement of the exact amounts chargeable to the Cabinet Member for Housing and the Deputy Chief Executive - Communities and Resources, following publication by Government of the rent calculation formula.
5. **Confirm** the four rent free weeks for 2016/17 as being: w/c 22 August 2016, the two weeks commencing 19 and 26 December 2016, and the week commencing 27 March 2017.
6. **Confirm** that service charges and heating and hot water charges for 2016/17 remain the same as in 2015/16 as detailed in paragraph 2.2.2.
7. **Confirm** that the service charge for homeless households accommodated in the Council's hostels should remain unchanged for 2016/17 as detailed in paragraph 2.2.3 of the report.

8. **Confirm** that charges for garages should remain unchanged for 2016/17 as detailed in paragraph 2.3.1 of the report.
9. **Confirm** that the service charge for the provision of security and support in sheltered housing (first introduced in 2015/16) shall remain unchanged for 2016/17 as detailed in paragraph 2.4.1 of the report.
10. **Confirm** that the Careline support charge will remain unchanged for 2016/17 as detailed in paragraph 2.5.1 of the report.
11. **Confirm** that the Telecare support charges shall remain unchanged for 2016/17 as detailed in paragraph 2.5.1 of the report.
12. **Confirm** that £0.5m identified in the budget for 2015/16 to fund the replacement of the Housing Management system will be carried forward to 2016/17.
13. **Agree** the HRA Major Works Capital Programme, detailed in **Appendix 2** of this report and **refer it to full Council** for final ratification.
14. **Delegate** authority to agree individual environmental improvement works in the Capital Programme to the Cabinet Member for Housing and the Deputy Chief Executive of Communities and Resources following recommendation from the Head of Housing Services and the identification of appropriate funding.
15. **Agree** that a further report is presented back to Cabinet in September 2016 with an amended HRA Business Plan.

<b>REPORT DETAIL</b>
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**1. BACKGROUND**

- 1.1 The Localism Act 2011 changed the financial system for the management of council housing. The old system, with its notional income and expenditure accounts, and its distribution of housing subsidy across the country has gone. In its place, Government has provided freedom and independence for the management of council housing finance, in return for a one off payment of the national housing subsidy debt (and a premium for the treasury).
- 1.2 The new system started in April 2012, and so the Housing Revenue Account (HRA) budget now looks very different from budgets in previous years. The business plan is designed to provide long term management of the Council's housing assets. We have more freedom to direct our resources to the best and most cost effective management of the Council's housing stock. However, we do not have complete freedom – some aspects remain centrally controlled, such as the use of capital receipts and rent setting - as highlighted by the 1% reduction in rent detailed later in this report.
- 1.3 This report sets out what HRA income the Council has available to spend on housing, sets out the current HRA financial position and proposed spending plans for 2016/17.

- 1.4 The central driving aims of the Council is to maintain the Decent Homes Standard for its existing stock, improve the quality of the housing service and maximise the number of new homes built for local residents thus replacing some of the properties lost through Right to Buy.
- 1.5 The Council recognises that there is a need for good quality affordable homes, especially for elderly residents and first time buyers, and has set out its ambition to meet these needs by using resources generated through the Council's Housing Revenue Account Business Plan. The Council also has ambition to use HRA new build development resources to facilitate and kick start regeneration of Havering.
- 1.6 However, the latest negative impact has been the 1% reduction in rent levels against July 2015 levels. This reduces the rental income available to the HRA over the four years of the reduction by just below £8m. This reduces the income into the business plan model by £68m over 10 years and is thus a significant change.
- 1.7 A major impact on income levels may arise from further Government welfare reform and social housing rent restrictions. If the policy continues to place restrictions on rent rises at the expiry of the current four year reductions rather than revert back to the previously agreed CPI plus 1% rise, then the HRA business plan will be placed under considerable financial pressure.
- 1.8 A further report will be presented to Cabinet in September 2016. It is anticipated that Government rent and welfare reform measures will be fully know by that time. The HRA Business Plan will be fully reworked and re-presented along with any subsequent changes to expenditure levels that are required to produce a balanced Business Plan.

## **2. INCOME**

### **2.1 Rents**

- 2.1.1 The Council's main source of income to manage its housing stock is tenants' rents. Up until this year, the Government has influenced rents by applying a formula called "rent restructuring". While the new regime has devolved much decision-making to local authorities, the Government has retained much control over rents so as to have an influence on the national housing benefit bill.
- 2.1.2 The Government has now reviewed its original proposals for rents, which allowed rents to be increased by a maximum of CPI + 1% annually from 2015/16. This assumption was used to develop the HRA Business Plan for 2015/16 onwards, as reported to Cabinet in February 2015
- 2.1.3 However, this year, if Havering wish the Housing Benefit subsidy to be met in full we are required to reduce the general needs housing rents charged in July 2015 by 1%. The statutory instrument that identifies the calculation needed is currently passing through parliament. In order to complete this report, officers have therefore merely reduced rent levels by 1%, compared to the levels charge in July 2015, for all General Needs properties and increased supported housing rents (sheltered housing and hostels) by 0.9% (CPI +1%). The small increase in supported housing rents will go some way to maintaining services required by those occupying this type of housing. The values in the tables below are therefore indicative amounts and will need to be reworked once the formula is announced by Government.

2.1.4 The HRA is taking advantage of the Government rent reduction exemption for supported housing in 2016/17. This is because the level of support provided to residents living in supported housing is higher and the maintenance and investment costs for the buildings are higher. Last year, in the HRA budget report, the HRA took on the funding of supported housing services, following the withdrawal of the Supporting People Grant from Government, in the region of £200k. Increasing the rents therefore enables the council to protect the levels of service to the more vulnerable residents living in them. These services provide vital support to those in the community who most need it.

2.1.5 In 2015/16, the average rent including all rented units in Havering is £99.00. Applying the 1% reduction to all General Needs properties and a 0.9% increase to Sheltered Housing in April 2016 gives an average decrease of £0.86 per week. The average rent in 2016/17 will be £98.14 per week. This will mean that average rents are as set out in the table below:

	<b>Rents 2015/16 52 weeks</b>	<b>Rents 2016/17 52 weeks</b>	<b>Decrease (£)</b>	<b>% Decrease</b>
Bedsit	78.75	78.47	0.28	0.4%
1 Bed	85.68	85.18	0.50	0.6%
2 Bed	97.06	96.11	0.95	1%
3 Bed	115.73	114.57	1.16	1%
4 Bed	134.49	133.15	1.34	1%
5 Bed	150.46	148.96	1.50	1%
<b>Average Rent</b>	<b>£99.00</b>	<b>£98.14</b>	<b>0.86</b>	<b>0.9%</b>

2.1.6 This can be further broken down to show the impact on rents within general needs housing and sheltered housing accommodation as follows:

General Needs Housing 1% reduction:

	<b>Rents 2015/16 52 weeks</b>	<b>Rents 2016/17 52 weeks</b>	<b>Decrease (£)</b>	<b>% Decrease</b>
Bedsit	78.23	77.44	0.79	1%
1 Bed	86.25	85.38	0.87	1%
2 Bed	97.01	96.04	0.97	1%
3 Bed	115.73	114.57	1.16	1%
4 Bed	134.49	133.15	1.34	1%
5 Bed	150.46	148.96	1.50	1%
<b>Average Rent</b>	<b>100.38</b>	<b>99.38</b>	<b>1.00</b>	<b>1%</b>

Sheltered Housing Accommodation 0.9% increase:

	<b>Rents 2015/16 52 weeks</b>	<b>Rents 2016/17 52 weeks</b>	<b>Increase (£)</b>	<b>% Increase</b>
Bedsit	79.80	80.52	0.72	0.9%
1 Bed	83.73	84.48	0.75	0.9%
2 Bed	104.11	105.04	0.93	0.9%
<b>Average Rent</b>	<b>83.72</b>	<b>84.47</b>	<b>0.75</b>	<b>0.9%</b>

The above tables show the average rent levels. Within those averages there are wide bands within the maximum and minimum rent levels. This is because of the following reasons:

- The rent calculation takes into account the value of the property and floor area,
- There are affordable rent and social housing rents within the average for the general needs properties.

2.1.7 The rent charged to hostel residents will increase by 0.9%.

2.1.8 Applying the rent changes for 2016/17, there is an annual reduction in rental income to the HRA of just below £2m. By the fourth year of applying a 1% reduction to General Needs housing rents, the HRA business plan loses £7.9m of annual income compared with the assumptions made and reported to Cabinet in February 2015. In order to mitigate the impact of this reduction significant steps have been taken to reduce costs and improve the efficiency of the service:

- Restructuring across the Housing Service reducing salary costs by just under 20%,
- Reduced void numbers and void property turn around times to well above the London top performance levels, thus reducing void losses by £600K per year.
- Reducing levels of costs with the repairs service.
- Realigning the capital investment programme away from planned expenditure to a 'just in time' approach, allowing an annual reduction in £2.5m on capital works whilst still maintaining standards of property.
- Improved efficiency levels in general across the housing service by improved ways of working, lean design and reduced waste and duplication.

2.1.9 The decreased income from the rent reduction will be offset by these measures. The HRA will therefore be able to maintain the condition of the stock and continue to provide services that meet the needs of the residents. The level to which the HRA is now able to support new build is however under review due to the reduced income available. A full report will be provided to Cabinet in September as detailed in Section 5 of this report.

## **2.2 Service charges**

2.2.1 The aim of the Council, in respect of service charges, is to ensure that those receiving the service are paying for them. We are now in a position where the cost of each service can be fully recovered from the service charges raised. Work has also been done to improve the value-for-money of some services, either by

reviewing the staffing and costs of the service, or by renegotiation of contracts with some service providers. There will continue to be a regular programme of reviews of services, in order to ensure that we remain aware of the views of tenants on the levels of services that they wish to pay for. For example, as the impact of the restructuring is apportioned across the services, the service charge levels identified within this report will be reviewed and any savings passed onto the residents.

- 2.2.2 It is proposed that there will be no increase in service charges for 2016/17. It is unlawful to over recover costs via service charges and any reductions will be passed on via in-year adjustments to actual costs. The service charges and heating and hot water charges for 2016/7 are detailed in the following paragraph:

<b>Service Charges</b>	<b>2015/16 Weekly charge – 48 weeks</b>	<b>2016/17 Weekly charge – 48 weeks</b>
Caretaking	3.78	3.78
Internal Block Cleaning	1.56	1.56
Bulk Refuse Collection	0.48	0.48
CCTV - Mobile Service	0.46	0.46
CCTV - Static Service	1.40	1.40
Community Wardens	0.95	0.95
Door Entry	0.25	0.25
Ground Maintenance	3.53	3.53
Sheltered Cleaning	3.58	3.58
TV access	1.49	1.49
Heating	6.27	6.27
Heating and Hot Water	9.57	9.57

- 2.2.3 It is proposed that service charges for hostel residents will remain unchanged at £25.14 per week. Service charges in hostels cover the maintenance of the hostel communal areas, as well as 24 hour staffing.

## **2.3 Garages**

- 2.3.1 It is proposed to keep the level of charges for garages the same as in 2015/16. There are currently a range of charges for garages within the high, medium and low demand bands. Keeping the charges the same means that the average charge for a high demand garage will be £12.53 per week, £11.65 per week for a medium demand garage and £9.09 per week for a low demand garage.

## **2.4 Support charges – mobile support**

- 2.4.1 The mobile support service visits residents in their homes and was formerly funded by a Supporting People grant, which met the charges for elderly residents. The Housing Service has now implemented the new service funded through a mix of HRA funding and service charges that tenants opted for following consultation. The service charge for this service will remain unchanged and will be £6.57 per week (52 weeks) for 2016/17.

**2.5 Service charges – Careline and Telecare support**

2.5.1 It is proposed that the Careline and Telecare service charges will remain unchanged for 2016/17 as detailed below:

<b>Service</b>	<b>Weekly support charge in 2015/16 – 52 weeks</b>	<b>Weekly support charge in 2016/17 – 52 weeks</b>
Careline – sheltered tenants	4.44	4.44
Careline – community users	4.74	4.74

<b>Service</b>	<b>Weekly support charge in 2015/16 – 52 weeks</b>	<b>Weekly support charge in 2016/17 – 52 weeks</b>
Telecare – base unit plus two sensors	6.89	6.89
Additional Telecare sensor	1.14	1.14

**3. THE HRA BUDGET 2016/17**

3.1 Attached at **Appendix 1** is the proposed HRA budget for 2016/17. A summary of the main movement from the 2015/16 budget is as follows:-

<b>Revised Expenditure Budget 2015/16</b>	<b>£57,097,290</b>
Pay award	£89,580
Contract Inflation	£13,890
Increase in CSSA (Support Charges)	£230,160
Interest Payment increase	£930
Other net Budget movements	(£2,083,290)
On-going Growth Items	155,040
One off Growth Items	£500,000
<b>2016/17 Original Expenditure Budget</b>	<b>£56,003,600</b>
<b>Revised Income Budget 2015/16</b>	<b>(£57,389,970)</b>
Rent decrease	£600,800
Service Charges decrease	£293,520
Other income reduced	£48,000
<b>2016/17 Original Income Budget</b>	<b>(£56,447,650)</b>
<b>Net Budget</b>	<b>(£444,050)</b>
Difference in capital financing requirement between years	£5,326,000
Other Adjustments	(£250,000)
<b>Net Budget after Adjustments</b>	<b>£4,631,950</b>
Decrease in Capital funded by revenue	(£14,325,943)
<b>Gross Budget</b>	<b>(£9,693,993)</b>

**3.2 *Reasons for variation – growth and additional cost items***

- 3.2.1 Provision has been made for a 1% pay award, at a cost of £89,580. This is in line with the corporate position.
- 3.2.2 A one off provision of £500k has been carried forward from 2015/2016 for the implementation of the new integrated housing computer system.
- 3.2.3 It is proposed to create a temporary resource of 10 full time equivalents (FTEs) in the Internal Fraud Team to refocus on dealing with all forms of housing fraud. It is expected that this will facilitate the return of illegally sub-let properties, identify potential fraudulent RTB applications and reduce homeless fraud. A provision of £300k has been made for this.
- 3.2.4 Increased funding has been made of £100k for the provision of Youth Services associated with council tenancies.
- 3.2.5 A one off sum of £55k has been made for the purchase of Mobyssoft, a computer package to improve rental income collection rates.
- 3.2.6 Contract inflation has been allowed for to the sum of £14k.
- 3.2.7 Central Services recharges have increased by £230k.
- 3.2.8 A one off provision of £1m has been made for the effects of the restructuring.

**3.3 *Reasons for variations – lost and reduced income***

- 3.3.1 The rental from shops has now been moved to the General Fund. This has reduced the income to the HRA by £48k.
- 3.3.2 A provision has been made for the loss of income (rent and service charges) from properties sold under RTB. For 2016/17 this loss is expected to be £38k.
- 3.3.3 The reduction in service charge income of £199k is a technical adjustment. This reflects the change to the support service to sheltered residents introduced last year. This reduction in income was not accounted for in the 15/16 budget.
- 3.3.4 There is a further technical adjustment, having a neutral effect on the overall Business Plan, relating to the removal of the capital fee income. This is now directly charged as a revenue cost to salaries and amounts to £974k

**3.4 *Reasons for Variation – savings items.***

- 3.4.1 Efficiencies have been identified in the Housing Services Team, which will yield £1.6m in reduced salary costs.
- 3.4.2 In year efficiencies have achieved a further £1.5m reduction in expenditure across the HRA. This included additional income through reduced void losses of £600k per year.
- 3.4.3 The move to the “Just in Time” method of programming investment in existing stock has resulted in the reduction of costs by an average £2.5m per year.
- 3.4.4 Removal of the Supporting People budget has reduced costs by £91k.

**4. MAJOR WORKS BUDGET – HRA 2016/17 – 2018/19 major works resources and proposed spend**

- 4.1 With the introduction of Self Financing in 2012, and as reported to Cabinet in the 2015/16 HRA Budget setting report, it was anticipated that it would be possible to plan major works expenditure beyond one year at a time with certainty. However, as described elsewhere in this report, the 1% reduction in rent for four years has impacted on the ability to do this.
- 4.2 In order to reduce spend on capital programme items that were unnecessary e.g. the renewal of roofs that still had a serviceable life, the Asset Management Strategy has been reviewed and the investment strategy has moved from a planned and preventative basis to a “Just in Time” basis. In other words, components are only renewed just on the point of failure. This reduces waste but continues to ensure investment in items that maintain health and safety standards and maintain the stock to maximise rental income. This has reduced capital expenditure by over £80m across the 30 year Business Plan life, or around £2.5m per year.
- 4.3 A provision of £2.5m has been made in the programme to complete improvements to the “non-traditional houses”, identified in the survey of 2008, and owned by the HRA. These improvements relate to improved thermal efficiency and improved wind and weather proofing.
- 4.4 The decent homes programme and previous investment has rightly focused on internal works and key building elements such as windows and roofs. This has resulted in under investment in environmental works to improve the estates. Works of this nature, such as that recently completed on the Highfield Estate, has greatly improved the way the community view the look and feel of the estate. Whilst no specific provision has been allowed for in the proposed programme, there are other areas of the portfolio where similar works may be needed. There is a recommendation that, should this become apparent during the year, the Head of Housing Services will identify the works and potential funding to the Cabinet Member for Housing and the Deputy Chief Executive - Communities and Resources for agreement.
- 4.5 The main source of funds for investment in the existing stock stems from tenants’ rents. Surpluses in rental income net of day-to-day management and maintenance of the stock and meeting the costs of borrowing can be converted to investment in major projects.
- 4.6 These HRA resources can also be used to fund new build. HRA Business Plan resources for this purpose can be augmented by right-to-buy receipts as the Council has struck an agreement with the GLA to use 100% of the usable element of right-to-buy receipts on the building of new social housing within three years of their generation. Failure to use right-to-buy receipts in this way would see the Council having to pay the receipts over to the GLA with additional interest. Some council housing new build schemes have also attracted grant from the GLA.
- 4.7 The full proposed Major Works programme – covering investment in the existing council housing stock and building of new properties – for the three years 2016/17 to 2018/19 is included in **Appendix 2**.

**5. 30 year Business Plan 2016/17 to 2046/47**

- 5.1 Attached at **Appendix 3a and 3b** are extracts from the reworked HRA Business Plan financial model. Years 1 to 10 have been included. Year 1 of the business plan is based on the 2016/17 proposed budget.
- 5.2 The plan for the HRA is based on keeping a minimum of £2m in working balances and using current reserves above this figure to invest in the major works programme. It has been assumed that all available resources over and above those required for revenue spend, payment of interest on debt and maintaining reserves at £2m are available for major works, for as long as the stock condition survey need to spend exists, and new development.
- 5.3 It can be seen from **Appendix 3b** that such a need remains until 2019/20. (It should be noted that the investment gap shown is against the stock condition survey need to invest which is at a higher level than decent homes).
- 5.4 There have been a number of changes to the Business Plan since it was first approved in February 2012. In particular, the Government changes to Right to Buy have increased the number of sales completed above that originally anticipated. In addition, now that the majority of borrowing (self-financing debt) has been fixed at 3.26% for the next 12 years this has stabilised the long term interest charges in the Business Plan at a very low level. There is a significant beneficial impact caused by the Council's proposals to move directly to formula rents in 2015/16. However, the latest negative impact has been the 1% reduction in rent levels against July 2015 levels. This reduces the rental income available to the HRA over the four years of the reduction by just below £8m. This reduces the income into the business plan model by £68m over 10 years and is thus a significant change.
- 5.5 A major impact on income levels may arise from further Government welfare reform and social housing rent restrictions. If the policy continues to place restrictions on rent rises at the expiry of the current four year reductions rather than revert back to the previously agreed CPI plus 1% rise, then the HRA business plan will be placed under considerable financial pressure.
- 5.6 A further report will be presented to Cabinet in September 2016. It is anticipated that Government rent and welfare reform measures will be fully known by that time. The HRA Business Plan will be fully reworked and re-presented along with any subsequent changes to expenditure levels that are required to produce a balance Business Plan.

**6. CONCLUSION**

- 6.1 The Self Financing Business Plan extracts (**Appendix 3a and 3b**) show that the Council is able to maintain and improve its stock and provide good quality housing services over the next 4 years. The Housing Revenue Account budget which is set out in this report is a prudent budget, designed to maintain a good level of service, and inject further resources into a programme of major investment in the housing stock that will maintain the Decent Homes standard for our housing stock and carry out additional much needed investment. However, as detailed within the body of this report, the longer term financial position and level to which the HRA is able to invest in new build on HRA land is to be the subject of a separate report to Cabinet in September 2016.

## **REASONS AND OPTIONS**

### **Reasons and Options**

#### Reasons for the Decision

The Council is required to set the housing rent, service charges and a budget in accordance with the Local Government and Housing Act 1989.

#### Alternative Options Considered

There are no alternative options in so far as setting a budget is concerned. However, there are options in respect of the various elements of the budget. These are considered in preparing the budget and cover such things as the rent and service charge increase, budget growth and major works programme proposals.

## **IMPLICATIONS AND RISKS**

### **Financial implications and risks:**

#### **HRA Revenue**

This report largely concerns the financial implications and risks concerning the setting of the HRA budget for 2016/17 and the revision of the figures for the 30 year Self Financing Business Plan. The HRA is sufficiently healthy to generate working balance reserves of an estimated £2m at the end of 2016/17 and for the 3 years beyond this until 2019/20.

There are risks associated with any HRA budget, but it is felt these can be managed. The council has reviewed its resource requirement for 2016/17. On repairs, there are unbudgeted volume risks, but these can be managed by ensuring the HRA working balance is maintained at a minimum of £2m. The bad debt provision contribution has been set based on an allowance for increasing arrears for the possible consequences of welfare reform. An assumption has been made in the business plan projections for this amount to increase in future years.

In addition to £2m reserves on the HRA, the following estimated provisions / reserves are predicted as at 31 March 2016:-

- Bad and doubtful debt provision of £2.295m (including leaseholder major works) - calculated according to best practice
- Leaseholder Major Works Reserve of £1.505m – this is the balance remaining on the reserve. £0.2m is generated from this reserve each year as a contribution to the HRA Investment programme.

The underlying assumptions concerning rent levels underpinning the HRA Business Plan however, have been materially changed with the introduction of the Government's

announcement that social housing rents would be reduced by 1% a year for the next four years. This is set out in detail in the main body of this report.

The financial effect of the change is a 4% reduction from levels previously assumed in the model; moving from CPI plus 1% (assumed to be 3% in total) to -1%. In cash terms this amounts to just under £1.9m a year and around £7.9m a year by the end of the 4 year freeze period. This equates to around £68m after 10 years.

This assumption is the principal reason that the Business Plan now shows a significant financial pressure from 2020/21.

Action has already been undertaken to partially mitigate this pressure and is set out in section 2.1.8 above.

Officers are in the process of a further review of the Business Plan, to determine the most appropriate strategy to meet the forecast shortfall. To some extent this is dependent on the final details of the rent reduction legislation, which is still being considered by Parliament. A further report will be presented in September 2016, fully updating the Business Plan assumptions and recommended course of action.

### **HRA Investment Capital Budget**

**Appendix 2** sets out the Major Works Programme 2016-19. This is funded from resources available for housing expenditure:-

- HRA resources/revenue surpluses
- Right-to-buy receipts subject to the Council's agreement with the DCLG to use them to fund new housing.

Commitments will not be entered into that effect the longer term viability of the HRA until the Business Plan review is complete.

### **Legal implications and risks:**

Under Part V1 of the Local Government and Housing Act 1989 any local authority that owns housing stock is obliged to maintain a Housing Revenue Account. The HRA is a record of revenue expenditure and income relation to an authority's own housing stock. The items to be credited and debited to the HRA are prescribed by statute. It is a ring fenced account within the authority's General Fund, which means that local authorities have no general discretion to transfer sums into or out of the HRA. The Council is required to prepare proposals in January and February each year relating to the income of the authority from rents and other charges, expenditure in respect of repair, maintenance, supervision and management of HRA property and other prescribed matters. The proposals should be made on the best assumptions and estimates available and should be designed to secure that the housing revenue account for the coming year does not show a debit balance. The report sets out information relevant to these considerations.

Section 76 Local Government and Housing Act 1989 places a duty on local housing authorities: (a) to produce, and make available for public inspection, an annual budget for their HRA which avoids a deficit; (b) to review and if necessary, revise that budget from time to time and (c) to take all reasonably practicable steps to avoid an end-of-year deficit. The proposed HRA budget fulfils these requirements.

The report seeks approval for major investment estimates in relation to a variety of schemes. In compliance with Section 151 of the Local Government Act 1972, the Council has in place Financial Regulations and Financial Procedures which provide appropriate arrangements for the approval of major works estimates. The various major works schemes must be capable of being carried out within the Council's statutory powers. To the extent that the details of the schemes appear from the body of the report, it does appear that the proposed works meet this requirement. In particular the maintenance and repair of dwellings may be considered consistent with the Council's repairing obligation under Section 11 of the Landlord and Tenant Act 1985.

To comply with central government's requirements, the report also seeks a 1% reduction in rent levels for general needs housing. Supported housing is, following a recent announcement, now excepted from the above requirement for a period of one year. This means that the council can choose to increase the rent for supported housing in April 2016 if circumstances require this. Havering's tenancy agreement requires at least 4 weeks notice of a variation in rent. This requirement is the same whether the rent is going up or down.

**Human Resources implications and risks:**

None specific.

**Equalities implications and risks:**

An equalities impact assessment has been carried out. Of note, rent levels are influenced by central government. Furthermore, best practice and guidance dictates that service charges should be set at a level which covers the cost of providing the service to which the charge relates. Therefore, the Council cannot operate in an unfettered way within regard to the rents and service charges it sets. That said, the Council has examined the proposals in this report from an equalities perspective.

71% of council tenants are in receipt of Housing Benefit. The proposed rents and service charges eligible for housing benefit are within the housing benefit caps for Havering, therefore those in most financial hardship, which can include particular minority groups, will be protected

The major works programme makes available resources to bring forward works to make the remaining sheltered bedsits with shared bathrooms / showers fully self-contained. This will advantage this section of the community who are people over the age of 55.

**BACKGROUND PAPERS**

There are none.

**APPENDIX 1 – HRA budget 2016/17**

	<b>2015-16 Final Budget</b>	<b>2016-17 Final Budget</b>	<b>Variance</b>
<b>Income and Expenditure</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Income</b>			
Dwelling rents	(49,152,660)	(48,551,860)	600,800
Garages	(400,710)	(400,710)	0
Charges for services and facilities - Tenants	(5,589,580)	(5,296,060)	293,520
Charges for services and facilities – Leaseholders	(1,574,340)	(1,574,340)	0
Shared ownership	(113,980)	(113,980)	0
Other	(493,890)	(445,890)	48,000
<b>Total Income</b>	<b>(57,325,160)</b>	<b>(56,382,840)</b>	<b>942,320</b>
<b>Expenditure</b>			
Repairs and maintenance	7,348,120	6,238,120	(1,110,000)
Supervision and management plus recharges	22,580,980	22,344,510	(236,470)
Depreciation and impairment	14,184,490	16,590,400	2,405,910
Debt management costs	47,820	49,670	1,850
Bad debt	665,000	665,000	0
<b>Total Expenditure</b>	<b>44,826,410</b>	<b>45,887,700</b>	<b>1,061,290</b>
<b>Net cost of HRA services</b>	<b>(12,498,750)</b>	<b>(10,495,140)</b>	<b>2,003,610</b>
Interest payable and similar charges	5,852,370	5,853,300	930
Interest and investment income	(64,810)	(64,810)	0
<b>Surplus or deficit for the year on HRA services</b>	<b>(6,711,190)</b>	<b>(4,706,650)</b>	<b>2,004,540</b>
<b>Statement on movement of HRA balances</b>			
Surplus or deficit for the year on HRA services	(6,711,190)	(4,706,650)	2,004,540
Major works expenditure funded by the HRA	25,679,000	11,353,057	(14,325,943)
Transfer to or from Major Repairs Reserve (MRR)	(13,934,490)	(16,340,400)	(2,405,910)
<b>Net (income)/Expenditure</b>	<b>5,033,320</b>	<b>(9,693,993)</b>	<b>(14,727,313)</b>
HRA balance brought forward	(5,310,044)	(2,652,308)	2,657,736
<b>Net (income)/Expenditure</b>	<b>5,033,320</b>	<b>(9,693,993)</b>	<b>(14,727,313)</b>
In year Surplus 14-15	(1,620,000)	(2,000,000)	(380,000)
RTB receipts (Debt Element)	(755,584)	(1,385,238)	(629,654)
<b>HRA balance carried forward</b>	<b>(2,652,308)</b>	<b>(15,731,539)</b>	<b>(13,079,231)</b>

**Appendix 2 – Funded 2016/17 – 2018/19 HRA Major Works Capital Programme**

**Major Works Programme 2016-19**

		16/17	17/18	18/19	3yr Totals
<b>New Build Programme and pre commitments in 2016/17</b>					
New Build Programme		£ 13,323,987	£ 8,947,129	£ -	£ 22,271,116
Additional New Build Units Cabinet approval Sept 2015		£ 5,935,258	£ 12,893,766	£ 15,470,976	£ 34,300,000
Programme Delivery Fees		£ -	£ -	£ -	£ -
<b>Total</b>		<b>£ 19,259,245</b>	<b>£ 21,840,895</b>	<b>£ 15,470,976</b>	<b>£ 56,571,116</b>
Total Less Fees		£ 19,259,245	£ 21,840,895	£ 15,470,976	£ 56,571,116
<b>Stock Upkeep works to maintain standards including Major Repairs</b>					
Major Voids		£ 500,000	£ 600,000	£ 300,000	£ 1,400,000
Structural		£ 50,000	£ 50,000	£ 50,000	£ 150,000
Electrical Upgrade/Mains Supplies		£ 150,000	£ 150,000	£ 150,000	£ 450,000
Legionella		£ 170,000	£ 170,000	£ 170,000	£ 510,000
Fencing / Boundary Walls		£ 50,000	£ 50,000	£ 50,000	£ 150,000
Drainage/Sewers		£ 50,000	£ 50,000	£ 50,000	£ 150,000
Asbestos Removal/Management		£ 120,000	£ 120,000	£ 120,000	£ 360,000
External Redecorations		£ -	£ 1,100,000	£ 1,100,000	£ 2,200,000
DDA Fire Protection/Mean of Escape		£ 50,000	£ 50,000	£ 50,000	£ 150,000
Careline equipment		£ 50,000	£ 50,000	£ 50,000	£ 150,000
Stock condition surveys 10%		£ -	£ -	£ -	£ -
Aids and Adaptations		£ 350,000	£ 350,000	£ 350,000	£ 1,050,000
Preliminaries Costs		£ 52,160	£ 80,458	£ 156,095	£ 288,713
Programme Delivery Fees		£ 102,600	£ 102,600	£ 102,600	£ 307,800
<b>Total</b>		<b>£ 1,694,760</b>	<b>£ 2,820,458</b>	<b>£ 2,596,095</b>	<b>£ 7,111,313</b>
Total Less Fees		£ 1,592,160	£ 2,717,858	£ 2,493,495	£ 6,803,513
<b>Stock Reinvestment to improve conditions including maintaining the Decent Homes Standard</b>					
Stock Investment "Replacements"		£ 2,228,225	£ 3,658,670	£ 5,737,560	£ 11,624,455
Non Trad Houses/Flats System Build		£ 2,500,000	£ -	£ -	£ 2,500,000
Kitchen/Bathrooms at Void stage		£ 600,000	£ 850,000	£ 300,000	£ 1,750,000
Preliminaries Costs		£ 156,480	£ 392,822	£ 468,285	£ 1,017,587
Programme Delivery Fees		£ 923,400	£ 923,400	£ 923,400	£ 2,770,200
<b>Total</b>		<b>£ 6,408,105</b>	<b>£ 5,824,893</b>	<b>£ 7,429,245</b>	<b>£ 19,662,243</b>
Total Less Fees		£ 5,484,705	£ 4,901,493	£ 6,505,845	£ 16,892,043
<b>Stock Remodelling</b>					
Bedsit Remodelling		£ 90,000	£ 500,000	£ 100,000	£ 690,000
Preliminaries Costs		£ -	£ -	£ -	£ -
Programme Delivery Fees					£ -
<b>Total</b>		<b>£ 90,000</b>	<b>£ 500,000</b>	<b>£ 100,000</b>	<b>£ 690,000</b>
Total Less Fees		£ 90,000	£ 500,000	£ 100,000	£ 690,000
<b>Future Investment</b>					
Major Improvements		£ -	£ -	£ -	£ -
Environmental Improvements (Minor)		£ -	£ -	£ -	£ -
Preliminaries Costs		£ -	£ -	£ -	£ -
Programme Delivery Fees		£ -	£ -	£ -	£ -
<b>Total</b>		<b>£ -</b>	<b>£ -</b>	<b>£ -</b>	<b>£ -</b>
Total Less Fees		£ -	£ -	£ -	£ -

	16/17	17/18	18/19	3yr Totals
Programme Totals	<b>£ 27,452,110</b>	<b>£ 30,986,245</b>	<b>£ 25,596,316</b>	<b>£ 84,034,671</b>
works	£ 26,426,110	£ 29,960,245	£ 24,570,316	£ 80,956,671
fees	£ 1,026,000	£ 1,026,000	£ 1,026,000	£ 3,078,000

## Appendix 3a: HRA Projections from Business Plan - Years 1-10

Year	2016.17	2017.18	2018.19	2019.20	2020.21	2021.22	2022.23	2023.24	2024.25	2025.26
	1	2	3	4	5	6	7	8	9	10
	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000
<b>INCOME:</b>										
Rental Income	49,295	49,000	49,765	50,385	51,277	52,045	52,823	53,611	54,409	55,218
Void Losses	(743)	(976)	(974)	(971)	(986)	(1,001)	(1,015)	(1,030)	(1,045)	(1,061)
Service Charges	6,870	7,008	7,148	7,291	7,437	7,585	7,737	7,892	8,050	8,211
Non-Dwelling Income	401	409	417	425	434	442	451	460	469	479
Grants & Other Income	560	571	582	594	606	618	631	643	656	669
RTB Debt Adjustment	1,385	1,385	1,385	1,385	735	735	735	735	735	714
<b>Total Income</b>	<b>57,768</b>	<b>57,396</b>	<b>58,323</b>	<b>59,110</b>	<b>59,502</b>	<b>60,425</b>	<b>61,361</b>	<b>62,310</b>	<b>63,273</b>	<b>64,230</b>
<b>EXPENDITURE:</b>										
General Management	(22,345)	(22,536)	(22,987)	(23,447)	(23,916)	(24,394)	(24,882)	(25,380)	(25,887)	(26,405)
Bad Debt Provision	(665)	(979)	(1,112)	(1,239)	(1,378)	(1,519)	(1,542)	(1,565)	(1,588)	(1,611)
Responsive & Cyclical Repairs	(6,238)	(6,394)	(6,656)	(6,864)	(6,974)	(7,077)	(7,182)	(7,288)	(7,395)	(7,504)
<b>Total Revenue Expenditure</b>	<b>(29,248)</b>	<b>(29,910)</b>	<b>(30,755)</b>	<b>(31,549)</b>	<b>(32,268)</b>	<b>(32,990)</b>	<b>(33,606)</b>	<b>(34,232)</b>	<b>(34,870)</b>	<b>(35,520)</b>
Interest Paid & Administration	(5,903)	(5,805)	(6,135)	(6,532)	(6,765)	(6,765)	(6,765)	(6,765)	(6,765)	(9,454)
Interest Received	65	84	84	53	20	11	11	11	11	11
Impairment	(250)	(250)	(250)	(250)	(250)	(250)	(250)	(250)	(250)	(250)
<b>Net Operating Income</b>	<b>22,432</b>	<b>21,517</b>	<b>21,266</b>	<b>20,832</b>	<b>20,239</b>	<b>20,430</b>	<b>20,751</b>	<b>21,074</b>	<b>21,399</b>	<b>19,016</b>
<b>APPROPRIATIONS:</b>										
Revenue Contribution to Capital	(11,353)	(19,411)	(23,631)	(30,584)	(23,968)	(20,420)	(20,751)	(21,074)	(21,399)	(19,016)
<b>Total Appropriations</b>	<b>(11,353)</b>	<b>(19,411)</b>	<b>(23,631)</b>	<b>(30,584)</b>	<b>(23,968)</b>	<b>(20,420)</b>	<b>(20,751)</b>	<b>(21,074)</b>	<b>(21,399)</b>	<b>(19,016)</b>
<b>ANNUAL CASHFLOW</b>	<b>11,079</b>	<b>2,105</b>	<b>(2,365)</b>	<b>(9,752)</b>	<b>(3,729)</b>	<b>9</b>	<b>(0)</b>	<b>0</b>	<b>(0)</b>	<b>0</b>
Opening Balance	2,652	15,732	17,837	15,472	5,720	1,991	2,001	2,001	2,001	2,001
-	-	-	-	-	-	-	-	-	-	-
<b>Closing Balance</b>	<b>13,732</b>	<b>17,837</b>	<b>15,472</b>	<b>5,720</b>	<b>1,991</b>	<b>2,001</b>	<b>2,001</b>	<b>2,001</b>	<b>2,001</b>	<b>2,001</b>

**Appendix 3b: HRA Capital Investment Requirement Projection from Business Plan**

Year	2016.17	2017.18	2018.19	2019.20	2020.21	2021.22	2022.23	2023.24	2024.25	2025.26
	1	2	3	4	5	6	7	8	9	10
	£	£	£	£	£	£	£	£	£	£
<b>EXPENDITURE:</b>										
Planned Variable Expenditure	(8,913,836)	(11,904,733)	(13,273,883)	(27,108,368)	(21,384,167)	(14,583,739)	(14,868,309)	(15,157,993)	(15,452,868)	(15,753,014)
Planned Fixed Expenditure	-	-	-	-	-	-	-	-	-	-
Disabled Adaptations	-	-	-	-	-	-	-	-	-	-
Other Capital Expenditure	-	-	-	-	-	-	-	-	-	-
Procurement Fees	(713,107)	(952,379)	(1,061,911)	(2,168,669)	(1,710,733)	(1,166,699)	(1,189,465)	(1,212,639)	(1,236,229)	(1,260,241)
Previous Year's Overall Shortfall	-	-	-	-	-	(10,742,874)	(18,098,063)	(14,310,684)	(10,432,476)	(6,465,081)
New Build - net cost	(3,726,114)	(16,554,006)	(19,295,688)	(15,306,538)	(11,353,906)	(11,583,632)	(556,395)	(570,305)	(584,562)	(599,176)
<b>Total Capital Expenditure</b>	<b>(13,353,057)</b>	<b>(29,411,118)</b>	<b>(33,631,482)</b>	<b>(44,583,576)</b>	<b>(34,448,806)</b>	<b>(38,076,944)</b>	<b>(34,712,232)</b>	<b>(31,251,621)</b>	<b>(27,706,136)</b>	<b>(24,077,512)</b>
<b>FUNDING:</b>										
Major Repairs Reserve	2,000,000	-	-	-	-	-	-	-	-	-
Right to Buy Receipts	-	-	-	-	-	-	-	-	-	-
Supported Borrowing	-	-	-	-	-	-	-	-	-	-
Unsupported Borrowing	-	10,000,000	10,000,000	14,000,000	-	-	-	-	-	-
Other Receipts	-	-	-	-	-	-	-	-	-	-
Other Reserves	-	-	-	-	-	-	-	-	-	-
Revenue Contributions	11,353,057	19,411,118	23,631,482	30,583,576	23,967,954	20,420,297	20,750,588	21,073,596	21,398,740	19,015,685
<b>Total Capital Funding</b>	<b>13,353,057</b>	<b>29,411,118</b>	<b>33,631,482</b>	<b>44,583,576</b>	<b>23,967,954</b>	<b>20,420,297</b>	<b>20,750,588</b>	<b>21,073,596</b>	<b>21,398,740</b>	<b>19,015,685</b>
<b>In Year Net Cashflow</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(10,480,853)</b>	<b>(17,656,647)</b>	<b>(13,961,643)</b>	<b>(10,178,026)</b>	<b>(6,307,396)</b>	<b>(5,061,828)</b>

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## CABINET

10 FEBRUARY 2016

Subject Heading:

**Rainham and Beam Park Masterplan and Planning Framework.**

Cabinet Member:

**Cllr Ron Ower**

Cabinet Member for Housing Company Development and OneSource Management

CMT Lead:

**Andrew Blake-Herbert**

Deputy Chief Executive Communities & Resources

Report Author and contact details:

Christopher Barter, Economic Development Programmes and Projects Manager  
christopher.barter@haverling.gov.uk

Policy context:

Havering Housing Strategy, Havering Economic Development Strategy, Rainham & Beam Park Housing Zone submission, Havering Local Development Plan 2008. London Plan 2015, London Riverside Opportunity Area Planning Framework 2015

Financial summary:

The Rainham and Beam Masterplan and Planning Framework concerns planning issues, and there are no specific, direct financial implications,

Is this a Key Decision?

**Yes** Significant impact on two or more Wards

When should this matter be reviewed?

Spring 2018

Reviewing OSC:

Towns and Communities OSSC

**The subject matter of this report deals with the following Council Objectives**

Havering will be clean and its environment will be cared for	X
People will be safe, in their homes and in the community	X
Residents will be proud to live in Havering	X

## **SUMMARY**

Following Cabinet approval on the 24<sup>th</sup> September 2014 the Rainham and Beam Park Housing Zone bid was submitted to the GLA. The submission was successful and Havering's status as a Housing Zone Borough was announced on the 25<sup>th</sup> June 2015. Entered into OBA with cabinet approval on 4<sup>th</sup> November 2015.

Underpinning the Housing Zone vision is the transformation of the A1306 and the major residential development sites that flank it, from that of a post-industrial legacy of decline into a thriving new residential community designed and built around "garden suburb" principles of high quality design, enhanced open space provision, social infrastructure and access to public transport and employment opportunities

The Rainham and Beam Park Masterplan and Planning Framework document (attached as appendix A) articulates that vision and the Council's investment priorities in the area and importantly, sets out the robust guiding design principles that will shape the quality of the developments that will be coming forward. It sets a clear vision supported by key design and development principles that will ensure a coherent approach to any development activity. The Framework seeks to avoid the dangers of a piecemeal approach to site delivery, with developments that are of low quality design, inward looking and poorly connected to a functioning neighbourhood.

The Rainham and Beam Park Masterplan and Planning Framework will function as adopted non-statutory planning policy and will form part of the evidence and policy base of the forthcoming Local Plan.

## **RECOMMENDATIONS**

That Cabinet

1. **Agree** to adopt the Rainham and Beam Park Masterplan and Planning Framework as a non-statutory planning policy document that will be a material planning consideration when considering development proposals in the Rainham and Beam Park area.
2. **Agree** to the Council working proactively with developers and key stakeholders to bring forward developments that meet the aspirations of the Masterplan and Planning Framework and to take forward the actions proposed in the Masterplan and Planning Framework.

<b>REPORT DETAIL</b>
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## **1.0 BACKGROUND**

- 1.1 The Mayor's Housing Strategy introduced the idea of Housing Zones as a new way to speed up the number of homes being built in areas of London with high development potential. The Housing Zone Prospectus was launched on the 30 June 2014 by the GLA. The Council responded to the challenge of establishing a Housing Zone and a commitment to enabling the delivery of a new residential community in Rainham and Beam Park and submitted a bid on the 30<sup>th</sup> September 2014. This bid was successful and Havering was confirmed as a Housing Zone Borough on the 25<sup>th</sup> June 2014.
- 1.2 Housing Zones are areas where home building is to be accelerated by close partnership working between boroughs, land owners, investors and builders. They have been designated in areas where investment could spur on the development of at least 1,000 new homes on brownfield land. The time taken to deliver new schemes is recognised by the GLA but development in the Zone should commence within the 2015-18 period.
- 1.3 Housing Zones focus on place-shaping and creating a high quality environment for new residents, and so funding will be required for schools, community facilities, transport and energy infrastructure. Resources made available by the GLA through the Housing Zones programme could contribute towards these so long as the investment directly unlocks housing supply.
- 1.4 The submission documents for the LBH's Housing Zone (HZ) proposal set out the Council's vision for the future of Rainham and Beam Park as a new residential community and included an illustrative Masterplan setting out the Council's proposed approach to design and land use principles, infrastructure provision and development processes to deliver HZ programme targets of:
- 3,454 new homes (941 affordable);
  - The transformation of the A1306 into a 'boulevard';
  - Transport: the construction of the new Beam Park Station and enabling bus access to the station and new centre;
  - A programme of site assembly for housing development;
  - Social and physical infrastructure – health, and education facilities, access to open spaces; and
  - A robust Rainham and Beam Park Planning Framework and Masterplan document to set investment priorities and act as a design guide.
- 1.5 Rainham and Beam Park has significant opportunities to build upon

### **Opportunities**

**Good access** – sites benefit from excellent access to the strategic road and rail network;

**History** – Rainham has a unique heritage and it's historic built environment including a Norman Church and 17<sup>th</sup> manor house a sense of place and identity;

**Prominent frontage** – the New Road sites are highly visible and new development will transform the street and help to regenerate Rainham and Beam Park;

**Size** – at nearly 38 Ha the scale of the development opportunity to the north of the railway line offers the potential to plan a new neighbourhood and community;

**Critical mass** – the development will deliver transformational change to the area;

**Housing Zone** – will direct and attract new investment and spending on infrastructure and the environment to the area;

**Affordability** – area can help contribute to the delivery of new for housing that is affordable for local families and Londoners;

**Employment** – the area has access to significant local employment opportunities;

**Ownership** – a high proportion of the area is in public ownership;

**Public transport** – a new station is proposed at Beam Park which will improve the sites accessibility;

**Local energy** – the industrial uses to the south offer potential sources of recycled energy; and

**Natural environment** – the site has good access to the natural environment along the River Beam and River Ingrebourne and can extend the All London Green Grid.

## **1.6 Challenges.**

**Flood risk** – some sites are on low-lying land and are vulnerable to fluvial and tidal flooding;

**Contamination** – risk of contaminated sites requiring costly remediation that may affect viability;

**Low values** – property values in Rainham are relatively low which makes delivering high quality development economically challenging and this has led to in some previous cases planning applications for poorly designed and piecemeal schemes

**Image** – the area is fragmented and has a poor image of post industrial decline with many vacant sites;

**Existing uses** – The adjacent uses are low value and in some cases bad neighbours creating a poor environment;

**Lack of local amenities** – the area is isolated from amenities including good shopping, leisure and cultural facilities;

**New Road** – this road is over engineered and dominant and low quality uses fronting onto the street create a poor impression of the wider area;

**Social Deprivation** – the South Hornchurch and Rainham area is one of the most deprived in London; and

**Physical barriers** – The railway line and industrial uses to the south creates a physical barrier that makes movement north /south towards the river difficult.

## **1.7 Technical Studies.**

A suite of technical studies has been undertaken to inform and support the preparation of the Masterplan including – Flood Risk, Noise, Air Quality, Contamination, Traffic Capacity and Utilities Capacity and Constraints. These have not raised any unexpected issues. In particular the Flood Risk Assessment and Mitigation study has been remodelled using the new more stringent Environment Agency standards which now require models to assess flood risk events at 100 years + Climate Change with 35% Peak Flows. This has confirmed that the flood risk mitigation measures set out in the Masterplan are adequate and conform with Environment Agency requirements. These reports have been collated into a technical library and will be available for prospective developers to consult and

assess any potential development constraints at an early design stage of their proposals giving a degree of certainty.

## **2.0 Rainham and Beam Park Masterplan and Planning Framework**

- 2.1 The Rainham and Beam Park Masterplan and Planning Framework has been in development since March 2015 and is intended to be adopted as non-statutory planning policy by Cabinet. It will form part of the evidence base of the forthcoming Local Plan. The principles within the framework have been widely consulted upon with local residents, businesses and other stakeholders including the GLA, LB Barking and Dagenham, TfL and private sector development interests.
- 2.2 The Masterplan and Planning Framework document sets out the Council's investment priorities in the area and importantly guide and shape the quality of the development that will be coming forward over the next 10 – 15 years. It sets a clear vision supported by key design and development principles that will ensure a comprehensive and coherent approach to any development activity. The Framework seeks to avoid the dangers of a piecemeal approach to site delivery, with developments that are inward looking, poorly connected to a functioning neighbourhood.
- 2.3 The Masterplan and Planning Framework Area encompasses the historic heart of Rainham and extends northwards and westwards to include the land to either side of New Road including the industrial areas between the road and the railway line. The Borough boundary along the River Beam marks the western extent of the area. The part of the framework area around Marsh Way Bridge and up to the River Beam is commonly referred to as Beam Park. (see appendix 1, Location Plan)
- 2.4 The western boundary of the Planning Framework area borders onto the London Borough of Barking and Dagenham. The Planning Framework has been developed through a collaborative process working with both the LB Barking and Dagenham and the GLA and has their support.

## **3.0 Planning Context**

- 3.1 The Havering Core Strategy and Development Control Policies Development Plan Document was Adopted in 2008. It sets the Council's approach to the planning of the whole borough, and sets the framework for the Action Plans and topic specific planning documents.
- 3.2 Sites along and to the south of New Road are identified in the London Borough of Havering's Site Specific Allocations DPD (Adopted 2008). This document allocates the Beam Park site (SSA11) for residential and ancillary uses. The adjacent Rainham West sites (SSA12) are designated for residential with ancillary uses (67%) and compatible employment uses (33%).
- 3.3 The Core Strategy and Site Allocations documents were prepared prior to the publication of the NPPF and adoption of the London Plan (Consolidated with Alterations since 2011) (2015), and prior to the recent preparation of up to date evidence relating to employment land supply and need. They also predate the most recent version of the London Riverside OAPF and the designation of the Beam Park Rainham.

3.4 Havering Council are currently producing a new Local Plan which, when adopted, will replace key documents within the Local Development Framework. The Havering Local Plan will identify key issues and strategic priorities for Havering up to 2032 and will set out both strategic and development management policies.

3.5 Initial consultation on the Local Plan took place in spring 2015. Consultation on the submission version of the plan is scheduled to take place in summer 2016, followed by submission to the Secretary of State, an examination in winter 2016/17 and adoption in spring/ summer 2017.

**3.6 National Planning Policy Framework (NPPF) MARCH 2012**

3.7 The National Planning Policy Framework sets out the Government's planning policies for England and how these are expected to be applied. The National Planning Policy Framework must be taken into account in the preparation of local and neighbourhood plans, and is a material consideration in planning decisions.

3.8 At the heart of the National Planning Policy Framework is a presumption in favour of sustainable development, which should be seen as a golden thread running through both plan-making and decision-taking.

3.9 In terms of housing supply, Para 47 states the objective: "To boost significantly the supply of housing, local planning authorities should use their evidence base to ensure that their Local Plan meets the full, objectively assessed needs for market and affordable housing in the housing market area, as far as is consistent with the policies set out in this Framework, including identifying key sites which are critical to the delivery of the housing strategy over the plan period."

**3.10 The London Plan**

3.11 On 10 March 2015, the Mayor published (i.e. adopted) the Further Alterations to the London Plan (FALP). From this date, the FALP are operative as formal alterations to the London Plan (the Mayor's spatial development strategy) and form part of the development plan for Greater London.

3.12 The London Plan has been updated to incorporate the Further Alterations. It also incorporates the Revised Early Minor Alterations to the London Plan (REMA), which were published in October 2013. Policy 3.3 refers to increasing Housing supply and recognises the pressing need for more homes in London.

"The Mayor will seek to ensure the housing need is met particularly through provision consistent with at least an annual average of 42,000 net additional homes across London which will enhance the environment, improve housing choice and affordability and provide better quality accommodation for Londoners."

**3.13 London Riverside Opportunity Area Planning Framework**

3.14 In order to successfully regenerate London Riverside, the London Riverside Opportunity Area Planning Framework seeks to provide clarity on the long-term land use aspirations for the area, so that its role and function in accommodating London's growth are clear to potential developers and landowners.

- 3.15 The Beam Park / Rainham masterplan area is contained within the London Riverside Opportunity Area Planning Framework. The London Plan sets out the strategic policy direction for the London Riverside Opportunity Area.
- 3.16 The London Plan 2015 sets out an indicative employment capacity of 16,000 jobs with a minimum of 26,500 new homes planned for the area for the plan period to 2035. The policy establishes the strategy of managed release of surplus industrial land for housing and other complementary uses, and recognises the need for improved public transport capacity.
- 3.17 The OAPF recognises that at Rainham along the A1306 corridor there is potential to deliver more compact, residential-led mixed urban communities. The OAPF was adopted and became planning policy in November 2015
- 3.18 **Emerging Planning Policy**
- 3.19 Havering Council are currently producing a new Local Plan which, when adopted, will replace the Core Strategy. The Havering Local Plan will identify key issues and strategic priorities for Havering up to 2032 and will set out both strategic and development management policies.
- 3.20 Initial consultation on the Local Plan took place in spring 2015. Consultation on the submission version of the plan is scheduled to take place in summer 2016, followed by submission to the Secretary of State, an examination in winter 2016/17 and adoption in spring/ summer 2017.
- 3.21 This planning framework reflects and updates the planning and policy approach to the area arising from the change in the planning policy landscape as summarised above. It provides a comprehensive 'masterplan' for the Beam Park / Rainham Housing Zone and particular character areas and will be developed and embedded within future planning strategy documentation including the new Local Plan.
- 3.22 This planning framework will help to improve the efficiency of the planning system and development process, as well as ensuring the quality of any new development and employment opportunities. As a robust expression of the Council's vision and aspirations for the area and backed by policy guidance the Masterplan will give developers certainty in respect of their proposed schemes.
- 3.23 We would expect developers to bring forward their proposals in compliance with the planning principles and illustrative masterplan. Developers and their architects are able to move away from the illustrative masterplan but would have to show how their proposals are adhering to the vision and tenets behind the planning principles adopted.

#### **4.0 Vision**

- 4.1 The Council's vision is both ambitious and transformational. The sites on New Road offer a major opportunity for Rainham; a chance to create a new garden suburb, building a new strong and sustainable community with its own identity and sense of place structured around a new station and local centre at Beam Park, and which

integrates with the historic Rainham Village and surrounding residential neighbourhoods.

- 4.2 The character of New Road will be transformed from a traffic dominated corridor into an urban street with enhanced public realm. This will include a green parkway, a new two way off- road cycle track and new residential led development to either side fronting onto and enclosing the street. Development will be at a scale that is appropriate to the borough and the wider context of Rainham.
- 4.3 The new neighbourhood will provide a mix of high quality homes, from terraced and semi-detached properties that front local streets, to houses and apartment buildings overlooking the Parkway on New Road. A number of green spaces extending through the whole area as part of a wider green network linking Rainham Marshes and Hornchurch Country Park.
- 4.4 The new garden suburb will act as a high quality addition to historic Rainham and will become a destination neighbourhood for:
- Predominantly Havering's working families looking for homes in which to settle and grow;
- Young professionals in the Borough and further afield. looking to buy their first home and benefit from rapid links to the City; and
- Rainham and South Hornchurch residents needing homes that are affordable and wishing to stay in the area.

## **5.0 Development and Design Principles.**

- 5.1 To achieve the vision for Rainham and Beam Park, new development will need to adhere to a set of common design principles and parameters, which will ensure that the new neighbourhood is well connected and links to the wider green structure-; has the right mix of uses and facilitates to serve its future occupants; brings forward quality architecture and open space; and that individual development parcels connect and relate with their neighbours in order to contribute to a strong sense of place.
- 5.2 The Planning Framework advocates an integrated approach to the development of the Rainham and Beam Park area. It provides clear guidance for development to ensure a comprehensive approach for development, while leaving flexibility for creative and innovative solutions in individual architecture. The Planning Framework is available and provides a strong narrative and rationale for the principles. The rationales are expressed as individual policy guidance.
- 5.3 The Planning Framework sets out 29 individual policy guidance on the required design and development principles covering the following aspects:
- The structure of the area;  
Character areas;  
Land uses  
Transport and movement  
Urban form and design;  
Green structure and open spaces; and  
Energy and sustainability.

5.4 The key policy guidance is:

**PG 01 - NEED FOR A COMPREHENSIVE DEVELOPMENT**

The transformation of the Rainham and Beam Park area into a successful, residential neighbourhood can only be achieved if the area is dealt with comprehensively with developers contributing in a positive and proactive manner in finding solutions to ensure that the wider vision and objectives are not prejudiced by any single development phase.

Applicants will be required to demonstrate that their proposals will:

Provide a layout that facilitates a coherent urban structure across the area as a whole;

Meet the land use, character and on-site infrastructure specification for their development area as set out in Section 5;

Fulfil the requirements in terms of phasing set out in section 6 and, if a part of the plan is being brought forward in a different sequence, to demonstrate an alternative phasing solution that achieves the same objectives and output;

Make contributions to off-site infrastructure in accordance with the Council's CIL and S106 requirements.

**PG 02 - LAND ASSEMBLY AND COMPULSORY PURCHASE ORDER**

The appearance and condition of a number of sites along New Road will impact on the opportunity to deliver transformational change and to bring forward the new vision for the Rainham and Beam Park area.

In situations where a site (or sites) in third party (i.e. non-borough or GLA) ownership are not coming forward for development, the Council may be prepared to commence Compulsory Purchase Order (CPO) proceedings in order to achieve the comprehensive approach to delivery that it requires.

**This is discussed further in a separate cabinet report**

**PG 03 URBAN STRUCTURE**

Establishing a coherent urban structure is essential to ensure developments are coordinated and connected across the whole of the Rainham and Beam Park area.

Applications will be required to

make specific provision in their layouts for the vehicular access and pedestrian and as set out in PG 11 and PG 14;

appropriately express the hierarchy of routes as set out in Figure 4.1 through the design of the urban form with the aim to enhance legibility; and

demonstrate that the layout achieves a coherent structure both in its own right, and in terms of its facilitation of future phases.

**PG 04 - CHARACTER**

Achieving a strong sense of place with areas of different character across the area will help to install local pride, assist with way finding and allow areas to respond to existing character.

Applicants will be required to:

Establish a strong sense of place for each of the character areas Park View Living, Beam Park Centre, The Beam Gardens, Creekside and Beam Parkway, demonstrating how the surrounding context has been taken into account;

Respond to the context within Rainham village, to strengthen and enhance the character of this historic village; and

Comply with the development principles for the relevant character areas set out in this Planning Framework.

#### **PG 05 - HOUSING PRIORITY AND MIX**

A mix of town houses and apartments with a variety of unit sizes, tenures and types is important in achieving a mixed and balanced community.

Applicants will be required to:

Provide a mix of housing in each development as set out in Section 5;

In Beam Park Centre, to provide apartments of a range of one and two bedroom apartments over commercial uses at ground floor levels;

In Park View Living, The Beam Gardens, Creekside and Beam Parkway to locate apartments to overlook New Road;

In Park View Living locate apartments to overlook Beam Park;

Provide the following mix (measured by number of units) of up to 3 storey terraced house of 2-4 beds, the mix of sizes to respond to the most up to date evidence of housing need: Park View Living: 20-25%

Beam Gardens (part of Somerfield): 30-35%

Beam Gardens (remainder): 40-45%

Creekside (Dovers Corner): 40-45%

Beam Parkway (New Road north): 25%-30%

In Rainham Village on larger development sites to provide 80% - 85% town houses (measured by units), and on infill sites to provide apartments only where there are significant townscape and character benefits to the proposal.

#### **PG 08 - HOUSING DENSITY**

Applicants will be required to comply with and achieve the housing densities within the density bracket set out for each development area:

Park View Living: 100 - 120 dph;

Beam Park Centre: 170 - 210 dph;

Beam Gardens (part of Somerfield): 80 - 100 dph;

Beam Gardens (remainder): 60 - 80 dph;

Creekside (Dovers Corner): 60 - 70 dph;

Beam Parkway (New Road north): 100 - 120 dph; and

Rainham Village: 40 - 50 dph.

#### **PG 09 - LOCAL AND DISTRICT CENTRES**

Mixed uses and local facilities are essential to provide strong neighbourhood centres and active street frontages which bring together those who work, live and play in the area.

In Beam Park Centre:

The development proposals will create a new Local Centre.

Applicants will be required to provide a minimum of 3,500 sq. metres to a maximum of 4,000 sq. metres of floor space for flexible uses fronting onto New Road (south side) the connecting street from New Road to the station forecourt and around the station square at the ground floor, with apartment blocks above. Retail (A1) provision will be permitted of up to 2,000 square metres with no single floorplate greater than 1,400 sq. m.

Ground floors of buildings within the centre should have a minimum floor to ceiling height of 3.75m.

The station building will need to be integrated as part of a multi storey building. Uses must respect the recommended built form principles set out in PG 15 Building Height.

Within Rainham District Centre:

New town centre uses that intensify and diversify the current provision in Rainham and are sensitive to the context will be welcomed.

Proposals for a single storey, large footprint format of retail development which do not optimise the potential of the site to accommodate development will not be permitted.

Along New Road:

Applicants will be required to

Provide small commercial ground floor units of up to 200 sq. m per locations at important street corners as identified as 'active ground floor use' in Figure 4.4.; and

Provide floor to ceiling heights of residential ground floors of a minimum of 3 m to provide flexibility for conversion into commercial spaces in the future.

Outside of these areas town centre uses will be resisted. Large floorplate single storey buildings will not be acceptable anywhere within the Framework area.

## **PG 10 - EMPLOYMENT**

The Rainham and Beam Park area will prioritise the delivery of new homes. Small and medium sized enterprises that are compatible with a residential environment will however be encouraged. These uses are considered most appropriate at ground floor level either with the Beam Park local centre or along New Road and at Rainham House.

Proposals for General Industrial (B2), Storage and Distribution Uses (B8) and other employment uses that negatively impact upon the residential amenities of the area are not considered appropriate.

The Council will seek to work with existing occupiers to assist their relocation to the London Riverside and wider area.

## **PG 11 - SOCIAL INFRASTRUCTURE**

The council will require the following measures within new developments;

Education - A site for a new 2 FE Primary School will be provided within the Beam Park Centre development area. Where it is demonstrated that such site provision cannot be made within this site, then payment will be required via Section 106 Obligations to enable a suitable alternative site to be delivered.

Health Centre - Applicants will also be expected to make necessary site provision and / or Section 106 obligations for the establishment and provision of other health and community facilities within the Beam Park centre. The health centre will need to be accommodated at the ground floor within the Beam Park Centre area as part of a mix of uses.

In support of the need to meet further demand for community facilities arising from the significant growth in the number of residents in the area, applicants will be required to;

Make provision for other community facilities via building provision / spaces on long leases.

Ensure all new community facilities are located in places that are or will be accessible by a range of transport, including walking and cycling, and that the development itself is accessible to all groups.

Contribute with developer contributions towards the provision of essential new community facilities.

### **PG 13 - PARKING**

Car ownership remains an important part of people's travel choices, and accommodating it attractive and functional ways is essential in achieving a quality urban environment.

For residential developments applicants will be required to:

Provide parking to the following maximum levels: 0.5 space per 1 bedroom or studio unit;

1 space per 2 bedroom unit;

1.5 spaces per 3 bedroom unit; and

2 spaces per 4+ bedroom unit.

In all locations provide an additional 10% for visitor spaces, and ensure that 10% of all spaces are for disabled use.

In all locations the parking levels above are to be provided unallocated.

Provide 20% of spaces with electric charging points with an additional 20% of passive provision for electric vehicles in the future.

Provide cycle parking in accordance with the requirements of the London Plan Policy 6.13 and designed in accordance with the London Cycling Design Standards.

A lower car parking provision than the maximum would be expected within the Beam Park centre itself in order to accommodate higher housing density to support the vitality of the centre. A car sharing or car club provision is expected to be provided as part of the Beam Park Centre development.

For non-residential development parking will need to be in line with London Plan Policy 6.13.

Officers in Economic Development and Streetcare are exploring the potential to implement a Controlled Parking Zone in the Masterplan area in order to provide a degree of protection to existing and new residents from excessive on street parking demands.

### **PG 17 - BUILDING HEIGHT**

Building height and massing are important determinants of the character of a place. The broad locations for higher density developments and building heights in the Beam Park / Rainham area locations are illustrated in Figure 4.10 of this framework.

Applicants will be required to:

Develop to 4-6 storeys in the Beam Park Centre with some slightly taller feature buildings around the station and on the junction of Marsh Way with New Road;

Develop 4-5 storeys in the Beam Park Centre Fringe;

Develop 3 to 4 storeys along New Road;

Develop to 2 storeys in Rainham village, except where for townscape reasons, 3 storeys can be justified;

Develop to 2 or 3 storeys elsewhere;

To provide in all locations articulation of roof form and meet the character specification set out in Section 5;

Proposals for feature buildings or high density development outside of these areas will be considered case by case on individual merit.

**PG 23 - OPEN SPACE NETWORK**

Applicants will be required to deliver the following open spaces identified in Figure 4.14:

**PARK VIEW LIVING:** Beam Park – a new neighbourhood park that links the Beam River Corridor with Beam Park Station, which also fulfils a strategic flood mitigation role;

**BEAM PARK CENTRE:** Beam Park Station Square – a formal arrival square outside the station and the focus for urban life;  
Marshway Green Bridge – a linear public space on the eastern side of Marsh Way Bridge (using surplus road space);

**BEAM GARDENS:** Local Green Spaces as local amenity space for residents;  
Linear natural green space alongside re-opened culverts at the Suttons Industrial site;

**CREEKSIDE:** Linear natural green space alongside re-opened New Havering Sewer, provision of a foot and cycle bridge to accommodate east-west route;  
Havering College Spine and public space;  
Opening up and qualifying the embankments of the Ingrebourne River and provision of a foot and cycle bridge to accommodate east-west route; and

**RAINHAM VILLAGE:** Enhancement and integration of existing open spaces in network of local routes;

**SITE WIDE:** Beam Parkway (SEE PG 23)- a high quality park landscape along New Road that connect a number of pocket green spaces;  
Green corridor along the east-west route that express the character of each of the areas it passes through.

Ensure that open and green spaces are designed by a chartered member of the Landscape Institute to ensure the highest quality design, quality material and planting, full consideration of seasonal variation and the lifetime of the scheme, and how the spaces will be inclusive and provide amenities and facilities for the future users.

**PG 26 - MANAGEMENT AND MAINTENANCE**

Applicants are expected to:

Contribute to the long term maintenance and upkeep of adopted public space and public realm in the area by providing a commuted sum of 20% of the total asset replacement cost of these areas within their development site through their S106 contribution;

Adopt a long term maintenance and management strategy for remaining unadopted open spaces and public realm to ensure a well maintained area in perpetuity.

**PG 29 - CHARACTER AREA GUIDANCE**

Applicants are expected to:

Demonstrate within a design statement how their proposal has considered and responded to the specific guidance for the character area that are applicable for their site.

## **Linear Park**

- 5.1 Acting as the centre piece to the Beam Park and Rainham Housing Zone. It will connect Rainham Town Centre with the new Beam Park train station, linking those who live, work, learn, travel and relax within this new Garden Suburb with a high quality walking and cycling route set within landscaped surroundings. This will be punctuated with public amenities, such as children's play facilities, seating, cycle storage, drinking water fountains, wildlife habitats and community food growing areas. It will include extensive tree planting, SUDS, bus stop facilities and on-street parking while maintaining appropriate vehicle access. This investment will deliver improved viabilities through major place shaping of the area and ensuring the scheme is delivered as a whole and values rise across the development sites rather than piecemeal as developer contributions become available.
- 5.2 The A1306 will be re-configured as a boulevard, subject to TfL approval of Major Scheme business case and further detailed traffic modelling, undergoing a major upgrade and place making to complete its transition from a dual carriageway industrial arterial road to an attractive street with active frontages. New residential and mixed use development will be matched by an upgraded pedestrian environment improved crossings and junctions, cycle improvements, street trees and an innovative linear park, a landscaped green corridor connecting new communities. Major junction revisions and accesses into key development sites are planned. Its transformation will reprofile the carriageway allocating defined space for cyclists, pedestrians and vehicles.

## **Character Areas**

- 5.3 New development should not be uniform or generic but respond to the history and specific context of the wider Rainham and Beam Park area. The Planning Framework identifies six character areas that will be established and reinforced by new development. (see appendix 2)
- 5.4 **Park View Living** – a new residential quarter with a mix of apartments and townhouses to the west of the local centre, whose streets and blocks orientate towards the new Beam Park – a large green space linked to the Beam River Valley.
- 5.5 **Beam Park Centre** – a new local centre focused on the new railway station at Beam Park on the C2C line. Mixed-use development will include local shops and services, a small supermarket, cafes and other community facilities with apartment living above. A new arrival space outside the station will become the focus for urban life at this new gateway into the area
- 5.6 **The Beam Gardens** – the central development section to the south the new Beam Parkway will see the development of a green family neighbourhood characterised by tree-lined streets, pocket parks, swales and private gardens as the focus for family living.
- 5.7 **Creekside** – the character of the area adjacent to the Ingrebourne River will be inspired by the rich wetland habitats along the river, and make contextual references to sites history as part of the marshes.
- 5.8 **Beam Parkway** – the central spine that connects across the Beam Park and Rainham area and provides a unique linear green space enclosed by residential development with an urban scale.

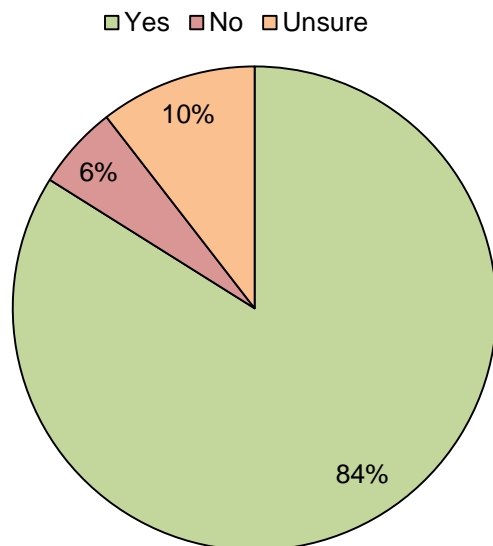
- 5.9 **Rainham Village** – the character of the historic village will be strengthened and enhanced by new development that integrates well and brings forward a contextual response to the local vernacular.
- 5.10 Each Character Area is set out in detail with character and specific guidance and design parameters, including mix of uses, development capacities and densities, heights, frontage treatments, open space, pedestrian routes, car parking and CIL / S106 requirements, relating to these character areas and are included in a separate chapter of the Framework document.

## **6.0 Consultation**

- 6.1 The Planning Framework has been prepared through a collaborative process with regular involvement from local Members, stakeholders, residents and neighbouring LB Barking and Dagenham and the GLA and TfL. Contributions made at these events has helped to shape the Framework. This collaborative approach adds to the planning weight that can be afforded to the Planning Framework
- 6.2 An intensive two phase consultation exercise was undertaken over March and April 2015 and September to November 2015 to raise awareness of the HZ and gauge the support of local residents and stakeholders to the principles in the HZ. The consultation process included a combination of:
- Member group briefings and meetings with local Ward Councillors and presentations to the Rainham Wennington and South Hornchurch Working Group.
  - Meetings with stakeholders
  - Advertising the consultation process through an article in Living in Havering magazine and a brochure about the development, including a questionnaire, to all residents living in the vicinity of the masterplan area
  - Creating a dedicated website with information about the proposals with the ability to raise questions and provide comments on the proposals.
- 6.3 Two Stakeholder Engagement Events took place on the 17<sup>th</sup> March and 6<sup>th</sup> October to gather views and ideas to feed into the vision and objectives for the masterplan. Various stakeholders, who included key elected members, staff from Jon Cruddas MP's office, representatives from local businesses and community organisations, GLA, TfL and landholders took part in these hands-on masterplanning events.
- 6.4 A series of resident drop in sessions were held at Rainham Library and Mardyke Community Centre over March and April 2015 and September to November 2015. Residents were able to review the information about the masterplan, discuss the proposals with the project team and input into the process, either at the event, via the dedicated website or via email, telephone or post.

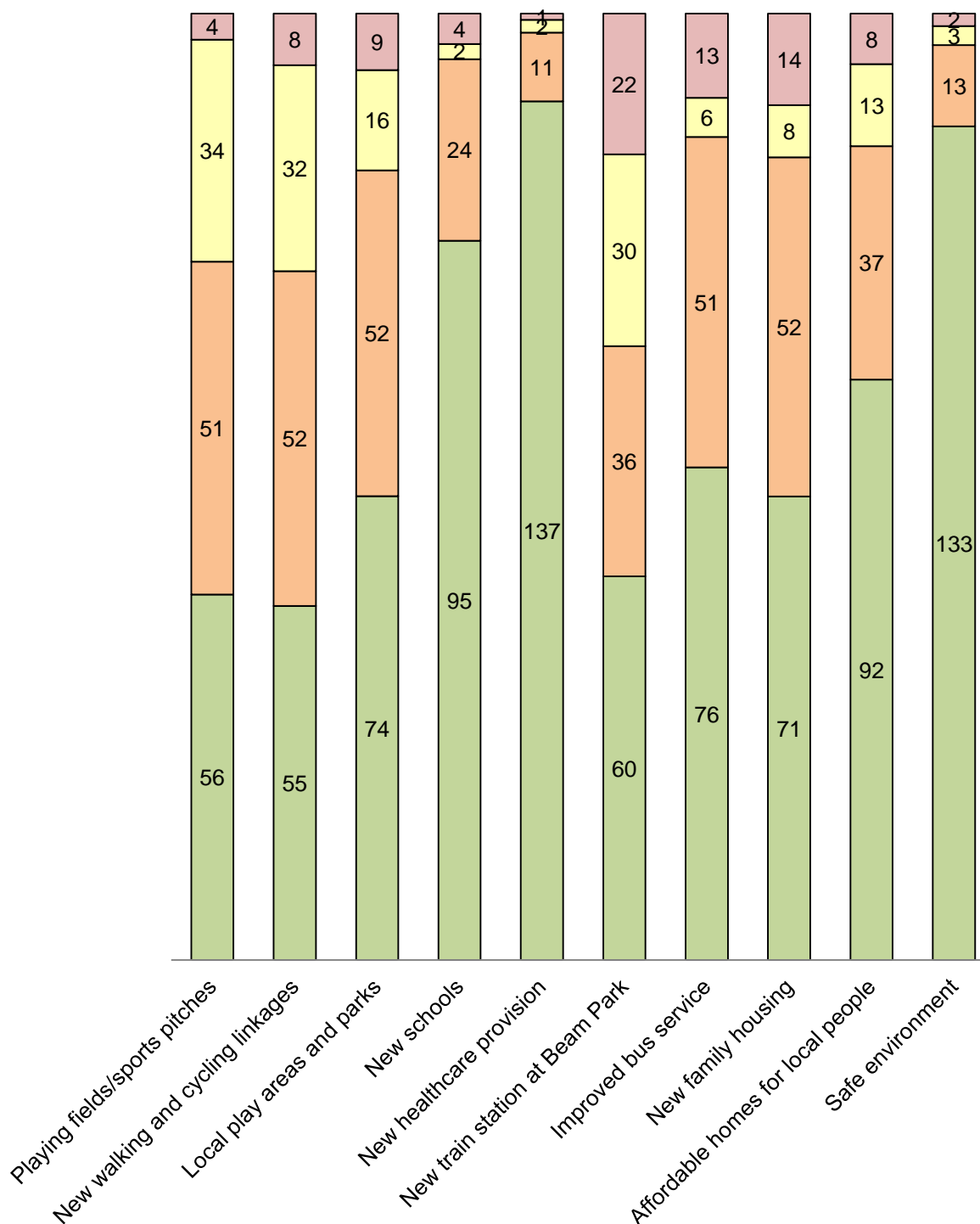
6.5 Responses to the first round were very positive with a majority of respondents in favour of the Housing Zone proposals as set below.

**Q1: Would you like to see investment into the rundown industrial areas along New Road in order to provide quality new local homes, job opportunities, facilities and green spaces?**

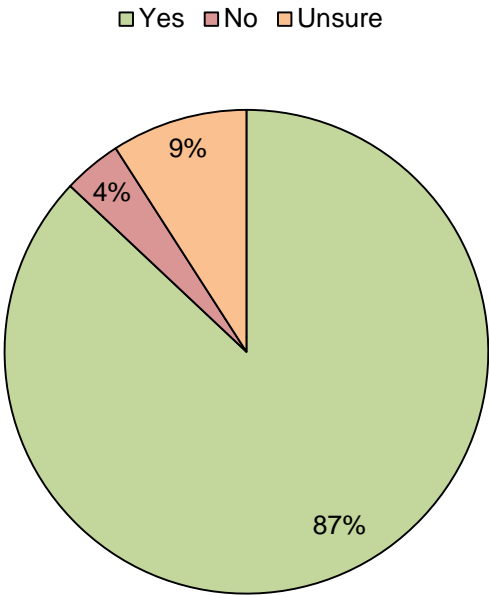


**Q2: We have submitted a funding bid to the GLA which would deliver £40million towards infrastructure. Please let us know which of the following is most important to you:**

Very important    Quite important    Less important    Not important

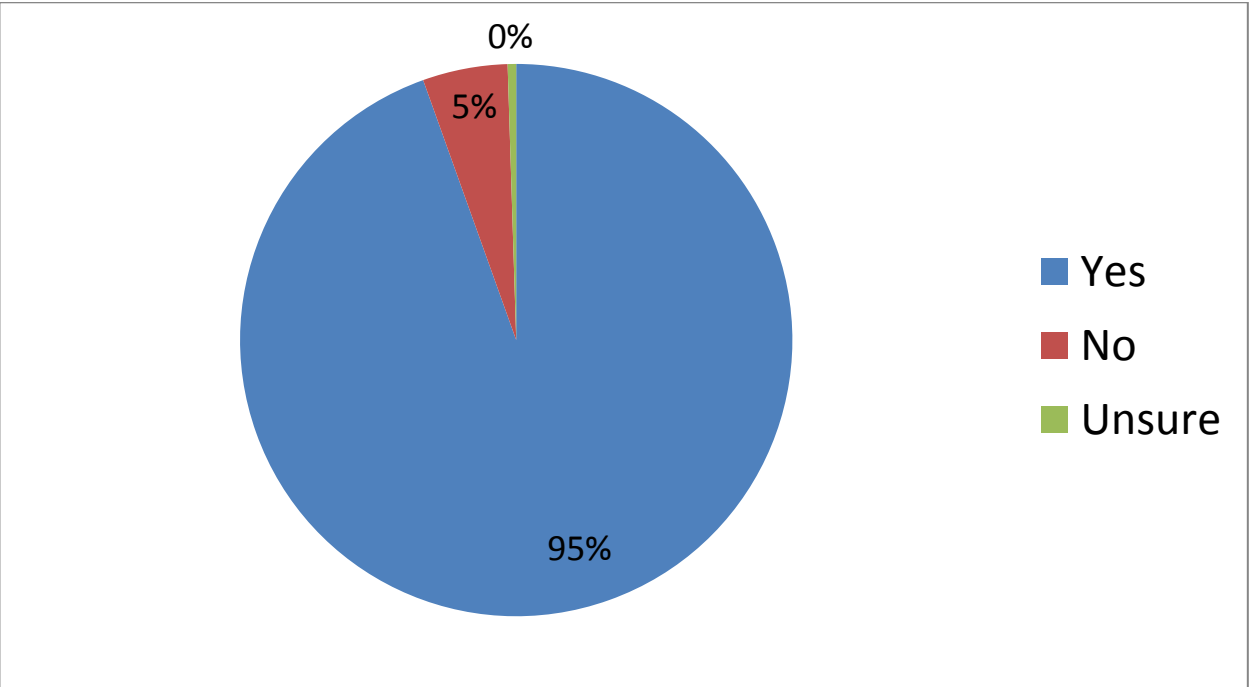


**Q3: Do you agree that a masterplan for the area should be created to set the character, quality and types of homes as well as the types of facilities, transport improvements and green space needed in the area?**

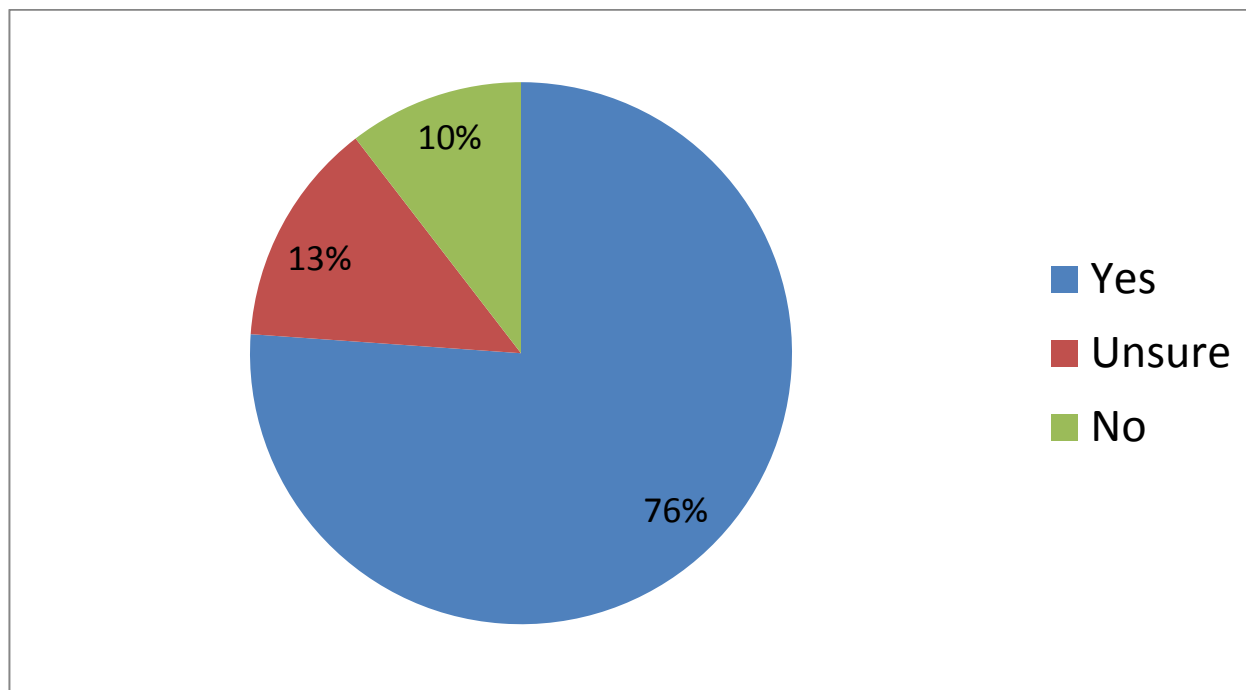


6.6 The second phase of consultation was equally positive.

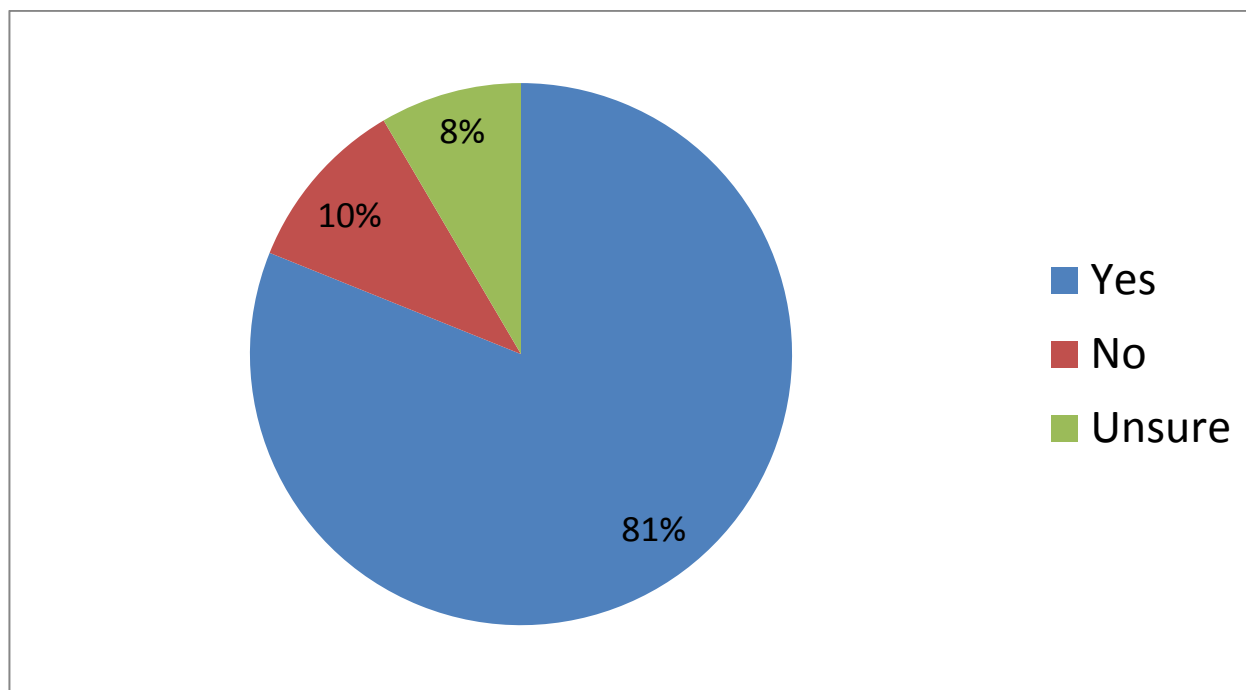
**Q1) Would you like to see investment into the rundown areas along New Road (the A1306) in order to provide quality new local homes, job opportunities, facilities and green spaces?**



**Q2) Do you agree that a masterplan for the area should be created to set the character, quality and types of homes as well as the types of facilities, transport improvements and green space needed in the area?**



**Q3) The proposals include a mixture of new homes and apartments, a new train station, health facilities and local centre with community facilities at Beam Park, improved bus service and a new primary school within the masterplan area. New Road will become more pedestrian friendly and there will be new green spaces connecting to existing green infrastructure. Do you like these proposals?**



- 6.7 Throughout the consultation process the approach of the project team has been to respond positively to consultation responses from local residents and other consultees and, where practicable, use these insights to inform and amend the proposals as they are embedded in the Masterplan and Planning Framework.

## **REASONS AND OPTIONS**

### **Reasons for the decision:**

It is recommended that Members approve the Rainham and Beam Park Masterplan and Planning Framework. The Masterplan is intended to form part of the evidence base for the new Havering Local Plan, superseding the Havering Local Development Framework, it includes recommendations to inform and support proposed future site allocations and policy subject to Member approval. The Framework is consistent with the national and Mayoral planning policy which promotes the importance of a plan led approach to development.

As a non-statutory document that is not formal planning policy it will give the Council a tool to use when discussing applications with developers and it will have the status of a material planning consideration. Applications can be discussed on a site by site basis within the guidelines for the character area and with a key focus on the quality of design and the appropriateness of material choices.

### **Other options considered:**

Not developing a Rainham and Beam Park Masterplan and Planning Framework – REJECTED. From officer discussions with the GLA, housing associations and developers, it is clear that proposals for new housing already are coming forward for sites in the proposed Rainham and Beam Park Masterplan and Planning Framework area, and also that additional sites will be marketed soon, including by the GLA itself. Without an effective framework to guide developments the likelihood is that development will proceed but in a piecemeal manner and with limited Council ability to guide quality of design and provide community facilities with a possible prospect of development resulting in future liabilities to the Council. With piecemeal developments developers could argue against increased financial contributions to infrastructure and affordable housing on the grounds that their development in isolation has only a minimal impact on the area and that London's general housing shortage outweighs the need for contributions.

## **IMPLICATIONS AND RISKS**

### **Financial implications and risks:**

The recommended Rainham and Beam Park Masterplan and Planning Framework would be taken into account as a material planning consideration by development

management planners in pre-application discussions and/or considering planning applications.

There are no specific financial implications to report. Increased housing provision (which in any event Havering needs to provide to meet GLA targets) will mean increased income and expenditure to the Council, but this is complex and uncertain to model.

Having a robust and adopted Planning Framework with clearly defined infrastructure requirements apportioned to development sites will significantly strengthen the Council's position when negotiating with developers to achieve appropriate levels of S106 contributions.

Where S106 contributions are expected/required for a specific purpose, the CIL documentation should clearly state that these items are not covered by the CIL, and consideration needs to be given to such matters in the production of CIL documentation as it's implementation is progressed.

Any specific actions or projects undertaken by the Council within the Framework would be subject to individual evaluation and approval process.

**Legal implications and risks:**

There are no legal implications and risks from this document as it provides overall strategic guidance rather than outlining individual project delivery. Should the Council decide to participate in taking forward the development opportunities outlined in the document then these would be subject to a separate reporting and approval process.

The legal weight afforded to the Rainham and Beam Park Masterplan and Planning Framework in determining planning applications is limited to it being a material planning consideration as it is not part of the formal Havering Local Development Framework.

Only adopted Development Plan Documents which fall within Regulation 5(1)(a)(iv) of the Town and Country Planning (Local Planning) (England) Regulations 2012 can be used as 'development management and site allocations policies, which are intended to guide the determination of applications for planning permission.'

The Framework cannot lawfully set out the Council's policies relating to the development and use of land unless formally adopted as a Development Plan Document in compliance with Section 17 (3) of the Planning and Compulsory Purchase Act 2004.

**Human Resources implications and risks:**

There are no human resource implications.

**Equalities implications and risks:**

The investment opportunities set out within the Rainham master plan and planning framework will help shape the 'look and feel' of the areas specified in the report. A key outcome of the opportunities will be the promotion of social inclusion and community cohesion. The proposals set out in the paper highlight the possible achievements for sustainable housing, retail and business

opportunities that meet the needs of communities in Havering. The provision of affordable housing with mixed tenure, within new developments can create a better quality of life for tenants and residents and close achievement gaps by raising aspirations.

Background Papers
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None

# PROPOSED CHARACTER AREAS



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# PROPOSED CHARACTER AREAS



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LONDON BOROUGH OF HAVERING

# RAINHAM AND BEAM PARK PLANNING FRAMEWORK

JANUARY 2016  
FINAL REPORT

Page 301



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# EXECUTIVE SUMMARY

## CONTEXT

This document was prepared by Urban Initiatives Studio on behalf of the London Borough of Havering. It establishes the Planning Framework for the Rainham and Beam Park area in the south of the London Borough of Havering.

Rainham and Beam Park are poised for significant investment into new infrastructure and housing. This is part of the long term vision for the area, which the Council has been working towards for a number of years. In June 2015, following a successful bidding process, Rainham and Beam Park was identified as one of the GLA's new 'Housing Zones'.

The Planning Framework Area encompasses the historic heart of Rainham and extends northwards and westwards to include the land to either side of New Road including the industrial areas between the road and the railway line.

## ROLE OF THE FRAMEWORK

The Planning Framework provides a comprehensive and flexible plan for the Rainham and Beam Park area. It is a strategy document that will assist the Council in directing investment to priorities in the area, as well as helping to guide and shape the quality of the development that comes forward. The Planning Framework will form part of the evidence base of the forthcoming Local Plan and inform area specific policies. It also will be used as a material consideration in the assessment of future planning applications.

The Planning Framework will help to guide the form and pattern of development within Rainham and Beam Park setting out design principles for new development and ensuring that appropriate infrastructure is put in place – such as schools, transport and health services to support the new development.

29 Policy Guidance Boxes provide area specific Planning Guidance throughout the framework. These set mandatory requirements that development proposals in the Rainham and Beam Park Planning Framework Area are expected to follow to ensure the delivery of a coherent and quality development in line with the vision and objectives set by the Masterplan and Planning Framework.

## CONSULTATION

The Planning Framework has been prepared through a collaborative process and has been agreed by Havering Council local Members.

An intensive consultation exercise was undertaken over March/April 2015 and a second phase Oct/Nov 2015 to raise awareness of the Masterplan and Planning Framework and gauge the support of local residents and stakeholders to the land use and design principles in the Masterplan. The consultation process included a combination of:

- Elected member group briefings and meetings with local Ward Councillors and presentations to the Rainham Wennington and South Hornchurch Working Group;
- Two stakeholder workshops;
- Advertising the consultation process through an articles in Living in Havering magazine and a brochure about the development, including a questionnaire, to all residents living in the vicinity of the masterplan area;

- Creating a dedicated website with information about the proposals with the ability to raise questions and provide comments on the proposals;
- Two four week public exhibition events held at Rainham Library and the Mardyke Community Centre with the opportunity to provide comments on the proposals.

Responses to both rounds of consultation were very positive with a majority of respondents in favour of the Housing Zone proposals. Throughout the consultation process the approach of the project team has been to respond positively to consultation responses from local residents and other consultees and, where practicable, use these insights to inform and amend the proposals as they are embedded in the Masterplan and Planning Framework.

## CHALLENGES AND OPPORTUNITIES

The Rainham and Beam Park area comprises significant opportunities but also challenges which this framework seeks to explore and respond to:

### OPPORTUNITIES

- Good access to the strategic road and rail network;
- Rainham's unique heritage provides a sense of identity;
- Highly visible development sites on New Road that help transform the image;
- The scale of the area supports a new neighbourhood;
- Critical mass for transformational change;
- Housing Zone attracts investment and spending on infrastructure;
- Potential to deliver housing that is affordable for local families and Londoners;
- Access to significant local employment opportunities;
- Significant portion of the area is in public ownership;
- New railway station proposed at Beam Park;
- Potential sources of recycled energy from industrial uses to the south; and
- Good access to open spaces and the surrounding natural environment.

## CHALLENGES

- Some sites are on low-lying land and are vulnerable to fluvial and tidal flooding;
- Risk of contaminated sites may affect viability;
- Current low values, which makes delivering high quality development economically challenging;
- The area is fragmented and has a poor image of post industrial decline with many vacant sites;
- Adjacent uses are low value and in some cases bad neighbours creating a poor environment;
- Isolated from amenities including good shopping, leisure and cultural facilities;
- Over-engineered New Road with low quality uses fronting onto the street create a poor impression of the wider area;
- South Hornchurch and Rainham area has relatively high levels of deprivation; and
- The railway line and industrial uses to the south create a physical barrier that make movement north /south towards the river difficult.

## THE VISION

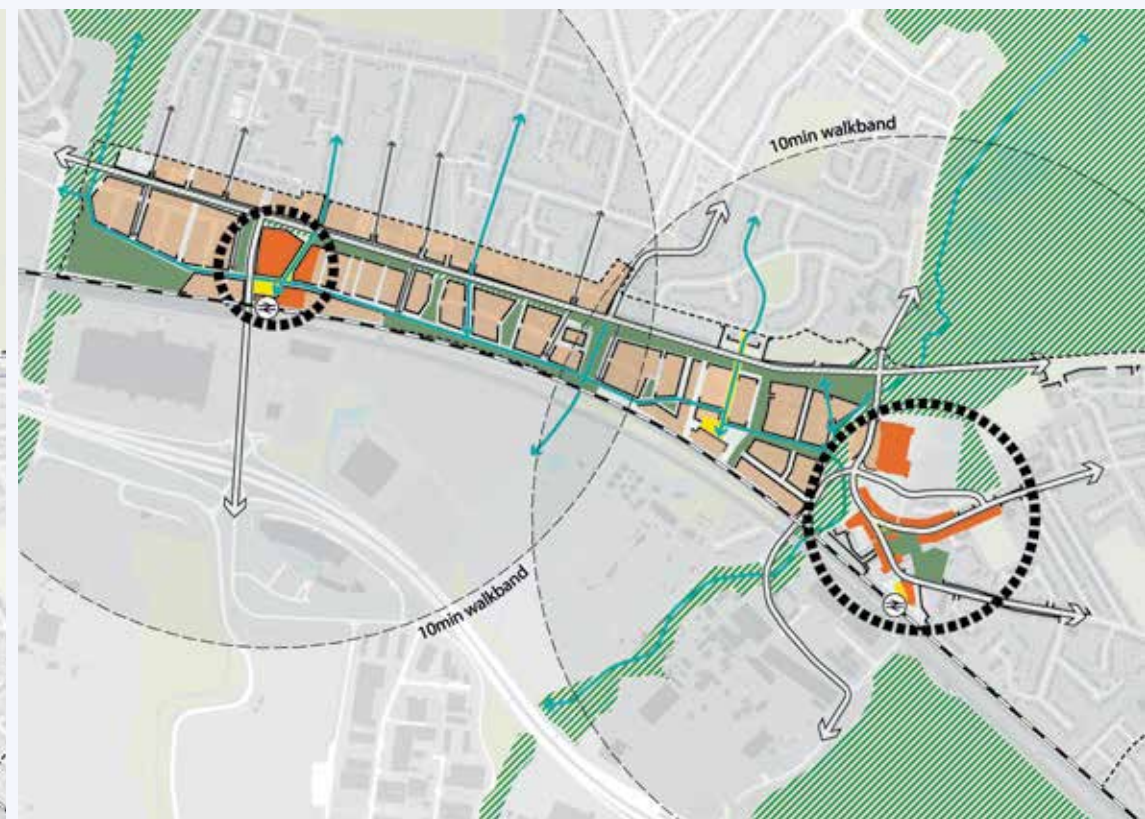
The Framework establishes a strong vision based on five core aims for the Rainham and Beam Park. They are to create:

- A sustainable neighbourhood
- A great place to live
- A place with a strong identity
- An accessible place
- A place with quality open spaces

A number of site specific objectives are critical to delivering this vision for the Rainham and Beam Park:

- To join the existing and new parts of Rainham together in a coherent and well connected place;
- To celebrate the history of Rainham Village and its surrounding marshlands;
- To strengthen the character of Rainham Village;
- To establish distinct sub-areas with their own character and sense of place and a new local centre and urban heart at Beam Park station;

- To provide a variety of housing that can cater for all, including families, the young and the old and allowing for up- or down-sizing within the neighbourhood;
- To provide new community infrastructure and facilities including a new primary school, health and community facilities, local shops and access to employment to cater for new and existing residents;
- To transform New Road from a traffic dominated road into an attractive green corridor, the Beam Parkway, to provide a quality walking and cycling route, and a series of pocket parks, which will transform the image of the area; and
- To create a network of green and blue walking and cycling routes that connect new local green spaces with the surrounding Marshes and Country Parks.



PROPOSED CHARACTER AREAS

PROPOSED URBAN STRUCTURE

## THE PLANNING FRAMEWORK

### OVERVIEW

The Planning Framework sets out planning guidance on the required design and development principles for the following aspects:

- Urban structure;
- Character areas;
- Land uses;
- Movement and parking;
- Urban form and design principles;
- Open spaces and the public realm; and
- Energy and sustainability.

The key aspects are summarised below.

### URBAN STRUCTURE

New Road will be transformed into the Beam Parkway - a green avenue that is well defined and enclosed by residential buildings. It will form the main spine of the area, connecting the wider area with the two centres at Beam Park and in Rainham Village. A network of streets will provide permeability and connect the development areas internally and across New Road with existing streets to the north.

New development will establish a pattern of street blocks, with buildings fronting onto the street space, while gardens and communal spaces are situated to the rear. A number of green spaces and pocket parks throughout the neighborhood will provide open space amenities and distinctiveness. A large new community park is established to the south-west of the area, where it

provides the entrance to the landscape of the Beam valley and its country parks. A number of strategic walking and cycling routes connect the centres, sub-areas and open spaces with each other.

### CHARACTER AREAS

The Planning Framework identifies the following character areas:

#### Rainham Village

The character of this historic village should be strengthened and enhanced by new development that integrates well and brings forward a contextual response to the local vernacular and enforces its role as a district centre.

#### Beam Park Centre

Situated next to the proposed new railway station on the C2C line this area will become a new local centre and focus for urban life for the existing and new community in the west of the framework area. The centre will provide local shops and services, a small supermarket, cafes and other community facilities with apartment living in the upper floors. The centre will be focused around a new gateway space outside the station and a new street link with New Road that provide high quality public realm and are animated by active ground floor uses.

#### Park View Living

Situated immediately to the west of the Beam Park Centre this quarter will have an

urban feel with compact development form, and apartment buildings that provide strong enclosure to Beam Park and New Road. The interior of blocks will comprise of a more intimate and green environment with low rise housing. Home Zone streets offer shared spaces for residents to meet and children to play. The orientation of blocks and streets emphasise views and connections with the new park.

#### The Beam Gardens

The area to the east of the Beam Park Centre provides a gradual transition from an urban character closer to the centre, to a family living neighbourhood that is shaped by garden suburb principles, providing a green environment with tree-lined streets, pocket parks, and front and rear gardens. Home Zone treatments of residential streets enhance the quality of life and making them places for people, not just traffic and parking.

#### Creekside

The character of this residential area adjacent to the Ingrebourne River should be inspired by the wetland and its habitats, and make reference to the materiality of traditional buildings in the marshes, for example by using timber cladding, brickwork and tiled roofs. SUDS features and natural landscape elements should be part of the public realm.

#### Beam Parkway

New Road will have its own character that unifies the various character areas to the south. It will be a well-enclosed urban corridor overlooked by residential development. The corridor will include a unique linear park space that provides a segregated cycle route, street trees, attractive planting and a series of individually designed pocket spaces that offer amenities to residents and visitors. A few shops and other community facilities provide animation at important street corners or other locations.



- Site outline
- Key building
- Proposed building
- Public space
- Open space
- Single surface street
- Undercroft parking
- Private garden
- School ground / playing field
- Shared walking / cycle route
- Cycle route
- Allotment

PV - Parkview  
BC1 - BC2 - Beam Park Centre  
BG1 - BG4 - Beam Gardens  
CS1 - CS2 - Creekside  
BPW - Beam Parkway  
RV - Rainham Village

## THE ILLUSTRATIVE MASTERPLAN AND SITE CAPACITY

An illustrative masterplan has been prepared that shows how the area could develop over the next 15 to 20 years. It illustrates the Development Framework and was used to test the feasibility and viability of the design and development principles.

The illustrative masterplan establishes the following development headlines for Rainham and Beam Park:

- 3,250 homes, of which 1,000 are houses;
- 3,500 – 4,000 sqm new town centre uses in Beam Park including 2,000 sqm of retail floor space and a new railway station;
- A new 2-Form Entry Primary School;
- Health and community facilities at Beam Park Centre; and
- Expansion of Havering College.

## LAND USE FRAMEWORK

Proposed new development in the Framework area will be predominately residential. A mix of town houses and apartments with a variety of typologies, unit sizes and tenures will be important to achieve a mixed and balanced community. This should include, but not be limited to, homes for young professionals, families with children, older people, people with disabilities and people wishing to build their own homes. To ensure a more balanced mix of tenures in the area, the Council will seek to maximise affordable housing

provision when negotiating on individual private residential and mixed use schemes. The Framework recommends that larger developments provide a proportion of the scheme housing output (between 5 and 10% of the proposed number of houses) for sale to custom builders in the form of serviced plots covered by outline permission.

The Framework sets out lower and upper capacity thresholds and density ranges for each of the character areas. The stipulated ranges offer a degree of flexibility to developers and their designers to come forward with imaginary plans and proposals in response to the framework.

The Planning Framework proposes the retention and enhancement of Rainham district centre and the creation of a new local centre at Beam Park railway station to serve the western half of the development area. Along New Road a limited number of small ground floor units should be provided to serve their immediate residential hinterland.

Historically the area along, and to the south of New Road, has been employment land. Significant parts of this area are now vacant, underused or accommodate low value industrial uses. The Planning Framework proposes employment uses to be concentrated to the south of the

railway line in the London Riverside strategic employment area. The Council will seek to work with existing occupiers to assist their relocation to the London Riverside and wider area. The popular employment hub at Rainham House on the Rainham Steel site on New Road, which provides offices to small and medium sized enterprises (SMEs), should be retained and can potentially be expanded into a SME business hub.

The Council envisages that the anticipated requirement for primary school places as a result of both new development and background growth requires the additional provision of a total of 5 Primary School Forms. This should be provided by the

- Construction of a new 2-Form Primary School in the framework area;
- Extension of Newtons Primary School by 1 Form; and
- Extension of Rainham Village Primary School by 2 Forms.

The Planning Framework identifies a suitable site for the construction of a new 2F primary school on New Road central to the area.

New health and community facilities are proposed at the Beam Park Centre.

## MOVEMENT AND PARKING

New Road (A1306) will be transformed from a traffic dominated hostile corridor into tree-lined and friendly boulevard, making use of surplus road space. It is proposed to remodel junctions and to reduce the carriageway space to the optimal dimension to accommodate anticipated future traffic levels while using surplus highway space for an enhanced public realm, better pedestrian and cycling facilities and landscaping.

A new secondary street is proposed to serve Beam Park Centre and the station. All other identified routes are local streets that

provide access to dwellings. Local streets should be designed for very low vehicle speed, with tight geometry, and within which walking and cycling are safe. People friendly 'home-zone' streets which support social activities and play, should be considered on lower order local streets.

The Framework sets the following maximum car parking standards in line with the London Plan:

- 0.5 space per 1 bedroom unit;
- 1 space per 2 bedroom unit;
- 1.5 spaces per 3+ bedroom unit; and
- 2 spaces per 4+ bedroom unit.

Parking should be accommodated through a mix of

- (un-allocated) on-street and home zone parking,
- on-plot parking on individual dwellings,
- secured parking courts, and
- in undercroft or under-deck parking solutions of apartment buildings.

The new railway station at Beam Park will provide direct access to Barking Town Centre as well as Central London and cater for a proportion of commuting demand resulting from the proposed housing development. The introduction of Beam Park station to the west enhances the accessibility of the western end of the development area to PTAL level 2. The Planning Framework proposes the establishment of a bus-loop that provides direct public transport access to Beam Park

station and facilitates a convenient rail bus interchange. This also includes a link with a new bus stop on Marshway Bridge serving the London Riverside Employment area.

The Planning Framework requires the establishment of a number of strategic walking and cycling links including an enhanced route along New Road and a new internal east-west corridor that connects Beam Park with Rainham. Furthermore development needs to establish a permeable network of quality and safe walking and cycling routes.

### URBAN FORM AND DESIGN PRINCIPLES

The Planning Framework establishes appropriate building height in respect of specific height zones set for the area. In keeping with the suburban character of the surrounding context the majority of the framework area is proposed to be low-rise with a height of 2-3 storeys. On New Road development rises to a height of four storeys to emphasise the important role of this corridor and to provide a good sense of enclosure that helps overlooking and passive surveillance.

The Beam Park centre will become an exciting new centre and the focus for urban life, which will be expressed through a building height of 4 to 6 storeys, and two potential 8 storey buildings to mark the station and the centre on New Road.

Development immediately adjacent to the centre and overlooking the Beam Park community space can be 4-5 storeys.

Development in Rainham Village should be two storeys, except where for townscape reasons, 3 storeys can be justified.

Development should be designed to ensure that urban streets and public spaces have good levels of natural surveillance from buildings. Buildings should ensure that the street space is overlooked by ground floor habitable rooms and upper floor windows.

The Planning Framework requires a consistent approach to the design of the space between the footway and the building front. This includes the choice of boundary treatments, soft and hard surface materials and planting, and their maintenance. This will be key to achieving a high quality street space.

The Planning Framework further makes specific recommendations on the standards for housing design, residential amenity, privacy and waste.

### OPEN SPACES AND THE PUBLIC REALM

The Framework envisages a green and leafy environment for the neighbourhood that creates the impression of living in a 'parkland'. It proposes the establishment of a network of green routes and open spaces that connect the strategic open spaces of the London Green Grid on a local level. The Framework proposes the creation of the following new green and public spaces:

- [Beam Parkway](#) - a green and landscaped corridor along New Road;

- **Beam Park** – a new multi-functional community park to serve the western part of the neighbourhood;
- **Beam Park Station Square** – an arrival and focal space at the heart of Beam Park Centre outside the station;
- **Marshway Green Bridge** – a green walking and cycling corridor on the eastern side of Marsh Way Bridge;
- **Local Green Spaces** – a series of local green spaces and pocket parks with amenities and facilities to serve their immediate residential hinterland, including re-opened culverts;
- **Havering College Spine** – a broad walk from New Road to Havering College;
- **Ingrebourne Creek** – enhancements and opening up of the embankments of the Ingrebourne River; and
- **Green East West Corridor** – linear green walking and cycling route with a quality public realm and intensive landscaping.

The Council is currently preparing a public realm design guide that will set design standards and a palette of materials and street furniture for development within the London Borough of Havering. These public realm standards will apply in the Planning Framework area. Landscape and Sustainable Urban Drainage Solutions (SUDS) will be expected to be integral aspects of the public realm.

The Council recognises that where appropriate i.e for the adopted public realm and highways assets, that will form

the A1306 Parkway and other elements of public realm, the Council is best placed to maintain the land and assets to a consistent standard and quality to ensure a durable legacy and avoid the potential of piecemeal, irregular and variable quality maintenance regimes.

All other unadopted common spaces will need to be maintained and kept at a high standard in perpetuity by a private site management company funded from a service charge.

### ENERGY AND SUSTAINABILITY

The Framework area has been identified by the GLA as a target cluster for the deployment of a district heating network in the London Riverside Opportunity Area. This could in the long term connect to a wider district network. The project will assist in the London plan goal of meeting over 25% of heat and power in London through decentralised energy systems by 2025.

A study has reviewed the proposed masterplan and analysed the potential heat demands, and shows that a concentration of heat will be present along the A1306, with a major cluster forming early in the development at the east and west ends of the masterplan. Development proposals should seek to connect to existing or planned District Energy networks.

A Water Sensitive Urban Design (WSUD) approach should be integral to the design of

the development to ensure the water cycle and water management has been considered holistically and from the outset. Development will be required to follow a Sustainable Drainage System (SUDS) management train to ensure greenfield run-off rates are maintained or improved.

### SPECIFIC GUIDANCE FOR CHARACTER AREAS

The Planning Framework sets out site specific guidance for each of the following character areas. Developments will need to demonstrate within a design statement how their proposal have considered and responded to the specific guidance for the character area that is applicable for their site.

### DELIVERY AND IMPLEMENTATION

The London Borough of Havering obtained Housing Zone Status for the Framework area in June 2015. This will release a total funding package from the Greater London Authority of £30.56m. The London Borough of Havering will also contribute an additional £17.83m. In addition to Housing Zone related funding, there are a variety of other sources of funding for the area including:

- £8.8million from TfL for the new Beam Park Station;
- TfL Major Scheme funding is also being sought for the Beam Parkway (the A1306). Initial funding of £498,000 has been granted to develop detailed plans and Business Case. If approved, an additional £7,946,000 will be granted to deliver the scheme from 2017/18 onwards.

In total, £57.19m of investment has been secured for the Framework area, rising to circa £65m pending on the successful outcome of the TfL major scheme funding.

The Council will negotiate with developers as to planning obligations associated with development in the Housing Zone area. Developments are expected to make an appropriate contribution towards the general infrastructure fund (the Havering Community Infrastructure Levy (CIL)) to help fund those elements of infrastructure/public realm which cannot be attributed to individual sites or ownerships within the area.



# 1

# INTRODUCTION

## 1.1 BACKGROUND

Rainham and Beam Park are poised for significant investment into new infrastructure and housing. This is part of the long term vision for the area, which the Council has been working towards for a number of years.

There is a fantastic opportunity to turn some of the run-down industrial areas along New Road into vibrant new neighbourhoods, which will offer attractive parks and green spaces as well as new safe pedestrian and cycle routes to improve connectivity.

In June 2015, following a successful bidding process, Rainham and Beam Park was identified as one of the GLA's new 'Housing Zones'. This will bring tens of millions of pounds in investment funding towards the social and physical infrastructure necessary to support new homes in the area and will help to overcome some of the challenges of delivering development within the Rainham and Beam Park area.

## 1.2 THE PLANNING FRAMEWORK AREA

The Planning Framework Area encompasses the historic heart of Rainham and extends northwards and westwards to include the land to either side of New Road including the industrial areas between the road and the railway line. The Borough boundary along the River Beam marks the western extent of the area. The part of the Framework Area around Marsh Way Bridge and up to the River Beam is commonly referred to as Beam Park.

The western boundary of the Planning Framework area borders onto the London Borough of Barking and Dagenham. The Planning Framework has been developed in consultation with the London Borough Barking and Dagenham and has their support.

## 1.3 THE PURPOSE OF THE FRAMEWORK

The Planning Framework will help to guide the form and pattern of development within Rainham and Beam Park setting out design principles for new development and ensuring that appropriate infrastructure is put in place – such as schools, transport and health services to support the new development.

This Planning Framework presents a compelling vision for the Rainham and Beam Park area and includes design and planning guidance that will ensure that development is brought forward in a comprehensive manner overcoming the dangers of piecemeal development without an overall vision. The Planning Framework is illustrated through an indicative masterplan.

The Planning Framework will provide a robust evidence that will inform the emerging Local Plan.



## 1.4 THE STATUS OF THE FRAMEWORK

This Framework provides a comprehensive and flexible plan for the Rainham and Beam Park area. It is a strategy document that will assist the Council in directing investment to priorities in the area, as well as helping to guide and shape the quality of the development that comes forward. The Framework will be part of the evidence base in the forthcoming Local Plan and inform its policy formulation for the Rainham and Beam Park area.

The overarching aim of this Framework is to ensure a coherent and quality approach to development within the area. It aims to avoid a piecemeal approach and to make sure that schemes coming forward are of high quality, respond adequately to their context, join up to create a functioning neighbourhood, and are well served by schools, transport and health services. The Framework aims to ensure significant and tangible benefits for the Borough and local people, including:

- Far greater control over the housing, urban fabric and infrastructure that is developed in the area;
- Enables the active participation of the Council in land assembly and development to maximise the Borough's influence over the development of the new suburb;
- Delivery of high quality homes, including a significant proportion of houses, built

along traditional street patterns and around attractive green and open spaces, including a wide variety of rented and home ownership homes for Havering's residents;

- Access to grants for affordable housing, whether for new build directly by the Council or by Housing Associations and developers;
- Vastly improved public transport links, including greater certainty over GLA/TfL funding for a new station at Beam Park located approximately half way between Dagenham Dock and Rainham, better bus links to other parts of Havering, and north south routes between Romford and Rainham and a series of improved walking and cycle routes;
- Funding to improve roads and public realm in the area;
- Investment in key infrastructure, notably schools, health and transport improvements;
- An increase in housing numbers leading to increased Council Tax income and enhanced service provision in the area;
- New employment opportunities in the Beam Park local centre and apprenticeships for local people during construction;

- Potential for low energy construction, building on the lessons learnt from the Circle Housing's current Passive House development in the area;
- Involvement of local people and elected members in the making of the plan and on key elements of the development, resulting in an increased awareness and interest in subsequent consultations on specific development or infrastructure proposals during the design and at planning stage; and
- Greater certainty of housing sites coming forward in Rainham as a result of the Housing Zone. This will reduce the pressure to develop on the green belt in other parts of the Borough to deliver new housing as the Council will be in a better position to argue there is an adequate housing supply without using green belt land in the west and north of the Borough.

### A COMPREHENSIVE APPROACH

The Mayor's London Housing Strategy adopted in October 2014 identifies the housing pressures being faced in every part of London, including the outer boroughs such as Havering. The numbers are significant:

- In the last six years, London has grown by 600,000 people;
- By 2020, the total population is estimated to exceed 9 million; and
- There is a need to build at least 42,000 homes a year in London.

The London Housing Strategy recognises that the London Boroughs have very legitimate concerns about the character and scale of local development and that there needs to be an emphasis on high quality homes which add to the fabric and are in keeping with the locality.

*The Strategy states: 'We also have to ensure that the new homes we build are inspiring for current and future residents, that they are set in attractive neighbourhoods and vibrant town centres, and are well connected to jobs... [They should be] high quality homes that perform well for their occupants, that stand the test of time and that complement London's rich architectural history'.*

An holistic approach to development planning at Rainham and Beam Park will be required otherwise:

- Housing design is likely to be poor as the financial viability of sites is marginal and this means it will be very challenging to secure the step change uplift in the area that has been a long standing regeneration objective of the Council and other stakeholders;
- Vital social infrastructure (such as schools) would be very unlikely to be brought forward in line with the development, again because of marginal viability on individual sites,
- Necessary transport improvements such as a new station at Beam Park and better bus routes are unlikely to be secured; and
- Housing design, tenures and types would not be explicitly linked to meeting local needs.

A comprehensive approach to development planning is therefore required.

The Planning Framework has been prepared through a collaborative process and has been agreed by Havering Council local Members. The Framework will help to improve the efficiency of the Council's Planning and Development Control process, as well as improving the quality of new development. It provides advice on the nature of acceptable development, potential uses, and design issues for the area and establishes a Framework that will be used as a material consideration in the assessment of future planning applications.

- |  |  |                                    |
|--|--|------------------------------------|
| 1. Beam Valley Country Park              | 11. New Road - A1306                     | 21. Rainham Library                |
| 2. Orchard Village                       | 12. Suttons Industrial Estate            | 22. Rainham railway station        |
| 3. Mardyke Farm                          | 13. Rainham Steel                        | 23. Hornchurch Country Park        |
| 4. Newtons Primary School                | 14. Havering College                     | 24. Rainham Village Primary School |
| 5. Beam Park                             | 15. Napier House & New Plymouth House    | 25. Parsonage Farm Primary School  |
| 6. Beam Park Station (proposed location) | 16. Dovers Corner                        | 26. The Chafford School            |
| 7. Somerfield Site                       | 17. La Salette Catholic Primary School   | 27. Rainham Marshes                |
| 8. Tesco Distribution Centre             | 18. Tesco Extra store and Police station | 28. Ferry Lane Industrial Estate   |
| 9. A13                                   | 19. Rainham village                      |                                    |
| 10. CEME Innovation Centre               | 20. Rainham Hall                         |                                    |

FIGURE 2.1 LOCATION PLAN

# 2

## CONTEXT AND STRATEGY

### 2.1

#### THE BEAM PARK AND RAINHAM AREA

##### 2.1.1 LOCATION

Rainham is located approximately 13 miles to the east of central London and approximately 5 miles south of Romford Town Centre. The masterplan area covers an area of 144Ha and encompasses the historic heart of Rainham and extends westwards to include land along the New Road corridor including Beam Park.



**FIGURE 2.2** LONDON BOROUGH OF HAVERING AND SITE LOCATION WITHIN GREATER LONDON

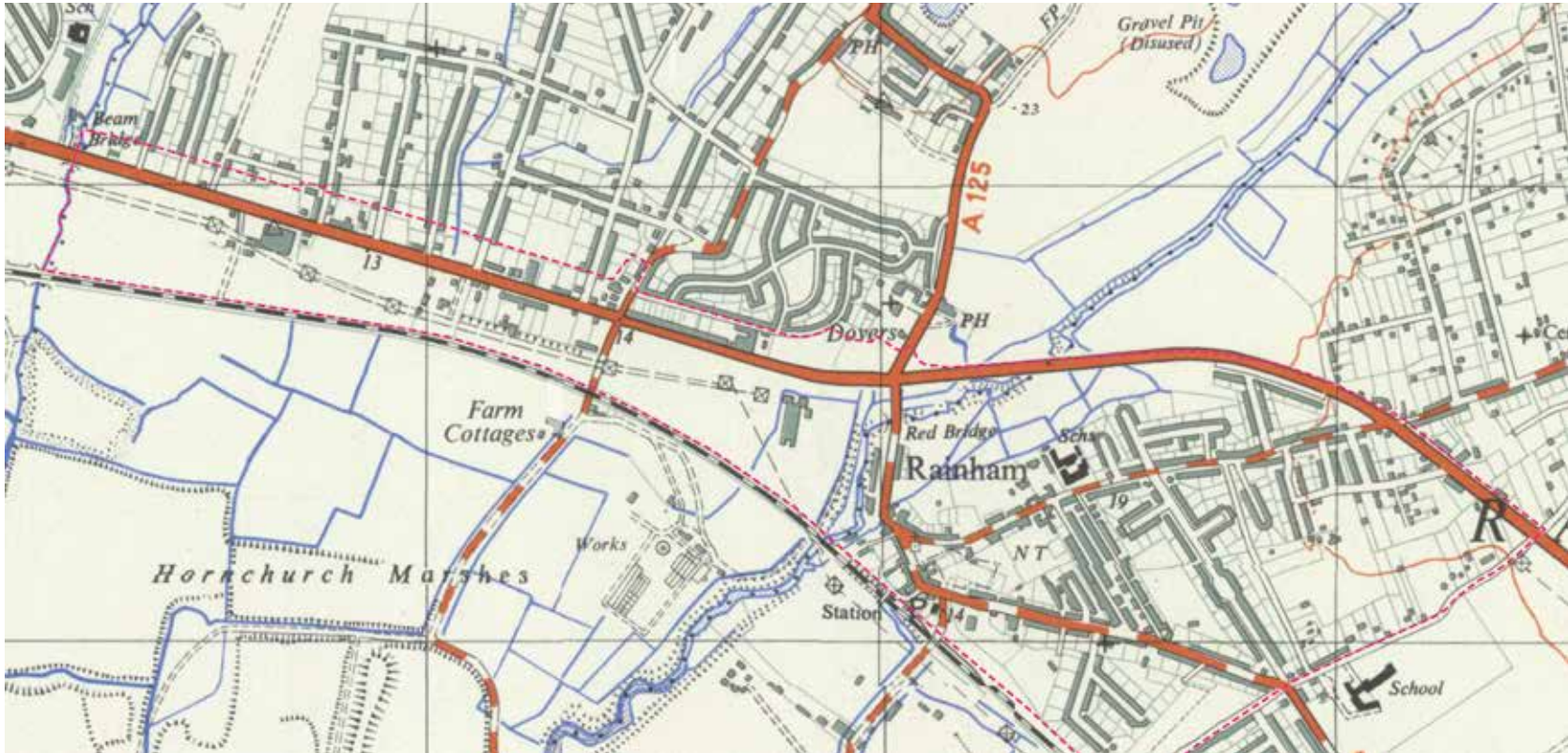


Sites on New Road viewed from the east

FIGURE 2.3  
HISTORIC PLAN, 1875



FIGURE 2.4  
HISTORIC PLAN, 1959



## 2.1.2 RAINHAM'S ORIGINS

Rainham is mentioned in the Domesday Book (1086) and was originally an agricultural settlement on the slightly elevated land adjacent to the marshes. The Church of St Helen and St Giles in the heart of the village dates from the late 12th Century and is the oldest building in Havering and Grade I listed. The historic Rainham centre also includes the Grade II\* listed Rainham Hall built in 1729 and now owned by the National Trust.

The historic plan for Rainham dating from 1875 (Figure 2.3) shows a dense nucleus of buildings clustered around the Church. At that time the church tower would have formed an ancient and prominent feature in the estuary landscape. The London, Tilbury and Southend Railway, with a station at Rainham, was opened in 1854 and is also evident in the plan.

Over time a number of industries developed in the Rainham area. Initially boat building and tanning (16th Century) and later, following establishment of wharfs on the Thames in the 19th Century, chemical and fertiliser factories.

In the inter war years Rainham developed into a suburb of London and by 1959 (historic plan Figure 2.4) the village extended both east and west of the centre and along the north side of New Road.

The 19th Century historic street pattern in Rainham village has been largely preserved



The Church of St Helen and St Giles

to this day and the central area in Rainham Village is designated a Conservation Area.

This historic centre is the focus for the wider area and development close by should respect the scale and massing of the existing centre and help enhance its intricate character and sense of history.



Rainham Hall



Bridge Road



### 2.1.3 A GREEN ENVIRONMENT

Land around Rainham Village was formerly marshland adjacent to the River Thames and whilst much of this has now been developed a significant wetland area still exists at Rainham, Wennington and Aveley Marshes. Covering 350Ha these marshes are the largest area of wetland on the upper parts of the Thames Estuary. The marshes are managed by Havering and the RSPB as a nature reserve and have been notified as the Inner Thames Marshes Site of Special Scientific Interest. They are also designated a Metropolitan Site of Importance for Nature Conservation in the London Plan and the LDF.

Running north-south through the area are a number of smaller watercourses that lead towards the River Thames. These include the Beam River on the western edge of the masterplan area adjacent to Thames Avenue and the River Ingrebourne that passes immediately to the west of Rainham Village centre adjacent to Bridge Road / Lamson Road.

Upstream both river courses pass through extensive open spaces; The Beam through Beam Valley Country Park, Eastbrookend Country Park and Chase Nature Reserve and the River Ingrebourne through a number of connecting open spaces, including Hornchurch Country Park. These form important wildlife corridors through the area.

These open spaces create an attractive green setting and provide valuable access to open space and nature for new and existing communities at Rainham and London Riverside.

**FIGURE 2.5** EXISTING GREEN SPACES

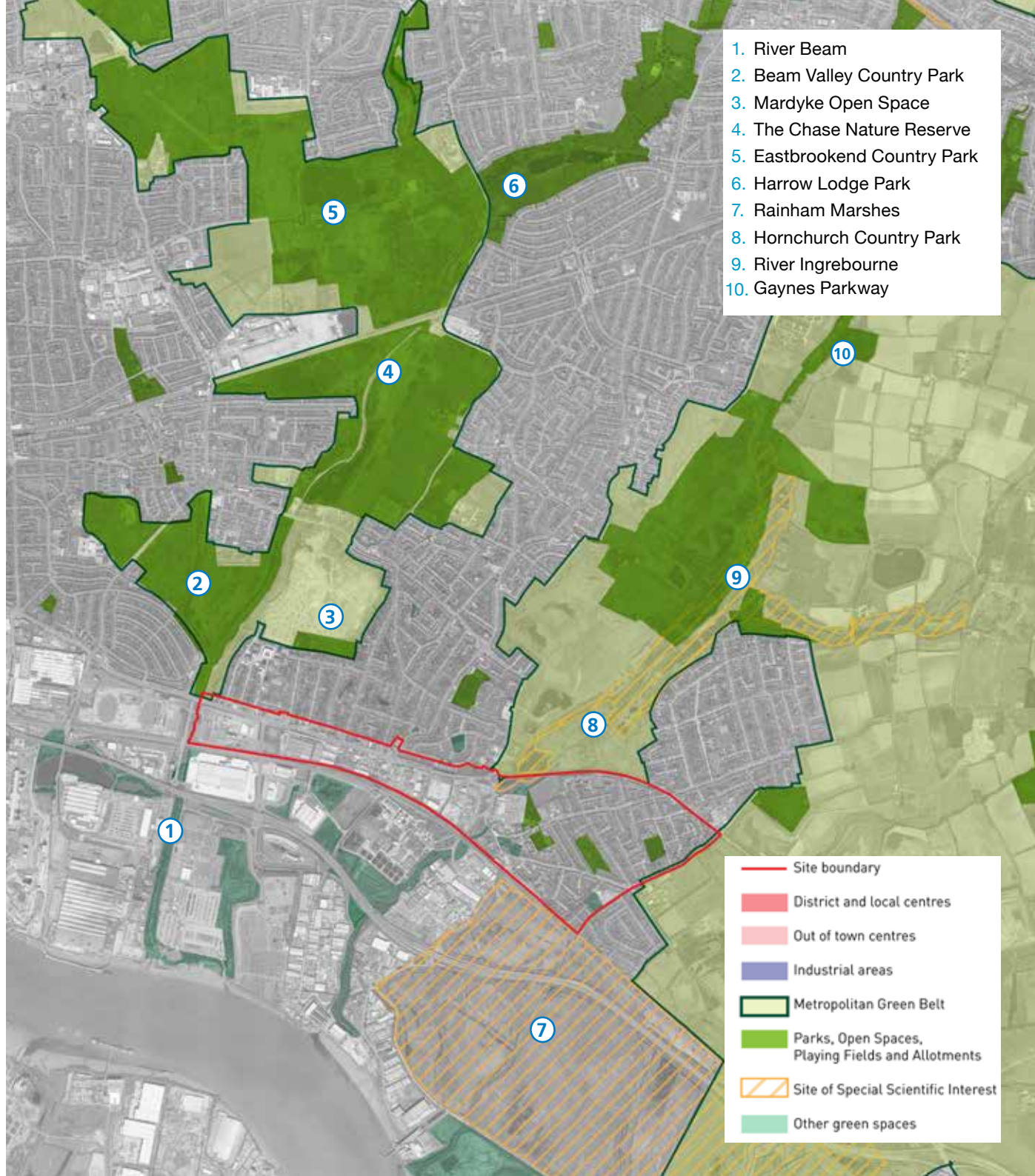


FIGURE 2.6 LAND USES

LARGE DEVELOPMENT SITES

1. Beam Park
2. Somerfields Site
3. Suttons Industrial Park
4. Rainham Steel
5. Mudlands
6. Havering College
7. Dovers Corner



## 2.1.4 EXISTING USES

Rainham is a locally important District Centre and includes a supermarket, local shops, cafes and historic pubs, a rail station and a new library. The southern edge of the centre is defined by a railway line with the Rainham Marshes and employment uses, including the London Riverside Business Improvement District extending to the River Thames to the south and residential uses to the north. London Riverside includes significant employers including Tilda Rice and Veolia. To the west of the village centre post-war housing areas extend northwards from New Road with employment uses located to the south.

New Road (A1306) was formerly the main road from Central London to Southend-on-Sea. Whilst the route has been downgraded it still feels like a major highway. Fronting the northern side of the street are a mix of residential properties intermingled with car repair shops and car sales areas many of which are unsightly. Employment sites to the south of New Road are mixed but several are vacant and under-used including the Beam Park site (currently used to store road salt), and the adjacent Somerfield site.

Much of the land to the south and west of Beam Park is occupied by Ford Dagenham. Immediately to the south of the Beam Park site a Tesco Distribution centre has been built at Beam Reach.

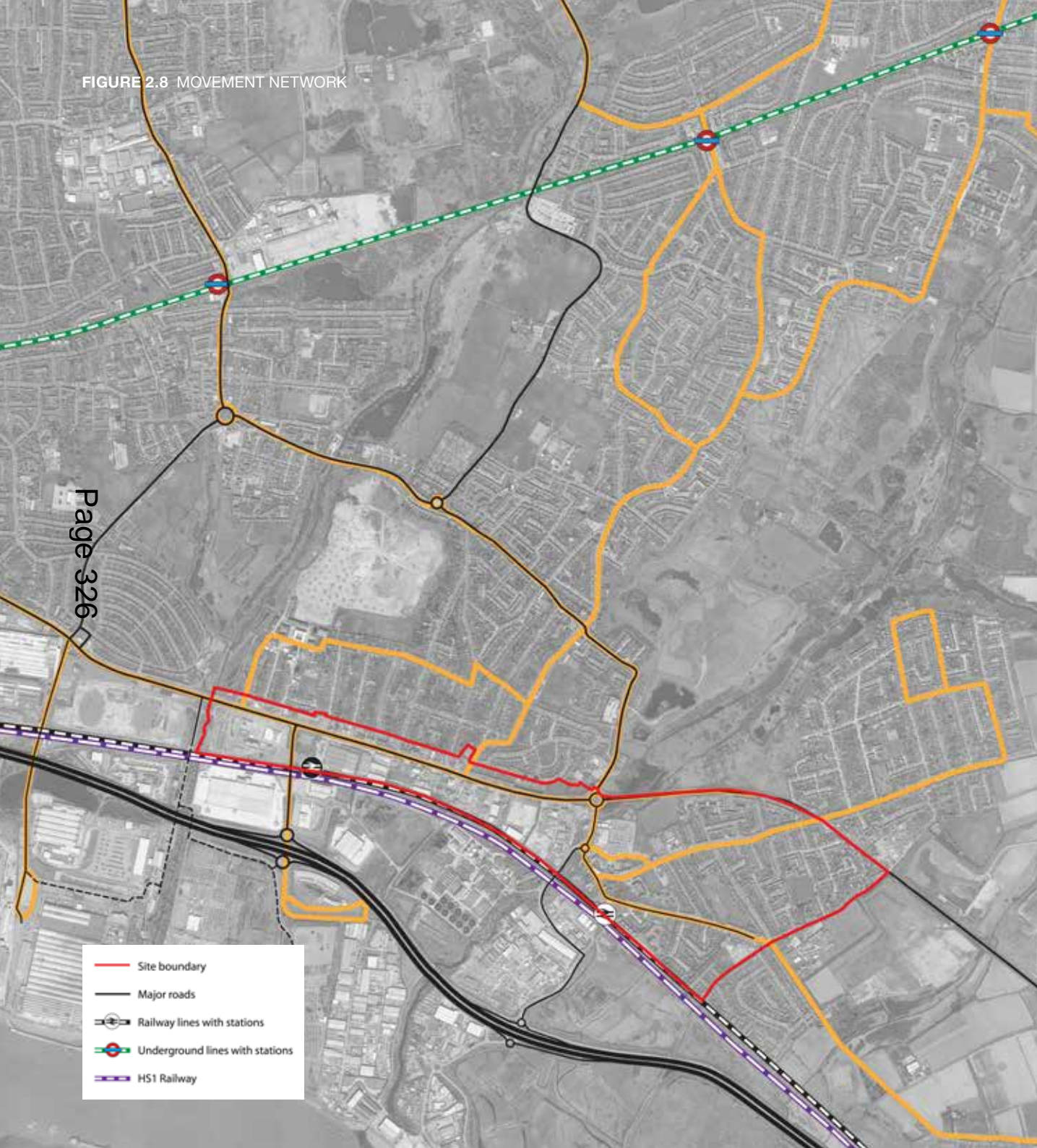
South Hornchurch is a largely suburban residential area to the north of New Road. A local centre around the crossing of Cherry Tree Lane with Rainham Road provides a small supermarket and local shops and the South Hornchurch Library.

To the north-west of the study area the former landfill site at Mardyke Farm has been reprofiled with imported materials and returned to a natural state.



FIGURE 2.7 WIDER LAND USE CONTEXT

FIGURE 2.8 MOVEMENT NETWORK



## 2.1.5 TRANSPORT AND MOVEMENT

The environment to the south and west of Rainham is defined by significant transport infrastructure. The A13 trunk road providing a route from Central London towards Southend-on-Sea and the high speed railway line from London St Pancras to Ashford International (HS1) both cross the low lying land to the south of the masterplan area. Adjacent the high-speed line, local rail services (the C2C) pass through the area with a train station at Rainham. The next station, Dagenham Dock, is approximately two miles to the west.

New Road extends east-west through the area and provides a connection from Dagenham in the west to Purfleet and Grays in the east. New Road is a busy route but was de-trunked in 1999 and since that time a number of environmental improvements have changed the character of the street.

These include:

- The removal of the carriageway's central wall;
- The removal of subways and a footbridge and replacement with accessible pedestrian crossing facilities;
- The implementation of bus priority measures with new bus lanes and improved bus stops;
- The installation of safety cameras;
- The installation of new street signs and lamp columns; and
- An extensive programme of soft landscaping including the planting of shrubs and over 200 trees along the route.

However, partly as a result of the existing uses to either side, New Road still feels like a highway cutting through the neighbourhood rather than an urban street.

To the north of New Road a connected network of streets provide good connectivity through the residential South Hornchurch and Orchard Park neighbourhoods. Rainham Road is the most significant north-south route through this area and connects to Romford town centre to the north.

To the south, access is provided directly onto employment sites that front New Road. Marsh Way links New Road to the A13 Trunk Road to the south. The junction of Marsh Way with New Road is at the eastern end of the Beam Park site and Marsh Way rises upwards to sail over the railway line before dropping down to run beneath an elevated section of the A13. Sliproads provide access and egress to both the east and westbound carriageways of the A13. Connections to the A13 are also possible via Ferry Lane which runs southwards from Rainham Village.

### **PUBLIC TRANSPORT**

The New Road corridor currently has a PTAL rating of 1 reflecting the relatively poor public transport accessibility. However improvements to rail infrastructure are proposed with a new station, Beam Park, proposed on the Fenchurch Street to Southend / Tilbury line. This will deliver improved accessibility and provide an improved PTAL of 2.

### **Rail**

Whilst the railway lines carrying High Speed Services HS1 pass through Rainham, they do not stop in the area. Local services (C2C) currently provide two services per hour from Rainham to London Fenchurch Street and Southend.

### **New Beam Park Station**

A new station 'Beam Park' is proposed to the east of Marsh Way and this will serve both the Beam Park site and the associated residential sites and employment sites at Beam Reach including the Tesco Distribution Centre. A business case has been prepared for the station.

### **London Underground**

The District Line passes east-west to the north of the masterplan area with the closest station at Dagenham East on Rainham Road South.

### **Bus**

A number of bus routes run along New Road and Rainham Road providing connections to Romford, Dagenham and other centres in the wider area. Recent improvements include new bus stops and bus lanes on New Road. It is strongly recommended that improved provision is provided to increase accessibility of employment sites to the south.



National cycle route 13 passes along New Road

### **CYCLING AND WALKING**

Whilst improvements have been made along New Road and parts of the route provide cycle routes the lack of active frontage along the route reduces the attractiveness for walking and cycling. To the north the connected network of routes provides a good walking environment however there is little connectivity to the south as a result of the rail and road infrastructure. In addition to the three road bridges over the railway line there is also opportunity to cross at the southern end of Manor Way (to the east of the Rainham Steel site) by means of a level crossing over the C2C line and footbridge over the HS1 line.

National Cycle Route 13 (Tower Bridge to Fakenham, Norfolk) runs along New Road, through Rainham Village and towards Rainham Marshes and the Thames. At Bridge Road Roundabout it connects with National Cycle Route 136, which connects the village of Noak Hill via Upminster.

## 2.1.6 DEMOGRAPHICS OF THE AREA

The Rainham and Beam Park Planning Framework straddles Havering's two southernmost wards, South Hornchurch and Rainham and Wennington. Together they have a combined population of 26,000 and their demographic profiles differ little from Havering's overall except in terms of economic performance which is lower in the two wards.

The two wards have a higher percentage of people aged 65+ at 17% much higher than the London average of 11% and life expectancy reflects that of London as a whole with female expectancy at 82 years and male at 77. The working age population 16-64, stands at 63% roughly the same as the London average of 65%. The BAME population is low at 16%, higher than the Havering average but much lower than the London average of 40%.

Car ownership at 1.2 per household is high and reflects the often poor public transport provision and connectivity of the area with an average accessibility score of 2 against London's 3.5. The majority of residents use their own transport for travel to work, but this is closely followed by public transport as a preferred method.

The two wards face some significant challenges around economic performance.

Unemployment levels are high in South Hornchurch with JSA claimants at 7.3%, above the London rate of 6.0%. Of these those between 16 and 24 account for 12.3% again above the London rate of 11.6%.

Poor educational attainment is also an issue. Both wards have high levels of working age people without qualifications at 30.6% nearly double the London level of 17.6%. Those with 4 or more qualifications at 14.5% is far below the London rate of 37.7%.

South Hornchurch, in particular exhibits high levels of multiple deprivation, ranked third in Havering and is home to one of the top 10% of deprived communities in the UK (English Indices of Deprivation, DCLG).

## 2.1.7 DEVELOPMENT ACTIVITY

There have been a number of significant investments in the area in recent years. These include the following:

- Orchard Village - a transformation of the Mardyke Estate to the north-west of the masterplan area;
- The opening of the CEME Innovation Centre to the south of the railway lines;
- The construction of a new library in Rainham;
- Public realm improvements through Rainham Village;
- The building of the Royals Youth Centre in Rainham;
- 'Passive House' Scheme by Circle Housing on New Road; and the
- Refurbishment of Rainham Hall by the National Trust which opened in Summer 2015.

## 2.1.8 DEVELOPMENT PIPELINE

More plans for development are in the pipeline. These are being progressed by different private and public organisations and are at various stages in the planning process. These include:

- Proposal for a new Railway Station at Beam Park;
- A residential permission on the Somerfield site;
- Proposal for residential development on Dovers Corner (pre-planning stage);
- Proposals to refurbish New Plymouth and Napier House on New Road including provision of winter gardens together with 14 additional new homes in the form of town houses; and
- Development of a Construction and Infrastructure Skills and Innovation Centre at Havering College (planning application stage).



The Passive House scheme on New Road



Proposals to refurbish New Plymouth and Napier House on New Road



Orchard Village



Rainham Library

## 2.2

# DEVELOPMENT CONSTRAINTS

### 2.2.1 FLOOD RISK

The Rainham and Beam Park Planning Framework Area is bounded to the west by the River Beam, which flows in a north-south direction before discharging into the River Thames approximately 1.4 km to the south of the site.

The Ingrebourne River flows in a north-south direction to the east of the Masterplan Area, and also discharges into the River Thames.

The Havering New Sewer flows from the River Ingrebourne south towards the Thames, through the Dover's Corner Site. The reach of the Havering New Sewer which flows through the Dover's Corner site is currently culverted. There are a number of unnamed drains in the vicinity of the overall Framework Area, with one drain flowing in a north-south direction through the Suttons Industrial Park. The reach of this drain which flows through the Masterplan Area is also culverted.

The Environment Agency Flood Map indicates that the majority of the Rainham and Beam Park Planning Framework area is within Flood Zone 3, and therefore at risk of either tidal flooding from the River Thames during the 1 in 200 year event or fluvial flooding from the River Beam, Ingrebourne River, Havering New Sewer or one of the

unnamed drains during the 1 in 100 year event. However, some areas of the site are located within 'Areas Benefitting from Defences' due to flood protection provided by the Thames tidal defences, and the flood defences along the River Beam and the Ingrebourne River.

A Flood Management and Drainage Strategy (Mott McDonald) has been developed to inform the production of the Planning Framework.

The strategy identifies a number of development sites within the Framework area at fluvial flood risk from river flooding in the 1 in 100 year event including climate change. These include the Dover's Corner site, the Havering College (former Carpetright site), the Sutton's Industrial Park and the Beam Park sites.

The Environment Agency guidance on climate change is currently under review and revised climate change allowances will be used in the planning process going forward from when they are published.

It is understood that the climate change allowance to be used for the Beam and Rainham masterplan is 35%. This climate change allowance has therefore been used when considering the flood risk by the study.

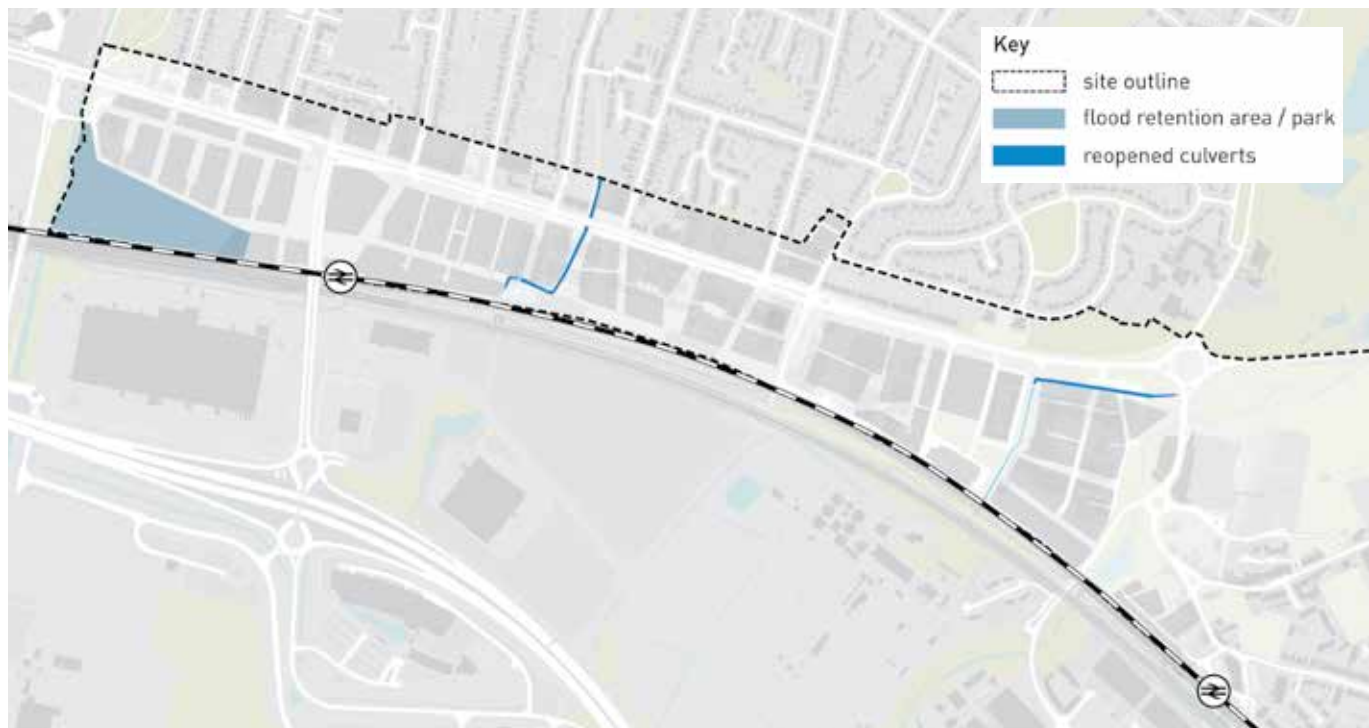
### RECOMMENDATIONS

To mitigate identified flood risk the following intervention are proposed:

- **Dovers Corner / Havering College:**  
Open up the culverted section of the Havering New Sewer which flows through the Dovers Corner site, and provide an open channel with a width of 5m and a bed and bank height the same as the open channel up-stream and down stream.
- **Suttons Industrial Park:**  
It is suggested to open up the culvert in the Sutton Industrial Park site and provide an open open channel with a width of 5m and a bed and bank height the same as the open channel up-stream and down stream to reduce the flood risk at this site.
- **Beam Park:**  
Upgrading the existing Washlands Flood Attenuation Storage (FAS) may reduce the risk from flooding at the Beam Park site. It is recommended that the area of the site still shown to be at risk from flooding during the 1 in 100 year event including climate change (when the Washlands FAS is upgraded) is designated as green open space. Planning applications for this site should follow the new Environment Agency guidance on climate change, once published.

The Rainham Village Primary School site and Beam Park site are shown to be at residual fluvial flood risk should the existing flood defences that provide protection to the sites fail and development needs to be appropriately managed.

The Beam Park, Somerfields and Suttons Industrial Park sites are shown to be at residual tidal flood risk should the River Thames



**FIGURE 2.9** PROPOSED FLOOD MITIGATION MEASURES

flood defences fail. It is recommended that the residual flood risk to the Rainham and Beam Park Masterplan area, for both fluvial and tidal residual flood risk, be managed by ensuring the development is safe in the event of a defence failure through a range of measures such as designing buildings to be resilient and providing a safe place above the estimated flood level in the event of a breach.

All new developments have the potential to cause an increase in downstream flood risk due to increased runoff rates and volumes from the site. A Sustainable Drainage

System (SuDS) management train should be followed in the Rainham and Beam Park Masterplan Area.

Groundwater flooding may be a risk at the site, and the shallow groundwater levels need to be taken into consideration when investigating SuDS options and considering flood risk management options.

The risk of sewer flooding in the Rainham and Beam Park Masterplan Area is considered to be very low. However, in order to ensure the risk of sewer flooding does not increase due the planned development in the area, it is recommended that the outfall location and discharge capacity of any future development is agreed with the statutory authority, and if required, the local infrastructure increased to ensure there is sufficient capacity and the risk from sewer flooding in the local area is not increased.

## 2.2.2 CONTAMINATION

A desktop based ground investigation study (CH2M) was undertaken in support of the Framework. Within the corridor along the A1306 this identifies a potential risk associated with previous activities, which may have left contamination within the soils and groundwater that could impact any current or future development on these sites.

A thorough ground investigation should be undertaken across the development sites in order to determine the extent, concentrations and types of contamination that maybe present in the soil and groundwater beneath the site. Appropriate mitigation measures will need to be designed and implemented in order to remediate potential impacts associated with contaminated soils and groundwater beneath site and to make sites suitable for residential and mixed use development.

In addition landfill and/or ground gas protection measures, in some form, are likely to be required within all buildings and consideration will need to be given to the building fabric used within the foundations to ensure that they are of an appropriate standard to withstand any potential in ground contamination that be may be encountered.



FIGURE 2.10 PIPELINE CONSTRAINTS

TABLE 2.1 PIPELINE BUILDING PROXIMITY DISTANCE (FROM PIPELINE) AND HSE CONSULTATION ZONES

Pipeline	Building Proximity Distance (metres)	Inner Zone (m)	Middle Zone (m)	Outer Zone (m)
Horndon to Barking Pipeline	3	3	3	110
Mardyke to Fords Dagenham	16	(Range) 3 – 16	(Range) 3 – 50	(Range) 3 – 70
Romford to Baker Street Pipeline	3	3	3	(Range) 3 – 90

### 2.2.3 PIPELINES

Aecom have undertaken a Pipeline Constraints Study in support of the Development Framework (November 2015).

The area proposed for development is straddled by three high pressure gas pipelines. The High Pressure gas pipelines running through the development and to the south following the rail line. The two National Grid Gas pipelines are operating at over 30bar and the Barking Power Station pipeline operating at over 40bar, although the Horndon to Barking pipeline is currently considered dormant and is filled with Nitrogen. These pipelines traverse the development predominately east to west.

The pipelines range in size from 610mm (24") steel for Romford to Baker Street pipeline, 355mm (14") steel for the Mardyke to Fords Dagenham pipeline and 24" steel for the Horndon to Barking Pipeline. These pipelines have land use planning consultation zones with distances for inner, middle and outer areas.

The nature of the pipelines affect what can be approved to be built or how the land can be developed. The building proximity distances and consultation zone distances advised by the Health and Safety Executive (HSE) are summarised in the following table and illustrated in Figure 2.10.

The Pipeline study establishes that the impact of the pipelines on development can be minimised by keeping development out of the inner zone and limiting development to acceptable thresholds within the middle zone. The outer zone is acceptable for the majority of development except if it meets the definition of a large or sensitive development.

The proposed Beam Park Railway Station is located in the inner and middle zones of the Romford to Baker Street pipeline and in the outer zones of the two other pipelines and is therefore advised against by the HSE.

The Council is currently investigating potential mitigation measures for the station development, which may include a pipeline diversion.

## 2.2.4 UTILITIES

The report (available February 2016) includes a desktop utility search of the A1306 site and surrounding area.

This will include;

- A commentary on the constraints imposed by the presence of existing assets;
- Via submission to relevant utility companies, include budget costs for any major;
- Utility diversionary works anticipated;
- The production of a Utility Demand schedule for the proposed development;
- Based on the Utility Demand Schedule, the submission of pre-development enquiries to relevant utility companies will be deliver the availability of capacity in their respective networks;
- Budget costs for new mains infrastructure and connections, based on the Utility Demand Schedule.

The report will also include detailing around any potential costs associated with utility network reinforcement, new mains and connections, and diversionary works.

The utilities that fall within the scope of this report include extra high voltage (EHV), high voltage (HV) and low voltage (LV) electricity, low pressure (LP), medium pressure (MP) and local high pressure (LHP) gas, telecommunications, potable water and sewer water mains.

### 2.2.5 AIR QUALITY

An air quality and odour assessment has been carried out by Air Quality Consultants Ltd on behalf of the London Borough of Havering to serve as an evidence base for the Planning Framework and will assist in the delivery of a co-ordinated approach in the development area.

The operational impacts on future air quality within Rainham that might result from the development proposals within the masterplan have been assessed. In addition, an odour risk assessment has been carried out which identifies the potential odour impacts associated with the Riverside Sewage Treatment Works (STW).

The whole borough of Havering has been declared an AQMA as a result of exceedences of the nitrogen dioxide and PM10 objectives. Annual mean nitrogen dioxide concentrations currently exceed the air quality objective at locations alongside busy roads in Rainham, including A1306 New Road and B1335. The PM10 objectives are being achieved in the masterplan area.

Concentrations have been predicted at both specific receptors and as a grid across the masterplan area to provide an indication of future nitrogen dioxide, PM10 and PM2.5 concentrations should each of the development proposals within the masterplan be brought forward. Concentrations have been predicted for two future scenarios: 2019 and 2031. For 2019, annual mean nitrogen dioxide concentrations have been predicted for two

scenarios. 'with emissions reduction' and 'without emissions reduction' to reflect the current uncertainty in Defra's future year vehicle emission factors.

It is concluded that concentrations of PM10 and PM2.5 will remain below the objectives at all existing receptors in both 2019 and 2031, assuming that all development traffic associated with the development proposals will be present on the local road network. In 2019 and 2031, the impacts for both PM10 and PM2.5 are all negligible.

In 2031, annual mean nitrogen dioxide concentrations are expected to be well below the air quality objective and the impacts of traffic generated by the masterplan proposals will be negligible. In the short-term, there is a risk that the annual mean nitrogen dioxide objective will continue to be exceeded alongside busy roads, including locations within the masterplan development areas. Further consideration will therefore need to be given to the potential air quality impacts of, and upon sensitive receptors within, developments brought forward in the early phases of the masterplan and mitigation provided as necessary.

In terms of odour, the Riverside STW has been identified as a potential source of odour which may impact on the proposed development. The odour assessment has concluded that Riverside STW will lead to insignificant odour effects at all of the proposed development plots.

The judgement that the odour effects are insignificant acknowledges the conclusions of the odour risk assessment, sniff-testing, and complaint record data provided by the Council. It is therefore considered that odours generated by Riverside STW should not provide any constraint to the development of residential properties at any of the proposed development sites.

At this stage it is not possible to assess the potential construction works impacts of each of the proposed developments within the masterplan as the relevant information required to complete the dust risk assessment is not currently available. Each of the development plots which fall under the criteria of 'major development' (defined as more than 10 residential units or 1,000 m<sup>2</sup> of floor space) will need to complete a construction phase impact assessment following the GLA's Supplementary Planning Guidance on the Control of Dust and Emissions from Construction and Demolition.

At this stage there is insufficient information available with which to determine whether the proposed developments within the masterplan will be 'air quality neutral' as per the GLA's Supplementary Planning Guidance on Sustainable Design and Construction and this will need to be dealt with at the planning stage of each proposed development. The SPG outlines the emission standards for gas-fired boilers, Combined Heat and Power (CHP) and biomass plant for the study area should any such plant be proposed for any of the developments.

### 2.2.6 NOISE

JMP Consultants Ltd, has prepared a noise assessment for the Planning Framework area on behalf of Havering Council to understand potential noise constraints in the context of the following guidance:

- National Planning Policy Framework (NPPF, 2012)
- Planning Practice Guidance (PPG, 2014)
- World Health Organisation (WHO, 1999) “Guidelines for Community Noise”
- BS 8233: 2014 “Guidance on sound insulation and noise reduction in buildings”
- Building Bulletin 93 (BB 93, 2003) “Acoustic Design of Schools”

The development area was assessed using noise measurements and noise models of the road and railway line. Daytime and night-time noise measurements were taken at two locations along the A1306 and an additional location near the railway line.

#### DAYTIME NOISE

The results of the noise assessment show that much of the development site falls outside the prescribed guidelines for internal and external noise during the daytime. Consequently, noise should be taken into account when determining Planning Applications and where appropriate, Planning Conditions put in

place to ensure sufficient noise attenuation is achieved.

#### NIGHT-TIME NOISE

Consideration has also been given to noise conditions in the night-time. Noise levels during the night are typically lower than the daytime which, in the case of the Planning Framework area, relates to lower traffic levels and fewer trains. However, noise guidelines are more stringent during the night-time to account for residents resting or sleeping.

The results of the noise assessment indicate that large areas of the development meet the applicable guidelines for external noise levels. Internal noise levels are achievable at some parts of the site but Planning Conditions relating to the provision of suitable double glazing will need to be considered to ensure this.

#### MITIGATION

Noise will be a key consideration for the determination of Planning Applications across the Planning Framework area due to the presence of both road and rail noise sources.

Potential mitigation measures to be considered include suitable glazing, mechanical and trickle ventilation systems for properties in closest proximity to the road noise sources.

Residential properties could be set back from the main carriageways and rail line

and acoustic barriers provided to achieve sufficient reduction in noise levels to meet relevant guidelines.

A pragmatic approach should be undertaken in areas where sufficient attenuation cannot be achieved. Any such areas could be allocated for commercial purposes rather than for residential uses.



## 2.3

# OPPORTUNITIES AND CHALLENGES

## OPPORTUNITIES

- **Good access** – sites benefit from excellent access to the strategic road and rail network;
- **History** – Rainham has a unique heritage and its historic built environment including a Norman Church and 17th manor house help to provide a sense of identity;
- **Prominent frontage** – the New Road sites are highly visible and new development will transform the street and help to regenerate Rainham and Beam Park;
- **Size** – the scale of the development opportunity to the north of the railway line offers the potential to plan a new neighbourhood and community;
- **Critical mass** – the development will deliver transformational change to the area;
- **Housing Zone** - will direct and attract new investment and spending on infrastructure and the environment to the area;
- **Affordability** - area can help contribute to the delivery of new housing that is affordable for local families and Londoners;
- **Employment** – the area has access to significant local employment opportunities;
- **Ownership** – a significant proportion of the area is in public ownership;
- **Public transport** – a new station is proposed at Beam Park which will improve the sites accessibility;
- **Local energy** – the industrial uses to the south offer potential sources of recycled energy; and
- **Natural environment** – the site has good access to open spaces and the natural environment along the Beam River and River Ingrebourne, to Rainham Marshes, Rainham Wildspace, Thames Chase Community Forest and the All London Green Grid.

## CHALLENGES

- **Floodrisk** – some sites are on low-lying land and are vulnerable to fluvial and tidal flooding;
- **Contamination** - risk of contaminated sites requiring costly remediation that may affect viability
- **Low values** – property values in Rainham are relatively low which makes delivering high quality development economically challenging;
- **Image** – the area is fragmented and has a poor image of post industrial decline with many vacant sites;
- **Existing uses** – The adjacent uses are low value and in some cases bad neighbours creating a poor environment;
- **Lack of local amenities** – the area is isolated from amenities including good shopping, leisure and cultural facilities;
- **New Road** – this road is over engineered and dominant and low quality uses fronting onto the street create a poor impression of the wider area;
- **Social deprivation** – the South Hornchurch and Rainham area has relatively high levels of deprivation; and
- **Physical barriers** – the railway line and industrial uses to the south creates a physical barrier that makes movement north /south towards the river difficult.

## 2.4

# PLANNING POLICY CONTEXT

This Development Framework has been informed by national, London wide and local policy:

- National Planning Policy Framework (NPPF), DCLG (2012)
- The London Plan, GLA (2015)
- London Riverside Opportunity Area Planning Framework 10 February 2015
- Draft Interim Housing Supplementary Planning Guidance, GLA (May 2015)
- Draft Social Infrastructure SPG, GLA, 2014
- All London Green Grid SPG, GLA (March 2012)
- Core Strategy and Development Control Policies Submission Development Plan Document, Havering (2008)
- Landscaping SPD, LB Havering (2011)
- Heritage SPD, LB Havering (2011)

Below is a summary of the high level policies that have set the principles for the preparation of this Development framework.

### NATIONAL PLANNING POLICY FRAMEWORK (NPPF) MARCH 2012

The National Planning Policy Framework sets out the Government's planning policies for England and how these are expected to be applied. The National Planning Policy Framework must be taken into account in the preparation of local and neighbourhood plans, and is a material consideration in planning decisions. At the heart of the National Planning Policy Framework is a presumption in favour of sustainable development. Of particular relevance the NPPF provides the following guidance:

- In their plan-making capacity, local planning authorities should positively seek opportunities to meet the development needs of their area; and Local Plans should meet objectively assessed needs, with sufficient flexibility to adapt to rapid change;
- Planning policies should avoid the long term protection of sites allocated for employment use where there is no reasonable prospect of a site being used for that purpose;
- Use their evidence base to ensure that their Local Plan meets the full, objectively assessed needs for market and affordable housing in the housing market area,
  - Including identifying key sites which are critical to the delivery of the housing strategy over the plan period and
  - Boost significantly the supply of housing.

### THE LONDON PLAN GLA 2015 (CONSOLIDATED WITH ALTERATIONS SINCE 2011)

The London Plan GLA 2015 (consolidated with Alterations since 2011) contains the following key principles and policies:

**Housing:** Increasing Housing supply and recognising the pressing need for more homes in London (Policy 3.3)

The Mayor will seek to ensure the housing need is met particularly through provision consistent with at least an annual average of 42,000 net additional homes across London

This target will be reviewed by 2019/20 and periodically thereafter. Boroughs should seek to achieve and exceed the relevant minimum borough annual average housing targets. If a target beyond 2025 is required, boroughs should roll forward and seek to exceed those targets until it is replaced by a revised London Plan target.

In Havering this equates to a minimum ten year target 2015-2025 of 11,701 homes i.e. an annual monitoring target between 2015-2025 of 1,170 homes.

Boroughs should identify and seek to enable additional development capacity to be brought forward to supplement these targets having regard to the other policies of this Plan.

Realise brownfield housing capacity including mixed use redevelopment, especially of surplus commercial capacity and surplus public land, and particularly that with good transport accessibility.

**Employment Land:** Outlines the strategic approach to protecting Strategic Industrial Land (SIL) that has been identified based on future need, whilst managing the release of surplus industrial land. (London Plan Policy 2.17).

**Opportunity Areas:** identified as the capital's major reservoir of brownfield land with significant capacity to accommodate new housing, commercial and other development linked to existing or potential improvements to public transport accessibility. Typically they can accommodate at least 5,000 jobs or 2,500 new homes or a combination of the two, along with other supporting facilities and infrastructure (Policy 2.13)

- In terms of planning decisions, development proposals within opportunity areas and intensification areas should:
  - support the strategic policy directions for the opportunity areas (set out in Annex 1), and where relevant, in adopted opportunity area planning frameworks;

- optimise residential and non-residential output and densities, provide necessary social and other infrastructure to sustain growth, and, where appropriate, contain a mix of uses; and
- contribute towards meeting (or where appropriate, exceeding) the minimum guidelines for housing and/or indicative estimates for employment capacity set out in Annex 1, tested as appropriate through Opportunity Area Planning Frameworks.
- The Beam Park / Rainham Framework area is contained within the London Riverside Opportunity Area. The London Plan sets out the strategic policy direction for the London Riverside Opportunity Area (Annex 1).

## LONDON RIVERSIDE OPPORTUNITY AREA PLANNING FRAMEWORK

The London Riverside Opportunity Area Planning Framework (OAPF) was adopted by the Mayor of London on 23 September 2015 as Supplementary Planning Guidance (SPG) to the London Plan.

### Land Use:

In terms of land use issues affecting Beam Park / Rainham, the framework strategy consists of;

- **Housing:** Support new residential developments at key sites including along the A1306, and the Housing Zones in Rainham and Beam Park;
- London Riverside as a whole is one of the most affordable parts of London in which to buy or rent providing excellent value for money given the high design quality of new housing. This aspect of affordability needs to be taken into account when considering the overall provision of affordable housing in development schemes.
- A variety of housing typologies will be needed in order to achieve a mixed and balanced community
- **Education:** There is a pressing need across London for school places, in particular primary places.

- The framework sets a context for what school provisions the OA will need to deliver for the new communities, and suggests broad locations which must be well connected and walkable to the new residential neighbourhoods.
  - **Retail:** At Beam Park, the new station on the C2C line would form the focus of a new local centre
  - **Transport:** To support growth within the OA it is important to improve this connectivity as improvements to transport networks are an essential catalyst in enabling regeneration.
- Further development potential could be realised at Beam Park with the addition of a new station on the Essex Thameside line, which has funding and could open as early as 2020.

### Urban Design

Based on the objectives of the ALGG for London Riverside five key principles have been identified drawing on the areas strengths in terms of rich open space and proximity to the river, which can contribute to the areas regeneration;

- **Connecting Key Centres** - One of the key strategic objectives of the ALGG includes improving connections between Barking Riverside and Barking Town Centre, Barking Riverside and Dagenham Dock, Dagenham Heathway and Chequers



**FIGURE 2.11** LONDON RIVERSIDE OPPORTUNITY AREA PLANNING FRAMEWORK BOUNDARY

Corner, and between Rainham Village and Chequers Corner along the A1306 Linear Park;

- **Beam Parkway:** The aspiration to reduce the width of this road to create the Beam Parkway linear park along its length, to help integrate existing communities along its northern edge with new developments to the south, and create liveable and attractive spaces

- **Building height strategy:** The OAPF identifies broad locations for higher density developments and tall buildings in London Riverside. These include:

- **Beam Park:** High density development should provide legible and easy access to the new Beam Park Station from the A1306 as well as sites to the east and west, whilst allowing for a more suburban character with houses away from the transport hub fitting with the form and typology of existing residential areas to the north.

- **Key Development Sites**

- **The A1306 sites:** The realignment of the A13 has meant that their location has a reduced strategic commercial advantage and, with the consolidation of employment sites in London Riverside, they are now suitable for release for other uses. Many of these sites are in public ownership, as so provide an opportunity to make a significant contribution to local and regional housing needs through residential-led mixed use developments;
- **Beam Park (South Dagenham East):** This site will provide a residential-led mixed use development around the new Beam Park station; and
- **Rainham West:** Many of these sites have uses commensurate with its previous designation as an employment area. The OAPF anticipates that these sites will come forward for mainly residential use with SME uses along the A1306. There will no longer be a requirement to retain 33% of the land in employment uses, with residential led mixed uses preferred.

- **Key design principles for the A1306 sites:** Five key design principles have been developed.

- **The Beam Park Way:** The A1306 will be transformed into an integrating element that is at the heart of a new urban structure connecting new residential development in the south with the existing residential areas to the north. Havering Council has aspirations to transform the A1306 into a linear park connecting the new Beam Park Station to Rainham Village acting as a unifying element across borough boundaries;
- **Extending the existing perpendicular street pattern:** The development on the south side of New Road should be based on streets that are perpendicular to the main road. This can be seen as extending the current arrangement from the northern residential areas across the Beam Park Way into the sites to the south. A secondary road at the southern end of the sites avoids the creation of cul-de-sacs and could potentially connect sites across land ownership boundaries;

- **Open space network:** This area already has wetlands, waterways and green spaces which form a disconnected open space network. It is important to protect, restore and enhance these natural assets and connect the gaps to create a comprehensive open space network connecting development sites across land ownership, administrative and physical boundaries.
- **Walkable neighbourhoods:** The provision of new clusters of local facilities at intervals along the A1306 as part of the new developments will complement the larger existing centres and help create local identities. The proposed Beam Park station and new high density residential development will form a new local centre and serve new and existing developments;
- **Built form:** Housing development is expected to follow the established perpendicular street pattern. These development blocks should generally incorporate a mix of housing typologies including flatted accommodation of up to 6 storeys and terraced houses of two to four storeys;
- Development along New Road, around Beam Park, may be of a higher density flatted typology, with feature buildings introduced on corner sites or centres of activity to add interest, identity and to serve as way-finding features;
- Development sites in and around Rainham Village should complement and enhance the character and setting of the historic centre in order to reinforce its distinct identity. Development at Dover's Corner provides an opportunity to extend the positive qualities of the village towards the west and form a transition between old and new, small scale and larger. This can be achieved at a relatively high density without being high rise.

## HAVERING LOCAL DEVELOPMENT FRAMEWORK AND SITE SPECIFIC ALLOCATIONS

The Core Strategy and Development Control Policies Development Plan Document was Adopted in 2008. It sets the Council's approach to the planning of the whole borough up to 2020, and sets the framework for the Action Plans and topic specific planning documents. The LDF pre-dates other planning policies including the London Plan (FALP) and National Planning Policy Framework (NPPF) and is therefore relevant in so far as these policies remain applicable.

- The Core Strategy supports the retention of the Strategic Industrial Land in the Rainham Employment Area, where it seeks to retain one third of the Rainham West site for non-residential uses including A1, A3, A4, B2, C1, D2, etc. This is a policy now superseded by the London Riverside OAPF and Havering Employment Land Review 2015 which forms evidence base for the new Local Plan.
- The main focus is to revitalise Rainham and preserve and enhance its heritage value through significant improvements to the centre, public transport and sensitive mixed use development and for the centre to serve the new communities along the A1306. The improvements include streetscape enhancements, environmental improvements to the station interchange and traffic management within the village, remodelling Rainham Tesco and development of the land between the railway and The Broadway.

- The document also identifies a need for small scale retail facilities within the new communities to the west of Rainham, with a local centre north of the proposed Beam Park station.

- **CP1- Housing Supply** - will be secured by (inter alia)
  - Prioritising the development of brownfield land, ensuring it is used efficiently; and
  - Developing the residential and mixed use sites identified in the Site Specific Allocation Development Plan Document (DPD) which includes sites within the London Riverside Opportunity Area;

- **CP2 – Sustainable Communities** - seeks to ensure that sustainable, attractive, mixed and balanced communities will be created by a range of means, including:
  - ensuring that the sizes, types and tenures of new housing meet the need of new and existing households at local and subregional level;
  - ensuring that the required sizes and types of new housing are of a density and design that is related to a site's access to current and future public transport and are compatible with the prevailing character of the surrounding area;
  - securing the social, economic and environmental regeneration of priority housing areas;

- **CP4 – Town Centres:** Havering's town centre hierarchy will be promoted and enhanced by:
  - expanding Rainham to serve the new communities within London Riverside;

- **CP7 – Recreation and Leisure** - in partnership with other bodies, the Council will seek to retain and increase access to recreation and leisure opportunities by:
  - improving opportunities for informal recreation in the countryside, through the implementation of a number of initiatives, including the Green Grid;

- **CP8 – Community Facilities** - The Council will work in partnership with other bodies to ensure that a suitable range of community facilities are provided to meet existing and forecast demand by:
  - ensuring major developments provide facilities to meet new demand, especially in London Riverside;
  - ensuring all new community facilities are located in places that are or will be accessible by a range of transport, including walking and cycling, and that the development itself is accessible to all groups;

- **CP9 – Reducing the need to travel** - The need to travel will be reduced by a number of means including:
  - ensuring that new development reinforces the town centre hierarchy;
  - relating residential densities to current and future public transport access levels and the character of existing development;

- **CP10 – Sustainable Transport** - promotes a choice of sustainable transport modes, where travel is necessary, by;
  - working in partnership with the relevant agencies to seek funding for and deliver the following public transport improvements to support development priorities and ensuring that new development is designed and laid out with regard to these to facilitate its deliverability, including improvements to the c2c railway line from London to Southend via Rainham and Upminster including the new Beam Reach Station;

The Development Control policies provide detailed guidance on the criteria against which planning applications will be determined, including:

- **DC2 Housing Mix and Density;**
- **DC3 – Housing Design and Layout;**
- **DC15 – Locating Retail and Service Development;**
- **DC16 – Core and Fringe Frontages in District and Local Centres;**
- **DC20 – Access to recreation and leisure including open space;**
- **DC29 – educational premises.**

### SITE SPECIFIC ALLOCATIONS (ADOPTED 2008)

This sets out the specific allocations for individual sites across the borough. The sites identified in this document are considered necessary to deliver the vision, objectives and policies of the Core Strategy. The main part of the masterplan area is identified within a Site Specific Allocation. The Site Specific Allocations Development Plan document adopted in 2008 identifies a number of specific allocations within the masterplan area and outlines the general approach to their development.

- Policy SSA11 – Beam Park - Residential and ancillary education, community, leisure, recreation and retail uses will be allowed within the Beam Park site. A new station 'Beam Park Station' is proposed;
- Policy SSA12 – Rainham West - Residential and ancillary community, retail, recreation, educational and leisure uses, and appropriate employment uses will be allowed within the Rainham West site;
- Policy SSA13 – Rainham – Land between railway and Broadway - Only residential and community uses will be allowed on the land between the railway and The Broadway. In addition retail and leisure uses will be encouraged along The Broadway frontage;
- Policy SSA16 – Rainham Central - Any redevelopment of this site should: Better integrate the foodstore functionally and visually into the heart of Rainham Village and improve the retail offer of the units within the fringe and core retail areas along The Broadway and Upminster Road South.

### HAVERING LOCAL PLAN

Havering Council are currently producing a new Local Plan which, when adopted, will replace the Core Strategy. The Havering Local Plan will identify key issues and strategic priorities for Havering up to 2030-1 and will set out both strategic and development management policies.

### BASELINE RESEARCH

The consultant team prepared baseline reports summarising key findings from previous work complemented by additional primary research and discussions with stakeholders.

The following baseline reports have been prepared:

- Rainham and Beam Park Transport Capacity Appraisal (C&A Consulting Engineers Ltd., May 2015)
- Rainham Housing Zone Viability Study (BBP Regeneration, Dec 2015)
- Beam Park and Rainham West Pipeline Constraints Report (Aecom, Nov 2015)
- Rainham and Beam Park Flood Management and Drainage Strategy (Mott MacDonald, Dec 2015)
- Air Quality Assessment: Rainham and Beam Park (Airquality Consultants, Dec 2015)
- Rainham Masterplan - Noise Assessment (Atkins, 2015)
- Technical Note, Potential Land Contamination Issues for Havering Key Development Sites (CH2MHill, August 2014)

The Housing Zone Status will help  
accelerate the delivery of homes on  
brownfield sites like Beam Park.



## THE HOUSING ZONE CONTEXT

The Mayor's Housing Strategy introduced the idea of Housing Zones as a new way to speed up the number of homes being built in areas with high development potential. The Housing Zone Prospectus was launched on the 30 June 2014 by the GLA.

Housing Zones are areas where home building is to be accelerated by close partnership working between boroughs, land owners, investors and builders. They have been designated in areas where investment could spur on the development of at least 1,000 new homes on brownfield land. The time taken to deliver new schemes is recognised by the GLA but development in the Zone should commence within the 2015-18 period.

Housing Zones can only proceed where the local borough is driving the programme and is putting in its own resources, in such forms as land holdings, capital investment and staff time. In return, the GLA will provide grant or repayable loans to support:

- Infrastructure needs of the community such as schools, leisure and transport;
- Affordable housing delivery – subsidising the building of new affordable homes, including Havering Council building and owning them as well as investing in shared ownership homes and other forms of low cost home ownership that enable local people to buy a home;
- Site preparation and land remediation – where, for example, providing up-front funding for decontaminating land would enable building to start far more quickly; and
- Infrastructure / gap funding – where, for example, providing new and/or improved transport or other infrastructure could unlock sites.

In addition, the GLA will assist in the speeding up of housing delivery by streamlining working between the different parts of the 'GLA family', for instance, GLA planners and Transport for London.

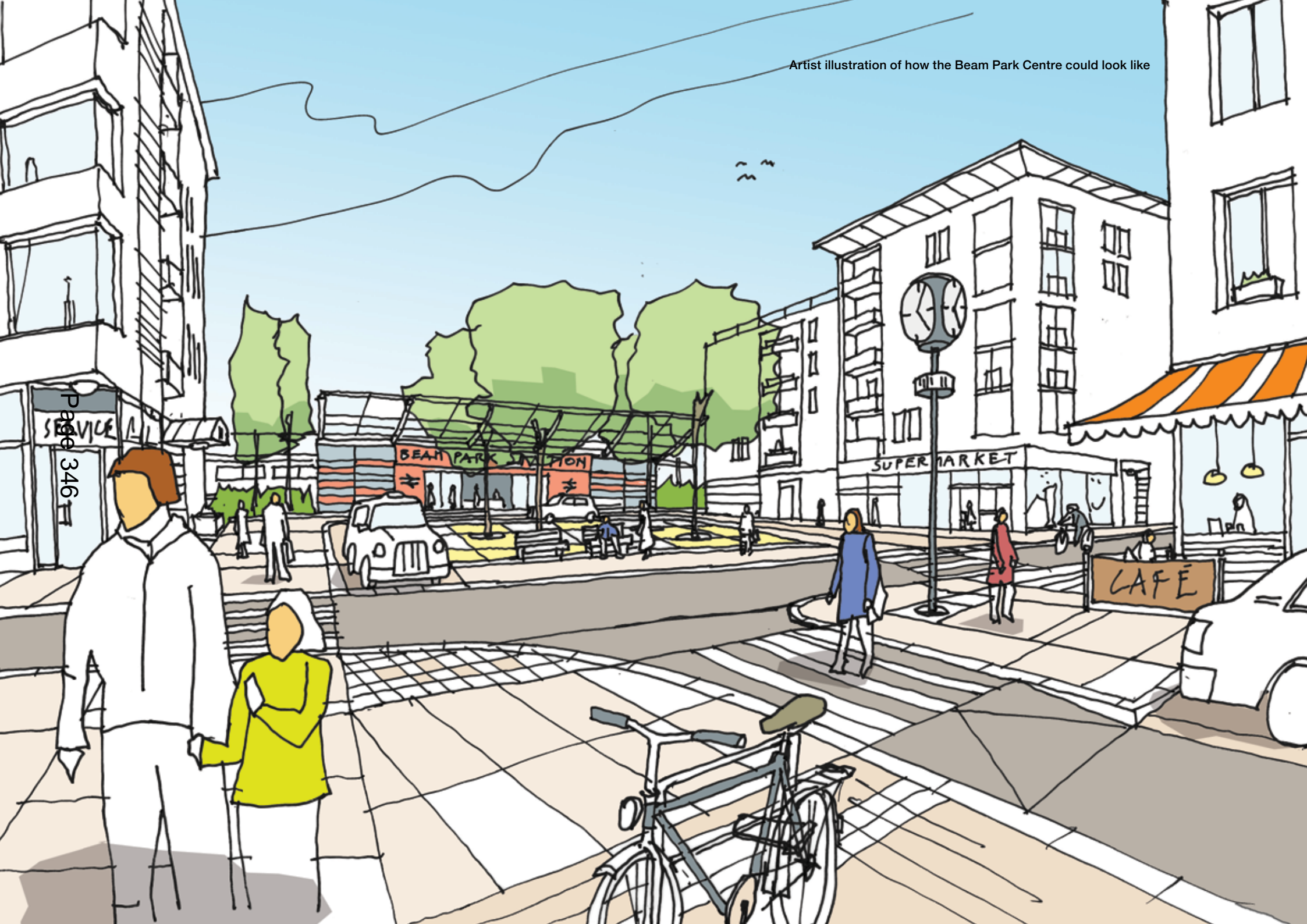
The primary aim of a Housing Zone is the maximisation of new housing supply. Resources are not available for improvement of existing Council housing stock.

Housing Zones focus on place-shaping and creating a high quality environment for new residents, and so funding will be required for schools, community facilities, transport and energy infrastructure. Resources made available by the GLA through the Housing Zones programme could contribute towards these so long as the investment directly unlocks housing supply.

So far 18 Housing Zones have been selected across London including the Rainham and Beam Park Housing Zone which was announced on 25 June 2015.

The Mayor and Department for Communities and Local Government are making £400m available across these Housing Zones; this consists of £200m grant and loan funding to support the development and delivery of housing, and £200m repayable investment funding directed at funding for private sector investors.

The focus for Havering's Housing Zone is the Beam Park to Dover's Corner area of Rainham, and is covered by this Planning Framework.



# 3

## THE VISION

### 3.1

#### BEAM PARK / RAINHAM VISION

The sites on New Road offer a major opportunity for Rainham, Havering and East London. They will contribute to delivering much needed housing to support the continued growth of London and respond to local housing need within the London Borough of Havering. They offer a chance to create a new green neighbourhood with a quality and well designed residential environment that supports the well being and health of the community.

The new neighbourhood will have its own identity and sense of place, be structured around a new station and local centre at Beam Park, and integrate with the historic Rainham Village and surrounding residential neighbourhoods.

The character of New Road will be transformed from a traffic dominated corridor into an urban street with enhanced public realm. This will include a green parkway, a new two way off- road cycle track and new residential led development to either side fronting onto and enclosing the street.

The new neighbourhood will provide a mix of homes, from terraced and semi-detached properties that front local streets, to houses and apartment buildings overlooking the Parkway on New Road. A number of green spaces extend through the quarter as part of a wider green network.

The new neighbourhood will act as a high quality addition to historic Rainham and will become a place to live for:

- Havering's working families looking for homes in which to settle and grow;
- Young professionals in the Borough looking to buy their first home and benefit from rapid links to the City; and
- Rainham and South Hornchurch residents needing affordable homes and wishing to stay in the area.

Development will be at a scale that is appropriate to the borough and the wider context of Rainham, and consistent with the envisaged role and character of development areas.

The historic Rainham Village centre will be enhanced through smaller scale development on vacant and under-used sites and this will serve to consolidate the urban fabric of the village.

Rainham and Beam Park will offer opportunity for both existing Havering residents and newcomers to invest in housing at a more affordable price. The neighbourhood will provide a mix of housing types and tenures allowing residents to move within the area and to down- or up-size properties as their circumstances change through life.

New homes will be supported by community infrastructure with a new two form entry primary school proposed as part of the redevelopment, as well as the establishment of new health and community facilities as part of the development.

These changes will have wider benefits to the existing community, bringing with them enhanced access to employment sites both locally and in Central London, improved community infrastructure and engendering a sense of pride. The comprehensive approach to regeneration proposed through the Planning Framework will build on and capitalise on previous initiatives in the area including the new library and public realm improvements in Rainham village.

# OUR VISION

IS TO ESTABLISH...



## A SUSTAINABLE NEIGHBOURHOOD



### CREATING A NEIGHBOURHOOD THAT:

- Joins the existing and new parts of Rainham together in a coherent and well connected place;
- Is guided by 'garden suburb' principles - combining affordable homes, a green environment, community infrastructure and easy access to employment;
- Creates a livable and inclusive place that offers quality housing, an attractive environment, and easy access to open spaces and can support the individual and social wellbeing of its residents; and
- Provides quality development that is designed and built with sustainability at its heart and will stand the test of time.

## A GREAT PLACE TO LIVE



### DELIVERING A PLACE THAT:

- Provides a variety of characterful housing to cater for all, including families, the young and the old and allowing for up- or down-sizing within the neighbourhood;
- Establishes a safe environment with well designed streets and overlooked spaces;
- Delivers an affordable location for Havering families to rent or buy;
- Provides new community infrastructure including a new primary school, health and community facilities to cater for new and existing residents;
- Offers good access to local shops and amenities in Rainham Village and a new centre at Beam Park; and
- Provides easy access to employment - locally, within the London Riverside area and in the wider London context.

## A PLACE WITH A STRONG IDENTITY



### ENHANCING DISTINCTIVENESS BY:

- Establishing an attractive neighbourhood with a strong sense of place that celebrates the history of Rainham Village and its surrounding marshlands;
- Strengthening the character of Rainham Village with development that fits in and appropriately responds to the area's rich heritage;
- Establishing distinct sub-areas with their own character and sense of place and a new local centre and urban heart at Beam Park station;
- Providing development that is responsive to its context and offers high quality architecture and landscape design; and
- Transforming New Road from a traffic dominated corridor into an attractive green street that is overlooked by new homes and transforms the image of the area.

## AN ACCESSIBLE PLACE



### IMPROVING ACCESSIBILITY BY:

- Providing a new Beam Park Station in the heart of the area;
- Creating a network of safe and pleasant walking and cycling routes that connect neighbourhoods, facilities, local centres and open spaces;
- Reducing through traffic on New Road and transforming it into an attractive street that is easy to cross;
- Enhancing bus services with a new interchange at Beam Park Station and routes to the London Riverside employment area;
- Creating a network of green and blue routes that connect the neighbourhood with the Marshes; and
- Maintaining good access to the strategic road network.

## A PLACE WITH QUALITY OPEN SPACES



### CREATING A GREEN SETTING THAT:

- Provides attractive public spaces and a quality public realm throughout the neighbourhood;
- Offers an environment and facilities that encourage and support healthy and active lifestyles;
- Establishes a new linear green corridor, the Beam Parkway, to provide a quality walking and cycling route alongside New Road;
- Provides a series of neighbourhood spaces as focal points for the local community and sites for recreation and children's play;
- Links the area's green spaces as well as the River Thames; and
- Is well managed and maintained to ensure the quality of green spaces into the future.



# 4. DEVELOPMENT PRINCIPLES

## 4.1

### COMPREHENSIVE DEVELOPMENT

New development in the Rainham and Beam Park area has the opportunity to establish a new green neighbourhood that links the existing settlements of South Hornchurch and Orchard Village with Rainham Village, overcomes the barrier presented by New Road (the A1306), the rivers and the industrial sites and brings significant enhancement to the wider area as an attractive place to live, work and visit.

Development will be delivered on a series of connected sites to the south of New Road extending from the River Beam in the west to Dovers Corner / Bridge Road in the east, together with sites to the north of New Road which are currently occupied by unsightly and incompatible uses and a small number of underutilised sites in Rainham Village centre.

To achieve the vision for Rainham and Beam Park, new development will need to adhere to a set of common design principles and parameters, which will ensure that the new neighbourhood is:

- well connected and links to the wider green infrastructure;

- has the right mix of uses and facilitates to serve its future occupants;
- brings forward quality architecture and open space; and that
- individual development parcels connect and relate with their neighbours in order to contribute to a strong sense of place.

The Planning Framework advocates an integrated approach to the development of the Rainham and Beam Park area. It provides clear guidance for development to ensure a comprehensive approach for development, while leaving flexibility for creative and innovative solutions in individual architecture and development proposals.

This chapter sets out guidance on the required design and development principles for the following aspects:

- Urban structure;
- Character areas;
- Land uses;
- Movement and parking;
- Urban form and design principles;
- Open spaces and the public realm, and
- Energy and sustainability.

#### PG 01 - NEED FOR A COMPREHENSIVE DEVELOPMENT

The transformation of the Rainham and Beam Park area into a successful, residential neighbourhood can only be achieved if the area is dealt with comprehensively with developers contributing in a positive and proactive manner in finding solutions to ensure that the wider vision and objectives are not prejudiced by any single development phase. Sites along New Road will be expected to be brought forward in a comprehensive manner and piecemeal development proposals will not be considered acceptable where they conflict with formation of a coherent urban block structure as illustrated in Figure 4.2.

Applicants will be required to demonstrate that their proposals will:

- Provide a layout that facilitates a coherent urban structure across the area as a whole;
- Meet the land use, character and on-site infrastructure specification for their development area as set out in Section 5;
- Fulfil the requirements in terms of phasing set out in section 6 and, if a part of the plan is being brought forward in a different sequence, to demonstrate an alternative phasing solution that achieves the same objectives and output;
- Make contributions to on and off-site infrastructure in accordance with the s106 and CIL schedule identified in Section 6 of this framework and other necessary contributions identified through the planning process.

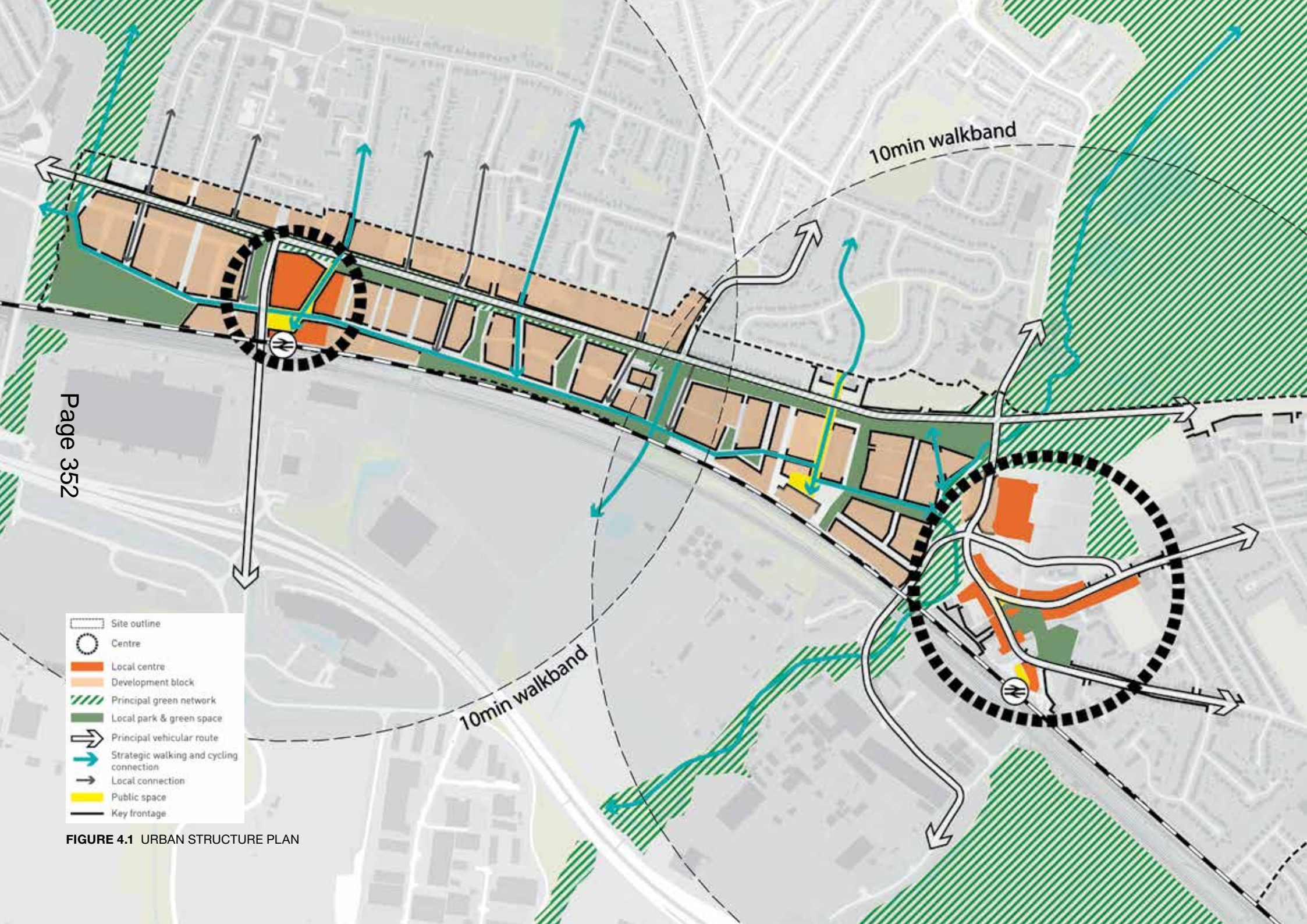
#### PG 02 - LAND ASSEMBLY AND COMPULSORY PURCHASE ORDER

The appearance and condition of a number of sites along New Road will impact on the opportunity to deliver transformational change and to bring forward the new vision for the Rainham and Beam Park area.

In situations where a site (or sites) in third party (i.e. non-borough or GLA) ownership are not coming forward for development, the Council will be prepared to commence Compulsory Purchase Order (CPO) proceedings in order to achieve the comprehensive approach to delivery that it requires.



FIGURE 4.1 URBAN STRUCTURE PLAN



## 4.2

### URBAN STRUCTURE

The proposed new urban structure for the Rainham and Beam Park area is represented in Figure 4.1. It identifies the hierarchy of movement routes as well as the pattern of development blocks, open spaces and landscape elements that together make up the future morphology of the area and show how the area is structured.

The urban structure is concerned with the wider connectivity and continuity of routes, as well as the spatial expression of their relative importance as conduits of people and traffic through the area, which will help ensure the intuitive understanding and legibility of the urban fabric. The urban structure diagram establishes the spatial concept for the area that guides all aspects of the framework. The specific function of routes within the vehicular network or as pedestrian and cycle routes is set out in section 4.4.

Establishing a coherent urban structure will ensure that

- New development in the Rainham and Beam Park area integrates well with its surrounding context;
- New routes connect the existing and new neighbourhoods with each other and with the wider area;
- Local centres are accessible from surrounding areas; and
- The area is legible and easy to navigate through.

A new local centre will be established next to Marsh Way bridge, served by a new railway station on the C2C railway line. The Beam Park Centre will provide local facilities in walking distance of both the western part of the development area and also the existing residential areas to the north, including Orchard Village. The existing District Centre at Rainham Village will continue to have this role and also serve the eastern portion of the development.

New Road will be the main spine of the area, connecting the area with its two centres at Beam Park and in Rainham Village. It seamlessly integrates West Rainham to the north with the new development areas to the south. The road will be transformed into the Beam Parkway - a green avenue that is well defined and enclosed by residential buildings. The Beam Park Way will form an important part of the wider green infrastructure, as it connects the landscapes of the Beam river valley and the Ingrebourne river valley. Proposals for the Beam Parkway are further detailed in Section 4.6.3.

A network of streets provides permeability and connects the development areas internally and across New Road with existing streets to the north.

New development will establish a pattern of street blocks, where generally buildings front onto and enclose the street space. Gardens and communal areas are normally

situated to the rear in the centre of blocks, where they afford greater privacy and security.

A number of spaces of varying character and scale are proposed throughout the area. They add to the green character of the neighbourhood, provide open space amenities and help to enhance legibility and way finding.

A large new community park is established to the south-west of the area, where it provides the entrance to the landscape of the Beam valley and its country parks.

A number of strategic walking and cycling routes are identified that connect the centres, sub-areas and open spaces with each other. These routes are further detailed in Section 4.4.4.

#### PG 03 URBAN STRUCTURE

Establishing a coherent urban structure is essential to ensure developments are coordinated and connected across the whole of the Rainham and Beam Park area.

Applications will be required to:

- Make specific provision in their layouts for the vehicular access and pedestrian and cycle routes as set out in PG 12 and PG 16;
- Appropriately express the hierarchy of routes as set out in Figure 4.1 through the design of the urban form with the aim to enhance legibility; and
- Demonstrate that the layout achieves a coherent structure both in its own right, and in terms of its facilitation of future phases.



- Site outline
- Key building
- Proposed building
- Public space
- Open space
- Single surface street
- Undercroft parking
- Private garden
- School ground / playing field
- Shared walking / cycle route
- Cycle route
- Allotment

PV - Parkview  
BC1 - BC2 - Beam Park Centre  
BG1 - BG4 - Beam Gardens  
CS1 - CS2 - Creekside  
BPW - Beam Parkway  
RV - Rainham Village

FIGURE 4.2 ILLUSTRATIVE MASTERPLAN

## THE ILLUSTRATIVE MASTERPLAN

Based on the vision an illustrative masterplan has been prepared that shows how the area could develop over the next 15 to 20 years. Its purpose is to illustrate the Development Framework and to test that the design and development principles are feasible and viable to ensure that the recommendations made in the Planning Framework are grounded in reality.

The masterplan indicates a scenario of how the Planning Framework may be brought forward. Its arrangement of development blocks, streets and open spaces should guide future development proposals on individual plots brought forward by developers. Development proposals that depart from this plan need to demonstrate how the planning and design principles by the framework can be met.

The Planning Framework however allows flexibility in the way in which blocks are sub-divided. Other internal arrangements can be explored if they achieve enclosed and overlooked internal streets and spaces equally or better defined, and provide public access, permeability and connection through the area.

The layout structure of important streets and spaces established in the Urban Structure Plan (Figure 4.1) are fixed and should be varied only where there is justification provided which demonstrates that the development would not undermine the objectives and principles of the Planning Framework.

Artist illustration of a new neighbourhood green space

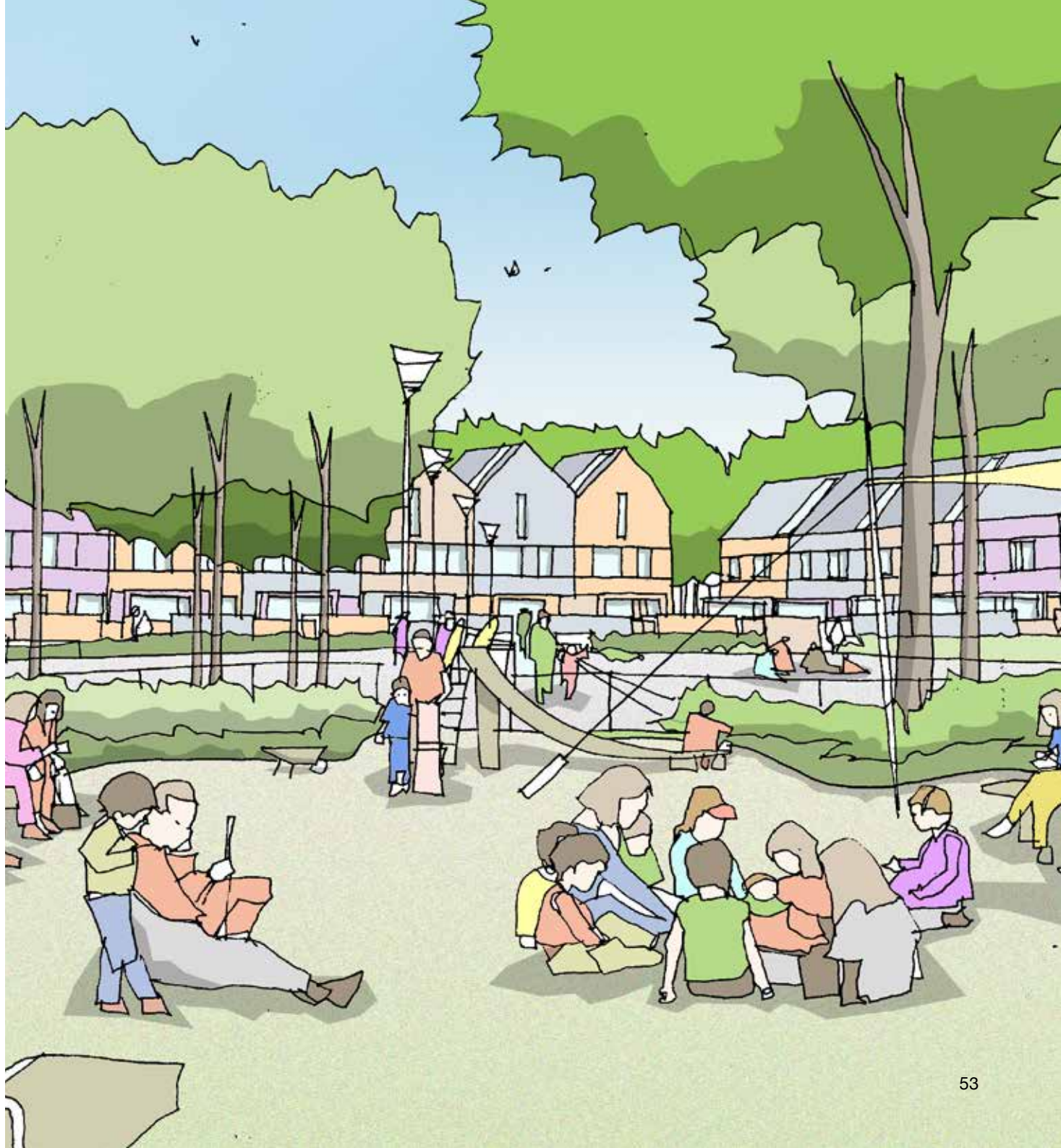




FIGURE 4.3 PROPOSED CHARACTER AREAS

## 4.3

### CHARACTER AREAS

New development should not be uniform or generic, but should provide a differentiation in the character and feel across the area, that will help to instill local pride and assist way finding. This should respond to the historic context of Rainham and the surrounding landscape context, or in other areas establish a specific character with a strong individual sense of place.

The Planning Framework identifies six character areas that should be established or reinforced by the development.

The character areas are identified in Figure 4.3. These are:

- **Rainham Village**  
The character of this historic village should be strengthened and enhanced by new development that integrates well and brings forward a contextual response to the local vernacular and enforces its role as a district centre.
- **Beam Park Centre**  
Situating next to the proposed new railway station on the C2C line this area will become a new local centre and focus for urban life for the existing and new community in the west of the framework area. The centre will provide local shops and services, a small supermarket, cafes and other community facilities with apartment living in the upper floors. The centre will be focused around a new gateway space outside the station and
- **Park View Living**  
Situating immediately to the west of the Beam Park Centre this quarter will have an urban feel with compact development form, and apartment buildings that provide strong enclosure to Beam Park and New Road. The interior of blocks comprise a more intimate and green environment with low rise housing. Home Zone streets offer shared spaces for residents to meet and children to play. The orientation of blocks and streets emphasise views and connections with the new park.
- **The Beam Gardens**  
The area to the east of the Beam Park Centre provides a gradual transition from an urban character closer to the centre, to a family living neighbourhood that is shaped by garden suburb principles, providing a green environment with tree-lined streets, pocket parks, and front and rear gardens. Home zone treatments of residential streets enhance the quality of life and making them places for people, not just traffic and parking.
- **Creekside**  
The character of the residential area adjacent to the Ingrebourne River (Dovers Corner) should be inspired by the wetland and its habitats, and make reference to

a new street link with New Road that provide high quality public realm and are animated by active ground floor uses.

the materiality of traditional buildings in the marshes, for example by using timber cladding, brickwork and tiled roofs. SUDS features and natural landscape elements should feature in the public realm.

- **Beam Parkway**  
New Road will have its own character that brings together the various character areas to the south. It will be a well enclosed urban corridor overlooked by residential development. The corridor includes a unique linear park space that provides a segregated cycle route, street trees, attractive planting and a series of individually designed pocket parks that offer amenities to residents and visitors. A few shops and other community facilities provide animation at important street corners or other locations.

Further detail on the character and specific guidance relating to these character areas are included in chapter 5 of this document.

#### PG 04 - CHARACTER

Achieving a strong sense of place with areas of different character across the area will help to instill local pride, assist with way finding and allow areas to respond to existing character.

Applicants will be required to:

- Establish a strong sense of place for each of the character areas Park View Living, Beam Park Centre, The Beam Gardens, Creekside and Beam Parkway, demonstrating how the surrounding context has been taken into account;
- Respond to the context within Rainham village, to strengthen and enhance the character of this historic village; and
- Comply with the development principles for the relevant character areas set out in Section 5 of this Planning Framework.



PV - Parkview  
 BC1 - BC2 - Beam Park Centre  
 BG1 - BG4 - Beam Gardens  
 CS1 - CS2 - Creekside  
 BPW - Beam Parkway  
 RV - Rainham Village

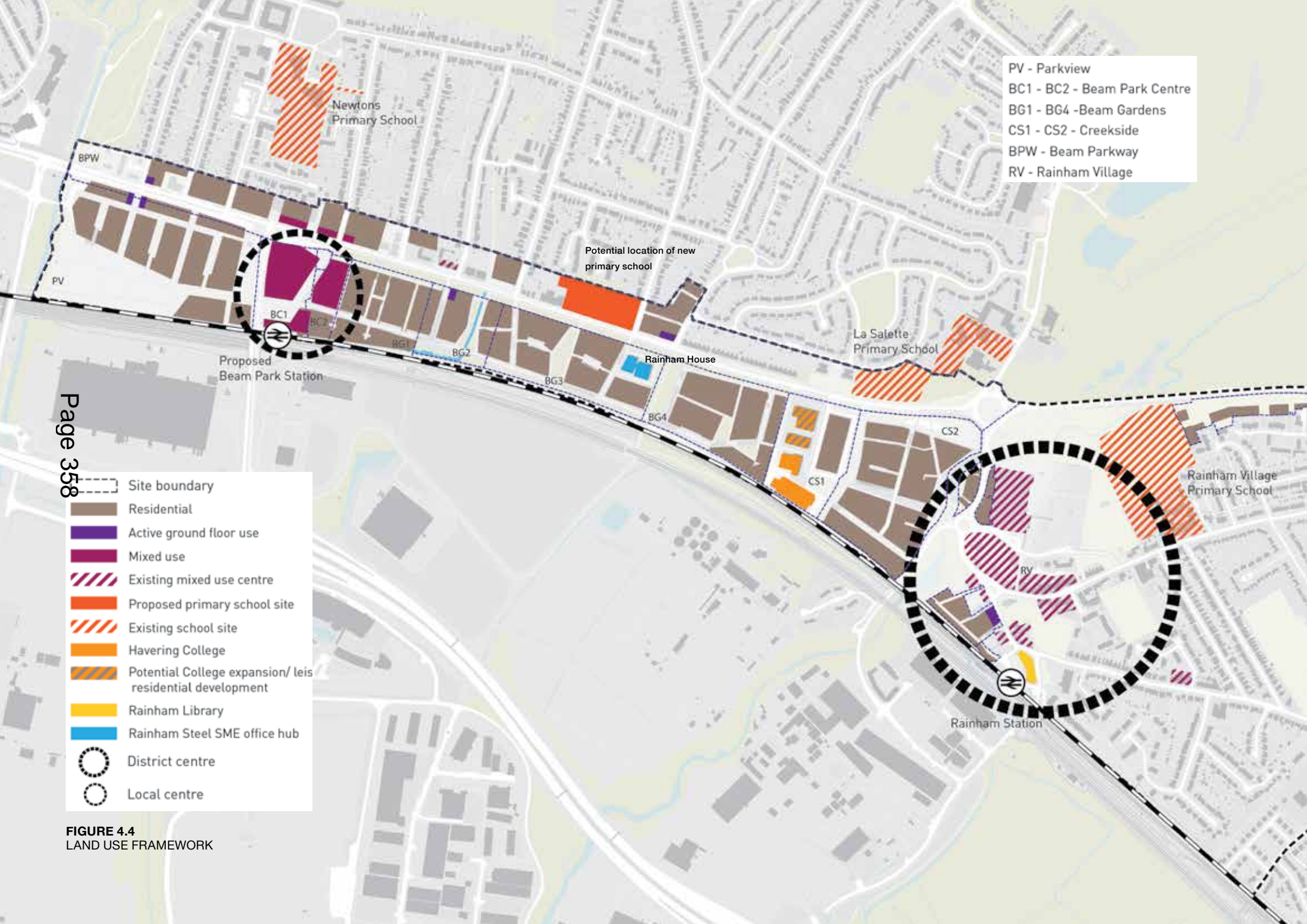


FIGURE 4.4  
 LAND USE FRAMEWORK

## 4.4

### LAND USE FRAMEWORK

#### 4.4.1 MIX OF USES

The land use framework sets out the main principles for the distribution and mix of uses across the Rainham and Beam Park area. The land use framework is based on the illustrative masterplan (Figure 4.2), which provides an understanding of the development capacity of sites and demonstrates high level solutions in response to site constraints.

#### 4.4.2 HOUSING

The Rainham and Beam Park area provides a major opportunity for Havering to establish a high quality residential neighbourhood that provides much needed homes in the Borough. This will further contribute to meeting the housing target set by the Mayor through comprehensive development that seeks to optimise development outcomes.

New development coming forward in the Framework area will be predominately residential. A mix of town houses and apartments with a variety of typologies, unit sizes and tenures will be important to achieve a mixed and balanced community. This should include, but not be limited to, homes for young professionals, families with children, older people, people with disabilities and people wishing to build their own homes.

#### HOUSING MIX

The Council's Housing and Needs Assessment (2012) suggested that future market housing delivery should be split between 50% small (1- and 2-bedroom units) and 50% large (3+ bedrooms) units. Overall, around 70% of small units should provide 2-bedrooms, although this may not apply to all sites.

In developing this planning framework a number of matters have informed the housing mix across the housing zone:

- The SHMA relates to the Borough wide target for market housing;
- Commercial valuation undertaken as part of this process supports the introduction of a greater level of 1 and 2 bed flats;
- The aspiration for the Beam Park area and creation of a clear sense of place;
- The increased PTAL levels achieved throughout the site following the introduction of the Beam Park station and the integration in the future of further improved public transport through increased frequency of bus services throughout the site; and
- The new Housing Zone status of the framework area and commitment this brings to achieving the delivery of significant amounts of desperately-needed housing on this brownfield land.

Local property market analysis has identified typical interest in the area from the following property buyers:

- First time buyers;
- Outpriced buyers/commuters from eastern Central London as well as Ilford and Walthamstow;
- Couples starting a family, or existing families, moving to the area to take up larger accommodation and be closer to schools; and
- Older generation, looking for comfort or downsizing.

Analysis undertaken in respect of this framework identifies a very high demand for both apartments and houses. The typical buyer is expecting slightly bigger properties than in Inner London – this applies to both flats and houses. There is greater demand for two bedroom apartments with a limited demand for one bedroom flats from local first time buyers and for the rental market. First time buyers / young professionals on relatively higher incomes tend to look for two-bedroom houses in preference to flats where this can be afforded, whereas three-bedroom houses are generally bought by families. There is limited demand for houses with four or more bedrooms.



**FIGURE 4.5** DISTRIBUTION OF APARTMENTS AND TOWN HOUSES BY THE ILLUSTRATIVE MASTERPLAN

There is an opportunity to cater for a retirement market particularly for those looking to downsize, thereby creating demand for larger two-bedroom flats with lifts or appropriately proportioned and equipped houses. High quality garden space, including communal gardens for apartments tend to be important in this regard.

The illustrative masterplan (Figure 4.2) is informed by local market intelligence and aims to optimise the housing potential of the Planning Framework area in respect

of London Plan Policy 3.4 and local and development constraints.

The masterplan shows that the area can deliver about 3,250 new homes, of which 1,000 are townhouses for families. The mix between apartments and town houses and the density of development varies throughout the area in response to location, context, development constraints and the proposed character. Densities have been established in reference to the London Plan density matrix, considering the Rainham and Beam Park area to be situated in the

‘sub-urban’ and ‘urban’ settings categories and benefiting from a PTAL level of 2-3.

Viability testing on a site-by-site basis has shown that the proposals are deliverable and present a realistic development proposition for the Framework area.

The area around Beam Park station benefits from high public transport accessibility and will be able to accommodate higher density development. It is likely that the typical occupier will be a first time buyer or young professional/ commuter, to whom



Precedent of apartment scheme - Passive House Scheme - Circle Housing on New Road



Precedent of typical housing scheme

transport connectivity is vital. Hence smaller apartments with one or two bedrooms will be most suitable for this area. In addition, a smaller percentage of larger apartments on the ground floor or upper floors with a lift can cater for the demand from the retirement sector demand. No town houses are proposed in the Beam Park centre.

Outside Beam Park Centre a broad dwelling split of 35% houses and 65% apartments is achieved by the masterplan. Apartment buildings should be primarily concentrated along New Road to support enclosure and overlooking of this route, and to shelter areas to the back from the impact of this route. Apartment buildings should also overlook the new neighbourhood park at Beam Park and should be provided on plots where they can help define and provide frontage to street corners.

Provision of houses should be predominately terraced and comprise of two or three storeys with private gardens. This should provide a mix between 2, 3- and 4 bedroom. A greater proportion of semi-detached and detached houses should be provided in and around Rainham Village to respond to its village character and less regular built form.

More specific recommendations on the mix, density and types of homes in the various sub-areas is provided in Chapter 5.

#### PG 05 - HOUSING PRIORITY AND MIX

A mix of town houses and apartments with a variety of unit sizes, tenures and types is important in achieving a mixed and balanced community.

Applicants will be required to:

- In Beam Park Centre, to provide apartments of a range of one and two bedroom apartments over commercial uses at ground floor levels;
- In Park View Living, The Beam Gardens, Creekside and Beam Parkway to principally locate apartments onto New Road to ensure adequate enclosure and overlooking of this route (unless proposals can demonstrate that other typologies such as houses achieve equal or better levels of enclosure and overlooking of this route);
- In Park View Living locate apartments to overlook Beam Park;
- Provide the following mix (measured by number of units) of up to 3 storey terraced house of 2-4 beds, the mix of sizes to respond to the most up to date evidence of housing need:
  - Park View Living: 20-25%
  - Beam Gardens (part of Somerfield): 30-35%
  - Beam Gardens (remainder): 40-45%
  - Creekside (Dovers Corner): 40-45%
  - Beam Parkway (New Road north): 25%-30%
- In Rainham Village on larger development sites to provide 80% - 85% town houses (measured by units), and on infill sites to provide apartments only where there are significant townscape and character benefits to the proposal.

## PG 06 - AFFORDABLE HOUSING

The Council will seek to maximise affordable housing provision when negotiating on individual private residential and mixed use schemes in accordance with adopted planning policies.

Negotiations on sites will take account of their individual circumstances including development viability, the availability of public subsidy, the implications of phased development including provisions for re-appraising the viability of schemes prior to implementation ('contingent obligations'), and other scheme requirements.

Affordable housing and market housing will be expected to be integrated in any development and have the same external appearance; and that the affordable and market housing have equivalent amenity in relation to factors including views, daylight, noise and proximity to open space, playspace, community facilities and shops.

## PG 07 - CUSTOM BUILD HOUSING

The Council will actively encourage custom build housing. Larger development sites (above 200 units) to the south of New Road should aim to deliver a proportion of proposed houses as serviced sites for custom build housing.



Example of mixed tenure scheme - Tabard Square, London

## AFFORDABLE HOUSING

In order to support effective and high quality design, adequate infrastructure and an enhanced environment as promoted by the measures in this framework, and to ensure a more balanced mix of tenures in the area, the Council will seek to maximise affordable housing provision when negotiating on individual private residential and mixed use schemes. Havering's Core Strategy seeks 50% affordable housing from new development with a tenure split of 70:30 between social housing and intermediated forms. However Havering Council through its Housing Strategy has subsequently signalled that a shift towards an equal balance at 50:50 social housing and intermediate provision better meets its strategic objectives.

The London Plan requires authorities to seek the maximum reasonable amount of affordable housing when negotiating with developers. Negotiations on sites will take account of their individual circumstances including development viability, the availability of public subsidy, the implications of phased development including provisions for re-appraising the viability of schemes prior to implementation ('contingent obligations'), and other scheme requirements including the requirements to contribute towards the linear park and other environmental and community benefits within the Housing Zone.

Development should be tenure blind with affordable housing being indistinguishable from market housing. As far as practical affordable housing should be distributed across a development



Example for custom build housing - IJburg, Amsterdam (photo by Peter Visser)

site, and concentration of affordable housing in less desirable parts of the site should be resisted. This will help to establish an effective tenure mix, reduce social exclusion and contribute to the social cohesion of the area.

## CUSTOM BUILD HOUSING

The London Plan requires local authorities to make appropriate provision for custom build housing, having regard to local need. The scale of the Rainham and Beam Park development provides an opportunity to promote a custom build project as part the development mix. Custom build housing enriches the housing offer of the area, can help speed up housing delivery as it operates outside the market typically targeted by house builders, contributes to distinctiveness of the area and helps smaller and medium size house builders to enter the London housing market. The Framework recommends that larger developments provide a proportion of the scheme housing output (between 5 and 10% of the proposed number of houses) for sale to custom builders in the form of serviced plots covered by outline permission.

### 4.4.3 HOUSING CAPACITY AND DENSITY

The illustrative masterplan (Figure 4.2) exemplifies how the Planning Framework's development principles in respect of layout, mix of uses and height can be translated into a coherent and well designed plan for a green and livable neighbourhood. High level financial appraisals by character area have been undertaken to ensure development proposals by the illustrative masterplan are viable and ultimately deliverable.

The illustrative masterplan has established the development capacity of the area and its sub-areas, and informed the housing numbers that are required to be delivered within each of the character areas.

Table 4.1 sets out an appropriate density range for each of the character areas. The stipulated range offers a degree of flexibility to developers and their designers to come forward with their own imaginative plan in response to the framework.

The range of development capacities for each sub-area and resulting development densities corresponds broadly with the density guidelines contained within the London Plan and reflect the fact that PTAL levels will rise to 2-3 following introduction of the new Beam Park Station.

**TABLE 4.1** RANGE OF APPROPRIATE HOUSING CAPACITIES AND DENSITIES BY CHARACTER AREA

Character Area	Proposed Density Range	Illustrative Masterplan Capacity	Illustrative Masterplan Density	London Plan Density guideline	New PTAL	Setting	Average unit size
Park View Living	100-120 dph	690	106 dph	70-170 dph	2	Urban	2.7-3.0 hr/unit
Beam Park Centre (incl. part of Somerfield)	180-200 dph	575	189 dph	70-170 dph	2	Urban	2.7-3.0 hr/unit
Beam Gardens (part of Somerfield)	80-100 dph	251	92 dph	70-170 dph	2	Suburban	2.7-3.0 hr/unit
Beam Gardens	60-80 dph	697	68 dph	40-80 dph	2	Suburban	3.1-3.7 hr/unit
Creekside (Dovers Corner)	60-80 dph	396*	65 dph	40-80 dph	2	Suburban	3.1-3.7 hr/unit
Beam Parkway (New Road north)	100-120 dph	392	115 dph	70-170 dph	2	Urban	2.7-3.0 hr/unit
Rainham Village	40-60 dph	250**	48 dph	40-80 dph	3	Suburban	3.1-3.7 hr/unit
<b>Total</b>		<b>3,251</b>					

\* Based on Persimmon's Dovers Corner Scheme

\*\* Includes estimated no. 120 units on in-fill sites

It is considered that the Beam Park Centre is capable of being brought forward at a slightly higher density in response to its location directly adjacent to the railway station and to support its centre function. As set out in the London Plan, the density tables provide guidelines and account needs to be taken of other factors relevant to optimising housing potential. Factors such as local context, design and transport capacity are particularly important, as well as social infrastructure, open space and play. Where appropriate, they can also provide a tool for increasing density in situations where transport proposals will improve public transport accessibility in the future.

#### PG 08 - HOUSING DENSITY

Applicants will be required to comply with and achieve the housing densities within the density bracket set out for each development area:

- Park View Living: 100 - 120 dph;
- Beam Park Centre: 180 - 200 dph;
- Beam Gardens (part of Somerfield): 80 - 100 dph;
- Beam Gardens (remainder): 60 - 80 dph;
- Creekside (Dovers Corner): 60 - 80 dph;
- Beam Parkway (New Road north): 100 - 120 dph; and
- Rainham Village: 40 - 60 dph.

Proposals that exceed these densities will be considered favourably where they fall within London Plan policy density guidelines and demonstrate compliance with the principles set out for the character areas in Section 5 of this Planning Framework.



#### 4.4.4 DISTRICT AND LOCAL CENTRES

The Planning Framework area and its surrounding is currently served by a District Centre at Rainham Village, which is anchored by a large Tesco Extra supermarket. The supermarket offers many of the services that would traditionally be offered within the town.

Analysis undertaken as part of this masterplanning exercise (BBP Regeneration Local Centre Demand Study) suggests an additional demand for c. 3,500 – 4,500 sq m of A-Class floorspace to support the population and household growth anticipated in the main area of the proposed Rainham Housing Zone.

Given the geographical size and shape of the Rainham Housing Zone, it will certainly require a new centre within its boundary. The new Beam Park rail station provides the logical location for this in connectivity terms, and would also create footfall and encourage commercial activity to support active frontages below the higher density residential apartments.

Residents located in the eastern part of the Planning Framework area will use Rainham town centre as a primary shopping destination due to closer proximity to Rainham Station, rather than Beam Park and will therefore have the further advantage of helping support the growth of Rainham town centre and helping cement its District Centre status.



Small shop front in Rainham Village



Tesco Extra Store accommodates the majority of the District Centre floor space

The study recommends the provision of c. 2,000 sqm of additional A-Class floor space at Beam Park, with a further 1,500 - 2,000 sq m expansion of Rainham's District Centre.

There will be a need for other non-retail floor space provision in the area notably for non-residential institutions (such as health centres, leisure facilities, day nurseries and community facilities) and small employment space (offices). This demand has not been quantified. It is recommended the majority of the non-residential and office floor space be located within the two centres to support their critical mass and footfall.

#### RAINHAM DISTRICT CENTRE

There are a number of physical factors in Rainham, most notably the heritage value of existing units, and the relative lack of suitable sites for larger footprint retail development, which will constrain the extent to which the centre can accommodate additional new retail floor space. New A class retail units are expected to be provided on ground floors of new development on infill sites within Rainham Village where they are in keeping with the character and can benefit from town centre footfall.

The potential for further retail development in Rainham will be largely driven by the population growth in the Framework area. In the short term it is assumed that internal efficiency gains can be made in the Tesco Store to absorb initial additional retail demand generated by the new development. In the longer term an expansion of retail floor space into the area between Upminster Road and Tesco should be considered. This may include provision of additional floor space / development within parts of the Tesco car park. However, there are also qualitative needs to provide an improved consumer choice for retail and other services beyond the Tesco store, particularly café and restaurant provision, that should be addressed, as well as improved linkages between Tesco and the rest of the centre.



Local convenience shop

### BEAM PARK LOCAL CENTRE

The Beam Park local centre will be a new focal point and meeting place for the existing and new communities. The centre should provide a small supermarket, local shops and services, restaurants, cafes and bars. It should also provide ground floor units that can accommodate other community facilities, such as doctor's surgeries, nurseries and spaces for cultural, social and leisure activities, as well as small office space.

The link between successful commercial uses and accessibility has long been recognised. It is anticipated that new development in the Beam Park centre, fronting onto New Road (south side), the connecting street from New Road with the station forecourt and around the station square, will provide retail or other active uses units at ground floor level with apartments above.

Retail floor space should be provided as shell and core accommodation with a

minimum floor to ceiling height of 3.75m, enabling the flexible sub-division into a range of unit sizes that can accommodate most of the commercial uses. Retail units will need to be completed weather-tight and with basic facilities to enable rapid occupation. This will lower the entry cost to potential retailers, which helps local and independent shops. It also enables the interim use of these units for meanwhile uses prior to finding a more permanent end use. Boarded up retail space in waiting for occupation is not acceptable as it has an adverse effect on the character and perception of the centre. All shop fronts in the centre must be active and open during core retail hours to maintain the impression of a visual and functional centre. Stand-alone retail units are not in keeping with the proposed higher density and character of the Centre and will not be permissible.

Developers should be encouraged to actively seek interim uses for vacant ground floor units. These could include spaces for arts, cultural or community activities,

pop-up shops and cafes, or temporary office accommodation. They will protect the unit through occupation, while helping to animate the centre. Meanwhile uses are often the start or pre-cursor for achieving more formal accommodation. They also generate footfall, foster community engagement and assist wider place making objectives.

Servicing and car parking areas for retail units will need to be accommodated within the urban block and should not visually dominate the street scene or undermine the residential amenity of homes in the residential floors above. Dead frontages overlooking the public realm should be avoided. Out of hours on-street servicing is also preferred.

Shop front design should not be treated separately from the upper building levels but considered as a coherent design. It should reinforce a shop's identity and its location in the centre, whilst forming an integral part of the street scene and cluster of buildings.



Places to sit out

A high quality public realm with wide pavements should be provided throughout the centre to accommodate footfall and provide a comfortable movement space. The footway area should be extended right up to the shop fronts. Shops should be permitted to use the immediate space outside their premises to present their goods or to offer outdoor seating. This spilling out of shop activity will help create a lively street scene and distinctiveness, while also stimulating passing trade as it supports the greater awareness and facilitates engagement with a shop's offer from a pedestrian perspective.

### MIX OF USES ALONG NEW ROAD

Along New Road small ground floor units should be provided at important street corners and a few selected locations as identified as 'active ground floor use' in Figure 4.4. These should provide local facilities such as a corner shop, a café, a hair-dresser, dental practice or a small office space.

Uses benefit from visibility from the main street and will gain passing trade from local existing and new footfall. They will help to animate New Road and contribute to a lively neighbourhood. They should be complementing the offer of the local centres with facilities that serve their immediate vicinity.

The floor to ceiling height of ground floors of residential buildings along New Road should be a minimum of 3m to provide flexibility for conversion of residential units into retail or small office accommodation if there is demand in the future.

## PG 09 - LOCAL AND DISTRICT CENTRES

Mixed uses and local facilities are essential to provide strong neighbourhood centres and active street frontages which bring together those who work, live and play in the area.

### In Beam Park Centre:

- The development proposals will create a new Local Centre.
- Applicants will be required to provide a minimum of 3,500 sq. metres to a maximum of 4,000 sq. metres of floor space for flexible uses fronting onto New Road (south side) the connecting street from New Road to the station forecourt and around the station square at the ground floor, with apartment blocks above. Retail (A1) provision will be permitted of up to 2,000 square metres with no single floorplate greater than 1,400 sq m.
- Ground floors of buildings within the centre should have a minimum floor to ceiling height of 3.75m.
- The station building will need to be integrated as part of a multi storey building. Uses must respect the recommended built form principles set out in PG 15 Building Height.

### Within Rainham District Centre:

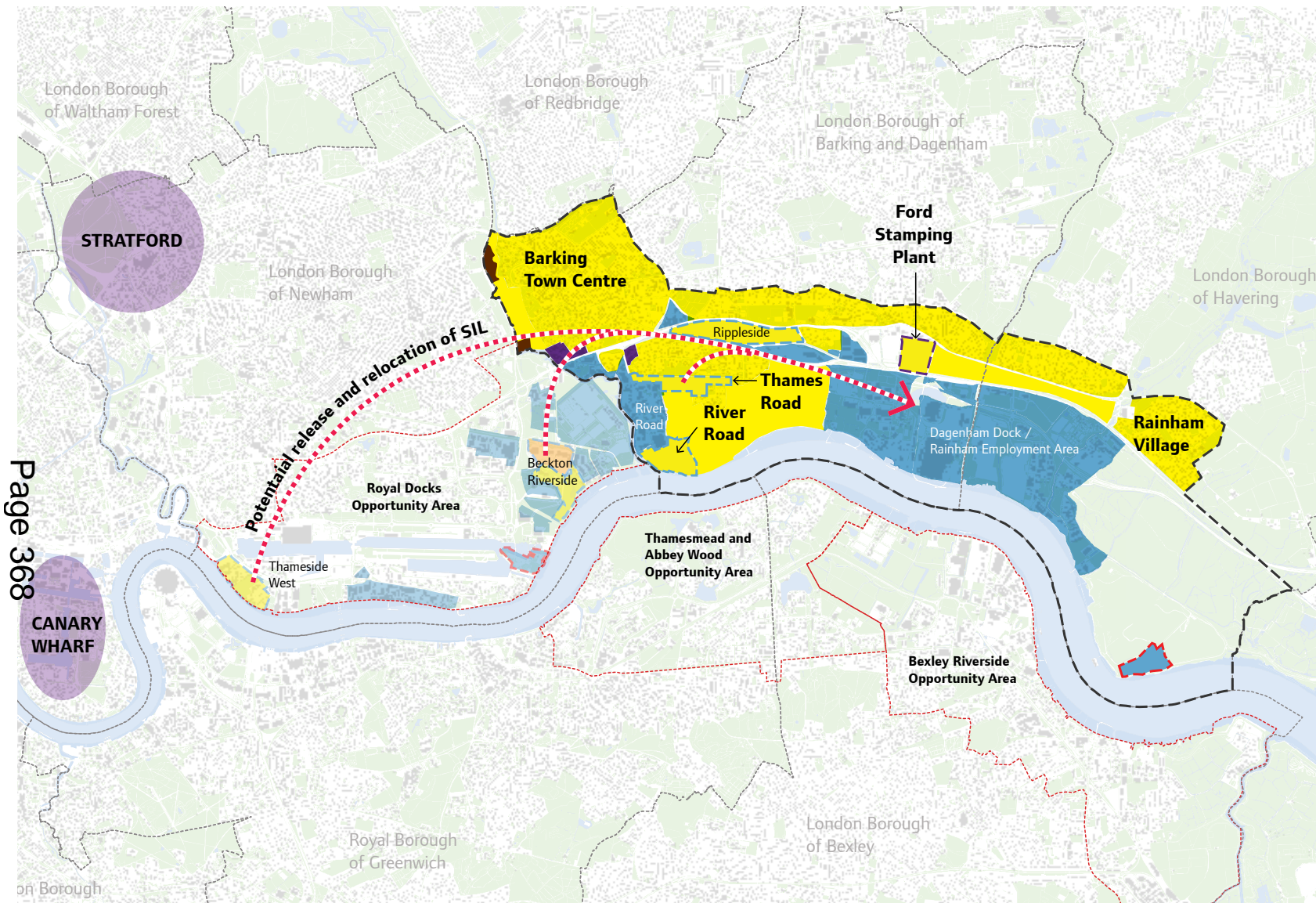
- New town centre uses that intensify and diversify the current provision in Rainham and are sensitive to the context will be welcomed.
- Proposals for a single storey, large footprint format of retail development which do not optimise the potential of the site to accommodate development will not be permitted.

### Along New Road:

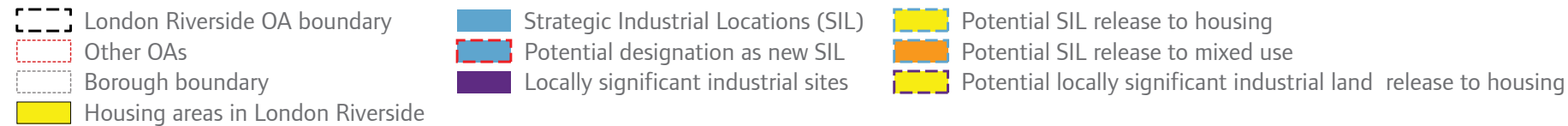
Applicants will be required to

- Provide small commercial ground floor units of up to 200 sq m per locations at important street corners as identified as 'active ground floor use' in Figure 4.4.; and
- Provide floor to ceiling heights of residential ground floors of a minimum of 3 m to provide flexibility for conversion into commercial spaces in the future.

Outside of these areas town centre uses will be resisted. Large floorplate single storey buildings will not be acceptable anywhere within the Framework area.



**FIGURE 4.6**  
LONDON OPPORTUNITY  
AREA FRAMEWORK  
LONDON RIVERSIDE  
- EXTRACT FIGURE  
31. - EXISTING AND  
PROPOSED LAND USES



#### 4.4.5 EMPLOYMENT

London Borough of Havering Employment Land Review (April 2015) identifies that from a total of 375ha of land currently in industrial use in the Borough approximately 24 hectares could be released for other uses while still providing sufficient industrial land in the Borough to meet current and future demand.

The London Plan Policy 4.4 (Managing Industrial Land and Premises) states that *'the Mayor will work with boroughs and other partners to ... manage release of surplus industrial land where ... it can contribute to strategic and local planning objectives, especially those to provide more housing, and, in appropriate locations, to provide social infrastructure and to contribute to town centre renewal.'*

The Mayor's Opportunity Area Planning Framework for London Riverside provides strategic guidance for the London Riverside area and has identified the Planning Framework area for residentially led development while identifying areas to the south of the Railway as strategic employment land (see Figure 4.6).

Historically the area along, and to the south of New Road, has been employment land. Significant parts of this area are now vacant, underused or accommodate low value industrial uses. In support of the envisaged transformation of the Rainham and Beam Park area into a green, garden

suburb and in the context of the above policy guidance and evidence base, the Framework recommends that the forthcoming Local Plan should revoke the current policy requirement for employment uses for Rainham West (Strategic Site Allocation Policy SSA 11 and 12) and prioritise residential led development instead.

New Road accommodates a variety of industrial uses, the majority of which are incompatible with the vision for the area as a residential neighbourhood. The Rainham Employment Area to the south of the railway is designated a strategic employment location by the local authority and the Mayor of London. The Planning Framework proposes that suitable opportunities should be found to relocate existing businesses in the London Riverside area. It further proposes the enhancement of public transport, and walking and cycling connections to the area (see section 4.5.5).

On New Road and in the Beam Park centre a number of ground floor units are proposed that can provide spaces for compatible employment uses such as offices for small businesses.

The popular employment hub at Rainham House on the Rainham Steel site on New Road, which provides offices to small and medium sized enterprises (SMEs), should be retained and can potentially be expanded into a SME business hub.



Rainham Steel office building provides a local employment hub for smaller offices

#### PG 10 - EMPLOYMENT

The Rainham and Beam Park area will prioritise the delivery of new homes. Small and medium sized enterprises that are compatible with a residential environment (principally B1 uses) will however be encouraged. These uses are considered most appropriate at ground floor level either with the Beam Park local centre or along New Road and at Rainham House.

Proposals for General Industrial (B2), Storage and Distribution Uses (B8) and other employment uses that negatively impact upon the residential amenities of the area are not considered appropriate.

The Council will seek to work with existing occupiers to assist their relocation to the London Riverside and wider area.

## 4.4.6 SOCIAL INFRASTRUCTURE

### EDUCATION

Enhanced education provision will be required within the Framework area. The Council envisages that the anticipated requirement for primary school places as a result of both new development and background growth requires the additional provision of a total of 5 Primary School Forms.

This should be provided by the

- Construction of a new 2 Form Primary School in the framework area;
- Extension of Newtons Primary School by 1 Form; and
- Extension of Rainham Village Primary School by 2 Forms.

It is critical that new primary places are provided in parallel to the delivery of new housing to ensure enough school places are in the area when new families move in.

The Beam Park Centre and Park View Living Quarter is likely to be delivered during the early phases of development as the site is vacant and the developer procurement has already commenced. Due to its significant size the Beam Park site is expected to provide a suitable site for the building of a new primary school early on.

The masterplan has investigated a number of potential locations for the new primary school. The combined impact of the pipelines and the flood mitigation requirements (refer to Section 2.2.1 and

2.2.2) indicate that the Beam Park site cannot provide an appropriate site for this school. An alternative site has therefore been identified to the north of New Road that should be acquired to accommodate this school. However, the provision of a primary school at the Beam Park site could be considered if proposals can demonstrate how these technical constraints can adequately be overcome without resulting in an increased risk to the facility.

The Council is investigating the need for the provision of secondary school places in the wider area.

Havering College operates the Rainham Campus Construction Centre and currently provides construction training at the former Carpentry site on New Road. Subject to funding the College plans to expand their existing facilities by developing training in new housing construction techniques, (e.g. modern methods of construction and construction of climate energy efficient homes). The new facility would also offer courses including civil engineering, electrical engineering, and plumbing to enable those being trained to benefit from the opportunities in the construction industries. The aspiration for the college expansion is fully supported by the Framework.

### SPORTS AND LEISURE PROVISION

The Council's retail and leisure study (2015) identifies a need for a privately-run gym facilities in the southern part of the Borough. This could be provided within the Beam Park centre, where it would be supported by a higher density residential development and could benefit from co-location with other town centre uses.

Discussions between the Council and Havering College have identified a potential interest by the College in the provision of a sports and leisure related College offer. Subject to funding this could be accommodated adjacent to the planned college expansion on New Road in the future. This could provide a welcome additional leisure facility for out-of-hours use by local people and would be supported by the Framework.

### HEALTH

The Framework recognises the need to provide access to health care provision for all of the new residents.

The Council is discussing the level of new provision required with the NHS and this will be incorporated within the future proposals.

An appropriate site for the provision of a new health centre should be provided at Beam Park Centre. The health centre will need to be accommodated at the ground floor of a mixed use building to fit in within the character of the area.

Developers of the Beam Park site will be required to work with the Council and the Clinical Commissioning Group to establish the demand and appropriate level of health provision for the area, and to provide suitable accommodation for the required health provision including associated access and parking requirements.

### LIBRARIES

Havering Libraries have undertaken an ambitious programme for the refurbishment and enhancement of their library provision. This has included the building of the new Rainham Library, which has sufficient capacity to serve the new community in the Framework area in addition to its current users.

### COMMUNITY FACILITIES

Any large scale new development will generate its own requirement for community facilities, such as community halls, faith-based institutions, nurseries, arts and leisure facilities to serve the local community. The Government's localism agenda has given new powers and rights to communities to better enable local people and social enterprises to provide services to the local community.

The Council recognises that there will be a need for community facilities in the area. However, the actual requirement for community facilities will only transpire when new residents have moved in and community activities have been established.

The initiative for the provision of community facilities will need to come from local people that bring forward concrete proposals for facilities or services that they intend to provide together with a business plan on how they will be funded and sustained.

Services provision by the community or social entrepreneurs often have a low cost base and frequently rely on voluntary work and the good will of local people. They usually are able to cover their day to day running cost through fund raising, or by generating income through the undertaking of services or from running of facilities, such as a cafe. However, they may not be in a position to afford the capital cost for purchasing or building of a suitable accommodation to suit their needs or to pay commercial rent for their spaces.

Therefore the Council requires large developments (over 450 units) to work with local residents of early development phases to define the need for community facilities, and to provide suitable and affordable spaces for community groups in an accessible location.

Developments should make developer contribution for the delivery of neighbourhood wide facilities in accordance with the principles set out in the forthcoming neighbourhood plan.

## PG 11 - SOCIAL INFRASTRUCTURE

The Council will require the following measures within new developments;

- **Education** - A site for a new 2 FE Primary School will be provided within the Beam Park Centre development area. Where it is demonstrated that such site provision cannot be made within this site, then contributions will be required via Section 106 Obligations to enable a suitable alternative site to be delivered. Other development areas will also be expected to make contributions to educational provision within the area.
- **Health Centre** - Applicants will also be expected to make necessary contributions via site provision and / or CIL obligations for the establishment and provision of other health and community facilities within the Beam Park centre.
  - The developer of the Beam Park site will need to health centre will need to establish demand and requirement of the provision with the Council and the Clinical Commissioning Group.

In support of the need to meet further demand for **community facilities** arising from the significant growth in the number of residents in the area, applicants will be required to;

- Make provision for other community facilities via building provision / spaces on long leases (development with over 450 units).
- Ensure all new community facilities are located in places that are or will be accessible by a range of transport, including walking and cycling, and that the development itself is accessible to all groups.
- Contribute with developer contributions towards the provision of essential new community facilities.



PV - Parkview  
BC1 - BC2 - Beam Park Centre  
BG1 - BG4 - Beam Gardens  
CS1 - CS2 - Creekside  
BPW - Beam Parkway  
RV - Rainham Village

- site outline
- Major road
- Existing primary street
- Existing secondary street
- Existing local street
- Proposed secondary street
- Proposed local street
- Potential local street
- East - West corridor

**FIGURE 4.6**  
PROPOSED ROAD NETWORK

## 4.5

# MOVEMENT AND PARKING

### 4.5.1 STREET NETWORK

A connected and permeable street network will provide a robust structure with the in-built flexibility to change and evolve over time.

The key to design of the new street network in the area is to provide good, legible connections and to ensure that each link is used for the purpose for which it is/will be designed. While the area to the south of New Road is likely to be developed based on discrete land ownership parcels over a number of phases, the ultimate goal for the built out settlement is to establish a coherent and joined up network which puts walking and cycling at its heart. This should provide an east- west corridor to the south of New Road which is fully permeable to walking and cycling. This street should be frequently connected with New Road and link into existing streets to the north of New Road to help integrate existing and new settlements, and provide connectivity across the wider area.

The east-west corridor should be established as a continuous street that is fronted by development and connects between neighbouring development sites. The design of the corridor as a local street should prevent this route to become a through route for motor traffic.

Figure 4.6 sets out the proposed street network for the framework area. The connecting route from Lower Mardyke Avenue to Askwith Road via Beam Park Station will be a secondary street, as well as the connecting street with Thames Avenue.

All other identified routes (proposed and potential) are local streets that provide local vehicular access to dwellings. The connecting points on New Road and the principle alignment of proposed local streets are fixed. Potential local streets are recommended but not mandatory.

Local streets should be designed for very low vehicle speed, with tight geometry, and within which walking and cycling are safe. On street parking should be designed as an integral feature in promoting a low speed environment demanded by a local street. Street layout should reduce the potential for anti-social and obstructive parking.

Single surface treatments designed to Home Zone standards should be considered for all other streets that are not specifically designated within the Figure 4.6. Home Zone environments create more people friendly streets which support social activities and play, as well as a more considerate driver behaviour. They can take

the form of residential courts, mews streets or single sided lanes overlooking open spaces.

Streets should be designed in accordance with the principles of Manual for Streets. They also need to satisfy requirements for appropriate servicing and refuse collection and avoid turning heads where possible (ie. provide small traffic cells that allow loops). Streets will need to be built to meet adoptable standards.

#### NEW ROAD

The de-trunking of New Road (A1306) with the building of the A13 has left significant surplus space that could be rationalised through a redesign of the street to respond to its current and anticipated future transport role. The aspiration of the Framework is to transform New Road from a traffic dominated hostile corridor into tree-lined and friendly boulevard and attractive front door to the new neighbourhood.

It is proposed to remodel junctions and to reduce the carriageway space to the optimal dimension to accommodate anticipated future traffic levels while using surplus highway space for an enhanced public realm, better pedestrian and cycling facilities and landscaping.

Pedestrian and cycle crossings will be provided at appropriate points and made 'straight across' in order to facilitate movement and encourage integration across the road. The vehicle speeds on this road should be reduced to 20mph to enhance safety and make it easier to cross informally.

The Council has commissioned consultants to prepare a concept design for the A1306 corridor to support a step one major

## PG 12 - STREET NETWORK

Applications will be required to:

- Provide a street network in accordance with street designations (local streets and secondary streets) as set out in Figure 4.6;
- Deliver routes within their sites, link into previously established routes on neighbouring sites, and enable future connections from adjacent sites;
- Provide an east west route designed with walking and cycling at its heart, that will provide a continuous and active street environment, connect seamlessly between development sites, and is designed as a local street to ensure that it cannot be used by vehicles to pass through the entirety of the area;
- Design local streets for very low vehicle speed (10-20mph), with tight geometry and on street parking, within which walking and cycling are safe, and that reduce the potential for anti-social and obstructive parking;
- Design streets in accordance with the principles of Manual for Streets and to an adoptable standard;
- Provide a layout appropriate for servicing and refuse collection; and
- Contribute to the improvement of New Road through CIL / S106 contributions.

scheme bid that was submitted to TfL in September 2015. Proposals for the New Road improvements are detailed further in Section 4.6.3.

Initial traffic modelling as part of this work has established that a single vehicle lane in each direction will work on this corridor and that a reliable bus service can be maintained, considering the development of the area and background growth in traffic.

If the funding bid is successful it will allow the Council to prepare a detailed design scheme for the proposals, including undertaking consultation on the proposals, before implementation.

As part of this work the Council intends to investigate if changes to the layout of the Dovers Corner round-about can help to direct through-traffic away from the area and to enhance local pedestrian and cycle connectivity.

## 4.5.2 PARKING

### CAR PARKING

Current car ownership in Rainham is relatively high (1.27 cars per household), compared to Romford (0.95), London (0.79) and the whole of England and Wales (1.12).

Despite investment into public transport, improvements and better walking and cycling facilities it is recognised that the car is a mode of transport that residents will still wish to utilise to travel to work, for leisure and shopping. Also, there is very limited buyer interest for properties with no parking provision.

With the provision of the new Beam Park Station and bus services remaining largely unchanged the future PTAL for the framework area is 2 and 3, the latter within 960m from Rainham Station.

The level of parking that is proposed for the Rainham and Beam Park Framework area has been considered in line with the parking standards set by the London Plan's Policy 6.13. The London Plan standards relate to the whole of Greater London and therefore aim to encompass a range of local characteristics. Maximum parking provision for PTAL areas 2 and 3 are up to one space per 1 and 2 bedroom dwelling, up to 1.5 spaces per 3 bedroom dwelling, and up to 2 per 4 bedroom dwelling and larger.

The review of potential trip generation and changes to the PTAL across the development site has identified limited justification to treat different parts of the

Framework area significantly differently. Nonetheless, it is possible that higher density dwellings will be orientated towards the new station and in this context reduced parking in the area of influence of the station may be justifiable.

The framework sets the following maximum car parking standards in line with the London Plan:

- 0.5 space per 1 bedroom unit;
- 1 space per 2 bedroom unit;
- 1.5 spaces per 3+ bedroom unit; and
- 2 spaces per 4+ bedroom unit.

A lower car parking provision would be expected within the Beam Park centre itself in order to accommodate higher housing density to support the vitality of the centre, and considering the larger number of smaller units proposed with direct accessibility to the railway services. A car sharing or car club provision is expected to be provided as part of the Beam Park Centre development.

Market intelligence suggest that the actual demand for parking may be higher, with some buyers of two or more bedroom units desiring a second car parking space. This requires a careful approach to the management of car parking across the area, which could include the need for introducing a CPZ in areas around Beam Park Station.

A target minimum of 10% visitor spaces should be sought.

London Plan Policy 6.13 requires appropriate provision of parking for disabled people, recognising the London Plan target that 10% of residential provision should be accessible by wheelchair users.

London Plan Policy 6.13 promotes the uptake of electrical vehicles and requires 20 per cent of all parking spaces to provide electric charging points for electric vehicles with an additional 20% 'passive' provision for electric vehicles in the future. 'Passive' provision means putting in place the cabling and supporting infrastructure to facilitate future installation of charging points.

As a general principle car parking should be close to peoples homes and spaces should be located where they benefit from natural surveillance. Design principles for parking provision are provided in Section 4.4.3.

Car parking provision for retail and non residential uses should be in line with the London Plan Policy 6.13. As a guide a maximum provision of one space per 50 sqm of GIA should be assumed.

### **CYCLE PARKING**

Adequate cycle facilities including cycle parking at central locations and street corners should be provided as an integral aspect of the public realm.

Cycle parking should be in accordance with the requirements of the London Plan Policy 6.13. (Table 6.3) and designed in accordance with the London Cycling Design Standards.

### **PG 13 - PARKING**

Car ownership remains an important part of people's travel choices, and accommodating it attractive and functional ways is essential in achieving a quality urban environment.

For residential and non-residential developments applicants will be required to comply with the car parking standards set out in the London Plan.

In all locations the parking levels above are to be provided unallocated.

Provide 20% of spaces with electric charging points with an additional 20% of passive provision for electric vehicles in the future.

Provide cycle parking in accordance with the requirements of the London Plan Policy 6.13 and designed in accordance with the London Cycling Design Standards.

A lower car parking provision than the maximum would be expected within the Beam Park centre itself in order to accommodate higher housing density to support the vitality of the centre. A car sharing or car club provision is expected to be provided as part of the Beam Park Centre development.

### 4.5.3 DESIGN OF CAR PARKING SOLUTIONS

The provision of parking represents a significant design challenge in the built environment.

Parking is rarely aesthetically pleasing and if poorly designed can have a significant impact on the appearance of our streets and spaces, and can also raise concerns about safety. A balanced approach should be taken to achieve convenient parking in close proximity to homes whilst reducing the dominance of car parking on the street scene.

The illustrative masterplan has tested how the maximum car parking requirements can be effectively provided through a mix of

- (un-allocated) on-street and homezone parking,
- on-plot parking on individual dwellings,
- secured parking courts, and
- in undercroft, podium or underground parking solutions of apartment buildings.

Parking on-street remains one of the most successful ways to accommodate parking as part of a balanced solution. Parking on the street is an efficient use of space and people understand how it works. Unlike rear parking courts, on-street parking increases activity on the street and between the street and the house. Visitor parking should be located on street.

On-street parking for residents provides convenient spaces adjacent to properties and also adds to the activity of the street



Un-allocated on street parking remains one of the most successful ways to accommodate parking



Single surface as part of Home Zone design invites for shared spaces for residents to meet and children to play



Un-allocated perpendicular on street parking at the Circle Housing scheme on New Road



Allocated forecourt parking at Kidbrooke screened by well maintained planting



Secured podium parking solution at Kidbrooke hidden within the block. Duplex units have entrances from the street and access to private terraces on the deck above the car parking within the interior of the block.



and natural surveillance. On street car parking also avoids vehicle crossovers on the pedestrian footway.

The quality of the street should be paramount in designing parking spaces into the street and the inclusion of tree planting and SUDs should be integral to the design.

Front driveways outside of homes can have a considerable visual impact with parked cars dominating the street space. If parking to the front are to be considered the public realm design should include intensive well maintained planting in regular intervals that visually screens the continuity of car parking and provide a green street scene.

Alternatively perpendicular on-street car parking with the pavement and privacy strip separating the cars from the houses could be considered as part of a shared space Home Zone design of residential courts or access lanes.

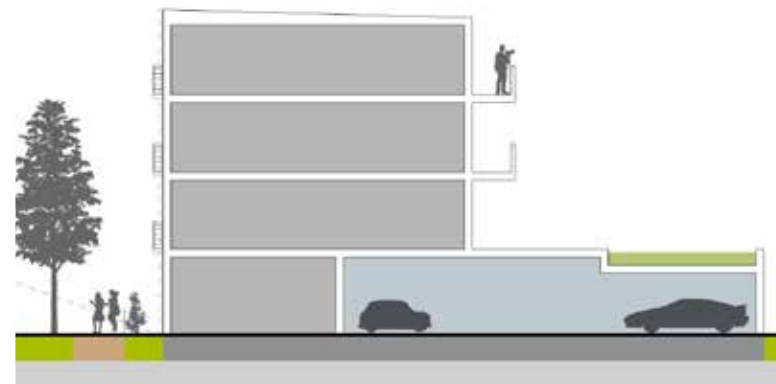
Where garages and carports are integrated within the frontage of the building, they should be carefully designed to avoid blank frontages. Garages and carports are best incorporated within wide frontage dwellings, which enable 'active rooms', such as living rooms and kitchens, to be provided fronting the street at ground floor level.

Parking options to the rear of blocks in rear parking courts should only be considered once on-street and on-plot options have

been exhausted. Where rear parking courts are proposed, they should be small scale, immediately adjacent to properties and naturally surveyed. They should be treated as part of the public realm and also include elements of landscaping and tree planting, and avoid single large expanses of asphalt.

For higher density apartment buildings the use of secure undercroft or underground car parks may be necessary to accommodate sufficient levels of parking. Parking solutions should be designed to minimise their impact and visibility from the street space and not undermine active and well overlooked streets. Entrances to car parks should be from lower order streets.

The visual impact of courtyard car parking should be mitigated through intensive landscaping, tree planting, car ports or pergolas. Alternatively it could be decked over to provide a communal space for residents at first floor level and wrapped by duplex dwellings that have direct entrance from the street space as shown in Figure 4.7 and demonstrated in precedent examples from Kidbrooke (left).

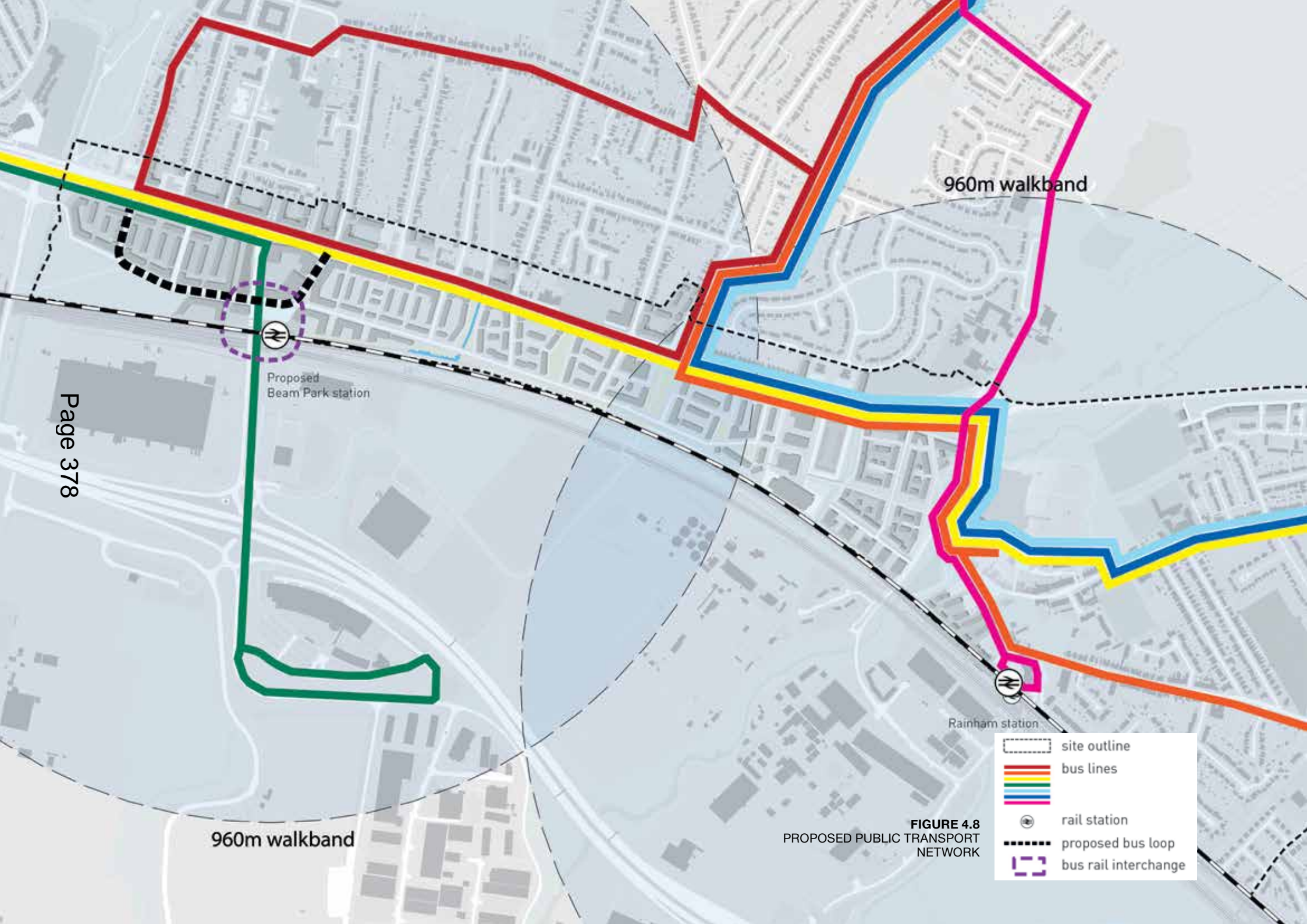


**FIGURE 4.7**  
CONCEPT SECTION OF APARTMENT BUILDING WITH PODIUM PARKING WITH PRIVATE TERRACES AND A COMMUNAL SPACE ABOVE

## PG 14 - DESIGN OF PARKING SOLUTIONS

For residential developments applicants will be required to:

- Provide parking close to people's homes in locations that are well overlooked
- Make full use of on-street parking whilst ensuring the street environment as a whole is attractively designed, this parking to remain unallocated.
- Provide intensive well maintained planting in regular intervals that visually screens the continuity of perpendicular car parking to the front of dwellings and to provide a green street scene.
- Use on-plot parking alongside dwellings and parking courts to the rear of dwellings only where it has been agreed with the LPA that the provision of additional allocated parking is essential for the delivery of family housing.
- Provide internal gated garages for apartment blocks under amenity decks or underground, this parking to be unallocated.





The area will benefit from improved bus services



A new station at Beam Park will provide enhanced rail access

#### 4.5.4 PUBLIC TRANSPORT

Good public transport access will be essential for a successful development at Beam Park. Network Rail together with Havering Council have developed a business case and preferred station option for a new Railway Station at Beam Park.

This new station will provide direct access to Barking Town Centre as well as Central London and cater for a proportion of commuting demand resulting from the proposed housing development.

The introduction of Beam Park station to the west enhances the accessibility of the western end of the development area around the station to PTAL level 2. The influence of this station can be assumed to be an approximate 960m radius (an average 12 minute walk). This means that new development in the Planning Framework area will benefit from good access to rail services. PTAL levels for new development in the Framework area is anticipated to be either level 2 or 3 (at Rainham Village).

A number of local bus routes pass through the Rainham and Beam Park area. The Planning Framework proposes the establishment of a bus-loop that provides direct public transport access to Beam Park station and facilitates a convenient bus rail interchange. The development of the Beam Park site must make adequate provision for this bus link by providing a secondary street loop from Lower Mardyke Avenue to Askwith Road via Beam Park Station as part of the local road network. The detail of future bus routing and services should be developed jointly by London Borough of Havering through engagement with TfL.

A new bus stop on Marsh Way bridge is proposed. This should be made fully accessible from the station square below by provision of adequate stairs and ramps or lift access, to provide improved access to the Rainham Employment area and CEME.

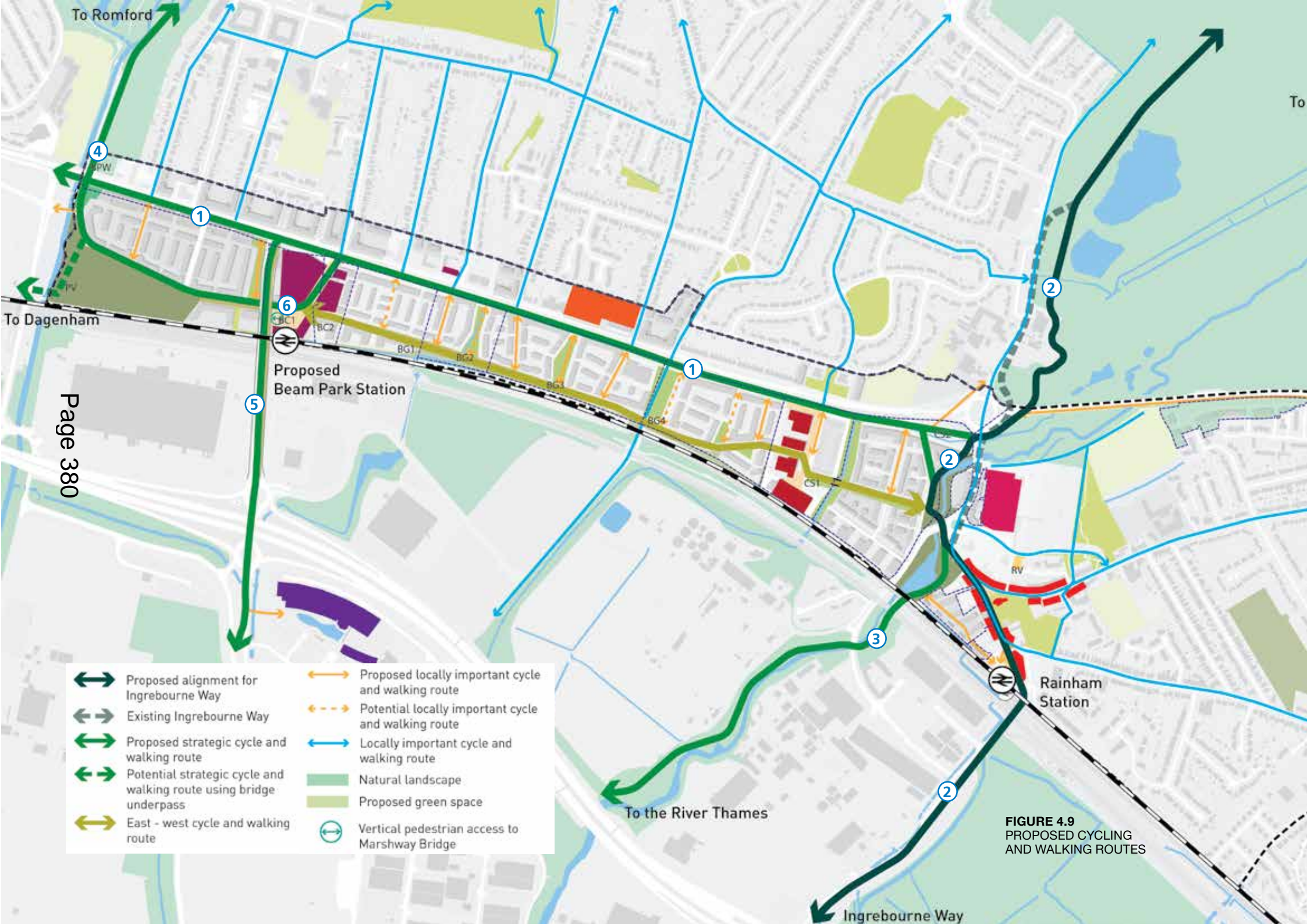
#### PG 15 - PUBLIC TRANSPORT PROVISION

A new rail station is proposed on the C2C line at Beam Park.

Development within the Beam Park / Rainham masterplan area will be expected to make the following provisions:

- A secondary street loop from Lower Mardyke Avenue to Askwith Road via Beam Park Station that is designed to accommodate bus services including the provision of bus stops at the station square and at Beam Park; and
- A fully accessible vertical pedestrian connection between the station square and new bus stops on Marsh Way Bridge (in either direction) to enhance interchange with bus services that serve the Rainham Employment Area.

Applicants will be required to demonstrate how they have taken account of the above requirements and/ or provide necessary contributions via S.106 obligations to the achievement of these service and connections.



- |  |  |  |   |
|--|--|--|---|
|  | Proposed alignment for Ingrebourne Way                             |  | Proposed locally important cycle and walking route  |
|  | Existing Ingrebourne Way   |  | Potential locally important cycle and walking route |
|  | Proposed strategic cycle and walking route                         |  | Locally important cycle and walking route           |
|  | Potential strategic cycle and walking route using bridge underpass |  | Natural landscape                                   |
|  | East - west cycle and walking route                                |  | Proposed green space                                |
|  |  |  | Vertical pedestrian access to Marshway Bridge       |

**FIGURE 4.9**  
PROPOSED CYCLING  
AND WALKING ROUTES

## 4.5.5 WALKING AND CYCLING

### STRATEGIC WALKING AND CYCLING ROUTES

Rainham and Beam Park are situated in close proximity to magnificent open natural spaces, including the wetland areas of the Ingrebourne Valley, the Rainham Marshes (the western part of the London Riverside Conservation Park or Wildspace), the Beam Valley Country Park and the River Thames.

The east-west National Cycle Route (NR) 13 and NR 136 and the Ingrebourne Way pass through the area, the latter connecting Harold Hill in the north to the River Thames in the south via Upminster, the Hornchurch Country Park, Rainham Village, and the Rainham Marshes.

The development of the Rainham and Beam Park area must enhance and deliver the missing strategic walking and cycling connections to establish a more complete network of quality routes towards and in between the significant open spaces in the surrounding area. Executing some of



Well connected with its surrounding destinations

these routes as 'greenways' - landscaped corridors - can help contribute to the establishment of the green grid in the area, and offer a continuous green and leisure experience between open spaces, while potentially also providing a valuable ecological resources as habitat or wild life corridor.

The Planning Framework requires the establishing of the following strategic walking and cycling routes:

1. **New Road Pedestrian and Cycle Route** - A high quality walking and cycling route along the New Road corridor that links Dagenham with the Ingrebourne Way at Rainham. This will have a segregated cycling route and form part of an extended Supercycle Highway 3 from Barking and Dagenham. The concept for the Beam Parkway envisages this route to become a greenway;



Safe to walk and cycle

2. **Ingrebourne Way** - It is proposed to enhance the existing Ingrebourne Way cycle and pedestrian route by providing new sections away from vehicular traffic along the Ingrebourne River and through the Ingrebourne Valley, as indicated in Figure 4.9;
3. **Rainham Creek** - A new route along the Rainham Creek from Rainham Village to the River Thames, that connects Rainham railway station with the Rainham Employment Area to the south of the A13, to the Fairview Industrial Estate and CEME. This route will require the provision of a shared walking and cycling route from Rainham Station to Rainham Creek parallel to the railway as part of the development of the former library site in Rainham;
4. **River Beam** - The establishment of a continuous walking and cycling link alongside the Beam River northwards towards Romford. This route should become part of the 'Quietway' from Romford to Rainham;
5. **Marsh Way** - The establishment of a quality walking and cycling route across Marsh Way Bridge by removing surplus road capacity, and the continuation of this route to CEME and further south towards the River Thames; and
6. **Beam Park Station Link** - The integration of Beam Park station with the strategic walking and cycling route network and its potential extension into the Barking and Dagenham. This route should become part of the 'Quietway' from Romford to Rainham.



### INTERNAL EAST-WEST LINK

The Planning Framework requires the establishment of a continuous and direct internal east-west walking and cycle route between Rainham Village and Beam Park Station. This route should follow the east-west corridor as set out in Figure 4.6. The route should become part of the 'Quietway' from Romford to Rainham.

The route should offer a quality public realm with tree planting and other landscape elements. It should be fronted and overlooked from at least one side by development, be well lit throughout, and, where possible follow local access streets. A new pedestrian / cycle bridge will be required where the route crosses the River Ingrebourne east of Dovers Corner and across the Havering New Sewer between Dovers Corner and the Havering College site.

Overlooking from development and general on-street activity will help to provide a sense of safety on this route and will support its use as a convenient neighbourhood link well into the evening and during hours of darkness.

The route must not run to the back of houses, along blank walls or for lengthy stretches through public open spaces. Doglegs to the route that undermine its legibility and prevent forward visibility will not be acceptable.



Example for a shared walking and cycling route (Kidbrooke Village)

### LOCALLY IMPORTANT ROUTES

Development needs to establish a permeable network of quality and safe walking and cycling routes.

Locally important routes connect residential areas with each other, with Beam Park Centre and Rainham District Centre, and with local and strategic open spaces. They establish a permeable structure that offers residents a choice of routes when moving through the area. Proposed new locally important cycle and walking routes are identified in Figure 4.9.

Good connections across New Road will be important for the integration of existing and new development. Routes delivered as part of new development should link directly into the existing streets to the north of New Road and provide appropriate pedestrian and cycle crossing facilities on New Road that follow desire lines.

The majority of pedestrian and cycle routes will be accommodated by the network of local streets as set out in Figure 4.6. The design of these routes and especially of junctions need to demonstrate how the requirements for walking and cycling along the route are met by providing direct, intuitive and safe facilities.

### OTHER ROUTES

Developments are expected to provide a permeable route network for walking and cycling more widely, along local streets but also through mews, residential courts and open spaces to establish local permeability and a choice for people to move around. Continuity of local routes is important and this should be ensured especially where they cross different adjoining ownerships. Landowners are expected to link into neighbouring sites. Where sites are not developed at the same time, routes must be implemented up to the property boundary to facilitate the joining up at a later date.

## PG 16 - WALKING AND CYCLING ROUTES

Applicants are required to

- Demonstrate how their proposal facilitates the establishment of the identified six strategic walking and cycling routes and the locally important walking and cycling routes in accordance with Figure 4.9.;
- Provide relevant sections of identified routes within their sites and join up with existing or facilitate the connection with planned routes outside of their boundary;
- Demonstrate how the requirements for walking and cycling along the network of local streets are met and provide coherent, direct, attractive, safe and comfortable facilities;
- Provide a well overlooked and animated, continuous east west walking and cycling route:
  - In the Beam Gardens area as part of the east west street (PG 11);
  - At Park View Living and Beam Park Centre with a segregated 3m dual way cycle lane;
  - At Creekside and Havering College as a segregated 6m wide dual way separated walking and cycling route, including the provision of two bridge links across the Havering New Sewer and the Ingrebourne Creek, and the joining up with the Ingrebourne Way;
- Provide a direct and well overlooked shared cycle and pedestrian route from Rainham Station to Rainham Creek parallel to the railway line as part of the development of the former library site in Rainham Village; and
- Provide a joined-up network of local streets, residential courts, mews streets and paths that provide a permeable route network for local walking and cycling within the site and across site boundaries.

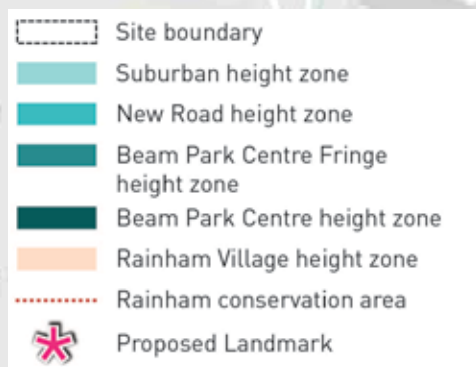


FIGURE 4.10  
PROPOSED BUILDING HEIGHT AND LANDMARKS

## 4.6

# URBAN FORM AND DESIGN PRINCIPLES

## 4.6.1 BUILDING HEIGHT

The Mayor's London Riverside Opportunity Area Planning Framework (2015) has established the following high level design principles concerning the development height in the Rainham and Beam Park Planning Framework area:

- *'High density development should provide legible and easy access to the new Beam Park Station from the A1306 as well as sites to the east and west, whilst allowing for a more suburban character with houses away from the transport hub fitting with the form and typology of existing residential areas to the north.'*
- *Housing development is expected to follow the established perpendicular street pattern. These development blocks should generally incorporate a mix of housing typologies including flatted accommodation of up to 6 storeys and terraced houses of two to four storeys. The Barking Riverside development provides an example.*
- *Development along New Road, around Beam Park, (...) may be of a higher density flatted typology, with feature buildings introduced on corner sites or centres of activity to add interest, identity and to serve as way-finding features. These guidelines should achieve a compact but still predominantly suburban form of development.'*

The transformation of a large part of the Planning Framework area offers the opportunity to establish its own distinct character areas as set out in section 4.3 of this framework. The Planning Framework has established building heights that are appropriate within of each the character areas to ensure the establishment of a well designed and quality neighbourhood. The proposed building heights strike a balance between the London Plan's requirements for optimising housing output with a contextual design response that has regard to the form, function and structure of the proposed character areas, appropriate building typologies, the scale of streets, and the mass and height of surrounding buildings.

The surrounding context to the north of New Road and within Rainham Village itself is suburban and low-rise with buildings typically rising to no more than 3 storeys. However, there are a number of notable exceptions such as the 13 storey New Plymouth and Napier House on New Road, the 5-6 storey Orchard Village development and the new 5 storey library opposite Rainham Station.

The framework establishes appropriate building height in respect of specific height zones (HZ). The extent of height zones are identified in Figure 4.10.



Example of two storey town houses in Barking town centre

## SUBURBAN HEIGHT ZONE

In keeping with the suburban character of the surrounding context the majority of the framework area is proposed to be low-rise with a height of 2-3 storeys. This is a suitable height range to accommodate a range of town house typologies and allows ample light to come into dwellings and gardens even within compact urban blocks. The suburban height zone applies throughout the Planning Framework area, unless areas are included in a different height zone.

Apartment buildings within the sub-urban height zone should not rise above 3 storeys unless an additional storey is integrated within a mansard roof or sufficiently set-back from the building frontage to have no adverse impact on the character of the area, the street scene or garden areas, or where it helps to enhance the legibility of an area for example by emphasising an important street corner.



**FIGURE 4.11** TYPICAL SECTION OF THE BEAM PARKWAY (AT A WIDTH OF 34M), ILLUSTRATING THE HEIGHT TO WIDTH RATIO, THE ENCLOSURE TO THE STREET, AND HOW APARTMENT BUILDINGS CAN HELP TO MAXIMISE THE AVAILABLE SPACE FOR LANDSCAPING AND THE PUBLIC REALM

### NEW ROAD HEIGHT ZONE

New development along New Road rises to a height of 4 storeys. This modest increase from the general sub-urban height will help the legibility of the area by emphasising the important role of this corridor as a central and connecting spine that joins the existing and new neighbourhoods together. The corridor width generally varies from 32m up to 48m. As demonstrated in a typical section of New Road in Figure 4.11, 4 storey buildings offer an appropriate scale with a height to width ratio of 1 : 2.7 up to 1 : 4 along this route. This will provide a good sense of enclosure and also help to provide overlooking and passive surveillance, which make the corridor and its spaces subjectively feel safer.

A height of 4 storeys is an efficient height for smaller apartment buildings, which is the predominant development typology proposed along the corridor. Apartment buildings can front directly onto the linear park as their requirement for servicing and car parking access can be arranged in side streets and from the back.

Townhouses are generally not considered appropriate along the New Road Corridor, as they would require a separate service street to appropriately serve their front doors. This would either increase the width of the corridor, and thereby significantly weaken its enclosure, or undermine the concept of the linear park landscape envisaged for the Beam Parkway by limiting the available space for landscaping and the public realm.

At the intersection of the Beam valley with New Road a slightly higher corner building of up to 6 storeys is proposed. This would mark the entrance into the London Borough of Havering, establish an appropriate gateway into the new neighborhood, and provide enhanced overlooking and passive surveillance to the open stretch of New Road to the west and over the open spaces to the north and along the Beam River.

### BEAM PARK CENTRE HEIGHT ZONE

The Beam Park centre will become an exciting new centre and the focus for urban life. The role of this area needs to be expressed through its urban form and the scale and massing of buildings. A building height of 4 to 6 storeys is appropriate at the Beam Park Centre. This height will also enable the provision of efficient mixed use buildings with town centre uses at ground floor, apartments above, and parking to the rear in decked courtyards. It provides higher density development where it is best served

by public transport and where it can help support the vitality of the centre.

There is an opportunity to provide a slightly higher landmark building of up to 8 storeys opposite the station on station square to enhance the legibility and assist way finding. Another slightly higher building of up to 8 storeys could be proposed on the corner of New Road with Marsh Way as a landmark of the centre on these important streets. Any proposal of a taller building on New Road would need to demonstrate that its visual impact on the existing residential areas to the north of New Road is negligible.

### BEAM PARK CENTRE FRINGE HEIGHT ZONE

The height of buildings immediately adjacent to the Beam Park Centre is expected to mediate between the Beam Park Centre Height and the sub-urban height zone.



Example of a six storey local centre development in Typical Dublin

Within this height zone:

- At the Somerfield site on the East West route and adjacent to the railway line buildings can rise up to 5 storeys next to the centre, while dropping down to 4 storeys further away;
- In the Park View Living area a height of 5 storeys is appropriate immediately adjacent to the Beam Park Centre for buildings on the east-west corridor and fronting onto Marsh Way;
- Further west a height of 4 storeys is sought for development directly fronting onto the proposed new neighbourhood park. This will bring a sense of enclosure and provide overlooking and passive supervision to the park. An additional storey may be permitted where it is integrated within a mansard roof or sufficiently set-back from the building frontage, and it can be demonstrated that it does not have no adverse impact in terms of sun lighting or overshadowing.

### RAINHAM VILLAGE HEIGHT ZONE

Rainham Village centre is designated as a conservation area to protect and enhance the special character and setting of the village. It comprises a number of listed buildings including the grade I listed Church of St Helen & St Giles and the grade II\* listed Rainham Hall.

Any new development within the Rainham Conservation area and its immediate hinterland as defined in Figure 4.10 forms part of the Rainham Village HZ, while other development in Rainham but outside this height zone fall into the Suburban Height Zone.

New development will need to demonstrate how its approach to height and massing responds appropriately to the setting and character of the conservation area, and to the setting and views towards listed buildings.

Buildings with their height and scale, need to fit in with their immediate context and not normally exceed the height in their surrounding.

It is expected that new buildings throughout the Rainham Village Height Zone will be typically 2 storeys. An additional storey may be acceptable where it is integrated in a clearly receding roof space and it can be demonstrated how the buildings scale and roof form responds appropriately to the character of Rainham Village. Set back storeys are out of keeping with the local vernacular in Rainham and are not permitted.

### PG 17 - BUILDING HEIGHT

Building height and massing are important determinants of the character of a place.

The broad locations for higher density developments and building heights in the Beam Park / Rainham area locations are illustrated in Figure 4.10 of this framework.

Applicants will be required to:

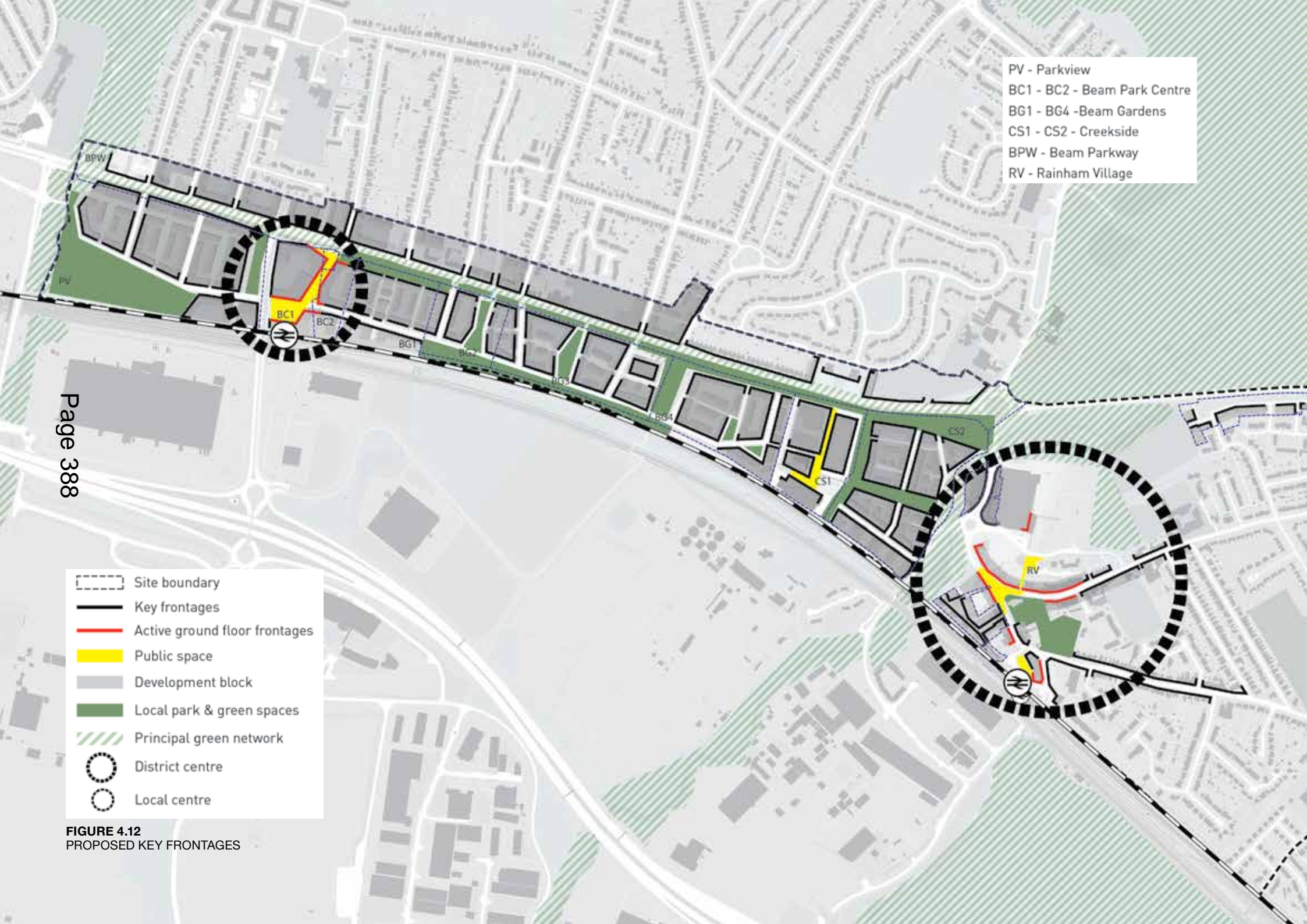
- Develop to 4-6 storeys in the Beam Park Centre with some slightly taller feature buildings around the station and on the junction of Marsh Way with New Road;
- Develop 4-5 storeys in the Beam Park Centre Fringe;
- Develop to 4 storeys along New Road;
- Develop to 2 storeys in Rainham village, except where for townscape reasons, 3 storeys can be justified;
- Develop to 2 or 3 storeys elsewhere;
- To provide in all locations articulation of roof form and meet the character specification set out in Section 5;

Proposals for feature buildings or high density development outside of these areas will be considered case by case on individual merit.



**FIGURE 4.12**  
PROPOSED KEY FRONTAGES

PV - Parkview  
BC1 - BC2 - Beam Park Centre  
BG1 - BG4 - Beam Gardens  
CS1 - CS2 - Creekside  
BPW - Beam Parkway  
RV - Rainham Village



## 4.6.2 FRONTAGES AND ORIENTATION

Buildings along streets should establish a coherent frontage and orientate their principal front and entrance towards the street. Buildings should be positioned along consistent building lines. This will ensure a coherent development response, provide good enclosure to the street space and a sense of continuity. Figure 4.12 defines the principle frontages that development should adhere to.

Development should be designed to ensure that urban streets and public spaces have good levels of natural surveillance from buildings. Buildings should ensure that the street space is overlooked by ground floor habitable rooms and upper floor windows.

In case of plots with boundaries to more than one street, the principal frontage should always orientate towards the higher order street to aid legibility. For example, residential development on New Road, but set back from the street due to the linear park, will be expected to orientate its main frontage with the main entrances towards New Road, even if there is only a shared access lane or access path along the front

of the building and the principal vehicular access is from an access lane to the back. Buildings on street corners will need to ‘turn the corner’ to address both streets and provide overlooking to the street space.

The scale, massing and grain of development together with the width of streets, the fenestration to facades, the building interface and boundary treatments, and the design of the public realm, all contribute to the specific character and feel of streets. The design and sub-division of buildings together with their fenestration and balconies, should establish a varied rhythm of elements, colours and materials that contribute to a lively street scene, provide interest and help orientation.

Section 5 provides more detailed guidance for each character area that applicants will also need to consider.

### PG 18 - FRONTAGE AND ORIENTATION

The orientation and frontage condition of buildings are important to ensure good enclosure, animation, overlooking and passive supervision of streets and open spaces, and a legible and well defined environment.

Applicants will be required to:

- Provide a good sense of enclosure to streets and public spaces with buildings positioned along consistent building lines;
- Adhere to the principle frontages defined in Figure 4.12;
- Orientate buildings with their front and main entrance towards streets and open spaces to provide overlooking and natural surveillance and to help to create a place with a strong sense of place that is safe and welcoming;
- Orientate a building onto the higher order street where a plot bounds more than one street;
- Orientate buildings along New Road with their principal frontage and main entrances towards New Road;
- Design buildings at street corners that ‘turn the corner’ and address both street spaces;

Applicants should refer to the more detailed guidance provided for each character area in Section 5.

## PG 19 - BUILDING INTERFACE

A well designed consistent boundary condition and interface to the front of buildings is key to achieving a high quality street space.

Applicants will be required to:

- Adopt a consistent approach to the demarcation of the plot boundary and the space between the building front and the back of footway that responds to the stipulated character of the area, and the role and function of the street;
- Provide an interface design that limits the visual impact that private fronts can have onto the character of the street space;
- Provide planting to contribute to a green and 'softer' street environment;
- Adopt a clear management and maintenance regime for the interface strip that ensures a consistent maintenance and up-keep of the quality of common parts, landscaping and planting in the interface;
- Design the interface to provide an added level of privacy to ground floor units without undermining overlooking and passive surveillance of the street space;
- Demonstrate how the design can support social interaction between residents.

Applicants should refer to the more detailed guidance provided for each character area in Section 5.



Planting strips outside dwellings in home zones allow residents to personalise their entrance while keeping a uniform street scene (Barking town centre)



Intensive and varied planting at the back of footway and a consistent boundary treatment that limit the visual impact of private fronts ensure a quality of the street space (Kidbrooke)

### 4.5.3 BUILDING INTERFACE

While the Framework offers flexibility for a variety of buildings and architectural styles, it requires a consistent approach to the design of the space between the building front and the back of footway. This includes the choice of boundary treatments, soft and hard surface materials and planting. This will be key to achieving a high quality street space.

Different standards and preferences by residents in regards to the use, design and maintenance of the private area outside of their dwelling can significantly undermine the consistent feel and character of a street space. The following strategies are appropriate to ensure a consistent street interface:

- A consistent interface design up to the building front with intensive and varied landscaping that is looked after by a management company;

- Provide a consistent and permanent boundary treatment, for example a brickwall or vertical railings, including consistent gates that screen private areas to the front and limit their visual impact on the street space, combined with carefully maintained public areas including planting; and
- In home zones, limiting the private zone before a dwelling to a narrow strip that residents can plant individually, while having a consistent treatment and planting in the public realm.

The design of the interface space should provide an added level of privacy for ground floor residential dwellings without undermining the overlooking and passive supervision of the street space. Opportunity for planting should be fully explored to contribute to a green street environment. The interface design should also consider how it can support informal social interaction between residents for example by providing seating outside communal entrances.

Within Rainham Village and the Beam Park centre, buildings with an active ground floor, like a shop or entrance lobby, the interface space should be an extension to the footway, allowing the browsing of shop windows, or providing for the display of goods or an opportunity for sitting out for restaurants and cafes.

## 4.5.4 HOUSING DESIGN AND BUILDING LAYOUT

### HOUSING DESIGN

The NPPF core planning principle is to *'always seek to secure high quality design'*. Delivering quality housing design in Rainham and Beam Park will be critical to the overall quality and feel of the area and the longevity of the new neighbourhood.

New housing will need to comply with Part 2 of the London Plan Draft Interim Housing SPG, the design principles set out in chapter 7 of the London Plan and the sub-area design guidelines contained within the London Riverside OAPF and in this Planning Framework.

Housing design must contribute to the proposed character for the area within which it is located, with careful consideration given to layout, form and massing, building frontage and street interface, roofscape, detailing and choice of materials.

### RESIDENTIAL AMENITY

Providing access to private as well as shared amenity spaces for all dwellings will be important to the wellbeing of residents in the neighbourhood as they offer valued spaces for recreation, social and play activities, as well as to support gardening and local food growing.

The following amenity spaces are required by dwelling type:

- Houses should have private gardens, that can be complemented by a terrace or balcony;

- Ground floor apartments or duplex units with access to a courtyard should have either a private garden or a terrace from where they can access a communal garden;
- Upper floor apartments should have a private balcony or winter garden together with access to a communal garden or roof terrace.

Private gardens as well as terraces and balconies should be treated as an extension of the living space. They should be designed to prevent noise disturbance, particular from the railway line, or major roads such as New Road and Manor Way, and ensure the relationship with buildings does not cause excessive overshadowing.

Communal gardens should be designed by an experienced chartered member of the Landscape Institute to ensure quality and a high standard of landscape design. The garden design should bring forward imaginative planting proposals in reference to the stipulated character for the area, and explore opportunities to introduce trees, shrub, perennial and climbing plants. Consideration must be given to the mature size of trees so that appropriate species are planted.

Applicants should specifically have regard to the London Plan Draft Interim Housing SPG private open space standards (4.10.1-3).

### PRIVACY

New development should demonstrate how the privacy of residents will be maintained between neighbouring properties. Homes should be designed that the distance between upper floor windows of habitable rooms of homes is generally greater than 18m. This distance can be less at the front of a dwellings across the street if dwellings have more than one aspect and benefit from adequate privacy at the other aspect(s).

Care should be taken to avoid any ground floor windows being overlooked although there will normally be natural screening (garden walls and fences) that mean this is not possible.

### PG 20 - HOUSING DESIGN, AMENITY AND PRIVACY

Applicants are required to:

- Demonstrate through design statements how the choice of housing typology, the layout, form, massing, roof scape, building frontage and street interface, roofscape, detailing and choice of materials and architectural treatment contribute to the stipulated character of the area.
- Provide appropriate amenity spaces by dwelling type:
  - Private gardens for houses;
  - Either private gardens or terraces from where a communal garden is accessible for ground floor apartments or duplex apartments with access to the deck above a car park;
  - Private balconies or winter gardens, as well as access to a communal garden or a communal roof terrace for upper floor apartments;
- Ensure that communal gardens are designed by a chartered member of the Landscape Institute and bring forward imaginative and high quality landscape design in reference to the stipulated character of the area;
- Demonstrate how habitable rooms within each dwelling are provided with an adequate level of privacy in relation to neighbouring property, the street and other public spaces.

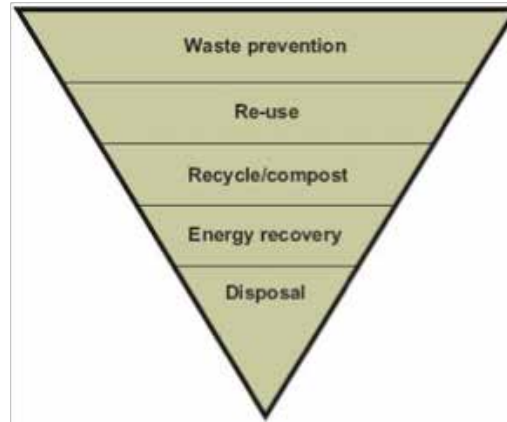
## 4.5.5 WASTE AND RECYCLING

LB Havering requires that the waste hierarchy principle should be applied to developments with regards to waste management, which means waste prevention and then reuse are the priority methods for dealing with waste. These principles should be actively encouraged through design.

Where waste cannot be prevented or reused, only then should recycling/composting be considered, with disposal seen as the final option for dealing with waste.

The following are suggested actions which can support and encourage waste prevention at the Beam Park Development:

- Providing on-site composting facilities; either as communal composting facilities or individual compost bins in private gardens. Supporting information should be provided in resident's packs. Adequate space should be provided in the kitchen of properties to enable occupants to separately collect kitchen waste for composting.
- Provision of communal in-door, well-ventilated, well-lit storage space for bulky household items in blocks of flats, to facilitate reuse both on the development, but also to enable third sector organisations to remove items for reuse.
- Provide, or allow for the future installation of, in-sink kitchen macerators for



London Borough of Havering waste hierarchy principle

food waste disposal. This includes consideration for: sink design, under-sink power supply provision and ensuring pipe networks are compatible.

- Provision of systems, both online and onsite, which will allow for the free flow of information to and between occupiers, to enable waste prevention information sharing.

Following the waste hierarchy, after waste prevention considerations have been exhausted, developers should be considering the best means to actively encourage and enable residents to recycle the materials they produce.

Havering currently collects the following materials from low-rise properties:

- Residual waste (refuse) weekly in sacks. Residents provide their own sacks for this purpose
- Dry recyclables weekly, which consists of paper, card, cardboard, plastic bottles and food and drink cans. Residents



Example for well integrated communal waste and recycling storage - Greenwich Village

are provided with single-use orange recycling sacks for this purpose.

- Optional, chargeable garden waste service from the choice of a 240-litre wheeled bin or single-use compostable sacks, which are provided.

Havering will not collect waste or recycling in individual wheeled bins from low-rise properties.

Havering collects the following from flatted properties:

- Residual waste (refuse) weekly in communal containers.
- Dry recyclables weekly in communal containers, which are orange in colour.
- Containers are provided, managed and maintained by the developer/Managing Agent for this purpose of a type and nature specified by the Waste and Recycling Department.
- Other optional waste services all household types may subscribe to:
- Collection of bulky household furniture. This is chargeable and residents need to ensure items are freely available for collection at the kerbside for low-rise properties, and on the ground floor in a location not causing obstruction/hazard for flatted properties.
- Collection of clinical waste. Sharps boxes or single-use sacks are provided for this purpose.

**Internal Storage:**

Adequate inside storage space is required to store materials for reuse and recycling to encourage these practices. This should include provision for the ability to collect and store kitchen food waste (and potentially in-sink food waste macerators), as well as dry recyclable materials and refuse.

**External Storage: Low-rise**

Developers should allow for sufficient external space for low-rise properties to store their waste containers within their frontage or at a suitably accessible communal location. The space needs to allow for the collection of refuse, recycling, garden waste, bulky and clinical waste at any given time.

Unless there is a mutual agreement between developer and LB Havering for a communal location, residents must present their waste sacks on the boundary of their property and not on the pavement or highway.

**External Storage: Flatted Properties**

Sufficient storage space should be provided for the collection of a minimum of two materials (i.e. refuse and mixed recycling) as well as for bulky household items. Bin capacity should allow for the collection of materials weekly, but with adequate capacity that will allow for any extendable gaps in collections (e.g. Bank Holidays or bad weather). Bins should be able to be moved freely and the containers for the different materials moved independently. Adequate ventilation and lighting is

important. The signage on the storage area and for the individual containers should be clearly visible and developed using guidance from the Waste and Recycling Department.

Recycling and refuse containers should be equally easy to access for occupiers, and ideally should be placed alongside each other, so that neither container should hold a preference for ease of use.

**General Storage and Access Considerations**

- Both internal and external storage space needs to be future-proofed with enough flexibility to allow for changes in collection methods, participation in services and composition of the waste stream.
- Storage requirements should take in to consideration the number of occupants of each dwelling.
- Storage areas/containers must be freely accessible for both occupiers and by collection crews and vehicles without impingement by parked cars, narrow access both in storage rooms and on the street, turning circles, steps or other potential access issues. Consider especially distance for occupiers and crews to walk with waste and/or the ability to wheel containers to vehicles.
- Refuse and recycling storage and collection facilities should be designed to integrate with the surrounding environment and be as unobtrusive as possible. They should be designed within developments so as to avoid large areas of blank frontages.

- Consideration should be given to innovative solutions to waste and recycling collection and storage methods that could benefit the visual impact, such as subterranean storage or discreet/appealing container enclosures.

**Other Recycling Provision:**

LB Havering operates a network of communal recycling bring banks through the waste disposal contract. Containers are provided, managed and maintained by the waste disposal contractor. This network provides residents with the opportunity to recycle materials not currently collected at the kerbside, such as glass and textiles.

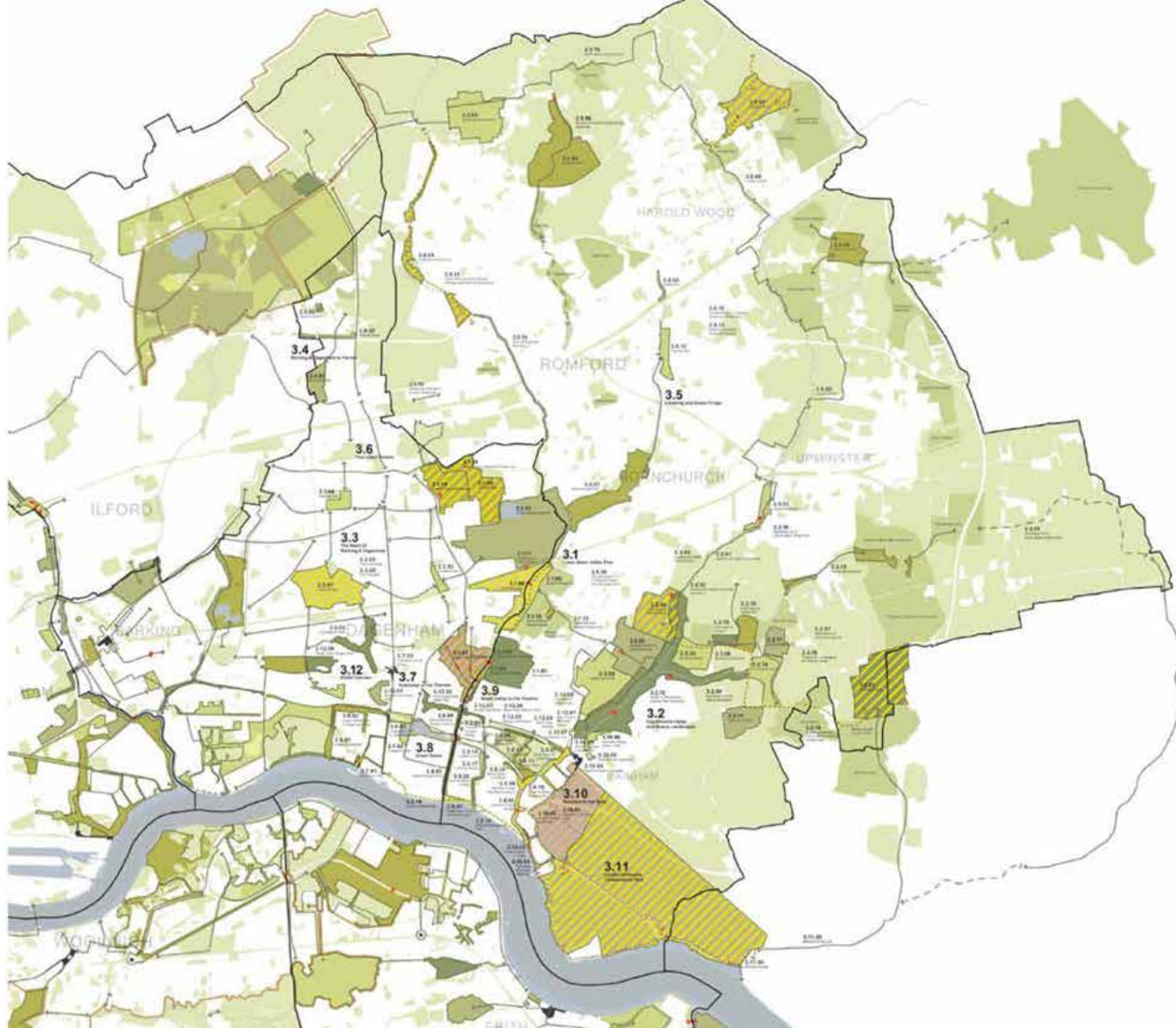
Provision should be made to accommodate communal recycling points in the development, each point with containers for several material types (including glass), plus signage and litter bins. These sites should be easily accessible by the public so that walking distance is kept to a minimum, while safety, aesthetics and environmental impacts are taken in to account. It is also crucial that points are accessible by vehicles, enabling emptying and servicing of containers safely and efficiently.

Detailed guidance can be provided by the Waste and Recycling Department.

**PG 21 - WASTE AND RECYCLING**

Housing developments must provide adequate waste management facilities including dedicated storage for recyclables located where they are accessible to residents and refuse collection services.

**FIGURE 4.13**  
ALL LONDON GREEN  
GRID SUB AREA 3,  
THAMES CHASE, BEAM  
& INGREBOURNE  
AREA FRAMEWORK -  
PROJECTS MAP



## 4.6

# OPEN SPACES AND THE PUBLIC REALM

### 4.6.1 LINKING IN WITH THE ALL LONDON GREEN GRID

*'The various and unique landscapes of London are recognised as an asset that can reinforce character, identity and environmental resilience. Delivered alongside existing infrastructure such as transport, utilities and schools an enhanced network of open spaces and green infrastructure can serve to shape and support new and existing communities, respond to the challenges of climate change, support economic development and deliver an improved quality of life'.*

**All London Green Grid Sub Area 3, Thames Chase, Beam & Ingrebourne Area Framework**

The Planning Framework area is part of the All London Green Grid Sub Area 3, Thames Chase, Beam and Ingrebourne. The All London Green Grid (ALGG) has been developed to provide a strategic interlinked network of high quality green infrastructure and open spaces that connect town centre's, public transport nodes, the countryside in the urban fringe, the Thames and major employment and residential areas. Policy 2.18 of the London Plan, promotes the provision of an integrated green infrastructure network and supports the extension of the Green Grid to the whole of London.

The Rainham and Beam Park area is situated in the urban / rural fringe of London in a context of a changing environment. Former industrial areas are taking on a new role and sites previously used for landfill are

now open green areas. These changes offers an opportunity to extend and enhance the Green Grid and establish long distance green routes to and between the area.

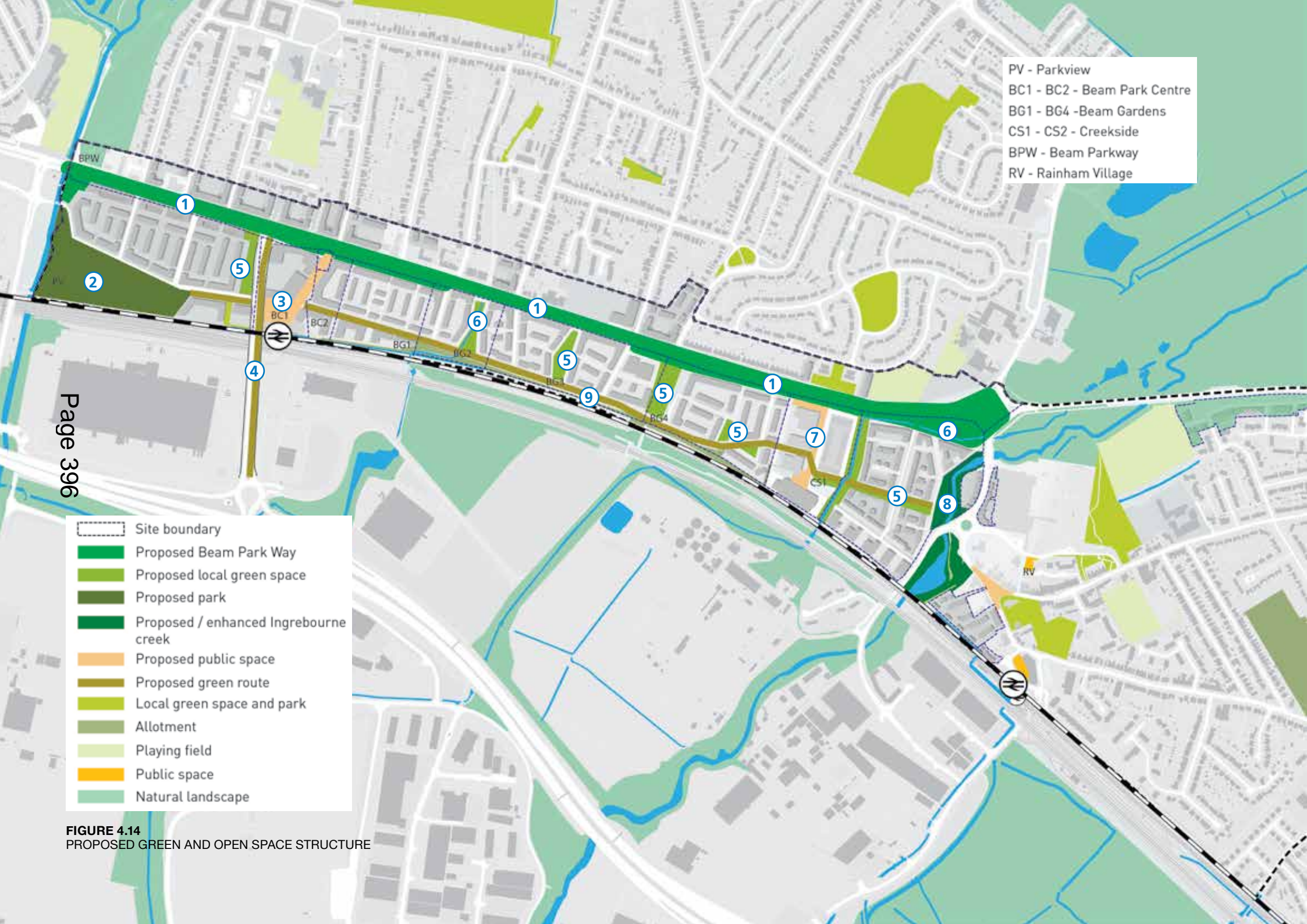
The ALGG Sub Area 3 identifies the following area objectives:

- Increase access to open space, the Green Belt and the urban fringe;
- Conserve landscape and the natural environment and increase access to nature;
- Adapting to climate change, including reducing water run-off rates by installing green roofs and establishing SUDs;
- Making sustainable travel connections, including establishing cycle routes through the open space network and along the Beam and Ingrebourne river corridors;
- Enhancing distinctive visitor destinations and boosting the visitor economy;
- Promote healthy living, including through the establishment of sustainable urban neighbourhoods;
- Promote sustainable food production, including by promoting community gardening and allotment sites; and
- Promote green skills and sustainable design, management and maintenance.

The Planning Framework for Rainham and Beam Park embraces these objectives and these will be delivered through the approach to development, open spaces and management.

#### PG 22 - LINKING IN WITH THE ALL LONDON GREEN GRID

Applicants will need to demonstrate how development proposals are meeting the objectives set by the All London Green Grid Sub Area 3.



PV - Parkview  
BC1 - BC2 - Beam Park Centre  
BG1 - BG4 - Beam Gardens  
CS1 - CS2 - Creekside  
BPW - Beam Parkway  
RV - Rainham Village

- Site boundary
- Proposed Beam Park Way
- Proposed local green space
- Proposed park
- Proposed / enhanced Ingrebourne creek
- Proposed public space
- Proposed green route
- Local green space and park
- Allotment
- Playing field
- Public space
- Natural landscape

**FIGURE 4.14**  
PROPOSED GREEN AND OPEN SPACE STRUCTURE

## 4.6.2 OPEN SPACE NETWORK

The Framework envisages a green and leafy environment for the neighbourhood that creates the impression of living in a 'parkland'. It proposes the establishment of a network of green routes and open spaces that connect the strategic open spaces of the London Green Grid on a local level.

Proposed new green and public spaces are identified in Figure 4.13. These include the following:

1. **Beam Parkway** - a green and landscaped corridor with quality pedestrian and cycling facilities and a number of pocket spaces that provide amenities for residents and people passing through the area. Further detail is provided in section 4.6.3.;
2. **Beam Park** - a new multi-functional community park to serve the western part of the neighbourhood. This should have different landscape areas that offer a variety of open space qualities and amenities, including multi-purpose lawns, tranquil and more intimate zones with benches and planting for rest activities, a childrens play area, and facilities for community sports activities, including a multi games court. The park fulfils a strategic flood mitigation role;



The Beam Park Station Square should provide a quality choice of surface materials, seating and lighting together with tree planting

3. **Beam Park Station Square** – the focal space of the centre that functions as an arrival, orientation and meeting space outside the station, and offers the place for local events or market stalls as well as inviting people to stay and enjoy. The space will have high levels of pedestrian activity and needs to provide a selection of materials, furniture and lighting that reflect its urban character and use;
4. **Marshway Green Bridge** – a green corridor on the eastern side of Marsh Way Bridge (using surplus road space) that provides a strategic cycle and walking connection across the railway to CEME and beyond to the River Thames;



Example for well overlooked local green space, Upton Northampton

5. **Local Green Spaces** - a series of local green spaces and pocket parks with amenities and facilities to serve their immediate residential hinterland. The spaces should differentiate from each other through their design and reflect the stipulated character of the area. Appropriate childrens play facilities should be provided. SUDS features such as swales and ponds can provide interest and character.
6. **Reopened Culverts** - reopening of the New Havering Sever and the Drain running beneath the Suttons Industrial site to create a naturalised watercourse and to mitigate against flooding. Linear green spaces alongside re-opened and naturalised culverts at the Suttons Industrial site and at Dovers Corner;

## PG 23 - OPEN SPACE NETWORK

Applicants will be required to deliver the following open spaces identified in Figure 4.14:

- **PARK VIEW LIVING:**
  - Beam Park – a new neighbourhood park that links the Beam River Corridor with Beam Park Station, which also fulfils a strategic flood mitigation role;
- **BEAM PARK CENTRE:**
  - Beam Park Station Square – a formal arrival square outside the station and the focus for urban life;
  - Marshway Green Bridge – a linear public space on the eastern side of Marsh Way Bridge (using surplus road space);
- **BEAM GARDENS:**
  - Local Green Spaces as local amenity space for residents;
  - Linear natural green space alongside a re-opened culvert at the Suttons Industrial site;
- **CREEKSIDE:**
  - Linear natural green space alongside re-opened New Havering Sewer, provision of a foot and cycle bridge to accommodate east-west route;
  - Havering College Spine and public space;
  - Opening up and qualifying the embankments of the Ingrebourne River and provision of a foot and cycle bridge to accommodate east-west route; and
- **RAINHAM VILLAGE:**
  - Enhancement and integration of existing open spaces in network of local routes;
- **SITE WIDE:**
  - Beam Parkway (SEE PG 23)- a high quality park landscape along New Road that connect a number of pocket green spaces;
  - Green corridor along the east-west route that express the character of each of the areas it passes through.
- Ensure that open and green spaces are designed by a chartered member of the Landscape Institute to ensure the highest quality design, quality material and planting, full consideration of seasonal variation and the lifetime of the scheme, and how the spaces will be inclusive and provide amenities and facilities for the future users.



Example for a naturalistic edge of water feature - Kidbrooke Park

**7. Havering College Spine** - a broad walk from New Road to Havering College together with a new public space outside the college entrance;

**8. Ingrebourne Creek** - Open access, enhance the embankments of the Ingrebourne River, and provide an attractive naturalistic open space for people to walk along and enjoy the local wildlife and habitat, provide a new foot and cycle bridge between Bridge Road round to facilitate the east-west route; and

**9. Green East West Corridor** - linear green walking and cycling route with a quality public realm and intensive landscaping. The route should express the character of each of the character areas it is passing through, and include tree planting and SUDs features as part of the corridor. Further detail on these and other identified neighbourhood spaces are provided in Chapter 5.

### 4.6.3 BEAM PARKWAY

The Planning Framework promotes the establishment of the Beam Parkway - an attractive park landscape along the A1306.

The transformation of New Road uses surplus space to establish a high quality cycling and walking facility running east west through the area (see also section 4.5). A number of attractive public and green spaces are proposed along New Road that provide visual and recreational amenity for residents and visitors. These include:

- **A:** Western Gateway - at Beam river bridge, linking an interfacing with the natural areas of the Beam river valley;
- **B:** Beam Park centre - high quality public realm with seating, hard landscaping and formal landscape elements that reinforce the urban character of the centre and link up with the public space at the station and the Marshway Green Bridge;
- **C:** A community pocket park on the south side of New Road between its junction with Manser Road and the entrance into the Beam Centre, creatively using the highway embankment;
- **D:** Cherry Orchard pocket park - a new green space that links New Road with the railway crossing to the London Riverside area; and
- **E:** Eastern Gateway - a meeting point of the marshlands on the Ingrebourne Valley with a transformed Bridge Road roundabout and introduction of a more natural landscape character on New Road.

The Beam Parkway establishes a major new piece of green infrastructure that connects the Ingrebourne and Beam river valleys and establishes strategic leisure, walking and cycling loops. The opportunity exists to extend the park landscape treatment westwards into Barking and Dagenham.



Potential look of the Eastern Gateway (East Architects)

The establishment of the Beam Parkway will be one of the key value drivers for Rainham and Beam Park. It will change the perception of the area, bring new environmental qualities to the area and create an attractive front door for development.

In December 2015 Havering Council has secured funding from TfL for an detailed feasibility study for the transformation of New Road. A design team and will be commissioned to undertake this work in 2016.

#### PG 24 - BEAM PARKWAY

The character and appearance of New Road is instrumental in shaping the impression of the Rainham and Beam Park area. The route will be transformed with surplus highway space being turned into an attractive green corridor that creates a front door for development.

Development within the framework area will be expected to enable delivery of the new Beam Park Way through CIL / S106 contributions. Developments will be expected to demonstrate how they integrate with and address the new green corridor and how the park will be extended into the development sites to provide visual continuity and recreational amenity for residents and visitors.

### A Beam Valley Country Park

- Improve entrance to Beam Valley Country Park
- Improve visibility of park with special signage
- Bring marsh planting into the Linear Park
- Provide platforms enabling closer proximity to river
- Provide new informal crossing opportunities
- Seating opportunities with improved lighting, cycle and other park facilities
- New rain gardens, wild planting and tree planting

### C Spencer Road / Manser Road

- New pocket park with play and sports facilities focused on younger children
- Improvements to existing parade of shops
- Improvements to parade forecourt with new paving, seating, lighting, cycle parking and signage
- New outdoor seating at parade
- Provide informal crossing opportunities
- Rationalised and integrated car parking
- New rain gardens, wild planting and tree planting

Masterplan proposed Primary School location

Existing shopping parade

B

C

D

### B Marsh Way Centre

- More formal civic urban environment with tree planting and rain gardens
- Dialogue with future Town Square environment
- 'Front door' to future station
- Landscaping to Marsh Way flyover with relationship to future developments
- Improve crossing arrangements
- Seating opportunities with improved lighting, cycle and other park facilities

Beam Park Station

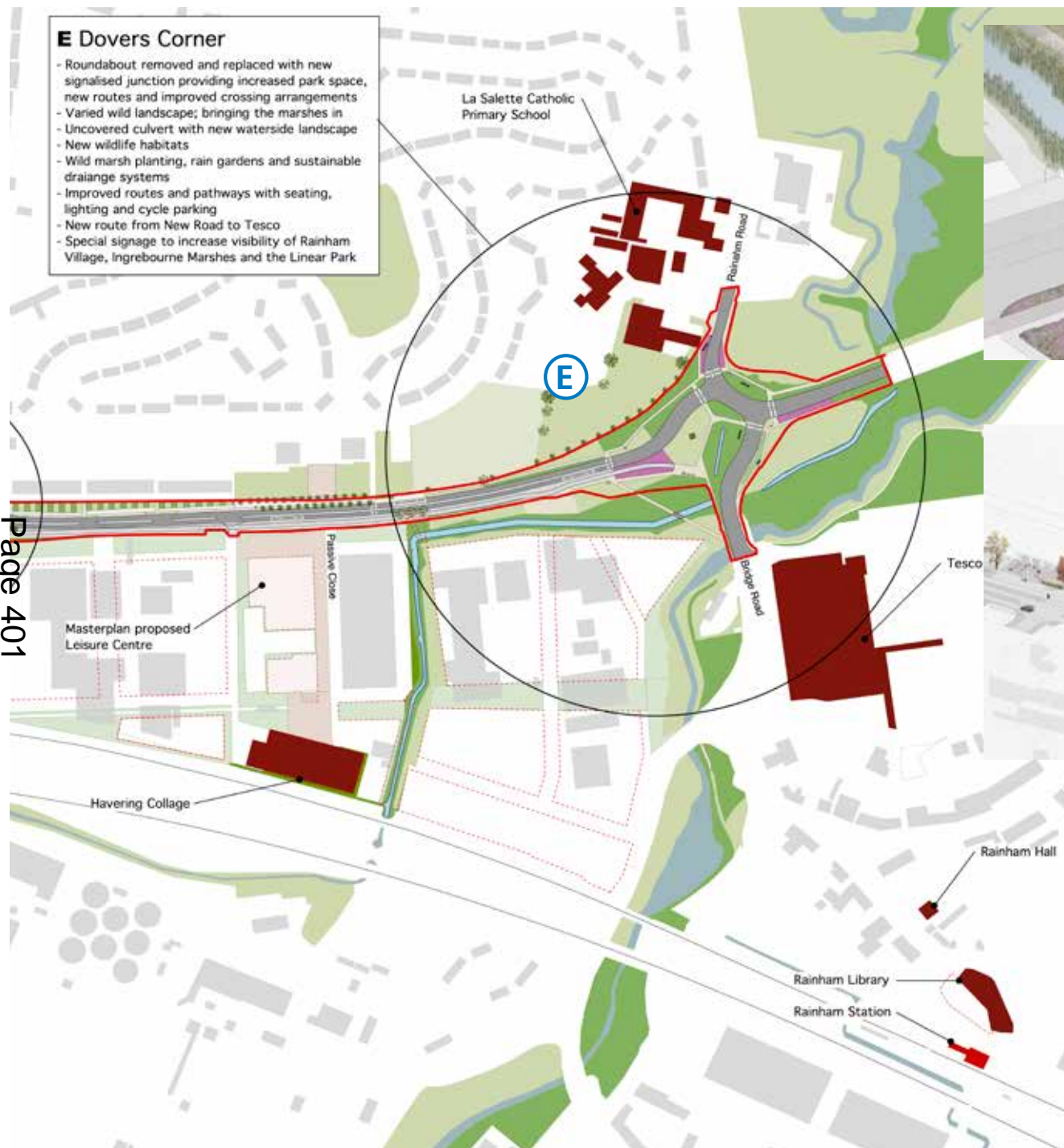
Masterplan proposed town square

### D Cherry Tree Lane / Manor Way

- New pocket park with play and sports facilities for older children, adults and cyclists
- Improvements to historic north-south cross roads
- New seating, signage and lighting
- Improve crossing arrangements
- New specimen tree and grass planting

A

Page 400



Potential look of the Western Gateway (East Architects)



Potential look of the Beam Park Centre (East Architects)

**Figure 4.14**  
ILLUSTRATION OF HOW THE BEAM PARKWAY  
COULD BE DEVELOPED  
(Concept design for the Beam Parkway to  
support Havering's Step One Bid to TfL by SDG  
and EAST architects)

Note: The illustrations on this and the facing page show the initial outputs of this concept design and do not form part of the recommendations of the Framework. More design work and transport modelling is required during the detailed design.



Example of well designed and quality public realm - Palletstown Dublin

#### PG 25 - PUBLIC REALM

The treatment, quality and design of the public realm has a significant impact on the character and appearance of an area.

Applicants are expected to:

- Design the public realm in accordance to the forthcoming LBH Public Realm Design Guide;
- Appropriately design for walking and cycling;
- Provide landscaping and tree planting as integral features of the public realm;
- Ensure that landscape aspects of the public realm are designed by a chartered member of the Landscape Institute;
- Provide sustainable urban drainage solutions as integral parts of the public realm; and
- Provide streets to an adoptable standard.

#### 4.6.4 PUBLIC REALM

The treatment, quality and design of the public realm has a significant impact on the character and appearance of an area. Generally public realm treatment should be of a high quality with consistent and continuous treatment adhering to generally agreed design standards. The Council is currently preparing a public realm design guide that will set design standards and a palette of materials and street furniture for development within the London Borough of Havering. These standards will set the requirement for the public realm in the Planning Framework area.

Notwithstanding the forthcoming public realm design guide, the following principles should be adhered to, to ensure a quality public realm:

- Public realm areas should be designed with a function in mind and left over pieces of land with no role or purpose must be avoided.
- Footways should be of sufficient width to reflect the role of the street in the pedestrian network. Footways should generally be provided on both sides of a street unless the street is bound by an openly accessible public space that provides a suitable alternative internal path. On minor access streets the use of shared space home zone designs and play streets can be explored.

- On the internal east-west route and on local streets, continuous footways at junctions should be the norm as it sends out the message that pedestrian have primacy and drivers are expected to give way.
- On primary and secondary streets pedestrian crossing points should be located along key desire lines and normally be provided on all arms of junctions. Raised side entry solutions should be considered along main pedestrian routes, such as along New Road and the secondary street connecting Beam Park Station, to help establish pedestrian priority.
- Protected cycling infrastructure must be provided on primary and secondary streets to ensure that they are suitable for all and provide high levels of actual, subjective and social safety. On local streets, the design will be such that the volumes of motor traffic are very low and speeds are very low so that no specific cycling infrastructure will be required, other than ensuring continuity and permeability.
- Landscape Elements within the public realm should be designed by an experienced chartered member of the Landscape Institute to ensure quality and a high standard of landscape design. The design of the public realm should help express the character of the area and include landscaping elements and tree planting.
- The development should provide sustainable urban drainage solutions alongside other measures to reduce the water-run off rate. SUDs should not be an afterthought but integral elements of the public realm design and support the wider character of the area.

Refer also to sections 4.5.3 Car Parking, and 4.5.3 Building Interface, and 4.7.2 SUDS.

#### 4.6.5 FUTURE MANAGEMENT AND MAINTENANCE

A coherent and long term approach to the management and maintenance of open spaces is critical to ensure long term quality and the enjoyment of these spaces into the future.

The Council recognises that where appropriate i.e for the adopted public realm and highways assets, that will form the A1306 Parkway and other elements of public realm, the Council is best placed to maintain the land and assets to a consistent standard and quality to ensure a durable legacy and avoid the potential of piecemeal, irregular and variable quality maintenance regimes.

Where public realm assets are adopted within or as part of private developments 20% of the total asset replacement cost will be sought, as a commuted sum, from developers to fund future replacement of public realm and highway assets. Such payments are considered to be in accordance with Regulations 122 CIL Regulations, with each project to replace/ renew equipment and assets comprising a separate project for the purposes of Regulation 123.

All other unadopted open common spaces will need to be maintained and kept at a high standard in perpetuity by a private site management company funded from service charge receipts.



#### PG 26 - MANAGEMENT AND MAINTENANCE

Applicants are expected to:

- Contribute to the long term maintenance and upkeep of adopted public space and public realm in the area by providing a commuted sum of 20% of the total asset replacement cost of these areas within their development site through their CIL / S106 contribution;
- Submit a long term maintenance and management strategy to the Council for approval for remaining unadopted open spaces and public realm to ensure a well maintained area in perpetuity.



## 4.7.

# ENERGY AND SUSTAINABILITY

### 4.7.1 ENERGY

The Framework area has been identified by the GLA as a target cluster for the deployment of a district heating network in the London Riverside Opportunity Area. An energy master plan commissioned by Havering in 2015 found there to be limited opportunity in the area to establish a district heating network in the medium term. However this will be reviewed as development of the area progresses. Therefore development proposals should seek to connect to existing or planned District Energy networks as these opportunities are identified.

If it is not possible to link to an existing system, the feasibility of CHP needs to be considered on a site-wide basis connecting different uses and/or group of buildings or an individual building. Investment in heat and cooling distribution infrastructure should be considered in all developments. CHP systems must be designed to run efficiently and be optimally sized to maximise carbon dioxide savings.

### PG 27 - ENERGY

The applicant should commit to constructing all new buildings to achieve the minimum requirements for carbon dioxide emissions reductions in accordance with the London Plan Further Alterations 2015 (currently policy 5.2).

Developers should demonstrate through submitted energy statements:

1. That a technical feasibility and economic viability study has been conducted assessing the connection to an existing network or a site wide heat network has been considered.
2. That they have investigated the opportunity for a low temperature network within plots and buildings, 70/40 °C.

Where there are firm plans to connect a development to the heat network, but the network build-out will not reach the new development until some years after the development is complete an agreement must be made through the planning process.

This could be set in a number of ways:

- A stated number of years following occupation of the development
- A particular date
- An agreed trigger point, e.g. occupation of the “Xth dwelling”.
- An annual review of the network development will be required with the plot developers and building operators of the masterplan, to review the status of the planning conditions with respect to connection.



#### 4.7.2 SUSTAINABLE URBAN DRAINAGE AND WATER SENSITIVE URBAN DESIGN

All new developments have the potential to cause an increase in downstream flood risk due to increased runoff rates and water volumes from the site. Changes in surface water runoff patterns due to development need to be assessed and, if appropriate, controlled.

Prevention measures should be included at all sites where possible. Rainwater harvesting systems should be considered for schools and commercial developments.

The use of green roofs should be encouraged. It is recommended that infiltration tests be carried out at the sites to gain a better understanding of the opportunities available for infiltration methods.

If infiltration techniques are not possible within the Rainham and Beam Park Framework Area, site control measures may be more appropriate for the drainage schemes. This would involve routing water from impermeable surfaces to detention basins, where the water can be attenuated before being discharged into a watercourse or the local drainage system at the greenfield runoff rate.

Due to the local topography in the Rainham and Beam Park area surface water would currently flow in a south easterly direction away from the sites. To ensure that natural

catchment management processes are replicated as closely as possible, a Sustainable Drainage System (SuDS) management train (SuDS Manual, CIRIA Report C753) should be followed.

Existing greenfield runoff rates should be maintained or improved, as any increase in runoff rates and volumes can lead to an increased risk of flooding elsewhere.

A Water Sensitive Urban Design (WSUD) approach (CIRIA C723, C724) should be integral to the design of the development to ensure the water cycle and water management has been considered holistically and from the outset.

#### PG 28 - SUSTAINABLE URBAN DRAINAGE SYSTEMS

Applicants are expected to:

- Limit surface water runoff rate and volume to the peak Greenfield runoff rate and volume;
- Follow a Sustainable Drainage System (SuDS) management train, as set out by the SuDS Manual, CIRIA Report C753, to ensure that natural catchment management processes are replicated as closely as possible;
- Demonstrate how the use of green roofs and rain water harvesting systems have been considered where appropriate;
- Demonstrate how Water Sensitive Urban Design ((CIRIA C723, C724) has informed the design and development of the proposals;
- Demonstrate how SUDS are an integral aspect of the development layout and design, its open spaces, public realm and gardens and how they deliver wider community benefits, including improvements in health, wellbeing and quality of life, as well as supporting the provision of habitats and places for wildlife to live and flourish.



# 5

## SPECIFIC GUIDANCE FOR CHARACTER AREAS

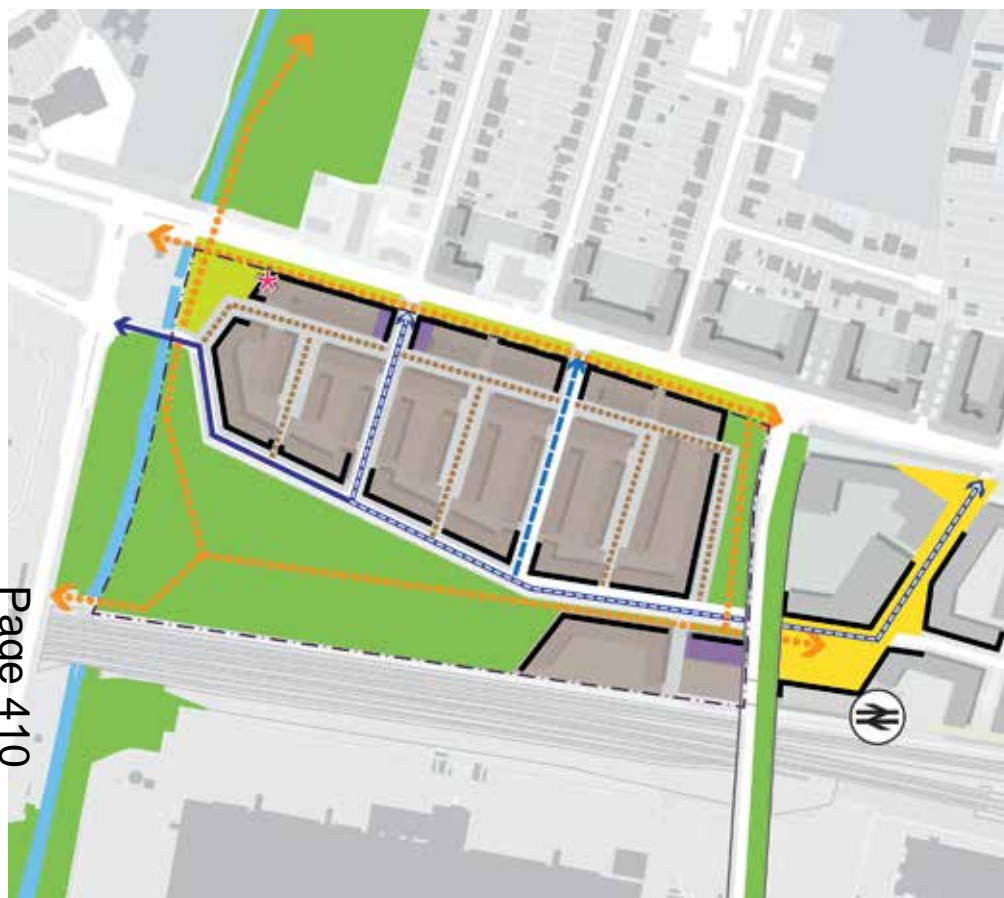
This chapter provides further site specific guidance for each of the following character areas:

- 5.1 PARK VIEW LIVING**
- 5.2 BEAM PARK CENTRE**
- 5.3 THE BEAM GARDENS**
- 5.4 CREEKSIDE**
- 5.5 BEAM PARKWAY**
- 5.6 RAINHAM VILLAGE**

### **PG 29 - CHARACTER AREA GUIDANCE**

Applicants are expected to:

- Demonstrate within a design statement how their proposal have considered and responded to the specific guidance for the character area that is applicable for their site.



**FIGURE 5.1**  
DESIGN PRINCIPLES, PARK VIEW LIVING



## 5.1

### PARK VIEW LIVING

Development in the Park View Living Character Area should comply with the following design and development principles:

Character	Situated immediately to the west of the Beam Park Centre this quarter will have an urban feel with compact development form, and apartment buildings that provide strong enclosure to Beam Park and New Road. The interior of blocks comprise a more intimate and green environment with low rise housing. Home Zone streets offer shared spaces for residents to meet and children to play. The orientation of blocks and streets emphasise views and connections with the new park.
Mix of uses	<ul style="list-style-type: none"> <li>Mix of apartments and townhouses: 20-25% town houses</li> <li>Provision of small corner shop units at ground floor of buildings fronting onto the junction of New Road with Lower Mardyke Avenue</li> <li>Potential active ground floor uses adjacent to Beam Park Centre</li> </ul>
Illustrative masterplan capacity	<ul style="list-style-type: none"> <li>690 dwellings</li> <li>50 - 150 sqm A class retail</li> </ul>
Residential density	100 - 120 units / hectare

<b>Height</b>	<ul style="list-style-type: none"> <li>• 4 storeys fronting onto New Road</li> <li>• 5 storey onto Marsh Way and adjacent the Beam Centre on the East West Road</li> <li>• 4 storeys overlooking the Beam Park with potential for additional set-back storey</li> <li>• 2-3 storey town houses within the internal streets</li> </ul>	<b>Car Parking</b>	<ul style="list-style-type: none"> <li>• Mix of undercroft parking under communal garden deck (apartment buildings) and on street parking</li> <li>• Maximum standards: <ul style="list-style-type: none"> <li>• 0.5 space per 1 bedroom or studio unit;</li> <li>• 1 space per 2 bedroom unit;</li> <li>• 1.5 spaces per 3 bedroom unit; and</li> <li>• 2 spaces per 4+ bedroom unit.</li> </ul> </li> </ul>
<b>Frontages</b>	<ul style="list-style-type: none"> <li>• Street based urban development with continuous frontages that provide good enclosure, animation and overlooking to streets and Beam Park to create a safe environment</li> <li>• A consistent building line at the back of footway along New Road with main entrances facing this street to establish a strong definition and animation of the public realm</li> </ul>	<b>Pedestrian and cycle routes</b>	<ul style="list-style-type: none"> <li>• Signed and well-lit off-street 3m minimum shared cycle and pedestrian route to link Beam Park Centre with Barking and Dagenham to the west and with Beam Valley Country Park to the north</li> <li>• Connection of Beam Park Centre with New Road adjacent to Marsh Way Bridge</li> </ul>
<b>Vehicular access</b>	<ul style="list-style-type: none"> <li>• New secondary street to connect the Beam Park Centre in the east with Thames Avenue in the west and New Road at the junction of Lower Mardyke Avenue to the north</li> <li>• Potential additional local street to connect with New Road</li> <li>• Local access streets, residential courts and mews streets to apply single surface street design / Home Zone design principles to slow travel speeds and to support the social role of the street</li> </ul>	<b>Public open space</b>	<ul style="list-style-type: none"> <li>• New local park (minimum 2.8 hectares) with high quality landscaping and facilities including for childrens play</li> <li>• Integration with Beam Parkway landscape treatment</li> </ul>
<b>Public Transport</b>	<ul style="list-style-type: none"> <li>• Facilitation of a new bus route from New Road to Beam Park Station using secondary street</li> </ul>	<b>Other requirements</b>	<ul style="list-style-type: none"> <li>• Adequate design response required to Romford to Baker Street High Pressure Gas Pipeline, bringing forward development between the Romford to Baker Street Pipeline and New Road to ensure appropriate enclosure overlooking and animation of the Beam Parkway</li> <li>• Beam Park open space to serve as flood storage for 1 in 100 fluvial flood event plus climate change</li> <li>• Provision of a suitable site for a 2 Form Primary School to be delivered to serve early phases of develop</li> </ul>

## 5.2

### BEAM PARK CENTRE

Development in the Beam Park Centre Character Area should comply with the following design and development principles:	
Character	Situated next to the proposed new railway station on the C2C line this area will become a new local centre and focus for urban life for the existing and new community in the west of the framework area. The area will provide local shops and services, a small supermarket, cafes and other community facilities with apartment living in the upper floors. The centre will be focused around a new gateway space outside the station and a new street link with New Road that provide high quality public realm and are animated by active ground floor uses.
Mix of uses	<ul style="list-style-type: none"> <li>• Mixed-use development</li> <li>• Active uses at ground floors, potential for a small supermarket, local shops, services, food and drink uses, leisure, cultural, health and community facilities and small offices</li> <li>• Upper floor apartment mix: <ul style="list-style-type: none"> <li>• 1 bed room dwellings 30-40%</li> <li>• 2+ bedroom dwellings 60-70%</li> </ul> </li> <li>• No townhouses</li> <li>• Stand alone retail sheds not permitted</li> </ul>
Illustrative masterplan capacity	<ul style="list-style-type: none"> <li>• 575 dwellings</li> <li>• 3,500 - 4,000 sqm town centre ground floor use including B1 and D1 uses;</li> <li>• Up to 2,000 sqm A class uses as part of the above;</li> </ul>
Residential density	180 - 200 units / hectare



**FIGURE 5.2**  
DESIGN PRINCIPLES, BEAM PARK CENTRE



<b>Height</b>	<ul style="list-style-type: none"> <li>• 4 - 6 storeys</li> <li>• Potential for higher building of maximum 8 storeys on the north side of Station Square to landmark the centre at the station arrival point</li> <li>• Potential for landmark building at junction of New Road with Marsh Way to help orientation - this does not need to be a taller building but could be outstanding through its form and architectural treatment, impact of height on existing context need to be carefully considered</li> </ul>
<b>Frontages</b>	<ul style="list-style-type: none"> <li>• Street based urban development with continuous frontages that provide active ground floors, good enclosure and overlooking to the main centre street, its corners on New Road and enclosing Station Square to create a lively, attractive and safe environment</li> <li>• Establish a positive building frontage with entrances fronting directly onto Marsh Way Bridge and onto New Road to provide animation, overlooking and a sense of enclosure to those streets</li> </ul>
<b>Vehicular access</b>	<ul style="list-style-type: none"> <li>• Secondary street to connect New Road at junction of Askwith Road with Beam Park Station and the Park View Living area to the west</li> <li>• Local street connection with the Somerfield site to the east</li> </ul>
<b>Public Transport</b>	<ul style="list-style-type: none"> <li>• Provision of New Beam Park Station</li> <li>• Facilitation of new bus route from Park View Living area to New Road via Beam Park Station</li> <li>• Bus stop on Marsh Way Bridge to facilitate station interchange</li> </ul>

<b>Car Parking</b>	<ul style="list-style-type: none"> <li>• Undercroft parking within courtyards under deck</li> <li>• Maximum standards: <ul style="list-style-type: none"> <li>• 0.5 space per 1 bedroom or studio unit;</li> <li>• 1 space per 2 bedroom unit;</li> <li>• 1.5 spaces per 3 bedroom unit;</li> <li>• Retail and non-residential uses maximum 1 space per 50 sqm.</li> </ul> </li> </ul>
<b>Pedestrian and cycle routes</b>	<ul style="list-style-type: none"> <li>• Signed and well-lit off-street 3m wide (minimum) shared cycle and pedestrian route between Park View Living area to Somerfield passing the station and also linking up with New Road</li> <li>• Signed off-street 3m minimum shared cycle and pedestrian way on Marsh Way Bridge linking New Road with CEME</li> <li>• Accessible pedestrian link connecting the Station Square up to Marsh Way Bridge</li> </ul>
<b>Public open space</b>	<ul style="list-style-type: none"> <li>• New urban square outside Beam Park station providing a place to meet, sit out and with flexibility for events and a street market</li> <li>• High quality public realm with minimum of 3m unobstructed footway outside retail frontages on main centre street</li> <li>• Establishment of green strip / linear public space on potential surplus road space (eastern carriageway) on Marsh Way Bridge</li> </ul>
<b>Other requirements</b>	<ul style="list-style-type: none"> <li>• Manage servicing and town centre car parking to ensure adequate residential amenity for upper floor dwellings in the centre</li> <li>• Retail units to be completed with weather tight shell and basic facilities to enable immediate occupation</li> <li>• Encourage meanwhile uses on vacant ground floor units</li> </ul>

## 5.3

### THE BEAM GARDENS

Development in the Beam Gardens Character Area should comply with the following design and development principles:

<b>Character</b>	The area to the east of the Beam Park Centre provides a gradual transition from an urban character closer to the centre, to a family living neighbourhood that is shaped by garden suburb principles, providing a green environment with tree-lined streets, pocket parks, and front and rear gardens. Home Zone treatments of residential streets enhance the quality of life and making them places for people, not just traffic and parking.
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#### Mix of uses

- Townhouses as part of total dwellings:
  - Beam Gardens (part of Somerfield): 30-35%
  - Beam Gardens (remainder): 40-45%
- Provision of small corner shop units at ground floor of building fronting onto the junction of New Road with Manser Road
- Retention and potential extension of Rainham Steel office building as office hub for SME's

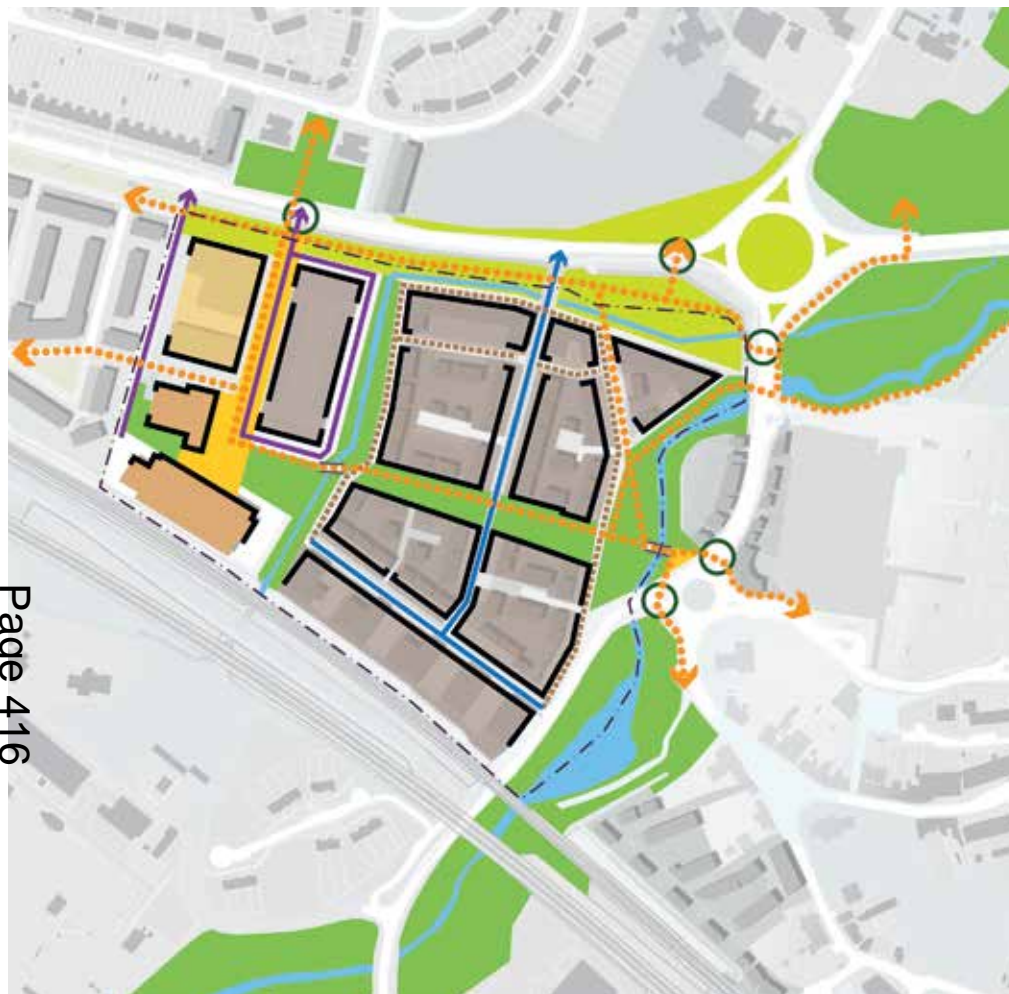
#### Illustrative masterplan capacity

- 697 dwellings (excluding Somerfield site)
- 251 dwellings (Beam Gardens part of Somerfield site)
- 50 - 100 sqm A class retail



<b>Residential density</b>	<ul style="list-style-type: none"> <li>• Beam Gardens (part of Somerfield): 80 - 100 dph;</li> <li>• Beam Gardens (remainder): 60 - 80 dph;</li> </ul>
<b>Height</b>	<ul style="list-style-type: none"> <li>• 4 storeys fronting onto New Road</li> <li>• 2-3 storey townhouses within the main neighborhood</li> <li>• 4-5 storeys along the east-west link within the Somerfield site</li> </ul>
<b>Frontages</b>	<ul style="list-style-type: none"> <li>• Street based urban development with continuous frontages, that provide good enclosure, animation and overlooking to streets, open spaces, residential courts and mews streets to create a safe environment</li> <li>• A consistent building line along New Road (Beam Parkway) and the east-west route with main entrances facing this street to establish a strong definition and animation of the public realm</li> </ul>
<b>Vehicular access</b>	<ul style="list-style-type: none"> <li>• Continuous internal east-west local street to connect the Beam Park Centre in the west with the Mudlands area in the east</li> <li>• East-west route to be connected with New Road via north-south connecting streets</li> <li>• The following streets north of New Road need to be linked: <ul style="list-style-type: none"> <li>• Betterton Road</li> <li>• Phillip Road</li> </ul> </li> <li>• Lanes, residential courts and mews streets to apply single surface street design / Home Zone design principles to slow travel speed and to support social role of street</li> <li>• Manor Way to be disconnected and replaced by local access streets</li> </ul>

<b>Public Transport</b>	n/a
<b>Car Parking</b>	<ul style="list-style-type: none"> <li>• Mix of undercroft parking under communal garden deck (apartment buildings) and on street parking</li> <li>• Maximum standards: <ul style="list-style-type: none"> <li>• 0.5 space per 1 bedroom or studio unit;</li> <li>• 1 space per 2 bedroom unit;</li> <li>• 1.5 spaces per 3 bedroom unit; and</li> <li>• 2 spaces per 4+ bedroom unit.</li> </ul> </li> </ul>
<b>Pedestrian and cycle routes</b>	<ul style="list-style-type: none"> <li>• Continuous and direct, signed and well-lit cycle and pedestrian route to link Beam Park Centre in the west with Creekside (Havering College) to the east, along internal east-west street (cycle route provided on-street)</li> <li>• Frequent connections with New Road</li> <li>• General east-west permeability</li> <li>• Provision of a shared cycle and pedestrian route from Cherry Tree Lane to the south to the railway line</li> </ul>
<b>Public open space</b>	<ul style="list-style-type: none"> <li>• Provide local green spaces at locations identified in Figure 5.3</li> <li>• Green space to extend the landscape treatment on New Road (Beam Parkway)</li> <li>• Provide adequate children's play facilities</li> </ul>
<b>Other requirements</b>	<ul style="list-style-type: none"> <li>• Open up culvert on Somerfield site to a minimum width of 5 m and integrate as feature within the landscape of an open space</li> <li>• Adequate design response required to the Mardyke to Fords Dagenham High Pressure Gas Pipeline</li> </ul>



**FIGURE 5.4**  
DESIGN PRINCIPLES, CREEKSIDE



## 5.4 CREEKSIDE

**Development in the Creekside Character Area should comply with the following design and development principles:**

Character	The character of this residential area adjacent to the Ingrebourne River should be inspired by the wetland and its habitats, and make reference to the materiality of traditional buildings in the marshes, for example by using timber cladding, brickwork and tiled roofs. SUDS features and natural landscape elements should feature in the public realm.
Mix of uses	<ul style="list-style-type: none"> <li>• Mix of apartments and townhouses</li> <li>• Dovers Corner: 40 - 45% townhouses</li> <li>• Planned extension of Havering College</li> <li>• Potential for future education, leisure or residential development to the north of Havering College</li> </ul>
Illustrative masterplan capacity	<ul style="list-style-type: none"> <li>• 396 dwellings (Dovers Corner)</li> <li>• College expansion</li> </ul>
Residential density	<ul style="list-style-type: none"> <li>• 60 - 80 units / hectare (Dovers Corner)</li> </ul>
Height	<ul style="list-style-type: none"> <li>• 4 storeys fronting onto New Road</li> <li>• 2-3 storey town houses within the main neighbourhood</li> </ul>
Frontages	<ul style="list-style-type: none"> <li>• Street based urban development with continuous frontages, that provide good enclosure, animation and overlooking to streets, open spaces, residential courts and mews streets to create a safe environment</li> </ul>

<b>Frontages (cont.)</b>	<ul style="list-style-type: none"> <li>A consistent frontage development along New Road (Beam Parkway), Ingrebourne River and the New Havering Sewer, that orientate main entrances towards these spaces, and establishes a sense of enclosure and overlooking of the public realm</li> <li>Inward looking development is not acceptable</li> </ul>
<b>Vehicular access</b>	<ul style="list-style-type: none"> <li>Establish a permeable street network</li> <li>Main access from New Road, emergency access onto Lamson Road (Dovers Corner)</li> <li>Local access lanes, residential courts and mews streets to apply single surface street design / Home Zone design principles to slow travel speeds and to support the social role of the street</li> </ul>
<b>Public Transport</b>	n/a
<b>Car Parking</b>	<ul style="list-style-type: none"> <li>Mix of on-plot and on street parking (Dovers Corner)</li> <li>Maximum standards: <ul style="list-style-type: none"> <li>0.5 space per 1 bedroom or studio unit;</li> <li>1 space per 2 bedroom unit;</li> <li>1.5 spaces per 3 bedroom unit; and</li> <li>2 spaces per 4+ bedroom unit.</li> </ul> </li> <li>Travel plan by Havering College to limit on-site parking provision</li> </ul>
<b>Pedestrian and cycle routes</b>	<ul style="list-style-type: none"> <li>Continuous, direct, signed and well-lit off-street 3m minimum shared cycle and pedestrian route to link Beam Gardens to west with Rainham Village to the east, passing the Havering College entrance space, providing new bridge links over the New Havering Sewer, and over Ingrebourne Creek</li> </ul>

<b>Pedestrian and cycle routes (cont.)</b>	<ul style="list-style-type: none"> <li>Extending pedestrian route between New Plymouth and Napier House to serve the entrance(s) of Havering College</li> <li>Signed and well-lit pedestrian and cycling route from New Road diagonally to internal east-west link / bridge across Ingrebourne River to offer a shortcut for South Hornchurch residents</li> <li>Establishment of new shared path on the western bank of Ingrebourne River to connect east-west route with existing signal crossing on Bridge Road and Ingrebourne Way</li> </ul>
<b>Public open space</b>	<ul style="list-style-type: none"> <li>High quality public realm with pocket spaces as focal points for Havering College</li> <li>Landscape space along the Havering New Sewer offering public space amenities (to west and north of Dovers Corner development)</li> <li>Linear local green space along east-west shared cycle route across Dovers Corner site</li> <li>Opening up and enhancement of the embankments of the Ingrebourne River</li> </ul>
<b>Other requirements</b>	<ul style="list-style-type: none"> <li>Open up culverted section of New Havering Sewer to a minimum width of 5m (flood mitigation) and integrate as feature within the landscape of an open space</li> <li>Adequate design response required to the Mardyke to Fords Dagenham High Pressure Gas Pipeline</li> </ul>

## 5.5

### BEAM PARKWAY

Development in the Beam Parkway Character Area should comply with the following design and development principles:

Character	New Road will have its own character joining together the various character areas to the south. It will be a well enclosed urban corridor overlooked by residential development. More than a road the corridor becomes a unique linear park space that provides a segregated cycle route, street trees, attractive planting and a series of individually designed pocket spaces that offer amenities to residents and visitors. A few shops and other community facilities provide animation at important street corners or other locations.
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#### Mix of uses

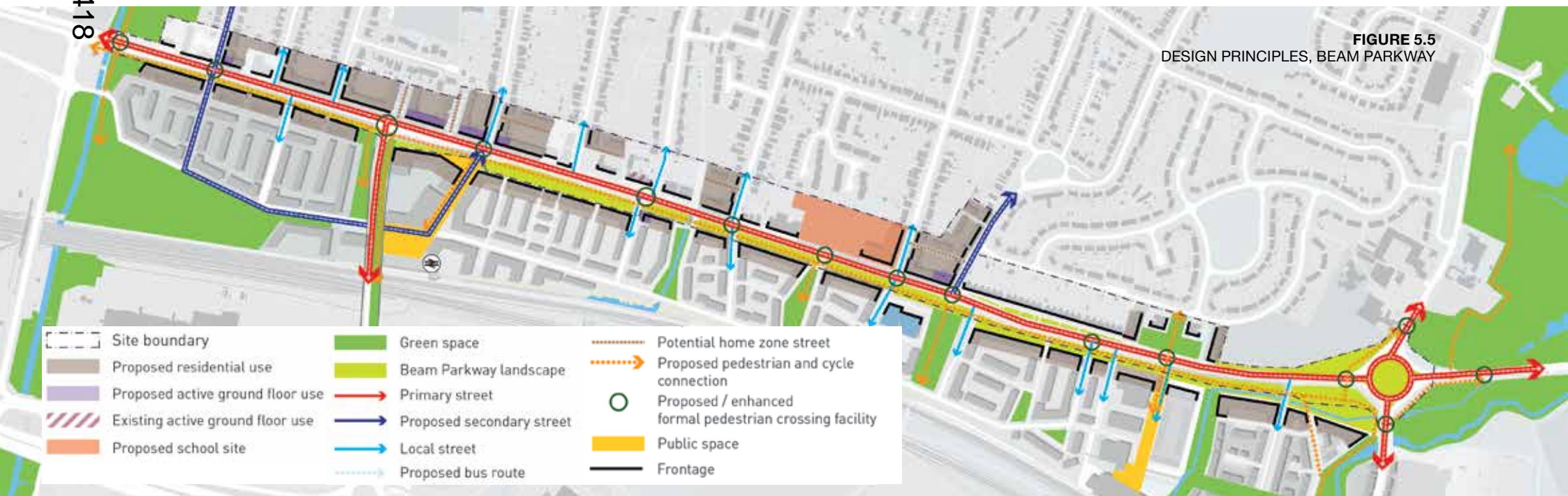
#### New Road (north side):

- Townhouses as part of total dwellings 25%-30%
- Potential provision of small corner shop units at ground floor of building fronting onto New Road at junctions with Lower Mardyke Avenue, Askwith Road and Cherry Tree Lane
- New Primary School to north of New Road

#### Illustrative masterplan capacity

#### New Road (north side):

- 392 dwellings
- Potential provision of up to 450 sqm A class retail

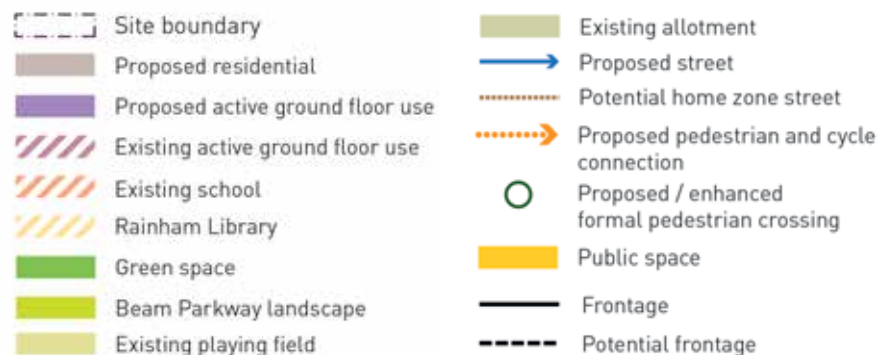


<b>Residential density</b>	<b>New Road (north side):</b> <ul style="list-style-type: none"> <li>• 100 - 120 units / hectare</li> </ul>
<b>Height</b>	<ul style="list-style-type: none"> <li>• 4 storeys fronting onto New Road</li> <li>• 2-3 storey townhouses to rear</li> </ul>
<b>Frontages</b>	<ul style="list-style-type: none"> <li>• Street based urban development with continuous frontages, that provide good enclosure, animation and overlooking to existing and new streets, open spaces, residential courts and mews streets to create a safe environment</li> <li>• Buildings to turn corners</li> <li>• A consistent building line along New Road (Beam Parkway) with main entrances facing this street to establish a strong definition and animation of the public realm</li> </ul>
<b>Vehicular access</b>	<ul style="list-style-type: none"> <li>• Transformation of New Road to release surplus road space for landscaping and to realise Beam Parkway concept</li> <li>• Retention of existing road entry points to the north</li> <li>• Provision of new road entry points to the south as set out in section 4.5.1 - normally as cross-junctions with roads to the north</li> <li>• Local access streets, residential courts and mews streets to apply single surface street design / Home Zone design principles to slow travel speeds and to support the social role of the street</li> </ul>
<b>Public Transport</b>	Increase the level of bus services along New Road

<b>Car Parking</b>	<ul style="list-style-type: none"> <li>• Mix of undercroft parking under communal garden deck (apartment buildings) and on street parking</li> <li>• Maximum standards: <ul style="list-style-type: none"> <li>• 0.5 space per 1 bedroom or studio unit;</li> <li>• 1 space per 2 bedroom unit;</li> <li>• 1.5 spaces per 3 bedroom unit; and</li> <li>• 2 spaces per 4+ bedroom unit.</li> </ul> </li> </ul>
<b>Pedestrian and cycle routes</b>	<ul style="list-style-type: none"> <li>• Segregated two-way cycle route on the southern side of New Road connecting the Barking and Dagenham Boundary in the west to the Ingebourne Way (Bridge Road roundabout) in the east</li> <li>• Direct formal pedestrian crossings facilities at (minimum) the following junctions: At Beam River bridge, at Lower Mardyke Avenue, Marsh Way, Askwith Road, Manser Road, Cherry Tree Lane, Passive Close (connected to the north with Dunedin Road), Rainham Road and opposite the entrance of the proposed new primary school on New Road;</li> <li>• Pedestrian refuges to assist pedestrian crossing at other junctions</li> </ul>
<b>Public open space</b>	<ul style="list-style-type: none"> <li>• Coherent design of Parkway, including pocket spaces as set out in section 4.6.3</li> </ul>
<b>Other requirements</b>	<ul style="list-style-type: none"> <li>• Open up culvert on Dovers Corner site to a minimum width of 5m and integrate as feature within the landscape of an open space (flood mitigation)</li> <li>• Adequate design response required to the Mardyke to Fords Dagenham High Pressure Gas Pipeline</li> </ul>



**FIGURE 5.6**  
DESIGN PRINCIPLES, RAINHAM VILLAGE



## 5.6

### RAINHAM VILLAGE

**Development in the Rainham Village Character Area should comply with the following design and development principles:**

Character	<ul style="list-style-type: none"> <li>The character of this historic village should be strengthened and enhanced by new development that integrates well and brings forward a contextual response to the local vernacular and enforces its role as a district centre.</li> </ul>
Mix of uses	<ul style="list-style-type: none"> <li>In Rainham Village on larger development sites to provide 80% - 85% townhouses (measured by units), and on infill sites to provide apartments only where there are significant townscape and character benefits to the proposal.</li> <li>Within the centre opportunity for active ground floor town centre uses.</li> </ul>
Illustrative masterplan capacity	<ul style="list-style-type: none"> <li>130 dwellings + estimated 120 dwellings on infill sites</li> <li>300 - 350 sqm retail / non-residential floor space</li> </ul>
Residential density	<ul style="list-style-type: none"> <li>40 - 60 units / hectare</li> </ul>
Height	<ul style="list-style-type: none"> <li>Development in Rainham Village will have to respond adequately to the character of its context and should not exceed the height of adjacent buildings. Development is likely to be 2 storeys but the opportunity may exist for an additional storey that is accommodated in the roof space.</li> </ul>

<b>Frontages</b>	<ul style="list-style-type: none"> <li>• Promoted development along Bridge Street to establish an enclosed and overlooked street and a sense of arrival into Rainham Village</li> <li>• Promote development that can enliven and animate the pedestrian connections between Upminster Road and Viking Way / Tesco</li> <li>• Infill development to be street based and to respond to the local vernacular with short terraces, semi-detached and detached buildings that provide a sense of enclosure while also offering views between buildings into the green of gardens</li> </ul>	<b>Pedestrian and cycle routes (cont.)</b>	<ul style="list-style-type: none"> <li>• Shared pedestrian and cycle path to be established along Ingrebourne River / Rainham Creek to Creek Way at London Riverside.</li> <li>• Shared path / use of local access street to connect the Ingrebourne River green space parallel to the railway line with the Old Station Lane as part of the development of the former library site</li> <li>• Enhanced pedestrian connections from Upminster Road to Tesco</li> <li>• Enhanced route with improved legibility through the Rainham Recreation Ground to the Ingrebourne River path</li> </ul>
<b>Vehicular access</b>	<ul style="list-style-type: none"> <li>• Local access streets within new development to apply single surface street design / Home Zone design principles to slow travel speeds and to support the social role of the street</li> </ul>	<b>Public open space</b>	<ul style="list-style-type: none"> <li>• Establish a pocket space at the bridge landing on Bridge Road to enhance legibility of the pedestrian and cycle route into the development area to the west</li> <li>• Enhance enclosure and animation of the existing public space on Viking Way</li> </ul>
<b>Public Transport</b>	Support enhanced bus provision and bus interchange at the rail station		
<b>Car Parking</b>	<ul style="list-style-type: none"> <li>• Mix of on-plot and on street parking</li> <li>• Maximum standards: <ul style="list-style-type: none"> <li>• 0.5 space per 1 bedroom or studio unit;</li> <li>• 1 space per 2 bedroom unit;</li> <li>• 1.5 spaces per 3 bedroom unit; and</li> <li>• 2 spaces per 4+ bedroom unit.</li> </ul> </li> </ul>	<b>Other requirements</b>	<ul style="list-style-type: none"> <li>• Extension of Rainham Village Primary School by two forms required. Adequate and safe provision for access to the school for pupils and carers need to be made</li> </ul>
<b>Pedestrian and cycle routes</b>	<ul style="list-style-type: none"> <li>• Enhanced pedestrian and cycle connection from the bridge over Ingrebourne River along Bridge Road, the Broadway towards the station and the Rainham Marshes, and also along Viking Way towards Tesco and Upminster Road, with improved crossing points on Bridge Road</li> </ul>		



# 6

## DELIVERY

### 6.1 HOUSING ZONE AND OTHER FUNDING

The London Borough of Havering obtained Housing Zone Status for the Framework area in June 2015. This will release a total funding package from the Greater London Authority of £30.56m. The London Borough of Havering will also contribute an additional £17.83m.

In addition to Housing Zone related funding, there are a variety of other sources of funding for the area including:

- £8.8million from TfL for the new Beam Park Station;
- TfL Major Scheme funding is also being sought for the Beam Parkway (the A1306). Initial funding of £498,000 has been

granted to develop detailed plans and Business Case. If approved, an additional £7,946,000 will be granted to deliver the scheme from 2017/18 onwards.

In total, £57.19m of investment has been secured for the Framework area, rising to circa £65m pending on the successful outcome of the TfL major scheme funding.

A breakdown of the Housing Zone Funding is summarised in the Table 6.1 on the following page spread.

**TABLE 6.1** BREAKDOWN OF HOUSING ZONE FUNDING FOR THE FRAMEWORK AREA

No.	Transaction type	Site	Intervention	GLA & LBH Amount
1	Recoverable Grant	Zone wide	<p>A1306 Masterplan, Planning Framework and Technical Studies.</p> <p>Series of technical assessments undertaken to accelerate planning and give prospective development partners certainty of likely level of additional costs.</p> <p>These Include air quality, flood risk, ground contamination, utility, waste management and gas mains assessments.</p> <p>Commissioned and facilitated by LBH to identify obstacles to development, establish mitigation strategies and associated costs of remediation.</p>	<p>£0.19m</p> <p>£0.13m LBH</p>
2	Grant. Recoverable Grant	Zone wide	<p>A1306 Improvements.</p> <p>The A1306 will be configured as a boulevard, undergoing a major upgrade and place making to complete its transition from a dual carriageway industrial arterial road to an attractive street with active frontages. New residential and mixed use development will be matched by an upgraded pedestrian environment improved crossings and junctions, cycle improvements, street trees and an innovative linear park, a landscaped green corridor connecting new communities. Major junction revisions and accesses into key development sites are planned. Its transformation will reprofile the carriageway allocating defined space for cyclists, pedestrians and vehicles</p>	<p>£2.5m (grant)</p> <p>£0.25m (loan)</p>
3	Grant. Recoverable Grant	Zone wide	<p>Linear Park.</p> <p>Acting as the centre piece to the Beam Park and Rainham Housing Zone. It will connect Rainham Town Centre with the new Beam Park train station, linking those who live, work, learn, travel and relax within this new Garden Suburb with a high quality walking and cycling route set within landscaped surroundings. This will be punctuated with public amenities, such as children's play facilities, seating, cycle storage, drinking water fountains, wildlife habitats and community food growing areas. It will include extensive tree planting, SUDS, bus stop facilities and on-street parking while maintaining appropriate vehicle access. This investment will deliver improved viabilities through major place shaping of the area and ensuring the scheme is delivered as a whole and values rise across the development sites rather than piecemeal as developer contributions become available.</p>	<p>£0.76m (Grant)</p> <p>£1m (Recoverable grant)</p>
4	Recoverable Grant	Beam Park and Somerfield	<p>New Road Access for Buses. To give the new community access to the regional transport network, without reliance on the car, it is proposed to provide an interim bus service linking the developments with the Rainham Station Interchange. This is best practice in a number of large development schemes as it ensures that residents have access to community facilities and employment spaces. It also ensures residents become use to public transport modes, therefore allowing higher density housing delivery.</p>	<p>£0.75m (recoverable grant)</p>
5	Grant. Recoverable Grant	A1306 Site Assembly Phase 1	<p>A1306 Site assembly Phase 1. LBH have identified a number of priority sites to acquire, most of which are either vacant or in bad neighbour uses, and in need of remediation that would either deliver new housing directly or whose acquisition will enable comprehensive development on adjoining sites. Together their redevelopment will significantly uplift the urban environment and hence improve viability. The recoverable grant will be paid back to the GLA from the land disposal proceeds. A second phase initiated 5 years later, would then acquire additional sites if the market has not brought them forward for redevelopment. Work will be undertaken to support business relocation. It is intended that the Housing Company would bring forward the majority of these sites.</p>	<p>£5.65m (grant)</p> <p>£5.42m</p> <p>(recoverable grant)</p> <p>£1.2m LBH</p>

No.	Transaction type	Site	Intervention	GLA & LBH Amount
6	Grant	Dovers Corner	<p>Sewer and gas main diversion.</p> <p>Due to high abnormal costs caused by the presence of a sewer and high pressure gas main along the northern frontage, the site cannot be developed to its full potential capacity. Diverting the sewer and gas main will release 0.25ha additional developable land, improve the design of this site</p>	£1.5m
7	Grant	Dovers Corner	<p>Affordable Housing Grant.</p> <p>The Dovers Corner site currently has marginal viability that may preclude the provision of affordable housing, and will require grant funding to support a RP purchase of affordable housing units. . Grant will accelerate housing delivery directly as it will secure much needed affordable housing units that would not be provided... In addition will assist a private sector housing company to bring forward a large housing site of 400+ units.</p>	£1.62m
8	Grant Recoverable Grant	Beam Park Station	<p>Beam Park Station</p> <p>A new station at Beam Park will act as the catalyst for the delivery of a major proportion of HZ housing development. Without a new station development viabilities are marginal which would potentially result in developments of low densities, poor design and quality and isolated estates. Development interest would remain low with a commensurate effect on both the prospective residential and commercial investment in the large residential brownfield sites at Beam Park, Somerfield and north of the A1306, Courier Road and Beam Reach 5 employment sites. It will improve access for the large and relatively deprived existing communities between Dagenham Dock and Rainham that currently have poor access to public transport of any kind.</p>	<p>£0.8m (grant)</p> <p>£8.8m (loan)</p> <p>£8.8m TfL</p> <p>£0.65m LBH</p>
9	Grant	HRA infill sites	<p>Affordable housing grant.</p> <p>Traditional grant/gap funding to aid the delivery of 42 no. affordable units on three HRA owned 'infill' sites. Sites to be delivered directly by LBH's in-house development team. These HRA sites require grant funding to be delivered for much needed affordable housing. Without this support the sites will remain in their current use. The intention is for the Housing Zone to provide this grant support and thus accelerate housing delivery. 36 no. affordable rent and 6 no. shared ownership units (First Steps)</p> <p>Delivery programmed for 2015/16 – 2016/17.</p>	<p>£1.32m</p> <p>£7.35m LBH(notional land value of HRA sites)</p>
10	LBH Funding	To be identified	<p>One new 2FE primary school and expansion of existing schools.</p>	£8.5m LBH
TOTAL GLA Funding				£30.56m
Total LBH Funding				£17.83m

## 6.2 INFRASTRUCTURE REQUIREMENTS

The Council will negotiate with developers as to planning obligations associated with development in the Housing Zone area. The policy context for this includes national policy, and guidance, the London Plan, and the emerging Havering Local Plan.

The starting point for each site will be that each development should support its own site-specific infrastructure costs through S106 obligations, should conform to the London Plan/London Borough of Havering affordable housing requirement of 50%. The Local authority is mindful that the combined total impact of such requests should not threaten the viability of the sites and scale of development identified in the plan and other scheme requirements including the requirements to contribute towards the linear park and other environmental and community benefits within the housing zone.

Developments should make an appropriate contribution towards the general infrastructure fund (the Havering Community Infrastructure Levy (CIL)) which will pool individual developers, or land-owners' contributions to help fund those elements of infrastructure/public realm which cannot be attributed to individual sites or ownerships within the area.

These judgements will, however, be informed by the detailed financial viability assessment, undertaken on the basis of a bespoke development appraisal programme which reflects the individual land use components of the Masterplan, and their associated costs and values.

The suggested main heads of terms of the planning obligations and CIL requirements are set out beside in Table 6.2 and will apply in the consideration of planning applications within the area.

The list is not exhaustive, as other items may come to light through the detailed assessment of planning applications, other assessments and through public consultation.

**TABLE 6.2 (to right)** HEADS OF TERMS  
PLANNING OBLIGATIONS AND CIL  
REQUIREMENTS BY SITE

Site	CIL	S106	Timing of Provision
<b>Creekside 1 (Dovers Corner)</b>	Tariff £4,500 per unit	<ul style="list-style-type: none"> <li>• Pedestrian and cycle bridge over Rainham Creek and connection into College site.</li> <li>• Affordable Housing.</li> <li>• Contribution to Linear Park / 20% of asset replacement costs – commuted payment</li> <li>• SUDs</li> </ul>	Prior to scheme completion.
<b>Creekside 2 (Havering College)</b>		<ul style="list-style-type: none"> <li>• Pedestrian and cycle link across site to link into adjoining sites.</li> <li>• Contribution to Linear Park/ 20% of asset replacement costs – commuted payment.</li> <li>• SUDs</li> </ul>	Prior to scheme completion
<b>Beam Gardens (Mudlands Trading Estate)</b>	Tariff £4,500 per unit	<ul style="list-style-type: none"> <li>• Affordable Housing</li> <li>• Pedestrian and cycle link across site to link into adjoining sites.</li> <li>• Contribution to Linear Park/ 20% of asset replacement costs – commuted payment.</li> <li>• SUDs</li> </ul>	Prior to scheme completion
<b>Beam Gardens (Rainham Steel)</b>	Tariff £4,500 per unit	<ul style="list-style-type: none"> <li>• Affordable Housing</li> <li>• Contribution to Linear Park / 20% of asset replacement costs – commuted payment.</li> <li>• Pedestrian and cycle link across site to link into adjoining sites.</li> <li>• SUDs</li> </ul>	Prior to scheme completion
<b>Beam Gardens (Suttons Business Park)</b>	Tariff £4,500 per unit	<ul style="list-style-type: none"> <li>• Affordable Housing</li> <li>• Pedestrian and cycle link across site to adjoining sites.</li> <li>• Contribution to Linear Park / 20% of asset replacement costs – commuted payment.</li> <li>• SUDs</li> </ul>	Prior to scheme completion
<b>Beam Gardens (Somerfield)</b>	Tariff £4,500 per unit	<ul style="list-style-type: none"> <li>• Affordable Housing</li> <li>• Vehicular, pedestrian and cycle link across site to link into adjoining sites and Beam Park Station</li> <li>• Contribution to Beam Park Station.</li> <li>• Contribution to Linear Park/ 20% of asset replacement costs – commuted payment.</li> <li>• SUDs</li> </ul>	<p>Prior to scheme completion</p> <p>2020</p>
<b>Beam Park</b>	Tariff £4,500 per unit	<ul style="list-style-type: none"> <li>• Affordable Housing.</li> <li>• New 2FE primary school or provision of off- site land for new school.</li> <li>• Vehicular, pedestrian and cycle link across site to link into adjoining sites and Beam Park Station</li> <li>• Land and new station building box</li> <li>• Contribution to Beam Park Station.</li> <li>• Pedestrian link from Marsh Way to station</li> <li>• Site for new health provision.</li> <li>• Contribution to Linear Park/ 20% of asset replacement costs – commuted payment.</li> <li>• SUDs</li> </ul>	<p>2020</p> <p>2019</p> <p>2019</p> <p>Prior to scheme completion</p>



## 6.3 COUNCIL COMMITMENTS

A Housing Zone can only proceed where the local borough is driving the programme and is putting in its own resources, in such forms as land holdings, capital investment and staff time.

The Council have already committed to:

- The use of Housing Revenue Account, HRA, capital to support council housing new building the area; including taking on additional borrowing in the HRA;
- The use of general fund reserves / borrowing and/or pension fund resources to fund building homes for private rent and/or sale;
- The establish of a Council-owned company to develop private housing; this will incur start-up costs;
- Allocation of developer contributions to contribute to the infrastructure needed;
- Revenue costs for managing delivery of the Housing Zone, however, through the bid we will seek capital from which to capitalise and re-imburse these costs; and

## 6.4 DEVELOPER RESPONSIBILITIES – APPLICATIONS, S106/CIL

- Potential use of CPO powers to ensure successful delivery of New Road transformation.

In return, the GLA will look to provide grant or repayable loans to support:

- Infrastructure needs of the community such as schools, leisure and transport;
- Site preparation and land remediation – where, for example, providing upfront funding for decontaminating land would enable building to start far more quickly; and
- Infrastructure / gap funding – where, for example, providing new and/or improved transport or other infrastructure could unlock sites.

In addition, the GLA will assist in the speeding up of housing delivery by streamlining working between the different parts of the 'GLA family', for instance, GLA planners and Transport for London.

Planning applications for any one of the key development sites will require a range of documentation and supporting information to enable the Council to determine the proposals and comply with the relevant legislation and guidance.

In order to encourage joint working between applicants and the local planning authority, and to help bring together other parties such as statutory consultees a planning performance agreement should be entered into prior to planning application submissions as a focus of pre-application discussions about the issues that will need to be addressed, to provide a clear and agreed timescale for reaching a decision on the application once it is submitted and programming the negotiation of any section 106 agreement and related non-planning consents.

## 6.5 LOCAL PLAN POLICY RECOMMENDATIONS

Policies within this framework provide area specific Planning Guidance that set out clear requirements that development proposals in the Rainham and Beam Park Planning Framework Area are expected to follow to ensure the delivery of a coherent and quality development in line with the vision and objectives set by the Masterplan and Planning Framework. The Planning Framework and policies contained within it will provide a robust evidence that will inform the emerging Local Plan.



# 7

## CONSULTATION SUMMARY

An intensive consultation exercise was undertaken over March/April and a second phase Oct/Nov 2015 to raise awareness of the Masterplan and Planning Framework and gauge the support of local residents and stakeholders to the land use and design principles in the Masterplan.

The consultation process included a combination of:

- Elected member group briefings and meetings with local Ward Councillors and presentations to the Rainham Wennington and South Hornchurch Working Group;
- Two stakeholder workshops;
- Advertising the consultation process through an articles in Living in Havering magazine and a brochure about the development, including a questionnaire, to all residents living in the vicinity of the masterplan area;

- Creating a dedicated website with information about the proposals with the ability to raise questions and provide comments on the proposals;
- Two four week public exhibition events held at Rainham Library and the Mardyke Community Centre with the opportunity to provide comments on the proposals.

Two stakeholder Engagement Events were held to gather views and ideas to feed into and to review the vision and objectives for the masterplan. Various stakeholders, who included key elected members, staff from Jon Cruddas MP's office, representatives from local businesses and community



Public Consultation - Exhibition boards displayed at Rainham Library, March 2015

organisations, and landholders took part in these hands-on masterplanning events.

A series of resident drop in sessions were held at Rainham Library and Mardyke Community Centre. Residents were able to review the information about the emerging masterplan, discuss the proposals with the project team and input into the process, either at the event, via the dedicated website or via email, telephone or post.

Responses to both both rounds of consultation were very positive with a majority of respondents in favour of the Housing Zone proposals as set out on the following pages.

Throughout the consultation process the approach of the project team has been to respond positively to consultation responses from local residents and other consultees and, where practicable, use these insights to inform and amend the proposals as they are embedded in the Masterplan and Planning Framework.

## CONSULTATION RESPONSES

The engagement strategy has been devised and implemented to take account of the scale of the proposals and the delivery of a scheme that will contribute significantly to the ongoing regeneration of the area. The process has adhered to requirements set out in the Council's SCI, as well as being informed by the national guidance regarding public consultation. It has allowed through two phases in both the spring and autumn of 2015 members of the local community, and other stakeholders to share their comments, suggestions and concerns. These were used to inform the preparation of the masterplan and associated infrastructure including the A1306 proposals.

The community engagement process encouraged participation from those who live closest to the masterplan area, as well as those whose organisations operate in the area, such as TfL and the GLA. It sought to be inclusive, involving representatives of the local community as well as harder-to-reach individuals, by posting a flyer detailing the proposals with a freepost questionnaire and gaining coverage in media with a wide circulation. The process incorporated a range of consultation methods including a briefing for councillors, a hands-on stakeholder workshop, public exhibitions, direct mail, a dedicated website and the ability to complete comment forms and raise questions through a variety of channels.

The consultation statistics show that:

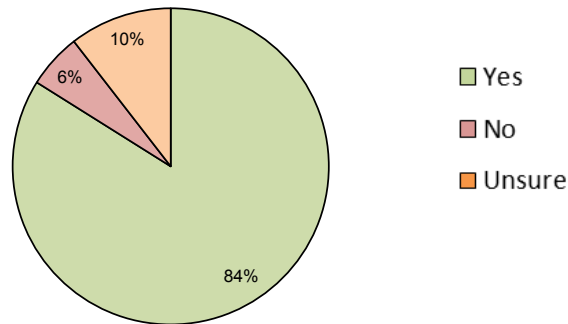
- 11,000 flyers were hand delivered to local properties, providing information and a freepost comment form;
- 103,000 homes and businesses were informed through the Living in Havering magazine, with a further 3,000 copies delivered to schools, libraries, sports centres, health facilities, Council buildings and other outlets across Havering. Details were also placed in the local newspaper;
- In total, 105 people attended the first consultation events and 227 participants responded to the second consultation;
- Over the first six-week consultation period 157 feedback forms were received, having either been handed in at the events, completed online, or returned in the post. A further 227 responses were submitted at the second stage;
- 84% of respondents were keen to see investment into the rundown industrial areas along New Road in order to provide quality new local homes, job opportunities, facilities and green spaces;
- 87% agreed that a masterplan should be created for the area to set the character, quality and types of homes,

as well as the types of facilities, transport improvements and green space needed; and

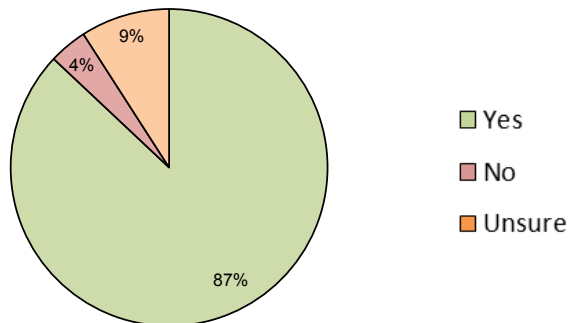
- Overall, there was extensive support for the development of the masterplan. Many supported the development proposals but highlighted that key infrastructure – in particular education and health facilities – must be provided in order to make the development sustainable.

### STAGE 1. CONSULTATION FEEDBACK

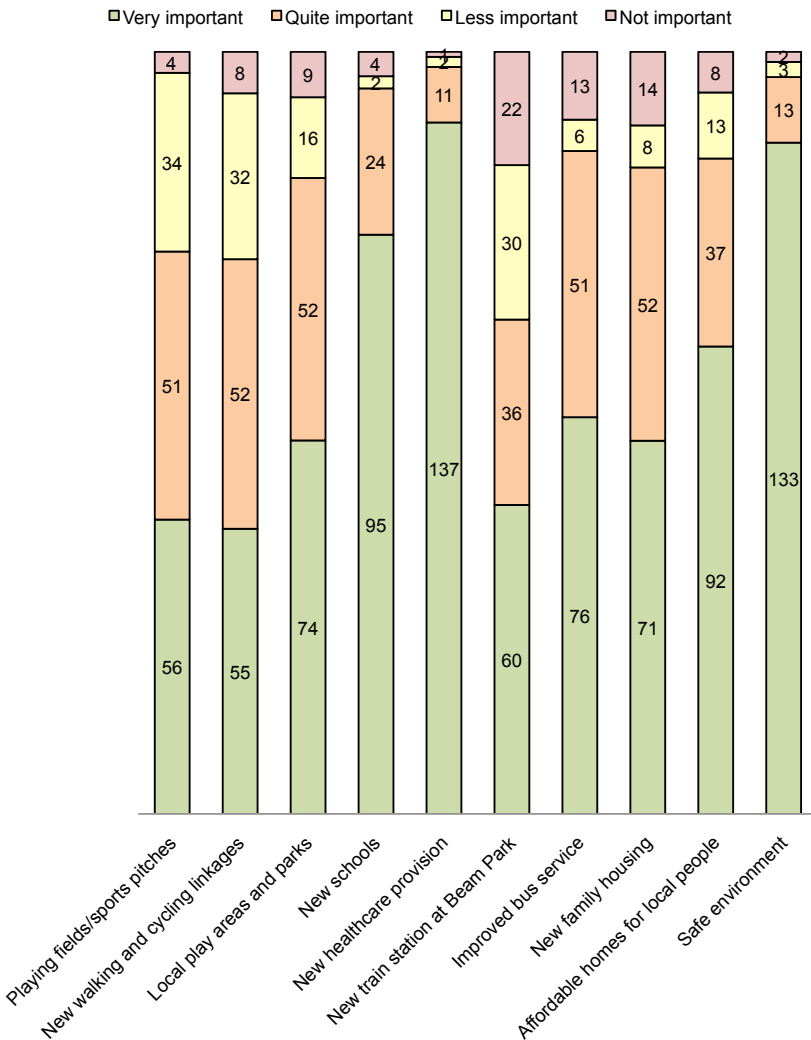
Would you like to see investment into the rundown industrial areas along New Road in order to provide quality new local homes, job opportunities, facilities and green spaces?



Do you agree that a masterplan for the area should be created to set the character, quality and types of homes as well as the types of facilities, transport improvements and green space needed in the area?

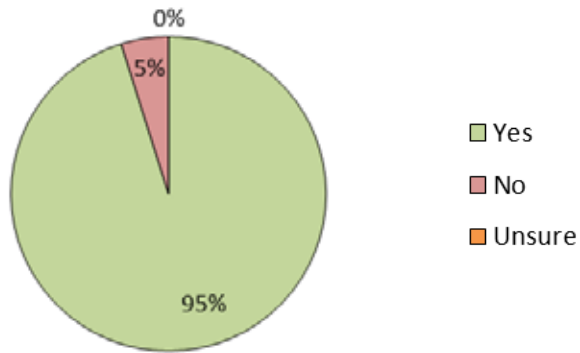


We have submitted a funding bid to the GLA which would deliver £40million towards infrastructure. Please let us know which of the following is most important to you:

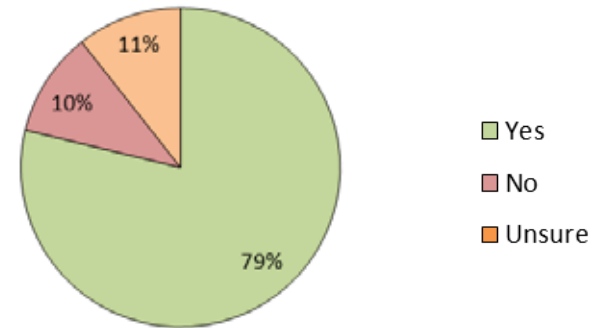


## STAGE 2. CONSULTATION FEEDBACK

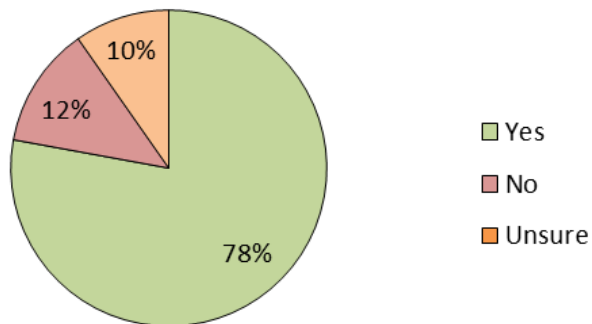
Would you like to see investment into the rundown areas along New Road (the A1306) in order to provide quality new local homes, job opportunities, facilities and green spaces?



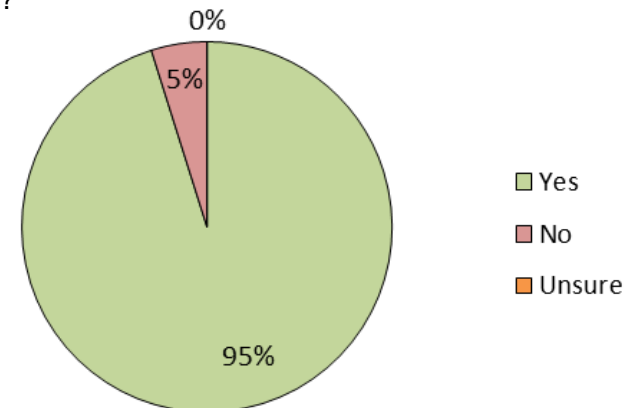
Do you like the proposals put forward in the planning framework?



Do you agree that a masterplan for the area should be created to set the character, quality and types of homes as well as the types of facilities, transport improvements and green space needed in the area?



The Council has recently submitted proposals to improve the A1306 which includes a series of small parks and open spaces, improved pedestrian and cycling access as well as alterations to the road layout and connections to the green spaces. Do you support these plans?







## CABINET

10 FEBRUARY 2016

Subject Heading:

Cabinet Member:

CMT Lead:

Report Author and contact details:

Policy context:

Financial summary:

Is this a Key Decision?

When should this matter be reviewed?

Reviewing OSC:

**Rainham and Beam Park Housing Zone**

**Land Acquisition Strategy**

**Cllr Ron Ower**

Cabinet Member for Housing Company  
Development and OneSource  
Management

**Andrew Blake-Herbert**

Deputy Chief Executive, Communities &  
Resources

Chris Barter

Economic Development Programme and  
Projects Manager

[christopher.barter@havering.gov.uk](mailto:christopher.barter@havering.gov.uk)  
x2614

Havering Housing Strategy, Havering  
Economic Development Strategy. Rainham  
and Beam Park Housing Zone submission.  
Rainham and Beam Park Housing Zone  
Overarching Borough Agreement.

The Housing Zone Land Acquisition Strategy will act as a catalyst for investment and regeneration in the Housing Zone and stimulate market interest in the delivery of comprehensive residential development by removing existing uses that do not support the Council's vision to transform the area into a residential neighbourhood. There is an allocation of £5.65m non recoverable grant and £5.42m recoverable grant from the GLA Housing Zone Programme to support this. There is a commitment in principle from the London Borough of Havering to invest £1.2m to support the land acquisitions as part of the Housing Zone programme.

**Yes**

Spring 2018

Towns and Communities OSC

**The subject matter of this report deals with the following Council Objectives**

Havering will be clean and its environment will be cared for	X
People will be safe in their homes and in the community	
Residents will be proud to live in Havering	X

## **SUMMARY**

This report seeks the Cabinet's approval to implement the Housing Zone Land Acquisition Strategy including approval in principle to the making of a Compulsory Purchase Order (CPO) to enable the acquisition of the land interests that cannot be acquired by private treaty, and the use of officer time and resources to facilitate the relocation of businesses within the area affected.

Following Cabinet approval on the 24<sup>th</sup> September 2014 the Rainham and Beam Park Housing Zone bid was submitted to the GLA. The submission was successful and Havering's status as a Housing Zone Borough was announced on the 25<sup>th</sup> June 2015. Cabinet approved the Overarching Borough Agreement authorising the Council's entry into the funding contract with the GLA on the 4<sup>th</sup> November 2015.

The vision for the Housing Zone is the transformation of a declining industrial area into a vibrant new residential community providing much needed new housing including family homes, plus social, physical and green infrastructure with access to public transport and employment opportunities.

The acquisition of the Gateway sites and other sites along the A1306 acts as a catalyst to kick-start development activity and unlock development opportunities along the New Road in Rainham. This creates a major opportunity to build a new strong sustainable community with its own identity based around the new station and local centre at Beam Park; integrating and improving connectivity between existing and proposed new residential neighbourhoods.

The key elements of the Land Acquisition Strategy are stakeholder engagement and consultation, land assembly and business relocations.

The strategy will implement the most economically beneficial approach to delivering the land assembly programme in order to kick start and catalyse comprehensive residential development across the Housing Zone.

We will engage with landowners to purchase their sites through private treaty negotiations. If necessary a CPO will be used to ensure that sites not acquired by private treaty can be acquired to enable the Housing Zone objectives to be achieved.

## **RECOMMENDATIONS**

That Cabinet:

1. **Agree** to the Council entering into direct negotiations with land owners to purchase sites by private treaty as the opportunities arise.
2. **Agree** to the Council implementing the Housing Zone Land Acquisition Strategy including the principle of using the Council's CPO powers to acquire land interests the extent of which are shown in the annexed plan edged red (Appendix One) and thereby embarking on the formalities necessary for the making of the CPO.

3. **Agree** to the Council in principle using the Council's Capital Contingency to fund land acquisitions to the value of £1.2m.
4. **Agree** to the Council working with its wholly owned company Mercury Land Holdings to bring forward quality housing either on its own or in partnership with other developers on land acquired.
5. **Delegate** to the Leader of the Council, Cabinet Member for Housing Company Development & One Source Management and the Group Director Community and Resources the authority to approve the making of a CPO for confirmation by the Secretary of State.
6. **Delegate** to the Leader of the Council, Head of Property and the Group Director Community and Resources the authority to approve land negotiations and the acquisition of sites by private treaty by various means and to approve the relocation of businesses within the A1306 corridor where appropriate.

<b>REPORT DETAIL</b>
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## **1.0 BACKGROUND**

- 1.1 The vision for the Rainham and Beam Park Housing Zone is to transform the area from a declining industrial landscape into a vibrant sustainable community providing much needed homes and social, physical and green infrastructure.
- 1.2 The Housing Zone programme overall will deliver:
  - 3,454 new homes (941 affordable);
  - the transformation of the A1306 into a 'boulevard';
  - transport: the construction of the new Beam Park Station and enabling bus access to the station and new centre;
  - social and physical infrastructure – health, and education facilities;
  - access to open spaces; and
  - a robust Planning Framework and Masterplan document to set investment priorities and act as a design guide.
- 1.3 Cabinet approved the Housing Zone bid in September 2014 and the Overarching Borough Agreement authorising the Council to enter into contract with the GLA on the 4th November 2015.
- 1.4 The Rainham and Beam Park Masterplan and Planning Framework has been produced following extensive stakeholder consultation and is due to be adopted as non-statutory planning policy by Cabinet in February 2016. It will form part of the evidence base of the forthcoming Local Plan.
- 1.5 The Masterplan and Planning Framework document sets out the Council's investment priorities in the area and guides and shapes the quality of the development that will be coming forward. It sets out a clear vision supported by key

design and development principles that will ensure a coherent approach to any development activity. The Framework seeks to avoid piecemeal development with its lack of intergration, poor design, build quality and lack of infrastructure provision. It instead favours a comprehensive approach that links new and existing development with social, physical and transport infrastructure to create a well connected, integrated urban structure as the location for the new sustainable residential neighbourhood.

- 1.6 There is a grant allocation from the GLA to support the Housing Zone Land Acquisition Strategy. This includes:
- £5.65m non recoverable grant
  - £ 5.42m recoverable grant.
- 1.7 Recoverable grant is grant that the GLA would expect to be repaid over time. The Council's repayment of recoverable grant will be funded by sales receipts of onward resale of land to a developer from land acquired through funding provided by the GLA.
- 1.8 The Housing Zone Land Acquisition Strategy is referenced in the Master Plan and Planning Framework and consultation around these proposals was part of the comprehensive overarching consultation community involvement strategy undertaken by the team for the Master Plan and Planning Framework. The scope of the consultation activity is outlined in Appendix 3.
- 1.9 An initial programme of site assembly involving Gateway sites along the A1306 will provide much needed homes including affordable housing. The exact number of units depends on how the programme is phased but the strategy aims to deliver up to 252 homes from this initial programme.

## **2.0 Housing Zone Land Acquisition Strategy**

### **2.1 Character of Area**

The target acquisition sites are predominantly located to the north of the A1306 and are characterised by low value, low density commercial and light industrial uses which do not enable the change in land use and transformation as envisaged in regional or local planning policy or facilitate the vision of the Council to create a vibrant new residential community in the area. Many of the businesses also detract from the visual amenity and environmental quality of the area with operations often overspilling directly onto road frontages, in some cases creating a negative visual impact, as well as increasing levels of contamination.

### **2.2 Rationale for intervention**

The purpose of the strategy is to enable the acquisition of certain land interests within the area shown on the annexed plan edged red (Appendix One) necessary to facilitate change of land uses in the area in order to promote comprehensive high quality housing development where existing landowners fail to bring forward high quality schemes that meet the Housing Zones design and investment criteria. We are advised by our professional advisors that this will increase property resale values as the area improves, thereby increasing the viability of development. This will in turn act as the catalyst for further investment and development activity along the A1306

corridor, improving the long term economic growth and visual amenity of the area and facilitating the creation a sustainable new residential neighbourhood. The final red line will be decided following further analysis and investigation following approval of this Cabinet report.

- 2.3 The area has been designated land for comprehensive residential development in the Local Development Framework 2008 and will continue as such in the emerging Local Plan due to be adopted in December 2016/January 2017.
- 2.4 However, due to historically low values and other technical and economic constraints (including a pattern of disparate land ownership) only a limited number of residential schemes have come forward. These have been on a small scale piece meal basis, generally offering poor design and build quality with limited contribution to the environment and infrastructure provision.
- 2.5 Typical existing uses undertaken in the area include scrap yards, tyre warehouses, trade counters, MOT centres, and car repair and body workshop businesses. The businesses tend to face out onto the main road frontages and while a few are well presented many, in terms of their physical appearance and operations, detract from physical or environmental quality and long term economic viability of the area.
- 2.6 Our intervention will encourage comprehensive residential development by organising sites currently in multiple, complex ownership into developable plots in single ownership. The sites will be acquired through private treaty or Compulsory Purchase Order, if necessary, and will be brought forward for comprehensive residential development by the Council's housing company, Mercury Land Holdings, and other developers working alongside them.
- 2.7 The area represents one of the few remaining large scale strategic development opportunities in London. The Council's intervention through the Land Acquisition Strategy aims to act as a kick start and encourage the market to bring forward comprehensive development within the area in order to bring about the transformational change which is one of the objectives of the Housing Zone.

### **3.0 Approach**

- 3.1 The strategy focuses on the acquisition of key sites by negotiation and private treaty but backed by a CPO, if necessary.
- 3.2 This will ensure that the Council, as a last resort, is able to acquire sites it is not otherwise able to purchase by private treaty.
- 3.3 If the strategy is approved we will work with land owners and developers who are willing to bring forward high quality schemes in the area that meet the Housing Zones design and investment criteria. Where this occurs the Council will be able to exclude these sites from the CPO redline thereby saving time, money and resources.
- 3.4 This approach facilitates the delivery of schemes with the right mix, typology and quality to accord with the objectives of the Housing Zone and local, regional and national planning policy; thus improving the economic viability, amenity and visual appearance of the area.
- 3.5 Our strategy will seek to minimise the Council's risk and to manage budget and cash flow carefully by recycling sales receipts/ development profits to fund future phases

on a rolling basis. The Council will use instruments such as option agreements and conditional contracts as appropriate to reduce the upfront capital cost of acquisition where possible.

- 3.6 Two areas of focus are being considered within the Housing Zone and sites which deliver the best value for money and the greatest impact in terms of development and regeneration outcomes will be within the proposed definitive red line for the CPO to which we will seek approval later this year. The strategy prioritises the purchase of 84-86 New Road (a scrap yard) which will provide access to the new Beam Park station and will also consider the inclusion of the Somerfield site within the CPO. This is because the Somerfield site is critical to the wider regeneration objectives of the Housing Zone and the private sector has to date failed to deliver residential scheme despite planning policy support and an approved planning application.

#### **4.0 Land acquisition by Private treaty and negotiation**

- 4.1 The strategy involves seeking acquisitions as opportunities occur by making offers based on market value as sites come onto the market, or by making direct approaches to the owners of target sites within the area.
- 4.2 Once the Council has acquired the freehold interests in the land it can use estate management powers to manage existing occupational arrangements with business owners.
- 4.3 The benefits of early and direct acquisitions by negotiation and private treaty are:
- The Council will secure sites at current market value before the interest created by the Housing Zone and the planned investment in and provision of infrastructure starts to push up values.
  - Acquiring fewer sites through the CPO process will save time, cost, and resources.
  - Early acquisitions will send a message to the market about the emerging commercial opportunity created by the Housing Zone and will make it easier for the Council, working with Mercury Land Holdings, to secure a developer partner.
- 4.4 It is important to demonstrate that the Council has used reasonable endeavours to acquire sites by private treaty initially as this will greatly improve the prospect of the Secretary of State confirming the CPO and strengthen the CPO case.

#### **5.0 Land acquisition by Compulsory Purchase Order (CPO)**

- 5.1 The strategy involves the Council using its compulsory purchase powers in support of the land assembly programme to acquire sites not purchased through private treaty.
- 5.2 The Council has the powers under section 226(1)(a) of the Town and Country Planning Act 1990 to make a CPO for any land within the borough to if they think that the acquisition will facilitate the carrying out of development, re-development or improvement on or in relation to that land if they think that the acquisition is likely to contribute to the achievement of one or more of the following objectives:
- promotion or improvement of the economic wellbeing of their area;

- promotion or improvement of the social wellbeing of their area; and
- promotion or improvement of the environmental wellbeing of their area.

5.3 To ensure that a CPO is confirmed by the Secretary of State the Council must demonstrate that there is a compelling case in the public interest for the CPO having regard to guidance on the compulsory purchase process which was revised and reissued in October 2015 by DCLG.

5.4 We will do this through the following actions:

- Ensuring that the Council's proposals for CPO comply with the statutory requirements and are in accordance with the updated guidance.
- Ensuring that the CPO objectives align with the Council's corporate policy and planning, regeneration and economic development strategy.
- Having an adopted planning framework in place in advance of the adoption of the local plan to demonstrate a clear strategic policy framework.
- Ensuring that the regeneration proposals deliver social, economic and environmental benefit. These are set out in planning policy in appendix two
- Making a planning application with sufficient detail to demonstrate that there are no obvious reasons why planning permission for the scheme might be withheld.
- Demonstrating the sources of funding available for the acquisition of the land and the implementation of the development including the availability of grant from the GLA or other public subsidy that addresses any market failure and supports scheme viability.
- Seeking a selection of developer partnerships to ensure deliverability. This will be through Mercury Land Holdings.
- Demonstrating that there has been adequate stakeholder consultation as part of the consideration of the planning framework and emerging local plan.
- Demonstrating that the Council has attempted to acquire the sites by private treaty and is engaging constructively on business relocation options.
- Confirming that without the CPO the regeneration as envisaged would not come forward. So far the comprehensive provision of housing or infrastructure of the required quantum or quality has not come forward in the area to date and no alternatives have been promoted by landowners to achieve the Council's objectives.
- Articulating the social, economic and environmental benefits of the strategy.

5.5 The economic benefits include the creation of a new sustainable residential neighbourhood with supportive social and physical infrastructure adjacent to the London Riverside which would act also as catalyst for economic growth, with the economic multiplier effect impacting positively on the local community. The place making arising from the delivery of the Housing Zone objectives will also direct investment and development activity in the area. The social benefits include the creation of a mixed, balanced, community with its own identity in a well designed

space for living, working and leisure; thereby promoting social cohesion and wellbeing. The environmental benefits include remediating and mitigating degraded, derelict, contaminated and unstable land, where appropriate, which will be one of the outcomes of the land acquisition strategy given the nature and existing uses of many of the target sites. On the last point, the benefits of the outputs from the Housing Zone are set out in section 1.2 of this report.

5.6 The benefits of promoting the CPO are as follows:

- Ensures land is secured to enable and facilitate comprehensive development and regeneration for social, environmental and economic benefit in line with existing and emerging Local Plan and regional planning policy
- Supports and underpins land negotiations by private treaty.
- Facilitates public sector intervention necessary to address market failure and to catalyse investment and development in the area
- Enables the delivery of the strategic objectives of the Housing Zone
- Enables the management of a business relocation strategy
- Provides cost and programme certainty around the delivery of the Housing Zone objectives.

5.7 It is proposed that as the part of the CPO strategy that Mercury Land Holdings will prepare and submit appropriate planning applications covering the sites within the CPO redline area earmarked for residential development.

5.8 The planning applications will be part of the evidence base demonstrating the deliverability of the regeneration proposals in addition to their compliance with planning policy.

## **6.0 Consultation (see Appendix 3)**

6.1 The consultation and community involvement activity for land acquisition delivery strategy has been delivered so far as part of the wider Housing Zone community involvement and consultation. Details of the community engagement and consultation activity is set out in the Master Plan and Planning Framework cabinet paper being tabled on the 10<sup>th</sup> February 2016 and a summary has been attached to this report as an appendix.

6.2 The results of the public consultation on the Master Plan and Planning Framework indicated that 80% of the local stakeholders were in favour of the changes proposed in the area.

6.3 As part of the engagement with the A1306 businesses, officers managed to make contact with over 30 businesses. While many of the businesses expressed concern about business continuity they generally acknowledged and accepted the proposals for change in the area and were receptive to the reassurances officers gave them about business and relocation support.

## **7.0 Business Relocations**

7.1 While the Council has no statutory obligation to relocate businesses, officers will work with businesses to provide advice and support as recommended by the DCLG

guidance. As part of its commitment to support local enterprise the Economic Development team will assist businesses to seek suitable alternative accommodation, and where appropriate, will try to keep quality businesses within the borough.

7.2 A business relocation action plan has been developed to programme the relocation of businesses to enable sites come forward for comprehensive residential development. The action plan involves the following:

- A) **Communication and Engagement.** Officers have written to business owners about the regeneration plans for the area, have encouraged feedback and invited them to consultation meetings and a community public event.
- B) **Business needs analysis.** Officers have arranged and will undertake more face to face meetings with businesses in order to understand the nature of the business and to record their aspirations and business needs based on location, space requirements, facilities and rent paid.
- C) **Matching and relocation packages.** Officers have started to look for potentially suitable alternative premises for business in Havering and the neighbouring boroughs of Barking and Dagenham and Thurrock using existing business information databases and the extensive network of property agents within the region. Costs covering disturbance and relocation expenses are included in the land acquisitions budget (Property Cost Estimate).
- D) **Ongoing engagement and support.** As part of the relocation action plan officers are seeking to provide advice and support for businesses which will not only assist them to relocate but also to grow.

7.3 To date officers have managed to visit and engage over 30 businesses in the Gateway area of the A1306, have recorded their business needs and requirements and have actively started seeking potential relocation sites.

7.4 Officers are making arrangements to contact business owners where visits are still to be arranged and engagement has not yet taken place.

7.5 Opportunities exist for relocation of some businesses within the London Riverside area, working with the GLA, partnering with land owners such as SEGRO and Rainham Steel both of whom are coming forward with major commercial development proposals in the area. In addition relocation opportunities exist in other borough wide and sub-regional destinations.

## **8.0 Financial Implications and Budget**

8.1 The funds available at present to acquire these sites are as follows:

- £5.65m non recoverable GLA grant
- £5.42m recoverable GLA grant

8.2 There is £1.2m of London Borough of Havering funding agreed in principle as a contribution to the land acquisitions.

8.3 Financial implications are discussed further in the exempt section of the report.

## **9.0 Programme**

See table below, which is illustrative only at this stage

<b>Activity</b>	<b>Indicative Date</b>
1. In principle resolution to implement the land acquisition strategy including commencement of the process of making a CPO as necessary	Feb 2016
2. Approval to Master Plan and Framework Document.	
3. Resolution to make a CPO	Oct 2016
4. Submit Planning Applications	
5. Make the CPO and serve statutory notices	
6. Objection Period Ends	Nov 2016
7. Local Plan adopted	Dec 2016/Jan 2017
8. Planning Consent obtained	March 2017
9. CPO Inquiry	May 2017
10. CPO Inquiry decision	Nov 2017
11. CPO confirmation by SoS	
12. Commence vesting process to acquire any outstanding land interests pursuant to the CPO	Dec 2017
13. First site possessions through CPO	March 2018

- 9.1 This programme aligns with the evolution of emerging planning policy and the timings within the CPO process to allow for preparation of the CPO itself, the writing of the Inspector's report after an inquiry and decision making by the Secretary of State. The CPO process timetable enables planning policy and applications with sufficient weight in CPO policy terms to occur. The Housing and Planning Bill proposes that a general vesting deed transferring title to the Council cannot be made until 3 months have passed after serving the notice to make the deed is given to owners. We assume this will be law by the end of 2017. Some sites however may have been acquired by private treaty by this time and in other cases possession may not be obtained until tenancies expire.
- 9.2 In order to prepare for the resolution to make the CPO and to make the CPO itself, the immediate next steps are:
- Undertaking land referencing.
  - Preparation and sign off of the Book of Reference.

- Ascertain the extent of the land to be included in the CPO.
- Preparation of a disposal and housing development strategy with Mercury Land Holdings including market testing with potential developer partners.
- Preparing planning applications.
- Preparation of a Statement of Reasons setting out the reasons and justifications for making the CPO.

9.3 Officers have appointed specialist consultants (legal, planning and property) who are currently supporting the Council in preparing these requirements.

9.4 We anticipate that by October 2016 we would be ready to make Steps 3, 4 and 5 and therefore seek approval from the Leader of the Council to approve land negotiations and the acquisition of sites by private treaty by various means and to approve the relocation of businesses within the A1306 corridor where appropriate.

## **10.0 Planning Policy context (see Appendix 2 for detail)**

Planning policy at the National, Regional and Local level actively supports comprehensive residential development in the Housing Zone area and the use of CPO powers to facilitate this (see appendix 2 for detail).

## **11.0 Risk**

Risk has been evaluated at the programme and project level and the risks associated specifically with the land assembly works stream are set out in Exempt part of this report.

# **REASONS AND OPTIONS**

## **Reasons for the decision:**

### **Supporting the Housing Zone**

The Housing Zone Land Acquisition Strategy supports the delivery of the Housing Zone objectives enabling the assembly of sites to catalyse and kick start comprehensive residential development. This will in turn encourage the market to come forward and participate in the delivery of high quality viable development schemes in the area.

## **Other options considered:**

Not implementing the Housing Zone Land Acquisition Strategy– REJECTED. Without Housing Zone Land Acquisition Strategy the Council will be unable to acquire the land necessary to promote comprehensive residential development in the A1306 gateway. Without this intervention the existing low value commercial land uses would remain in place and infrastructure would not be improved. It will also not be possible to facilitate comprehensive residential development and any residential

development that is brought forward is likely to be poor quality and piecemeal. It will fail to deliver the required mix, tenures or typology necessary to meet the objectives of the Housing Zone.

## **IMPLICATIONS AND RISKS**

### **Financial implications and risks:**

Financial matters are dealt with in the exempt part of this report.

### **Legal implications and risks:**

The legal justification for the strategy is linked to the CPO statutory framework.

The Council has powers under section 226 of the Town and Planning Act 1990 to make a CPO for any land within the borough in the terms set out in para 5.2 above. . The DCLG Guidance 'Compulsory Purchase Process' and how the Council's case fits in with the statutory powers will be further developed before a CPO is made and is considered in the body of the report.

Section 13 of the Local Government (Miscellaneous Provisions) Act 1976 enables the Council to acquire any new rights over land which is required to facilitate the development proposed in the outline planning application.

### **Equalities Implications and Risks**

In deciding whether to make a CPO, the Council should be satisfied that there is sufficient justification for interfering with human rights of those with an interest in the land affected. In this respect the Human Rights Act 1998 incorporates certain provisions of the European Convention on Human Rights, namely:

- (a) Article 1 – the right of everyone to peaceful enjoyment of possessions. No one can be deprived of possessions except in the public interest and subject to the relevant national and international laws.
- (b) Article 8 – private and family life, home and correspondence. No public authority can interfere with these rights except if it is in accordance with the law and is necessary in the interests of national security, public safety or the economic well-being of a country.
- (c) Article 14 – the right to enjoy rights and freedoms in the Convention free from discrimination on any ground such as sex, race, colour, language, religion, political or other opinion, or national or social origin.

In the case of each of these articles, the Council should be conscious of the need to strike a balance between the rights of the individual and the interests of the public. The Council may decide that, in the light of the significant public benefit which would arise from the proposed development, the use of compulsory purchase powers is necessary and proportionate taking into account the availability of compensation. In particular, the Council may consider that the CPO would not constitute any unlawful interference with individual property rights. The CPO process provides the

opportunity for representations to be made and the holding of a public inquiry in the case of objections by affected parties.

**Human Resources implications and risks:**

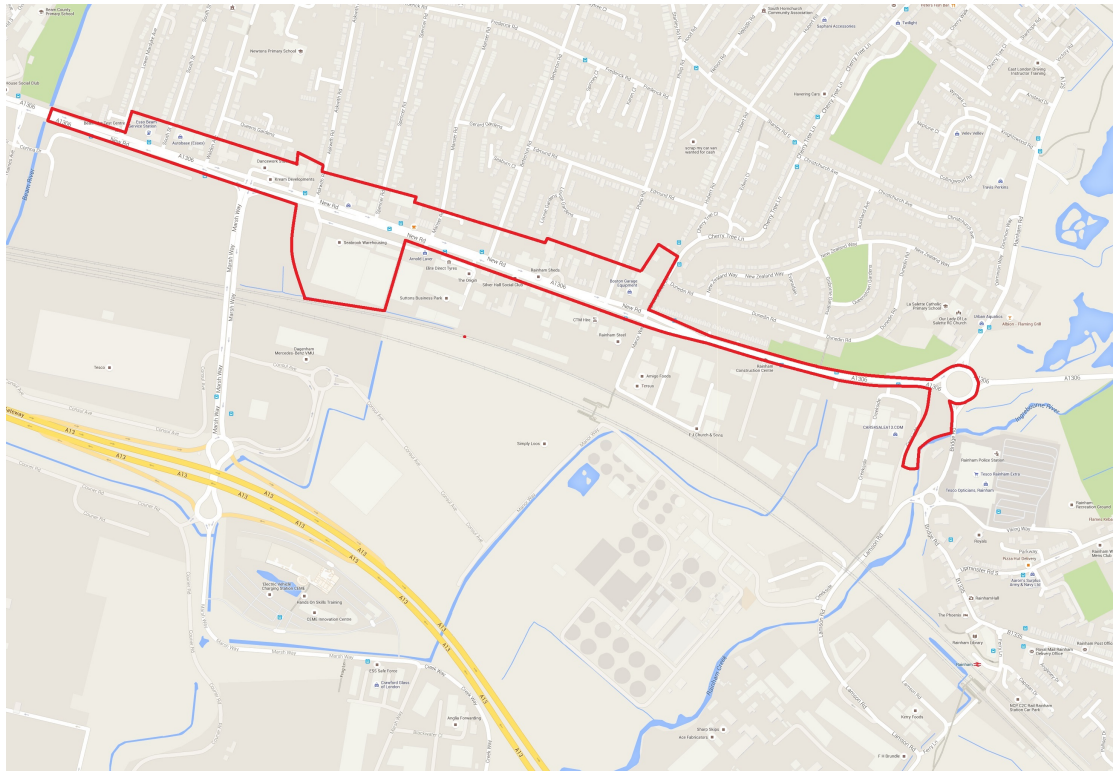
The Economic Development Service will be required to dedicate resources to the programme management and delivery of the land assembly and compulsory purchase work stream. Additional time limited support may be required as the land assembly, CPO and business relocation strategy work streams advance. Where this has been anticipated external funding for resources has been built into the overall project cost plan.

Delivering the Housing Zone Land Acquisition Strategy will at times require the input and resources of a number of Council services particularly, Housing, Planning, Highways, Legal and Property Services

<b>Background Papers</b>
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## **Appendix 2**

### **Local Planning Policy**

- A) Local Planning policy is currently set out in Havering's Local Development Framework. The Core Strategy and Development Control Policies Development Plan Document (DPD) 2008 identifies London Riverside as one of Havering's key residential development areas.
- B) Sites along and to the south of New Road are identified in the Site Specific Allocations DPD (2008). The Rainham West site (SSA12) covers both south and north of the A1306. South of the A1306 is designated for residential with ancillary uses (67%) and compatible employment uses (33%).
- C) North of the A1306, comprehensive residential redevelopment of the blocks defined by the roads running perpendicular to the A1306 is encouraged. Where this is not possible development must not prejudice the development of adjoining sites. Development either side of the A1306, must embrace the road frontage and seek to integrate the new and existing communities north and south of New Road.
- D) Havering Council are currently producing a new Local Plan which, will set out both strategic and development management policies for Havering covering the period up to 2031/32.
- E) Consultation on a new Local Plan ran from Monday 9 February until Monday 23 March 2015. It is anticipated that consultation on the Submission Version of the Local Plan will take place in mid-2016 with formal adoption anticipated in 2017.
- F) An Employment Land Review (2015) has been prepared as a key part of the evidence base for the emerging Local Plan. The study recommends that the Council could consider a change of use away from industrial employment uses at Rainham West (North of the A1306) comprising 1.7ha.
- G) Havering's Local Development Framework was prepared prior to the publication of the NPPF and adoption of the London Plan FALP (2015), and prior to the recent preparation of up to date evidence relating to employment land supply and need. It also predates the most recent version of the London Riverside Opportunity Area Framework (OAPF) and the designation of the Beam Park Rainham Housing Zone.

### **Regional Planning Policy**

- A) The London Plan 2015 (Consolidated with Alterations since 2011) sets out the overall strategic plan for London, setting out an integrated economic, environmental, transport and social framework for the development of London over the next 20–25 years. The London Plan forms part of the Development Plan for Havering alongside Local Planning Policies.
- B) London Plan policy 3.3 seeks to significantly increase the supply of housing across London and seeks to ensure that boroughs exceed the relevant minimum borough annual average housing target. In Havering this equates to a minimum ten year target (2015-2025) of 11,701 homes i.e. an annual monitoring target between 2015-2025 of 1,170 homes.

- C) The London Plan identifies Opportunity Areas and Intensification Areas (Policy 2.13). Opportunity areas are the capital's major reservoir of brownfield land with significant capacity to accommodate new housing, commercial and other development linked to existing or potential improvements to public transport accessibility.
- D) The London Plan designates London Riverside as an Opportunity Area and sets out an indicative employment capacity of 16,000 jobs with a minimum of 26,500 new homes planned for the area for the plan period to 2035. The policy establishes the strategy of managed release of surplus industrial land for housing and other complementary uses, and recognises the need for improved public transport capacity.
- E) London Riverside Opportunity Area Planning Framework (OAPF) identifies the area to the north of the A1306 as land for comprehensive development delivering more compact residential led urban communities. The OAPF was adopted and became planning policy in November 2015.

### **National Planning Policy Framework (NPPF 2012)**

- A) The National Planning Policy Framework was published in March 2012 replacing all, the Planning Policy Statements, Planning Policy Guidance, circulars and other documents set out within its Annex 3. The NPPF contains a presumption in favour of sustainable development which is stated as having an economic, social or environmental role
- B) The development of the Order land will have an economic, social and environmental role and the relevant policies are:
  - In relation to the economic role the NPPF encourages the use of the planning system "as contributing to building a strong, responsive and competitive economy, by ensuring that sufficient land of the right type is available in the right places and at the right time to support growth, including the provision of infrastructure
  - In relation to the social role the NPPF encourages the use of the planning system as "supporting strong, vibrant and health communities by providing the supply of housing required to meet the needs of present and future generation: and by creating a good quality built environment, with accessible local services that reflect the communities needs and support its health, social and cultural wellbeing"
- C) As the Housing Zone Gateway Delivery Strategy is promoting outcomes with social economic and environmental benefit in the great public interest the use of CPO as a tool to facilitate this is supported planning policy at the national, regional and local level.

## **Appendix 3**

### **Consultation and Community Involvement Activity**

As the Housing Zone Gateway Delivery Strategy is a programme being delivered within the context of the Master Plan / Planning Framework the land owners and business owners were consulted as the proposal emerged.

The consultation activity included:

- Member group briefings and meetings with local ward councillors and Presentations to the Rainham Wennington and South Hornchurch Working Group
- Meeting with local stakeholders
- Advertising the consultation process through Living in Havering Magazine
- Sending out a brochure about the development including a questionnaire to local land owners, residents and businesses.
- Creation of a dedicated website providing information of the regeneration proposals and setting out the consultation activity (public event dates and venues etc.)
- Letters to land owners and business owners inviting input into the master plan, views and feedback on the regeneration proposals as well as offering the chance to meet officers to discuss their requirements and concerns or to attend the publicised drop in events held at local centres (Rainham Library, Mardyke Centre etc)
- Flyers and leaflets publicising the last phase of public consultation held between 21 September to 2 November 2015
- Face to face meetings with land owners and business owners to elicit their views and to understand their requirements re potential relocation.

The results of the public consultation on the Master Plan and Planning Framework showed that 80% of the local stakeholders were in favour of the change proposed in the area.

As part of the engagement with the A1306 businesses, officers managed to make contact with 30 businesses. While naturally most of the businesses expressed concern about business continuity and their livelihoods they generally acknowledged and accepted the proposals for change in the area and were happy with the reassurances officers gave them about business and relocation support.

## **Appendix 4**

Glossary of Terms CPO Programme

Compulsory Purchase Process

### **Formulation**

This is the first stage in the CPO process .The acquiring authority (the Council) decides what land is required for a particular purpose and that they are prepared to use CPO in order to achieve this. The Council will obtain cabinet approval in principle to the use of CPO powers.

The acquiring authority (the Council) will determine how much land they need for the scheme .This will involve feasibility studies and walking the site/inspections and recording of site information.

Please note that this is the stage the Council is currently at in relation to the CPO.

### **Resolution to Make the CPO**

This is the next stage in the CPO process after the Council has agreed in principle to CPO, completed initial due diligence and investigations and established a proposed CPO boundary.

The resolution will define the land to be acquired (usually by reference to a plan) and state the purpose for which the land is required.

This is the formal resolution to use CPO powers.

### **Referencing**

This is the process of collecting and recording information on the land ownership and occupation.

The Council will be seeking to identify everyone who has a legal interest in or right to occupy the land they propose to acquire.

### **Making the Order**

This occurs once the information gathering exercise is complete. The CPO will have a heading or title which identifies the general area within which the land is situated and the year in which the CPO will be made.

The main body of the CPO will contain details of the Act authorising the acquisition, the purpose for which the CPO is being made and the name of the acquiring authority.

### **CPO Schedule and map**

This is a schedule showing land ownerships within the CPO which will be attached to the Order. It sets out the names of owners and occupiers and any persons who enjoy rights over the land which will be acquired and persons likely to be entitled to make a claim for

compensation if the value of their land is reduced due to any works carried out on land being compulsorily acquired.

### **Statement of Reasons.**

The Council must prepare a document known as Statement of Reasons for making the Order. This will set out the Council's reasons for acquiring the land and will accompany the CPO.

### **Notification and publicity**

A Notice must be published for two successive weeks in one or more local newspapers and must be published for two successive weeks in one or more local newspapers and must also be fixed on or near the land covered by the Order.

#### **Individual Notices**

The Council must serve notice setting out the effects of the Order on every qualifying person. This should include every owners, leaseholder, tenant and occupier of any land comprised in the CPO or any other person who may have a right to claim compensation either because they own rights in the order lands or value of the land will be reduced by works being carried out on the land being compulsorily acquired.

Notifications of the making of the CPO invite submission of objections to the relevant Government minister. If objections are received and not withdrawn the Minister will either arrange for a public local inquiry or where all the remaining objectors agree to it – arrange for the representations to be considered through the written representations procedure.

### **Objections**

The notification of Making the CPO will invite the submission of objections to the relevant Government minister.

If Objections are received and not withdrawn the Minister will either arrange for a public local inquiry to be held or where the remaining objectors agree to it – arrange for the objections to be considered through the written representations procedure.

After the closing date of the objections if he/she considered that written representations are not appropriate Minister will write to the remaining objectors and the Council indicating that an inquiry is to be held. The date of the letter indicating an inquiry is to be held is known as the relevant date.

### **The Inquiry**

The Council must serve a Statement of Case on the minister and each remaining objector. This must be done six weeks after the "relevant date". This sets out the full particulars of the case and justifies the reason for making the CPO.

Objectors are allowed to inspect all the relevant documents and may be asked by the Minister to provide their own statement of case.

#### **Date of Inquiry**

The Inquiry should normally be held within 22 weeks of the “relevant” date. Objectors and the Council will be given 42 days notice of the date, time and place of the Inquiry. 14 days before inquiry site notices must be posted and a press notice may be required.

**Decision**

Following the Inquiry and after considering the Inspectors report the Minister will decide to confirm, modify or reject the CPO and will write to all relevant parties.

**Confirmation**

As soon as the decision letter has been received the Council must publicise the decision in one or more local newspapers.

By virtue of paragraph(s) 1 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

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