





### **Declarations of Interest**

Any Member attending the meeting is reminded of the requirement to declare if he/she has a personal interest in any item of business, as defined in the Code of Conduct. If that interest is a prejudicial interest as defined in the Code the Member should also withdraw from the meeting.

### **SUPPLEMENTARY AGENDA**

(Pages)

**7. Portfolio Budgets 2016/17**

To consider report of the Director of Resources.

**(1 - 22)**

The next meeting is due to take place on Thursday, 10 March 2016

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<b>SUBJECT:</b>	Portfolio Budgets 2016/17
<b>REPORT OF:</b>	Councillor Nick Naylor – Sustainable Development Portfolio Holder
<b>RESPONSIBLE OFFICER</b>	Jim Burness – Director of Resources
<b>REPORT AUTHOR</b>	Jacqueline Ing – Principal Accountant 01494 732292, jing@chiltern.gov.uk Peter Beckford – Head of Sustainable Development
<b>WARD/S AFFECTED</b>	All

**1. Purpose of Report**

- 1.1. To provide Members with information on the draft revenue budget for 2016/17, including the context of the overall financial position facing the Council for the coming year.
- 1.2. This report provides summary information on the budgets and highlights issues for consideration. The accompanying booklet presents the detailed information to assist Members in their decision making.

**RECOMMENDATION**

Members are requested to advise the Portfolio Holder on the approval of the following items for onward submission to Cabinet:

- the 2016/17 revenue budget
- the 2016/17 fees and charges.

**2. Context to the 2016/17 Budget**

- 2.1. As a result of the Government’s deficit reduction strategy, local authority funding is subject to continuing significant reductions. Local authorities also face constraints on the level of council tax increases.
- 2.2. It would therefore be prudent at this stage not to include any funding for new recurring expenditure to improve or expand services. The Authority also needs to identify measures to compensate for the reductions in resources referred to. Part of these measures will be the benefits from joint working with Chiltern DC.
- 2.3. The progressing work with Chiltern DC is resulting in more services being provided by joint teams. Where this affects budgets in this Portfolio area it is highlighted in the detailed information. Note: At present when a service is hosted at CDC then the detailed budget information is held at CDC, and the SBDC budgets only show the appropriate expenditure contribution. For next year the Finance team will be reviewing the presentation of shared service budgets in order to allow greater scrutiny of the detailed budgets at the non host authority.

2.4. The SBDC Overview & Scrutiny Committee established a Financial Savings Panel to look at potential savings options. This Panel reported back to the Overview & Scrutiny Committee on 11<sup>th</sup> November 2015.

**3. Budget Assumptions**

3.1. The budgets have been prepared in accordance with the following inflation assumptions:

- Salaries inflation from April 2016 of 1%
- Contracts inflation 1.9% (unless different rate specified within contract)
- Business rates 1.9%
- Gas 1.8%, Electricity 9% and Water 1.9%
- Insurance 3.5% - as Insurance Premium Tax has gone up from 6% to 9.5%.
- Other expenditure heads 0%
- Income 0%.

**4. Summary Revenue Budgets**

4.1. The draft budgets presented to Members at this stage represent the net direct running costs of services. They do not contain the apportionment of support service charges such as accommodation, IT, finance etc. These will be included in the final approved budgets, once the budgets for these support services have been set. The budgets reflected in this report are therefore the direct costs under the Portfolio Holder’s control.

4.2. The budgets have been reviewed by the appropriate service manager for any material volume or changes related to maintaining current service standards.

4.3. The net budget figures for the Portfolio are shown below. A more detailed breakdown by service is shown within the booklet.

<b>Actuals 2014/15 £'000</b>	<b>Budget 2015/16 £'000</b>	<b>Draft Budget 2016/17 £'000</b>
278	748	907

4.4. The increase from the current year’s approved budget to the 2016/17 draft budget is £159k (21.2%). The main changes are detailed below:

	<b>£'000</b>	<b>Comment</b>
<b>2015/16 Budget</b>	<b>748</b>	
<b>Change in Salaries</b>		
- Provision for pay increase	15	
- Planning Administration	19	Increments and staffing changes
- Development Management	32	Increments and staffing changes
- Other	2	

	£'000	Comment
<b>Savings / Income Increases</b>		
- Additional Dev Mgmt Income	-80	Increased Income
- Development Management	-9	Consultants fees
- Enforcement	-5	Overtime & Mileage
- Joint Building Control	-6	Partner Fees
- Joint Building Control	-2	Overtime & Mileage
<b>Other Changes</b>		
- Planning Administration	7	Printing & Stationery
- Tree Preservation	10	Scanning of TPO files (one-off cost)
- Planning Policy	167	See LDF Report to Cabinet 13/10/15 and Para. 4.5 below
- Increase in Insurance costs	9	
<b>2016/17 Draft Budget</b>	<b>907</b>	

4.5. Note that the increase to the Sustainable Development Budget includes £167k increase for expenditure on the Local Plan. An earmarked reserve has been set aside to fund this, and therefore the increase in expenditure will be funded from this earmarked reserve.

4.6. Further details of the budgets for each area are shown within the booklet.

## 5. Commentary on Budgets

### Main Elements of the Budget

5.1. The main elements of this budget are as follows.

- Building Control - including fee earning activities and non fee earning activities such as advising on dangerous structures, access for disabled etc.
- Development Management – the processing of planning applications.
- Planning appeals – defending the Council’s decisions at appeal.
- Planning administration – undertaking the administrative functions associated with dealing with applications and appeals.
- Enforcement - dealing with unauthorised development.
- Design and Conservation – specialist advice to protect listed buildings and conservation areas.
- Tree Preservation - dealing with applications for works to protected trees, the making of Tree Preservation Orders and advice to Development Management on trees on development sites.
- Planning Policy - the preparation of a joint local plan for South Bucks and Chiltern. The costs include consultants costs in the preparation of a wide range of evidence base studies needed for the preparation of a local plan.

- Planning Policy (non-shared costs) – provision to provide support to parish councils for the preparation of neighbourhood plans

### **Budget Priorities**

5.2. The budget reflects the following Council priorities.

- Develop a joint Local Plan and manage development through the terms set out in it
- Manage green belt development pressures.

### **Risks**

5.3. When considering the proposed budgets for the coming financial year it is important to be aware of the risks within the budgets. For this Portfolio the main risk areas are:

- Building Control and Development Management income
- The cost of defending planning appeals against the refusal of planning permission, and appeals against Enforcement Notices. Those appeals/prosecutions which result in a form of public inquiry or court hearing can incur legal representation, court costs, and on occasions damages.
- The costs associated with preparing the Local Plan.

5.4 The actions taken to mitigate or monitor these risks are as follows.

- Budget monitoring and regular meetings with the Portfolio Holder.

5.5. An overall review of the main risk issues for the 2016/17 budget will be undertaken once Cabinet has agreed a proposed budget. This review and proposed actions to mitigate the risks will be part of the final report to the Cabinet on the budget in February.

### **Opportunities and Plans for Improvement**

5.6. A major opportunity is the preparation of a joint local plan for South Bucks and Chiltern, which will result in lower costs for both authorities than if each authority were to prepare its own local plan to the Governments new enhanced timescales. Additionally, the planning service review has commenced in order to deliver enhanced service quality, enhanced resilience and savings.

## **6. Fees and Charges**

6.1. The Budget Booklet also contains the list of proposed fees and charges. All of the proposed fee increases have been built into the draft revenue budgets.

6.2. The Portfolio Holder is asked to consider the list of fees and charges and consider whether to approve these. Income may be in some service areas an important factor in reducing expenditure.



**7. Links to Council Policy Objectives**

7.1 One of the primary purposes of the Council's budget process is to ensure that, as far as possible, resources are aligned to the corporate priorities of the Council and that any material risks are assessed.

**8. Next Step**

8.1 The Cabinet will consider the outcome of the PAG discussions at its February meeting when it will formulate a final draft of the overall 2016/17 budget for the Authority.

<b>Background Papers:</b>	None
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**South Bucks**  
District Council

**SUSTAINABLE DEVELOPMENT PORTFOLIO  
2016/17 BUDGET PROPOSALS**

**SUSTAINABLE DEVELOPMENT  
POLICY ADVISORY GROUP  
26<sup>th</sup> NOVEMBER 2015**

## REVENUE SUMMARY - SBDC SUSTAINABLE DEV

2014/15 ACTUALS	Cost Code(s)	2015/16 BUDGET	2016/17 BUDGET	CHANGE	CHANGE
£		£	£	£'000	%
	<b>BUILDING CONTROL (LH)</b>				
(222,481)	Joint Building Control BC**	(121,423)	(117,038)	4	-3.6%
	<b>DEVELOPMENT MANAGEMENT (JL, SK, GT)</b>				
240,155	Planning Administration 4330	260,990	290,240	29	11.2%
#VALUE!	Development Management 4356	(62,450)	(115,380)	(53)	84.8%
#VALUE!	Appeals & Public Inquiries 4357	20,000	20,000		0.0%
#VALUE!	Enforcement 4366	176,200	172,640	(4)	-2.0%
#VALUE!	Design & Conservation 4353	42,650	43,880	1	2.9%
#VALUE!	Tree Preservation 4351	45,670	57,380	12	25.6%
	<b>PLANNING POLICY (GW)</b>				
270,903	Planning Policy / LDF PP**	386,570	555,370	169	43.7%
#VALUE!	Transport Policy 4371				
#VALUE!	<b>Net Running Expenses</b>	<b>748,207</b>	<b>907,092</b>	<b>159</b>	<b>21.2%</b>

## SBDC SUSTAINABLE DEVELOPMENT PORTFOLIO

2014/15 ACTUALS	CIPFA CLASSIFICATION	2015/16 BUDGET	2016/17 BUDGET
£		£	£
#VALUE!	Direct Employee Expenses	1,803,840	1,511,210
#VALUE!	Indirect Employee Expenses	30,770	27,600
#VALUE!	Premises Related Expenses		
#VALUE!	Transport Related Costs	85,330	74,130
#VALUE!	Supplies & Services	326,620	767,440
#VALUE!	Recharge from CDC		
#VALUE!	Third Party Payments	1,220	1,240
#VALUE!	Transfer Payments		
#VALUE!	Running Expenses	2,247,780	2,381,620
#VALUE!	Fees & Charges and Other Income	(1,350,050)	(1,434,500)
#VALUE!	Grant Income		(10,000)
#VALUE!	Recharge to CDC	(149,523)	(30,028)
#VALUE!	Recharge to Crem		
#VALUE!	Recharge to Trust		
#VALUE!	<b>Net Running Expenses</b>	<b>748,207</b>	<b>907,092</b>
#VALUE!	Depreciation		
#VALUE!	Support Recharges In	1,098,782	1,084,596
#VALUE!	Office Recharge	221,571	192,056
#VALUE!	Support Recharges Out	(407,732)	(407,732)
#VALUE!	<b>Net Expenditure</b>	<b>1,660,828</b>	<b>1,776,012</b>

2014/15 ACTUALS	<b>Joint Building Control</b>	2015/16 BUDGET	2016/17 BUDGET
£		£	£
551,962	Direct Employee Expenses	641,780	617,270
42,978	Indirect Employee Expenses	14,990	14,990
	Premises Related Expenses		
21,237	Transport Related Costs	40,000	38,000
45,696	Supplies & Services	49,790	54,990
	Recharge from CDC		
	Third Party Payments	1,220	1,240
	Transfer Payments		
661,873	Running Expenses	747,780	726,490
(748,959)	Fees & Charges and Other Income	(807,500)	(813,500)
	Grant Income		
(135,395)	Recharge to CDC	(61,703)	(30,028)
	Recharge to Crem		
	Recharge to Trust		
<b>(222,481)</b>	<b>Net Running Expenses</b>	<b>(121,423)</b>	<b>(117,038)</b>

This cost centre contains the operating costs of running the joint Building Control team.

Direct Emp Expenses: This is the estimated cost of the joint building control team.

Indirect Emp Expenses:	BUPA contributions	1,990
	Professional subscriptions	5,000
	Training & development	8,000
		<u>14,990</u>

Transport: This budget is for mileage claims.

Supplies & Services: This budget is for software maintenance, telephones, publications, photocopying, insurance and printing & stationery costs.

Income: The income is from building control application and inspection fees.

2014/15 ACTUALS	<b>Planning Administration</b>	2015/16 BUDGET	2016/17 BUDGET
£		£	£
207,509	Direct Employee Expenses	214,660	235,740
10,058	Indirect Employee Expenses	6,800	5,800
	Premises Related Expenses		
	Transport Related Costs		
22,588	Supplies & Services	39,530	48,700
	Recharge from CDC		
	Third Party Payments		
	Transfer Payments		
240,155	Running Expenses	260,990	290,240
	Fees & Charges and Other Income		
	Grant Income		
	Recharge to CDC		
	Recharge to Crem		
	Recharge to Trust		
<b>240,155</b>	<b>Net Running Expenses</b>	<b>260,990</b>	<b>290,240</b>

This cost centre contains the cost of running the Planning Admin section.

Direct Emp Expenses: This is the estimated cost of the SBDC planning admin team.

Indirect Emp Expenses: This budget is for training and development costs for all of planning.

Supplies & Services: This budget is for postage, photocopying, printing & stationery, insurance, telephone and other minor business expenses.  
A number of budgets have been amalgamated across planning.

2014/15 ACTUALS	<b>Development Management</b>	2015/16 BUDGET	2016/17 BUDGET
£		£	£
393,831	Direct Employee Expenses	392,430	427,990
7,981	Indirect Employee Expenses	6,350	6,510
	Premises Related Expenses		
20,096	Transport Related Costs	21,590	21,690
58,816	Supplies & Services	59,680	49,430
	Recharge from CDC		
	Third Party Payments		
	Transfer Payments		
480,724	Running Expenses	480,050	505,620
(820,800)	Fees & Charges and Other Income	(542,500)	(621,000)
	Grant Income		
	Recharge to CDC		
	Recharge to Crem		
	Recharge to Trust		
<b>(340,076)</b>	<b>Net Running Expenses</b>	<b>(62,450)</b>	<b>(115,380)</b>

This cost centre contains the cost of running the Development Management section.

Direct Emp Expenses: This is the estimated cost of the SBDC development management team.

Indirect Emp Expenses:	Creche allowances	1,500
	BUPA contributions	1,990
	Professional subscriptions	3,020
		<u>6,510</u>

Transport: This budget is for mileage allowances, mileage claims and the hire of the bus for Planning Committee.

Supplies & Services: This budget includes printing & stationery costs, photocopying, the cost of publicity notices, legal & consultants fees, insurance subscriptions and other minor items of expenditure

Income:	Sale of print matter	(2,500)	(1,000)
	Planning application fees	(460,000)	(500,000)
	Pre-application fee income	(80,000)	(120,000)
		<u>(542,500)</u>	<u>(621,000)</u>



2014/15 ACTUALS	<b>Appeals &amp; Public Inquiries</b>	2015/16 BUDGET	2016/17 BUDGET
£	Direct Employee Expenses Indirect Employee Expenses Premises Related Expenses Transport Related Costs	£	£
2,996	Supplies & Services Recharge from CDC Third Party Payments Transfer Payments	20,000	20,000
2,996	Running Expenses  Fees & Charges and Other Income Grant Income Recharge to CDC Recharge to Crem Recharge to Trust	20,000	20,000
<b>2,996</b>	<b>Net Running Expenses</b>	<b>20,000</b>	<b>20,000</b>

This cost centre contains costs relating to development management appeals and public inquiries.

Direct Emp Expenses: The staffing costs relating to appeals are included within the main development management section.

Supplies & Services: This budget is legal and consultant fees.

2014/15 ACTUALS	<b>Enforcement</b>	2015/16 BUDGET	2016/17 BUDGET
£		£	£
85,997	Direct Employee Expenses	152,070	149,870
54,884	Indirect Employee Expenses	280	300
	Premises Related Expenses		
6,839	Transport Related Costs	10,500	8,500
61,218	Supplies & Services	13,350	13,970
	Recharge from CDC		
	Third Party Payments		
	Transfer Payments		
208,938	Running Expenses	176,200	172,640
	Fees & Charges and Other Income		
	Grant Income		
	Recharge to CDC		
	Recharge to Crem		
	Recharge to Trust		
<b>208,938</b>	<b>Net Running Expenses</b>	<b>176,200</b>	<b>172,640</b>

This cost centre contains the cost of dealing with the enforcement of development management issues.

Direct Emp Expenses: This is the estimated cost of the SBDC enforcement team.

Transport: This budget is for mileage allowances and mileage claims.

Supplies & Services: This budget is for legal fees, training, photocopying, telephones and other minor items of expenditure.

2014/15 ACTUALS	<b>Design &amp; Conservation</b>	2015/16 BUDGET	2016/17 BUDGET
£		£	£
39,308	Direct Employee Expenses	38,980	40,170
	Indirect Employee Expenses		
	Premises Related Expenses		
2,411	Transport Related Costs	2,770	2,770
561	Supplies & Services	900	940
	Recharge from CDC		
	Third Party Payments		
	Transfer Payments		
42,280	Running Expenses	42,650	43,880
	Fees & Charges and Other Income		
	Grant Income		
	Recharge to CDC		
	Recharge to Crem		
	Recharge to Trust		
<b>42,280</b>	<b>Net Running Expenses</b>	<b>42,650</b>	<b>43,880</b>

This cost centre contains the cost of running the Design & Conservation section.

Direct Emp Expenses: This is the estimated cost of the SBDC design and conservation team.

Transport: This budget is for mileage allowances and mileage claims.

Supplies & Services: This budget is for archaeology fees and insurances.

2014/15 ACTUALS	<b>Tree Preservation</b>	2015/16 BUDGET	2016/17 BUDGET
£		£	£
36,756	Direct Employee Expenses	38,570	40,170
1,059	Indirect Employee Expenses		
	Premises Related Expenses		
2,925	Transport Related Costs	3,170	3,170
5,939	Supplies & Services	3,930	14,040
	Recharge from CDC		
	Third Party Payments		
	Transfer Payments		
46,679	Running Expenses	45,670	57,380
	Fees & Charges and Other Income		
	Grant Income		
	Recharge to CDC		
	Recharge to Crem		
	Recharge to Trust		
<b>46,679</b>	<b>Net Running Expenses</b>	<b>45,670</b>	<b>57,380</b>

This cost centre contains the cost of running the Tree Preservation section.

Direct Emp Expenses: This is the estimated cost of the SBDC tree team.

Transport: This budget is for mileage allowances and mileage claims.

Supplies & Services: This budget is for legal fees, consultants fees and insurances. It includes an additional £10,000 in 2016/17 for the scanning of TPO files.

2014/15 ACTUALS	Planning Policy / LDF	2015/16 BUDGET	2016/17 BUDGET
£		£	£
302,769	Direct Employee Expenses	325,350	
7,239	Indirect Employee Expenses	2,350	
	Premises Related Expenses		
6,109	Transport Related Costs	7,300	
11,916	Supplies & Services	139,440	565,370
	Recharge from CDC		
	Third Party Payments		
	Transfer Payments		
328,032	Running Expenses	474,440	565,370
(779)	Fees & Charges and Other Income	(50)	
	Grant Income		(10,000)
(56,350)	Recharge to CDC	(87,820)	
	Recharge to Crem		
	Recharge to Trust		
<b>270,903</b>	<b>Net Running Expenses</b>	<b>386,570</b>	<b>555,370</b>

This cost centre contains the cost of running the Planning Policy section and costs relating to the development of the Local Development Framework. The LDF costs are funded from the LDF reserve.

CDC is the accounting authority and thus the net recharge to SBDC is shown here.

It also includes a provision of £30,000 for 2 Neighbourhood plans, offset by £10,000 of grant income.

2014/15 ACTUALS	<b>Transport Policy</b>	2015/16 BUDGET	2016/17 BUDGET
£	Direct Employee Expenses Indirect Employee Expenses Premises Related Expenses Transport Related Costs 28,881 Supplies & Services Recharge from CDC Third Party Payments Transfer Payments	£	£
28,881	Running Expenses  Fees & Charges and Other Income Grant Income Recharge to CDC Recharge to Crem Recharge to Trust		
<b>28,881</b>	<b>Net Running Expenses</b>		

This cost centre has now been left open re High Speed Rail & Heathrow expansion.

## SUSTAINABLE DEVELOPMENT PORTFOLIO REVISED CHARGES FROM 1 APRIL 2016

VAT Codes: (1a)=inclusive standard rated (1b)=plus standard rated (2)=zero rated (3)=outside scope,

BUILDING CONTROL	General ledger code	2015/16 £	2016/17 £
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The Building (Local Authority Charges) Regulations 2010 authorise Local Authorities in England & Wales to fix and recover charges for the performance of their main building control functions relating to building regulations in a charging scheme governed by the principles laid down in the Regulations. This scheme was adopted by the Council effective from 1<sup>st</sup> October 2010. The setting of charges is dealt with by the Building Control Manager in consultation with the Sustainability Portfolio Holder and the Head of Finance. Revised charges are subsequently reported to Members for information.

PHOTOCOPYING (1a)	General ledger code	2015/16 £	2016/17 £
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A4 Sheet B/W	4356-0833	10p	10p
A4 Sheet Colour	4356-0833	20p	20p
A3 Sheet B/W	4356-0833	20p	20p
A3 Sheet Colour	4356-0833	40p	40p
Large maps re-produced by the Plotter	4356-0833	10.00	10.00

These charges apply to:

- Decision Notice (Planning)/Appeal Decisions
- Tree Preservation Orders
- Legal Agreements, etc.

PLANNING ADVICE AND INFORMATION	General ledger code	2015/16 £	2016/17 £
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### Pre-Application Advice (1b)

Administration Charges (per hour)			
- Head of Service	4356-0937	220.00	220.00
- Area Team Manager	4356-0937	170.00	170.00
- All other planning officers/equivalent service posts	4356-0937	150.00	150.00
- Assistant Planning Officer/Customer Service Officers or equivalent service posts	4356-0937	100.00	100.00
Site Visits - Flat Rate per officer	4356-0937	100.00	100.00

# SUSTAINABLE DEVELOPMENT PORTFOLIO REVISED CHARGES FROM 1 APRIL 2016

VAT Codes: (1a)=inclusive standard rated (1b)=plus standard rated (2)=zero rated (3)=outside scope,

PLANS, POLICIES AND PUBLISHED INFORMATION (Prices include Postage/Packing) (2)	General ledger code	2015/16 £	2016/17 £
South Bucks Core Strategy (Adopted February 2011)	4341-0837	17.50	17.50
South Bucks District Local Plan 1999 (consolidated version)	4341-0837	20.00	20.00
South Bucks Development Plan Proposals Map	4341-0837	20.00	20.00
Core Strategy Inspectors Report (January 2011)	4341-0837	4.20	4.20
Statement of Community Involvement (Adopted 2007)	4341-0837	8.60	8.60
Local Development Scheme (March 2010)	4341-0837	4.80	4.80
Residential Design Guide SPD (October 2008)	4341-0837	9.40	9.40
Annual Monitoring Report (published in January each year)	4341-0837	price based on normal photocopying	price based on normal photocopying
<i>Other LDF documents, including those relating to earlier stages in the Core Strategy process and evidence base studies are available to download from the Council's website or can be made available in hard form on request (these are charged at normal photocopying [and postage, if relevant] charges)</i>			
<b>Conservation Area Leaflets / Appraisals</b>			
Huntercombe (1977), Fulmer(1979), Hedgerley Village (1981), Hedgerley Green (1987), Iver (1982), Stoke Green (1987) and Stoke Park (1987).	4341-0837	1.00	1.00
Boveney (1996), Burnham (2002)	4341-0837	price based on normal photocopying charges	price based on normal photocopying charges
Dorney (1996) was sponsored		Free	Free
Taplow (2006), Taplow Riverside (2006), Uxbridge Lock (2006), Hampden Hill (2005), Beaconsfield Old Town (2006), Denham(2008), Gerrards Cross Common (2009), Gerrards Cross Centenary (2009), Stoke Poges - West End (2011), Framewood Road (2011) and subsequent documents.	4341-0837	price based on normal photocopying charges	price based on normal photocopying charges



## SUSTAINABLE DEVELOPMENT PORTFOLIO REVISED CHARGES FROM 1 APRIL 2016

VAT Codes: (1a)=inclusive standard rated (1b)=plus standard rated (2)=zero rated (3)=outside scope,

SECTION 106 AGREEMENTS (1b)	General ledger code	2015/16 £	2016/17 £
Deed of Variations	2307-0937	230.00	230.00
New Agreements			
- individual properties/householder applications	2307-0937	270.00	270.00
- others i.e. affordable housing/landscape management	2307-0937	variable hourly rate based on actual time (min £800 plus VAT)	variable hourly rate based on actual time (min £800 plus VAT)
Comments/approval of Unilateral Obligations	2307-0937	variable hourly rate based on actual time (min £500 plus VAT)	variable hourly rate based on actual time (min £500 plus VAT)

For Information Environment Pag in January 2007 agreed these charges should be delegated to the Head of Legal & Democratic Services/ Director of Resources.

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