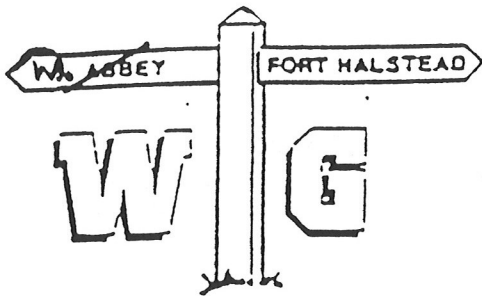


WASC 2008

Fort Halstead
Newsletter Issue 9
31-7-1991



NEWS LETTER



ISSUE NO 9

1. I should like to take this opportunity to welcome you all to Fort Halstead. I wish you every success and hope you enjoy your time here.

2. This edition of the WTG newsletter brings the latest information on the FH move.

3. The move to Fort Halstead

All WA staff are now permanently based at FH. Both the South and North sites have now been vacated although the North site's future is still to be resolved. A care and maintenance contract has been placed with RO to look after the North site until 31 March 1992. What will happen after that depends on decisions made by Paul Crowther (DRA Budget Manager) although the DRA, of course, has no interest in retaining the site. Mott MacDonald the firm asked to carry out the decontamination survey have reported back. They recommend a more detailed survey although the level of decontamination is not as high as first thought. They have at least identified the problem areas. CIVIX who are considering the site's future have only just completed their report.

Here at Fort Halstead the new buildings are nearing completion so you should be able to move into your new facilities shortly. In the meantime I hope we can rely on your forbearance. We appreciate that your temporary accommodation leaves much to be desired and that your work programmes may have had to be shelved for the time being. Business should be back to normal shortly and we hope that you will soon begin to enjoy the benefits of new facilities and centralized management and support.

4. Developments on Personnel Matters

(a) MOD Form 368

You should have all sent your MOD Forms 368 to the Home Posting Cell. You cannot claim anything until Bath have acknowledged the form.

If you decide to move home and subsequently change your mind, you will only get 3 years of excess fares (instead of 5 years).

Should you opt to try travelling and then change to a house move, all your excess fares claims will be taken out of your transfer grant. NB. Even though you have paid tax on the excess fares, it is the full claim that is deducted from the grant.

(b) Excess Fares

On receipt of your MOD Forms 368, Bath should in return send you an LTC Form 154A on which you should describe your old/new routes so they can assess your claim. Before the form is returned to Bath, I need to complete the local Admin Officer's comments in support of your claim. Finally, Bath will return the form duly annotated. Some of you, I understand, have only been given a three year entitlement to claim excess fares and/or the tunnel toll has been omitted. If this is the case, I would suggest you contact Joanna Lewis, Ext 2299, who can contact Bath on your behalf. You should claim the excess fares monthly in arrears using MOD Form 304 (yellow); you state the days you did not visit FH and complete box (b) as they have already calculated your daily claim. If you travel to a detached duty Station you cannot claim your excess fares for that day unless you visited FH first. Your detached duty claim should be submitted to Bath on a MOD Form 305 (green).

The public transport rate went up to 20.1p per mile from 1.6.91. You should claim the extra.

We understand that the Dartford Bridge will be formally opened by the Queen on 30.10.91. I hope the bridge will alleviate some of your travel delays and make the journey more acceptable.

(c) House Moves

Those of you who are moving home but have yet to sell/buy, should still claim the transfer grant now. (Single non-householder rate £550) Use MOD Form 308. You can claim the balance when you actually move in to your new home. If you are in lodgings whilst your family remain at the old home, the first 30 nights claim should be at the full night subsistence rate. The 30 nights includes weekends. So a typical claim includes 4 nights subsistence plus a return journey. Once the 30 nights passes you claim lodging allowance (if you are married). Again a typical claim would include 4 lodging nights, 3 retention of rooms and a return journey. If you want to claim for 5 nights subsistence or lodgings you will need to explain to Bath why you could not travel to work on Monday morning. The lodging allowance is claimed on MOD Form 307, whilst the subsistence is claimed on MOD Form 305A. If you are a single non-householder you can claim continuing commitments allowance. This is normally only payable for 3 months but an extension can be authorized by the Home Posting Cell. They take into account your mortgage payments, water rates (on empty property) and insurance. You will need the HPC to work out your entitlement and of course it is limited to the lodging allowance levels.

Once you sell/buy your home you can claim all the other allowances on the following forms:-

MOD Form 303	Removal expenses
	Survey fees
	Legal expenses
	Estate Agent's fees
	Stamp duty
	Land registration fee
MOD Form 309	AHCA/HCS

(d) Long term detached duty

Staff on LTDD can claim standard transport rate motor mileage, the tunnel toll and travelling time (if SSO or below), all subject to limitation.

During the first 30 nights you can claim:-

STRMMA
Toll
Travelling time
10 hour subsistence

Your claims are limited to the night subsistence rate.

After the first 30 days you can claim:-

STRMMA
Toll
Travelling time

Your claims are then limited to the lodging allowance.

I realize that many of you will be affected by the recent changes in the payment of STRMMA (DCI CIV 61/91). The STRMMA is now paid according to engine size and on the mileage. The following table shows the rates.

UK Standard Rate Motor Mileage Allowance

Cars with engine capacity:	Up to 1500cc	1501cc- 2000cc	Over 2000cc
From 1 Apr 91			
Up to 7000 miles	35.7p	37p	39p
Over 7000 miles	13p	15p	17p
From 1 Apr 92			
Up to 5000 miles	35.7p	37p	39p
Over 5000 miles	13p	15p	17p

As you can see you will end up getting a similar mileage rate as the public transport rate when you average the rates for the year.

ie 7000 miles @ 35.7p (up to 1500cc)
= £2499

WA/FH
82 miles x 220 = 18040 - 7000
= 11040 @ 13p
= £1435.20

TOTAL £3934

Public transport rate 20.1p x 18040
= £3626

Those of you who are SSOs or below can claim travelling time. This will not be paid whilst you are on the higher STRMMA as your claims are limited to the lodging allowance. However when you have completed 7000 miles you should start to claim the travelling time.

During the first 30 days your claims are limited to the night subsistence rate so you can claim day subsistence (10 hour) plus your travel and travelling time. Subsistence is only paid for the first 30 days (including weekends).

If you have to go on detached duty to another station, you claim the normal allowances mileage/subsistence etc on the green MOD Form 305. If you travel to your detached duty station from home you do not fill in the red MOD Form 305A for that day.

(e) New Developments

I know the relocation house purchase scheme is of interest to a number of you. The latest news is that the DRA Personnel Director, Mr A Ward, has given us authority to place a contract with a relocation bureau, and is keen for us to run a pilot study on behalf of the DRA. The contract is likely to be limited to WA/FH moves. The only snag outstanding is money. CM(GC) hold the budget for PPI moves and have yet to release part of their budget to the DRA, to enable us to cover our own costs. Watch this space for further details when they become available.

The lease/hire cars are still being investigated by D/ES despite resistance to the idea from CM(GC). Again, as soon as we have any firm details we will let you know.

5. Fort Halstead

Fort Halstead Recreation Club (FHRC). The FHRC is affiliated to the Civil Service Sports Council and has its own social club with facilities for snooker, darts, pool and table tennis. The club is open Tuesday to Friday lunchtimes and Friday and Saturday evenings. In addition, there is a recreational area in the Canteen building available during lunch breaks for badminton, table tennis, snooker and darts. Individual sections within the FHRC cover a wide selection of sports and leisure interests:

Sea Angling	Steve Brooker	Q4/1	X 2304
Badminton	J Macmillan	WS	2722
Chess	Ken Cowan	ET2	2765
Cricket	R Selleck	CA2	2918
Football	I Chapman	DES	2755
Golf	J McGuire	EC2	2507
Horticulture	Dr Haskins	ET1	3199
Motoring	M Anderson	DES	2818
Sailing	P Ryan	EC1	2912
Shooting	L Featherstone	ET1	2420
Snooker	Ron Gibbs	H2	2315
Table Tennis	P Henderson	DES	2818
Tennis	Chris Caine	A3	2012

I hope you are all finding your way around the site and getting used to the way we do things down here!

I have noted a few buildings for you:-

Personnel	-	Ground Floor H4
Admin	-	A2
Security	-	H1
Postroom	-	Portacabin behind H2
Surgery	-	Q12

Hilary Brown has transferred to FH and has taken up her new post in Specialist Personnel. Joanna Lewis is now EO/Non Industrial Personnel although she will continue providing her usual service to the ex WA staff for the time being. Her new telephone extension is 2299.

31 July 1991



D E PACKER
Chairman WTG