

NOTICE OF MEETING

FULL COUNCIL

Monday, 24th March, 2025, 7.30 pm - Tottenham Town Hall, Town Hall Approach Road London N15 4RY (watch the live meeting, [Here](#) watch the recording [here](#))

Councillors: Anna Abela, Gina Adamou , Peray Ahmet, Ibrahim Ali, Kaushika Amin, Emily Arkell, Dawn Barnes, Nicola Bartlett, John Bevan, Barbara Blake, Mark Blake, Zena Brabazon, Cathy Brennan, Lester Buxton, Dana Carlin, Liam Carroll, Luke Cawley-Harrison, Seema Chandwani, Lotte Collett, Pippa Connor, Eldridge Culverwell, Nick da Costa, Lucia das Neves, Isidoros Diakides, Erdal Dogan, George Dunstall, Sarah Elliott, Scott Emery, Ruth Gordon, Mark Grosskopf, Makbule Gunes, Mike Hakata, Harrison-Mullane, Emine Ibrahim, Marsha Isilar-Gosling, Thayahlan Iyngkaran, Sue Jameson(Mayor), Cressida Johnson, Anna Lawton, Ahmed Mahbub, Mary Mason, Khaled Moyeed, Sean O'Donovan, Felicia Opoku, Ajda Ovat, Sheila Peacock, Reg Rice, Alessandra Rossetti, Michelle Simmons-Safo, Adam Small, Anne Stennett, Joy Wallace, Elin Weston, Matt White, Sarah Williams and Alexandra Worrell

Quorum: 15

1. FILMING AT MEETINGS

Please note this meeting may be filmed or recorded by the Council for live or subsequent broadcast via the Council's internet site or by anyone attending the meeting using any communication method. Although we ask members of the public recording, filming or reporting on the meeting not to include the public seating areas, members of the public attending the meeting should be aware that we cannot guarantee that they will not be filmed or recorded by others attending the meeting. Members of the public participating in the meeting (e.g. making deputations, asking questions, making oral protests) should be aware that they are likely to be filmed, recorded or reported on. By entering the meeting room and using the public seating area, you are consenting to being filmed and to the possible use of those images and sound recordings.

The Chair of the meeting has the discretion to terminate or suspend filming or recording, if in his or her opinion continuation of the filming, recording or reporting would disrupt or prejudice the proceedings, infringe the rights of any individual, or may lead to the breach of a legal obligation by the Council.

2. TO RECEIVE APOLOGIES FOR ABSENCE

- 3. TO ASK THE MAYOR TO CONSIDER THE ADMISSION OF ANY LATE ITEMS OF BUSINESS IN ACCORDANCE WITH SECTION 100B OF THE LOCAL GOVERNMENT ACT 1972**

4. DECLARATIONS OF INTEREST

A member with a disclosable pecuniary interest or a prejudicial interest in a matter who attends a meeting of the authority at which the matter is considered:

- (i) must disclose the interest at the start of the meeting or when the interest becomes apparent, and
- (ii) may not participate in any discussion or vote on the matter and must withdraw from the meeting room.

A member who discloses at a meeting a disclosable pecuniary interest which is not registered in the Register of Members' Interests or the subject of a pending notification must notify the Monitoring Officer of the interest within 28 days of the disclosure.

Disclosable pecuniary interests, personal interests and prejudicial interests are defined at Paragraphs 5-7 and Appendix A of the Members' Code of Conduct

- 5. TO APPROVE AS A CORRECT RECORD THE MINUTES OF THE MEETING OF THE COUNCIL HELD ON 3RD OF MARCH 2025 (PAGES 1 - 12)**
- 6. TO RECEIVE SUCH COMMUNICATIONS AS THE MAYOR MAY LAY BEFORE THE COUNCIL**
- 7. TO RECEIVE THE REPORT OF THE CHIEF EXECUTIVE**
- 8. TO RECEIVE THE REPORT OF THE MONITORING OFFICER AND ASSISTANT DIRECTOR OF LEGAL AND GOVERNANCE**
- 9. TO RECEIVE REPORTS FROM THE FOLLOWING BODIES (PAGES 13 - 240)**
 - a) Audit Committee – Treasury Management strategy Update
 - b) Standards Committee –
This will contain recommendations on approval of the Member Allowances Scheme 2025/2026 and changes to the Council's Constitution. These relate to Council Standing Orders, Procurement Standing Orders and Overview and Scrutiny Procedure Rules.
- 10. FOURTEENTH ANNUAL CARBON REPORT (PAGES 241 - 334)**
- 11. TO CONSIDER REQUESTS TO RECEIVE DEPUTATIONS AND/OR PETITIONS AND, IF APPROVED, TO RECEIVE THEM**

12. TO ANSWER QUESTIONS, IF ANY, IN ACCORDANCE WITH COUNCIL RULES OF PROCEDURE NOS. 9 & 10

1.Cllr Buxton to Cllr Arkell

The Council has announced a £1.5m investment in eight parks across the Borough. Can the Cabinet Member share where these funds will be distributed and what improvements are due to take place?

2.Cllr Connor to Cllr das Neves

The Care Quality Commission recently inspected the council, handing Haringey a grade of 'Requires Improvement', rating only 2 out of 9 areas inspected as 'Good'. Meanwhile, Camden's inspection delivered a verdict of 'Outstanding'. What can we learn from the structures Camden has put in place to support their residents?

3.Cllr Elliott to Cllr Ruth Gordon

Haringey is arguably the fastest growing events hotspot in London. Can the Cabinet Member share the event agenda for this summer and explain how this will benefit the local economy?

4.Cllr Cawley-Harrison to Cllr Ahmet

Nearly a decade ago, Haringey sold off Hornsey Town Hall to Far East Consortium. Last month, FEC sold on the building to the Cayman Islands-based AMTD Group, without having yet completed the community spaces they were supposed to be creating, and ahead of Practical Completion which I believe is against the terms of their lease. They also appear to have split the head lease into the sale of two leases - one for the community space and another for the hotel, also potentially a breach of the lease. Given that the community spaces have not yet been built, is the council considering its legal position?

5.Cllr Ali to Cllr Arkell

Following the decision last year to bring our leisure centres back in house, the council is investing in an extensive programme of repairs and improvements. Can the Cabinet Member provide an update on this and outline how this investment will improve our facilities?

6.Cllr Barnes to Cllr Williams

A recent Uswitch report revealed that Haringey tops the league table for the most complained about LA in the country when it comes to damp and mould. Turning this stain on the council's record around has supposedly been a priority for nearly two years now, so why is nothing improving for our residents?

7.Cllr Moyeed to Cllr Carlin

The council recently announced a budget that made significant investments in our residents and communities, despite a huge reduction in our core funding over the past 14 years. Can the Cabinet Member explain how the council has engaged with government on a fair funding model for local government?

8.Cllr Mark Blake to Cllr Carlin

Haringey Council voted to accept the Budget for 2025 to 2026 at its budget setting meeting on 3 March. Residents at a local meeting of the Friends of Alexandra Park Library have questioned:

- a) Libraries: opening hours were decided on the numbers attending libraries. There appear to be inaccuracies in this data.
- b) The duty to charge leaseholders on a break-even basis appears to be inaccurate figures being used and high leasehold charges for some residents.
- c) Void levels are not being reduced at the anticipated rate resulting in increased costs than identified

In light of these concerns, will the Cabinet Member confirm that Cabinet Member colleagues will publish information responding to these issues?

9.Cllr Lawton to Cllr Brabazon

Haringey's schools are the pride of the Borough, with 98% rated 'Good' or 'Outstanding'. Can the Cabinet Member explain what investment the council has made in our SEND and alternate provision services and what outcomes this has delivered?

13. TO CONSIDER THE FOLLOWING MOTIONS IN ACCORDANCE WITH COUNCIL RULES OF PROCEDURE NO. 13

Motion G

Investment of funds held by Haringey Council including with the Local Government Pension Scheme

Proposed by: **Cllr Lotte Collett** Leader, Independent Socialist Group
Seconded by: **Cllr Mary Mason**, Independent Socialist Group

This Council notes:

1. Haringey Council appreciates that while there is a general fiduciary duty which applies to both the Council investments and the pension fund there are legal and practical differences between the Councils' own investments and the status of the pension fund which is owned by and held on behalf of current and prospective recipients. That having

been said any review of policy should include not investing in companies which violate standards set by the Council and ensuring the Council is both acting within its moral and ethical duties by using money it holds to the highest standards and using its influence to uphold these principles

2. The standard which should be adhered to and subject such being on advice to being lawful is one of not using investments to gain from the sale of military weapons and/or parts including those used for surveillance and/or torture in wars either condemned by the United Nations, ICHR or the ICC. The standards to include the barring of investment in dangerous or harmful substances, environmentally harmful practices and the denial of human rights.
3. Haringey Council also notes The Economic Activity of Public Bodies (Overseas Matters) Bill 2022-2023 of which Clauses 1 and 2 would forbid public authorities to make procurement or investment decisions based on their own moral or political disapproval of policies or conduct by foreign authorities and Clause 4 forbidding public authorities to make statements about boycott and divestment campaigns and their decisions in this respect, has not been carried forward by the current Government. Subject always to its fiduciary duties to both the tax payers of Haringey and its pensioners (both current and future) Haringey Council now has the freedom to take human rights and other ethical considerations into account when making financial decisions.

This Council believes that:

1. All forms of racism, including anti-Palestinian racism, antisemitism and Islamophobia have no place in Haringey and we condemn any attacks on Palestinian, Jewish, and Muslim people. Haringey is one of the most diverse boroughs in the UK, and home to Muslim, Jewish and Christian peoples, and those of no faith, many of whom have relatives and friends in the Holy Land.
2. Councils must avoid investing the funds they manage, including the Local Government Pension Scheme, in corporations that facilitate breaches of international law. This includes arms and tech companies producing weapons and military and surveillance technology most recently used by Israel in its attacks on Palestinians, and the banking and investment institutions which finance these arms companies. Council Calls on those undertaking the reviews to seek as far as is lawful and in compliance with its fiduciary duties to seek to comply with this call.

This Council resolves to:

1. With regards to its own investments and within lawful limits to divest from companies which are in breach of these standards and further

recommends the Pension Fund in undertaking its review to also look to take forward these resolutions should they consider after advice that to do so would be lawful and in accordance with their duties to the fund also takes forward these resolutions.

2. Incorporate these standards and review relevant policies, to include divestment and alternative investments.
3. Call on our representatives on all relevant bodies to divest from any funds administered, including Local Government Pension Funds which are at variance with this motion to include companies on the UN's list of businesses involved in activities in the Occupied Palestinian Territories and deemed complicit in human rights abuses.

Motion H

Fair funding for local government

Proposer: Cllr Sarah Williams

Seconder: Cllr Matt White

This Council notes –

14 years of austerity and chronic underfunding of public services have devastated local government budgets.

Haringey's core government funding has been cut in real terms by £143m, while our statutory responsibilities in areas such as housing, adult social care, children's services and public health have grown significantly.

Haringey is one of 30 councils, from across the political spectrum, that have applied for Exceptional Financial Support (EFS), including 6 in London.

London Councils estimates a collective funding gap of £500m for the financial year 2025/26.

Several other factors have put additional pressure on Haringey's finances:

- Haringey has an ageing population, with a 24% increase in the number of residents over the age of 65 since 2010.
- Haringey has experienced a sharp increase in the cost of and demand for our services. Our 2025/26 budget includes an additional:
 - £31m for adult social care;
 - £12m for temporary accommodation (an increase of 278%);
 - £6.5m for children's social care and SEND.
 - These services alone account for over 60% of our total budget.

- Most boroughs average band D for council tax, but Haringey's average is the lower value band C – which means our revenues are lower. Government funding to local councils does not take full account of this.
- The classification of inner and outer London boroughs has not been updated since the 1960s. This old analysis says that levels of need and cost are higher in inner London. Haringey is classed as an outer London borough, but we actually share the challenges of inner London.

Despite these challenges, Haringey continues to deliver exceptional outcomes across many of its services:

- 98% of our schools are rated 'Good' or 'Outstanding'.
- Our SEND services attained the highest possible rating from Ofsted and CQC.
- We are delivering an extensive house-building programme; 707 completed and on track to build 3,000 homes by 2031.
- The Haringey Support Fund has provided hardship funding to more than 4,000 residents.
- We care for 4,000 disabled people and older people and more than 5,000 children.
- More than 5,500 pot-holes have been fixed.
- Almost 2,000 street trees have been planted.

Haringey's March 2025 Budget protects the vast majority of frontline services while delivering significant investment to maintain our excellent local public services, investing -

- £1.5m in eight parks across the Borough.
- £68m in SEND services.
- £35m in our council tax reduction scheme, supporting 23,000 low-income households.

This Council believes –

Local councils are living hand to mouth. The number of local councils up and down the country, from across the political spectrum, experiencing financial difficulties is evidence of the deep-rooted issues with the local government funding formula, relying on outdated deprivation data and a flawed allocation formula.

A fair funding model for local government will deliver preventative benefits and long-term savings at successive Budgets, ensuring local councils can

continue delivering vital frontline services, particularly in areas such as mental health, youth services and anti-social behaviour.

Cuts to local government and public services are a false economy. 14 years of crippling underfunding of vital frontline services, such as the Sure Start programme, has only increased need within communities – and with it demand and costs for local government.

That Government has made reforming local authority funding a priority. The Local Authority Funding Reform consultation, which Haringey submitted to, as well as statements from Minister Jim McMahon, indicate an intention to support long-neglected local councils. The financial strain on councils such as Haringey mean that this reform must - and it must come urgently.

This Council resolves to –

Continue calling on the Government to urgently reform the local government funding landscape to ensure a fair distribution of resources, which more accurately reflects the needs of our residents and communities in Haringey.

- Follow-up on our recent letter to the Secretary of State for Housing, Communities and Local Government, where we pressed for fair funding for local government and highlighted the increasing cost and need within Haringey and specific challenges we face as an outer London borough.

Work with other outer London boroughs to call on the Government to rebalance the inadequate funding distribution and rectify the changes to the funding formula of particular detriment to our region.

Deliver savings efficiencies to reduce our budget shortfall, while minimising the impact on vital frontline services and our most vulnerable and deprived residents, maintaining the strong track record of services we have developed despite acute funding challenges.

Continue to update residents on the savings efficiencies we are delivering.

Ayshe Simsek, Democratic Services and Scrutiny Manager

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Fiona Alderman

Assistant Director of Legal & Governance (Monitoring Officer)

George Meehan House, 294 High Road, Wood Green, N22 8JZ

Friday, 14 March 2025

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MINUTES OF THE MEETING Full Council HELD ON Monday, 3rd March, 2025, 19.30 – 21.15pm

PRESENT:

Councillors: Gina Adamou , Peray Ahmet, Ibrahim Ali, Kaushika Amin, Emily Arkell, Nicola Bartlett, John Bevan, Barbara Blake, Mark Blake, Zena Brabazon, Cathy Brennan, Lester Buxton, Dana Carlin, Liam Carroll, Luke Cawley-Harrison, Seema Chandwani, Lotte Collett, Pippa Connor, Nick da Costa, Lucia das Neves, Isidoros Diakides, Erdal Dogan, George Dunstall, Scott Emery, Ruth Gordon, Mark Grosskopf, Makbule Gunes, Mike Hakata, Emine Ibrahim, Marsha Isilar-Gosling, Thayahlan Iyngkaran, Sue Jameson, Cressida Johnson, Anna Lawton, Ahmed Mahbub, Mary Mason, Khaled Moyeed, Sean O'Donovan, Ajda Ovat, Sheila Peacock, Reg Rice, Alessandra Rossetti, Adam Small, Joy Wallace, Elin Weston, Matt White, Sarah Williams and Alexandra Worrell

43. FILMING AT MEETINGS

The Mayor referred to the notice of filming at meetings and attendees noted this information.

44. TO RECEIVE APOLOGIES FOR ABSENCE

The following apologies for absence were noted:

Cllr Elliott

Cllr Culverwell

Cllr Barnes

Cllr Harrison – Mullane

Cllr Simmons – Safo

Cllr Abela

Cllr Stennett

Cllr Opoku

Apologies for lateness from Cllr Gordon (arrived at 7.35pm)

Cllr Amin arrived at 7.57pm

45. TO ASK THE MAYOR TO CONSIDER THE ADMISSION OF ANY LATE ITEMS OF BUSINESS IN ACCORDANCE WITH SECTION 100B OF THE LOCAL GOVERNMENT ACT 1972

The meeting noted that there was one item of business, which could not be available earlier, and which will need to be dealt with at this meeting.

Item 13 - Budget amendments - Council Standing Order 15.8b allowed amendments to recommendations to be put forward by 10am on the day of the meeting.

The Mayor accepted the budget amendments from the Liberal Democrat group as late business.

46. DECLARATIONS OF INTEREST

Cllr Ibrahim declared a personal interest as a council employee of another London Borough and full time Unison trade union representative of employees.

47. TO ASK MEMBERS WHETHER THEY NEED TO MAKE A DECLARATION IN ACCORDANCE WITH SECTION 106 OF THE LOCAL GOVERNMENT FINANCE ACT 1992 IN RELATION TO UNPAID COMMUNITY CHARGE OR COUNCIL TAX LIABILITY WHICH IS TWO MONTHS OR MORE OUTSTANDING

No declarations were made.

48. TO APPROVE AS A CORRECT RECORD THE MINUTES OF THE MEETING OF THE COUNCIL HELD ON 18 NOVEMBER 2024

RESOLVED

To approve as a correct record the minutes of the Full Council meeting held on the 18th of November 2024.

49. TO RECEIVE SUCH COMMUNICATIONS AS THE MAYOR MAY LAY BEFORE THE COUNCIL

The Mayor had emailed a list of the events that she had attended and highlighted her work in seeking to help organisations to consider match funding opportunities. This was as follows:

- The Dinner Project donating £10,000 to Ark Resettlement services. It was noted that Ark worked to house ex-offenders and help them settle into a happy, full, law-abiding life.
- Mind in Haringey had met the Council's Honorary Recorder, Judge Dodd, at Wood Green Crown Court and the Judges at the court had agreed to donate seized monies regularly to Mind In Haringey.
- Introduced small charities such as Bright Stars to The Haringey Community Collaborative and the Community Fund.

The Mayor continued to speak about the Whittington Walk and thanked all those who had made a donation to her Just Giving page.

The Mayor highlighted that her community fundraiser would take place on Thursday March 27th, 2025, to raise money for Mind in Haringey. This promised to be an entertaining evening, and the Mayor hoped that many Councillors could attend. The Mayor thanked the Alevi Centre and the Turkish and Kurdish community for their help with this event.

Haringey had also enjoyed a visit from the King to Tottenham Stadium.

The Mayor invited Cllr Peacock to say a few words in memory of Irene Robertson, a Labour Councillor for Bruce Grove between 1998 to 2006 and also Nigel Knowles a Labour Councillor for Noel Park Ward between 1982 and 1987. Both these former Councillors had sadly recently passed away.

Cllr Peacock paid tribute to former Councillor Irene Robertson who she described as a deeply committed ward Councillor for Bruce Grove. It was noted that Irene developed good relationships with officers and would push hard to get what constituents needed. In her first term, as a Councillor, she became the first Chair of Scrutiny, working closely with some excellent officers to establish the function, some of their groundbreaking work got national attention. Cllr Peacock described her work as deputy lead for Environment and chair of her neighbourhood forum. She highlighted her skill in managing meetings, but more thoroughly her follow up of things that needed to be addressed. She had supported former Mayor, Herbie Brown, and had valued the civic role of the Council and loved her work for Bruce Grove.

Cllr Peacock paid tribute to former Councillor Nigel Knowles who came onto the Council in 1982 and left in 1987 to stand for Parliament in Kidderminster. Unfortunately, he failed to get elected there but was later elected to the Council and later on became their mayor. Whilst he was a Councillor at Haringey, he became the chair of what was then known as The Public Works Committee. He was fondly remembered by all Councillors that knew him.

The Council stood in a one-minute silence to remember former Councillors, Irene Robertson and Nigel Knowles.

50. TO RECEIVE THE REPORT OF THE CHIEF EXECUTIVE

There were no matters to consider.

51. TO RECEIVE THE REPORT OF THE MONITORING OFFICER AND HEAD OF LEGAL SERVICES

There were no matters to consider.

52. APPROVAL OF THE COUNCIL TAX REDUCTION SCHEME 2025/26

The Cabinet Member for Tackling Inequality and Resident Services introduced the report which set out details of the review of Haringey's current Council Tax Reduction Scheme (CTRS) 2024/25 and recommended that it continued unchanged for 2025/26, save for minor updates mandated by legislation made by the Government.

It was noted that the Council would need to approve the final scheme by 11th March 2025, even where the scheme remained unchanged, ready for implementation on the 1st of April 2025.

The Cabinet Member expressed that since the decision by the previous Government to abolish Council Tax Benefit in 2013, the Council recognised that there had been a significant financial burden on many of the lowest income households in Haringey.

Haringey had designed a CTRS (Council Tax Reduction Scheme) which increased the maximum protection to disabled claimants and working age claimants with children to that already given to pensioners.

Continuing the protection of these groups by maintaining the current scheme allowed the Council to provide essential financial support to some of the most vulnerable residents in the borough and contribute to the stated ambition of making Haringey a fairer borough for all to live in.

The Cabinet Member for Tackling Inequality and Resident Services MOVED the report and recommendations, and it was,

RESOLVED

1.To agree to adopt the Council Tax Reduction Scheme 2025/26 as contained in Appendix 1 and therefore retains the same Scheme agreed for 2024/25. This means that from 1st April 2025 there is a means-tested scheme which provides:

- i. That pensioners continue to receive support for the payment of Council Tax up to 100%.
- ii. That working-age claimants in receipt of certain disability benefits continue to receive support for the payment of Council Tax up to 100%.
- iii. That working-age claimants with children continue to receive support for the payment of Council Tax up to 100%.
- iv. That all other working-age claimants continue to receive support for the payment of Council Tax up to 80.2%.

2. To agree that Authority to be given to the Director of Finance, the Director of Environment & Resident Experience and Assistant Director with responsibility for the Benefits Service to take all appropriate steps to implement and administer the Scheme.

Reasons for decision

The Council is obliged to consider whether to revise or replace its CTRS each year. However, it is not obliged to revise or replace it. If any revision or replacement is to be made, the Council must follow the consultation process set out in the legislation and the decision must be made by Full Council.

The CTRS is a way the Council can redistribute the financial burden on Council Taxpayers and provide additional support to those in financial need.

The recommendation to retain the current scheme, would help to ensure that already protected claimants will not be further disadvantaged and pay due regard to the challenging financial climate, recognising the continuing cost of living pressures on residents. The reduction in Council resources and service pressures have required the Council to implement significant annual expenditure reductions over several years. These are forecast to continue for 2025/26 and future years. The affordability to the Council of the CTRS scheme therefore continues to be an important consideration.

Alternative options considered

Change the administration of the Council Tax Reduction Scheme

Consideration was given to revising the current scheme but to delay and re-visit this for 2026/27 to maintain support for financially vulnerable residents during 2025/26.

53. TO RECEIVE REPORTS FROM THE FOLLOWING BODIES

The Mayor highlighted that there were 3 reports to consider as part of this item, a report from Cabinet, a report from the General Purposes Committee and a report from the Audit Committee.

The Cabinet Member for Housing, Planning and Deputy Leader introduced the report on the Housing Revenue Account (HRA) which covered income and expenditure relating to the Council's own housing stock. It was an account that was ring-fenced from the Council's general fund as required by the Local Government Act 1989.

The report provided an update on the aims and ambitions across the medium and long term and proposals for the 2025/26 budget. It provided details of the assumptions for forecast income and therefore planned expenditure for next year as well as an update on the future financial outlook for the HRA. It additionally noted the Cabinet discussion on 11 February 2025 relating to the Housing Revenue Account 2025/26 - 2029/30.

The Cabinet Member for Housing, Planning and Deputy Leader MOVED the report, and it was

RESOLVED

To consider the associated recommendations with the Budget at item 13 later in the agenda.

The Council was required to produce an Annual Pay Policy Statement to comply with the requirements of the Localism Act 2011. This report from the General Purposes Committee meeting in January 2025 recommended that Full Council approved the Pay Policy Statement 2024/25 (attached) for publication in April 2025. The Chair of General Purposes Committee MOVED the report and recommendations, and it was,

RESOLVED

To approve the Pay Policy Statement 2025/26, attached at Appendix A.

The Chair of Audit Committee presented the updated Treasury Management Strategy Statement for 2025/26, contained as an appendix at item 13, following its scrutiny at the Overview and Scrutiny Committee, presentation at the Audit Committee and in consultation with the Cabinet Member for Finance and Corporate Services.

The Chair of Audit Committee MOVED the report and the recommendation on the Treasury Management Strategy which was considered under budget item 13.

54. TO CONSIDER REQUESTS TO RECEIVE DEPUTATIONS AND/OR PETITIONS AND, IF APPROVED, TO RECEIVE THEM

The Mayor advised the meeting that a deputation had been received from Mr Paul Burnham in relation to item 13 on the Budget. This was in accordance with Council Standing Order 2vi.

Mr Burnham was joined by Florence Allaway.

Mr Burham addressed the meeting to speak against the proposed rent and services charges in the budget report. In his written deputation request he had called for all unaffordable rents to be abolished and for rents to be set by the social rent formula. The deputation continued to outline the following information to support opposition to the proposed rent and service charge increases for tenants.

- Acknowledged that the Council, alongside 100 other councils, took part in an appeal to the government lobbying for rent convergence, which could mean annual rent increases of CPI inflation plus 1% + £4 a week, plus whatever service charges there may be. The deputation further took account that the direction of national rent policy was open at the present time and in considering these activities urged the Council to not agree these two excessive charges.

- Referring to page 582, there was firstly a 21% increase for cleaning the communal areas of blocks and this followed a 46% increase for the same thing last year. This affected 7000 tenants and in effect 4000 leaseholders as well.
- Secondly, there was a 29% increase for cleaning the hallways in converted Street properties. This affected 700 tenants, and this had gone up by 92% last year. Some residents had advised the deputation that they were dissatisfied with the work standards, unsure about whether or not the service was needed at all, and very angry about the continual increases.
- In breach of the government's rent statements, which says that Councils should endeavour to keep service charges down to CPI plus 1% each year. This meant that the Council was not complying with this.

The deputation concluded by calling for Councillors to not accept the excess service charges and use a scrutiny review process if necessary. The deputation further called for the Council to work alongside residents and lobby the government for direct housing investment. The deputation highlighted that this partnership working had happened in the past leading to the construction of homes. The deputation contended that the investment should be without rent, or service charge increases and with debt write off and with grants for this fire safety for major works. The deputation referred to current world and national context and looked forward to working with the Council on the above points and thanked the Council for listening.

There were no questions from Councillors to the deputation.

The Mayor called on the Cabinet Member for Housing, Planning and Deputy Leader to respond, and the following information was shared:

- The HRA budget for 2025/26 did not propose any changes in rent-setting policy from previous years.
- The Council set rents in accordance with the rent standard. This meant that for 2025/2026, existing rents would rise by CPI+1%. Rents on new tenancies were set in accordance with the rent formula, with the exception of certain newly built Council homes where rents are set at London Affordable Rent, as agreed by Cabinet and Full Council. Council tenants' rents enable the Council as their landlord to ensure that their homes are managed and maintained. In addition, the HRA had to balance the way out with the in from the rent.
- The Council had been increasing service charges in line with inflation for several years, but as known by the deputation, the Council moved from that because CPI plus 1% created a diversion between the cost to the Council providing services to tenants and the amount it charged tenants for those services. It was further noted that if the cost of providing services is not met then that meant that the HRA would be covering the shortfall which would then further result in tenants who do not receive services subsidising those who do, which was fundamentally unfair.

- In response to the choice of two examples of percentage increases to service charges highlighted by the deputation, the Cabinet Member contended that only highlighting a specific two was misleading and reference had not been made to the 15% decrease in communal lighting costs or the 9% reduction in grounds maintenance or the approximately 30% saving on heating costs across six housing estates.
- There was a need to note that overall service charges had only increased by 0.22% for 2025/26 and the Council needed to manage its properties effectively to provide safe and comfortable homes, which was key to the fairer housing pledge and to do this, the Council set all its service charges to fully recover costs.

The Cabinet Member thanked the deputation for attending and speaking.

55. 2025/26 BUDGET AND MEDIUM-TERM FINANCIAL STRATEGY 2025/30

The Mayor invited the Monitoring Officer to outline the requirement for votes.

It was noted that the Local Authorities (Standing Orders) (England) (Amendment) Regulations 2014, and the Council's Standing Orders required the Council to record in the minutes how each Councillor voted, including any abstentions, when determining the Council's Budget and the level of Council Tax to be levied.

The only requirement was to record in the minutes of the meeting how each member voted and given that there were four amendments and a substantive motion to be voted on, and it could be recorded in the minutes of the meeting how each member voted, including any who had abstained.

Members NOTED this advice.

The Mayor then called on Councillor Carlin, Cabinet Member for Finance and Corporate Services to introduce the budget and move the 2025-26 budget and 2025-2030 Medium Term Financial Strategy and the recommendations (a) – (n) at page 278 of the agenda pack. Councillor Ahmet, Leader of the Council formally seconded the motion.

The Mayor then invited Councillor Cawley – Harrison to move the Liberal Democrat group's four amendments, as set out in the tabled papers. Councillor Connor formally seconded the amendments and spoke in favour of their adoption.

Cllr Collett, Leader of the Independent Socialists group, was invited to respond to the budget presentation in accordance with CSO 15.6 c (ii).

The Mayor then opened the debate, in which Councillors: Small, Isilar –Gosling, Grosskopf, da Costa, Dunstall, Rossetti, Brennan, Emery, Carroll, Mason, Iyngkaran, Ibrahim, and Bartlett contributed to the discussion. Councillor Cawley- Harrison and then Councillor Carlin responded to the debate.

(Cllr Adamou left the meeting at 9.08pm)

The Mayor then called for a vote on Budget Amendment 1, as set out in the tabled papers. There being 6 Members in favour (Cawley- Harrison, Connor, da Costa, Emery, Isilar- Gosling Rossetti) and 37 Against (Ahmet, Ali, Amin, Arkell, Bartlett, Bevan, B Blake, Brabazon, Brennan, Buxton, Carlin, Carroll , Chandwani, das Neves, Diakides, Dogan, Dunstall, Gordon, Gunes, Grosskopf, Hakata, Ibrahim, Iyngkaran, Jameson, Johnson, Lawton, Mahbub, Moyeed, O'Donovan, Ovat, Peacock, Rice, Small, Weston, White, Williams, Worrell)

4 Abstentions – (Cllr M Blake, Cllr Collett, Cllr Mason, Cllr Wallace)

Amendment 1 was declared lost.

The Mayor then called for a vote on Budget Amendment 2, as set out in the tabled papers. There being 6 Members in favour (Cawley- Harrison, Connor, da Costa, Emery, Isilar- Gosling Rossetti) and 37 Against (Ahmet, Ali, Amin, Arkell, Bartlett, Bevan, B Blake, Brabazon, Brennan, Buxton, Carlin, Carroll , Chandwani, das Neves, Diakides, Dogan, Dunstall, Gordon, Gunes, Grosskopf, Hakata, Ibrahim, Iyngkaran, Jameson, Johnson, Lawton, Mahbub, Moyeed, O'Donovan, Ovat, Peacock, Rice, Small, Weston, White, Williams, Worrell)

4 Abstentions – (Cllr M Blake, Cllr Collett, Cllr Mason, Cllr Wallace)

Amendment 2 was declared lost.

The Mayor then called for a vote on Budget Amendment 3, as set out in the tabled papers. There being 6 Members in favour (Cawley- Harrison, Connor, da Costa, Emery, Isilar- Gosling Rossetti) and 37 Against (Ahmet, Ali, Amin, Arkell, Bartlett, Bevan, B Blake, Brabazon, Brennan, Buxton, Carlin, Carroll , Chandwani, das Neves, Diakides, Dogan, Dunstall, Gordon, Gunes, Grosskopf, Hakata, Ibrahim, Iyngkaran, Jameson, Johnson, Lawton, Mahbub, Moyeed, O'Donovan, Ovat, Peacock, Rice, Small, Weston, White, Williams, Worrell)

4 Abstentions – (Cllr M Blake, Cllr Collett, Cllr Mason, Cllr Wallace)

Amendment 3 was declared lost.

The Mayor then called for a vote on Budget Amendment 4, as set out in the tabled papers. There being 6 Members in favour (Cawley- Harrison, Connor, da Costa, Emery, Isilar- Gosling Rossetti) and 37 Against (Ahmet, Ali, Amin, Arkell, Bartlett, Bevan, B Blake, Brabazon, Brennan, Buxton, Carlin, Carroll , Chandwani, das Neves, Diakides, Dogan, Dunstall, Gordon, Gunes, Grosskopf, Hakata, Ibrahim, Iyngkaran, Jameson, Johnson, Lawton, Mahbub, Moyeed, O'Donovan, Ovat, Peacock, Rice, Small, Weston, White, Williams, Worrell)

4 Abstentions – (Cllr M Blake, Cllr Collett, Cllr Mason, Cllr Wallace)

Amendment 4 was declared lost.

The Mayor then called for a vote on recommendations (a) to (n) contained at page 278 paragraph 3.1 of the agenda pack.

There being 10 Members against (M Blake, Cawley- Harrison, Collett, Connor, da Costa, Emery, Isilar- Gosling, Mason, Rossetti and Wallace)

37 in Favour (Ahmet, Ali, Amin, Arkell, Bartlett, Bevan, B Blake, Brabazon, Brennan, Buxton, Carlin, Carroll, Chandwani, das Neves, Diakides, Dogan, Dunstall, Gordon, Gunes, Grosskopf, Hakata, Ibrahim, Iyngkaran, Jameson, Johnson, Lawton, Mahbub, Moyeed, O'Donovan, Ovat, Peacock, Rice, Small, Weston, White, Williams, Worrell)

(Abstentions – none)

The Recommendations were AGREED as follows

- (a) To approve the proposed 2025/26 Budget and Medium-Term Financial Strategy (2025/30) agreed by Cabinet on 11th February 2025 as set out in Annex 1.
- (b) To approve the increase of 2.99% in Haringey's element of the Council tax and an additional 2% for the Adult Social Care Precept and subsequent band rates as set out in Annex 6.
- (c) To approve the General Fund budget requirement for 2025/26 of £314.383m, net of Dedicated Schools Budget, and the Directorate cash limits for 2025/26 as set out in Annex 2 of this report.
- (d) To approve the 2025/30 General Fund Capital Programme set out in Appendix 8 of Annex 1 to this report.
- (e) To approve the strategy on the flexible use of capital receipts as set out in Appendix 8 of Annex 1 to this report and the further update on planned use in 2025/26 as set out in Section 7.21 of this report.
- (f) To approve the Housing Revenue Account (HRA) Budget 2025/30 as set out in Table 6 of Annex 3 to this report.
- (g) To approve the 2025/30 HRA Capital Programme set out in Table 7 of Annex 3 to this report.
- (h) To note the Greater London Authority (GLA) precept (para. 7.20).
- (i) To approve the budgeted level of non-earmarked General Fund balance and the specific and other reserves as set out in Section 9 of Annex 1.
- (j) To approve the reserves policy including the Chief Finance Officer's (CFO) assessment of risk and the assessment of the adequacy of reserves, as set out in Annex 1 sections 9 and 13.

- (k) To note the report of the Chief Finance Officer under Section 25 of the Local Government Act 2003 on the robustness of the estimates and the adequacy of proposed reserves set out in Annex 1 Section 13.
- (l) To approve the Treasury Management Strategy Statement 2025/26 set out in Annex 4; and
- (m) To pass the budget resolution including the level of Council Tax, in the specified format, and to determine that the Council's relevant basic amount of Council Tax for the year is not excessive as set out in Annex 6.
- (n) To note the results of the budget consultation as set out in Appendix 5 of Annex 1.

Reasons for decision

The Council has a statutory duty to set a balanced budget by 11 March each year.

The report and recommendations from the Cabinet meeting on 11th February 2025, were agreed in full and are attached as Annex 1.

The Budget now proposed has been updated to reflect the final funding allocations announced in the Final Local Government Finance Settlement and the outcome of the Council's application for Exceptional Financial Support. Taking all relevant factors into account, this report sets out Cabinet's 2025/26 Budget and 2025/30 MTFs proposals, including the level of Council tax for 2025/26, for the Council to consider and approve.

Alternative options considered

The Council has a statutory duty to set a balanced budget for 2025/26 by 11 March 2025, accordingly, no other options have been considered.

Therefore, in accordance with legislation and the Council's constitution, this report recommends that the Council should approve the proposed 2025/26 Budget and 2025/30 Medium Term Financial Strategy agreed by Cabinet on 11th February 2025, including the outcomes from the budget consultation exercise, budget scrutiny and equalities review, which is attached as Annex 1 and approve the Council tax for 2025/26.

CHAIR:

Signed by Chair

Date

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REPORT OF THE AUDIT COMMITTEE No. 3, 2024/25**FULL COUNCIL 24 March 2025**

Chair: Councillor Erdal Dogan

Deputy Chair: Councillor Cathy Brennan

1. INTRODUCTION

1.1. The Council has adopted the Chartered Institute of Public Finance and Accountancy's Treasury Management in the Public Services: Code of Practice (the CIPFA Code) which requires the Council to approve treasury management reports on a semi-annual and annual basis.

1.2. The Council's Treasury Management Strategy for 2024/25 was approved at a full Council meeting on 4 March 2024. The Council has borrowed and invested substantial sums of money and is therefore exposed to financial risks including the loss of invested funds and the revenue effect of changing interest rates. The successful identification, monitoring and control of risk remains central to the Council's treasury management strategy.

1.3. This report provides an update to the Council on the Council's treasury management activities and performance quarters ending 31st December 2024, in accordance with the CIPFA Code.

TREASURY MANAGEMENT Q3 REPORT 2024/25

We considered the Treasury Management Q3 Report 2024/25 and discussed the following:

- When the Council set its budget each year, it was set for what the Council expected to borrow in the year. The Council did not actually borrow funds until it needed to (it would only borrow once other forms of financing had been utilised). The Council had spoken about its high levels of borrowing and how it needed to be reduced or needed to limit any increases in future years. In 2025/26, although the Council may set a budget, the Council should be trying to limit spending, given the high levels of debt. One way to do this was to continue to review the capital program through 2025/26. The Council had quite a significant capital program both for the general fund and also for the HRA. Another way was to consider the Exceptional Financial Support (EFS). The budget for 2025/26 was set based on the sum of £37 million EFS - £10 million of which was funded from capital receipts and £27 million from borrowing. The £37 million was the maximum sum anticipated to be needed. The emergency response arrangements put in place was an attempt to find savings where possible so this could reduce how much of the £37 million the Council utilised and therefore, reduce the amount needed to be borrowed.
- The Council had a cash flow model forecast for the whole year which would give the it an indication about when it needed to borrow. The Council always had a cash flow model in place. Over the last couple of weeks, the Council

had tried to tighten it to get a clearer picture around when the Council needed to borrow. It was important to understand how the Council's spending profile was for the capital program. It was not a case of simply trying to keep the capital program to a reasonable size.

- It was possible to take the strategy to not borrow until towards the end of the year so that borrowing was done at the latest possible time. However, this could result in the Council getting caught out and into a situation where the Council would pay a couple of percent more than it would need to. This could result in quite a significant debt.
- One way to fund Exceptional Financial Support was via capital receipts, as opposed to borrowing. However, the Council should refrain from disposing of valuable community assets just to fund EFS as directed by Central Government. This was expressly stated in the letter sent by Central Government which the Council published as part of the budget report. The assumption the Council had made was that the £10 million would be from capital receipts with the balance being from borrowing. At least £8 million of the capital receipts had already been received. With regard to the capital receipts, the cost to the Council was effectively lost opportunity costs as the receipts could have been used to fund other capital development. It should be noted that with borrowing to fund EFS, the Council was required to charge the Minimum Revenue Provision (MRP) as it would do with normal capital prudential borrowing. Not only does the Council have to budget for the borrowing cost at, say, 5%, the Council also had to budget for the MRP charge. The MRP charge was made so that the Council repaid borrowing over the deemed life of the asset, which, for EFS, was considered to be 20 years. The true cost to the revenue budget was probably closer to about 8%. This was the combination of MRP and finance costs. The Council should try to reduce as much as possible the amount of the £37 million it utilised. However, any spend through use of capital receipts was slightly better than borrowing.
- In terms of capitalisation, the Council did capitalise various revenue costs such as staffing for those involved in the assets or the capital schemes. The Council had to abide by counting rules in terms of what the Council could and could not capitalise. This needed to be kept under review. The budget had removed a number of significant schemes out of the capital program when it was agreed. The Council needed to just assure itself from an accounting perspective that it was capitalising the right amount of cost.
- The borrowing moved in line with the Council's capital financing requirement. Part of the capital financing requirement was internal borrowing. The Council would look to use this first before having to go out to the market. The two largest elements of the calculation would be internal borrowing, which was using reserves or capital receipt, a HRA scheme or other such avenues. These would be maximised for use before going out to the market.
- The Civic Centre was one of many schemes within the capital program. There was a business case that had been in existence for a number of years and was presented to Cabinet in recent months. There was an assumption in the capital program around the budget for the Civic Centre and that was part of the Council's borrowing requirement. The business case suggested that it

was a self-financing scheme. The business case had a series of assumptions around the future of the Station Road sites that the Council would vacate when it moved to the Civic Centre. There would also be savings on the revenue cost and utility bills of the current sites. Although there was borrowing required, the revenue generation from the move covered the costs of the borrowing. This needed to be kept under review all the way through. This was also true of any of self- financing schemes.

5. RECOMMENDATIONS

Full Council is recommended:

1. To note the treasury management activity undertaken during the financial year to 31st December 2024 and the performance achieved which is attached as Appendix 1 to the report.
2. To note that all treasury activities were undertaken in line with the approved Treasury Management Strategy.

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Report for: Audit Committee – 11th March 2025

Item number: 8

Title: Treasury Management Q3 Report 2024/25

Report authorised by: Josephine Lyseight, Assistant Director of Finance (Deputy S151 Officer)

Lead Officer: Sam Masters, Head of Finance – Treasury and Banking
Sam.Masters@Haringey.gov.uk

Ward(s) affected: N/A

**Report for Key/
Non Key Decision:** N/A

1. Describe the issue under consideration

- 1.1. The Council has adopted the Chartered Institute of Public Finance and Accountancy's *Treasury Management in the Public Services: Code of Practice* (the CIPFA Code) which requires the Council to approve treasury management reports on a semi-annual and annual basis.
- 1.2. The Council's Treasury Management Strategy for 2024/25 was approved at a full Council meeting on 4 March 2024. The Council has borrowed and invested substantial sums of money and is therefore exposed to financial risks including the loss of invested funds and the revenue effect of changing interest rates. The successful identification, monitoring and control of risk remains central to the Council's treasury management strategy.
- 1.3. This report provides an update to the Audit Committee on the Council's treasury management activities and performance quarters ending 31st December 2024, in accordance with the CIPFA Code.

2. Cabinet Member Introduction

- 2.1. Not applicable.

3. Recommendations

The Audit Committee is requested:

- 3.1. To note the treasury management activity undertaken during the financial year to 31st December 2024 and the performance achieved which is attached as Appendix 1 to this report.
- 3.2. To note that all treasury activities were undertaken in line with the approved Treasury Management Strategy.

4. Reason for Decision

4.1. Not applicable.

5. Other options considered

5.1. Not applicable.

6. Background information

6.1. The Council's treasury management activity is underpinned by CIPFA's Treasury Management in Public Services: Code of Practice (the CIPFA Code), which requires local authorities to produce annually, Prudential Indicators and a Treasury Management Strategy Statement.

6.2. CIPFA has defined Treasury management as: "The management of the 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."

6.3. The CIPFA Code recommends that members are informed of treasury management activities at least twice a year. Following an amendment to the Council's constitution in 2023, it was determined that the reviewing and monitoring of treasury policy, strategy and activity is delegated to the Audit Committee. This Committee receives quarterly treasury management update reports, including a mid-year and annual report.

6.4. However, overall responsibility for treasury management remains with full Council, and the Council approved the Treasury Management Strategy Statement and set the Prudential Indicators for 2024/25 on 4 March 2024.

6.5. Government guidance on local authority treasury management states that local authorities should consider the following factors in the order they are stated:

Security → Liquidity → Yield

6.6. The Treasury Management Strategy reflects these factors and is explicit that the priority for the Council is the security of its funds. However, no treasury activity is without risk and the effective identification and management of risk are integral to the Council's treasury management activities.

Economic Background

6.7. The impact on the UK from the government's Autumn Budget, slower expected interest rate cuts, a short-term boost to but modestly weaker economic growth over the medium term, together with the impact from President-elect Trump's second term in office and uncertainties around US domestic and foreign policy, will be major influences on the Authority's treasury management strategy for 2025/26.

6.8. The Bank of England's (BoE) Monetary Policy Committee (MPC) reduced rates at the February 2025 meeting, seven Committee members voted to reduce Bank Rate to 4.5% while two members preferred to reduce it to 4.25%.

	Mar-24	Jun-24	Sep-24	Dec-24	Current Rate
BoE Bank Rate	5.25%	5.25%	5.00%	5.75%	4.50%

Further details can be found in section 2 of Appendix 1 to this report.

Borrowing Activity

- 6.9. The Council's primary objective when borrowing 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.
- 6.10. There has been a significant increase in the cost of both short-term and long-term borrowing over the past two years, although these increases are now stabilising, and we are starting to see some reductions in rates.
- 6.11. The table below shows the movement in rates offered across the various PWLB maturities for the 12 months to 31st December 2024. The rates shown are included the 0.20% certainty discount rate offered by the PWLB to qualifying authorities.

PWLB Maturity	Mar-24	Jun-24	Sept-24	Dec-24
10 year	4.74%	4.96%	4.79%	5.43%
20 year	5.18%	5.37%	5.27%	5.86%
50 year	5.01%	5.15%	5.13%	5.68%

- 6.12. As part of its strategy for funding previous and current years' capital programmes, the Council held £956.9 million in loans on 31st December 2024. The Council has a significant capital programme which will largely be financed by new borrowing in the upcoming years. The Council plans to maintain a balanced portfolio of short and long-term borrowing.
- 6.13. Further details on the borrowing activity of the Council over the period can be found in section 4 of Appendix 1 to this report.

Treasury Investment Activity

- 6.14. In accordance with the CIPFA Code and government guidance, the Council aims to strike an appropriate balance between risk and return, when making treasury investments. The aim is to prioritise the security and liquidity of its investments before seeking the optimum rate of return or yield.
- 6.15. Throughout the period, the Council's investment balances ranged between £30.3 million and £83.3 million due to timing differences between income and expenditure, ending at £33.9m on 30 September 2024.
- 6.16. Overnight deposit rates for the Debt Management Account Deposit Facility and Money Market Funds averaged around 5.00%.
- 6.17. The following table shows how the Council's current Treasury investments compare with other local authorities.

	Credit Score	Credit Rating	Bail-in Exposure	Weighted Ave. Maturity (Days)	Rate of Return
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31.03.2024	3.67	AA-	0%	1	5.19%
31.12.2024	3.09	AA-	31%	1	4.72%
Similar Local Authorities	4.74	A+	76%	14	4.95%
All Local Authorities	4.59	A+	61%	10	4.91%

Further details on the Council's treasury investment activity over the period can be found in section 5 of Appendix 1 to this report.

Treasury Management Prudential Indicators

- 6.18. The Council measures and manages its exposures to treasury management risks using several indicators that are set when the Treasury Management Strategy is approved in advance of the new financial year.
- 6.19. The Chief Finance Officer reports that all treasury management activities carried out during the year were fully compliant with the CIPFA Code of Practice and the Council's approved Treasury Management Strategy.
- 6.20. A detailed assessment of the Council's compliance with the agreed upon Treasury Management Indicators can be found in section 8 of Appendix 1 to this report.

7. Contribution to Strategic Outcomes

- 7.1. Not applicable.

8. Carbon and Climate Change

- 8.1. Not applicable.

9. Statutory Officers comments (Chief Finance Officer (including procurement), Assistant Director of Legal and Governance, Equalities)

Finance and Procurement

- 9.1. Finance comments are included throughout the attached report.

Assistant Director of Legal and Governance [Benita Edwards, Head of Legal Services]

- 9.2. The Head of Legal Services has been consulted on the content of this report which is consistent with legislation governing the financial affairs of the Council. In particular, the Council must comply with the requirements of the Local Government Act 2003, the Local Authorities (Capital Financing & Accounting – England) Regulations 2003 and the CIPFA Treasury Management code.
- 9.3. In considering the report Members must take into account the expert financial advice available to it and any further oral advice given at the meeting of the Committee

9.4. Equalities

- 9.5. There are no equalities issues arising from this report.

10. Use of Appendices

10.1. Appendix 1 – Treasury Management Update Report – Q2 2024/25

11. Background Papers

11.1. None

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Appendix 1 - Treasury Management Update Report – Q3 2024/25

1. Introduction

- 1.1. The Council has adopted the Chartered Institute of Public Finance and Accountancy's *Treasury Management in the Public Services: Code of Practice* (the CIPFA Code) which requires the Council to approve, as a minimum, treasury management semi-annual and annual reports.
- 1.2. This report includes the requirement in the 2021 Code of quarterly reporting of the treasury management prudential indicators.
- 1.3. The Council's treasury management strategy for 2024/25 was approved at a full Council meeting on 4 March 2024. The Council has borrowed and invested substantial sums of money and is therefore exposed to financial risks including the loss of invested funds and the revenue effect of changing interest rates. The successful identification, monitoring and control of risk remains central to the Council's treasury management strategy.

2. External Context (provided by the Council's treasury management advisor, Arlingclose)

Economic background

- 2.1. The impact on the UK from the government's Autumn Budget, slower expected interest rate cuts, a short-term boost to but modestly weaker economic growth over the medium term, together with the impact from President-elect Trump's second term in office and uncertainties around US domestic and foreign policy, will be major influences on the Authority's treasury management strategy for 2025/26.
- 2.2. The Bank of England's (BoE) Monetary Policy Committee (MPC) reduced rates at the February 2025 meeting, seven Committee members voted to reduce Bank Rate to 4.5% while two members preferred to reduce it to 4.25%.

	Mar-24	Jun-24	Sep-24	Dec-24	Current Rate (Feb 25)
BoE Bank Rate	5.25%	5.25%	5.00%	4.75%	4.50%

- 2.3. The November quarterly Monetary Policy Report (MPR) expected Gross Domestic Product (GDP) growth to pick up to around 1.75% (four-quarter GDP) in the early period of the BoE's forecast horizon before falling back. The impact from the Budget pushes GDP higher in 2025 than was expected in the previous MPR, before becoming weaker. Current GDP growth was shown to be zero (0.0%) between July and September 2024 and 0.4% between April and June 2024, a further downward revision from the 0.5% rate previously reported by the Office for National Statistics (ONS).
- 2.4. ONS figures reported the annual Consumer Price Index (CPI) inflation rate at 2.6% in November 2024, up from 2.3% in the previous month and in line with expectations. Core CPI also rose, but by more than expected, to 3.6% against a forecast of 3.5% and 3.3% in the previous month. The outlook for CPI inflation in the November MPR showed it rising above the MPC's 2% target from 2024 into 2025 and reaching around 2.75% by the middle of calendar 2025. This represents a modest near-term increase due to the ongoing impacts from higher interest rates, the Autumn Budget, and a projected margin of economic slack. Over the medium-term, once these pressures ease, inflation is expected to stabilise around the 2% target.

- 2.5. The labour market appears to be easing slowly, but the data still require treating with some caution. The latest figures reported the unemployment rate rose to 4.3% in the three months to October 2024 and economic inactivity fell to 21.7%. Pay growth for the same period was reported at 5.2% for both regular earnings (excluding bonuses) and for total earnings. Looking ahead, the BoE MPR showed the unemployment rate is expected to increase modestly, rising to around 4.5%, the assumed medium-term equilibrium unemployment rate, by the end of the forecast horizon.

	Mar24	Jun-24	Sep-24	Dec-24
Unemployment rate	4.4%	4.4%	4.1%	4.4%

- 2.6. The US Federal Reserve has continued cutting interest rates, bringing down the Fed Funds Rate by 0.25% at its December 2024 monetary policy meeting to a range of 4.25%-4.50%, marking the third consecutive reduction. Further interest rate cuts are expected, but uncertainties around the potential inflationary impact of incoming President Trump's policies may muddy the waters in terms of the pace and magnitude of further rate reductions. Moreover, the US economy continues to expand at a decent pace, rising at an (upwardly revised) annual rate of 3.1% in the third quarter of 2024, and inflation remains elevated suggesting that monetary policy may need to remain more restrictive in the coming months than had previously been anticipated.
- 2.7. Interest rate forecast (December 2024): The Authority's treasury management adviser Arlingclose expects the Bank of England's MPC will continue reducing Bank Rate through 2025, taking it to around 3.75% by the end of the 2025/26 financial year. The effect from the Autumn Budget on economic growth and inflation has reduced previous expectations in terms of the pace of rate cuts as well as pushing up the rate at the end of the loosening cycle.
- 2.8. Euro zone inflation rose above the European Central Bank (ECB) 2% target in November 2024, hitting 2.2% as was widely expected and a further increase from 2% in the previous month. Despite the rise, the ECB continued its rate cutting cycle and reduced its three key policy rates by 0.25% in December. Inflation is expected to rise further in the short term, but then fall back towards the 2% target during 2025, with the ECB remaining committed to maintaining rates at levels consistent with bringing inflation to target, but without suggesting a specific path.

Financial markets

- 2.9. During Q4 2024 up to 31 December, financial market sentiment exhibited elevated uncertainty, contributing to bond yields remaining volatile. Yields experienced a steady increase through the quarter; however, mixed economic data and investors' ongoing reassessment of potential rate cuts led to several pronounced, albeit short-lived, dips. The volatility in response to economic, financial, and geopolitical developments rendered the period turbulent for bond investors.
- 2.10. The table below shows the movement of the major benchmark gilt yields throughout the period.

Benchmark Gilt Yield	Mar-24	Jun-24	Sept-24	Dec-24
5 year	3.83%	3.94%	3.76%	4.35%
10 year	3.92%	4.18%	4.00%	4.57%
20 year	4.40%	4.41%	4.51%	5.08%

- 2.11. The Sterling Overnight Rate (SONIA) averaged 4.80% over the period to 31st December 2024.

Credit review

- 2.12. Arlingclose recommends either a 6 month or 100 day maximum unsecured duration limit for its list of counterparty banks, depending on institution.
- 2.13. Credit Default Swap (CDS) prices have typically followed a general trend downwards during 2024, reflecting a relatively more stable financial period compared to the previous year. Improved credit conditions in 2024 have also led to greater convergence in CDS prices between ringfenced (retail) and non-ringfenced (investment) banking entities again.
- 2.14. Higher interest rates can lead to a deterioration in banks' asset quality through increased loan defaults and volatility in the value of capital investments. Fortunately, the rapid interest rate hikes during this monetary tightening cycle, while putting some strain on households and corporate borrowers, has not caused a rise in defaults, and banks have fared better than expected to date, buoyed by strong capital positions. Low unemployment and robust wage growth have also limited the number of problem loans, all of which are positive in terms of creditworthiness.
- 2.15. Moreover, while a potential easing of US financial regulations under a Donald Trump Presidency may aid their banks' competitiveness compared to institutions in the UK and other regions, it is unlikely there will be any material impact on the underlying creditworthiness of the institutions on the counterparty list maintained by Arlingclose, the authority's treasury adviser.
- 2.16. Overall, the institutions on our adviser Arlingclose's counterparty list remain well-capitalised and their counterparty advice on both recommended institutions and maximum duration remain under constant review and will continue to reflect economic conditions and the credit outlook.

3. Local Context

- 3.1. On 31 March 2024, the Council had net borrowing of £819.4m arising from its revenue and capital income and expenditure. The Capital Financing Requirement (CFR) measures the underlying need to borrow for capital purposes. A breakdown of the CFR is summarised in Table 1.

Table 1: Balance Sheet Summary

	31.03.24 Actual £m
General Fund CFR	677.1
HRA CFR	542.9
Total CFR¹	1,220.0
Less: Other debt liabilities ²	(31.0)
Borrowing CFR - comprised of:	1,189.0
External borrowing	956.9
Internal borrowing	232.1

¹subject to audit

²finance leases, PFI liabilities and transferred debt that form part of the Council's total debt

- 3.2. The Council continued to pursue its long-standing strategy of keeping borrowing and investments below their underlying levels, also known as internal borrowing, in order to reduce risk and keep interest costs low.

- 3.3. The treasury management position on 31st December 2024 and the change over the year is shown in Table 2.

Table 2: Treasury Management Summary

Type of Borrowing/Investment	31.03.24 Balance £m	Movement £m	31.12.24 Balance £m	31.12.24 Weighted Av. Rate %
Long-term borrowing	779.4	102.5	881.9	3.44%
Short-term borrowing	40.0	35.0	75.0	4.99%
Total borrowing	819.4	137.5	956.9	3.56%
Short-term investment	0.0	0.0	0.0	0.00%
Cash and cash equivalents	33.9	30.76	64.5	4.72%
Total investments	33.9	30.76	64.5	4.72%
Net borrowing	785.5	106.9	892.4	

4. Borrowing Strategy and Activity

- 4.1. As outlined in the treasury strategy, the Council's primary objective when borrowing has been to strike an appropriate risk balance between securing lower interest costs and achieving cost certainty over the period for which funds are required, with flexibility to renegotiate loans should the Council's long-term plans change being a secondary objective. The Council's borrowing strategy continues to address the key issue of affordability without compromising the longer-term stability of the debt portfolio. At present, short-term interest rates are higher than long-term interest rates.
- 4.2. Over the 9-month period to December 24, the PWLB certainty rate for 10-year maturity loans fluctuated between 4.52% and 5.44%. During the same time period, 20-year maturity loans ranged from 5.01% to 5.87%, and 50-year maturity loans varied between 4.88% and 5.69%.
- 4.3. Table 3 shows the movement in rates offered across the various Public Works Loan Board (PWLB) maturities at the end of each quarter for the 12 months to 31st December 24. The rates shown include the 0.20% certainty discount rate offered by the PWLB to qualifying authorities.

Table 3: PWLB Rates

PWLB Maturity	Mar-24 %	Jun-24 %	Sept-24 %	Dec-24 %
10-year	4.74	4.96	4.79	5.43
20-year	5.18	5.37	5.27	5.86
50-year	5.01	5.15	5.13	5.68

- 4.4. Whilst the cost of short-term borrowing from other local authorities peaked at around 7% in late March 2024, primarily due to a lack of liquidity during the month, as expected shorter-term rates reverted to a more normal range and were generally around 5.00% to 5.50% over the period.
- 4.5. CIPFA's 2021 Prudential Code emphasises that local authorities should not borrow to invest primarily for financial returns. Local authorities should not make investment or spending decisions that increase the capital financing requirement, resulting in new borrowing, unless such decisions are directly and primarily related to the functions of the local authority. Local authorities are no longer permitted to secure PWLB loans for purchasing investment assets primarily for yield unless the loans are for refinancing purposes.

- 4.6. The Council has not invested in assets primarily for financial return or that are not primarily related to the functions of the Council. It has no plans to do so in the future.
- 4.7. Following the Chancellor's Autumn Statement, the PWLB HRA rate, which is 0.4% below the certainty rate, has been extended until March 2026. This discounted rate is to support local authorities borrowing for the Housing Revenue Account and for refinancing existing HRA loans, providing a window of opportunity for HRA-related borrowing and to replace some of the Council's loans relating to the HRA maturing during this time frame.
- 4.8. As part of its strategy for funding previous and current years' capital programmes, the Council held £956.9m in loans on 31st December 2024, an increase of £137.5m compared to 31 March 2024. The outstanding loans on 31st December are summarised in Table 4.

Table 4: Borrowing Position

Type of Borrowing	31.03.24 Balance £m	Net Movement £m	31.12.24 Balance £m	31.12.24 Weighted Ave. Rate %	31.12.24 Weighted Ave. Maturity years
Public Works Loan Board	679.4	102.5	781.9	3.28%	21.3
Banks (LOBO)	100.0	0.0	100.0	4.73%	33.8
Local authorities (short-term)	40.0	35.0	75.0	4.99%	0.6
Total borrowing	819.4	137.5	956.9	3.56%	20.9

- 4.9. There has been a net increase in long-term borrowing of £102.5m and a net increase in short-term borrowing of £35.0m. The Council's borrowing decisions are not based on any single outcome for interest rates, and it maintains a balanced portfolio of short and long-term borrowing.
- 4.10. The Council has a significant capital program that extends into the foreseeable future. A large proportion of this program will be financed by borrowing, which the Council will need to undertake during the current and upcoming years.

LOBO Loans

- 4.11. The Council holds £100m of LOBO (Lender's Option Borrower's Option) loans where the lender has the option to propose an increase in the interest rate at set dates, following which the Council has the option to either accept the new rate or to repay the loan at no additional cost.
- 4.12. With market interest rates having risen, the probability of LOBOs being called has been higher than in the recent past. £50m of LOBO loans had call option dates during the period to 30 September 2024, however no lender exercised their option.
- 4.13. The Council currently holds £50m in LOBO loans, with call dates within the next 12 months. The Council has been working with treasury management advisors Arlingclose to assess the likelihood of the loan options being exercised. If the option is exercised, the Council plans to repay the loan at no additional cost. If required, the Council will use available cash or borrow from other local authorities or the PWLB to repay the LOBO loans.

Table 5: LOBO Position

Lender Name	End Date	Original Principal £'000	Interest rate	LOBO Frequency Yr	Next Call Date
FMS Wertman	10/04/2053	20,000	4.75%	0.5	10/04/2025
FMS Wertman	10/04/2053	20,000	4.75%	0.5	10/04/2025
Dexia Credit Local	10/04/2043	10,000	4.75%	0.5	10/04/2025
Commerzbank	15/05/2066	6,800	4.70%	5	15/05/2028
Commerzbank	17/05/2066	10,200	4.70%	5	15/05/2028
Commerzbank	15/05/2066	13,200	4.70%	5	15/05/2028
Commerzbank	17/05/2066	19,800	4.70%	5	15/05/2028
Total borrowing		100,000			

5. Treasury Investment Activity

- 5.1. The CIPFA Treasury Management Code defines treasury management investments as those arising from an organisation's cash flows or treasury risk management activities. These investments represent balances that need to be invested until the cash is required for business operations.
- 5.2. The Council holds invested funds, which represent income received in advance of expenditure, as well as balances and reserves. For quarter 3, the Council's investment balances ranged between £30.3m and £83.3m due to timing differences between income and expenditure. The investment position on 31st December 2024 is shown in Table 6.

Table 6: Treasury Investment Position

Type of Investment	31.03.24 Balance £m	Net Movement £m	31.12.24 Balance £m	31.12.24 Weighted Ave. Rate %	31.12.24 Weighted Ave. Maturity
Debt Management Office	33.9	10.6	44.5	4.70%	1
Money market funds	-	20.0	20.0	2.38%	0
Local authorities	-	-	-	0.00%	0
Total investments	33.9	30.6	64.5	4.95%	1 days

- 5.3. Both the CIPFA Code and government guidance require the Council to invest its funds prudently, taking into account the security and liquidity of its treasury investments before seeking the optimum rate of return or yield. The Council aims to strike an appropriate balance between risk and return when making treasury investments, while minimising the risk of incurring losses from defaults and receiving unsuitably low investment income.
- 5.4. The Bank of England's Bank Rate reduced from 5.25% to 5.00% in August 2024, with short-term rates hovering around this level. In November 2024, the MPC cut rates by a further 0.25% to 4.75%. During the period, the overnight deposit rates from both the Debt Management Account Deposit Facility DMADF) and Money Market Funds (MMFs) averaged around 5.00%.
- 5.5. The progression of risk and return metrics are shown in the extracts from Arlingclose's quarterly investment benchmarking in Table 6.

Table 6: Investment Benchmarking – Treasury investments managed in-house

	Credit Score	Credit Rating	Bail-in Exposure	Weighted Ave. Maturity (Days)	Rate of Return
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31.03.2024	3.67	AA-	0%	1	5.19%
31.12.2024	4.09	AA-	31%	1	4.72%
Similar Local Authorities	4.74	A+	76%	14	4.95%
All Local Authorities	4.59	A+	61%	10	4.91%

Scoring:

AAA = highest credit quality = 1; D = lowest credit quality = 26

Aim = A- or higher credit rating, with a score of 7 or lower, to reflect current investment approach with main focus on security

6. Treasury Performance

- 6.1. The budget for treasury investment income for 2024/25 was set at £2.4m. This was based on a treasury investment portfolio of £50m with an average rate of return of 4.75%. The most recent forecast for the year shows an average rate of return of 4.72%. Therefore, the Council's expected treasury investment income remains in line with the budget.
- 6.2. As at the end of Qtr3 borrowing costs are £21.1m forecast to circa £30k for year.

7. Compliance

- 7.1. The Director of Finance reports that all treasury management activities carried out during the quarter complied fully with the principles in the Treasury Management Code and the Council's approved Treasury Management Strategy.
- 7.2. Compliance with the authorised limit and operational boundary for external debt is demonstrated in table 7 below.

Table 7: Debt Limits

	31.12.24 Actual £m	2024/25 Operational Boundary £m	2024/25 Authorised Limit £m	Complied?
Borrowing	956.9	1,276.7	1,326.7	Yes
PFI and Finance Leases	15.8	15.8	17.4	Yes
Total debt	907.7	1,292.5	1,344.1	Yes

- 7.3. The operational boundary is a management tool for in-year monitoring. Therefore, it is not significant if the operational boundary is breached on occasion due to variations in cash flow, and this is not considered a compliance failure. However, the council's debt remained well below this limit throughout the period.

8. Treasury Management Indicators

- 8.1. The Council measures and manages its exposures to treasury management risks using the following prudential indicators.

Security

- 8.2. The Council has adopted a voluntary measure to assess its exposure to credit risk by monitoring the value-weighted average credit score of its investment portfolio. To calculate this score, a value is assigned to each investment based on its credit rating (AAA=1, AA+=2, etc.), and the arithmetic average is taken, weighted by the size of each investment. Unrated investments are assigned a score based on their perceived risk.

	30.09.24 Actual	2024/25 Target	Complied?
Portfolio average credit score	3.90 (AA-)	7.0 (A-)	Yes

Liquidity

- 8.3. The Council has adopted a voluntary measure to monitor its exposure to liquidity risk. This is done by tracking the amount of cash available to meet unexpected payments over a rolling three-month period, without borrowing additional funds.

	31.12.24 Actual	2024/25 Target	Complied?
Total cash available within 3 months	£64.5m	£30.0m	Yes

Interest Rate Exposures

- 8.4. This indicator is set to control the Council's exposure to interest rate risk. The upper limits on the one-year revenue impact of a 1% rise or fall in interests was:

	31.12.24 Actual	2024/25 Target	Complied?
Upper limit on one-year revenue impact of a 1% <u>rise</u> in interest rates	£1.6m	£2m	Yes
Upper limit on one-year revenue impact of a 1% <u>fall</u> in interest rates	£1.6m	£2m	Yes

- 8.5. The impact of a change in interest rates is calculated on the assumption that maturing loans and investment will be replaced at new market rates.
- 8.6. For context, the changes in PWLB interest rates during the period were:

	31.03.24	31.12.24
Bank Rate	5.25%	4.75%
1-year PWLB certainty rate, maturity loans	5.36%	5.19%
5-year PWLB certainty rate, maturity loans	4.68%	5.10%
10-year PWLB certainty rate, maturity loans	4.74%	5.40%
20-year PWLB certainty rate, maturity loans	5.18%	5.84%
50-year PWLB certainty rate, maturity loans	5.01%	5.66%

Maturity Structure of Borrowing

- 8.7. This indicator is set to control the Council's exposure to refinancing risk. The upper and lower limits on the maturity structure of all borrowing were:

	31.12.24 Actual	Upper Limit	Lower Limit	Complied?
Under 12 months	12.0%	50%	0%	Yes
12 months and within 24 months	2.4%	40%	0%	Yes
24 months and within 5 years	14.3%	40%	0%	Yes
5 years and within 10 years	14.3%	40%	0%	Yes
10 years and within 20 years	15.0%	40%	0%	Yes
20 years and within 30 years	8.6%	40%	0%	Yes
30 years and within 40 years	12.0%	50%	0%	Yes
40 years and within 50 years	21.4%	50%	0%	Yes
50 years and above	0.0%	40%	0%	Yes

- 8.8. 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.

- 8.9. In the past, the Council has extensively used short-term borrowing (less than 1 year in duration) from other local authorities as an alternative to longer-term borrowing from the PWLB. This was due to lower interest rates at the time, resulting in revenue savings.
- 8.10. However, short-term borrowing exposes the Council to refinancing risk. This is the risk that rates will rise quickly over a short period of time and will be at significantly higher rates when loans mature and new borrowing is required. With this in mind, the Council has set a limit on the total amount of short-term local authority borrowing as a proportion of all borrowing.

	31.12.24 Actual	2024/25 Target	Complied?
Upper limit on short-term borrowing from other local authorities as a percentage of total borrowing	7.84	30%	Yes

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REPORT OF STANDARDS COMMITTEE 03/2024/25

FULL COUNCIL 24 March 2025

Chair: Councillor Ibrahim Ali

1. INTRODUCTION

- 1.1 This report arises from the Standards Committee meetings held on the 4th of February and 10th of March 2024 and asks Full Council to consider the following:
- 1.2 To revoke the Members' Allowances Scheme for 2024/25 as of 31 March 2025 and to approve a new Members' Allowances Scheme, set out at Appendix 4, for the Municipal year 2025/26 to take effect from 1 April 2025.
- 1.3 To note the carers claim form attached at Appendix 6.
- 1.4 Changes to Council Standing Orders relating to second supplementary questions.
- 1.5 Minor changes to the Overview and Scrutiny Procedure Rules arising from changes to the non-voting co-optees protocol.
- 1.6 Changes to the Procurement Procedure rules.

2. MEMBERS' ALLOWANCES SCHEME 2025/26

- 2.1 The Local Authorities (Members Allowances) (England) Regulations 2003 allow London Boroughs to use an Independent Remuneration Panel set up for the purpose of making recommendations across London. London Councils set up a panel for this purpose in 2001 and its most recent report was published on 5th of January 2024 following a detailed review, with recommendations on the remuneration of Councillors in London. We noted that this report had not been updated in 2025, and we continued to refer and consider this.
- 2.2 The report argued strongly that the salaries for Councillors are considerably lower than those in Scotland, Wales and Northern Ireland and workers in London. The Panel were recommending that the basic allowance should be £15,960 and the approach and calculations are listed at paragraph 7.9 of the attached report at Appendix 5. The Panel had included comments from their research and focus groups to help to provide assurance on how this may not be negatively perceived.
- 2.3 We noted that although the IRP 2023 makes recommendations, it is for each individual Council to decide the level of remuneration and for which roles.

2.4 We considered the presentation of the Member Allowances SRA's at Appendix 2 and 3 Table A and it was noted that the Chair of General Purposes was also noted in the table to be Vice Chair of Appointments Panel and the Vice Chair of Disciplinary, Grievance and Dismissal Panel. There was comment made that this provided the impression that SRA's were applicable to Vice Chair roles and agreed that this be deleted from the table and added as a separate note in the scheme. This is set out in Appendix 4.

2.5 We noted that neighbouring boroughs and some other London boroughs have taken forward a 2.5% increase to Councillor basic allowance in line with the local government pay award and further to feedback, that the cost had been worked out as follows:

$\pounds 11,701/100 \times 2.5 (\pounds 292.52 \text{ rounded to } \pounds 293) \text{ with new basic Allowance as } \pounds 11,994$

$\pounds 293 \times 57 = \pounds 16,701$ additional budget cost.

2.4 We discussed the following:

- That a proposed 2.5% increase did not have a significant impact on the budget. Also noting that by not making incremental increases to the basic allowance could mean larger increases in the future.
- Noting that the allowance was not a salary payment and the need to consider the support the allowance provides with the day-to-day activities of a ward Councillor and with attending evening meetings.
- That the proposed basic allowance of $\pounds 11,994$ would still be well below the recommended basic allowance of $\pounds 15,960$.

We noted the provision for claiming expenses for baby sitting and carer support available to all Councillors. This form had been updated last year, and we agreed to further publicise this form and include it as part of this Council report. This is attached at Appendix 6 for noting.

3. WE RECOMMEND

3.1.1 Full Council revoke the Members' Allowances Scheme for 2024/25 as of 31 March 2025.

3.1.2 Full Council consider the proposed changes to the Members' Allowance Scheme 2025/2026 set out at **Appendix 3**.

3.1.3 Full Council approve the new Members' Allowances Scheme for the Municipal year 2024/25, **as set out in Appendix 4**.

3.1.4 Full Council note the carers form attached at **Appendix 6**.

4. Changes to Council Standing Orders and second supplementary questions

4.1 We noted that in March 2024 changes had been made to Council Procedure rules to increase back bencher participation in full Council meetings and this included increasing oral questions from 6 to 9 and the time allocation from 30 minutes to 45 minutes. On the 22nd of July Full Council meeting the updated format of Council meetings, with increased oral questions, and deletion of the debate item, and timed motions was activated. This meeting brought to the light the need to have more clarity on the assignment of second supplementary questions as CSO 10.7 could be interpreted equally as an opportunity for the main opposition or any Opposition Group to have the opportunity to ask a second supplementary question. At the meeting it was noted that this issue would be put forward to the Constitution Working Group for consideration. To note that in previous Council meetings CSO 10.7 and the provision of second supplementary questions has rarely been used.

4.2 The Constitution Working Group considered this issue and a detailed flow chart on how in practice Councillor question were taken forward at Council meetings and we noted the following.

- Second supplementary questions were an important provision and even if an answer could not be given at the meeting, they could be responded to in writing.
- Providing the Mayor with discretion to allow second supplementary would be difficult to manage and ensure that there was fair access given to this provision. Also, without the guidance to follow, this would make chairing the meeting more difficult.
- There was a need to have a simple process that was easily understood and set out some sort of allocation
- Keeping second supplementary questions as this part of the meeting was not scripted and allowed for an extra layer of accountability.

4.3 In conclusion the Constitution Working Group recommend the following changes outlined at Appendix 7 and we considered this discussed the following:

- The reasoning for allowing 4 supplementary questions to the first Opposition group and one to the second Opposition as this was not a politically proportionate number. In response that there were 5 Labour oral questions, and the 4 and 1 allocation correlated with this. It was noted that the number of questions assigned to the opposition groups was in response to removing the

Haringey debate provision and also decreasing the time allocation for motions, allowing for more back bench participation in Council meetings.

WE RECOMMEND

5. Approval of the additions to CSO 10.7 outlined at paragraph 6.3 in the attached report and at Appendix 7 and set out in Appendix 8.
6. **Non-Voting Co-opted Members Protocol and Subsequent Changes to the Council's Constitution**
 - 6.1 We were asked to consider an updated protocol on non-voting co-opted member appointments to ensure the process is robust and transparent as possible to maintain the integrity and core functions of scrutiny.
 - 6.2.1 We noted that there was a need to update the protocol to ensure that the recruitment process was as robust as possible given the access the non – voting co – opted roles offer to elect Councillors and senior officers.
 - 6.2.2 The protocol has been updated following consideration at Constitution Working Group, and we considered this for approval in accordance with our responsibilities for maintaining high standards of conduct and considering amendments to the Constitution and recommending proposals to full Council for approval.
 - 6.2.3 We noted that the updated protocol attached at Appendix 11 responded to observations and comments made by the Constitution Working Group at meetings between November and late February as outlined in paragraph 6.5 in the attached report at Appendix 10.
 - 6.2.4 There were also subsequent changes needed to the Overview and Scrutiny Procedure Rules, Part 4 Section G, outlined at Appendix 12 and Overview and Scrutiny Protocol outlined at Appendix 14.

WE RECOMMEND

- 7.1.1 Full Council note the Non – Voting Co-opted Member protocol at Appendix 11 for implementation and publication on the Council's website
- 7.1.2 Full Council AGREE the required changes to the Overview and Scrutiny Procedure Rules, Part 4 Section G, at Appendix 12 and 13.

- 7.3.1 To note the required changes to the Overview and scrutiny Protocol outlined at Appendix 14.

8. Proposed changes to the Council's Contract Standing Orders

- 8.1 We noted that the Council's Constitution defines the Council's decision-making procedures. It is kept under review and when necessary, amendments are proposed to Standards Committee for consideration and recommendation on to full Council.
- 8.2 We noted that the previous update to Part Four of the Constitution, Section J Contract Procedure Rules was in July 2023. The proposed amendments to the Contract Standing Orders (CSO) were intended to align with the new Procurement Act 2023 (PA23), which came into effect on 24 February 2025.
- 8.3 We were advised that the PA23 introduces significant changes to that of the existing Public Contract Regulations 2015 (PCR), with enhanced transparency and new procedures consolidating multiple regulations relating to the letting of public contracts. The PA23 will cover the entire commercial lifecycle for letting and maintaining public contracts, which now needs to be considered in the CSO's.
- 8.4 We further noted that the proposed amendments to the CSO's will support a new operating model for Strategic Procurement, promoting best practice across the Council and align with the PA23.
- 8.5 We were asked to consider the proposed changes to the Constitution, and key changes were summarised as follows:
- Amendments to Part Four of the Constitution, Section J Contract Procedure Rules and any other consequential amendments arising as a result of these.
 - Alignment of the constitution with the Procurement Act 2023.
 - Consideration of transitional arrangements from the PCR's to the PA23.
 - Centralisation of procurements above £25,000 (twenty-five thousand pounds) into Strategic Procurement.
 - Cabinet approval to commence procurements of £500,000 (five hundred thousand pounds) and above.

The introduction of new practices covering:

- Disclosure of pipelines

- Disclosure of information throughout the commercial lifecycle of a contract
 - The requirement to consider Social Value in our procurements above £500k
 - Introduction of Dynamic Markets
 - Contract management
 - Termination of contracts
- Restructure the flow of the CSO's to align with the commercial lifecycle of contracts.

Additional information on the proposed changes was considered at Appendix 18 Summary of Proposed CSO Amendments 2025.

We noted the following in response to questions:

- That there will be a contract management process with increased oversight to ensure that contracts were consistently maintained and that there was good management of general categories of spend such as Adults' services and Children's related services. The Strategic Procurement Team will have oversight of the contract from signature to performance management status and there will be an officer Procurement Board for added scrutiny of larger contracts.
- That previously contracts below £160k were managed by the service and now this would change to contracts over £25k having strategic procurement input and challenge. It was noted the £25k applied to each procurement and not the aggregated spend in a service.
- That there would be an additional demand on the services of the Strategic Procurement team due to the increase in number of contracts to oversee and ensure compliance with updated procedure rules. In response it was noted that there had been additional capacity added to the procurement and training sessions provided to staff taking forward contracts so aware of the new processes to be implemented. This staffing included 3 new apprentices.

We welcomed the increased oversight of contracts in the Council and additional scrutiny and made no further specific changes to the outlined changes.

WE RECOMMEND

Adoption of the proposed revised Part Four of the Constitution, Section J Contract Procedure Rules as attached at **Appendix 16 - Contract Standing Orders 2025**.

Noting the following key amendments:

Alignment with the Procurement Act 2023.

Cabinet to approve the commencement of procurements where the contract will exceed £500,000 (five hundred thousand pounds).

Centralisation of procurements above £25,000 (twenty-five thousand pounds).

The notification of procurement pipelines to the Chief Procurement Officer and requirement to publish pipelines.

The formalisation of Social Value considerations aligned to the Councils pending Procurement Social Value Policy.

The introduction of contract management and contract termination provisions.

Procedural matters will be contained in the Procurement Code of Practice.

Reasons for decision

The CSO's need updating to reflect changes in legislation (Procurement Act 2023), support the new Procurement operating model, improve processes and to reflect current Council Policies.

New legislation (Procurement Act 2023) comes into effect on 24 February 2025 and replaces several previous procurement regulations. The new legislation now covers the entire commercial lifecycle of letting and managing public contracts and consolidates previous procurement regimes into a single set of regulations. Therefore, various amendments have been made throughout the CSOs so as to ensure the CSOs remain aligned to these legislative changes and support the transition to the new PA23.

Definitions have been updated to ensure references in the CSOs remain consistent throughout the document and incorporate new terminology in the PA23.

The proposal to require Cabinet to approve procurements of £500,000 (five hundred thousand pounds) or more prior to commencing the procurement activity, enables members to consider the following:

Understand what other service delivery options have been considered (i.e. in-house, hybrid etc.).

The projected costs and timescales.

The procurement strategy, including the route to market and the social value proposals.

Alignment with Council priorities and policies.

The introduction of a centralised procurement function for above £25,000 (twenty-five thousand pounds). This is part of the procurement modernisation programme to introduce efficiencies across procurement activity. The Council will benefit from:

Avoiding the need to train significant volumes of officers on the new Procurement Act 2023 (applies to contracts above £25,000 (net of VAT)).

Increased compliance in the procure to pay process.

Application of best practice across procurement and contract management functions.

Alignment of low value contracts with category strategies and consolidation of contracts to promote best value.

The PA23 requires the Council to publish a contract pipeline of contracts valued at £2,000,000 (two million pounds) or more which it intends to procure in the following 18 months (as a minimum). This pipeline must be published within 56 days of 01 April each year, with updates to be published as soon as practicably possible. To ensure compliance with this regulation, it is proposed this activity is managed by the Chief Procurement Officer.

Directors will be required to provide the Chief Procurement Officer with an updated pipeline for all contracts they intend to procure with a value exceeding £25,000 (twenty-five thousand pounds) every quarter. This is to ensure Strategic Procurement can manage the demand, ensure compliance with the transparency requirements under the Procurement Act and to capture any additional contracts of £2m (two million pounds) or above that were not previously published on the pipeline referenced in 4.6 above.

The introduction of Social Value provisions into the CSOs is to re-enforce the pending Procurement Social Value Policy and comply with various aspects of the PA23 and the National Procurement Policy Statement.

The PA23 includes provisions relating to contract management. This includes restrictions on the extent of which contract amendments can be undertaken, the publication of contract key performance indicators and associated commentary for some contracts and the contract termination, whether for breach, non-performance or simply coming to the end of its term. Therefore, specific provisions relating to contract management have been introduced into the CSOs.

The CSOs have been reconfigured in parts to introduce a more consistent and logical flow to the provisions.

Most procedural matters have been removed from the CSOs and will be incorporated into the Procurement Code of Practice. This is to ensure the CSOs remain succinct and there is flexibility to update processes in the Code of Practice to reflect subsequent changes to the PA23 as they refine legislation over the next couple of years. Due to the scope of the PA23, there will be a significant volume of guidance required for officers, which will need to incorporate where there are exceptions for some services. It would not be practical to incorporate this into the CSOs.

Alternative options considered

Do Nothing – This option would mean the Council would be referencing outdated legislation in its constitution and not be consistent with the new PA23. This would likely lead the Council to breach its statutory obligations in failing to comply with current legislation and would also be a missed opportunity to amend, refine and strengthen its own internal governance processes. This option is therefore not recommended.

Appendices

Appendix 1 Standards Committee Report Members' Allowances Scheme

Appendix 2 Member Allowance Scheme no change,

Appendix 3 Members' Allowances Scheme 2025/2026 track changes with 2.5% change to Basic Allowance

Appendix 4 Members' Allowances Scheme 2.5% increase proposed published version

Appendix 5 Independent Remuneration Panel Report 2023

Appendix 6 Updated Carers Form

Appendix 7 Standards Committee Report on changes to second supplementary questions

Appendix 8 Final version of CSO 10.7 for publication

Appendix 9 Article 5, 10/03/2025 Standards Committee

Appendix 10 Standards Committee report on non-voting co-optee members

Appendix 11 Protocol on non-voting co-optees

Appendix 12 Part4 Section G Overview and Scrutiny Procedure Rules,

Appendix 13 Part4 Section G Overview and Scrutiny Procedure Rules publishing version

Appendix 14 Overview and Scrutiny Protocol updated

Appendix 15 Standards Committee Report 2025 CSO Changes, 10/03/2025 Standards Committee

Appendix 16 - Contract Standing Orders 2025, 10/03/2025 Standards Committee

Appendix 17 Summary of Proposed CSO Amendments 2025, 10/03/2025 Standards Committee

Appendix 18- CSO 2023 vs 2025 comparison

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Appendix 1

Report for: Standards Committee 10th of March 2025

Title: Members Allowances Scheme for 2025-2026

Report

authorised by : Assistant Director of Legal and Governance Fiona Alderman

Lead Officer: Ayshe Simsek - Democratic Services and Scrutiny Manager

Ward(s) affected: N/A

Report for Key/

Non-Key Decision: Non key decision

1. Describe the issue under consideration.

- 1.1 Each year before 31st March, full Council is required by the Local Authorities (Members Allowances) (England) Regulations 2003 to adopt a Members Allowances Scheme for the following financial year.

2. Cabinet Member Introduction

N/A

3. Recommendations

- 3.1 To consider the changes to the Members' Allowances Scheme set out at section 6 and reflected at Appendix 2 to the report.
- 3.2 To recommend that the Members' Allowances Scheme 2025/26 attached at Appendix 2, and any further changes agreed by the Committee be adopted by Full Council on 24 March 2025.

4. Reasons for decision

- 4.1 The Council has a legal duty to approve a Members Allowances Scheme before the end of each year to cover the following year. The Council can amend a scheme any time during the year but can only revoke a scheme with effect from the beginning of the year. The scheme must make provision for basic allowances and, if they are to be paid, special responsibility, dependents' carers, travelling and subsistence and co-optees allowances.

5. Alternative options considered.

- 5.1 No alternative options were considered as there is a duty to adopt a members' allowance scheme annually.

Appendix 1

6. Background information

- 6.1 This report asks Standards Committee to consider the scheme proposed for 2025/26 municipal year and recommend the final scheme for approval by full Council on the 24 of March 2025, in accordance with Article 14.03 of the Council's Constitution.
- 6.2 Before it can adopt a Members Allowances Scheme the Council has a duty to consider the recommendations of an Independent Remuneration Panel in relation to the payment of Members Allowances. As of the 28th of February, there had been no further update to the report of the Independent Remuneration Panel and the 2023 report continues to be appended for consideration.
- 6.3 The Local Authorities (Members Allowances) (England) Regulations 2003 allow London Boroughs to use an Independent Remuneration Panel set up for the purpose of making recommendations across London. London Councils set up a panel for this purpose in 2001 and its most recent report was published on 5th of January 2024 following a detailed review, with recommendations on the remuneration of Councillors in London.
- 6.4 The 2023 report was considered by the Standards Committee in January 2024 and they noted that it highlighted the increasing challenges and complex role of councillors and how in London this is becoming more seismic with inclusion of national and international changes are directly impacting communities. The report reiterated the wide-ranging responsibilities of local councillors, the time commitment needed and ensuring that the role remained attractive to local residents that have skills, knowledge of the communities and who also reflected the demographics of the borough. The report made some strong recommendations for changes to the basic allowance of councillors, and to the SRA for the Leader and Mayors of Councils. The report recommendations were supported by research, which has been compiled from canvassing members and holding focus groups with the public to provide Councils with some assurance that the recommendations have been tested and to limit the anxiety around reputational risk.
- 6.5 The report argued strongly that the salaries for councillors are considerably lower than those in Scotland, Wales and Northern Ireland and workers in London. The Panel are recommending that the basic allowance should be **£15,960** and the approach and calculations are listed at paragraph 7.9 of the attached report. The Panel had included comments from their research and focus groups to help to provide assurance on how this may not be negatively perceived.
- 6.6 Although the IRP 2023 makes recommendations, it is for each individual Council to decide the level of remuneration and for which roles. As a reminder in March 2024, the Standards Committee considered the 2023 report and did not put forward recommended changes to the SRA's.

Appendix 1

- 6.7 To note that previous Haringey independent review of Members Allowance commissioned by the Standards Committee in 2019/20 indicated that the Members Basic Allowance percentage increase be index linked to the local government officer pay percentage increase, capped at 2% to be reduced if a lesser percentage is agreed. In March 2024, there had been a local government officer pay percentage increase award and the Standards Committee recommended, and Council agreed, a 2% increase in the basic allowance and saw this as a reasonable adjustment for the increase in volume of casework, increased communications through emails and taking account that Councillor colleagues were spending on additional resources.
- 6.8 To note that in March 2024, the Committee discussed that going forward, there should be a regularisation of increases to the Basic Allowance to link with the local government pay increase, capped at 2% but noted the legal requirement to consider the Members' Allowance Scheme on an annual basis. In November 2024, there was a local government pay award of an increase of £1290 on all NJC pay points 2 – 43 and an increase of 2.5 % on all pay points above the maximum of the pay spine but graded below deputy chief officer.
- 6.9 There was discussion at the Standards Committee in February on continuing with the 2% increase and Committee noted that this would be an £13,338 additional budget cost. There was a need to consider the increases of the officer pay awards and noting that the reasoning applied to increases to officer pay could be applied to councillor basic pay, however, there was also a need to consider the financial situation of the Council. It was agreed that these issues were discussed further at political group meetings later in the month.
- 6.10 There was further consideration of the presentation of the Member Allowances SRA's at Appendix 1 Table A and it was noted that the Chair of General Purposes was also noted in the table to be Vice Chair of Appointments Panel and the Vice Chair of Disciplinary, Grievance and Dismissal Panel. There was comment made that this provided the impression that SRA's were applicable to vice Chair roles and agreed that this be deleted from the table and added as a separate note in the scheme
- 6.11 The Chair of Standards also indicated at the February meeting having a light touch consideration of the SRAs in 2025/2026, keeping within the allocated budget envelope and prior to the forthcoming local elections in 2026. There would need to be a wider consultation with members if any changes were proposed and reasoning provided. There is provision in the 2003 legislation for the Council to amend the Member's Allowance scheme any time during the year and changes would not need to be completed by March 2026.
- 6.12 Since this meeting, it has been noted that neighbouring boroughs and some other London boroughs have taken forward a 2.5% increase to councillor basic allowance in line with the local government pay award and further to feed back an updated Member's Allowances Scheme with this consideration is attached at Appendix 2. To note that the cost has been worked out as follows:

Appendix 1

£11,701/100 x2.5(£292.52 rounded to £293) with new basic Allowance as £11,994

£293x57=£16,701 additional budget cost.

7. Contribution to strategic outcomes

- 7.1 Members of the Council are directly responsible for the setting and oversight of all strategic priorities.

8. Statutory Officers comments (Chief Finance Officer (including procurement), Assistant Director of Corporate Governance, Equalities)

8.1 Finance

The cost of increasing the Members Basic Allowance by £293 per councillor is £16, 701. A budget pressure of £16,701 is not a significant sum in the context of the Council's overall budget and will have to be managed through the in-year monitoring process for 2025/26 and addressed formally in the next MTFS round and considered earlier by the Committee in November 2025 and Feb 2026.

8.2 Assistant Director of Legal and Governance

The proposed Members' Allowance Scheme complies with the relevant provisions of the Local Authorities (Members' Allowances) (England) Regulations 2003; the Local Government and Housing Act 1989 and the Local Government Act 2000.

In addition, there are separate provisions, namely sections 3 and 5 of the Local Government Act 1972 for the payment of allowances to the Mayor and the Deputy Mayor.

8.3 Equality

The decision to approve allowances to members does not have a direct impact on the equality duty of the council, other than that the scheme includes provision for payment for parent/carers allowances to facilitate the attendance or parents and carers at meetings and in relation to carrying out the general responsibilities of councillors.

9. Use of Appendices

Appendix 1: Members Allowances Scheme 2025/26 unchanged
Appendix 2 Members Allowance Scheme 2025/26- 2.5% increase

Appendix 3: The Remuneration of Councillors in London 2023– report of the Independent Panel

Appendix 1

10. Local Government (Access to Information) Act 1985

Haringey Review of Member Allowances 2019/20

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Part 6

Members' Allowances Scheme

1. SCHEME FOR THE PAYMENT OF MEMBERS' ALLOWANCES

1.01 Made in accordance with the Local Authorities (Members' Allowances) (England) Regulations 2003 and in force for the municipal year 1 April 2025 to 31 March 2026).

2. BASIC ALLOWANCE

2.01 Each Councillor will be entitled to receive the sum of £11,701 by way of Basic Allowance.

2.02 If a Councillor does not serve as such for the whole 12-month period or becomes suspended or partially suspended, he/she will only be entitled to receive pro-rata payment for the period(s) during which he/she actually was a serving Councillor. This principle also applies to education representatives on scrutiny bodies and employee and employer representatives on the Combined Pensions Committee and Board (co-optees).

3. INCLUDED EXPENSES

3.01 Travel Expenses.

The Basic Allowance includes all travel within the M25. Councillors are not entitled to any form of concession or special permit as Councillors for parking in the Borough.

4. MAYORAL ALLOWANCES

4.01 The additional allowances for the Mayor and Deputy Mayor are:

- (a) The Mayor is entitled to an additional allowance of £16,965.
- (b) The Deputy Mayor is entitled to an additional allowance of £4,238.

5. SPECIAL RESPONSIBILITY ALLOWANCES

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Appendix 2

5.01 For the period 1 April 2025 to 31 March 2026, Haringey Council will allocate Special Responsibility Allowances in six bands, to Councillors who take on certain additional roles, in accordance with Table A below. If a Councillor does not serve as such for the whole period or becomes suspended or partially suspended, he/she will only be entitled to receive pro-rata payment for the period(s) during which he/she actually was a serving Councillor and had the special responsibilities .

Table A

Band	Position	Special Allowance	Total Allowance (including Basic Allowance)
Band 4	•Leader	£33,926	£45,627
Band 3B	9 or fewer x Cabinet Members	£25,443	£37,144
Band 3A	• Chair of Overview and Scrutiny Committee	£23,134	£34,835
Band 2B	<ul style="list-style-type: none"> •Chief Whip •Chair of Strategic Planning and Planning Sub Committee •Chair of Alexandra Palace and Park Board •Leader of the Principal Opposition 	£16, 965	£28,666
Band 2A	4 x Councillors serving on Overview and Scrutiny Committee	£15, 421	£27,122
Band 1B	<ul style="list-style-type: none"> •Chair of Combined Pensions Committee and Board •Chair of General Purposes Committee •Chair of Standards Committee • Chair of Audit Committee •Chair of Licensing Committee and Licensing Sub Committee • Deputy Leader of the Principal Opposition 	£8, 482	£20, 183

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Appendix 2

	• Chief Whip of the Principal Opposition		

(To note that the Chair of General Purposes Committee is also and Vice Chair of Appointments Panel and the Vice Chair of Disciplinary, Grievance and Dismissal Panel)

6. MULTIPLE RESPONSIBILITIES

6.01 Where a Councillor holds more than one post of special responsibility, he/she may only receive one Special Responsibility Allowance. Where a Councillor holds more than one post of special responsibility and the posts have Special Responsibility Allowances of different monetary values, the Councillor would receive the higher one. For the purposes of this paragraph, the Mayor and Deputy Mayor count as posts of special responsibility.

7. CO-OPTES' ALLOWANCES

7.01 Each education representative on scrutiny bodies, and each employee and employer representative on the Combined Pensions Committee and Board, is entitled to an allowance of £154 per meeting attended, to a maximum of £616. No allowances are payable to others who are not elected Councillors.

8. BABYSITTING AND DEPENDANTS ALLOWANCE

8.01 Councillors and non-elected members can claim this allowance based on the following:

- (a) That reimbursement be made at the London Living Wage. The period of payment should include the time of the meeting, together with reasonable

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Appendix 2

travelling time of the member, plus any necessary travelling expenses of the carer to and from their home.

- (b) Children over the age of 16 must not be claimed for, unless suffering from an illness or disability making constant care essential.

9. TRAVELLING AND SUBSISTENCE ALLOWANCE

9.01 Councillors can claim this allowance for attending approved meetings, training and conferences etc. only to the extent that it involves travel outside the M25. Claims must be based on the following:

- (a) The mileage rate for travel by private car is 34.6 pence per mile. An extra 3 pence per mile is payable for each passenger for whom a travelling allowance would otherwise be payable. The cost of tolls, ferries and parking charges can be claimed.

- (b) The mileage rate for travel by solo motor cycle is :

Not exceeding	150 cc	8.5 pence per mile
Over	150 cc but not over 500 cc	12.3 pence per mile
Over	500 cc	16.5 pence per mile

- (c) On public transport only the ordinary or cheaper fare can be claimed where more than one class is available.

- (d) The cost of a taxi, including a reasonable tip, can be claimed only in case of urgency or where public transport is not practicable or reasonably available.

- (e) The maximum rates for subsistence allowance on approved duties are as follows:

For an absence of more than 4 hours before 11.00	£4.92
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For an absence of more than 4 hours including lunchtime between 12.00 and 14.00	£6.77
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For an absence of more than 4 hours including the period 15.00 to 18.00	£2.67
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For an absence of more than 4 hours ending after 19.00	£8.38
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10. CLAIMS AND PAYMENTS

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Appendix 2

- 10.01 Where a Councillor is also a Councillor of another authority, that Councillor may not receive allowances from more than one authority in respect of the same duties.
- 10.02 The Basic Allowance and Special Responsibility Allowances will be paid in equal monthly instalments.
- 10.03 The Co-optees' Allowance must be claimed by, and will be paid at, the end of the municipal year, subject to paragraphs 2.02 above and 10.05 below.
- 10.04 All claims for Travelling and Subsistence Allowance and Babysitting and Dependents Allowance must be made within two months of the relevant meeting or the costs being incurred by the Councillor or non-elected member, subject to paragraph 10.05 below.
- 10.05 If any Allowance under paragraphs 10.03 or 10.04 is not claimed within the prescribed time limit, the Democratic Services Manager shall have a discretion to make the payment nonetheless.
- 10.06 Any Councillor or non-elected member may elect to forego his/her entitlement to all or part of any allowance by giving written notice at any time to the Democratic Services Manager.

11 MATERNITY, ADOPTION, SHARED PARENTAL, PATERNITY AND SICKNESS PAY

- 11.01 Subject to this paragraph 11, all Members shall continue to receive their Basic Allowance in full in the case of maternity, adoption, shared parental, paternity and sickness leave, as long as they remain a Councillor. This includes Members becoming parents through surrogacy arrangements.
- 11.02 Members entitled to a Special Responsibility Allowance shall continue to receive their allowance in full in the case of maternity, adoption, shared parental, paternity and sickness leave for a six month period. Extension of this period of leave will require prior 2 months' written notice to be given to the Political Leader of the respective political group. If the extended leave is agreed by that Political Leader, a report will be compiled to seek executive approval from before the point of the 6 months' leave expiry, for the extension of this leave. The Council (or Leader in case of Cabinet Members) may, depending on the circumstances, appoint a replacement to cover the period of absence who will be entitled to the SRA pro rata for the period of the temporary appointment.

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Appendix 2

11.03 The Democratic and Scrutiny Services Manager will write to the Member to confirm the continuation of allowances and until what date they will continue.

11.04 Leave arrangements are unaffected by the number of children born from a single pregnancy or placed as part of a single adoption.

Maternity Leave

11.05 A Member is entitled to take up to 52 weeks' maternity leave starting no earlier than the 11th week before the expected week of childbirth, except following a premature birth, and no later than the day following the actual date of birth.

11.06 The Member must notify the Democratic Services and Scrutiny Manager of their intention to take maternity leave in writing no later than 4 weeks before the date they wish the period of maternity leave to start and:

i) Confirm the expected week of childbirth; ii) Provide a copy of the MATB1 (available from a doctor or midwife); iii) Confirm the date on which the Member intends her maternity leave to start.

Adoption Leave

11.07 A Member is entitled to take up to 52 weeks of adoption leave starting no earlier than 14 days before the child is expected to be placed and no later than the expected placement date, or if the child is adopted from overseas, no later than 28 days after the date on which the child enters Great Britain,

11.08 The Member must notify the Democratic Services and Scrutiny Manager in the case of a UK adoption of their intention to take adoption leave in writing no more than seven days after the date on which the Member is notified of having been matched with the child for adoption or, where that is not reasonably practicable, as soon as is reasonably practicable thereafter. In the case of an overseas adoption, the Member must notify the Democratic Services and Scrutiny Manager of their intention to take adoption leave in writing, no more than 28 days after s/he received the official notification and:

i) Confirm the date the child is expected to be placed with him/her for adoption (UK Adoption) or the date on which the Member received an official notification and the date on which the child is expected to enter Great Britain (overseas adoption); ii) Provide a copy of the matching certificate/official notification. The matching certificate must be issued by the adoption agency that matched the Member to the child and must contain the name and address of the agency, the date on which the Member was notified that s/he had been matched to the child, and the date on which the agency expects to place the child with the Member.; (iii) in the case of an overseas adoption, the date of entry of the child into Great

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Appendix 2

Britain iv) Confirm the date which the Member has chosen his/her adoption leave to start.

Shared Parental Leave

11.09 A Member is entitled to Shared Parental Leave if they are :-

- (i) the mother, or expectant mother, of a child, or the father of the child, or at the date of the child's birth the spouse, civil partner or partner of the mother/expectant mother, and at the date of birth the mother and the father/spouse/civil partner/partner share the main caring responsibility for the child; or
- (ii) the adopter of a child, or at the date that the child is placed for adoption the person who is the spouse, civil partner or partner of the adopter, and at the date of the placement of the child for adoption the adopter and the spouse/civil partner/partner share the main caring responsibility for the child. Where two people have been matched jointly, the adopter is whoever has elected to be the child's adopter.

11.10 A Member may share up to 50 weeks' leave if the mother/ adopter curtails their maternity/adoption leave before using their full entitlement of 52 weeks. The number of weeks available as Shared Parental Leave will be reduced by the number of weeks maternity or adoption leave that has already been taken by the mother or adopter.

11.11 Shared Parental Leave can be taken as one continuous block or in multiples of complete weeks, but must end no later than one year after the birth/placement for adoption of the child.

11.12 The Member must notify the Democratic Services and Scrutiny Manager of their intention to take shared parental leave in writing no later than 8 weeks before the date they wish the period of shared parental leave to start, and must in writing provide the following information

(i) in the case of the birth of a child:-

- the names of the mother and of the father/spouse/civil partner/partner,
- the start and end dates of any period of maternity leave to be taken by the Member,
- the total amount of Shared Parental Leave available,
- the expected week of birth
- the date of birth (where the child is not yet born, this information must be provided as soon as reasonably practicable after the birth and, in any event, before the first period of Shared Parental Leave to be taken by the Member)
- how much Shared Parental Leave the mother and the father/spouse/civil partner/partner each intend to take
- an indication as to when the Member intends to take Shared Parental Leave. Including the start and end dates for each period of leave.

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Appendix 2

(ii) in the case of the adoption of a child:-

- the names of the adopter and of the spouse/civil partner/partner,
- the date that the adopter was notified of having been matched for adoption with the child
- the date that the child is expected to be placed for adoption
- the date of the placement (where the child has yet to be placed for adoption, this information must be provided as soon as reasonably practicable after the placement and, in any event, before the first period of Shared Parental Leave to be taken by the Member)
- the start and end dates of any period of adoption leave to be taken by the adopter,
- the total amount of Shared Parental Leave available,
- how much Shared Parental Leave the adopter and the spouse/civil partner/partner each intend to take
- an indication as to when the Member intends to take Shared Parental Leave. Including the start and end dates for each period of leave.

Paternity Leave

11.13 A Member is entitled to take up to two weeks' paternity leave to help care for the child, or to support the child's mother/adopter, if they are either: the father of the child (whether or not they are the biological father); the spouse, civil partner or partner of the mother/adopter.

11.14 The Member may take one week or two consecutive weeks of paternity leave, but not single days or less than a week's duration. Paternity leave must be taken within 56 days of the birth or adoption.

11.15 The Member must notify the Democratic Services and Scrutiny Manager of their intention to take paternity leave in writing no later than 4 weeks before they wish the period of paternity leave to start (childbirth) or no more than seven days after the date on which the adopter is notified of having been matched with the child or, where that is not reasonably practicable, as soon as is reasonably practicable; and:

- i) Confirm the expected week of childbirth; or the dates on which the adopter was notified that s/he had been matched with the child and on which the child is expected to be placed for adoption with the adopter(UK Adoption); or the dates on which the adopter received official notification and on which the child is expected to enter Great Britain (Overseas Adoption);
- ii) or matching certificate/official notification;
- iii) Confirm the length of the absence and the date on which the Member has chosen to begin his/her leave

11.16 If the Member wishes to change the start date of a period of leave, they should write to the Democratic Services and Scrutiny Manager no later than 4 weeks before either the original start date 'or' the new start date

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Appendix 2

(whichever is earlier). The Democratic Services and Scrutiny Manager will ensure that HR Services are informed within 2 working days of receipt of the details.

11.17 If the Member wishes to change the end date of a period of leave they should write to the Democratic Services and Scrutiny Manager at least 4 weeks before either the original end date or the new end date (whichever is earlier). The Democratic Services and Scrutiny Manager will ensure that HR Services are informed within 2 working days of receipt of the details.

11.18 HR Services will provide confirmation that the information on revised dates has been received and that relevant re-instatement or adjustment of any SRA has taken place, with a copy to Democratic Services, within 10 working days.

Sickness Leave

11.19 A Member who is sick will continue to receive the basic allowance as long as they remain a Councillor. They will also continue to receive any SRA for a six month period. Extension of this period of leave will require prior 2 months' written notice to be given to the Political Leader of the respective political group. If the extended leave is agreed by that Political Leader, a report will be compiled to seek *executive* approval before the point of the 6 months' leave expiry, for the extension of this leave. This is in accordance with section 85 of the 1972 Local Government Act.

11.20 If a Member decides not to return to office following either during or on their expiry of maternity, adoption, shared parental, paternity or sickness leave, the Chief Executive must be notified. HR Services must then be informed within two working days of receiving notification. Allowances will cease from the effective resignation date.

11.21 If an election is held during the Member's maternity, adoption, shared parental, paternity or sickness leave and they are not re-elected, or decide not to stand for re-election, their basic allowance and SRA, if appropriate will cease from the Monday after the election date when they would technically leave office.

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Maternity Leave

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11.06 The Member must notify the Democratic Services and Scrutiny Manager of their intention to take maternity leave in writing no later than 4 weeks before the date they wish the period of maternity leave to start and:

i) Confirm the expected week of childbirth; ii) Provide a copy of the MATB1 (available from a doctor or midwife); iii) Confirm the date on which the Member intends her maternity leave to start.

Adoption Leave

11.07 A Member is entitled to take up to 52 weeks of adoption leave starting no earlier than 14 days before the child is expected to be placed and no later than the expected placement date, or if the child is adopted from overseas, no later than 28 days after the date on which the child enters Great Britain,

11.08 The Member must notify the Democratic Services and Scrutiny Manager in the case of a UK adoption of their intention to take adoption leave in writing no more than seven days after the date on which the Member is notified of having been matched with the child for adoption or, where that is not reasonably practicable, as soon as is reasonably practicable thereafter. In the case of an overseas adoption, the Member must notify the Democratic Services and Scrutiny Manager of their intention to take adoption leave in writing, no more than 28 days after s/he received the official notification and:

i) Confirm the date the child is expected to be placed with him/her for adoption (UK Adoption) or the date on which the Member received an official notification and the date on which the child is expected to enter Great Britain (overseas adoption); ii) Provide a copy of the matching certificate/official notification. The matching certificate must be issued by the adoption agency that matched the Member to the child and must contain the name and address of the agency, the date on which the Member was notified that s/he had been matched to the child, and the date on which the agency expects to place the child with the Member.; (iii) in the case of an overseas adoption, the date of entry of the child into Great

Britain iv) Confirm the date which the Member has chosen his/her adoption leave to start.

Shared Parental Leave

11.09 A Member is entitled to Shared Parental Leave if they are :-

- (i) the mother, or expectant mother, of a child, or the father of the child, or at the date of the child's birth the spouse, civil partner or partner of the mother/expectant mother, and at the date of birth the mother and the father/spouse/civil partner/partner share the main caring responsibility for the child; or
- (ii) the adopter of a child, or at the date that the child is placed for adoption the person who is the spouse, civil partner or partner of the adopter, and at the date of the placement of the child for adoption the adopter and the spouse/civil partner/partner share the main caring responsibility for the child. Where two people have been matched jointly, the adopter is whoever has elected to be the child's adopter.

11.10 A Member may share up to 50 weeks' leave if the mother/ adopter curtails their maternity/adoption leave before using their full entitlement of 52 weeks. The number of weeks available as Shared Parental Leave will be reduced by the number of weeks maternity or adoption leave that has already been taken by the mother or adopter.

11.11 Shared Parental Leave can be taken as one continuous block or in multiples of complete weeks, but must end no later than one year after the birth/placement for adoption of the child.

11.12 The Member must notify the Democratic Services and Scrutiny Manager of their intention to take shared parental leave in writing no later than 8 weeks before the date they wish the period of shared parental leave to start, and must in writing provide the following information

(i) in the case of the birth of a child:-

- the names of the mother and of the father/spouse/civil partner/partner,
- the start and end dates of any period of maternity leave to be taken by the Member,
- the total amount of Shared Parental Leave available,
- the expected week of birth
- the date of birth (where the child is not yet born, this information must be provided as soon as reasonably practicable after the birth and, in any event, before the first period of Shared Parental Leave to be taken by the Member)
- how much Shared Parental Leave the mother and the father/spouse/civil partner/partner each intend to take
- an indication as to when the Member intends to take Shared Parental Leave. Including the start and end dates for each period of leave.

(ii) in the case of the adoption of a child:-

- the names of the adopter and of the spouse/civil partner/partner,
- the date that the adopter was notified of having been matched for adoption with the child
- the date that the child is expected to be placed for adoption
- the date of the placement (where the child has yet to be placed for adoption, this information must be provided as soon as reasonably practicable after the placement and, in any event, before the first period of Shared Parental Leave to be taken by the Member)
- the start and end dates of any period of adoption leave to be taken by the adopter,
- the total amount of Shared Parental Leave available,
- how much Shared Parental Leave the adopter and the spouse/civil partner/partner each intend to take
- an indication as to when the Member intends to take Shared Parental Leave. Including the start and end dates for each period of leave.

Paternity Leave

11.13 A Member is entitled to take up to two weeks' paternity leave to help care for the child, or to support the child's mother/adopter, if they are either: the father of the child (whether or not they are the biological father); the spouse, civil partner or partner of the mother/adopter.

11.14 The Member may take one week or two consecutive weeks of paternity leave, but not single days or less than a week's duration. Paternity leave must be taken within 56 days of the birth or adoption.

11.15 The Member must notify the Democratic Services and Scrutiny Manager of their intention to take paternity leave in writing no later than 4 weeks before they wish the period of paternity leave to start (childbirth) or no more than seven days after the date on which the adopter is notified of having been matched with the child or, where that is not reasonably practicable, as soon as is reasonably practicable; and:

- i) Confirm the expected week of childbirth; or the dates on which the adopter was notified that s/he had been matched with the child and on which the child is expected to be placed for adoption with the adopter(UK Adoption); or the dates on which the adopter received official notification and on which the child is expected to enter Great Britain (Overseas Adoption);
- ii) or matching certificate/official notification;
- iii) Confirm the length of the absence and the date on which the Member has chosen to begin his/her leave

11.16 If the Member wishes to change the start date of a period of leave, they should write to the Democratic Services and Scrutiny Manager no later than 4 weeks before either the original start date 'or' the new start date

(whichever is earlier). The Democratic Services and Scrutiny Manager will ensure that HR Services are informed within 2 working days of receipt of the details.

11.17 If the Member wishes to change the end date of a period of leave they should write to the Democratic Services and Scrutiny Manager at least 4 weeks before either the original end date or the new end date (whichever is earlier). The Democratic Services and Scrutiny Manager will ensure that HR Services are informed within 2 working days of receipt of the details.

11.18 HR Services will provide confirmation that the information on revised dates has been received and that relevant re-instatement or adjustment of any SRA has taken place, with a copy to Democratic Services, within 10 working days.

Sickness Leave

11.19 A Member who is sick will continue to receive the basic allowance as long as they remain a Councillor. They will also continue to receive any SRA for a six month period. Extension of this period of leave will require prior 2 months' written notice to be given to the Political Leader of the respective political group. If the extended leave is agreed by that Political Leader, a report will be compiled to seek *executive* approval before the point of the 6 months' leave expiry, for the extension of this leave. This is in accordance with section 85 of the 1972 Local Government Act.

11.20 If a Member decides not to return to office following either during or on their expiry of maternity, adoption, shared parental, paternity or sickness leave, the Chief Executive must be notified. HR Services must then be informed within two working days of receiving notification. Allowances will cease from the effective resignation date.

11.21 If an election is held during the Member's maternity, adoption, shared parental, paternity or sickness leave and they are not re-elected, or decide not to stand for re-election, their basic allowance and SRA, if appropriate will cease from the Monday after the election date when they would technically leave office.

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Part 6

Members' Allowances Scheme

1. SCHEME FOR THE PAYMENT OF MEMBERS' ALLOWANCES

1.01 Made in accordance with the Local Authorities (Members' Allowances) (England) Regulations 2003 and in force for the municipal year 1 April 2025 to 31 March 2026).

2. BASIC ALLOWANCE

2.01 Each Councillor will be entitled to receive the sum of £11,994 by way of Basic Allowance.

2.02 If a Councillor does not serve as such for the whole 12-month period or becomes suspended or partially suspended, he/she will only be entitled to receive pro-rata payment for the period(s) during which he/she actually was a serving Councillor. This principle also applies to education representatives on scrutiny bodies and employee and employer representatives on the Combined Pensions Committee and Board (co-optees).

3. INCLUDED EXPENSES

3.01 Travel Expenses.

The Basic Allowance includes all travel within the M25. Councillors are not entitled to any form of concession or special permit as Councillors for parking in the Borough.

4. MAYORAL ALLOWANCES

4.01 The additional allowances for the Mayor and Deputy Mayor are:

- (a) The Mayor is entitled to an additional allowance of £16,965.
- (b) The Deputy Mayor is entitled to an additional allowance of £4,238.

5. SPECIAL RESPONSIBILITY ALLOWANCES

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5.01 For the period 1 April 2025 to 31 March 2026, Haringey Council will allocate Special Responsibility Allowances in six bands, to Councillors who take on certain additional roles, in accordance with Table A below. If a Councillor does not serve as such for the whole period or becomes suspended or partially suspended, he/she will only be entitled to receive pro-rata payment for the period(s) during which he/she actually was a serving Councillor and had the special responsibilities.

Table A

Band	Position	Special Allowance	Total Allowance (including Basic Allowance)
Band 4	•Leader	£33,926	£45, 920
Band 3B	9 or fewer x Cabinet Members	£25,443	£37,437
Band 3A	• Chair of Overview and Scrutiny Committee	£23,134	£35,128
Band 2B	<ul style="list-style-type: none"> •Chief Whip •Chair of Strategic Planning and Planning Sub Committee •Chair of Alexandra Palace and Park Board •Leader of the Principal Opposition 	£16, 965	£28,959
Band 2A	4 x Councillors serving on Overview and Scrutiny Committee	£15, 421	£27,415
Band 1B	<ul style="list-style-type: none"> •Chair of Combined Pensions Committee and Board •Chair of General Purposes Committee •Chair of Standards Committee • Chair of Audit Committee •Chair of Licensing Committee and Licensing Sub Committee • Deputy Leader of the Principal Opposition 	£8, 482	£20,476

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	• Chief Whip of the Principal Opposition		

(To note that the Chair of General Purposes Committee is also and Vice Chair of Appointments Panel and the Vice Chair of Disciplinary, Grievance and Dismissal Panel)

6. MULTIPLE RESPONSIBILITIES

6.01 Where a Councillor holds more than one post of special responsibility, he/she may only receive one Special Responsibility Allowance. Where a Councillor holds more than one post of special responsibility and the posts have Special Responsibility Allowances of different monetary values, the Councillor would receive the higher one. For the purposes of this paragraph, the Mayor and Deputy Mayor count as posts of special responsibility.

7. CO-OPTES' ALLOWANCES

7.01 Each education representative on scrutiny bodies, and each employee and employer representative on the Combined Pensions Committee and Board, is entitled to an allowance of £154 per meeting attended, to a maximum of £616. No allowances are payable to others who are not elected Councillors.

8. BABYSITTING AND DEPENDANTS ALLOWANCE

8.01 Councillors and non-elected members can claim this allowance based on the following:

- (a) That reimbursement be made at the London Living Wage. The period of payment should include the time of the meeting, together with reasonable

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travelling time of the member, plus any necessary travelling expenses of the carer to and from their home.

- (b) Children over the age of 16 must not be claimed for, unless suffering from an illness or disability making constant care essential.

9. TRAVELLING AND SUBSISTENCE ALLOWANCE

9.01 Councillors can claim this allowance for attending approved meetings, training and conferences etc. only to the extent that it involves travel outside the M25. Claims must be based on the following:

- (a) The mileage rate for travel by private car is 34.6 pence per mile. An extra 3 pence per mile is payable for each passenger for whom a travelling allowance would otherwise be payable. The cost of tolls, ferries and parking charges can be claimed.

- (b) The mileage rate for travel by solo motor cycle is :

Not exceeding	150 cc	8.5 pence per mile
Over	150 cc but not over 500 cc	12.3 pence per mile
Over	500 cc	16.5 pence per mile

- (c) On public transport only the ordinary or cheaper fare can be claimed where more than one class is available.

- (d) The cost of a taxi, including a reasonable tip, can be claimed only in case of urgency or where public transport is not practicable or reasonably available.

- (e) The maximum rates for subsistence allowance on approved duties are as follows:

For an absence of more than 4 hours before 11.00	£4.92
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For an absence of more than 4 hours including lunchtime between 12.00 and 14.00	£6.77
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For an absence of more than 4 hours including the period 15.00 to 18.00	£2.67
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For an absence of more than 4 hours ending after 19.00	£8.38
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10. CLAIMS AND PAYMENTS

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- 10.01 Where a Councillor is also a Councillor of another authority, that Councillor may not receive allowances from more than one authority in respect of the same duties.
- 10.02 The Basic Allowance and Special Responsibility Allowances will be paid in equal monthly instalments.
- 10.03 The Co-optees' Allowance must be claimed by, and will be paid at, the end of the municipal year, subject to paragraphs 2.02 above and 10.05 below.
- 10.04 All claims for Travelling and Subsistence Allowance and Babysitting and Dependents Allowance must be made within two months of the relevant meeting or the costs being incurred by the Councillor or non-elected member, subject to paragraph 10.05 below.
- 10.05 If any Allowance under paragraphs 10.03 or 10.04 is not claimed within the prescribed time limit, the Democratic Services Manager shall have a discretion to make the payment nonetheless.
- 10.06 Any Councillor or non-elected member may elect to forego his/her entitlement to all or part of any allowance by giving written notice at any time to the Democratic Services Manager.

11 MATERNITY, ADOPTION, SHARED PARENTAL, PATERNITY AND SICKNESS PAY

- 11.01 Subject to this paragraph 11, all Members shall continue to receive their Basic Allowance in full in the case of maternity, adoption, shared parental, paternity and sickness leave, as long as they remain a Councillor. This includes Members becoming parents through surrogacy arrangements.
- 11.02 Members entitled to a Special Responsibility Allowance shall continue to receive their allowance in full in the case of maternity, adoption, shared parental, paternity and sickness leave for a six month period. Extension of this period of leave will require prior 2 months' written notice to be given to the Political Leader of the respective political group. If the extended leave is agreed by that Political Leader, a report will be compiled to seek executive approval from before the point of the 6 months' leave expiry, for the extension of this leave. The Council (or Leader in case of Cabinet Members) may, depending on the circumstances, appoint a replacement to cover the period of absence who will be entitled to the SRA pro rata for the period of the temporary appointment.

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11.03 The Democratic and Scrutiny Services Manager will write to the Member to confirm the continuation of allowances and until what date they will continue.

11.04 Leave arrangements are unaffected by the number of children born from a single pregnancy or placed as part of a single adoption.

Maternity Leave

11.05 A Member is entitled to take up to 52 weeks' maternity leave starting no earlier than the 11th week before the expected week of childbirth, except following a premature birth, and no later than the day following the actual date of birth.

11.06 The Member must notify the Democratic Services and Scrutiny Manager of their intention to take maternity leave in writing no later than 4 weeks before the date they wish the period of maternity leave to start and:

i) Confirm the expected week of childbirth; ii) Provide a copy of the MATB1 (available from a doctor or midwife); iii) Confirm the date on which the Member intends her maternity leave to start.

Adoption Leave

11.07 A Member is entitled to take up to 52 weeks of adoption leave starting no earlier than 14 days before the child is expected to be placed and no later than the expected placement date, or if the child is adopted from overseas, no later than 28 days after the date on which the child enters Great Britain,

11.08 The Member must notify the Democratic Services and Scrutiny Manager in the case of a UK adoption of their intention to take adoption leave in writing no more than seven days after the date on which the Member is notified of having been matched with the child for adoption or, where that is not reasonably practicable, as soon as is reasonably practicable thereafter. In the case of an overseas adoption, the Member must notify the Democratic Services and Scrutiny Manager of their intention to take adoption leave in writing, no more than 28 days after s/he received the official notification and:

i) Confirm the date the child is expected to be placed with him/her for adoption (UK Adoption) or the date on which the Member received an official notification and the date on which the child is expected to enter Great Britain (overseas adoption); ii) Provide a copy of the matching certificate/official notification. The matching certificate must be issued by the adoption agency that matched the Member to the child and must contain the name and address of the agency, the date on which the Member was notified that s/he had been matched to the child, and the date on which the agency expects to place the child with the Member.; (iii) in the case of an overseas adoption, the date of entry of the child into Great

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Britain iv) Confirm the date which the Member has chosen his/her adoption leave to start.

Shared Parental Leave

11.09 A Member is entitled to Shared Parental Leave if they are :-

- (i) the mother, or expectant mother, of a child, or the father of the child, or at the date of the child's birth the spouse, civil partner or partner of the mother/expectant mother, and at the date of birth the mother and the father/spouse/civil partner/partner share the main caring responsibility for the child; or
- (ii) the adopter of a child, or at the date that the child is placed for adoption the person who is the spouse, civil partner or partner of the adopter, and at the date of the placement of the child for adoption the adopter and the spouse/civil partner/partner share the main caring responsibility for the child. Where two people have been matched jointly, the adopter is whoever has elected to be the child's adopter.

11.10 A Member may share up to 50 weeks' leave if the mother/ adopter curtails their maternity/adoption leave before using their full entitlement of 52 weeks. The number of weeks available as Shared Parental Leave will be reduced by the number of weeks maternity or adoption leave that has already been taken by the mother or adopter.

11.11 Shared Parental Leave can be taken as one continuous block or in multiples of complete weeks, but must end no later than one year after the birth/placement for adoption of the child.

11.12 The Member must notify the Democratic Services and Scrutiny Manager of their intention to take shared parental leave in writing no later than 8 weeks before the date they wish the period of shared parental leave to start, and must in writing provide the following information

(i) in the case of the birth of a child:-

- the names of the mother and of the father/spouse/civil partner/partner,
- the start and end dates of any period of maternity leave to be taken by the Member,
- the total amount of Shared Parental Leave available,
- the expected week of birth
- the date of birth (where the child is not yet born, this information must be provided as soon as reasonably practicable after the birth and, in any event, before the first period of Shared Parental Leave to be taken by the Member)
- how much Shared Parental Leave the mother and the father/spouse/civil partner/partner each intend to take
- an indication as to when the Member intends to take Shared Parental Leave. Including the start and end dates for each period of leave.

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(ii) in the case of the adoption of a child:-

- the names of the adopter and of the spouse/civil partner/partner,
- the date that the adopter was notified of having been matched for adoption with the child
- the date that the child is expected to be placed for adoption
- the date of the placement (where the child has yet to be placed for adoption, this information must be provided as soon as reasonably practicable after the placement and, in any event, before the first period of Shared Parental Leave to be taken by the Member)
- the start and end dates of any period of adoption leave to be taken by the adopter,
- the total amount of Shared Parental Leave available,
- how much Shared Parental Leave the adopter and the spouse/civil partner/partner each intend to take
- an indication as to when the Member intends to take Shared Parental Leave. Including the start and end dates for each period of leave.

Paternity Leave

11.13 A Member is entitled to take up to two weeks' paternity leave to help care for the child, or to support the child's mother/adopter, if they are either: the father of the child (whether or not they are the biological father); the spouse, civil partner or partner of the mother/adopter.

11.14 The Member may take one week or two consecutive weeks of paternity leave, but not single days or less than a week's duration. Paternity leave must be taken within 56 days of the birth or adoption.

11.15 The Member must notify the Democratic Services and Scrutiny Manager of their intention to take paternity leave in writing no later than 4 weeks before they wish the period of paternity leave to start (childbirth) or no more than seven days after the date on which the adopter is notified of having been matched with the child or, where that is not reasonably practicable, as soon as is reasonably practicable; and:

- i) Confirm the expected week of childbirth; or the dates on which the adopter was notified that s/he had been matched with the child and on which the child is expected to be placed for adoption with the adopter(UK Adoption); or the dates on which the adopter received official notification and on which the child is expected to enter Great Britain (Overseas Adoption);
- ii) or matching certificate/official notification;
- iii) Confirm the length of the absence and the date on which the Member has chosen to begin his/her leave

11.16 If the Member wishes to change the start date of a period of leave, they should write to the Democratic Services and Scrutiny Manager no later than 4 weeks before either the original start date 'or' the new start date

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(whichever is earlier). The Democratic Services and Scrutiny Manager will ensure that HR Services are informed within 2 working days of receipt of the details.

11.17 If the Member wishes to change the end date of a period of leave they should write to the Democratic Services and Scrutiny Manager at least 4 weeks before either the original end date or the new end date (whichever is earlier). The Democratic Services and Scrutiny Manager will ensure that HR Services are informed within 2 working days of receipt of the details.

11.18 HR Services will provide confirmation that the information on revised dates has been received and that relevant re-instatement or adjustment of any SRA has taken place, with a copy to Democratic Services, within 10 working days.

Sickness Leave

11.19 A Member who is sick will continue to receive the basic allowance as long as they remain a Councillor. They will also continue to receive any SRA for a six month period. Extension of this period of leave will require prior 2 months' written notice to be given to the Political Leader of the respective political group. If the extended leave is agreed by that Political Leader, a report will be compiled to seek *executive* approval before the point of the 6 months' leave expiry, for the extension of this leave. This is in accordance with section 85 of the 1972 Local Government Act.

11.20 If a Member decides not to return to office following either during or on their expiry of maternity, adoption, shared parental, paternity or sickness leave, the Chief Executive must be notified. HR Services must then be informed within two working days of receiving notification. Allowances will cease from the effective resignation date.

11.21 If an election is held during the Member's maternity, adoption, shared parental, paternity or sickness leave and they are not re-elected, or decide not to stand for re-election, their basic allowance and SRA, if appropriate will cease from the Monday after the election date when they would technically leave office.

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The Remuneration of Councillors in London 2023

Report of the Independent Panel



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Remuneration of councillors in London 2023

1. Introduction

- 1.1 The Independent Panel on Members' Remuneration last published a report on member allowances in early 2022. In that report the Panel did not recommend substantial changes to Member allowances, it noted that the challenges facing councils and councillors appeared to be increasing and becoming more complex. Therefore, the Panel also recommended that it undertake a more detailed review in 2023.
- 1.2 For the 2023 review, the Panel has undertaken a detailed review of member allowances with the aim of providing up to date advice on appropriate levels of reward for the work of elected members in London over the next four years. The intention was to seek a wider consultation than previously, using qualitative and quantitative research to underpin its findings and recommendations. The Panel canvassed members and officers in all London boroughs through surveys, focus groups and interviews, in order to consider whether and how the role of councillors has changed in recent years and what the main issues that may have an effect on the recruitment and retention of councillors are currently. It also carried out a considerable benchmarking exercise of allowances paid in other parts of England as well as in Scotland, Wales and Northern Ireland, and undertook an in-depth review of the methodology used by Independent Remuneration Panels across the UK.
- 1.3 The research showed that basic allowances per annum in London are significantly lower than those paid in Scotland, Wales and Northern Ireland. The assessment of members' allowances in the home nations is carried out by independent bodies whereas in England, the level of allowances is determined by the local authority members themselves. It has also become clear that allowances in many boroughs are considerably lower than remuneration received by workers in London with comparative levels of responsibilities and skills. This comparative contrast in remuneration is juxtaposed against increased workloads, time pressures, accountability, and financial pressures that councillors are presently having to manage. The Panel takes the view that it is important that there is a system of support in place that recognises the vital role that elected representatives play in local government and the full scale of their responsibilities. This support includes appropriate remuneration levels.

2.0 Background

- 2.1 Local authorities are required by the Local Authorities (Members' Allowances) (England) Regulations 2003¹ to establish and maintain an independent remuneration panel to make recommendations on the level of the basic and special responsibility allowances. In London the regulations authorise the establishment of an independent panel (the Panel) by the Association of London Government (now London Councils)

¹ [The Local Authorities \(Members' Allowances\) \(England\) Regulations 2003 \(legislation.gov.uk\)](https://www.legislation.gov.uk/uksi/2003/1448/contents/make)

panel to make recommendations in respect of the members' allowances payable by London boroughs. The Regulations require a review of the scheme every four years as a minimum. Whilst the Panel makes recommendations, each council determines its own remuneration scheme for its own councillors, having regard to the Panel's recommendations.

- 2.2 The Independent Panel for London Councils currently comprises Mike Cooke (Chair), Sir Rodney Brooke CBE DL and Anne Watts CBE. It reported in 2022 and at that time recommended very few changes on the basis that more time was needed for a more detailed review during 2023, given that the Panel had received feedback that the work of councillors and the demands upon them had increased significantly.

3.0 Research

- 3.1 This review has provided the Panel with an opportunity to consider the roles undertaken by councillors in London, and to examine more deeply how the demands, responsibilities and scope of duties of councillors have evolved in recent years. This review also provided the Panel with an opportunity to review the methodology used by other Independent Remuneration Panels and to carry out benchmarking with other local authorities across England, Scotland, Wales and Northern Ireland.
- 3.2 The Panel has expanded on the approaches used in previous reviews. In addition to carrying out a survey of London borough Leaders to gauge their views on the operation of the existing remuneration scheme, the Panel has held a series of feedback meetings with groups of elected councillors, conducted a survey of the London branch of the Association of Democratic Services Officers (ADSO), and held meetings with officers from the London Borough Legal Alliance (LBLA), and the South London Legal Partnership (SLLP), in order to get a more complete picture of the challenges facing London's councillors today. The Panel also commissioned Ipsos to carry out a small number of focus groups to gauge the public perception of councillors' roles, responsibilities and levels of allowances.
- 3.3 The member engagement focus groups consisted of a range of participants from the three major political parties – Labour, Conservative, and Liberal Democrat, and included a range of members from inner and outer boroughs, and with different levels of responsibility (e.g. newly elected backbench councillors, Cabinet Members and borough Leaders).
- 3.4 The Panel is grateful both to everyone who participated in the consultation process and thank them for their contributions as well and to London Councils for its support to the review.

4.0 The crucial role of elected councillors

The role of the councillor has fundamentally changed in recent times. There is now more reliance from the public on their local council due to challenges such as the cost of living crisis, the effects of the pandemic and the resettlement of refugees. (Borough Leader)

- 4.1 Councillors in London oversee multi-million pound budgets and employ thousands of people; all are responsible for the delivery of a wide range of crucial services. The health and wellbeing of residents and communities are at the heart of the work of London boroughs who also at one end of the age spectrum are endeavoring to give children the best start in life, whilst at the other are helping to support older people to live as independently as possible. Local councils are at the heart of developing their boroughs and working with businesses to bring local economic benefits. The building of new homes and the improvement in the standards of existing houses are crucial to their work as is their local leadership on climate change.
- 4.2 A key aspect of the responsibility of councillors is managing the complex financial pressures involved in addressing increases in the demand for services with reductions in budgets. The scale of a London council's annual expenditure budget and other financial activities are in many instances comparable with those of large publicly quoted companies.

"The budgets that borough Leaders are managing are huge, as is their level of responsibility when something goes wrong. A borough Leader's role is now similar to that of a non-executive director of a large company" (Borough Leader)

- 4.3 At the same time Councillors are integral to the effectiveness of the local democratic process. As well as representing them, they stand ready to be approached by their residents to take up matters on their behalf where appropriate. The voice of democratically elected councillors in the development of the policies and strategies of their councils is absolutely essential. Councillors also play an important role in the oversight and scrutiny of services.
- 4.4 Some Councillors have additional and burdensome responsibilities, including Leaders of Councils, Elected Mayors and council portfolio holders. Some roles have specific statutory responsibilities (e.g. in the case of elected Mayors/statutory children's and adults cabinet members).
- 4.5 The needs of Londoners and of London's communities are becoming arguably more complex, given the seismic national and international changes ranging from the

global energy crisis, climate change, patterns of migration and housing shortages. The national economic challenges directly affect households and communities as well as businesses and councils themselves.

5.0 The role of Member Allowances

- 5.1 It is important to reflect on the purpose of the allowances, payments and related arrangements for councillors.
- 5.2 The Panel draws the reader's attention to the report of the 2007 Independent Commission on the Role of Local Councillors, chaired by Dame Jane Roberts which was commissioned to consider the incentives and barriers for encouraging people who are able, qualified and representative to be candidates to serve as councillors; retaining and developing them once they are elected and enabling them to secure public interest and recognition for the work they carry out for their communities.
- 5.3 The Roberts commission considered a wide range of issues but at its heart were the key questions of: 1) how best to ensure that people from a wide range of backgrounds and with a wide range of skills are encouraged to serve as local councillors; and 2) how to ensure those who participate in and contribute to the democratic process should not suffer unreasonable financial disadvantage.
- 5.4 Within these broad considerations there can be no doubt that financial compensation or a system of allowances plays a crucial part in making it financially possible for local people to put themselves forward to take on the onerous responsibilities involved in being a councillor and indeed to continue to serve as one.
- 5.5 For this reason it is crucial that allowances for councillors across London are pitched at an appropriate level such that they make a major contribution in ensuring diverse and effective local representation. This 2023 review of Member allowances has aimed to take a step back and ensure that the recommended allowances are pitched such that they serve this crucial purpose.
- 5.6 We are clear that the Panel can only make recommendations and that each council must determine its own system and rates of allowances. However each council must have regard to our recommendations. We are concerned that a wide variation in the level of allowances between councils across London has evolved over the years. **Given that this year's Panel review has been a significant stocktake and that we have made clear recommendations, with a clear rationale and for the important purpose described in this section, we strongly recommend that the findings of our review and the Panel's position are adopted across London. This is at the heart of ensuring a healthy, vibrant and representative local government in the capital.**

6.0 Time commitment and demands on councillors

6.1 Fulfilling the responsibilities of councillors in the many and various roles within a council has, arguably, always been demanding. In 2022 the Panel received anecdotal feedback that the workload and the time involved had increased significantly and so in this review we wanted to explore this in more detail.

6.2 The feedback from elected members and officers was that in the view of almost all the people we spoke to workloads, demands and pressures had increased. There appear to be a number of contributory factors:

- A wide range of recent events had added additional work; some examples given were: the demands of the pandemic years and the post-pandemic recovery work; sometimes given was the level of work in the resettlement of refugees; and the work to support residents through the very significant economic challenges of recent years, including during the energy crisis but also linked to the impact of food inflation and increased risks of homelessness.
- There has been a noticeable increase in the expectation that leading councillors work in closer partnership with other public services. The Health and Care Act 2022 in particular brings an expectation that councils will work in formal partnership with NHS organisations including NHS providers and Integrated Health Boards.
- The feedback confirmed the views we were given in 2002 that public expectations of councillors has increased especially linked to the societal changes that social media has brought about. Although most of the councillors we spoke to welcomed the flexibility that now exists for increased levels of remote meetings, the downside appears to be that there are more meetings. The representations which have been made to the Panel also suggest a picture of councillors being expected to be almost instantly available, with heavy constituency case loads and often with ever more complex responsibilities for the running of the council and overseeing its services.

***“ One resident submitted a formal complaint because they had messaged me on Friday evening and I hadn’t replied to them until the following Monday morning.”
(Backbench councillor)***

As well as these issues adding complexity, they make additional time demands.

“There are now many more meetings than pre-Covid. There are also numerous social media groups councillors are expected to be involved in, case work, and other commitments. I have worked out that on average I work 54 hours a week” (Cabinet Member)

- 6.3 Members have told the Panel that it is increasingly difficult to maintain a full-time job alongside their role as councillors, and this is particularly true for Cabinet Members and Leaders. The implication of this would be that it is more likely that people who are already financially secure who can carry out these roles, which may prevent younger candidates, people with lower incomes or those with young families, from standing or taking on special responsibilities. Taking up a role in local government could also hinder councillors’ career progression in their day job, and in most cases the special responsibility allowances do not compensate for the reduced salary people receive as a result of not being able to dedicate themselves fully to their day job. The time pressures involved in the role, particularly councillors with special responsibilities can make it difficult to combine the role with a job and caring responsibilities.
- 6.4 One borough Leader told the Panel that at the 2022 election, there were so few candidates that in some wards residents did not have a choice of councillors to vote for.
- 6.5 Councillors also expressed concern that appointments to positions carrying special responsibilities could be uncertain and not in most cases for a set term. Consequently, councillors have significant concerns about giving up full-time work to undertake more senior roles in their councils.

7.0 The Basic Allowance

- 7.1 As a result of the economic climate over the last decade and ongoing financial challenges, our recent reports have made no recommendations for increasing the levels of members’ allowances other than continuing provision for annual adjustments in accordance with the annual local government pay settlement for staff agreed by the National Joint Council for Local Government Staff.
- 7.2 As part of the research for this 2023 review, the Panel carried out benchmarking of recommendations on allowances and those paid by local authorities within the UK to see how current London allowances compare.
- 7.3 From the Panel’s benchmarking research, it is evident that the previous Panel’s recommendations for the basic allowance in London, lags behind Scotland, Wales and Northern Ireland. This issue was identified in the last two Panel reports, however, the Panel reluctantly decided at the time that given the financial climate it would have been inappropriate to recommend a general increase in member allowances.

- 7.4 In our last report the Panel recommended that there should be a Basic Allowance paid to every councillor of £12,014. Updated for the local government staff pay awards since then, the figure is now £12,499.
- 7.5 This allowance continues to be substantially lower than the allowance paid by all local authorities in Scotland which is presently £20,099² and similarly in Wales³ where the government-appointed commission has set the basic allowance at £17,600 for members of local authorities with populations which are generally substantially lower than those of London boroughs. Furthermore, the basic allowance in Northern Ireland from 1 April 2023 is £16,394⁴ per annum. The Panel's research has established that there are some parts of England that have similar basic allowances to those currently recommended for London boroughs. However, there are other English local authorities, where the roles and responsibilities of councillors are broadly the same to those of councillors serving in London boroughs, that pay significantly more. For example, in Birmingham⁵, in 2022-23 the basic allowance was £18,876, and in Manchester⁶ it was £18,841.
- 7.6 The Panel is of the view that when taking everything into account that the rate of the basic allowance should now be addressed.
- 7.7 As part of the 2023 review, the Panel has reviewed the methodologies used by other Panels and has identified that Independent Panels across the UK use a variety of approaches for determining how to set the member allowances. The Panel has also re-examined the methodology used in calculating allowances in the original London panel report and updated it to reflect current circumstances. The original calculation in the Panel's first report in 2001 was based on a proportion of the average 'white collar worker' wage in London.
- 7.8 Although making the comparisons with Scotland, Wales, NI and other UK cities was useful in terms of gaining a comparative perspective, the Panel has reached the view that it needed to both determine a method for London and recommend a level of allowance that was achievable, bearing in mind the historic challenges for some councils in agreeing to previous recommended allowances.
- 7.9 Having looked at various options, the Panel has concluded that the most appropriate approach is to determine the basic allowance as a proportion to the remuneration of the people councillors represent and has used the Annual Survey of Hours and Earnings (ASHE) data, published by the Office for National Statistics as a basis of its calculation. The Panel has used the median wage for all London workers for this purpose. In 2022-23, this is £38,936.73 per annum. Based on a 37 hour week, and taking into account a 30% public service discount, (as has been the custom and practice) **the Panel has determined that the recommended basic allowance should be £15,960.**

² [The Local Governance \(Scotland\) Act 2004 \(Remuneration\) Amendment Regulations 2023 \(legislation.gov.uk\)](#)

³ [Independent Remuneration Panel for Wales: annual report 2022 to 2023 \[HTML\] | GOV.WALES](#)

⁴ <https://www.communities-ni.gov.uk/publications/circular-lg-0323-consolidated-councillor-allowances>

⁵ [Independent Remuneration Panel Reports | Birmingham City Council](#)

⁶ [Microsoft Word - MCC IRP Final Report \(manchester.gov.uk\)](#)

- 7.10 The Panel considers that this allowance better reflects the high cost of living in London, than the previous recommendations.
- 7.11 It is the Panel's view that it is pressing that boroughs should implement these changes in 2024, as part of the contribution to recruiting and retaining a diverse range of good quality candidates to stand for office in London.

8.0 Special Responsibility Allowances

- 8.1 The reasons for payment of special responsibility allowances, additional to the basic allowance, should be clearly set out in local allowances schemes. Special allowances should come into play only in positions where there are significant differences in the time requirements and levels of responsibility from those generally expected of a councillor.

8.2 Categories of special allowances:

The regulations specify the following categories of responsibility for which special responsibility allowances may be paid:

- Members of the executive where the authority is operating "executive arrangements"
- Acting as leader or deputy leader of a political group within the authority
- Presiding at meetings of a committee or sub-committee of the authority, or a joint committee of the authority and one or more other authorities, or a sub-committee of such a joint committee
- Representing the authority at meetings of, or arranged by, any other body
- Membership of a committee or sub-committee of the authority which meets with exceptional frequency or for exceptionally long periods
- Acting as spokesperson of a political group on a committee or sub-committee of the authority
- Membership of an adoption panel
- Membership of a licensing or regulatory committee
- Such other activities in relation to the discharge of the authority's functions as require of the member an amount of time and effort equal to or greater than would be required of him by any one of the activities mentioned above, whether or not that activity is specified in the scheme.

- 8.3 The Panel's research shows that the categories of SRAs recommended by the London Panel are comparable with those recommended by Independent Panels in other cities in the UK and in Scotland and Wales.

- 8.4 However, the Panel's previous recommendations have not consistently been adopted within London, and the resulting situation is that whilst there is some convergence

across London boroughs on the basic allowance, there remain substantial differences in the amounts of SRAs for similar roles in boroughs.

- 8.5 Given the extent of the responsibilities of Leaders of London boroughs, the Panel's first report in 2001 recommended that their remuneration should equate to that of a Member of Parliament. Our recommendations for other special responsibility allowances were historically determined as a sliding scale (pro-rata) proportion of the remuneration package for a council Leader. Since then, the increase in the remuneration of Members of Parliament has substantially exceeded the annual local government pay increase which was tied to the special responsibility allowance for the leader of a London borough, and the current MP salary is now £86,584
- 8.6 The Panel has taken the opportunity to review this historic link, and following feedback, we sense strong support for our own view that an MP's salary is no longer an appropriate comparator to set the Leader's allowance, as the roles are substantially different and indeed almost impossible to compare.
- 8.7 We received feedback that some members believe that the Leaders of London boroughs warrant a higher remuneration than an MP, because they have greater financial responsibility and legal burdens, and especially given the differential pension arrangements. Indeed, some respondent authorities suggested that the direct responsibilities of a Leader should command the salary of a junior minister.

"An MP does not undertake an executive role (strategic leadership, management & accountability of a complex public service operationally managed by highly paid officials) and so not a comparator to a Leader or elected Mayor"

(Borough Leader)

9.0 Leader's SRA

- 9.1 This is often a full-time role, involving a high level of responsibility. It is right that it should be remunerated on a basis which compares with roles with similar levels of responsibility, while still retaining a reflection of the voluntary character of public service.
- 9.2 For the Leader's SRA, the Panel has decided that a more appropriate comparator would be the Annual Survey of Hours and Earnings (ASHE) data for Corporate Managers and Directors as the level of responsibilities most closely align to those of a borough Leader. For 2022-23, the average gross annual salary for full time workers in London within this category was £108,242. After applying a 30% public service discount (as has been the custom and practice) this would provide for a Leader's total

package of £75,773. The 2022 Panel report recommended that the Leader's SRA should be £62,090. Taking into account this figure, when combined with the new recommended basic allowance, the total package for a Leader would be £78,050. As this figure is greater than that based on the ASHE calculation, the Panel is not recommending any changes to the existing Leader's SRA at this time.

10.0 Other SRAs

- 10.1 The Panel has previously determined that all other SRAs are calculated as a proportion of the Leader's SRA. Since its inception, the Panel has recommended using bands rather than fixed amounts, in order to allow flexibility and recognise local variations on how the roles are performed. The Panel has decided to continue using this methodology. However, as part of the review, the Panel has benchmarked the sliding scale recommended by other Panels and used by local authorities and has adjusted the percentages historically used in order to more closely align with the average used by other local authorities outside of London. **The recommended bands and levels of allowance are attached as Annex A.**

11.0 Bridging the Gap and public perception

- 11.1 When considering a members' allowances scheme, boroughs are obliged to have to a report by an independent panel, but it is a matter for boroughs themselves to decide whether to adopt its recommendations.
- 11.2 However, in view of the evidence obtained over the past 18 months, the Panel strongly recommends that all authorities implement the recommendations in their boroughs in the next year. On average, the total annual budget for members allowances in a London Borough is between 0.4-0.5% of the council's general fund net budget. Notwithstanding this, the Panel acknowledges the challenges that increasing allowances may present to boroughs, both financially and reputationally; however, the Panel is concerned that if member allowances do not keep up with its recommendations, there is a risk that they will fall significantly further behind their comparators and that councils will consequently face even greater challenges in recruiting and retaining a good calibre of councillors in the future.
- 11.3 The Panel perceived that there was some concern from councillors about the public acceptability of increasing allowances. As a result the Panel sought to test the public view and therefore commissioned Ipsos to undertake qualitative research, through a number of focus groups, on the public's perception on councillors remuneration. The Ipsos research was small scale but provides indicative evidence of public views.
- 11.4 Ipsos held three discussion groups with a representative sample of the general public in June 2023 using a deliberative approach to enable participants to reach an informed perspective. The stimulus material included pen portraits of councillors based on information received from London Councils' members on their working hours and

levels of responsibility. The information given to participants also included typical allowances received in London, in Essex, and in Wales for councillors receiving a basic allowance and average SRAs paid to Cabinet Members, and council Leaders.

- 11.5 The research found that the Londoners in focus groups felt that allowances in London needed to increase to provide a more accurate reflection of councillors' responsibilities and hours.

"I thought at least [the Council Leader's remuneration] would be about a £100,000 plus for the amount of work that she does because she's taken on casework as well... and that's time-consuming."

When exposed to allowance comparisons in different parts of the country, participants thought the current allowances did not reflect the fact that the cost of living in London was higher than elsewhere in the country.

"Councillors' pay should take into account that living in London is more expensive, so they should immediately just be paid more in general."

In addition, they recognised that the level of allowances can have a detrimental effect on the diversity of councillors and would deter those from a lower income background from becoming councillors.

"It feels like [we're] paying them so little, it feels like there are some people who can't afford to be a councillor. And that has consequences on the democratic process"

- 11.6 Participants also suggested changes to remuneration for councillors: raising the basic allowance and increasing allowances to better reflect responsibilities and hours; and additional allowances provided to support councillors with childcare costs and saving for a pension.
- 11.7 Participants expressed surprise at the range of allowances paid across London, particularly at the cabinet member and council leader level and supported greater consistency in such remuneration levels across councils in London.
- 11.8 Although the sample of Londoners was only small, it indicates that with due briefing and deliberation there is likely to be support for the increase in allowances.
- 11.9 During the consultation process, a significant number of councillors told the Panel that they do not think that councillors should be responsible for setting their own allowances, and that this is perhaps one of the reasons why the basic allowance in London lags behind Scotland and Wales, where allowances are set by outside bodies and it is mandatory for local authorities to adopt the recommendations. The Panel is supportive of this view, but recognizes that this would need a change in legislation. The Panel intends to raise this issue with the Secretary of State.

12.0 Training and support

- 12.1 The responsibilities of councillors are substantial, extensive and complex, particularly since the Pandemic and its aftermath, which has seen a rapid increase of using digital technology, and flexible ways of working. The training and development of councillors is beyond the remit of this Panel. However, the feedback we received was that councillors require the logistical and clerical support and appropriate IT equipment which will help them carry out their roles efficiently. The Panel supports this view and recommends that boroughs undertake their own stock takes to ensure appropriate support is in place to enable members to fulfil their responsibilities.
- 12.2 Furthermore, we have heard from boroughs that councillors are experiencing increased levels of abuse on social media, and so we recommend that training in navigating the increasingly challenging world of social media is also provided.

13.0 Care Costs

- 13.1 It is important that obstacles to becoming a councillor should be removed wherever possible. Care costs could be a significant deterrent to service as a councillor. Our strong view is that in appropriate cases when they undertake their council duties, councillors should be entitled to claim an allowance for care of dependents. The dependents' carers' allowance should at least be set at the London living wage but payment should be made at a higher rate when specialist nursing skills are required or to reflect higher costs during non-standard working hours. We have had representation that the carers allowance should be payable to family members on the basis that it is preferable for family members to look after a dependent, especially in the evening but that the frequency is often such that it is unreasonable for this to be expected to be with no financial allowance.

The level of dependent carers allowance does not recognise the fact that babysitters tend to charge more for evening and weekend work. In addition, the carers allowance should be able to be claimed even if a family member was looking after the councillors' dependents" (Newly-elected Backbench Councillor)

- 13.2 The Panel recognises that allowance payments for family carers who are not members of a councillor's household would need to be designed with some careful consideration but is very sympathetic to this need and recommend that councils review their schemes to make this possible.
- 13.3 It's view is also that members' allowances schemes should allow the continuance of Special Responsibility Allowances in the case of sickness, maternity and paternity leave in the same terms that the council's employees enjoy such benefits (that is to say, they follow the same policies). To this end, London boroughs are recommended to adopt a related parental leave and sickness policy as an appendix to their allowances scheme.

13.4 The Panel has received feedback that there is a need to reform the legislation governing membership of the Cabinet/Executive and how this impacts Councillors who wish to take parental leave. Councils have a strict statutory limit of ten members of the cabinet/executive – including the Leader. Should one of those members wish to take parental leave for any significant period during their tenure as a cabinet member, and there is already a full complement of cabinet and leader up to the statutory limit they are faced with what is an entirely unfair dilemma. They either resign from the post so another councillor can be appointed or they leave their colleagues with an additional workload for their period of absence. While some Councils have sought to appoint deputy cabinet members or the like these are not proper answers to this issue as they are not cabinet members with the appropriate legal and constitutional authority. It is very easy to compare this to the position of an employee where a replacement can be appointed for the duration without prejudice to the individuals' rights to return. While self-evidently Councillors are not employees there should not be any additional hurdles to participation for any section of the population.

13.5 The Panel support the view that the legislation needs reviewing.

14.0 Travel and Subsistence allowances

14.1 The Basic Allowance should cover basic out-of-pocket expenses incurred by councillors, including intra-borough travel costs and expenses. The members' allowances scheme should, however, provide for special circumstances, such as travel after late meetings or travel by councillors with disabilities. The scheme should enable councillors to claim travel expenses when their duties take them out of their home borough, including a bicycle allowance.

15.0 Allowances for Civic Mayor or Civic Head

15.1 Many councils include the allowances for the mayor (or civic head) and deputy in their members' allowance scheme. However, these allowances do serve a rather different purpose from the 'ordinary' members' allowances, since they are intended to enable the civic heads to perform a ceremonial role. There are separate statutory provisions (ss 3 and 5 of the Local Government Act 1972) for such allowances and councils may find it convenient to use those provisions rather than to include the allowances in the members' allowance scheme.

16.0 Allowances that fall outside this scheme

16.1 Within the context of this review, the Panel has not looked at remuneration that councillors may receive for their roles on outside bodies, wholly owned companies or joint venture partnerships. However, in the interests of transparency, the Panel requests that councils consider how information on all members remuneration within their borough is made easily available to the public in the same place. The Panel recommends that where local authorities have set up companies which remunerate councillors who act as directors these allowance should be set out in the members allowances scheme.

17.0 Local discretion

- 17.1 It is for each borough to decide how to allocate their councillors between the different bands, having regard to our recommendations and how to set the specific remuneration within the band. The Panel believes these should have the merits of being easy to apply, easy to adapt, easy to explain and understand, and easy to administer.
- 17.2 The scheme should be able to be applied to different types of governance arrangements and interpreted flexibly. The Panel has received legal advice that suggests that in boroughs which operate through the Committee System, where a Committee Chair has identified responsibilities in a role profile for particular services, then in practice the duties and responsibilities of a Committee Chair are equivalent to the role of a Cabinet Member and that a similar system of allowances should be used. For example, in some boroughs which use a committee system, the Statutory Lead Member for Children's Services is the Chair of the Children and Community Services Committee. In this case, it would be reasonable to suggest that this Committee Chair should receive the SRA equivalent to that of a Cabinet Member. The Panel must emphasise that these decisions are dependent on the arrangements adopted by the authority in question and should be decided on a case by case basis.

18.0 Pensions

- 18.1 There is a widespread view amongst the councillors we spoke to in 2022 and this year that a disincentive to the recruitment and retention of councillors has been the Government's decision in 2014 to remove the right of councillors to join the local government pension scheme. This was keenly felt by those councillors the Panel heard from. The Panel notes that the rationale behind that decision was unclear and that councillors in Scotland, Wales and Northern Ireland continue to be entitled to a local government pension. The Panel is of the view that this inconsistency should be addressed. Although this issue is beyond the remit of the Panel, the Panel will nevertheless write a letter to the Secretary of State asking the government to look again at this important issue,

19.0 Annual uplifts

- 19.1 The Panel continues to recommend that all allowances should be updated annually in line with the percentage pay award agreed by the National Joint Council (NJC) for Local Government Services staff.
- 19.2 In some years the NJC national pay award is agreed as being in the form of a lump sum for all or the majority of staff or the rate of increase is different at different levels on the NJC pay spine. In such situations a method of deriving an appropriate increase in the Members' basic allowance (so it keeps in line with the staff pay award) is required. To achieve this the panel will have regard to any NJC guidance such as guidance on what any lump sum equates to as an average percentage pay increase, and guidance on the percentage increase to any staff allowances. The Panel will also consider the average (mean) percentage increase to the spinal column points,

but excluding any exceptional increases such as measures to rectify a low pay problem at the lowest level of the pay spine. For illustrative purposes, for April 2023 the figure was 3.88%“

20. Review of implementation

- 20.1 The Panel proposes to convene in the final quarter of 2024 to review how its recommendations have been implemented by boroughs across London and at the same time consider the most recently published ASHE data on median salaries of those working in the Greater London area, as well as any agreed NJC national pay award.

Mike Cooke

Sir Rodney Brooke CBE DL

Anne Watts CBE

December 2023

Appendix A

THE RECOMMENDED MEMBER ALLOWANCE SCHEME FOR LONDON

The Basic allowance: £15,960

Special responsibilities – beyond the basic allowance

Calculation of special allowances

The proposed amounts for each band are a percentage of the figure suggested for a council leader depending upon levels of responsibility of the roles undertaken and are explained below.

BAND ONE

The posts that the Panel envisages falling within band one, include:

- Vice chair of a service, regulatory or scrutiny committee
- Chair of sub-committee
- Leader of second or smaller opposition group
- Service spokesperson for first opposition group
- First opposition group whip (in respect of council business)
- Vice chair of council business
- Chairs, vice chairs, area committees and forums
- Cabinet assistant
- Acting as a member of a committee or sub-committee which meets with exceptional frequency or for exceptionally long periods
- Acting as a member of an adoption panel where membership requires attendance with exceptional frequency or for exceptionally long periods
- Leadership of a specific major project.

Remuneration

The Panel proposes that band one special responsibility allowances should be on a sliding scale of between 5-15% per cent of the Leader's SRA.

This would be made up as follows:

Basic allowance: £15,960

Band One allowance: £3,105 - £9,314

Total: £19,065 - £25,274

BAND TWO

The Panel considers that the types of office being within band two are:

- Lead member in scrutiny arrangements, such as chair of a scrutiny panel
- Representative on key outside body
- Chair of major regulatory committee e.g. planning
- Chair of council business (civic mayor)
- Leader of principal opposition group
- Majority party chief whip (in respect of council business).

Remuneration

The Panel proposes that band two allowances should be on a sliding scale between 25-50 per cent, pro rata of the remuneration package for a council leader.

This is made up as follows:

Basic allowance £15,960

Band two allowances: £15,523 - £31,046

Total: £31,483 - £47,006

BAND THREE

The Panel sees this band as appropriate to the following posts:

- Cabinet member
- Chair of the Health and Wellbeing Board
- Chair of the main overview or scrutiny committee
- Deputy leader of the council

Remuneration:

The Panel proposes that band three allowances should be between 60-75 per cent pro rata of the remuneration package for a council leader.

This is made up as follows:

Basic allowance: £15,960

Band three allowance: £37,255 - £46,569

Total: £53,215 - £62,529

BAND FOUR

Leader of the Council

This is often a full-time role, involving a high level of responsibility. It is right that it should be remunerated on a basis which compares with roles with similar levels of responsibility, while still retaining a reflection of the voluntary character of public service.

Remuneration:

The Panel proposes that the remuneration package for a council leader under band four of our scheme should be £78,052.

This is made up as follows:

Basic allowance: £15,960

Band four allowance: £62,092

Total: £78,052

BAND FIVE

Directly elected mayor

A directly elected mayor has a full-time job with a high level of responsibility and exercises executive responsibilities over a fixed electoral cycle. It is right that it should be remunerated on a basis which compares with similar positions in the public sector, while still retaining a reflection of the voluntary character of public service. However, the Panel believes that this post remains different to that of the strong leader with cabinet model. The directly elected mayor is directly elected by the electorate as a whole. The strong leader holds office at the pleasure of the council and can be removed by the council. The Panel believes that the distinction is paramount and this should be reflected in the salary level.

Remuneration:

The Panel proposes that a directly elected mayor should receive a remuneration of **£93,575**.

Appendix B

A Job Profile for councillors

In its previous reports, the Panel reflected on the importance of the role of elected members. The 'job profile' for councillors originally included in the Panel's 2010 report is repeated in as the Panel still considers it to be accurate and up to date.

On behalf of the community – a job profile for councillors

Purposes:

1. To participate constructively in the good governance of the area.
2. To contribute actively to the formation and scrutiny of the authority's policies, budget, strategies and service delivery.
3. To represent effectively the interests of the ward for which the councillor was elected, and deal with constituents' enquiries and representations.
4. To champion the causes which best relate to the interests and sustainability of the community and campaign for the improvement of the quality of life of the community in terms of equity, economy and environment.
5. To represent the council on an outside body, such as a charitable trust or neighbourhood association.

Key Tasks:

1. To fulfil the statutory and local determined requirements of an elected member of a local authority and the authority itself, including compliance with all relevant codes of conduct, and participation in those decisions and activities reserved to the full council (for example, setting budgets, overall priorities, strategy).
2. To participate effectively as a member of any committee or panel to which the councillor is appointed, including related responsibilities for the services falling within the committee's (or panel's) terms of reference, human resource issues, staff appointments, fees and charges, and liaison with other public bodies to promote better understanding and partnership working.
3. To participate in the activities of an outside body to which the councillor is appointed, providing two-way communication between the organisations. Also, for the same purpose, to develop and maintain a working knowledge of the authority's policies and practices in relation to that body and of the community's needs and aspirations in respect of that body's role and functions.
4. To participate in the scrutiny or performance review of the services of the authority, including where the authority so decides, the scrutiny of policies and budget, and their effectiveness in achieving the strategic objectives of the authority.
5. To participate, as appointed, in the area and in service-based consultative processes with the community and with other organisations.

6. To represent the authority to the community, and the community to the authority, through the various forums available.
7. To develop and maintain a working knowledge of the authority's services, management arrangements, powers/duties, and constraints, and to develop good working relationships with relevant officers of the authority.
8. To develop and maintain a working knowledge of the organisations, services, activities and other factors which impact upon the community's well-being and identity.
9. To represent effectively the interests of the ward for which the councillor was elected, and deal with constituents' enquiries and representations including, where required, acting as a liaison between the constituent and the local authority and where appropriate other public service providers.
10. To contribute constructively to open government and democratic renewal through active encouragement of the community to participate generally in the government of the area.
11. To participate in the activities of any political group of which the councillor is a member.
12. To undertake necessary training and development programmes as agreed by the authority.
13. To be accountable for his/her actions and to report regularly on them in accessible and transparent ways.

Appendix C

The independent panel members

Mike Cooke

Mike Cooke was the Chief Executive of the London Borough of Camden for seven years, where he had also been Director of Housing and Adult Social Care and HR Director. He has extensive experience of partnership working across London including as the Chief Executive Leadership Committee lead on children and chairing the London Safeguarding Children Board. Mike also has worked for seven years in financial services where he developed an expertise in remuneration.

Until November 2020 Mike had been a Non-Executive Director of the Central and North West London NHS Foundation Trust where he was chair of the HR Committee. Mike's current role is the Chair of the North Central London Integrated Health and Care System.

Sir Rodney Brooke CBE, DL

Sir Rodney Brooke has a long career in local government, including as chief executive of West Yorkshire County Council, Westminster City Council and the Association of Metropolitan Authorities.

He was knighted in 2007 for his contribution to public service.

Dr Anne Watts CBE

Anne Watts has an extensive career in governance, diversity and inclusion spanning commercial, public and voluntary sectors. She has held executive roles for HSBC and Business in the Community and was chair of the Appointments Commission. She has carried out reviews of Government departments and the Army. In addition she has been a member of Government Pay review bodies and Deputy Chair, University of Surrey where she chaired the Remuneration Committee and the new Vet School.

She is a non-exec of Newable (previously Greater London Enterprise) where she chairs the Environmental, Social and Corporate Governance Committee and is a non-exec of Newflex subsidiary. In addition she continues to sit on the Race and Gender Equality Leadership teams for Business in the Community.

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London BOROUGH OF HARINGEY

CLAIM FOR EXPENSES

Notes

1. As set out in the Member's Allowance Scheme, Part 6 of the Constitution, councillors and voting co-opted members can claim expenses incurred for the care of dependents to enable them to attend Council meetings.

Reimbursement will be made at the London Living Wage. The period of payment should include the time of the meeting, together with travelling time of the member reaching the meeting, plus any necessary and reasonable travelling expenses of the carer/ babysitter to and from their home.

To note that Children over the age of 16 cannot be claimed for, unless suffering from an illness or disability making constant care essential.

2. The London Living Wage amount of £11.95 per hour can be claimed.
3. There is an attached form overleaf to support claims for these expenses. This must be signed both by the Councillor/ Voting Co – opted Member who employed the babysitter/carers, and also by the babysitter/carers. Please also provide a receipt for travel of the babysitter/ carers to and from their home.
4. Payment will be included in the next monthly allowances payment.
5. Claims must be submitted to the Mayor & Business Support Officer within three months of the date of the duty.
6. If you have any queries or need advice on completing the form, please email

For office use only

Date Received _____ Checked _____ Authorised _____

London Borough of Haringey**CLAIM FOR CHILDCARE AND CARER EXPENSES**

Please read the notes overleaf before completing this form.

This part to be completed by the Councillor/ voting Co-opted Member
(i.e. the person who attended the Council Meeting)

Your Name: Councillor / Voting Co-optee _____

Address: _____

Title of meeting attended _____

Date of meeting _____

Time journey commenced to
The meeting _____

Time you arrived at home after the meeting _____

**After asking the baby/sitter/carers to complete the following section,
please then sign and date the Declaration at the bottom of this page.****This part to be completed by the babysitter/carers**

Your name: Mr/Mrs/Miss/Ms _____

Address: _____

I confirm that I have been paid £ _____ by the person whose name and
address is given above, to look after their children/dependants.Travelling expenses of the carer/ babysitter to and from their home.£.....
[Please attach receipt for payment of travel expenses or indicate amount if
contactless or oyster card was used on public transport]Time babysitter/carers
duties commenced _____ Time finished _____
Signed _____ Date _____

Declaration by Councillor/ Voting Co-opted Member

I confirm that I paid the babysitter/carers named above the amount stated, to enable me to attend a council meeting on the date and time shown. The babysitter/carers does not live with me and I would not have been able to attend the meeting without this support.

I claim reimbursement of the expense.

Signed _____ Date _____

[Members claimed expenses for travel and baby sitting and carers support is published on an annual basis in May.]

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Meeting **Standards Committee 10 March 2025**

Title: **Changes to Council Standing Orders - Supplementary Questions**

Lead Officer: Ayshe Simsek Democratic Services and Scrutiny Manager

Report authorised: Fiona Alderman Assistant Director of Legal and Governance and Monitoring Officer

1. Describe the issue under consideration.

- 1.1 This report considers changes to the Council Standing Orders section on second supplementary questions following queries at the July Council meeting and discussions at the Constitution Working Group in October, November and January on how this provision can remain in Council Standing Orders and be allocated in a politically proportionate way.
- 1.2 Following consideration of the process for oral Councillor questions at Council meetings, the Constitution Working Group agreed that this new wording is compiled following the guidance in Article 5 in the Council's Constitution and reflects that consideration of second supplementary questions is taken forward in a proportionate and fair way according to political representation.

2. Cabinet Member Introduction

Not applicable

3. Recommendations

- 3.1 To recommend to Full Council on the 24th of March 2025 the changes to CSO 10.7 outlined at paragraph 6.3.

4. Reasons for decision

The reasons for recommendations are set out within the report and summarised at paragraph 6.2

5. Alternative options considered.

To note take forward the changes would impact on the efficiency of Full Council meetings.

6. Background information

- 6.1 At the meeting of CWG on the 26th of January and 23rd of February, it was agreed to increase the opportunity for back bench member participation in Council meetings and to increase the number of oral questions from 6 to 9 and the time allocation from 30 minutes to 45 minutes. These constitutional changes were subsequently agreed with by Standards Committee and Full Council in March 2024. On the 22nd of July Full Council meeting the updated format of Council meetings, with increased oral questions, and deletion of the debate item, and timed motions was activated. This meeting brought to the light the need to have more clarity on the assignment of second supplementary questions as CSO 10.7 could be interpreted equally as an opportunity for the main opposition or any Opposition Group to have the opportunity to ask a second supplementary question. At the meeting it was noted that this issue would be put forward to the Constitution Working Group for consideration. To note that in previous Council meetings CSO 10.7 and the provision of second supplementary questions has rarely been used.
- 6.2 The Constitution Working Group considered this issue and a detailed flow chart on how in practice councillor question were taken forward at Council meetings and discussed the following
- Second supplementary questions were an important provision and even if an answer could not be given at the meeting, they could be responded to in writing.
 - Providing the Mayor with discretion to allow second supplementary would be difficult to manage and ensure that there was fair access given to this provision. Also, without the guidance to follow, this would make chairing the meeting more difficult.
 - There was a need to have a simple process that was easily understood and set out some sort of allocation
 - Keeping second supplementary questions as this part of the meeting was not scripted and allowed for an extra layer of accountability.
- 6.3 In conclusion the Constitution Working Group recommend the following changes (which are underlined and for insertion to CSO 10.7)

The Councillor asking any question may ask the first supplementary question without notice of the Councillor to whom the first question was asked. The second supplementary question, relevant to the original question, may be asked by a Councillor of the other political party or groups unless they do not wish to use it in which case it reverts to the party asking the original question. In allocating the second supplementary questions, the Mayor will have regard to: the overall time period for Council questions, their constitutional role and function in chairing the Council meetings set out in Article 5, and the political party or group's proportional representation on the Council. (In principle this would usually be four questions to the first opposition group and one question to

Appendix 7

the second opposition group) Each supplementary question must arise directly out of the original question or the reply. No supplementary questions may be asked on written answers.

7. Contribution to strategic outcomes

The Council's Constitution supports the governance of the Council and its Decision making thereby assisting the Council to meet its strategic outcomes.

8. Statutory Officers comments (Chief Finance Officer (including procurement), Assistant Director of Corporate Governance, Equalities)

8.1 Finance and Procurement

8.2 No financial implications arise from this report.

8.3 Legal

8.4 These are set out within the report.

8.5 Equality

8.6 There are no equality matters in this report.

9. Use of Appendices

Article 5 - Chairing the Council meeting

10. Local Government (Access to Information) Act 1985

10.1 The Council Constitution which can be found at.

<http://www.haringey.gov.uk/local-democracy/about-Council/Council-constitution>

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10 QUESTIONS BY MEMBERS

10.1 On reports of the Cabinet or Committees

A Member of the Council may ask the Leader or the Chair of a Committee any question without notice upon an item of the report of the Cabinet or a Committee when that item is being received or under consideration by the Council.

10.2 Questions on notice at full Council

Subject to Rule 10.3, a Member of the Council may ask:

- The Mayor;
- The Leader
- Any Member of the Cabinet; or
- The Chair of any Committee or Board
- The Council's representative(s) on any outside body;

a question on any matter in relation to which the Council has powers or duties or which affects Haringey.

10.3 Scope of questions

The Monitoring Officer may reject a question if it:

- Is not about a matter for which the local authority has a responsibility or which affects the well-being of the Borough;
- Is defamatory, frivolous or offensive;
- Is substantially the same as a question, motion or deputation which has been put at a meeting of the Council in the past six months; or
- Requires the disclosure of confidential or exempt information

10.4 Notice of questions

- (a) A Councillor may ask one substantive question per meeting, in accordance with rule 10.5 (d), provided that they have been received in writing by the Democratic Services Manager no later than 10 am so as to leave ten clear days prior to the Council meeting, stating which Member of Council the question is to be addressed to. Should a question be rejected, the questioner will receive a written response

advising of this, including the reasons for the rejection. Each question should be confined to one substantive topic.

- (b) There will be up to 9 questions from Councillors which will receive direct oral answers. Questions on notice for oral answer will be set out on the Summons to the Council meeting.
- (c) A Member of the Council may ask the Leader or the Chair of a Committee any question without notice upon an item of the report of the Cabinet or a Committee when that item is being received or under consideration by the Council.
- (d) Questions for written answer and the answers provided will be published on the Council's website as soon as practicable after the relevant meeting.

10.5 Order of Questions

- (a) There will be 9 questions which will receive direct oral answers. All other questions will receive written answers. Questions from each group will be placed so as to alternate on the agenda is so far as is practicable with 5 from the majority group and 4 from the opposition. 3 minutes will be allocated to answer the main question and 2 minutes allocated to answer supplementary questions
- (b) A total of 45 minutes (allowing for any adjournments) shall be allowed on questions and answers under this rule; a question being answered at the time limit (and any supplementary questions to it) shall be completed.
- (c) All questions and answers must be made as questions/answers, addressing the subject matter, and must not be a speech or statement.
- (d) Any oral questions remaining unanswered after the time limit must be answered in writing and shall be circulated to all Members on or before the fourth working day after the Council meeting.
- (e) Each Member of the Council may ask one question for written answer in addition to those for oral answer. Each question and response should be confined to one substantive topic.

10.6 Response

An answer may take the form of:

- (a) a direct oral answer;
- (b) where the desired information is in a publication of the Council or other published work, a reference to that publication; or

- (c) where the reply cannot conveniently be given orally, a written answer circulated later to the questioner. Written answers will be supplied to members no later than the meeting

10.7 **Supplementary questions**

The Councillor asking any question may ask the first supplementary question without notice of the Councillor to whom the first question was asked. The second supplementary question, relevant to the original question, may be asked by a Councillor of the other political party or groups unless they do not wish to use it in which case it reverts to the party asking the original question. In allocating the second supplementary questions, the Mayor will have regard to: the overall time period for Council questions, their constitutional role and function in chairing the Council meetings set out in Article 5, and the political party or group's proportional representation on the Council. (In principle this would usually be four questions to the first opposition group and one question to the second opposition group) Each supplementary question must arise directly out of the original question or the reply. No supplementary questions may be asked on written answers.

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Article 5 - Chairing the Council

5.01 Role and function of the Mayor

The Mayor will have the following roles and functions:

1. To uphold and promote the purposes of the Constitution, and to interpret the Constitution when necessary;
2. To preside over meetings of the Council so that its business can be carried out efficiently and with regard to the rights of councillors and the interests of the community;
3. To ensure that the Council meeting is a forum for the debate of matters of concern to the local community and the place at which members who are not members of the Cabinet or hold committee chairs are able to hold the Cabinet and committee chairs to account;
4. To promote public involvement in the Council's activities;
5. To be the conscience of the Council; and
6. To attend such civic and ceremonial functions as the Council and he/she determines appropriate.

5.02 First Citizen.

The Mayor shall take precedence i.e. shall be the first citizen of the London Borough of Haringey.

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Appendix 10

Report for: Standards Committee 10th of March 2025

Title: Non Voting Co-opted Members Protocol and Subsequent Changes to the Council's Constitution

Report Authorised by: Ayshe Simsek – Democratic Services and Scrutiny Manager

Lead Officer: Ayshe Simsek, Democratic Services and Scrutiny Manager
ayshe.simsek@haringey.gov.uk, 020 8489 2929

Ward(s) affected: N/A

Report for Key/ Non Key Decision: Non Key Decision

1. Describe the issue under consideration

To consider an updated protocol on non voting co-opted member appointments to ensure the process is robust and transparent as possible to maintain the integrity and core functions of scrutiny.

- 1.1 This is a need to update protocol to ensure that the recruitment process is as robust as possible given the access the non – voting co – opted roles offer to elected councillors and senior officers.
- 1.2 The protocol has been updated following consideration at Constitution Working Group and is attached for approval by the Standards Committee in accordance with their responsibilities for maintaining high standards of conduct and considering amendments to the Constitution and recommending proposals to full council for approval.
- 1.3 The updated protocol attached at Appendix 1 responds to observations and comments made by the Constitution Working Group at meetings between November and late February as outlined in paragraph 6.5.
- 1.4 There are also subsequent changes needed to the Overview and Scrutiny Procedure Rules, Part 4 Section G, outlined at Appendix 2 and Overview and Scrutiny Protocol outlined at Appendix 3.

2. Cabinet Member Introduction

Not applicable

3. Recommendations

- 3.1 To agree the Non – voting co-opted Member protocol at Appendix 1 for implementation and publication on the Council's website.

- 3.2 To consider the required changes to the Overview and Scrutiny Procedure Rules, Part 4 Section G, arising from the discussions at the Constitution Working Group in relation to the non voting co-optee protocol and specifically that the decision making is assigned to the Overview and Scrutiny Committee .To further recommend this change outlined at Appendix 2 to the Full Council meeting on the 24th of March 2025.
- 3.3 To note the required changes to the Overview and scrutiny Protocol outlined at Appendix 3.

4. Reasons for decision

The protocol was last updated in January 2021 and given the continuing increased profile of the Council in the community following Covid to fully ensure that access, via this role, to the democratic process has safeguards in place to maintain the principles of the scrutiny function.

5. Alternative options considered

None – to not update the protocol would not be in keeping with good governance principles.

6. Background information

- 6.1 To note that the Standards Committee, terms of reference includes promoting and maintaining high standards of conduct by Councillors, co-opted members and representatives of religious organisations and parent governor representatives; assisting the Leader, Councillors, co-opted members and representatives of religious organisations and parent governor representatives to observe the Members' Code of Conduct.
- 6.2 In relation to scrutiny, the Local Government Act 2000 made provision for the co- option of non-elected members to Overview and Scrutiny to bring additional expertise and skills to scrutiny work and to increase public engagement with scrutiny. This is also covered within the Council's Constitution under the Section G (3.1) of the Overview and Scrutiny Procedure Rules. The Panel meetings are not decision making meetings and will usually be compiling scrutiny reviews for agreement by Overview and Scrutiny and then for onward approval by the Cabinet. Agreement on issues in scrutiny panel is reached by consensus and there has not been an occasion where a vote was required to test this issue.
- 6.3 In January 2021 the Standards Committee agreed a protocol on non – voting co-opted members which put in place in the process for recruitment , completion of register of interest form and made clear adherence to the Member Code of Conduct.
- 6.4 In light of expressed need from Scrutiny members to increase the community voice on Panel meetings , there has been increased interest in the non – voting co-opted roles . The Panels can appoint up to 3 non-voting members and nominations can come forward from established

community groups or be individuals that provide additional expertise and skills.

6.5 The Constitution Working Group have considered and worked on the changes to the Protocol between November and late February and the document responds to the following observations and comments:

- Clarity that the Overview and Scrutiny Committee appoint the non – voting co-opted members and this seems in keeping with the provision that the parent committee makes these appointments as the Scrutiny Panels do not have any decision making abilities.
- Guarding against strong political or personal motivations overtaking discussions at meetings and maintaining the integrity of scrutiny.
- With regards to the term of office, adding in wording to include consultation with the chair of Overview and Scrutiny Committee in taking forward any recommendations on changes to membership during the year. Adding in wording make sure that the process is fair and noting the process for complaint about this.
- Important for individuals that have a conflict of interest or who are in litigation with the Council to not sit on Panels.
- The need for the protocol to protect council business from being taken over by individual issues, deter fixation on specific issues by individuals at Panel meetings, and for there to be a separation of the policy and service delivery.
- Need to include the Chair of Overview and Scrutiny in the recruitment process and decision making on the appointments.
- Providing the ability to Overview and Scrutiny Committee to review the criteria for participating in the Panel meetings.
- Checking if the Standards complaints process applies to non-voting co-opted members. (This does not and non voting members can only be requested to follow this)
- Ensuring this is an annual process and not a carryover of previous decisions on appointments.
- Providing the ability to the Scrutiny Panel to evaluate and advise if the appointment is not conducive and supporting scrutiny work plan and responsibilities.
- The 2000 Local Government Act does not prescribe a number of non-voting co-optees and subsequently noted that this number seems to be applied by other London boroughs.
- importance of advertising the roles and suggested that this could be done in the period between March and June each Municipal year

7. Contribution to strategic outcomes

The Council's Constitution supports the governance of the Council and its

Decision making thereby assisting the Council to meet its strategic outcomes.

8. Statutory Officers comments (Chief Finance Officer (including procurement), Assistant Director of Corporate Governance, Equalities)

Finance

- 8.1 There is no payments for non - voting co-opted members and no financial implications.

Legal

- 8.2 Legal comments are contained within the report

Equality

- 8.3 Equalities duties are adhered to in the recruitment process for co-opted members.

9. Use of Appendices

Appendix 1 – updated non voting co-optee protocol

Appendix 2 Overview and Scrutiny Procedure rules

Appendix 3 - Overview and Scrutiny Protocol

10. Local Government (Access to Information) Act 1985

Council Constitution

1972 Local Government Act

Local Government Act 2000

Appendix 11

Protocol for Non - Voting Co-opted Members – March 7, 2025

Introduction

- 1.1 The primary purpose of establishing a protocol for the co-option of non-statutory, non-voting Scrutiny members is as follows:
- To set out how the appointment and role of non- voting Scrutiny Panel members is taken forward.
- 1.2 Each Scrutiny Panel is entitled to have up to three non-voting co-optees to assist Scrutiny with its work, who will be approved by the Overview and Scrutiny Committee on an annual basis. Non-voting co-optees are intended to bring an additional element of external challenge to the work of the Scrutiny Panels. By bringing a diverse spectrum of experience and adding a different perspective to many items, they are expected to add value to Scrutiny by performing the following roles:
- To act as a non-party political voice for those who live and/or work in Haringey; and
 - To bring specialist knowledge and/or skills to the Overview and Scrutiny process and bring an element of external challenge by representing the public.
- 1.3 For the purposes of this protocol, the term ‘Co-opted members/Co-optees’ refers to Co-opted non-statutory, non-voting Scrutiny members. Sections 2.4, 3, 4 and 5 of this protocol could also be applicable to Standards Committee which is also able to appoint up to 6 non-voting co-opted members as set out in the Constitution at Article 9 - paragraph 9.02.

2. Non - Voting Co-opted members

- 2.1 Most members on Scrutiny Committees are elected members and voting co-opted members, although provision is available for Overview and Scrutiny to appoint up to three co-optees to each Scrutiny Panel. The decision making on appointment of non – voting co-opted members should take place at the start of the Municipal year.
- 2.2 Non-voting Co-opted members will be an integral part of Scrutiny Panels and are able to contribute to questioning of witnesses and analysis of evidence. Scrutiny Panel chairs are advised to invite individuals who have specific and detailed knowledge of a particular issue to act as expert witnesses or independent external advisers instead of being applicable to the appointment process at section 3.5 below, as this will provide them with greater scope to contribute to evidence received by panels.
- 2.3 It is expected that appointed non-voting co-optees will:
- Attend formal meetings of the Panel, which are usually held in the evening.
 - Attend additional meetings and evidence gathering sessions such as site visits.
 - Prepare for meetings by reading the agenda papers and additional information to familiarise themselves with the issues being scrutinised.

- Prior to meetings, consider questions they may wish to put to Cabinet Members, officers, and external witnesses.
- Help the Panel to make practical suggestions for improvements to services.
- Contribute to the preparation of reviews and the formulation of recommendations.
- Contribute to the development of the annual Scrutiny work programme.
- Establish good relations with members, officers and other co-optees.
- Abide by the relevant sections of the Council's Constitution in terms of the rules and procedures for Overview and Scrutiny; and
- Keep abreast of key issues for the authority and bear these in mind when scrutinising services and making recommendations for improvement.
- Attend training sessions conducive to their Scrutiny role

2.4 Non-voting co-opted members should also note the following:

- Co-optees on Scrutiny Panels will have no voting rights.
 - Each co-opted member will be appointed for a period of one year by the Overview and Scrutiny Committee, at their first meeting of the Municipal year. Subject to there being no issues regarding their membership, this will be reviewed on an annual basis by the Overview and Scrutiny Committee.
 - Employees and existing Councillors of Haringey Council are excluded from applying to be Co-optees.
- Co-optees are expected to act in accordance with the Member Code of Conduct.

2.5 Scrutiny involves working with councillors and officers as a critical friend in an unbiased and collaborative manner maintaining the shared focus of the Scrutiny Work Programme and the Panel's terms of reference. The expectation is that all participants in the panel meetings approach the agenda and work items with an open mind and avoid being influenced by party political or personal motivations.

2.6 The Overview and Scrutiny will have the authority to review and amend the criteria set out at paragraphs 2.3 and 2.4 to meet the needs of the Scrutiny work plan and ensure the Committee meets its statutory role and responsibilities, which may impact on the eligibility of non – voting co – optees to sit on the Panels.

3. Appointment process

- 3.1 Primarily, Scrutiny will seek nominations from established community groups that have a working relationship with the Council for non-voting co-optee positions. Where the Panel identifies that a non-voting Co-opted member maybe beneficial to the work of the Panel and its work programme for the coming municipal year. The Chair of Scrutiny and Panel Chair, supported with advice from Scrutiny Officers, will identify the appropriate community organisation to invite nominations for this role. The community groups will be known through established contact with the Council.
- 3.2 To aid understanding of the requirements for this public facing role, community groups include constituted and un-constituted not-for-profit groups, community organisations and registered charities who provide support to local people in Haringey.

- 3.3 Alternatively, where a particular experience/ expertise is required to assist the Panel for the duration of the municipal year, consideration can also be given to advertising the position on Council's website and social media.
- 3.4 Community organisations will be sent:
- Information on the role of Overview and Scrutiny non -voting co-opted members.
 - Protocol for co-opted non-voting members
 - Information on the relevant Scrutiny Panel, the Scrutiny Work programme, and the skills and experience being sought to allow the community organisation to identify the appropriate individual to nominate.

Where the Panel is seeking particular experience not available through contact with community organisations and the role is advertised, an application form will be sent to interested applicants. This will include a number of questions that have been devised by the Chair of Overview and Scrutiny, the Panel Chair and Scrutiny Officers which will draw out the experience, community involvement and expertise needed for participation in this role.

Recruitment Process for Scrutiny Panel non – voting co-opted members

- 3.5 The Scrutiny Panel Chair, in consultation with the Overview and Scrutiny Chair, along with relevant Scrutiny officer will shortlist suitable candidates that have been considered from community groups or who offer particular expertise and experience. This will include an assessment against the Scrutiny Work Plan, their role in the community and the criteria at section 2.3 above. Applicants will also be asked to attend a short interview with the Chair of Overview and Scrutiny and Panel Chair with officers present. Prior to the interview, they will need to provide two references, including one from the community organisation that they are representing to evidence participation with the community group. The reference checks will be completed by the Human Resources Compliance Team prior to the appointment report being considered by the Overview and Scrutiny Committee.
- 3.6 Given that applicants will likely be living or working in the borough and in use of Council services, internal references may be sought and the stipulations listed below will apply, prior to appointment. This is to ensure that legal requirements and Member Code of Conduct can be adhered to.

Stipulations: applicants are to note that:

- Where they have been in contact with the Council and are subject to actions arising from the requirements of the Council's Unreasonable Behaviour Policy or are known to the Council as a Person of Concern, they will not be eligible to apply.
- Where they had contact with the Council services and are deemed vexatious, abusive, offensive, they will not be eligible to apply.
- Where they are involved in legal proceedings with the Council, they will not be eligible to apply for a position until completion of the proceeding

- Where the applicant has an ongoing dispute against the Council, they will not be eligible until resolution of the issue.
- 3.7 Further to the above requirements being met, there will be a discussion with the relevant Director of the service and Democratic Services Manager on the planned appointment to ensure there is no conflict of interest and that the due diligence has been completed on the appointment process as outlined above.

4. Term of office

- 4.1 According to the recruitment process at section 3.5, non-voting co-opted members will be appointed for the duration of the Municipal year and the Overview and Scrutiny Committee will annually review their membership according to consideration of their work plan.
- 4.2 Any non-voting co-opted members shall be appointed at the first Overview and Scrutiny Committee meeting of each Municipal year. A report shall be made to this meeting that specifies how they will add value to the work of the Panel and, in particular, the specialist knowledge and/or skills that the proposed non-voting co-optees will provide; and the basis on which they can represent the local community and articulate their concerns.
- 4.3 Co-optees may terminate their membership by giving one month's notice to the Democratic and Scrutiny Team Manager.
- 4.4 If during the municipal year, a non-voting co-opted member is deemed by the Chair of the Scrutiny Panel (with advice from the Overview and Scrutiny Chair) to not be carrying out their role in accordance with the criteria set out at 2.3, the Panel can recommend to the Overview and Scrutiny Committee that a decision report is taken forward to remove the non – voting member from the Panel membership. This is to maintain the integrity of the Scrutiny function of the Council. In making such a recommendation, consideration will be given to the extent to which the non-voting co-optee was unable or prevented from supporting the Panel's work.
- 4.5 A complaint about the procedure followed in 4.4 can be taken forward if required, which would be through the Council's Complaints Procedure and subsequently through the Local Government and Social Care Ombudsman process.

5. Code of Conduct

- 5.1 Non-voting co- opted members, are invited to sign the Council's code of conduct which sets out the standards of behaviour expected before the Overview and Scrutiny Committee that appoints them.

- 5.2 Non – voting co-optees must also sign a declaration of interest form identifying any interests which an individual may have which require recording. Advice will be provided on these requirements.

Induction, training and ongoing support

- 5.3 Non-voting co-optees will receive an individual induction prior to attending their first Scrutiny meeting.
- 5.4 The induction will involve meeting with the Chair of the Panel they are joining and the Scrutiny officer responsible for the Panel.
- 5.5 Non-voting co-optees are voluntary positions and there is no allowance provision for this role.

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Part Four, Section G

Overview and Scrutiny

Procedure Rules

OVERVIEW AND SCRUTINY PROCEDURE RULES

1. The arrangements for Overview and Scrutiny

- 1.1 The Council will have one Overview and Scrutiny Committee, which will have responsibility for all overview and scrutiny functions on behalf of the Council.
- 1.2 The terms of reference of the Overview and Scrutiny Committee will be:
- (i) The performance of all overview and scrutiny functions on behalf of the Council.
 - (ii) The appointment of Scrutiny Review Panels, with membership that reflects the political balance of the Council.
 - (iii) To determine the terms of reference of all Scrutiny Review Panels.
 - (iv) To receive reports from local National Health Service bodies on the state of health services and public health in the borough area.
 - (v) To enter into or appoint such joint overview and scrutiny committees that include the London Borough of Haringey and other boroughs for the purpose of responding to consultation by NHS bodies on proposals for substantial variation or development in the provision of health services as required by The Local Authority (Public Health, Health and Wellbeing Boards and Health Scrutiny) Regulations 2013.
 - (vi) To monitor the effectiveness of the Council's Forward Plan.
 - (vii) To receive all appropriate performance management and budget monitoring information.
 - (viii) To approve a programme of future overview and scrutiny work so as to ensure that the Overview and Scrutiny Committee's and Scrutiny Review Panels' time is effectively and efficiently utilised;

PART FOUR – RULES OF PROCEDURE

Section G – Overview & Scrutiny Procedure Rules Appendix 12

- (ix) To consider all requests for call-in and decide whether to call-in a key decision, how it should be considered and whether to refer the decision to the Cabinet or to Council.
- (x) To monitor the effectiveness of the Call-in procedure.
- (xi) To review and scrutinise action taken by partner authorities in discharge of crime and disorder functions and to make reports and recommendations to Cabinet and Council on these.
- (xii) To make arrangements which enable any Councillor who is not a Committee Member to refer any local government matter, or any crime and disorder matter, to the Committee under the Councillor Call for Action Procedure.
- (xiii) To ensure that referrals from Overview and Scrutiny Committee to the Cabinet either by way of report or call-in are managed efficiently, and
- (xiv) To ensure community and voluntary sector organisations, users of services and others are appropriately involved in giving evidence to the Overview and Scrutiny Committee or relevant Scrutiny Review Panel.

1.3 The Overview and Scrutiny Committee may establish a number of Scrutiny Review Panels:

- (i) Scrutiny Reviews Panels are appointed to examine designated Council services. Scrutiny Review Panels will refer their findings/ recommendations in the form of a written report, with the approval of the Overview and Scrutiny Committee, to the Cabinet and/or the Council as appropriate.
- (ii) Scrutiny Review Panels will analyse submissions, request and analyse any additional information, and question the Cabinet Member(s), relevant Council officers, local stakeholders, and where relevant officers and/or board members of local NHS bodies or NHS funded bodies.
- (iii) Subject to the approval of the Overview and Scrutiny Committee, Scrutiny Review Panels will be able to appoint external advisors and/or to commission specific pieces of research if this is deemed necessary.
- (iv) Scrutiny Review Panels should make every effort to work by consensus; however, in exceptional circumstances Members may submit minority reports.
- (v) Prior to publication, draft reports will be sent to the relevant chief officers or where relevant officers of the National Health Service

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for checking for inaccuracies and the presence of exempt and/or confidential information; Scrutiny Review Panel members will revisit any conclusions drawn from disputed information;

- (vi) Following approval by the Overview and Scrutiny Committee, final reports and recommendations will be presented to the next available Cabinet meeting together with an officer report where appropriate. The Cabinet will consider the reports and formally agree their decisions.
 - (vii) Following approval by the Overview and Scrutiny Committee, reports on NHS, non-executive or regulatory matters will be copied to the Cabinet for information.
 - (viii) At the Cabinet meeting to receive the final report and recommendations, the Chair of the Overview and Scrutiny Committee or the Chair of the Scrutiny Review Panel may attend and speak.
 - (ix) After an appropriate period, post implementation, Overview and Scrutiny Committee will carry out a follow up review to determine if the recommendations had the intended outcomes and to measure any improvements.
- 1.4 When Scrutiny Review Panels report on non-executive or regulatory functions the above rules apply, except the references to The Cabinet shall be taken as reference to the relevant non-executive body.
- 1.5 The Overview and Scrutiny Committee shall undertake scrutiny of the Council's budget through a Budget Scrutiny process. The procedure by which this operates is detailed in the Protocol covering the Overview and Scrutiny Committee.
- 1.6 All Overview and Scrutiny meetings shall take place in public (except where exempt or confidential matters are considered).
- 1.7 The Overview and Scrutiny function should not be seen as an alternative to established disciplinary, audit or complaints mechanisms and should not interfere with or pre-empt their work.
- 2. Membership of the Overview and Scrutiny Committee and Scrutiny Review Panels**
- 2.1 All Councillors (except Members of the Cabinet) may be members of the Overview and Scrutiny Committee and the Scrutiny Review Panels. However, no Member may be involved in scrutinising a decision in which he/she has been directly involved.

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- 2.2 The membership of the Overview and Scrutiny Committee and Scrutiny Review Panels shall, as far as is practicable, be in proportion to the representation of different political groups on the Council.

3. Co-optees

- 3.1 Each Scrutiny Review Panel shall be entitled to ~~appoint~~ have up to three people as non-voting co-optees, who will be approved by the Overview and Scrutiny Committee on an annual basis.
- 3.2 Statutory voting non-Councillor members of Overview and Scrutiny Committee will be paid an allowance in accordance with the Members' Allowances Scheme in Part 6 of this Constitution.

4. Education representatives

- 4.1 The Overview and Scrutiny Committee and the Scrutiny Review Panel whose terms of reference relate to education functions that are the responsibility of the Cabinet, shall include in its membership the following representatives:
- (i) At least one Church of England diocesan representative (voting).
 - (ii) At least one Roman Catholic diocesan representative (voting).
 - (iii) 2 parent governor representatives (voting).

These voting representatives will be entitled to vote where the Overview and Scrutiny Committee or the Scrutiny Review Panel is considering matters that relate to relevant education functions. If the Overview and Scrutiny Committee or Scrutiny Review Panel is dealing with other matters, these representatives shall not vote on those matters though they may stay in the meeting and speak at the discretion of the Chair. The Overview and Scrutiny Committee and Scrutiny Review Panel will attempt to organise its meetings so that relevant education matters are grouped together.

5. Meetings of the Overview and Scrutiny Committee and Scrutiny Review Panels

- 5.1 In addition to ordinary meetings of the Overview and Scrutiny Committee, extraordinary meetings may be called from time to time as and when appropriate. An Overview and Scrutiny Committee meeting may be called by the Chair of the Overview and Scrutiny Committee after consultation with the Chief Executive, by any two Members of the Committee or by the proper officer if he/she considers it necessary or appropriate.
- 5.2 In addition to ordinary meetings of the Scrutiny Review Panels, extraordinary meetings may be called from time to time as and when appropriate. A Scrutiny Review Panel meeting may be called by the

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Chair of the Panel after consultation with the Chief Executive, by any two Members of the Committee or by the proper officer if he/she considers it necessary or appropriate.

6. Quorum

The quorum for the Overview Scrutiny Committee and for each Scrutiny Review Panel shall be at least one quarter of its membership and not less than 3 voting members.

7. Chair of the Overview and Scrutiny Committee and Scrutiny Review Panels

7.1 The Chair of the Overview and Scrutiny Committee will be appointed by the Council.

7.2 The Chair of the Overview and Scrutiny Committee shall resign with immediate effect if a vote of no confidence is passed by the Overview and Scrutiny Committee.

7.3 Chairs of Scrutiny Review Panels will be drawn from among the Councillors sitting on the Overview and Scrutiny Committee. Subject to this requirement, the Overview and Scrutiny Committee may appoint any person as it considers appropriate as Chair having regard to the objective of cross-party chairing in proportion to the political balance of the Council. The Scrutiny Review Panels shall not be able to change the appointed Chair unless there is a vote of no confidence as outlined in Article 6.5 in this Constitution.

7.4 The Chair of the Budget Scrutiny Review process will be drawn from among the opposition party Councillors sitting on the Overview and Scrutiny Committee. The Overview and Scrutiny Committee shall not be able to change the appointed Chair unless there is a vote of no confidence as outlined in Article 6.5 in this Constitution.

8. Work programme

Overview and Scrutiny Committee will determine the future scrutiny work programme and will establish Scrutiny Review Panels to assist it to perform its functions. The Committee will appoint a Chair for each Scrutiny Review Panel.

9. Agenda items for the Overview and Scrutiny Committee

9.1 Any member of the Overview and Scrutiny Committee shall be entitled to give notice to the proper officer that he/she wishes an item relevant to the functions of the Committee to be included on the agenda for the next available meeting of the Committee. On receipt of such a request the proper officer will ensure that it is included on the next available agenda.

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- 9.2 The Overview and Scrutiny Committee shall also respond, as soon as its work programme permits, to requests from the Council and, if it considers it appropriate, from the Cabinet to review particular areas of Council activity. Where they do so, the Overview and Scrutiny Committee shall report their findings and any recommendations back to the Cabinet within an agreed timescale.

10. Policy review and development

- 10.1 The role of the Overview and Scrutiny Committee in relation to the development of the Council's budget and policy framework is set out in the Budget and Policy Framework Procedure Rules in Part 4 of this constitution.
- 10.2 In relation to the development of the Council's approach to other matters not forming part of its policy and budget framework, the Overview and Scrutiny Committee and its Scrutiny Review Panels may make proposals to the Cabinet for developments insofar as they relate to matters within their terms of reference. The Scrutiny Review Panels must do so via the Overview and Scrutiny Committee.

11. Reports from the Overview and Scrutiny Committee

Following endorsement by the Overview and Scrutiny Committee, final reports and recommendations will be presented to the next available Cabinet meeting. The procedure to be followed is set out in paragraphs 1.3 or 1.4 above.

12. Making sure that overview and scrutiny reports are considered by the Cabinet

- 12.1 The agenda for Cabinet meetings shall include an item entitled 'Issues arising from Scrutiny'. Reports of the Overview and Scrutiny Committee referred to the Cabinet shall be included at this point in the agenda unless either they have been considered in the context of the Cabinet's deliberations on a substantive item on the agenda or the Cabinet gives reasons why they cannot be included and states when they will be considered.
- 12.2 Where the Overview and Scrutiny Committee prepares a report for consideration by the Cabinet in relation to a matter where decision making power has been delegated to an individual Cabinet Member, a Committee of the Cabinet or an Officer, or under Joint Arrangements, then the Overview and Scrutiny Committee will also submit a copy of their report to that body or individual for consideration, and a copy to the proper officer. If the Member, committee, or officer with delegated decision making power does not accept the recommendations of the Overview and Scrutiny Committee, then the body/he/she must then refer the matter to the next appropriate meeting of the Cabinet for debate before making a decision.

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13. Rights and powers of Overview and Scrutiny Committee members**13.1 Rights to documents**

- (i) In addition to their rights as Councillors, members of the Overview and Scrutiny Committee and Scrutiny Review Panels have the additional right to documents, and to notice of meetings as set out in the Access to Information Procedure Rules in Part 4 of this Constitution.
- (ii) Nothing in this paragraph prevents more detailed liaison between the Cabinet and the Overview and Scrutiny Committee and Scrutiny Review Panels as appropriate depending on the particular matter under consideration.

13.2 Powers to conduct enquiries

The Overview and Scrutiny Committee and Scrutiny Review Panels may hold enquiries into past performance and investigate the available options for future direction in policy development and may appoint advisers and assessors to assist them in these processes. They may go on site visits, conduct public surveys, hold public meetings, commission research and do all other things that they reasonably consider necessary to inform their deliberations, within available resources. They may ask witnesses to attend to address them on any matter under consideration and may pay any advisers, assessors and witnesses a reasonable fee and expenses for doing so. Scrutiny Review Panels require the support of the Overview and Scrutiny Committee to do so.

13.3 Power to require Members and officers to give account

- (i) The Overview and Scrutiny Committee and Scrutiny Review Panels may scrutinise and review decisions made or actions taken in connection with the discharge of any Council functions (Scrutiny Review Panels will keep to issues that fall within their terms of reference). As well as reviewing documentation, in fulfilling the scrutiny role, it may require any Member of the Cabinet, the Head of Paid Service and/or any senior officer (at second or third tier), and chief officers of the local National Health Service to attend before it to explain in relation to matters within their remit:
 - (a) any particular decision or series of decisions;
 - (b) the extent to which the actions taken implement Council policy (or NHS policy, where appropriate); and
 - (c) their performance.

It is the duty of those persons to attend if so required. At the discretion of their Director, council officers below third tier may

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attend, usually accompanied by a senior manager. At the discretion of the relevant Chief Executive, other NHS officers may also attend overview and scrutiny meetings.

- (ii) Where any Member or officer is required to attend the Overview and Scrutiny Committee or Scrutiny Review Panel under this provision, the Chair of that body will inform the Member or proper officer. The proper officer shall inform the Member or officer in writing giving at least 10 working days notice of the meeting at which he/she is required to attend. The notice will state the nature of the item on which he/she is required to attend to give account and whether any papers are required to be produced for the Overview and Scrutiny Committee or Scrutiny Review Panel. Where the account to be given to Overview and Scrutiny Committee or Scrutiny Review Panel will require the production of a report, then the Member or officer concerned will be given sufficient notice to allow for preparation of that documentation.
- (iii) Where, in exceptional circumstances, the Member or officer is unable to attend on the required date, then the Overview and Scrutiny Committee or Scrutiny Review Panel shall in consultation with the Member or officer arrange an alternative date for attendance, to take place within a maximum of 10 days from the date of the original request.

14. Attendance by others

The Overview and Scrutiny Committee or Scrutiny Review Panel may invite people other than those people referred to in paragraph 13 above to address it, discuss issues of local concern and/or answer questions. It may for example wish to hear from residents, stakeholders and Members and officers in other parts of the public sector and may invite such people to attend. Attendance is optional.

15. Call-in

The call-in procedure is dealt with separately at Part 4 Section H of the Constitution, immediately following these Overview and Scrutiny Procedure Rules.

16. Councillor Call for Action (CCfA)

The Council has adopted a Protocol for handling requests by non-Committee Members that the Committee should consider any local government matter which is a matter of significant community concern. This procedure should only be a last resort once the other usual methods for resolving local concerns have failed. Certain matters such as individual complaints and planning or licensing decisions are excluded.

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Requests for a CCfA referral should be made to the Democratic Services Manager who will check with the Monitoring Officer that the request falls within the Protocol. The Councillor making the referral will be able to attend the relevant meeting of the Committee to explain the matter. Among other actions, the Committee may: (i) make recommendations to the Cabinet, Directors or partner agencies, (ii) ask officers for a further report, (iii) ask for further evidence from the Councillor making the referral, or (iv) decide to take no further action on the referral.

The Protocol is not included within this Constitution but will be subject to regular review by the Committee.

17. Procedure at Overview and Scrutiny Committee meetings and meetings of the Scrutiny Review Panels.

(a) The Overview and Scrutiny Committee shall consider the following business as appropriate:

- (i) apologies for absence;
- (ii) urgent business;
- (iii) declarations of interest;
- (iv) minutes of the last meeting;
- (v) deputations and petitions;
- (vi) consideration of any matter referred to the Committee for a decision in relation to call-in of a key decision;
- (vii) responses of the Cabinet to reports of the Committee;
- (viii) the business otherwise set out on the agenda for the meeting.

(b) A Scrutiny Review Panel shall consider the following business as appropriate:

- (i) minutes of the last meeting;
- (ii) declarations of interest;
- (iii) the business otherwise set out on the agenda for the meeting.

(c) Where the Overview and Scrutiny Committee or Scrutiny Review Panel has asked people to attend to give evidence at meetings,

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these are to be conducted in accordance with the following principles:

- (i) that the investigation be conducted fairly and all members of the Overview and Scrutiny Committee and Scrutiny Review Panels be given the opportunity to ask questions of attendees, to contribute and to speak;
 - (ii) that those assisting the Overview and Scrutiny Committee or Scrutiny Review Panel by giving evidence be treated with respect and courtesy;
 - (iii) that the investigation be conducted so as to maximise the efficiency of the investigation or analysis; and
 - (iv) that reasonable effort be made to provide appropriate assistance with translation or alternative methods of communication to assist those giving evidence.
- (d) Following any investigation or review, the Overview and Scrutiny Committee or Scrutiny Review Panel shall prepare a report, for submission to the Cabinet and shall make its report and findings public.

17A. Declarations Of Interest Of Members

- (a) If a member of the Overview and Scrutiny Committee or Scrutiny Review Panel has a disclosable pecuniary interest or a prejudicial interest as referred to in Members' Code of Conduct in any matter under consideration, then the member shall declare his or her interest at the start of the meeting or as soon as the interest becomes apparent. The member may not participate or participate further in any discussion of the matter or participate in any vote or further vote taken on the matter at the meeting and must withdraw from the meeting until discussion of the relevant matter is concluded unless that member has obtained a dispensation from the Council's Standards Committee.
- (b) If a member of the Overview and Scrutiny Committee or Scrutiny Review Panel has a personal interest which is not a disclosable pecuniary interest nor a prejudicial interest, the member is under no obligation to make a disclosure at the meeting but may do so if he/she wishes.

18. The Party Whip

Scrutiny is intended to operate outside the party whip system. However, when considering any matter in respect of which a Member of scrutiny is subject to a party whip the Member must declare the existence of the whip and the nature of it before the commencement of the

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Committee/Panel's deliberations on the matter. The Declaration, and the detail of the whipping arrangements, shall be recorded in the minutes of the meeting.

The expression “party whip” can be taken to mean: “Any instruction given by or on behalf of a political group to any Councillor who is a Member of that group as to how that Councillor shall speak or vote on any matter before the Council or any committee or sub-committee, or the application or threat to apply any sanction by the group in respect of that Councillor should he/she speak or vote in any particular manner.”

19. Matters within the remit of more than one Scrutiny Review Panel

Should there be any overlap between the business of any Scrutiny Review Panels, the Overview and Scrutiny Committee is empowered to resolve the issue.

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Part Four, Section G

Overview and Scrutiny

Procedure Rules

OVERVIEW AND SCRUTINY PROCEDURE RULES

1. The arrangements for Overview and Scrutiny

- 1.1 The Council will have one Overview and Scrutiny Committee, which will have responsibility for all overview and scrutiny functions on behalf of the Council.
- 1.2 The terms of reference of the Overview and Scrutiny Committee will be:
- (i) The performance of all overview and scrutiny functions on behalf of the Council.
 - (ii) The appointment of Scrutiny Review Panels, with membership that reflects the political balance of the Council.
 - (iii) To determine the terms of reference of all Scrutiny Review Panels.
 - (iv) To receive reports from local National Health Service bodies on the state of health services and public health in the borough area.
 - (v) To enter into or appoint such joint overview and scrutiny committees that include the London Borough of Haringey and other boroughs for the purpose of responding to consultation by NHS bodies on proposals for substantial variation or development in the provision of health services as required by The Local Authority (Public Health, Health and Wellbeing Boards and Health Scrutiny) Regulations 2013.
 - (vi) To monitor the effectiveness of the Council's Forward Plan.
 - (vii) To receive all appropriate performance management and budget monitoring information.
 - (viii) To approve a programme of future overview and scrutiny work so as to ensure that the Overview and Scrutiny Committee's and Scrutiny Review Panels' time is effectively and efficiently utilised;

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- (ix) To consider all requests for call-in and decide whether to call-in a key decision, how it should be considered and whether to refer the decision to the Cabinet or to Council.
- (x) To monitor the effectiveness of the Call-in procedure.
- (xi) To review and scrutinise action taken by partner authorities in discharge of crime and disorder functions and to make reports and recommendations to Cabinet and Council on these.
- (xii) To make arrangements which enable any Councillor who is not a Committee Member to refer any local government matter, or any crime and disorder matter, to the Committee under the Councillor Call for Action Procedure.
- (xiii) To ensure that referrals from Overview and Scrutiny Committee to the Cabinet either by way of report or call-in are managed efficiently, and
- (xiv) To ensure community and voluntary sector organisations, users of services and others are appropriately involved in giving evidence to the Overview and Scrutiny Committee or relevant Scrutiny Review Panel.

1.3 The Overview and Scrutiny Committee may establish a number of Scrutiny Review Panels:

- (i) Scrutiny Reviews Panels are appointed to examine designated Council services. Scrutiny Review Panels will refer their findings/ recommendations in the form of a written report, with the approval of the Overview and Scrutiny Committee, to the Cabinet and/or the Council as appropriate.
- (ii) Scrutiny Review Panels will analyse submissions, request and analyse any additional information, and question the Cabinet Member(s), relevant Council officers, local stakeholders, and where relevant officers and/or board members of local NHS bodies or NHS funded bodies.
- (iii) Subject to the approval of the Overview and Scrutiny Committee, Scrutiny Review Panels will be able to appoint external advisors and/or to commission specific pieces of research if this is deemed necessary.
- (iv) Scrutiny Review Panels should make every effort to work by consensus; however, in exceptional circumstances Members may submit minority reports.
- (v) Prior to publication, draft reports will be sent to the relevant chief officers or where relevant officers of the National Health Service

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for checking for inaccuracies and the presence of exempt and/or confidential information; Scrutiny Review Panel members will revisit any conclusions drawn from disputed information;

- (vi) Following approval by the Overview and Scrutiny Committee, final reports and recommendations will be presented to the next available Cabinet meeting together with an officer report where appropriate. The Cabinet will consider the reports and formally agree their decisions.
 - (vii) Following approval by the Overview and Scrutiny Committee, reports on NHS, non-executive or regulatory matters will be copied to the Cabinet for information.
 - (viii) At the Cabinet meeting to receive the final report and recommendations, the Chair of the Overview and Scrutiny Committee or the Chair of the Scrutiny Review Panel may attend and speak.
 - (ix) After an appropriate period, post implementation, Overview and Scrutiny Committee will carry out a follow up review to determine if the recommendations had the intended outcomes and to measure any improvements.
- 1.4 When Scrutiny Review Panels report on non-executive or regulatory functions the above rules apply, except the references to The Cabinet shall be taken as reference to the relevant non-executive body.
- 1.5 The Overview and Scrutiny Committee shall undertake scrutiny of the Council's budget through a Budget Scrutiny process. The procedure by which this operates is detailed in the Protocol covering the Overview and Scrutiny Committee.
- 1.6 All Overview and Scrutiny meetings shall take place in public (except where exempt or confidential matters are considered).
- 1.7 The Overview and Scrutiny function should not be seen as an alternative to established disciplinary, audit or complaints mechanisms and should not interfere with or pre-empt their work.
- 2. Membership of the Overview and Scrutiny Committee and Scrutiny Review Panels**
- 2.1 All Councillors (except Members of the Cabinet) may be members of the Overview and Scrutiny Committee and the Scrutiny Review Panels. However, no Member may be involved in scrutinising a decision in which he/she has been directly involved.

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- 2.2 The membership of the Overview and Scrutiny Committee and Scrutiny Review Panels shall, as far as is practicable, be in proportion to the representation of different political groups on the Council.

3. Co-optees

- 3.1 Each Scrutiny Review Panel shall be entitled to have up to three people as non-voting co-optees, who will be approved by the Overview and Scrutiny Committee on an annual basis.
- 3.2 Statutory voting non-Councillor members of Overview and Scrutiny Committee will be paid an allowance in accordance with the Members' Allowances Scheme in Part 6 of this Constitution.

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- 4.1 The Overview and Scrutiny Committee and the Scrutiny Review Panel whose terms of reference relate to education functions that are the responsibility of the Cabinet, shall include in its membership the following representatives:

- (i) At least one Church of England diocesan representative (voting).
- (ii) At least one Roman Catholic diocesan representative (voting).
- (iii) 2 parent governor representatives (voting).

These voting representatives will be entitled to vote where the Overview and Scrutiny Committee or the Scrutiny Review Panel is considering matters that relate to relevant education functions. If the Overview and Scrutiny Committee or Scrutiny Review Panel is dealing with other matters, these representatives shall not vote on those matters though they may stay in the meeting and speak at the discretion of the Chair. The Overview and Scrutiny Committee and Scrutiny Review Panel will attempt to organise its meetings so that relevant education matters are grouped together.

5. Meetings of the Overview and Scrutiny Committee and Scrutiny Review Panels

- 5.1 In addition to ordinary meetings of the Overview and Scrutiny Committee, extraordinary meetings may be called from time to time as and when appropriate. An Overview and Scrutiny Committee meeting may be called by the Chair of the Overview and Scrutiny Committee after consultation with the Chief Executive, by any two Members of the Committee or by the proper officer if he/she considers it necessary or appropriate.
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Chair of the Panel after consultation with the Chief Executive, by any two Members of the Committee or by the proper officer if he/she considers it necessary or appropriate.

6. Quorum

The quorum for the Overview Scrutiny Committee and for each Scrutiny Review Panel shall be at least one quarter of its membership and not less than 3 voting members.

7. Chair of the Overview and Scrutiny Committee and Scrutiny Review Panels

7.1 The Chair of the Overview and Scrutiny Committee will be appointed by the Council.

7.2 The Chair of the Overview and Scrutiny Committee shall resign with immediate effect if a vote of no confidence is passed by the Overview and Scrutiny Committee.

7.3 Chairs of Scrutiny Review Panels will be drawn from among the Councillors sitting on the Overview and Scrutiny Committee. Subject to this requirement, the Overview and Scrutiny Committee may appoint any person as it considers appropriate as Chair having regard to the objective of cross-party chairing in proportion to the political balance of the Council. The Scrutiny Review Panels shall not be able to change the appointed Chair unless there is a vote of no confidence as outlined in Article 6.5 in this Constitution.

7.4 The Chair of the Budget Scrutiny Review process will be drawn from among the opposition party Councillors sitting on the Overview and Scrutiny Committee. The Overview and Scrutiny Committee shall not be able to change the appointed Chair unless there is a vote of no confidence as outlined in Article 6.5 in this Constitution.

8. Work programme

Overview and Scrutiny Committee will determine the future scrutiny work programme and will establish Scrutiny Review Panels to assist it to perform its functions. The Committee will appoint a Chair for each Scrutiny Review Panel.

9. Agenda items for the Overview and Scrutiny Committee

9.1 Any member of the Overview and Scrutiny Committee shall be entitled to give notice to the proper officer that he/she wishes an item relevant to the functions of the Committee to be included on the agenda for the next available meeting of the Committee. On receipt of such a request the proper officer will ensure that it is included on the next available agenda.

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- 9.2 The Overview and Scrutiny Committee shall also respond, as soon as its work programme permits, to requests from the Council and, if it considers it appropriate, from the Cabinet to review particular areas of Council activity. Where they do so, the Overview and Scrutiny Committee shall report their findings and any recommendations back to the Cabinet within an agreed timescale.

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- 10.1 The role of the Overview and Scrutiny Committee in relation to the development of the Council's budget and policy framework is set out in the Budget and Policy Framework Procedure Rules in Part 4 of this constitution.
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Following endorsement by the Overview and Scrutiny Committee, final reports and recommendations will be presented to the next available Cabinet meeting. The procedure to be followed is set out in paragraphs 1.3 or 1.4 above.

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- 12.2 Where the Overview and Scrutiny Committee prepares a report for consideration by the Cabinet in relation to a matter where decision making power has been delegated to an individual Cabinet Member, a Committee of the Cabinet or an Officer, or under Joint Arrangements, then the Overview and Scrutiny Committee will also submit a copy of their report to that body or individual for consideration, and a copy to the proper officer. If the Member, committee, or officer with delegated decision making power does not accept the recommendations of the Overview and Scrutiny Committee, then the body/he/she must then refer the matter to the next appropriate meeting of the Cabinet for debate before making a decision.

13. Rights and powers of Overview and Scrutiny Committee members**13.1 Rights to documents**

- (i) In addition to their rights as Councillors, members of the Overview and Scrutiny Committee and Scrutiny Review Panels have the additional right to documents, and to notice of meetings as set out in the Access to Information Procedure Rules in Part 4 of this Constitution.
- (ii) Nothing in this paragraph prevents more detailed liaison between the Cabinet and the Overview and Scrutiny Committee and Scrutiny Review Panels as appropriate depending on the particular matter under consideration.

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- (i) The Overview and Scrutiny Committee and Scrutiny Review Panels may scrutinise and review decisions made or actions taken in connection with the discharge of any Council functions (Scrutiny Review Panels will keep to issues that fall within their terms of reference). As well as reviewing documentation, in fulfilling the scrutiny role, it may require any Member of the Cabinet, the Head of Paid Service and/or any senior officer (at second or third tier), and chief officers of the local National Health Service to attend before it to explain in relation to matters within their remit:
 - (a) any particular decision or series of decisions;
 - (b) the extent to which the actions taken implement Council policy (or NHS policy, where appropriate); and
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attend, usually accompanied by a senior manager. At the discretion of the relevant Chief Executive, other NHS officers may also attend overview and scrutiny meetings.

- (ii) Where any Member or officer is required to attend the Overview and Scrutiny Committee or Scrutiny Review Panel under this provision, the Chair of that body will inform the Member or proper officer. The proper officer shall inform the Member or officer in writing giving at least 10 working days notice of the meeting at which he/she is required to attend. The notice will state the nature of the item on which he/she is required to attend to give account and whether any papers are required to be produced for the Overview and Scrutiny Committee or Scrutiny Review Panel. Where the account to be given to Overview and Scrutiny Committee or Scrutiny Review Panel will require the production of a report, then the Member or officer concerned will be given sufficient notice to allow for preparation of that documentation.
- (iii) Where, in exceptional circumstances, the Member or officer is unable to attend on the required date, then the Overview and Scrutiny Committee or Scrutiny Review Panel shall in consultation with the Member or officer arrange an alternative date for attendance, to take place within a maximum of 10 days from the date of the original request.

14. Attendance by others

The Overview and Scrutiny Committee or Scrutiny Review Panel may invite people other than those people referred to in paragraph 13 above to address it, discuss issues of local concern and/or answer questions. It may for example wish to hear from residents, stakeholders and Members and officers in other parts of the public sector and may invite such people to attend. Attendance is optional.

15. Call-in

The call-in procedure is dealt with separately at Part 4 Section H of the Constitution, immediately following these Overview and Scrutiny Procedure Rules.

16. Councillor Call for Action (CCfA)

The Council has adopted a Protocol for handling requests by non-Committee Members that the Committee should consider any local government matter which is a matter of significant community concern. This procedure should only be a last resort once the other usual methods for resolving local concerns have failed. Certain matters such as individual complaints and planning or licensing decisions are excluded.

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Requests for a CCfA referral should be made to the Democratic Services Manager who will check with the Monitoring Officer that the request falls within the Protocol. The Councillor making the referral will be able to attend the relevant meeting of the Committee to explain the matter. Among other actions, the Committee may: (i) make recommendations to the Cabinet, Directors or partner agencies, (ii) ask officers for a further report, (iii) ask for further evidence from the Councillor making the referral, or (iv) decide to take no further action on the referral.

The Protocol is not included within this Constitution but will be subject to regular review by the Committee.

17. Procedure at Overview and Scrutiny Committee meetings and meetings of the Scrutiny Review Panels.

- (a) The Overview and Scrutiny Committee shall consider the following business as appropriate:
 - (i) apologies for absence;
 - (ii) urgent business;
 - (iii) declarations of interest;
 - (iv) minutes of the last meeting;
 - (v) deputations and petitions;
 - (vi) consideration of any matter referred to the Committee for a decision in relation to call-in of a key decision;
 - (vii) responses of the Cabinet to reports of the Committee;
 - (viii) the business otherwise set out on the agenda for the meeting.
- (b) A Scrutiny Review Panel shall consider the following business as appropriate:
 - (i) minutes of the last meeting;
 - (ii) declarations of interest;
 - (iii) the business otherwise set out on the agenda for the meeting.
- (c) Where the Overview and Scrutiny Committee or Scrutiny Review Panel has asked people to attend to give evidence at meetings,

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these are to be conducted in accordance with the following principles:

- (i) that the investigation be conducted fairly and all members of the Overview and Scrutiny Committee and Scrutiny Review Panels be given the opportunity to ask questions of attendees, to contribute and to speak;
 - (ii) that those assisting the Overview and Scrutiny Committee or Scrutiny Review Panel by giving evidence be treated with respect and courtesy;
 - (iii) that the investigation be conducted so as to maximise the efficiency of the investigation or analysis; and
 - (iv) that reasonable effort be made to provide appropriate assistance with translation or alternative methods of communication to assist those giving evidence.
- (d) Following any investigation or review, the Overview and Scrutiny Committee or Scrutiny Review Panel shall prepare a report, for submission to the Cabinet and shall make its report and findings public.

17A. Declarations Of Interest Of Members

- (a) If a member of the Overview and Scrutiny Committee or Scrutiny Review Panel has a disclosable pecuniary interest or a prejudicial interest as referred to in Members' Code of Conduct in any matter under consideration, then the member shall declare his or her interest at the start of the meeting or as soon as the interest becomes apparent. The member may not participate or participate further in any discussion of the matter or participate in any vote or further vote taken on the matter at the meeting and must withdraw from the meeting until discussion of the relevant matter is concluded unless that member has obtained a dispensation from the Council's Standards Committee.
- (b) If a member of the Overview and Scrutiny Committee or Scrutiny Review Panel has a personal interest which is not a disclosable pecuniary interest nor a prejudicial interest, the member is under no obligation to make a disclosure at the meeting but may do so if he/she wishes.

18. The Party Whip

Scrutiny is intended to operate outside the party whip system. However, when considering any matter in respect of which a Member of scrutiny is subject to a party whip the Member must declare the existence of the whip and the nature of it before the commencement of the

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Committee/Panel's deliberations on the matter. The Declaration, and the detail of the whipping arrangements, shall be recorded in the minutes of the meeting.

The expression “party whip” can be taken to mean: “Any instruction given by or on behalf of a political group to any Councillor who is a Member of that group as to how that Councillor shall speak or vote on any matter before the Council or any committee or sub-committee, or the application or threat to apply any sanction by the group in respect of that Councillor should he/she speak or vote in any particular manner.”

19. Matters within the remit of more than one Scrutiny Review Panel

Should there be any overlap between the business of any Scrutiny Review Panels, the Overview and Scrutiny Committee is empowered to resolve the issue.

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1 INTRODUCTION

- 1.1 Overview and Scrutiny plays a fundamental role in the Council's governance arrangements through holding decision makers to account, policy review and development, acting as a community voice and ensuring the efficient delivery of public services. Effective scrutiny requires the commitment of the whole Council and partners, as well as creating the right culture, behaviours and attitude that sees scrutiny as a valuable contributor to the business of the Council.
- 1.2 This new protocol is a welcome opportunity for the whole Council to re-affirm its commitment to effective scrutiny, foster an effective and constructive working relationship with all stakeholders in the scrutiny process and refresh relevant policies and procedures so that they reflect best practice. It also takes into account learning from recent Haringey scrutiny work as well as the new Statutory Guidance on Overview and Scrutiny in Local and Combined Authorities that was published by the Ministry of Housing, Communities and Local Government (MHCLG) in May 2019.
- 1.3 The Protocol is intended to give effect to the provisions in the Constitution relating to Overview and Scrutiny. In the event of any apparent conflict that may arise between the provisions in the Protocol and the Constitution, the Constitution shall take precedence.

2 ROLE OF OVERVIEW AND SCRUTINY COMMITTEE

- 2.1 The Council is committed to creating an environment conducive to effective scrutiny. It is a statutory function and a requirement for all authorities operating executive arrangements. It is also an integral part of the Council's decision-making structure and provides essential checks and balances to the Council's Cabinet to ensure that its powers are used wisely. Whilst its legitimacy is beyond question, scrutiny should nonetheless be able to demonstrate clearly to the Council and its Cabinet, senior management team, partners and the public the value that it adds in its work and seek to make recommendations that improve the lives of local residents.
- 2.2 Effective Overview and Scrutiny should:
 - Provide constructive challenge;
 - Amplify the voices and concerns of the public;
 - Be led by independent minded Members who take responsibility for their role; and
 - Drive improvement in public services.

Challenge

- 2.3 For challenge to be effective, it needs to be sufficiently robust. It should nevertheless be constructive and focused on matters of timely relevance to the Council and the wider community. The role of scrutiny as a 'Critical Friend' should be undertaken in a courteous and professional manner, reflecting the Member's Code of Conduct. The aim of scrutiny should be to improve decision making and outcomes for residents, not scoring political points or providing a political opposition to those who make decisions.

Public and Community Involvement

- 2.4 Overview and Scrutiny has an important role in articulating the concerns of residents and community organisations. It will therefore strive to facilitate their involvement in its work and, in particular, the development of its work plan, providing evidence and asking questions.
- 2.5 Overview and scrutiny will seek to ensure that the feedback that it receives is representative of the local community. It will be proactive in seeking input and seek to involve individuals and groups within it that are best placed to inform specific pieces of work. It will use a range of methods and, where possible, locations in order to best to engage with diverse stakeholders and listen to their views and experience.

Independence

- 2.6 Overview and scrutiny shall be independent in both outlook and operation. The Cabinet should not seek to direct the areas that it focusses upon, although suggestions can be made for the work programme. Overview and scrutiny shall not be subject to undue party political influence, such as whipping. Members on scrutiny bodies shall also undertake their work with an open mind and make recommendations that are based on the evidence that they receive rather than pre-conceived ideas or pressure from within the political group. It should seek to be strategic and focused on the Council and its communities of interest.

Driving Improvement

- 2.7 It is important that scrutiny not only provides challenge but delivers outcomes. These should aim to make a difference to the lives of residents through improving public services. This should be achieved by the making of evidence-based recommendations to the Council's Cabinet and other organisations responsible for the commissioning and delivery of public services.

3 RESPONSIBILITIES

- 3.1 Overview and scrutiny can scrutinise any matter which affects the authority's area or its residents' wellbeing. The powers of Overview and Scrutiny were contained in the Local Government Act 2000 and consolidated by the Localism Act 2011. It can:
- Review decisions taken by the Cabinet or the Council;
 - Investigate matters affecting the borough of Haringey and its residents;
 - Contribute to policy development for the Council;
 - Make reports and recommendations to the Cabinet or the Council;
 - Review decisions made by the Cabinet but not yet implemented ("call-in");
 - Appoint sub-committees and arrange for them to discharge any of its functions;
 - Review matters relating to the health service and crime and disorder and make reports and recommendations;
 - Require members of the Cabinet and officers to attend to provide information and answer questions;
 - Invite other persons to attend meetings as part of its evidence gathering;
 - Give notice in writing to a relevant partner authority requiring that it has regard to a report or recommendations relating to its functions; and
 - Request information from a relevant partner authority that is required for Overview and Scrutiny to discharge its functions.

4 STRUCTURE

- 4.1 The Overview and Scrutiny Committee shall comprise five members and be politically proportionate as far as possible. The membership shall be appointed each year at the Annual Council Meeting. The chair of the Committee shall be a member of the majority group. The Vice-Chair shall be a member of the largest minority group. The Committee shall also comprise statutory education co-optees, who have voting rights on education matters.
- 4.2 The Overview and Scrutiny Committee shall establish four standing Scrutiny Panels to examine designated public services. The Committee shall determine the terms of reference of each Panel. If there is any overlap between the business of the Panels, it is the responsibility of the Overview and Scrutiny Committee to resolve the issue. Areas which are not covered by the four standing Panels shall be the responsibility of the Overview and Scrutiny Committee.
- 4.3 The chair of each standing Scrutiny Panel shall be a member of the Overview and Scrutiny Committee and shall be determined by the Committee at its first meeting of the year. It is intended that each Panel shall be comprised of between 3 and 7 members and be politically proportionate as far as possible. The membership of each Scrutiny Panel shall be appointed by the Overview and Scrutiny Committee. It is intended that, other than the Chair, the other members will be non-executive members who do not sit on the Overview and Scrutiny Committee.
- 4.4 Should one of the Panels be responsible for education issues, the membership shall include the statutory education co-optees. It is intended that the education co-optees will also attend the Overview and Scrutiny Committee when reports from a relevant Scrutiny Panel are considered.
- 4.5 Each Scrutiny Panel shall be entitled to ~~appoint~~ have up to three non-voting co-optees. **who will be approved by the Overview and Scrutiny Committee on an annual basis.** Non voting co-optees are expected to add value to scrutiny by performing the following roles:
 - To bring a diverse spectrum of experience and adding a different perspective to any items;
 - To act as a non-party political voice for those who live and/or work in Haringey; and
 - To bring specialist knowledge and/or skills to the Overview and Scrutiny process and an element of external challenge by representing the public.
- 4.6 Nominations for non-voting co-optees will be sought primarily from established community groups **that have a working relationship with the Council** but consideration can be given to specific individuals where particular expertise/experience is required that would not be otherwise available¹.
- 4.7 Overview and Scrutiny bodies shall seek to work by consensus. Votes should only take place when as a last resort and when all efforts to achieve a consensus have been unsuccessful.

5 MEETING FREQUENCY AND FORMAT

- 5.1 The Committee shall hold six scheduled meetings each year. One meeting shall include agreement of the annual work programme for Overview and Scrutiny. One meeting, in January, shall consider the budget scrutiny recommendations from each Scrutiny Panel. In addition, the Committee may also hold evidence gathering meetings as part of in-depth scrutiny reviews on a specific issue as and when required. An extraordinary meeting of the OSC may be called in accordance with the Council's Constitution (Part 4 Section G).

¹ There is a separate and detailed Protocol regarding the process for appointment of non-voting co-optees.

- 5.2 Members of the Council may Call In a decision of the Cabinet, or any Key Decision made under delegated powers, within five working days of the decision being made. The full procedure is given in the Council's Constitution (Part 4 Section H).
- 5.3 Pre-decision scrutiny on forthcoming Cabinet decisions shall only be undertaken at scheduled Overview and Scrutiny Committee meetings, in adherence with the Council's Forward Plan.
- 5.4 It is intended that each Scrutiny Panel shall hold four scheduled meetings each year. An extraordinary meeting of a Panel may be called in accordance with the Council's Constitution (Part 4 Section G). In addition, Scrutiny Panels may also hold evidence gathering meetings as part of in-depth scrutiny reviews on a specific issue as and when required.
- 5.5 The choice of venue for meetings may have regard to the business to be transacted and the circumstances of the time. This may include meeting online for remote working or to improve access to those providing evidence to the Committee or a Panel.

6 ENGAGING WITH THE CABINET

- 6.1 Legislation relating to local authority governance provides for the separation of the Executive and Non-executive Members of a Council in order to provide a check and balance on decision-making. The Overview and Scrutiny Committee therefore shall engage regularly with Cabinet, particularly regarding its future work programme and the Forward Plan. The first of such meetings should be arranged with Cabinet prior to the first meeting of the Committee. The Chairs of the Overview and Scrutiny Committee and the Scrutiny Panels shall seek to liaise on a regular basis with the relevant Cabinet Members covering relevant portfolios regarding the progress of the work programme, agenda setting and requests for reports, attendance and updates.
- 6.2 The Leader of the Council and Chief Executive shall be invited to the Overview and Scrutiny Committee as required, based upon the agenda of a meeting, but at least once a year at the meeting when the Overview and Scrutiny work programme is considered. This shall be an opportunity to discuss jointly, amongst other matters, the Council's priorities for the next year. Meetings between the Cabinet and scrutiny should focus on outcomes and be respectful and constructive, respecting the different but complementary nature of the roles and the value of scrutiny to the Council and its residents.
- 6.3 All Cabinet Members will be expected to attend either the Overview and Scrutiny Committee and/or Scrutiny Panels as required and with reasonable notice, based upon the agenda of a meeting, but at least twice a year. Cabinet Members will be expected to provide information specific to an agenda item, to provide updates on key areas within their portfolios and to answer questions.
- 6.4 The Leader and Cabinet Members attending an Overview and Scrutiny Committee or Scrutiny Panel meeting may be accompanied and assisted by any service officers they consider necessary. The Member may invite an officer attending to answer a question and provide information on their behalf.
- 6.5 Cabinet Members and senior officers attending formal meetings of scrutiny bodies shall strive to provide full answers to questions that are put to them. Where this is not possible due to the necessary information not being accessible at the meeting, a written answer will be provided within 7 working days of the date of the meeting. To better meet requests for information, members of the Committee

and its Panels will seek to provide advance notice of questions so that Cabinet Members and senior officers may prepare for their participation in the meeting.

7 RESPONDING TO SCRUTINY RECOMMENDATIONS

- 7.1 Overview and Scrutiny may make recommendations to the Cabinet or any other public service providers. Recommendations to Cabinet shall be introduced by either the Chair of the Overview and Scrutiny Committee or the relevant Scrutiny Panel. They shall be responded to by the appropriate body within two months of their receipt. Responses shall be circulated to Members of the relevant scrutiny body before the Cabinet meeting to approve the response. Where recommendations from Overview and Scrutiny are not accepted by Cabinet, an explanation will be given of the reasons why. Where a response is requested from NHS funded bodies, the response shall be made within 28 days.

8 THE OVERVIEW AND SCRUTINY WORK PROGRAMME

- 8.1 Overview and Scrutiny will agree its own annual work programme and keep it under review over the course of a municipal year. It will have regard to corporate and strategic priorities and consult widely to inform the focus for scrutiny activity.
- 8.2 The Council's Democratic Services Team shall coordinate the development of the work programme for Overview and Scrutiny, covering the work of the Committee and of the Scrutiny Panels. The development process for this should include engagement with Members, Cabinet, senior officers, partners, voluntary and community organisations and residents, with specific opportunities provided for each of them to submit suggestions. Whilst safeguarding the independence of the scrutiny process, the Committee shall have regard to all such suggestions when they decide their work programme.
- 8.3 Decision makers should seek to involve scrutiny in the development of new policy at an early stage when proposals are being developed so that account can be taken of it when developing its work plan.
- 8.4 As part of the development of the work programme, the Committee will determine how external partners and public service providers shall be scrutinised and engage with key personnel to build the necessary relationships and awareness for this purpose.
- 8.5 The scrutiny work programme should reflect a balance of activities, including:
- Holding the Executive to account;
 - Policy review and development;
 - Performance management;
 - External scrutiny; and
 - Public and community engagement.
- 8.6 The work programme should;
- Reflect local needs and priorities. Issues should be of community concern as well as Borough Plan and Medium Term Financial Strategy priorities;
 - Prioritise issues that have most impact or benefit to residents;
 - Involve local stakeholders; and
 - Be flexible enough to respond to new or urgent issues.
- 8.7 Scrutiny work will be carried out in a variety of ways and use whatever format that is best suited to the issue being considered. This can include a variety of "one-off" reports as well as in-depth scrutiny

review projects that provide opportunities to thoroughly investigate a topic and recommend improvements.

- 8.8 In deciding its work programme, the Committee shall be mindful of the need to achieve meaningful outcomes by ensuring that plans are deliverable within the timescale set and with the resources available.
- 8.9 A template shall be maintained and shared by the Democratic Services Team to provide criteria to assist with the preparation and updating of the work programme. The Team also will assist the Committee and its Panels in tracking their decisions and requesting updates on progress from time to time, following which the Chair and officer will consider whether such matters need to form an agenda item.
- 8.10 A template shall be maintained for the use of the Chairs and Officers of the OSC and Panels to assist the Cabinet and senior officers in understanding the purpose of scrutiny activity relating to specific topics and to justify requests for information or reports. Agenda planning meetings shall be arranged between Chairs and senior officers ahead of scheduled meetings to ensure clarity on any reports that are requested. A detailed scope, terms of reference and project plan shall also be prepared for each in-depth scrutiny review project prior to it starting. This shall include consideration of resources, timescale for completion and aspired outcomes.

9 BUDGET SCRUTINY

- 9.1 The Council's budget shall be scrutinised by both the Overview and Scrutiny Committee and each of the Scrutiny Panels. The role of the Committee shall be to scrutinise the overall budgetary position and direction of the Council and strategic issues relating to this, whilst each Scrutiny Panel will scrutinise areas that come within their terms of reference. Any individual areas of the budget that are not covered by the Panels shall be considered by the Committee.
- 9.2 A lead Committee member from the largest opposition group shall be responsible for the co-ordination of the Budget Scrutiny process and recommendations made by respective Scrutiny Panels and the Committee relating to the budget.
- 9.3 To allow effective scrutiny of the budget in advance of it formally being set, the following timescale is suggested:
- **Scrutiny Panel Meetings: May to November**
The Overview and Scrutiny Committee will receive regular budget monitoring reports budget whilst each Scrutiny Panel shall monitor budgets within their respective areas. Between May and November, this shall involve scrutinising progress with the Medium Term Financial Strategy (MTFS) approved at the budget setting full Council meeting in February.
 - **Scrutiny Panel Meetings: December/January**
Each Scrutiny Panel shall hold a meeting following the release of the December Cabinet report on the new MTFS. The Committee will also meet to consider proposals relating to any areas within the MTFS that are not covered by individual scrutiny panels. Each Panel and the Committee shall consider the proposals in this report for their respective areas, in addition to their budget scrutiny already carried out. Relevant Cabinet Members will be expected to attend these meetings to answer questions relating to proposals affecting their portfolios as well as senior service officers.

Scrutiny Panels and the Committee may also request that the Cabinet Member for Finance and/or senior officers attend these meetings to answer questions.

- **Overview and Scrutiny Committee Meeting: January**

The Committee will consider and make recommendations on the overall budgetary position and direction of the Council and the MTFS. Each Scrutiny Panel and the Committee shall also submit their final budget scrutiny report to the meeting for ratification, containing their recommendations/proposals in respect of the budget for the areas within their terms of reference.

- **Cabinet Meeting: February**

The recommendations from the Budget Scrutiny process that have been approved by the Committee shall be referred to the Cabinet. As part of the budget setting process, the Cabinet will clearly set out its response to the recommendations/proposals.

10 ACCESS TO INFORMATION

- 10.1 Legislation and the Council's own Standing Orders provide for all Members to have access to information based upon their membership of Committees and on a need to know basis.
- 10.2 For Overview and Scrutiny to be effective, it needs access to relevant information and in a timely manner. In particular, it is imperative that it has the information necessary to provide effective challenge about the provision, quality and resourcing of services. It has a legal right to information and this includes enhanced power to access exempt or confidential information. This is in addition to existing rights that Councillors have to access information.
- 10.3 Overview and Scrutiny Members need access to key information about the management of the Council, particularly on performance, management, funding and risk. Members should also be given the support necessary to ensure that they understand such information. In seeking this information, they should be mindful of the capacity of the Council to resource activity and the value and outcomes likely to be gained through it.
- 10.4 Overview and Scrutiny should not rely purely on those who are directly responsible for services for information and should seek to supplement the evidence at its disposal from within the Council from other sources, including service users, other residents and partners.
- 10.5 A template shall be maintained for the use of the Chairs and Officers of the OSC and Panels to explain the basis for the request for information and to detail the information that is required and the purpose to which it will be put. Requests will be responded to positively and in a timely manner. To ensure that the information provided is relevant, officers should ensure that they have a clear understanding of the reasons why information is needed by seeking clarification if necessary.
- 10.6 It is recognised that there may be rare occasions when it may be legitimate for information to be withheld and a written statement setting out the reasons for this will be provided to the OSC and its lead officer should this occur. Cabinet Members and senior officers will nevertheless seek to avoid refusing requests or limiting the information they provide. Before a decision exceptionally is made not to share information, serious consideration will be given to whether the information can instead be shared in closed session and the reason for this stated.
- 10.7 Where a Cabinet Member or senior officer determine that information requested by the OSC should be withheld, the OSC may refer the matter to the Monitoring Officer for adjudication if it wishes to

challenge the decision. In considering the matter, the Monitoring Officer should have regard to the legitimacy of Overview and Scrutiny, the reason(s) given for withholding the information and the value to the Council and residents of scrutiny activity on this matter.

11 TRANSPARENCY AND OPENNESS

- 11.1 One of the key roles of Overview and Scrutiny is to promote transparency and openness. The presumption therefore will be that its meetings will take place in public and the need to hold closed sessions will be avoided. Meetings that take place as part of the evidence gathering process for in-depth scrutiny reviews will also take place in public.
- 11.2 However, it is accepted that there will be limited occasions when it will be appropriate to meet in closed session because of the nature of the business or the position of the witness giving evidence. Evidence gathering activities may therefore take place outside of formal meetings if necessary or appropriate.
- 11.3 The status of meetings in terms of public or closed sessions, recording and documentation should be made clear in advance to all individuals attending to provide evidence.

12 OFFICER ADVICE

- 12.1 The Code of Conduct for Officers is clear that all Members are entitled to receive impartial advice and have access to information by virtue of their membership of committees and on a need-to-know basis.
- 12.2 There is therefore an expectation that all Senior Officers will provide impartial advice to scrutiny bodies as and when required. The Statutory Scrutiny Officer and the Monitoring Officer have particular roles in ensuring that timely, relevant and high quality advice is provided.
- 12.3 There is a specific statutory requirement for the Council to designate a Statutory Scrutiny Officer. The role of this officer is:
- To promote the role of the authority's overview and scrutiny committee(s);
 - To provide support to the authority's overview and scrutiny function and to local Councillors;
 - To provide guidance to members and officers of the council in relation to overview and scrutiny's functions.
- 12.4 The Statutory Scrutiny Officer cannot be the Council's Head of Paid Service, the Monitoring Officer or the Chief Finance Officer.
- 12.5 The Monitoring Officer has three principal responsibilities:
- To report on matters they believe are, or may be, illegal or amount of maladministration;
 - To be responsible for the conduct of councillors and officers; and
 - To be responsible for the operation, review and updating of the constitution.
- 12.6 Where there are disagreements about Overview and Scrutiny's powers, role and remit, the role of the Statutory Scrutiny Officer will be to advocate on behalf of it and protect its independence. The role of the Monitoring Officer will be to adjudicate on such matters and, if need be, report to Full Council on any issues that may need addressing.

Appendix 15

Report for: Full Council 24 March 2025

Title: Proposed changes to the Council's Contract Standing Orders

Report authorised by : Taryn Eves, Director of Finance

Lead Officer: Barry Phelps, Chief Procurement Officer

Ward(s) affected: N/A

**Report for Key/
Non-Key Decision:** Non-Key

1. Describe the issue under consideration

- 1.1. The Council's Constitution defines the Council decision making procedures. It is kept under review and when necessary, amendments are proposed to Standards Committee for consideration and recommendation on to full council.
- 1.2. The previous update to Part Four of the Constitution, Section J Contract Standing Orders was in July 2023. The proposed amendments to the Contract Standing Orders (CSO) are intended to align with the new Procurement Act 2023 (PA23) that came into effect on 24 February 2025.
- 1.3. The PA23 introduces significant changes to that of the existing Public Contract Regulations 2015 (PCR), with enhanced transparency and new procedures consolidating multiple regulations relating to the letting of public contracts. The PA23 will cover the entire commercial lifecycle for letting and maintaining public contracts, which now needs to be considered in the CSO's.
- 1.4. The proposed amendments to the CSO's will support a new operating model for Strategic Procurement, promoting best practice across the Council and align with the PA23.
- 1.5. This report proposes changes to the constitution, key changes are summarised below:
 - 1.5.1. Amendments to Part Four of the Constitution, Section J Contract Standing Orders and any other consequential amendments arising as a result of these;
 - 1.5.2. Alignment of the constitution with the Procurement Act 2023;
 - 1.5.3. Consideration of transitional arrangements from the PCR's to the PA23;
 - 1.5.4. Centralisation of procurements above £25,000 (twenty-five thousand pounds) into Strategic Procurement;

1.5.5. Cabinet approval to commence procurements of £500,000 (five hundred thousand pounds) and above;

1.5.6. The introduction of new practices covering:

- Disclosure of pipelines
- Disclosure of information throughout the commercial lifecycle of a contract
- The requirement to consider Social Value in our procurements above £500k
- Introduction of Dynamic Markets
- Contract management
- Termination of contracts

1.5.7. Restructure the flow of the CSO's to align with the commercial lifecycle of contracts.

1.6. Additional information on the proposed changes can be found in Appendix 2 – Summary of Proposed CSO Amendments 2025.

2. Cabinet Member Introduction

N/A

3. Recommendations

3.1. That Standards Committee recommends that the Council adopt the proposed revised Part Four of the Constitution, Section J Contract Standing Orders as attached at Appendix 1 – Contract Standing Orders 2025.

3.2. The Standards Committee notes the following key amendments:

3.2.1. Alignment with the Procurement Act 2023;

3.2.2. Cabinet to approve the commencement of procurements where the contract will exceed £500,000 (five hundred thousand pounds);

3.2.3. Centralisation of procurements above £25,000 (twenty-five thousand pounds);

3.2.4. The notification of procurement pipelines to the Chief Procurement Officer and requirement to publish pipelines;

3.2.5. The formalisation of Social Value considerations aligned to the Councils pending Procurement Social Value Policy;

3.2.6. The introduction of contract management and contract termination provisions;

3.2.7. Procedural matters will be contained in the Procurement Code of Practice.

4. Reasons for decision

- 4.1. The CSO's need updating to reflect changes in legislation (Procurement Act 2023), support the new Procurement operating model, improve processes and to reflect current Council Policies.
- 4.2. New legislation (Procurement Act 2023) came into effect on 24 February 2025 and replaces several previous procurement regulations. The new legislation now covers the entire commercial lifecycle of letting and managing public contracts and consolidates previous procurement regimes into a single set of regulations. Therefore, various amendments have been made throughout the CSOs so as to ensure the CSOs remain aligned to these legislative changes and support the transition to the new PA23.
- 4.3. Definitions have been updated to ensure references in the CSOs remain consistent throughout the document and incorporate new terminology in the PA23.
- 4.4. The proposal to require Cabinet to approve procurements of £500,000 (five hundred thousand pounds) or more prior to commencing the procurement activity, enables members to consider the following:
 - 4.4.1. Understand what other service delivery options have been considered (i.e. in-house, hybrid etc.);
 - 4.4.2. The projected costs and timescales;
 - 4.4.3. The procurement strategy, including the route to market and the social value proposals;
 - 4.4.4. Alignment with Council priorities and policies;
- 4.5. The introduction of a centralised procurement function for above £25,000 (twenty-five thousand pounds). This is part of the procurement modernisation programme to introduce efficiencies across procurement activity. The Council will benefit from:
 - 4.5.1. Avoiding the need to train significant volumes of officers on the new Procurement Act 2023 (applies to contracts above £25,000 (net of VAT));
 - 4.5.2. Increased compliance in the procure to pay process;
 - 4.5.3. Application of best practice across procurement and contract management functions;
 - 4.5.4. Alignment of low value contracts with category strategies and consolidation of contracts to promote best value.
- 4.6. The PA23 requires the Council to publish a contract pipeline of contracts valued at £2,000,000 (two million pounds) or more which it intends to procure in the following 18 months (as a minimum). This pipeline must be published within 56 days of 01 April each year, with updates to be published as soon as practicably possible. To ensure compliance with this regulation, it is proposed this activity is managed by the Chief Procurement Officer.
- 4.7. Directors will be required to provide the Chief Procurement Officer with an updated pipeline for all contracts they intend to procure with a value exceeding £25,000 (twenty-five thousand pounds) every quarter. This is to ensure Strategic Procurement can manage the demand, ensure compliance with the transparency requirements under the Procurement Act and to capture any additional contracts of £2m (two million pounds) or above that were not previously published on the pipeline referenced in 4.6 above.

- 4.8. The introduction of Social Value provisions into the CSOs is to re-enforce the pending Procurement Social Value Policy and comply with various aspects of the PA23 and the National Procurement Policy Statement.
- 4.9. The PA23 includes provisions relating to contract management. This includes restrictions on the extent of which contract amendments can be undertaken, the publication of contract key performance indicators and associated commentary for some contracts and the contract termination, whether for breach, non-performance or simply coming to the end of its term. Therefore, specific provisions relating to contract management have been introduced into the CSOs.
- 4.10. The CSOs have been reconfigured in parts to introduce a more consistent and logical flow to the provisions.
- 4.11. Most procedural matters have been removed from the CSOs and will be incorporated into the Procurement Code of Practice. This is to ensure the CSOs remain succinct and there is flexibility to update processes in the Code of Practice to reflect subsequent changes to the PA23 as they refine legislation over the next couple of years. Due to the scope of the PA23, there will be a significant volume of guidance required for officers, which will need to incorporate where there are exceptions for some services. It would not be practical to incorporate this into the CSOs.

5. Alternative options considered

- 5.1. **Do Nothing** – This option would mean the Council would be referencing outdated legislation in its constitution and not be consistent with the new PA23. This would likely lead the Council to breach its statutory obligations in failing to comply with current legislation and would also be a missed opportunity to amend, refine and strengthen its own internal governance processes. This option is therefore not recommended.

6. Background information

- 6.1. In July 2023, Full Council approved the current version of Part Four of the Constitution, Section J Contract Standing Orders to comply with the Brexit Freedom Bill implemented following the UK's withdrawal from the EU.
- 6.2. The Procurement Act 2023 attained Royal Assent in October 2023 and came into effect on 24 February 2025. The introduction of the PA23 sees a major overhaul of the current Public Contract Regulations 2015. The PA23 consolidates previous procurement regimes such as the Public Contract Regulations, concession contracts, light touch regime (care), utilities and defence regimes, into a single set of regulations.
- 6.3. The PA23 will cover the entire commercial lifecycle of the letting and management of public contracts. This includes planning, defining the requirements, undertaking the procurement process and managing of contracts through to termination of a contract.
- 6.4. Contracts valued at £25,000 (twenty-five thousand pounds) (net of VAT) will fall under the PA23. The transparency requirements consist of up to 17 notices with potentially 19 variances to be published at various points within the commercial lifecycle. Failure to comply

with the transparency requirements, expose the Council to litigation from suppliers and sanctions from a newly created Procurement Reform Unit.

- 6.5. The Chief Procurement Officer has consulted with internal and external legal colleagues, several focus groups representing colleagues across the Council, the Corporate Leadership Team and the Constitutional Working Group in developing the proposed amendments to the CSOs.
- 6.6. On 10 March 2025 the Standards Committee approved the recommendations stated in the report at Paragraph 3 above.
- 6.7. Strategic Procurement have been preparing for the transition from the current Procurement Regulations to the incoming Procurement Act 23 (PA23) for the past 9 -12 months, as part of a wider modernisation programme. This includes; a new operating model to centralise procurements above £25,000 (twenty-five thousand pounds), to ensure there is regulatory compliance with these contracts and the publishing of the relevant notices. Compliance for low value contracts has been identified as an area for improvement, this is due to officers not being familiar with the procurement processes and systems or complying with category strategies. Centralising this activity will enable Strategic Procurement to centrally manage these issues, introduce a new e-procurement platform to improve processes and efficiencies and reduce the training requirements across the Council on the new system and PA23.
- 6.8. A significant number of procurements are undertaken on a reactive basis, or have insufficient time planned to undertake the procurement activity, which leads to increased extensions on existing contracts, whilst the procurement activity is undertaken. The introduction of Directors required to complete quarterly procurement forward plans for the following 12 months as a minimum, will assist Strategic Procurement manage demand, apply more effective category management strategies and comply with the transparency requirements under the PA23.
- 6.9. Directors will be required to seek Cabinet approval prior to commencing procurements for contracts with an anticipated value of £500,000 and above. This provides an opportunity for members to have a greater influence in the contracts being procured by the Council to ensure they align with the Council's priorities, social and environmental commitments and ensure the proposal is within the Councils affordability envelop given the current financial pressures the Council is facing.
- 6.10. The Procurement Social Value Policy will be introduced in 2025 following a two-year pilot using the National Social Value TOMs (Themes, Outcomes and Measures). Introducing these into the CSOs formalises the requirement and aligns with the requirements outlined in the National Procurement Policy Statement, which is referenced in the PA23.
- 6.11. The PA23 requires certain contracts to be actively managed and their performance reported via the central digital platform. Various audits undertaken in the past couple of years have identified inconsistencies and weaknesses in the Councils contract management activity; therefore, contract management has been introduced into the CSOs to ensure we comply with the PA23 and also to bring forward best practice in contract management. This will be addressed through adopting central governments contract management toolkit.

- 6.12. Due to the extended scope of the PA23, it is not practical to detail operational procedures in the CSOs, therefore the Code of Practice will be redrafted to capture procedures in more detail. The Code of Practice will be maintained as legislation is refined during the embedding of the PA23 without the need to update the CSOs.

7. Contribution to strategic outcomes

- 7.1. The recommendations in this report enable Strategic Procurement to support departments deliver the Councils Corporate Delivery Plan, Borough Vision 2035 and other priorities through the commissioning, procurement and ongoing contract management activity to deliver best value.

8. Carbon and Climate Change

- 8.1. Not applicable – The Procurement Act 2023 makes provisions for social value and environmental considerations, which is already embedded in our procurement activity and the Councils Procurement Strategy.

9. Statutory Officers comments (Chief Finance Officer (including procurement), Assistant Director of Legal & Governance (Monitoring Officer), Equalities)

Finance

- 9.1. The Director of Finance notes the contents of the report and confirms there are no financial implications directly arising from this report.

Procurement

- 9.2. The Chief Procurement Officer has prepared this report following consultation on the proposed changes to the Constitution with senior officers within the Council, legal services, and members of the Constitutional Working Group.
- 9.3. The Chief Procurement Officer supports the Recommendations proposed in paragraph 3 of this report and confirms the current version of the CSO's will not comply with the new Procurement Act 2023, which comes into effect on 24 February 2025. The proposed amendments will align the CSOs with current legislation and new ways of working.
- 9.4. The Chief Procurement Officer confirms that the Council is currently in the process of transitioning to the new Procurement Act 2023.

Legal

- 9.5. The Assistant Director of Legal and Governance has been consulted in the preparation of this report.
- 9.6. Under section 135 Local Government Act 1972, local authorities may make standing orders with respect to the making of contracts by them or on their behalf and shall make standing

orders with respect to the making by them or on their behalf of contracts for the supply of goods, materials or for the execution of works. Standing orders should include provisions for securing competition in the award of contracts and for regulating the way tenders are invited, as well as be in line with the provisions of relevant public procurement laws and regulations.

- 9.7. Officers are required to adhere to the standing orders when procuring, awarding and managing public contracts. This enables the Council to comply with its statutory duties when spending money, including relevant procurement legislation and the Best Value duty under the Local Government Act 1999.
- 9.8. Part 2 – Articles of the Constitution sets out the role and function of Standards Committee which includes considering amendments to the Constitution and recommending proposals to full council for approval.
- 9.9. The Head of Legal and Governance sees no legal reasons preventing Members from approving the recommendations in this report.

Equality

N/A

10. Use of Appendices

- 10.1. Appendix 1 – Contract Standing Orders 2025
- 10.2. Appendix 2 – Summary of CSO Amendments 2025
- 10.3. Appendix 3 – CSO 2023 vs 2025 Comparison

11. Local Government (Access to Information) Act 1985

None

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GLOSSARY

In these Contract Standing Orders the following terms shall have the meanings set out below (as amended from time to time).

Term	Meaning
Approved Electronic Means	means such electronic means of authenticating the formation and sealing of a Contract, which may include the use of electronic seals and signatures, positive approval using check boxes or other similar means, as may be expressly approved by the Monitoring Officer from time to time or for a specific Contract.
Approved Form of Contract	means a Contract approved by the Monitoring Officer for use within procurement activity.
Best Value	means the duty, which Part 1 of the Local Government Act 1999 places on local authorities, to secure continuous improvement in the way in which functions are exercised, having regard to a combination of economy, efficiency and effectiveness as implemented by Council.
Bid(s)	means Tenders of Quotations (as applicable).
Cabinet	means the Council's Executive committee comprising the Leader of the Council and up to 9 individual Cabinet members selected by the Leader.
Cabinet Member	means individual members (Councillor) of the Cabinet, selected by the Leader with a particular portfolio (area) of responsibility.
Central Digital Platform	means the online system referenced in the Procurement Act and Procurement Regulations where Notices, documents and other information required to be published/made available.
Chief Finance Officer	also known as the Section 151 Officer , the Council's most senior finance officer who has the responsibility under section 151 Local Government Act 1972 for the proper management of the Council's financial affairs and occupies the post of Director of Finance.
Chief Procurement Officer	means the Council's most senior procurement officer, as appointed from time to time.
Constitution	means the constitution of the Council which sets out; (i) how it operates; (ii) how it makes decisions; and (iii) the procedures which it must follow.
Concession Contract	means a Contract for the supply, for pecuniary interest, of works or services to the Council, where (i) at least part of the consideration for that supply is a right for the supplier

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Term	Meaning
	to exploit the works or services; and (ii) under the Contract the supplier is exposed to real operating risk.
Contract	means any Council Contract in writing and of monetary value for the execution of works or the supply of goods and the provision of services. For avoidance of doubt: <ul style="list-style-type: none"> (i) any contract of Services, Supply and/or Works; (ii) any Framework ; (iii) any Concession Contract; or (iv) any Utilities Contract but does not include in any circumstances <ul style="list-style-type: none"> (v) an employment contract; or (vi) a Grant agreement
Contract Standing Orders (CSO's)	means these Contract Standing Orders which provide the constitutional basis for the Council's procurement of works, goods and services.
Corporate Contracts Register	means the central register of Council Contracts as managed and maintained by the Chief Procurement Officer.
Corporate e-Sourcing System	means the following: <ul style="list-style-type: none"> (i) The designated corporate e-sourcing system, that manages the following activities; sourcing, Contract and performance management and management of commercial invoices, referred to in the Procurement Code of Practice; or (ii) Such other systems as may be approved by the Chief Procurement Officer from time to time
Council	means London Borough of Haringey Council, Alexandra House, 10 Station Road, Wood Green, N22 7TR
Director	means an employee of the Council holding a post designated as: <ul style="list-style-type: none"> (i) The Chief Executive; (ii) A member of the Strategic Leadership Team; or (iii) A Director or Assistant Director.

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Term	Meaning
Dynamic Market	means a list of qualified suppliers who have met the conditions of membership of the dynamic market who are eligible to participate in future procurements as defined in the Procurement Act.
Dynamic Purchasing System (DPS)	means a completely electronic system which can be used for commonly used purchases of works, goods or services as defined in Regulations.
Extension	means an extension to an existing Contract as described in more detail in CSO 18.02.18.02
Financial Regulations for Schools	means financial duties and procedures stated by the Council and all legislation relating to the financial management of schools.
Forward Plan	means the document that lists all decisions that the Cabinet will take together with all Key Decisions to be taken and by whom.
Framework	means a Contract between a contracting authority and one or more Suppliers that provides for the future award of Contracts by a contracting authority to a Supplier or Suppliers as more particularly described in the Regulations or Procurement Act (as applicable).
Grant(s)	means a payment to help the recipient (e.g. school, charity or voluntary organisation) to deliver an agreed outcome in return, the grant funder (e.g. the Council) gets no direct service delivery (“the Grant Agreement”). A grant is usually provided subject to conditions that state how the grant shall be used (for example to support the wider objectives of the Council in promoting the social, economic or environmental well-being within their communities). The Grant Agreement will normally set out general instructions as to how this is to be achieved, and any particular conditions in regard to claw-back if those wider objectives are not met.
Head of Audit & Risk Management	means the Council's most senior officer with responsibility for leading the Council's audit and risk management function.
Key Decision	has the meaning attributed to it in the Access to Information Procedure Rules at Part 4 Section D of the Constitution.
London Living Wage	means as defined by the Living Wage Foundation (https://www.livingwage.org.uk/what-real-living-wage)

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Term	Meaning
Monitoring Officer	means the most senior legal officer with responsibility for leading the Council's legal and governance function and with responsibility under section 5 Local Government and Housing Act 1989 for supporting and advising the Council in relation to the lawfulness and fairness of the decision-making of the Council, and has the title of Assistant Director for Legal & Governance.
Notice	means a notice any one of the various types of notices that is required to be published in accordance with the Procurement Act and the Regulations.
Officer(s)	means an Officer as employed by the Council with relevant and appropriate authority to act on behalf of the Council.
Pensions Committee	means the Council's committee exercising the functions of Administering Authority, being responsible for the management and monitoring of the Council's pension fund.
Procurement Act	means the Procurement Act 2023 which comes into force on 28 February 2025 and associated Procurement Regulations 2024 as may be amended from time to time.
Procurement Code of Practice	means the separate document referenced in these CSO's titled Procurement Code of Practice where more detailed information about the Council's procurement and contract procedures can be found.
Procurement Policy Notice (PPN)	means any relevant Procurement Policy Notice as issued by government (as may be updated and issued from time to time). PPN's can be found via – https://www.gov.uk/government/collections/procurement-policy-notes
Procurement Threshold	means the applicable financial thresholds at which the Procurement Act or Regulations (as applicable) applies with effect from 1 January 2024 (as may be updated from time to time).
Provider Selection Regime	means the Health Care Services (Provider Selection Regime) Regulations 2023 as may be amended from time to time.
Quotation	means an offer submitted in writing to the Council by a Supplier in response to a request for quotation (RFQ)) (without the formal commencement of a public procurement exercise).

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Term	Meaning
Regulations	means the: <ul style="list-style-type: none"> (i) the Public Contract Regulations 2015; (ii) Utilities Contract Regulations 2016; or (iii) Concession Contract Regulations 2016; as applicable
Scheme for Financing Schools	means the Council's published scheme of finance for schools as amended from time to time.
Scheme of Delegation	means the Council's scheme of delegation which can be found at Part 3 of the Constitution.
Social Value	means social, economic and environmental considerations aligned with the Council's priorities and policies, the Public Services (Social Value) Act 2012 and the National Procurement Policy Statement.
Strategic Procurement	means the Council's centralised procurement department managed by the Chief Procurement Officer.
Supplier	means any individual or organisation(s) invited to submit a quotation or Tender or where a Contract has been awarded a Contract, the counterparty to a Contract with the Council who is responsible for delivering goods, services or works in accordance with the terms and conditions of Contract.
Technical Guidance	means the Technical Guidance published by the Government Commercial Function in relation to the Procurement Act. Further details can be found at – https://www.gov.uk/government/collections/procurement-act-2023-guidance-documents
Tender	means a Supplier's proposal submitted in response to an invitation to tender as part of a competitive tendering exercise.
Utilities Contract	means a Contract for the supply of goods, services or works wholly or mainly for the purpose of utility activity.
Variation	means a modification to an existing Contract (such as additional services, exercising extension options, changes in price or a change in Supplier).
Waiver	means an exemption (i.e. "waiver") from the requirement to comply with all or part of these CSOs.

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Section J – Contract Standing Orders

0. Statement of Principles

- 0.01. These CSO's provide the constitutional basis for the Council's procurement of works, goods and services. Following them will assist in ensuring statutory compliance, value for money, propriety and the proper spending of public money.
- 0.02. The Procurement Code of Practice provides more detail and shall govern Council procurement process and contract award procedures. The Chief Procurement Officer shall issue and maintain the Procurement Code of Practice. Any procurement activity shall proceed in accordance with these CSO's and the Procurement Code of Practice and all such other guidance issued by the Chief Procurement Officer.
- 0.03. The Chief Procurement Officer shall make the latest version of these CSO's and the Procurement Code of Practice available to every Director, Cabinet Member and Officer of the Council. Directors, or Officers acting on their behalf, shall apply the requirements of the CSO's and the Procurement Code of Practice when engaging in any procurement activity.
- 0.04. All Procurement activity shall be used (amongst other things) to achieve Best Value in accordance with the Council's statutory requirements or approved objectives. This should include an innovative approach to building partnerships with the private and not-for-profit sectors and collaborating with other public sector bodies within a robust contractual framework. Officers with responsibility for procurement shall ensure that they are able to demonstrate achievement of Best Value with regards to the optimal combination of economy, efficiency and effectiveness.
- 0.05. Every Contract or official order for works, goods or services made by the Council shall be for the purpose of achieving the Council's statutory obligations or approved objectives and shall conform to all relevant laws of England and Wales.
- 0.06. All procurement activity constituting Key Decisions shall comply with the requirements of the Access to Information Procedure Rules set out in Part 4 and the Protocols for Key Decisions and for Decision Making set out in Part 5 of this Constitution.
- 0.07. Directors shall ensure that the Cabinet or an appropriate Member of the Cabinet is consulted on any procurement activity prior to its publication in the Council's Forward Plan.
- 0.08. Where in these CSOs a decision is required by the Cabinet, this may also be taken by the Leader or by a Cabinet Member with the Leader's agreement.
- 0.09. Directors must ensure that robust audit trails are in place for all procurement activity in accordance with the Procurement Code of Practice.

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- 0.10. No Cabinet Member of the Council or Council Officer shall enter into any Contract on the Council's behalf.
- 0.11. No Cabinet Member or Officer of the Council shall be permitted to become security under any Contract.

CONTRACT STANDING ORDERS

1. Introduction

- 1.01. Procurement decisions are among the most important decisions a manager will make because the money involved is public money and the Council is required to ensure that Best Value is obtained when procuring works, goods and services. Efficient use of resources to achieve Best Value is therefore imperative. The Council's reputation is equally important and should be safeguarded from any imputation of dishonesty or corruption.
- 1.02. For these reasons it is a disciplinary offence to fail to comply with these CSO's and the Procurement Code of Practice when the Council is procuring Contracts for works, good and services and raising orders with suppliers. This also includes situations where the Council procures works, goods and/or services for and on behalf of other public bodies.
- 1.03. Council employees have a duty to report breaches of these CSO's to an appropriate senior manager and the Head of Audit & Risk Management.
- 1.04. Unless otherwise provided within these CSO's or the Procurement Code of Practice or with the express approval of the Chief Procurement Officer, all procurement processes, regardless of value, should be conducted via the Corporate e-Sourcing System.
- 1.05. Reference should be made to the Procurement Code of Practice for more detailed information on procurement processes.
- 1.06. All Officers will need to familiarise themselves with and comply with these CSO's and any other policies (including the National Procurement Policy Statement) / guidance (including Technical Guidance) / Procurement Policy Notices¹, the Procurement Act 2023 (Commencement No. 3 and Transitional and Saving Provisions) Regulations 2024, Regulations and Procurement Act (as applicable).
- 1.07. Throughout these CSO's references are primarily made to the "Procurement Act".

¹ Where applicable

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However, there are also instances where references are made to the “Regulations” to capture instances where Contracts fall under an alternative procurement regime. The relevant procurement legislation that will be applicable to procurement activity should be considered on a case-by-case basis. As such, advice should therefore be sought from Strategic Procurement as to the applicable procurement regime a proposed public Contract may need to be awarded in accordance with.

- 1.08. In the event of any doubt as to the interpretation of these CSO’s or the Procurement Code of Practice, or as to the proper procedure to be followed, clarification should be sought from the Chief Procurement Officer.
- 1.09. Unless stated otherwise, all financial references to pounds sterling in these CSO’s are to be exclusive of VAT.
- 1.10. Subject to Regulations or Procurement Act (as applicable), all communication and information exchange in relation to procurement shall be performed using electronic means of communication.

2. Roles & Responsibilities

- 2.01. **The Cabinet** (and Pensions Committee where relevant) will:
 - a) hold Directors accountable for any decisions they make under their delegated authority or under these CSO’s;
 - b) approve commencing a procurement exercise for proposed Contracts valued at £500,000 or more;
 - c) approve awards of Contract valued at £500,000 or more;
 - d) approve any Variation or Extension with an aggregate value of £500,000 or more (see also CSO 18);
 - e) ensure that the award of any Contract and any Extension or Variation with an aggregated value at £500,000 or more is treated as a **'Key Decision'** and as such must be in the Council's Forward Plan and comply with the other procedures in that regard set out in the Constitution.
- 2.02. Where a Contract has previously been awarded under CSO 2.01c) and:
 - a) that Contract includes an Extension within its terms (see CSO 18); and/or
 - b) that Contract is to be subject to a Variation;

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following consultation with the Cabinet Member responsible for the relevant portfolio, a Director may approve any subsequent Contract Extension(s) and/or Variation(s) up to an aggregated value of £500,000.

2.03. Where the additional cumulative value of all Variations and Extensions of the original award is £500,000 or more, this will be treated as a 'Key Decision' and CSO 2.01e) will apply.

2.04. Where a Director undertakes a decision in relation to CSO 2.02, details of the Extension and/or Variation must be reported retrospectively via the quarterly financial update report to Cabinet.

2.05. **Directors**

2.05.1 Each Director has responsibility for all Contracts let under their control and is accountable to the Cabinet for the performance of their duties in relation to Contract letting and management, which are:

- a) to ensure compliance with the laws of England and Wales and the Council's Policies;
- b) to ensure value for money in all procurement processes;
- c) to ensure compliance with these CSO's and the Procurement Code of Practice;
- d) to maintain a departmental Scheme of Delegation;
- e) to ensure that all relevant Officers are familiar with the provisions of these CSO's and the Procurement Code of Practice and that they receive adequate training on their operation;
- f) to ensure compliance with any guidelines issued in respect of these CSO's;
- g) to ensure all relevant regulatory consultations have been considered and complied with, including but not limited to Local Government Act 1999 Section 3 Best Value Consultations, Landlords and Tenants Act 1985 Section 20 etc.
- h) to take immediate action in the event of a breach of these CSO's or the Procurement Code of Practice within their service;
- i) to submit to the Chief Procurement Officer a pipeline of proposed procurements where the anticipated Contract value will be £2,000,000 or more, no later than 31 March of each year. The pipeline is to include procurements due to

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commence within the following two financial years;

- j) to submit to the Chief Procurement Officer a pipeline of proposed procurements where the anticipated Contract value will exceed £25,000 every three months. The pipeline is to include procurements due to commence within the following 12 months as a minimum;
- k) to seek Cabinet approval to commence a procurement process for proposed Contracts the value of which is above £500,000;
- l) to keep:
 - i. copies of all concluded Contracts as required by the Regulations or Procurement Act (as applicable), and ensure electronic copies of such Contracts are stored in the Corporate e-Sourcing System, and
 - ii. proper records of procurement procedures sufficient to justify decisions taken at all stages of the procurement procedure for a period of at least three years from the date of award of the Contract, as required by the Regulations or Procurement Act (as applicable);
- m) to keep records of Waivers of any provision of these CSO's and forward a copy of such signed records to Strategic Procurement;
- n) approve award of Contracts with a value up to £500,000;
- o) Where a Contract has previously been awarded under CSO 2.01c) and following consultation with the Cabinet Member responsible for the relevant portfolio, a Director may approve any subsequent Contract Extension(s) and/or Variation(s) up to an aggregated value of £500,000.
- p) to ensure that the Council's seal is affixed to any document required to be executed as a deed and that where a document is not expressed to be under seal, it is either signed by two people or authenticated by Approved Electronic Means as provided for in these CSO's;
- q) to record all Contracts in the Corporate Contracts Register;
- r) to ensure effective management of all Contracts under their control, and to a level deemed appropriate in regard to risk or value of each Contract;
- s) to ensure that no Contract is let unless the expenditure involved has been fully considered and approved beforehand and sufficient money has been allocated in the relevant budget;

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- t) to record and report on decisions taken under the Officer Scheme of Delegation in accordance with Part Three Section E Section 1 - paragraphs 3.01 to 3.06 of the Councils Constitution;
- u) Approve the termination of any Contract having regard for CSO 19.

2.06. **Pensions Committee**

- 2.06.1 The Pensions Committee shall have the same powers and duties of the Cabinet specified in these CSO's but limited to its responsibilities for procurements relating to the Pension Fund.

2.07. **Alexandra Palace and Park**

- 2.07.1 These CSO's apply to the procurement of works, goods and services by or on behalf of the above Alexandra Palace and Park Charitable Trust and any on the following basis:
 - a) The Chief Executive of the relevant organisation shall have the powers of a Director specified in these CSO's;
 - b) The Executive Board shall have the powers of the Cabinet and a Cabinet Member specified in these CSO's;
 - c) In the event of any conflict, the requirements of the Charities Act 2011, any regulations made under that Act or charity law in general shall prevail over the provisions of these CSO's.

2.08. **Schools**

- 2.08.1 In accordance with the requirements of the Council's Scheme for Financing Schools and the Financial Regulations for Schools, where a school acts as an agent for the Council, these CSO's apply to all schools within the London Borough of Haringey except for academy and trust schools.
 - a) A school's governing body shall have the powers of the Cabinet specified in these CSO's, except in relation to Waivers (CSO 18).

2.09. **Other wholly owned subsidiaries/arms-length organisations owned by the Council**

- 2.09.1 These CSO's apply to the procurement of works, goods and services by wholly owned subsidiary or arms-length organisation owned by the Council where they are subject to the Regulations or Procurement Act on the following basis:

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- a) The Chief Executive of the relevant organisation shall have the powers and duties of a Director specified in these CSO's;
- b) The Board shall have the powers and duties of the Cabinet and a Cabinet Member specified in these CSO's.

3. Scope of the CSO's

3.01. These CSO's shall apply to all Contracts awarded by the Council for works, goods and services) unless otherwise expressly stated or these requirements are waived in accordance with CSO 1818.01.

3.02. Where the Council:

- a) secures funding from an external funding body; or
- b) is involved in joint working funded partly or entirely by external funding to the extent that the money passes through the Council's accounts; or
- c) intends to Grant funding to an external body;

for the purposes of securing the provision of works/ goods or services, these CSO's shall apply.

3.03. These CSO's shall **not apply** to Contracts falling within the specific exclusion provisions within the Regulations or in the case of the Procurement Act, exempted contracts as defined in Part 2 of Schedule 2 of the Procurement Act. For the avoidance of doubt, this exclusion applies to (amongst other things) Contracts of employment, certain Contracts for legal services, certain financial services and debt finance and agreements for the sale of land (including leases), or other exclusions as amended from time to time.

4. Public Procurement Rules and Procedures

4.01. Where the Council wishes to award a Contract for the provision of works, goods or services it will need to do so in accordance with the Regulations or Procurement Act (as applicable).

Provider Selection Regime

4.02. The Council will need to procure in accordance with the Provider Selection Regime where it is seeking to procure relevant in scope health care services for the purpose of the health service in England, whether alone or as part of a mixed procurement.

4.03. Advice should be sought from the Strategic Procurement prior to seeking to award a contract under the Provider Selection Regime.

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5. Contract Value and Aggregation

- 5.01. Directors must ensure that a pre-tender estimate of the total Contract value is prepared and recorded in writing and is an accurate reflection of the expected Contract value (to the extent of the information available to Directors at the time), to determine whether it falls within the scope of the Regulations or Procurement Act.
- 5.02. Total Contract value or an estimated total Contract value in these CSO's means the aggregate value payable in pounds sterling exclusive of Value Added Tax, over the entire Contract period, including any extension periods in the proposed Contract. Procurements falling within the scope of the Procurement Act will need to have their estimated value calculated in accordance with Section 4 of the Procurement Act.
- 5.03. A Contract's value must not be artificially under or overestimated or divided into two or more separate Contracts with the intention of avoiding the application of these CSO's, the Regulations or the Procurement Act.

6. Social Value

- 6.01. The Council is committed to fulfilling its obligations under The Public Services (Social Value) Act 2012 and the National Procurement Policy Statement. Officers shall maximise the potential to generate social value outcomes from procurement activity.
- 6.02. Contracts valued at £500,000 or more must include Social Value as part of the evaluation criteria. Such consideration should be proportionate and appropriate to the size and nature of the Contract. Officers must follow guidance as stated in the Code of Practice.
- 6.03. For Contracts valued over £500,000 Social Value is to be included as part of the evaluation criteria. The Social Value weighting must be between 10% and 25% of the total award criteria.
- 6.04. Unless otherwise agreed with Chief Procurement Officer in writing, the Social Value Portal is to be used to record, manage and monitor these contractual Social Value commitments.
- 6.05. Social Value must be considered for Contracts valued below £500,000 where appropriate. However, such considerations should be proportionate and appropriate to the size and nature of the Contract. Officers must follow guidance as stated in the Code of Practice.
- 6.06. Any Social Value commitments made as part of a Tender submission must form part of the contractual obligations to be delivered by the Supplier under the Contract.

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7. Frameworks

- 7.01. The Council may establish Frameworks for its own use or use by other contracting authorities.
- 7.02. The Council may access and call-off from Frameworks established by other public sector organisations where it is deemed suitable and appropriate to do so. However, consideration should first be given to the use of the Council's own established Frameworks, including those operated by the London Construction Program (LCP). Where the Council operates such Frameworks and are deemed suitable for the requirements being sought, use of these Frameworks shall take precedence over the use of any other third-party Framework, unless otherwise agreed by the Chief Procurement Officer.
- 7.03. Where an accessible Framework exists in respect of the subject matter, and there is an absence of compliant objective criteria to directly award, or prices have yet to be determined, then a mini competition is to be undertaken in accordance with the terms of the Framework. The Council will also need to act in accordance with Regulations or Procurement Act (as appropriate) alongside any terms stated in the use of such Frameworks.
- 7.04. The Council's decision to enter into a Contract with the recommended Supplier under a Framework must be made in accordance with CSO 16.

8. Dynamic Purchasing Systems

- 8.01. Where the Council operates its own DPS (including the LCP) for a works, goods, or service category, suitable for its requirement this must be used to carry out the procurements related to those categories; or
- 8.02. The Council may access and call-off from a DPS established by other public sector organisations that has been established in accordance with the Regulations, where it is deemed suitable and appropriate to do so. However, consideration should first be given to the use of the Council's own established DPS, including those operated by the LCP. Where the Council operates a DPS and is deemed suitable for the requirements being sought, use of the Council DPS shall take precedence over the use of any other third-party DPS, unless otherwise agreed by the Chief Procurement Officer.

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- 8.03. Electronic formation of individual Contracts within a DPS is permitted, subject to CSO 17.

9. Dynamic Markets

- 9.01. The Council may establish Dynamic Markets for its own use or use by other contracting authorities.
- 9.02. The Council, acting in accordance with Procurement Act can establish Dynamic Markets for the purposes of awarding Contracts by reference to Suppliers' participation in those arrangements which must remain open for new Suppliers to join at any time.
- 9.03. Where the Council operates its own Dynamic Market (including the LCP) for a works, goods, or service category, that is deemed suitable for its requirement this must be used to carry out the procurements related to those categories;
- 9.04. The Council may access and call-off from a Dynamic Market established by other public sector organisations and that has been established in accordance with the Procurement Act, where it is deemed suitable and appropriate to do so. However, consideration should first be given to the use of the Council's own established Dynamic Market, including those operated by the LCP. Where the Council operates a Dynamic Market and is deemed suitable for the requirements being sought, use of the Council Dynamic Market shall take precedence over the use of any other third-party Dynamic Market, unless otherwise agreed by the Chief Procurement Officer.
- 9.05. Electronic formation of individual Contracts within a Dynamic Market is permitted, subject to CSO 17.

10. Direct Awards

- 10.01. The Council can directly award a public Contract to a supplier without undertaking a competitive procurement process in accordance with the limited situations described in the Regulations, sections 41-44 and Schedule 5 of the Procurement Act or in accordance with the Provider Selection Regime (as applicable).
- 10.02. Prior to seeking to rely on this CSO 10 to award a public Contract, advice should be sought from the Chief Procurement Officer.

11. Procedure for Contracts below £25,000

- 11.01. All Contracts with an estimated value below £25,000 must be procured in accordance

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with the Code of Practice via the Corporate e-Sourcing System, except where an alternate e-sourcing system is mandated by a Framework, a DPS or an alternative e-sourcing system has been pre-approved in writing by the Chief Procurement Officer.

- 11.02. Where a Contract has an estimated value of less than £25,000, the relevant Director should act in the manner most expedient to the efficient management of the service, having regard for CSOs 7.01, 8 and 9 and retaining a record of the procurement activity and related approval.

12. Procedure for Contracts valued above £25,000

- 12.01. All Contracts let with a value of £25,000 or more must be undertaken in accordance with the Code of Practice having regard for CSOs 7.01, 8 and 9 in the first instance.
- 12.02. Except as otherwise expressly permitted by or under these CSO's, for all Contracts with an estimated value of £25,000 or more but less than £500,000, and where the value of the Contract does not exceed the relevant Procurement Threshold requiring a Contract to be advertised, at least three competitive Quotations should be sought via the Corporate e-Sourcing Solution, without the need for an advertisement (unless required to do so by the Procurement Act), or to follow the competitive tender procedure. Where the intention is to advertise the opportunity, the relevant Notices must be published in accordance with the Procurement Act. This activity will be managed by the Chief Procurement Officer, unless agreed otherwise by the Chief Procurement Officer.
- 12.03. Except as otherwise expressly permitted by or under these CSO's, all Contracts that exceed the relevant Procurement Threshold requiring a Contract to be advertised, or which have an estimated value of £500,000 or more must be let following publication of an appropriate advertisement (Tender) in accordance with the Regulations or Procurement Act (as applicable). This activity will be managed by the Chief Procurement Officer.
- 12.04. Where Tenders are to be invited, the regulatory procedure to be followed, shall be determined prior to advertising and be managed by the Chief Procurement Officer and shall comply with the Regulations or Procurement Act and the Procurement Code of Practice.
- 12.05. The Chief Procurement Officer may decide that processes in this CSO 12 are not appropriate in order to secure value for money for the Council and to ensure general procurement law principles are complied with. If that is the case, he/she may determine another process of selecting a Supplier, which will meet best value criteria and/or ensure compliance with procurement law. The decision and process must be properly documented.

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- 12.06. All Contracts let require the publication of relevant Notices in compliance with the Regulations or the Procurement Act (as applicable).

13. Electronic communications, procurement documents, receipt and opening of Bids

- 13.01. Subject to the terms of Regulations and Procurement Act, the Council will provide unrestricted and full electronic direct access free of charge to the procurement documents from the date of publication of the advertisement, or the date on which an invitation to confirm interest was sent.
- 13.02. Electronic Bids received securely may be opened at the appointed date and time by a Council Officer or the Council's appointed consultant.
- 13.03. Records of any non-compliant Bids and of the date and time of receipt of any late Tenders must be kept by Officers.
- 13.04. Late Bids may only be accepted in exceptional circumstances and with the written authorisation of the Chief Procurement Officer.

14. Abnormally Low Bids

- 14.01. Abnormally low bids should be dealt with in accordance with the Regulations or Procurement Act (as applicable).

15. Post Tender Clarifications/Confirmations

- 15.01. Negotiation after receipt of formal bids and before the award of contract is only permitted:
- a) as part of a tender process allowed for by the Regulations or Procurement Act;
 - b) in circumstances which do not breach the Regulations/Procurement Act or put other Suppliers at a disadvantage, distort competition or adversely affect trust in the competitive process, and
 - c) if the prior authority of the Chief Procurement Officer has been obtained.
- 15.02. Tender clarifications are permitted in circumstances which do not breach the Regulations/Procurement Act or put other Suppliers at a disadvantage, distort competition or adversely affect trust in the competitive process
- 15.03. All communication with Suppliers during a formal procurement shall be performed

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using electronic means in accordance with the Regulations or Procurement Act (as applicable).

16. Bid Acceptance

- 16.01. Bids are to be accepted on the basis that the award is compliant with the Regulations or Procurement Act (where applicable) and as determined by the application of the published award criteria.
- 16.02. Where a Contract has been awarded the Council is required to published Notices in accordance with the Regulations or Procurement Act (as applicable).
- 16.03. Where a purchasing card is used to procure goods, works or services it cannot be used to circumvent these CSO's. The relevant approvals in accordance with these CSO's must be in place prior to procuring the goods, works or services.
- 16.04. Where the provision of works, goods or services under a Contract is required to commence prior to the issuance and execution of a formal Contract, a Director, if satisfied that it is in the Council's best interest in the particular circumstances, may approve issuance of a Letter of Intent pending the issuance and execution of a formal Contract. However, the maximum cover afforded by any Letter of Intent shall not exceed £100,000 or 10% of the total Contract price, whichever is the higher value.

17. Conditions Applying to All Contracts:

- 17.01. The procurement documents in respect of every Contract to which the Regulations or Procurement Act apply, shall provide for the Contract to include provisions enabling the Council to terminate the Contract in each of the circumstances as set out in Regulations or the Procurement Act.
- 17.02. The procurement documents in respect of every Contract to which the Procurement Act or Regulations apply shall include a requirement that the Council may require the successful Supplier to enter into a collateral Contract in a form approved by the Monitoring Officer which provides for the allocation of risks between the Parties where the Contract has been declared ineffective by a court.
- 17.03. The decision as to whether or not a collateral Contract will be required in respect of a Contract will ultimately be made, before the formal Contract is issued and executed, by the Monitoring Officer or an Officer acting under their delegated authority.

Contracts valued £25,000 or more

- 17.04. All Contracts valued at £25,000 or more must be in writing by way of a document prepared, or on a basis approved, by the Monitoring Officer.

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- 17.05. Every Contract valued at £25,000 or more must be an Approved Form of Contract unless otherwise agreed by the Monitoring Officer
- 17.06. All Contracts for the provision of services which may entail members of the service provider's staff (including agents, sub-contractors and assigns) carrying out a role that involves contact with children and/or vulnerable adults or access to their personal records shall contain a provision requiring the service provider to undertake in respect of each staff member the appropriate level of Disclosure and Baring Service (DBS) check for which their role is eligible prior to provision of the services being carried out by the relevant staff member and at appropriate intervals thereafter.
- 17.07. All computer software Contracts shall contain a clause to the effect that use of the software by the Council's Suppliers shall not amount to use by a third party for which an additional software license might otherwise be required.
- 17.08. All Contracts for works and services must include provisions for the payment of London Living Wage.
- 17.09. The approval of contract awards, Variations and Extensions may be evidenced within the Corporate e-Procurement Systems by electronic copies of signatures or through positive acceptance (i.e. tick box, yes /no indicator or other similar means of approval).
- 17.10. A Contract valued at less than £250,000 does not require sealing and should either be signed or electronically approved on behalf of the Council by the relevant Director, Assistant Director, or the Head of the relevant business unit, where permitted to do so under the Scheme of Delegation. Where the nature of the works, goods or services is such so as to pose a high risk of significant latent defects, then the Chief Procurement Officer may decide to have the Contract with a value of less than £250,000 executed under seal as a deed.

Contracts Valued £250,000 or more

- 17.11. In addition to the provisions above regarding Contracts valued over £25,000 the following requirements apply to Contracts exceeding £250,000.
- 17.12. A Contract valued at £250,000 or more must be executed on behalf of the Council under seal as a deed, and to ensure original sealed Contract documents are held by the Monitoring Officer for safekeeping. Where appropriate, electronic sealing of Contracts is permitted.
- 17.13. Every Contract valued at £250,000 or more must contain clauses to cover the following:

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- a) if it is a Contract for works, that the Council may require the Supplier to provide security for completing the Contract in the form of a bond;
 - b) that, where the Supplier is a subsidiary or group company, the Supplier may be required to provide a parent or group company guarantee;
 - c) or other means of surety as agreed by the Chief Finance Officer or an Officer acting under their delegated authority.
- 17.14. The decision as to whether or not a bond or parent company guarantee will be required in respect of a Contract valued at £250,000 or more will ultimately be made by the Chief Finance Officer or an Officer acting under their delegated authority.

18. Waivers, Extensions, Variations and Novations

18.01. Waivers

18.01.1 Any Waiver relating to these CSO's must be agreed by the Chief Procurement Officer prior to engaging with any Supplier to provide goods, services or works in accordance with this CSO 18.

18.01.2 A Waiver may be agreed after considering a written report that demonstrates:

- a) the Contract is one entered into between entities within the public sector in circumstances permitted by the Regulations or Procurement Act (as applicable); or
- b) the Contract is one that the Council is permitted to reserve for certain economic operators in circumstances permitted by the Regulations or Procurement Act (as applicable); or
- c) the circumstances of the proposed contract award are covered by a relevant legislative exemption (under the law of England and Wales); or
- d) the value of the Contract is below the applicable Procurement Threshold pursuant to the Regulations or Procurement Act (as applicable) and:
 - (i) complies with below threshold provisions within the Regulations or Procurement Act (as applicable);
 - (ii) the nature of the market for the works to be carried out or the goods or services to be provided has been investigated and is such that a departure from the requirements of these CSO's is justifiable;

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- (iii) it is in the Council's overall interest; or
 - (iv) there are other circumstances which are genuinely exceptional.
- 18.01.3 All Waiver requests must be approved before any related Contract award and/or Variation occurs.
- 18.01.4 CSO's other than CSO 4 (which relates to the Regulations and the Procurement Act) may be waived on the basis set out in this CSO 18 by:
 - a) the Cabinet where the Waiver concerns a Contract with a value of £500,000 or more; or
 - b) a Director where the Waiver concerns a Contract with a value of less than £500,000 (save that the Director shall not have authority to waive CSO 17).
- 18.01.5 Any waiver valued at £100,000 or above relating to these CSO's must be agreed by the Chief Procurement Officer prior to engaging the supply chain.
- 18.01.6 A record of the decision approving a Waiver and the reasons for it must be kept and an entry made in a central register maintained and monitored by the Chief Procurement Officer.
- 18.01.7 Where an additional Waiver of these CSO's is sought in relation to the same individual Contract, whereby the aggregated value of the Contract increases to £500,000 or more, the Waiver must be agreed by the Cabinet.
- 18.02. **Contract Variations and Extensions**
 - 18.02.1 A Contract may be extended before its expiry provided that the Extension is provided for in the original Contract terms or is permitted by the Regulations or Procurement Act (as applicable)
 - 18.02.2 Contract Extensions shall be approved in accordance with CSO 2.
 - 18.02.3 All Variations and Extensions must be recorded in writing and an electronic copy retained in the Corporate e-Sourcing System.
- 18.03. **Contract Variations**
 - 18.03.1 Prior to seeking to vary an existing Contract, appropriate advice should be sought from Strategic Procurement on a case-by-case basis as to whether the Variation needs to be considered in accordance with the Regulations or Procurement Act (as applicable).

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18.03.2 Prior to and following the Variation of a Contract subject to the Procurement Act, the Council may be required to publish a Notice(s) in accordance with section 75 of the Procurement Act.

18.03.3 Contract Variations shall be approved in accordance with CSO 2.

18.04. **Novations (Transfers)**

18.04.1 In circumstances permitted in the Regulations or Procurement Act, or where the value of a Contract is below the applicable Procurement Threshold pursuant to the Regulations or Procurement Act, the Council may agree to the novation or assignment of a Contract.

18.04.2 A Director may approve the assignment or novation of a Contract where the value of the remaining term including any Extension is less than £500,000.

18.04.3 The Cabinet will approve the assignment or novation of a Contract where the value of the remaining term including any Extension is £500,000 or more.

19. Contract Termination

19.01. In the event of a supplier being declared bankrupt, going into administration, receivership or liquidation then a Director may terminate any associated Contract(s) and initiate alternative arrangements as may be required considering CSO 18.04 in cases of novation or CSO 3.01 in cases that warrant the re-letting of a Contract(s).

19.02. Subject to CSO 19.01 (above) prior to deciding to terminate a Contract early, approval must be sought from a Director and reported to the Chief Procurement Officer.

19.03. In all cases of Contract termination for whatever reason where the awarded Contract value was £500,000 or more, a report must be presented at the earliest opportunity to Cabinet.

19.04. Where a Contract is terminated and the Procurement Act applies the Council is also required to publish a Notice in accordance with section 80 of the Procurement Act.

20. Contract Management

20.01. It is the responsibility of the Director to ensure effective contract management is undertaken for Contracts under their control and management.

20.02. Directors must assign a contract owner for all Contracts above £25,000 and record this information in the Corporate e-Sourcing System.

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- 20.03. It is the responsibility of the Director to ensure all contract owners manage Contracts under their control, to ensure the Supplier delivers their contractual commitments, and where required, record the performance of the Supplier in the Corporate e-Sourcing System.
- 20.04. Contract Managers must follow any guidance issued by the Chief Procurement Officer and stated in the Procurement Code of Practice regarding contract and performance management.
- 20.05. Where a Supplier fails to deliver its contractual commitments to the extent it results in a breach of contract, this must be referred to Chief Procurement Officer and considered in accordance with the Procurement Act (where applicable).
- 20.06. Contract performance monitoring must be in accordance with the Procurement Act and any relevant Notices published as required.

21. Application of CSOs to Grants

Approval for Receipt of Grants by the Council from External Bodies

- 21.01. Where the Council receives a Grant from an external body, the process for approving or varying the agreement for the Grant shall be the same as that set out in CSO 2 (i.e. the Director may approve receipt of a Grant valued at less than £500,000. For approval of receipt of Grants valued at £500,000 or more, a Cabinet decision is required).
- 21.02. The Council's requirements in respect of execution of Contracts as deeds (CSO 17.12) shall not apply in respect of Grants which the Council receives, and subject to the requirements of the funder, they may be signed by the relevant Director and Head of the business unit or authenticated by Approved Electronic Means.

Expenditure of Grant funding

- 21.03. Where a below threshold public Contract is to be funded by a Grant, Officers must seek the advice of the Chief Procurement Officer in respect of requirements to advertise to ensure transparency of the procedure and compliance with funding requirements.
- 21.04. Where an above threshold public Contract is to be funded by a Grant, that Contract should be awarded in accordance with the Regulations or Procurement Act (as applicable) and these CSO's.
- 21.05. Where the conditions of Grant funding agreements and/or applicable guidance documents conflict with these CSOs, the provisions of the Grant/funding agreements

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and/or guidance documents shall prevail.

Approval for Payment of Grants from the Council to External Bodies

- 21.06. Where the Council awards a Grant to an external body, the process for approving or varying the agreement for the Grant shall be the same as that set out in CSO 2.05.1n) and CSO 2.05.1o) (i.e. the Director may approve awards/Variations of Grants valued less than £500,000. For approval of award/Variation of Grants valued at £500,000 or more, a Cabinet decision is required in accordance with CSO 2.01c) or CSO 2.01d).

22. Subsidy Control

- 22.01. The Council will ensure that all projects and procurements comply with the UK Subsidy Control Regime (formerly “State Aid”).

Appendix 17 - Summary of Proposed CSO Amendments 2025

Introduction

The incoming Procurement Act will introduce major reforms to the current procurement regulations, this coupled with the Procurement Modernisation Programme, requires the Council to revisit its Contract Standing Orders (CSO).

This has resulted in a fundamental change to the structure of the CSO's and some of the provisions contained therein due to the transitional arrangements for the Procurement Act, which now covers the full commercial lifecycle of public contracts. Due to these transitional arrangements the CSO's need to continue to incorporate existing regulations. To address this and avoid confusion existing regulations are defined in the CSO's as Regulations and new regulations are defined as Procurement Act. Officers will need to understand which different regulatory requirements apply. (for the purposes of this document the use of 'regulations' means current Regulations and the Procurement Act).

Due to the extent of the new provisions under the Procurement Act, it is not feasible to capture the detail within the CSO's. Therefore, the Code of Practice (CoP) will contain detailed guidance and processes relating to the different procurement regimes.

Proposed Amendments

Below is a summary of the proposed amendments, where appropriate, drafting from previous CSO's has been carried forward, and therefore the summary table below focuses on the key amendments. Full details of the changes can be found in Appendix 3 CSO 2023 vs 2025 comparison document.

Area of Amendment	Comment
Glossary	<ul style="list-style-type: none"> Definitions have been updated to consider current regulations and the incoming Procurement Act.
0. Statement of principles	<ul style="list-style-type: none"> Minor drafting amendments to reflect change in officer titles and relocation of some existing provisions.
1. Introduction	<ul style="list-style-type: none"> Minor drafting amendments and confirmation values stated in CSO's are excluding VAT.
2. Roles and Responsibility	<p>This section now includes the following requirements:</p> <p>Cabinet</p> <ul style="list-style-type: none"> Approval to commence a procurement exercise for proposed Contracts valued at £500,000 or more. <p>Directors</p> <ul style="list-style-type: none"> To ensure relevant statutory consultations are undertaken.

Area of Amendment	Comment
	<ul style="list-style-type: none"> • Submission of procurement pipeline to Chief Procurement Officer (CPO) above £2m by 31 March each year. • Submission of pipeline of contracts above £25k to CPO quarterly. • Approve termination of contracts <p>Additional entities</p> <ul style="list-style-type: none"> • Reference to roles and responsibilities for Pension committee, Alexandra Palace, schools and other 'arm's length' organisations brought into this section and aligned so as to follow Council CSO's.
3. Scope of CSO's	<ul style="list-style-type: none"> • Minor amendments to align with Procurement Act
4. Public Procurement Directives	<ul style="list-style-type: none"> • Amendments to cover all procurement regulations in scope.
5. Contract Value and Aggregation	<ul style="list-style-type: none"> • Minor drafting amendments
6. Social Value	<ul style="list-style-type: none"> • New section reflecting Council policy due to come in mid 2025, including mandating social value in all contracts above £500k.
7. Frameworks	<ul style="list-style-type: none"> • Referencing to use of Haringey and London Construction Programme (LCP) frameworks taking precedence. • Reference to controls for direct awards on frameworks.
8. Dynamic Purchasing Systems	<ul style="list-style-type: none"> • Reference to using LCP and Haringey DPS's taking precedence.
9. Dynamic Markets	<ul style="list-style-type: none"> • New provisions under the Procurement Act. • Reference to using LCP and Haringey DPS's taking precedence.
10. Direct Awards	<ul style="list-style-type: none"> • Drafting updated to take account of new provisions within the Procurement Act.
11. Contracts below £25,000	<ul style="list-style-type: none"> • New section replacing previous below £10k provisions. • Directs officers to use existing corporate arrangements (i.e. frameworks, DPS etc.).
12. Contracts above £25,000	<ul style="list-style-type: none"> • Allows for RFQ up to £500k where permitted by the regulations. • LCP/Haringey frameworks and DPS's take precedence. • Activity now falls under CPO unless agreed otherwise. • Compliance with relevant notifications. • Introduces requirements around transparency notices which require publication.

Area of Amendment	Comment
	<ul style="list-style-type: none"> (Note; COP will provide guidance on processes to be followed).
13. Electronic communications, procurement documents, receipt and opening of bids	<ul style="list-style-type: none"> Amendments to align with new Procurement Act.
14. Abnormally Low Bids	<ul style="list-style-type: none"> Officers directed to regulations which apply.
15. Post Tender Negotiations/ Clarifications	<ul style="list-style-type: none"> Insertion of reference to relevant regulations, as these differ across regulations.
16. Bid Acceptance	<ul style="list-style-type: none"> Amendments to align with new Procurement Act. Relocation of approval thresholds to section 2 (Roles and Responsibilities).
17. Conditions applying to all contracts	<ul style="list-style-type: none"> Amendments to align with new Procurement Act. Section is updated to ensure alignment with revised CSO threshold of £25k.
18. Waivers, Extensions, Variations and Novations	<ul style="list-style-type: none"> Amendments to align with new Procurement Act. Reduced threshold to £100k requiring prior approval from COP for waivers.
19. Contract termination	<ul style="list-style-type: none"> Amendments to align with new Procurement Act. Provision to include notification to Chief Procurement Officer
20. Contract management	<ul style="list-style-type: none"> New section to introduce responsibilities for contract management and alignment with the Procurement Act. Assignment of a contract owner for all contracts above £25k.
21. Application of CSO's to Grants	<ul style="list-style-type: none"> Introduction of section relating to spending of Grant funding and compliance with CSO's. Alignment of delegated thresholds within CSO's.
22. Subsidy Control	<ul style="list-style-type: none"> New section with reference to complying with UK subsidy Control Regime

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PART FOUR – RULES OF PROCEDURESection J – Contract Standing OrdersGLOSSARY

In these Contract Standing Orders the following terms shall have the meanings set out below (as amended from time to time).

<u>Term</u>	<u>Meaning</u>
<u>Approved Electronic Means</u>	<u>means such electronic means of authenticating the formation and sealing of a Contract, which may include the use of electronic seals and signatures, positive approval using check boxes or other similar means, as may be expressly approved by the Monitoring Officer from time to time or for a specific Contract.</u>
<u>Approved Form of Contract</u>	<u>means a Contract approved by the Monitoring Officer for use within procurement activity.</u>
<u>Best Value</u>	<u>means the duty, which Part 1 of the Local Government Act 1999 places on local authorities, to secure continuous improvement in the way in which functions are exercised, having regard to a combination of economy, efficiency and effectiveness as implemented by Council.</u>
<u>Bid(s)</u>	<u>means Tenders of Quotations (as applicable).</u>
<u>Cabinet</u>	<u>means the Council's Executive committee comprising the Leader of the Council and up to 9 individual Cabinet members selected by the Leader.</u>
<u>Cabinet Member</u>	<u>means individual members (Councillor) of the Cabinet, selected by the Leader with a particular portfolio (area) of responsibility.</u>
<u>Central Digital Platform</u>	<u>means the online system referenced in the Procurement Act and Procurement Regulations where Notices, documents and other information required to be published/made available.</u>
<u>Chief Finance Officer</u>	<u>also known as the Section 151 Officer, the Council's most senior finance officer who has the responsibility under section 151 Local Government Act 1972 for the proper management of the Council's financial affairs and occupies the post of Director of Finance.</u>
<u>Chief Procurement Officer</u>	<u>means the Council's most senior procurement officer, as appointed from time to time.</u>
<u>Constitution</u>	<u>means the constitution of the Council which sets out; (i) how it operates; (ii) how it makes decisions; and (iii) the procedures which it must follow.</u>
<u>Concession Contract</u>	<u>means a Contract for the supply, for pecuniary interest, of works or services to the Council, where (i) at least part of the consideration for that supply is a right for the supplier</u>

PART FOUR – RULES OF PROCEDURESection J – Contract Standing Orders

<u>Term</u>	<u>Meaning</u>
	to exploit the works or services; and (ii) under the Contract the supplier is exposed to real operating risk.
<u>Contract</u>	means any Council Contract in writing and of monetary value for the execution of works or the supply of goods and the provision of services. For avoidance of doubt: (i) any contract of Services, Supply and/or Works; (ii) any Framework ; (iii) any Concession Contract; or (iv) any Utilities Contract but does not include in any circumstances (v) an employment contract; or (vi) a Grant agreement
<u>Contract Standing Orders (CSO's)</u>	means these Contract Standing Orders which provide the constitutional basis for the Council's procurement of works, goods and services.
<u>Corporate Contracts Register</u>	means the central register of Council Contracts as managed and maintained by the Chief Procurement Officer.
<u>Corporate e-Sourcing System</u>	means the following: (i) The designated corporate e-sourcing system, that manages the following activities; sourcing, Contract and performance management and management of commercial invoices, referred to in the Procurement Code of Practice; or (ii) Such other systems as may be approved by the Chief Procurement Officer from time to time
<u>Council</u>	means London Borough of Haringey Council, Alexandra House, 10 Station Road, Wood Green, N22 7TR
<u>Director</u>	means an employee of the Council holding a post designated as: (i) The Chief Executive; (ii) A member of the Strategic Leadership Team; or (iii) A Director or Assistant Director.

PART FOUR – RULES OF PROCEDURESection J – Contract Standing Orders

<u>Term</u>	<u>Meaning</u>
<u>Dynamic Market</u>	means a list of qualified suppliers who have met the conditions of membership of the dynamic market who are eligible to participate in future procurements as defined in the Procurement Act.
<u>Dynamic Purchasing System (DPS)</u>	means a completely electronic system which can be used for commonly used purchases of works, goods or services as defined in Regulations.
<u>Extension</u>	means an extension to an existing Contract as described in more detail in CSO 18.02.18.02
<u>Financial Regulations for Schools</u>	means financial duties and procedures stated by the Council and all legislation relating to the financial management of schools.
<u>Forward Plan</u>	means the document that lists all decisions that the Cabinet will take together with all Key Decisions to be taken and by whom.
<u>Framework</u>	means a Contract between a contracting authority and one or more Suppliers that provides for the future award of Contracts by a contracting authority to a Supplier or Suppliers as more particularly described in the Regulations or Procurement Act (as applicable).
<u>Grant(s)</u>	means a payment to help the recipient (e.g. school, charity or voluntary organisation) to deliver an agreed outcome in return, the grant funder (e.g. the Council) gets no direct service delivery (“the Grant Agreement”). A grant is usually provided subject to conditions that state how the grant shall be used (for example to support the wider objectives of the Council in promoting the social, economic or environmental well-being within their communities). The Grant Agreement will normally set out general instructions as to how this is to be achieved, and any particular conditions in regard to claw-back if those wider objectives are not met.
<u>Head of Audit & Risk Management</u>	means the Councils most senior officer with responsibility for leading the Council's audit and risk management function.
<u>Key Decision</u>	has the meaning attributed to it in the Access to Information Procedure Rules at Part 4 Section D of the Constitution.
<u>London Living Wage</u>	means as defined by the Living Wage Foundation (https://www.livingwage.org.uk/what-real-living-wage)

PART FOUR – RULES OF PROCEDURESection J – Contract Standing Orders

<u>Term</u>	<u>Meaning</u>
<u>Monitoring Officer</u>	means the most senior legal officer with responsibility for leading the Council's legal and governance function and with responsibility under section 5 Local Government and Housing Act 1989 for supporting and advising the Council in relation to the lawfulness and fairness of the decision-making of the Council, and has the title of Assistant Director for Legal & Governance.
<u>Notice</u>	means a notice any one of the various types of notices that is required to be published in accordance with the Procurement Act and the Regulations.
<u>Officer(s)</u>	means an Officer as employed by the Council with relevant and appropriate authority to act on behalf of the Council.
<u>Pensions Committee</u>	means the Council's committee exercising the functions of Administering Authority, being responsible for the management and monitoring of the Council's pension fund.
<u>Procurement Act</u>	means the Procurement Act 2023 which comes into force on 28 February 2025 and associated Procurement Regulations 2024 as may be amended from time to time.
<u>Procurement Code of Practice</u>	means the separate document referenced in these CSO's titled Procurement Code of Practice where more detailed information about the Council's procurement and contract procedures can be found.
<u>Procurement Policy Notice (PPN)</u>	means any relevant Procurement Policy Notice as issued by government (as may be updated and issued from time to time). PPN's can be found via – https://www.gov.uk/government/collections/procurement-policy-notes
<u>Procurement Threshold</u>	means the applicable financial thresholds at which the Procurement Act or Regulations (as applicable) applies with effect from 1 January 2024 (as may be updated from time to time).
<u>Provider Selection Regime</u>	means the Health Care Services (Provider Selection Regime) Regulations 2023 as may be amended from time to time.
<u>Quotation</u>	means an offer submitted in writing to the Council by a Supplier in response to a request for quotation (RFQ)) (without the formal commencement of a public procurement exercise).

PART FOUR – RULES OF PROCEDURE**Section J – Contract Standing Orders**

<u>Term</u>	<u>Meaning</u>
<u>Regulations</u>	means the: (i) <u>the Public Contract Regulations 2015;</u> (ii) <u>Utilities Contract Regulations 2016; or</u> (iii) <u>Concession Contract Regulations 2016;</u> <u>as applicable</u>
<u>Scheme for Financing Schools</u>	<u>means the Council's published scheme of finance for schools as amended from time to time.</u>
<u>Scheme of Delegation</u>	<u>means the Council's scheme of delegation which can be found at Part 3 of the Constitution.</u>
<u>Social Value</u>	<u>means social, economic and environmental considerations aligned with the Council's priorities and policies, the Public Services (Social Value) Act 2012 and the National Procurement Policy Statement.</u>
<u>Strategic Procurement</u>	<u>means the Council's centralised procurement department managed by the Chief Procurement Officer.</u>
<u>Supplier</u>	<u>means any individual or organisation(s) invited to submit a quotation or Tender or where a Contract has been awarded a Contract, the counterparty to a Contract with the Council who is responsible for delivering goods, services or works in accordance with the terms and conditions of Contract.</u>
<u>Technical Guidance</u>	<u>means the Technical Guidance published by the Government Commercial Function in relation to the Procurement Act. Further details can be found at – https://www.gov.uk/government/collections/procurement-act-2023-guidance-documents</u>
<u>Tender</u>	<u>means a Supplier's proposal submitted in response to an invitation to tender as part of a competitive tendering exercise.</u>
<u>Utilities Contract</u>	<u>means a Contract for the supply of goods, services or works wholly or mainly for the purpose of utility activity.</u>
<u>Variation</u>	<u>means a modification to an existing Contract (such as additional services, exercising extension options, changes in price or a change in Supplier).</u>
<u>Waiver</u>	<u>means an exemption (i.e. "waiver") from the requirement to comply with all or part of these CSOs.</u>

PART FOUR – RULES OF PROCEDURESection J – Contract Standing Orders**0. Statement of Principles**

~~0.10.01.~~ ~~The Contract Standing Orders~~ These CSO's provide the constitutional basis for the Council's procurement of works, goods and services. Following them will assist in ensuring statutory compliance, value for money, propriety and the proper spending of public money.

~~0.20.02.~~ The Procurement Code of Practice provides more detail and shall govern Council procurement process and contract award procedures. The ~~Head of~~ Chief Procurement Officer shall issue and maintain ~~and issue~~ the Procurement Code of Practice. Any procurement activity shall proceed in accordance with ~~the Contract Standing Orders~~ these CSO's and the Procurement Code of Practice and all such other guidance issued by the ~~Head of~~ Chief Procurement Officer.

~~0.30.03.~~ The ~~Head of~~ Chief Procurement Officer shall make the latest version of ~~the Contract Standing Orders~~ these CSO's and the Procurement Code of Practice available to every Director, Cabinet Member and ~~officer~~ Officer of the Council. Directors, or ~~officers~~ Officers acting on their behalf, shall apply the requirements of the ~~Contract Standing Orders~~ CSO's and the Procurement Code of Practice when engaging in any procurement activity.

~~0.40.04.~~ All Procurement activity shall be used (amongst other things) to achieve Best Value in accordance with the Council's statutory requirements or approved objectives. This should include an innovative approach to building partnerships with the private and not-for-profit sectors and collaborating with other public sector bodies within a robust contractual framework. Officers with responsibility for procurement shall ensure that they are able to demonstrate achievement of Best Value with regards to the optimal combination of economy, efficiency and effectiveness.

~~0.50.05.~~ Every ~~contract~~ Contract or official order for works, goods or services made by the Council shall be for the purpose of achieving the Council's statutory obligations or approved objectives and shall conform to all relevant laws of England and Wales.

0.06. All procurement activity constituting Key Decisions shall comply with the requirements of the Access to Information Procedure Rules set out in Part 4 and the Protocols for Key Decisions and for Decision Making set out in Part 5 of this Constitution.

~~0.60.07.~~ Directors shall ensure that the Cabinet or an appropriate Member of the Cabinet is consulted on any procurement activity prior to its publication in the Council's Forward Plan.

0.08. Where in these CSOs a decision is required by the Cabinet, this may also be taken by the Leader or by a Cabinet Member with the Leader's agreement.

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Section J – Contract Standing Orders

~~0.70.09.~~ Directors must ensure that robust audit trails are in place for all procurement activity in accordance with the Procurement Code of Practice.

~~0.80.10.~~ No Cabinet Member of the Council or Council Officer shall enter into any ~~contract~~Contract on the Council's behalf.

~~0.90.11.~~ No Cabinet Member or Officer of the Council shall be permitted to become security under any ~~agreement between the Council and a contractor employed by~~ itContract.

CONTRACT STANDING ORDERS

1. Introduction

1.01. Procurement decisions are among the most important decisions a manager will make because the money involved is public money and the Council is required to ensure that Best Value is obtained when procuring works, goods and services. Efficient use of resources to achieve Best Value is therefore ~~an~~ imperative. The Council's reputation is equally important and should be safeguarded from any imputation of dishonesty or corruption.

~~1.02.~~ For these reasons it is a disciplinary offence to fail to comply with ~~Contract Standing Orders~~these CSO's and the Procurement Code of Practice when ~~letting contracts~~the Council is procuring Contracts for works, good and services and raising orders with suppliers. ~~Employees~~This also includes situations where the Council procures works, goods and/or services for and on behalf of other public bodies.

1.03. Council employees have a duty to report breaches of ~~Contract Standing Orders~~these CSO's to an appropriate senior manager and the Head of Audit & Risk Management.

1.04. Unless otherwise provided within these ~~Contract Standing Orders~~CSO's or the Procurement Code of Practice or with the express approval of the ~~Head of~~Chief Procurement Officer, all procurement processes, regardless of value, should be conducted via the Corporate ~~Procurement Systems, regardless of value~~e-Sourcing System.

1.05. Reference should be made to the Procurement Code of Practice for more detailed information on procurement ~~procedures~~processes.

PART FOUR – RULES OF PROCEDURESection J – Contract Standing Orders**2. Definitions and Interpretation**

~~These Contract Standing Orders are made pursuant to~~ All Officers will need to
~~section 135 of the Local Government Act 1972 and shall come into~~
~~force~~ familiarise themselves with this Constitution.

and comply with

~~Unless the context otherwise requires, in these Contract Standing Orders the~~
~~terms below shall have the meanings ascribed to them:~~

- a) ~~“Approved Electronic Means” means such electronic means of~~
~~authenticating the formation of a contract, which may include the use of~~
~~electronic signatures, positive approval through the use of check boxes or~~
~~CSO’s and any other similar means, as may be expressly approved by the~~
~~Head of Legal and Governance from time to time or for a specific contract;~~
- b) ~~“Bids” means Tenders and Quotations;~~
- c) ~~“Concession Contracts Regulations” means the Concession Contracts~~
~~Regulations 2016 (SI 2016/273), as amended from time to time;~~
- d) ~~“Contracts Finder” means a web-based portal provided by or on behalf~~
~~of the Cabinet Office;~~
- e) ~~“Corporate policies (including the National~~ **Procurement Systems”** ~~includes~~
~~the following:~~
 - ~~The corporate sourcing solution, dynamic purchasing systems (DPS),~~
~~contract management and performance management systems as~~
~~referred to in the~~ Policy Statement ~~) / guidance (including Technical~~
~~Guidance) / Procurement Code of Practice, or~~
 - ~~Such other systems as may be approved by the Head of~~ Policy
~~Notices¹, the~~ **Procurement** ~~from time to time;~~
- f) ~~“Director” means an employee of the Council holding a post~~
~~designated as:~~
 - ~~The Chief Executive~~
 - ~~A member of the Strategic Leadership Team~~
 - ~~A Director or Assistant Director;~~

¹ Where applicable

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g) ~~“Director of Finance” means the Councils most senior Finance Officer, as amended from time to time;~~

h) ~~“Find a Tender Service “ means a web-based portal provided by or on behalf of the Cabinet Office or any successor as amended from time to time;~~

i) ~~“Head of Legal and Governance” means the Council most senior Legal Officer, as amended from time to time;~~

• 1.06. “Head of Act 2023 (Commencement No. 3 and Transitional and Saving Provisions) Regulations 2024, Regulations and Procurement” means the Council most senior Procurement Officer, as amended from time to time; Act (as applicable).

j) ~~“London Living Wage” means as defined by the Living Wage Foundation (<https://www.livingwage.org.uk/what-real-living-wage>);~~

k) ~~“Public Contract Regulations” means the Public Contracts Regulations 2015 (SI 2015/102), as amended from time to time;~~

l) ~~“Regulations” means the Concession Contracts Regulations 2016, The Utilities Contracts Regulations 2016 and the Public Contracts Regulations, as amended from time to time.~~

1.07. Throughout these CSO’s references are primarily made to the “Procurement Act”. However, there are also instances where references are made to the “Regulations” to capture instances where Contracts fall under an alternative procurement regime. The relevant procurement legislation that will be applicable to procurement activity should be considered on a case-by-case basis. As such, advice should therefore be sought from Strategic Procurement as to the applicable procurement regime a proposed public Contract may need to be awarded in accordance with.

~~In the event of any conflict between the law of England and Wales and Council policy, the requirements of the law of England and Wales shall prevail over Council policy.~~

1.08. In the event of any doubt as to the interpretation of these ~~Contract Standing Orders~~CSO’s or the Procurement Code of Practice, or as to the proper procedure to be followed, clarification should be sought from the ~~Head of~~Chief Procurement ~~Officer~~.

PART FOUR – RULES OF PROCEDURE

Section J – Contract Standing Orders

1.09. Unless stated otherwise, all financial references to pounds sterling in these CSO's are to be exclusive of VAT.

1.10. Subject to Regulations or Procurement Act (as applicable), all communication and information exchange in relation to procurement shall be performed using electronic means of communication.

3.2. Roles & Responsibilities

~~3.01~~2.01. **The Cabinet** (and Pensions Committee where relevant) will:

- a) hold Directors accountable for any decisions they make under their delegated authority or under these ~~Contract Standing Orders~~CSO's;
- b) ~~approve awards of contract~~approve commencing a procurement exercise for proposed Contracts valued at £500,000 ~~(five hundred thousand pounds)~~ or more;
- c) ~~approve any variation or extension~~awards of Contract valued at £500,000 ~~(five hundred thousand pounds)~~or more;
- ~~e)d)~~ approve any Variation or more, whether Extension with an aggregate value of £500,000 or not such variation or extension was included in the original award in b) above; more (see also CSO 18):
- ~~d)e)~~ ensure that the award of any contractContract and any ~~extension~~Extension or ~~variation~~Variation with an aggregated value at £500,000 ~~(five hundred thousand)~~ or more is treated as a 'Key Decision' and as such must be in the Council's Forward Plan and comply with the other procedures in that regard set out in the Constitution;

2.02. Where ~~an award of a contract and any extension or variation that~~Contract has previously been ~~approved~~awarded under ~~3.01 d) above, CSO 2.01c)~~ and:

- a) that Contract includes an Extension within its terms (see CSO 18); and/or
- b) that Contract is to be subject to a Variation;
- e) following consultation with the Cabinet Member responsible for the relevant portfolio, a Director may approve any subsequent ~~extensions~~Contract Extension(s) and ~~variations~~/or Variation(s) up to ~~the~~an aggregated value of £500,000 ~~(five~~

PART FOUR – RULES OF PROCEDURE

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hundred thousand) and any such variation(s) or extension(s) will not be treated as a 'Key Decision';

f) 2.03. ~~For the avoidance of doubt, where~~ Where the additional cumulative value of all ~~variations~~ Variations and ~~extensions~~ Extensions of the original ~~key decision~~ award is £500,000 ~~(five hundred thousand)~~ or more, this will be treated as a 'Key Decision' and ~~3.01 d~~ CSO 2.01e) will apply;

g) 2.04. Where a Director undertakes a decision in relation to ~~3.01 e) above~~ CSO 2.02, details of the ~~extension~~ Extension and/or ~~variation~~ Variation must be reported retrospectively via the quarterly financial update report to Cabinet.

3.02 2.05. **Directors**

2.05.1 Each Director has responsibility for all ~~contracts~~ Contracts let under ~~his/her~~ their control. ~~he/she and~~ is accountable to the Cabinet for the performance of ~~his/her~~ their duties in relation to ~~contract~~ Contract letting and management, which are:

- a) to ensure compliance with the ~~law~~ laws of England and Wales and ~~Council~~ the Council's Policies;
- b) to ensure value for money in all procurement ~~matters~~ processes;
- c) to ensure compliance with ~~Contract Standing Orders~~ these CSO's and the Procurement Code of Practice;
- d) to maintain a departmental ~~scheme~~ Scheme of ~~delegation~~ Delegation;
- e) to ensure that all relevant ~~officers~~ Officers are familiar with the provisions of ~~Contract Standing Orders~~ these CSO's and the Procurement Code of Practice and that they receive adequate training on their operation;
- f) to ensure compliance with any guidelines issued in respect of these ~~Contract Standing Orders~~ CSO's;
- g) to ensure all relevant regulatory consultations have been considered and complied with, including but not limited to Local Government Act 1999 Section 3 Best Value Consultations, Landlords and Tenants Act 1985 Section 20 etc.
- h) to take immediate action in the event of a breach of ~~Contract Standing Orders~~ these CSO's or the Procurement Code of Practice within ~~his~~ their service;

PART FOUR – RULES OF PROCEDURE

Section J – Contract Standing Orders

- ~~g)i)~~ to submit to the Chief Procurement Officer a pipeline of proposed procurements where the anticipated Contract value will be £2,000,000 or ~~her area~~more, no later than 31 March of each year. The pipeline is to include procurements due to commence within the following two financial years;
- ~~j)~~ to submit to the Chief Procurement Officer a pipeline of proposed procurements where the anticipated Contract value will exceed £25,000 every three months. The pipeline is to include procurements due to commence within the following 12 months as a minimum;
- ~~k)~~ to seek Cabinet approval to commence a procurement process for proposed Contracts the value of which is above £500,000;
- ~~l)~~ to keep: ~~(i)~~
 - ~~i.~~ copies of all concluded ~~contracts~~Contracts as required by ~~Regulation 83 of the Public Contract the Regulations, or Procurement Act (as applicable)~~, and ensure electronic copies of such ~~contracts~~Contracts are stored in the Corporate e-Sourcing System, and ~~(ii)~~
 - ~~h)ii.~~ proper records of procurement procedures sufficient to justify decisions taken at all stages of the procurement procedure for a period of at least three years from the date of award of the ~~contract~~Contract, as required by ~~Regulation 84 of the Public Contract Regulations; or Procurement Act (as applicable)~~;
- ~~i)m)~~ to keep records of ~~waivers~~Waivers of any provision of these ~~Contract Standing Orders~~CSO's and forward a copy of such signed records to ~~the~~ Strategic Procurement;
- ~~n)~~ approve award of Contracts with a value up to £500,000;
- ~~j)~~ ~~Where a~~ to make appropriate arrangements for the opening of bids and their secure retention so as to protect the integrity of the procurement process;
- ~~o)~~ Contract has previously been awarded under CSO 2.01c) and following consultation with the Cabinet Member responsible for the relevant portfolio, a Director may approve any subsequent Contract Extension(s) and/or Variation(s) up to an aggregated value of £500,000.
- ~~k)p)~~ to ensure that the Council's seal is affixed to any document required to be executed as a deed and that where a document is not expressed to be under

PART FOUR – RULES OF PROCEDURE

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seal, it is either signed by two people or authenticated by Approved Electronic Means as provided for in these ~~Contract Standing Orders~~CSO's;

~~l) to ensure original sealed contract documents are held by the Head of Legal and Governance for safekeeping;~~

~~m)g) to record all contracts valued at £10,000 or more Contracts~~ in the Corporate Contracts Register;

~~n)r) to ensure effective management of all contractsContracts under his/hertheir control, and to a level deemed appropriate in regard to risk or value of each contract.Contract;~~

~~o)s) to ensure that no contractContract is let unless the expenditure involved has been fully considered and approved beforehand and sufficient money has been allocated in the relevant budget.;~~

~~p)t) to record and report on decisions taken under the Officer Scheme of Delegation in accordance with Part Three Section E Section 1 - paragraphs 3.01 to 3.0506 of the Councils Constitution. Procurement decisions including any contract award, variation and extension of £100,000 or more are mainly executive decisions and should be reported to Cabinet.;~~

~~u) Approve the termination of any Contract having regard for CSO 19.~~

3.032.06. Pensions Committee

2.06.1 The Pensions Committee shall have the same powers and duties of the Cabinet specified in these ~~Contract Standing Orders~~CSO's but limited to ~~procurement decisions and award of contracts~~its responsibilities for procurements relating to the Pension Fund.

2.07. Alexandra Palace and Park

4. Scope of Contract Standing Orders

2.07.1 These ~~Contract Standing Orders shall~~CSO's apply to ~~all contracts for the procurement by the Council of works, goods and services by or on behalf of the above Alexandra Palace and Park Charitable Trust and any on the following basis:~~

~~a) The Chief Executive of the relevant organisation shall have the powers of a~~

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Director specified in these CSO's;

- b) The Executive Board shall have the powers of the Cabinet and a Cabinet Member specified in these CSO's;
- c) ~~In the event of any conflict,~~ the requirements of the Charities Act 2011, any regulations made under that Act or charity law in general shall prevail over the provisions of these CSO's.

2.08. Schools

2.08.1 In accordance with the requirements of the Council's Scheme for Financing Schools and the Financial Regulations for Schools, where a school acts as an agent for the Council, these CSO's apply to all schools within the London Borough of Haringey except for academy and trust schools.

- a) A school's governing body shall have the powers of the Cabinet specified in these CSO's, except in relation to Waivers (CSO 18).

2.09. Other wholly owned subsidiaries/arms-length organisations owned by the Council

2.09.1 ~~These~~ CSO's apply to the procurement of works, goods and services by wholly owned subsidiary or arms-length organisation owned by the Council where they are subject to the Regulations or Procurement Act on the following basis:

- a) The Chief Executive of the relevant organisation shall have the powers and duties of a Director specified in these CSO's;
- b) The Board shall have the powers and duties of the Cabinet and a Cabinet Member specified in these CSO's.

3. ~~Scope of~~ ~~(including concession)~~ ~~the~~ CSO's

3.01. These CSO's shall apply to all Contracts awarded by the Council for works, goods and services) unless otherwise expressly stated or these requirements are waived in accordance with ~~Contract Standing Order 10.~~ ~~CSO 18~~ 18.01.

3.02. Where the Council:

- ~~a)~~ secures funding from an external funding body; or
- b) is involved in joint working funded partly or entirely by external funding to the extent that the money passes through the Council's accounts; or

PART FOUR – RULES OF PROCEDURE**Section J – Contract Standing Orders**

~~*c)~~ intends to ~~assign grant~~Grant funding to an external body;

~~Contract Standing Order 17 and the forming for the purposes of necessary agreements securing the provision of works/ goods or services, these CSO's shall apply.~~

- These ~~Contract Standing Orders~~CSO's shall **not apply** to ~~contracts~~Contracts falling within ~~Regulation 10 of the Public Contract~~the specific exclusion provisions within the Regulations; or in the case of the Procurement Act, exempted contracts as defined in Part 2 of Schedule 2 of the Procurement Act. For the avoidance of doubt, this exclusion applies to (amongst other things) ~~contracts~~Contracts of employment, certain ~~contracts for legal services, certain financial services and debt finance and agreements for the sale of land (including leases).~~
Contracts
- 3.03. ~~These Contract Standing Orders shall not apply to contracts falling within Regulation 10 of the Concession Contracts Regulations. For the avoidance of doubt, this exclusion applies to (but not limited to) air transport and passenger transport services, certain contracts for legal services, certain financial services and debt finance and agreements for the sale of land (including leases)-), or other exclusions as amended from time to time.~~

5.4. Public Procurement Directives Rules and Procedures

- 4.01. Where the ~~value of a Council~~ wishes to award a Contract for the provision of works, goods or services ~~contract is equal to, or exceeds, the applicable threshold it will need to do so in relation to accordance with~~ the Regulations; or Procurement Act (as applicable).

Provider Selection Regime

- 4.02. The Council will need to procure in accordance with ~~the provisions of these Regulations shall govern~~Provider Selection Regime where it is seeking to procure relevant in scope health care services for the tendering process and shall take precedence over purpose of the provisions health service in England, whether alone or as part of these Contract Standing Orders in a mixed procurement.
- 4.03. Advice should be sought from the ~~event of any conflict~~Strategic Procurement prior to seeking to award a contract under the Provider Selection Regime.

6.5. Contract Value and Aggregation

PART FOUR – RULES OF PROCEDURE**Section J – Contract Standing Orders**

- 5.01. Directors must ensure that a pre-tender estimate of the total ~~contract~~Contract value is prepared and recorded in writing and ~~in order is an accurate reflection of the expected Contract value (to the extent of the information available to Directors at the time),~~ to determine whether it falls within the ~~thresholds under scope of~~ the Regulations ~~apply or~~ Procurement Act.
- 5.02. ~~Unless otherwise specifically provided and subject to Contract Standing Order 6.04, reference to total contract~~Total Contract value or an estimated total ~~contract~~Contract value in these ~~Contract Standing Orders~~CSO's means the aggregate value payable in pounds sterling exclusive of Value Added Tax, over the entire ~~contract~~Contract period, including any extension periods ~~as anticipated~~ in the proposed ~~contract~~Contract. Procurements falling within the scope of the Procurement Act will need to have their estimated value calculated in accordance with Section 4 of the Procurement Act.
- 5.03. A ~~contract's~~Contract's value must not be artificially under or overestimated or divided into two or more separate ~~contracts~~Contracts with the intention of avoiding the application of ~~Contract Standing Orders or these CSO's,~~ the Regulations or the Procurement Act.

6. In-Social Value

- 6.01. The Council is committed to fulfilling its obligations under The Public Services (Social Value) Act 2012 and the ease of Concession National Procurement Policy Statement. Officers shall maximise the potential to generate social value outcomes from procurement activity.
- 6.02. Contracts valued at £500,000 or more must include Social Value as part of the evaluation criteria. Such consideration should be proportionate and appropriate to the size and nature of the Contract. Officers must follow guidance as stated in the Code of Practice.
- 6.03. For Contracts valued over £500,000 Social Value is to be included as part of the evaluation criteria. The Social Value weighting must be between 10% and 25% of the total award criteria.
- 6.04. Unless otherwise agreed with Chief Procurement Officer in writing, the Social Value Portal is to be used to record, manage and monitor these contractual Social Value commitments.
- 6.05. Social Value must be considered for Contracts valued below £500,000 where appropriate. However, such considerations should be proportionate and appropriate to the size and nature of the Contract. Officers must follow guidance as stated in the

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Code of Practice.

- 6.06. Any Social Value commitments made as part of a Tender submission must form part of the contractual obligations to be delivered by the Supplier under the Contract.

7. Frameworks

- 7.01. The Council may establish Frameworks for its own use or use by other contracting authorities.

- 7.02. The Council may access and call-off from Frameworks established by other public sector organisations where it is deemed suitable and appropriate to do so. However, consideration should first be given to the use of the Council's own established Frameworks, including those operated by the London Construction Program (LCP). Where the Council operates such Frameworks and are deemed suitable for the requirements being sought, use of these Frameworks shall take precedence over the use of any other third-party Framework, unless otherwise agreed by the Chief Procurement Officer.

- 7.03. Where to be calculated in an accessible Framework exists in respect of the subject matter, and there is an absence of compliant objective criteria to directly award, or prices have yet to be determined, then a mini competition is to be undertaken in accordance with Regulation 9. (3) – (11) of the Concession Contract the terms of the Framework. The Council will also need to act in accordance with Regulations or Procurement Act (as appropriate) alongside any terms stated in the use of such Frameworks.

7. Framework, Consortia and Joint Procurement Arrangements

- ~~Subject to the provision of Contract Standing Order 7.02, these Contract Standing Orders shall **not apply** where the Council procures particular works, goods and/or services:~~

- ~~a) as part of a group of public sector bodies contracting with one or more contractors (consortium arrangement), provided the contract standing orders of one of the public sector bodies constituting the group and/or where applicable the Regulations have been followed; or~~

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- b) ~~by selecting one or more contractors from a Framework or similar arrangement (including approved lists and dynamic purchasing systems), established by a public sector body in accordance with the contract standing orders of that public sector body and/or where applicable the Regulations; or~~

- 7.04. The Council's decision to enter into a ~~contract~~Contract with the recommended ~~Contractor~~Supplier under a Framework must be made in accordance with ~~Contract Standing Order 9.07~~CSO 16.

~~The Council shall observe these Contract Standing Orders where it procures works, goods and/or services for the benefit, or on behalf of, other public bodies.~~

8. Dynamic Purchasing Systems

- 8.01. ~~Where the Council is considering leading on any joint procurement activities with other contracting authorities, approval~~operates its own DPS (including the LCP) for a works, goods, or service category, suitable for its requirement this must be obtained in advance of any commitment to do so and on used to carry out the basis of a robust business case~~procurements related to those categories; or~~

- 8.02. ~~The Council may access and call-off from:~~ a DPS established by other public sector organisations that has been established in accordance with the Regulations, where it is deemed suitable and appropriate to do so. However, consideration should first be given to the use of the Council's own established DPS, including those operated by the LCP. Where the Council operates a DPS and is deemed suitable for the requirements being sought, use of the Council DPS shall take precedence over the use of any other third-party DPS, unless otherwise agreed by the Chief Procurement Officer.

- 8.03. ~~Electronic formation of individual Contracts within a DPS is permitted, subject to CSO 17.~~

9. Dynamic Markets

- 9.01. ~~The~~ Council may establish Dynamic Markets for its own use or use by other contracting authorities.

- 9.02. ~~The~~ Council, acting in accordance with Procurement Act can establish Dynamic

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Markets for the purposes of awarding Contracts by reference to Suppliers' participation in those arrangements which must remain open for new Suppliers to join at any time.

- 9.03. Where the Council operates its own Dynamic Market (including the LCP) for a works, goods, or service category, that is deemed suitable for its requirement this must be used to carry out the procurements related to those categories;
- 9.04. The Council may access and call-off from a Dynamic Market established by other public sector organisations and that has been established in accordance with the Procurement Act, where it is deemed suitable and appropriate to do so. However, consideration should first be given to the use of the Council's own established Dynamic Market, including those operated by the LCP. Where the Council operates a Dynamic Market and is deemed suitable for the requirements being sought, use of the Council Dynamic Market shall take precedence over the use of any other third-party Dynamic Market, unless otherwise agreed by the Chief Procurement Officer.
- 9.05. Electronic formation of individual Contracts within a Dynamic Market is permitted, subject to CSO 17.

10. Direct Awards

- 10.01. The Council can directly award a public Contract to a supplier without undertaking a competitive procurement process in accordance with the limited situations described in the Regulations, sections 41-44 and Schedule 5 of the Procurement Act or in accordance with the Provider Selection Regime (as applicable).
- (a) Prior ~~the Cabinet where the joint procurement is liable to result in a contract award that would involve a 'key decision' by the Council;~~
- (b) the Head of Procurement for non-key decisions.
- 10.02. to seeking to rely on this CSO 10 to award a public Contract, advice should be sought from the Chief Procurement Officer.

8.11. Procedure for Contracts ~~under £160~~below £25,000

- 11.01. All Contracts ~~for works, goods and/or services~~ with an estimated value below £160,000 (one hundred and sixty thousand pounds) ~~25,000~~ must be procured in accordance with the Code of Practice via the Corporate e-Sourcing ~~SolutionSystem~~, except where ~~Contract Standing Order 7.01 applies or where an an~~ alternate e-sourcing ~~solutionsystem~~ is ~~used that~~mandated by a Framework, a DPS or an ~~alternative e-sourcing system~~ has been pre-approved in writing by the ~~Head of Chief~~

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Procurement Officer.

- 11.02. Where a ~~contract for works, goods and/or services~~Contract has an estimated value of less than £~~1025,000 (ten thousand pounds)~~, the relevant Director should act in the manner most expedient to the efficient management of the service, having ~~kept a record for so doing~~regard for CSOs 7.01, 8 and 9 and retaining a record of the procurement activity and related approval.

12. ~~Where a contract~~Procedure for goods or services has an estimated Contracts valued above £25,000

~~—All Contracts let with a value of~~

- 12.01. £10 £25,000 (ten thousand pounds) or more must be undertaken in accordance with the Code of Practice having regard for CSOs 7.01, 8 and 9 in the first instance.

- 12.02. ~~Except as otherwise expressly permitted by or under these~~ CSO's, for all Contracts with an estimated value of £25,000 or more but less than £~~160,000 (one hundred and sixty thousand pounds)~~500,000, and where the value of the Contract does not exceed the relevant Procurement Threshold requiring a Contract to be advertised, at least three competitive ~~quotations~~Quotations should be ~~obtained~~sought via the Corporate e-Sourcing Solution, without the need for an advertisement ~~or to follow the tender procedure. This activity will be undertaken under the management of the relevant Director without the need for the Head of Procurement (unless required to lead on it do so by the Procurement Act), or to follow the competitive tender procedure. Where the intention is to advertise the opportunity, the relevant Notices must be published in accordance with the Procurement Act. This activity will be managed by the Chief Procurement Officer, unless agreed otherwise by the Chief Procurement Officer.~~

- 12.03. ~~Where~~ Except as otherwise expressly permitted by or under these CSO's, all Contracts that exceed the relevant Procurement Threshold requiring a ~~contract for works has~~ Contract to be advertised, or which have an estimated value of £~~10500,000 (ten thousand pounds)~~ or more, but less than £~~160,000 (one hundred and sixty thousand pounds)~~, at least three competitive quotations should be obtained via the Corporate Sourcing Solution without the need for ~~must be let following publication of an appropriate advertisement or to follow the competitive tender procedure.~~(Tender) in accordance with the Regulations or Procurement Act (as applicable). This activity will be ~~undertaken under~~managed by the Chief Procurement Officer.

- 12.04. Where management of Tenders are to be invited, the relevant Director without regulatory procedure to be followed, shall be determined prior to advertising and be managed by the Chief Procurement Officer and shall comply with the need

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~~for Regulations or Procurement Act and the Head Procurement Code of Procurement to lead on it Practice.~~

~~The quotation procedure shall comply with Contract Standing Orders 9.02 to 9.05 and be managed by the relevant Director.~~

~~Chief~~

~~Where a pre-qualified Framework arrangement (including approved lists) exists in respect of the subject matter and prices have yet to be determined then CSO 9.01.2f applies.~~

12.05. ~~The Head of~~ Procurement Officer may decide that processes in this CSO 812 are not appropriate in order to secure value for money for the Council and to ensure general procurement law principles are complied with. If that is the case, he/she may determine another process of selecting a ~~contractor~~Supplier, which will meet best value criteria and/or ensure compliance with procurement law. The decision and process must be properly documented.

12.06. ~~Where a contract with an estimated value of £25,000 (twenty five thousand pounds) or more is advertised, the contract opportunity must be published on Contracts Finder within 24 hours of the first advertisement. The Contracts Finder publication will comply with Regulation 110 of the Public Contract Regulations as applicable All Contracts let require the publication of relevant Notices in compliance with the Regulations or the Procurement Act (as applicable).~~

~~4.01.~~

~~Where a purchasing card is used to procure goods, works or services it cannot be used to circumvent these Contract Standing Orders. The relevant approvals in accordance with these Contract Standing Orders must be in place prior to procuring the goods, works or services.~~

~~9.~~ Procedure for Contracts valued at £160,000 or more

~~Except as otherwise expressly permitted by or under these Contract Standing Orders, in the case of contracts for works and contracts subject to the Light Touch Regime (Regulation 74 of the Public Contract Regulations or Regulation 19 of the Concession Contracts Regulations as applicable) with an estimated value of £160,000 (one hundred and sixty thousand pounds) or more but less than £500,000 (five hundred thousand pounds), at least three competitive quotations should be obtained via the Corporate Sourcing Solution, without the need for an advertisement or to follow the competitive~~

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tender procedure. This activity will be managed by the Head of Corporate Procurement.

9.01.1 ~~Except as otherwise expressly permitted by or under these Contract Standing Orders, contracts for goods and/or services with an estimated value of £160,000 (one hundred and sixty thousand pounds) or more as well as contracts for works and contracts subject to the Light Touch Regime (Regulation 74 of the Regulations or Regulation 19 of the Concession Contracts Regulations as applicable) which have an estimated value of £500,000 (five hundred thousand pounds) or more must be let following publication of an appropriate (tender) advertisement.~~

9.01.2 ~~Where tenders are to be invited the procedure to be followed shall be determined prior to advertising and be managed by the Head of Procurement and shall be one of the following:~~

- ~~a) open tender procedure (all interested contractors submit a tender in response to an advertisement);~~
- ~~b) restricted procedure, 2 (or more) stage process involving expressions of interest from contractors in response to an advertisement, with a selection of those contractors subsequently being invited to submit a tender;~~
- ~~c) competitive procedure with negotiation, 2 (or more) stage process involving expressions of interest from contractors in response to an advertisement, with a selection of those contractors being invited to negotiate;~~
- ~~d) competitive dialogue procedure, 2 (or more) stage process involving expressions of interest from contractors in response to an advertisement, followed by dialogue with a selection of those contractors to identify a solution (or solutions) which meets the Council's requirements, and an invitation to the selected contractors to submit tenders based on the solution/s resulting from the dialogue;~~
- ~~e) innovation partnership procedure 2 (or more) stage process involving expressions of interest from contractors in response to an advertisement, followed by a competitive award procedure aimed at the development, and subsequent purchase, of an innovative product, service or works;~~

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f) ~~where it is proposed to award a specific contract based on a framework agreement in which all the terms of the proposed contract are not laid down, a mini competition shall be held in which tenders shall be invited from all members of the framework agreement that are capable of carrying out the requirements of the specific contract;~~

g) ~~negotiated procedure without prior publication of an advertisement where the requirements of Regulation 32 of the Public Contract Regulations are made out. The Head of Procurement must first be consulted before this procedure is used.~~

9.01.3 ~~Procurements requiring use of a qualitative selection questionnaire must comply with the Crown Commercial Services (CCS) guidance on the use of these questionnaires including any applicable guidance on the use of the Single Procurement Document (SPD) provided for in Regulation 59 of the Public Contract Regulations.~~

9.01.4 ~~Prior approval must be obtained from the Head of Procurement to derogate from the CCS guidance referred to in 9.01.3. Any such derogation must be disclosed to the Cabinet Office.~~

9.02.13. Electronic communications, procurement documents, ~~division into lots and~~ receipt and opening of ~~bids~~Bids

9.02.1. ~~Subject to the terms of Regulation 22 of the Public Contract Regulations, all communication and information exchange in relation to procurement shall be performed using electronic means of communication.~~

9.02.2.13.01. ~~Subject to the terms of Regulation 53 of the Public Contract Regulations or 34 of the Concession Contract Regulations as applicable~~Procurement Act, the Council will provide unrestricted and full electronic direct access free of charge to the procurement documents from the date of publication of the advertisement, or the date on which an invitation to confirm interest was sent.

9.02.3. ~~The Council may award a contract in the form of separate lots and may determine the size and subject matter of such lots. Where a contract is subject to the Public Contract Regulations, if the Council determines that it should not be subdivided into lots then in compliance with Regulation 46(2) of the Public~~

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~~Contracts Regulations it shall provide and retain an indication of the main reasons for its decision.~~

~~9.02.41.01. The approval of contract awards, variations and extensions may be evidenced within the Corporate Procurement Systems by electronic copies of signatures or through positive acceptance (i.e. tick box, yes /no indicator or other similar means of approval).~~

~~13.02. 9.02.8~~ Electronic Bids received securely may be opened at the appointed date and time by ~~one officer or a~~ Council Officer or the Council's appointed consultant.

~~4.01. 9.02.9. The Head of Procurement must approve the training and seniority of all officers employed to open Bids and also the arrangements for ensuring the independence of such officers from the teams involved in the competitive process.~~

~~9.03~~ Abnormally Low, Late or Non-Compliant Bids

~~9.03.1. In respect of any contract that is subject to the Regulations, if the Council determines that a Bid is abnormally low then it shall ask the bidder to explain the prices or costs proposed in its Bid.~~

~~9.03.2.13.03.~~ Records of any non-compliant Bids and of the date and time of receipt of any late ~~tenders~~ Tenders must be kept by ~~officers~~ Officers.

~~13.04. Late~~ Bids ~~received late~~ may only be ~~considered if accepted in exceptional circumstances and with the written authorisation of the Chief Procurement Officer.~~

~~9.03.3.14. Abnormally Low~~ other Bids have not yet been opened and:

- ~~a) failure to comply is the Council's fault; or~~
- ~~b) it is clear that the Bid was sent in such a way that in the normal course of events it would have arrived on time.~~

~~9.04~~ Dynamic Purchasing Systems

~~9.04.1. Subject to Contract Standing Order 9.07.1, these Contract Standing Orders shall not apply where the Council procures particular works, goods and/or services under a Dynamic Purchasing System (DPS) where:~~

- ~~a) A Dynamic Purchasing System (DPS) is used to carry out procurements in accordance with Regulation 34 of the Public Contract~~

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~~Regulations, Abnormally low bids should be dealt with the prior approval of, and in accordance with a procedure specified by the Head of Procurement.~~

~~b) 14.01. The Council operates its own Dynamic Purchasing System (DPS) for a works, goods, Regulations or service category, this must be used to carry out the procurements related to those categories, unless otherwise agreed by the Head of Procurement. Act (as applicable).~~

~~9.04.2. Electronic formation of individual contracts within the DPS is permitted, subject to Contract Standing Orders 9.08.8. and 9.08.9.~~

~~9.05. E-Auctions~~

~~In appropriate cases, the submission of prices for a bid may be conducted by e-auction in accordance with Regulation 35 of the Public Contract Regulations, with the prior approval of, and in accordance with a procedure specified by, the Head of Procurement.~~

~~9.06.15. Post Tender Clarifications/Confirmations~~

~~9.06.1. 15.01. Except where the competitive procedure with negotiation referred to in Contract Standing Order 9.01.2c and 9.01.2g applies, negotiation Negotiation after receipt of formal bids and before the award of contract is only permitted:~~

~~a) as part of a tender process allowed for by the Regulations or Procurement Act;~~

~~a) b) in circumstances which do not breach the Regulations/Procurement Act or put other contractors Suppliers at a disadvantage, distort competition or adversely affect trust in the competitive process, and~~

~~b) c) if the prior authority of the Head of Chief Procurement Officer has been obtained.~~

~~15.02. Tender clarifications are permitted in circumstances which do not breach the Regulations/Procurement Act or put other Suppliers at a disadvantage, distort competition or adversely affect trust in the competitive process~~

~~9.06.2. All communication with contractors under this Contract Standing Order~~

~~15.03. 9.06.1 must Suppliers during a formal procurement shall be in writing or recorded in writing performed using electronic means in accordance with the Regulations or Procurement Act (as applicable).~~

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9.0716. Bid Acceptance, Contract Award and Letters of Intent

~~9.07.1. Bids are to be accepted on the basis:~~

~~a)16.01. either, if the contract value is above the applicable threshold pursuant to the Regulations, of that the most economically advantageous tender (“MEAT”); except where provided otherwise by award is compliant with the Regulations or Procurement Act (where applicable) and as determined by the application of the published award criteria; or.~~

~~b)16.02. ifWhere a Contract has been awarded the contract valueCouncil is below the applicable threshold pursuantrequired to published Notices in accordance with the Regulations, of either (i) MEAT, or (ii) lowest cost. or Procurement Act (as applicable).~~

~~c) — A Director may award, assign, or novate contracts valued less than £500,000 (five hundred thousand pounds).~~

~~d) — All contracts valued at £500,000 (five hundred thousand pounds) or more at the time of award may only be awarded, assigned, or novated by the Cabinet.~~

~~e) — The award of any contract valued at £500,000 (five hundred thousand pounds) or more is a 'key decision' and as such must be in the Council's Forward Plan and comply with the other procedures in that regard set out in the Constitution.~~

~~f) — In accordance with Part 5 Section C of the Constitution, the award of spot contracts for care packages and contracts for the supply of energy to the Council are not “key decisions”.~~

~~9.07.2 Where a contract has been awarded, including by way of a call off from a Framework, with an estimated value of £25,000 or more, the award must be published on Find a Tender and Contracts Finder portals.~~

~~16.03. Where a purchasing card is used to procure goods, works or services it cannot be used to circumvent these CSO's. The relevant approvals in accordance with these CSO's must be in place prior to procuring the goods, works or services.~~

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~~9.07.3~~16.04. Where the provision of works, goods or services under a ~~contract~~Contract is required to commence prior to the issuance and execution of a formal ~~contract~~Contract, a Director, if satisfied that it is in the Council's best interest in the particular circumstances, may approve issuance of a Letter of Intent pending the issuance and execution of a formal ~~contract~~Contract. However, the maximum cover afforded by any Letter of Intent shall not exceed £100,000 or 10% of the total ~~contract~~Contract price, whichever is the higher value.

~~17.~~ 9.08. Conditions Applying to All Contracts:

~~9.08.1~~17.01. The ~~tender~~procurement documents in respect of every ~~contract~~Contract to which the Regulations or Procurement Act apply, shall provide for the ~~contract~~Contract to include provisions enabling the Council to terminate the ~~contract~~Contract in each of the circumstances as set out in ~~Regulation 73 of the Public Contract Regulations or Regulation 44 of the Concession Contracts Regulations, as applicable~~the Procurement Act.

~~9.08.2~~17.02. The ~~tender~~procurement documents in respect of every ~~contract~~Contract to which the Procurement Act or Regulations apply shall include a requirement that the Council may require the successful ~~contractor~~Supplier to enter into a collateral ~~contract~~Contract in a form approved by the ~~Head of Legal and Governance~~Monitoring Officer which provides for the allocation of risks between the ~~parties~~Parties where the ~~contract~~Contract has been declared ineffective by a court.

~~9.08.3~~17.03. The decision as to whether or not a collateral ~~contract~~Contract will be required in respect of a ~~contract~~Contract will ultimately be made, before the formal ~~contract~~Contract is issued and executed, by the ~~Head of Legal and Governance~~Monitoring Officer or an ~~officer~~Officer acting under ~~his/her~~their delegated authority.

Valued £10~~Contracts valued £25,000 or more:~~

~~9.08.4~~17.04. All ~~contracts~~Contracts valued at £~~10~~25,000 ~~(ten thousand pounds)~~ or more must be in writing by way of a document prepared, or on a basis approved, by the ~~Head of Legal and Governance~~Monitoring Officer.

~~9.08.5.~~ Every ~~contract~~Contract valued at £~~10~~25,000 ~~(ten thousand pounds)~~ or more shall specify:

a) ~~17.05. the works, goods or services to~~must be ~~provided or executed;~~an Approved Form of Contract unless otherwise agreed by the Monitoring Officer

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- ~~b) — the price to be paid or the precise method of its ascertainment and a statement of any discounts or other deductions; and~~
- ~~c) — as appropriate, the start and finish dates, or delivery dates, and any maintenance or defects liability period;~~
- ~~d) — compliance with the Council's insurance requirements. The requirement to comply with the Council's standard insurance requirements may only be waived with the Director of Finance approval;~~
- ~~e) — compliance with the Council's equality policy;~~
- ~~f) — compliance with regards to the protection of personal data.~~

~~9.08.6.17.06.~~ All ~~contracts~~Contracts for the provision of services which may entail members of the service provider's staff (including agents, sub-contractors and assigns) carrying out a role that involves contact with children and/or vulnerable adults or access to their personal records shall contain a provision requiring the service provider to undertake in respect of each staff member the appropriate level of Disclosure and Baring Service (DBS) check for which ~~his/her~~their role is eligible prior to provision of the services being carried out by the relevant staff member and at appropriate intervals thereafter.

~~9.08.7.17.07.~~ All computer software ~~contracts~~Contracts shall contain a clause to the effect that use of the software by the Council's ~~contractors~~Suppliers shall not amount to use by a third party for which an additional software license might otherwise be required.

~~Valued £50,000 or more:~~

~~9.08.8. — Every contract with a value of £50,000 (fifty thousand pounds) or more must, unless the Head of Legal and Governance and Director of Finance agree to the contrary, contain clauses to cover the following:~~

- ~~a) — compliance with all applicable legislation;~~
- ~~b) — a prohibition on assignment and/or subletting without the written consent of the Director;~~
- ~~c) — a provision allowing the Council to cancel the contract and recover any~~

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~~resulting loss from the contractor if the contractor does anything which is contrary to the Bribery Act 2010 or incites breach of Section 117 (2) of the Local Government Act 1972;~~

- ~~d) a provision to ensure the Council is protected against the contractor's defective performance by default provisions which are appropriate to the contract;~~
- ~~e) if the contractor is in breach of contract the Council can do any or all of the following:

 - ~~i. determine all or part of the contract or determine the contractor's appointment;~~
 - ~~ii. itself perform the contract in whole or in part;~~
 - ~~iii. recover from the contractor any additional cost resulting from the completion or cancellation of the contract;~~~~
- ~~f) If the contractor has obtained or received by whatever means any information which gives or is intended or likely to give the contractor any unfair advantage over any other tenderer (including the Council's own workforce) in relation to the tenderingAll Contracts for, and award of, any works/ and services contract, that the Council shall be entitled to terminate that contract;~~
- ~~g) It shall be a condition of any contract between the Council and any person (not being an Officer of the Council) who is required to manage a contract on the Council's behalf that, in relation to such contract, he/she shall comply in all respects with the requirements of these Contract Standing Orders as if he/she were an employee of the Council.~~

~~9.08.9.17.08. All contracts for works and services valued at £50,000 (fifty thousand pounds) and above~~ must include provisions for the payment of London Living Wage.

17.09. The approval of contract awards, Variations and Extensions may be evidenced within the Corporate e-Procurement Systems by electronic copies of signatures or through positive acceptance (i.e. tick box, yes /no indicator or other similar means of approval).

~~9.08.10.17.10. A contractContract~~ valued at less than £250,000 ~~(two hundred and fifty thousand pounds)~~ does not require sealing and should either be signed or electronically approved on behalf of the Council by the relevant Director, Assistant Director, or the Head of the relevant business unit, where permitted to do so under

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the ~~scheme~~Scheme of ~~delegation~~Delegation. Where the nature of the works, goods or services is such so as to pose a high risk of significant latent defects, then the ~~Head of Chief~~ Procurement Officer may decide to have the ~~contract~~Contract with a value of less than £250,000 executed under seal as a deed.

Contracts Valued £250,000 or more:

17.11. — In addition to the provisions above regarding Contracts valued over £25,000 the following requirements apply to Contracts exceeding £250,000.

~~9.08.11.~~17.12. A ~~contract~~Contract valued at £250,000 (~~two hundred and fifty thousand pounds~~) or more must be executed on behalf of the Council under seal as a deed, and to ensure original sealed Contract documents are held by the Monitoring Officer for safekeeping. Where appropriate ~~this may be undertaken electronically,~~ electronic sealing of Contracts is permitted.

~~9.08.12.~~17.13. Every ~~contract~~Contract valued at £250,000 (~~two hundred and fifty thousand pounds~~) or more must contain clauses to cover the following:

a) if it is a ~~contract~~Contract for works, that the Council may require the ~~contractor~~Supplier to provide security for completing the ~~contract~~Contract in the form of a bond;

b) that, where the ~~contractor~~Supplier is a subsidiary or group company, the ~~contractor~~Supplier may be required to provide a parent or group company guarantee;

c) or other means of surety as agreed by the ~~Director of Chief~~ Finance Officer or an ~~officer~~Officer acting under ~~his/her~~their delegated authority.

~~9.08.13.~~17.14. The decision as to whether or not a bond or parent company guarantee will be required in respect of a ~~contract~~Contract valued at £250,000 or more will ultimately be made by the ~~Director of Chief~~ Finance Officer or an ~~officer~~Officer acting under ~~his/her~~their delegated authority.

10.18. Waivers, ~~Extensions~~, Variations, ~~Extensions~~ and Novations~~10.01~~18.01. Waivers

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~~10.01.1. Contract Standing Orders other than Contract Standing Order 5 (which relates Any Waiver relating to the Regulations) may be waived on the basis set out in CSO~~

~~10.01.2 by:~~

~~a) the Cabinet where the contract value is £500,000 (five hundred thousand pounds) or more;~~

~~b)a) a Director where the contract value is less than £500,000 (five hundred thousand pounds) (save that the Director shall not have authority to waive CSO 9.08 these CSO's);~~

~~e)18.01.1 Any waiver valued at £160,000 or above must be agreed by the Head of Chief Procurement Officer prior to engaging the supply chain with any Supplier to provide goods, services or works in accordance with this CSO 18.~~

~~10.01.2.18.01.2 A waiverWaiver may be agreed after considering a written report that demonstrates:~~

~~a) the contractContract is one entered into between entities within the public sector in circumstances permitted by Regulation 12 of the Public Contract Regulations or Regulation 17 of the Concession Contract Regulations Procurement Act (as applicable); or~~

~~b) the contractContract is one that the Council is permitted to reserve for certain economic operators in circumstances permitted by Regulation 77 of the Public Contracts Regulations or Regulation 24 of the Concession Contracts Regulations;Procurement Act (as applicable); or~~

~~c) the circumstances of the proposed contract award are covered by a relevant legislative exemption (under the law of England and Wales); or~~

~~d) the value of the contractContract is below the applicable threshold Procurement Threshold pursuant to the Regulations or Procurement Act (as applicable) and:~~

~~(i) complies with below threshold provisions within the Regulations or Procurement Act (as applicable);~~

~~(+)(ii) the nature of the market for the works to be carried out or the goods or services to be provided has been investigated and is such that a departure from the requirements of Contract Standing Ordersthe CSO's is justifiable;~~

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~~(ii)~~(iii) it is in the Council's overall interest; or

~~(iii)~~(iv) there are other circumstances which are genuinely exceptional.

~~10.01.3.18.01.3~~ All Waiver requests must be approved before any related ~~contract awards~~Contract award and/or Variation occurs.

~~18.01.4~~ CSO's other than CSO 4 (which relates to the Regulations and the Procurement Act) may be waived on the basis set out in this CSO 18 by:

a) the Cabinet where the Waiver concerns a Contract with a value of £500,000 or more; or

b) a Director where the Waiver concerns a Contract with a value of less than £500,000 (save that the Director shall not have authority to waive CSO 17).

~~18.01.5~~ Any waiver valued at £100,000 or above relating to these CSO's must be agreed by the Chief Procurement Officer prior to engaging the supply chain.

~~10.01.4.18.01.6~~ A record of the decision approving a ~~waiver~~Waiver and the reasons for it must be kept and an entry made in a central register maintained and monitored by the ~~Head of~~Chief Procurement ~~Officer~~.

~~10.01.5.18.01.7~~ Where an additional ~~waiver~~Waiver of ~~Contract Standing Orders~~these CSO's is sought in relation to the same individual ~~contract~~Contract, whereby the aggregated value of the ~~contract~~Contract increases to £500,000 (~~five hundred thousand pounds~~) or more, the ~~waiver~~Waiver must be agreed by the Cabinet.

~~10.02~~18.02. **Contract Variations and** ~~Extension~~Extensions

~~10.02.1.~~Subject to the provisions of CSO 3.01 and the Regulations (in particular Regulation 72 of the Public Contract Regulations or Regulation 43 of the Concession Contracts Regulations (as applicable), compliance with Financial Regulations and subject to satisfactory outcomes of contract monitoring; the following may authorise an extension or variation to a contract:

a) a Director provided the value of the extension or variation is less than £500,000 (five hundred thousand pounds);

b) the Cabinet where the value is £500,000 (five hundred thousand pounds) or more.

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18.02.1 All variations and extensionsA Contract may be extended before its expiry provided that the Extension is provided for in the original Contract terms or is permitted by the Regulations or Procurement Act (as applicable)

18.02.2 Contract Extensions shall be approved in accordance with CSO 2.

~~10.02.2.~~18.02.3 All Variations and Extensions must be recorded in writing and an electronic copy retained byin the ~~business unit~~Corporate e-Sourcing System.

18.03. Contract Variations

18.03.1 Prior to seeking to vary an existing Contract, appropriate advice should be sought from Strategic Procurement on a case-by-case basis as to whether the Variation needs to be considered in accordance with the Regulations or Procurement Act (as applicable).

18.03.2 Prior to and following the Variation of a Contract subject to the Procurement Act, the Council may be required to publish a Notice(s) in accordance with section 75 of the Procurement Act.

18.03.3 Contract Variations shall be approved in accordance with CSO 2.

~~10.03~~18.04. Novations (Transfers)

18.04.1 In circumstances permitted in ~~Regulation 72 of the Public Contract Regulations or Procurement Act~~, or ~~Regulation 43 of the Concession Contracts Regulations or~~ where the value of a ~~contract~~Contract is below the applicable ~~threshold~~Procurement Threshold pursuant to the Regulations or Procurement Act, the Council may agree to the novation or assignment of a ~~contract~~Contract.

18.04.2 A Director may approve the assignment or novation of a Contract where the value of the remaining term including any Extension is less than £500,000.

18.04.3 The Cabinet will approve the assignment or novation of a Contract where the value of the remaining term including any Extension is £500,000 or more.

~~11.19.~~Contract Termination

19.01. In the event of a supplier being declared bankrupt, going into administration, receivership or liquidation then a Director may terminate any associated ~~contract~~Contract(s) and initiate alternative arrangements as may be required ~~taking into account Contract Standing Order 10.03~~considering CSO 18.04 in cases of novation or ~~Contract Standing Order 4~~CSO 3.01 in cases that warrant the re-letting

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of ~~the contract~~ Contract(s).

- 19.02. ~~The decision~~Subject to CSO 19.01 (above) prior to deciding to terminate a ~~contract~~Contract early ~~in all other circumstances~~, approval must be ~~approved~~ sought from a Director and reported to the Chief Procurement Officer.
- 19.03. In all cases of ~~contract~~Contract termination for whatever reason where the awarded ~~contract~~Contract value was £500,000 ~~(five hundred thousand pounds)~~ or more, a report must be presented at the earliest opportunity to Cabinet.
- 19.04. Where a Contract is terminated and the Procurement Act applies the Council is also required to publish a Notice in accordance with section 80 of the Procurement Act.

20. Contract Management

It

12. Schools

~~In accordance with the requirements of the Council's Scheme for Financing Schools and the Financial Regulations for Schools, where a school acts as an agent for the Council, these Contract Standing Orders apply to all schools within the London Borough of Haringey with the exception of Academy and Trust Schools. A school's governing body shall have the powers and duties of the Cabinet specified in these Contract Standing Orders, except in relation to waivers (CSO 10.01).~~

13. Care Contracts for Individuals

~~Subject to Regulation 74 of the Public Contract Regulations and Regulation 19 of the Concession Regulations as applicable, Adults & Housing Services and the Children & Young People's Service care contracts may be 'block' contracts (where a number of beds, places or services are provided by the contractor at pre-agreed pricing schedules, to which the Council may refer users over the contract period) or 'spot' contracts (one-off contracts meeting an individual user's needs, or contracts where a number of beds, places or services are provided by the contractor without pre-agreed prices, such prices to be agreed upon each referral of a user over the contract period). The Directors of the Adult's, Health & Communities Services and the Children's Service will seek to optimise the overall best value for the Council. The following provisions shall apply to the Adult's, Health & Communities Services and the Children's Service care contracts:~~

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20.01. All is the responsibility of the Director to ensure effective contract management is undertaken for Contracts under their control and management.

20.02. Directors must assign a contract owner for all Contracts above £25,000 and record this information in the Corporate e-Sourcing System.

20.03. It is the responsibility of the Director to ensure all contract owners manage Contracts under their control to ensure the Supplier delivers their contractual commitments, and where required, record the performance of the Supplier in the Corporate e-Sourcing System.

20.04. Contract Managers must follow any guidance issued by the Chief Procurement Officer and stated in the Procurement Code of Practice regarding contract and performance management.

20.05. Where a Supplier fails to deliver its contractual commitments to the extent it results in a breach of contract, this must be referred to Chief Procurement Officer and considered in accordance with the Procurement Act (where applicable).

a) Contract Standing Orders apply to block contracts;

b) Where a spot contract has an estimated value of less than £160,000 (one hundred and sixty thousand pounds), CSO 8.02 and CSO 8.03 shall not apply, and the any relevant Director should act in the manner most expedient to the efficient management of the service, having kept a record for so doing.

c) Where a spot contract has an estimated value of £160,000 (one hundred and sixty thousand pounds) or more, CSO 9.01 shall apply.

~~14.1.01. Alexandra Palace and Park~~

~~These Contract Standing Orders apply to the procurement of works, goods and services by or on behalf of Alexandra Palace and Park Charitable Trust on the following basis:~~

Notices published as required

a) The Chief Executive of APPCT shall have the powers and duties of a Director specified in Contract Standing Orders;

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- b) ~~The Alexandra Palace and Park Board and Panel shall have the powers and duties of the Cabinet and a Cabinet Member specified in these Contract Standing Orders;~~
- c) ~~In the event of any conflict, the requirements of the Charities Act 1993, any regulations made under that Act or charity law in general shall prevail over the provisions of Contract Standing Orders.~~

15. Disposal of assets

- ~~Where Council assets (other than land & buildings) are to be disposed of because they are surplus to requirements, damaged or obsolete, reasonable endeavors must be undertaken to realise the residual value of the assets.~~
- ~~Assets having little or no realisable value may be disposed of as waste with the approval of the relevant Head of business unit, provided that the disposal shall be in favour of recycling wherever possible.~~
- ~~In respect of assets to be disposed of having an estimated value of less than £10,000 (ten thousand), the Director concerned should act in the manner most expedient to the efficient management of the service, having kept a record for so doing.~~
- ~~Assets recommended for disposal with an estimated value of £10,000 (ten thousand pounds) or more, shall be disposed of in such a manner as to secure best value.~~
- ~~Disposal of assets valued at £250,000 (two hundred and fifty thousand pounds) or more must be reported to the Cabinet.~~
- ~~Under no circumstances shall disposal of Council assets be made to employees or Members of the Council without the prior approval of the relevant Director.~~

16. Urgent Decisions/Decisions Required in-between Cabinet Meetings

- ~~These provisions apply where action needs to be taken between meetings of the Cabinet or in cases of urgency and that action would be outside the powers given to a Director under these Contract Standing Orders.~~

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~~Decisions reserved to Members under these Contract Standing Orders will ordinarily be taken at a Cabinet meeting. Notwithstanding this, the Leader may take any such decision between meetings of the Cabinet, including decisions that have become urgent, and the Leader may also allocate any such decision whether urgent or not to the Cabinet Member having the relevant portfolio responsibilities or to a Committee of the Cabinet.~~

~~20.06. 16.03 The provisions of the Access to Information Procedure Rules at Part 4 of this Constitution will apply. All key decisions should be listed on the forward plan accordingly. Where a decision is urgent, rules 16 and 17 within the Access to Information Procedure Rules will apply.~~

17.21. Application of CSOs to Grants**Approval for Receipt of Grants by the Council from External Bodies**

~~17.421.01.~~ Where the Council receives a ~~grant~~Grant from an external body, the process for approving or varying the agreement for the ~~grant~~Grant shall be the same as that set out in CSO ~~9.072~~ (i.e. the Director may approve receipt of a ~~grant~~Grant valued at less than £500,000. For approval of receipt of ~~grants~~Grants valued at £500,000 or more, a Cabinet decision is required).

~~17.221.02.~~ The Council's requirements in respect of execution of ~~contracts~~Contracts as deeds (CSO ~~9.08.917.12~~) shall not apply in respect of ~~grants~~Grants which the Council receives, and subject to the requirements of the funder, they may be signed by the relevant Director and Head of the business unit or authenticated by Approved Electronic Means.

Expenditure of Grant funding

~~21.03. Where a below threshold public Contract is to be funded by a Grant, Officers must seek the advice of the Chief Procurement Officer in respect of requirements to advertise to ensure transparency of the procedure and compliance with funding requirements.~~

~~21.04. Where an above threshold public Contract is to be funded by a Grant, that Contract should be awarded in accordance with the Regulations or Procurement Act (as applicable) and these CSO's.~~

~~21.05. Where the conditions of Grant funding agreements and/or applicable guidance documents conflict with these CSOs, the provisions of the Grant/funding agreements~~

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and/or guidance documents shall prevail.

Approval for Payment of Grants from the Council to External Bodies

~~17.3~~—Where the Council awards a ~~grant~~Grant to an external body, the process for approving or varying the agreement for the ~~grant~~Grant shall be the same as that set out in CSO ~~9.072.05.1n) and CSO 2.05.1o)~~ (i.e. the Director may approve awards/Variations of ~~grants~~Grants valued less than £500,000. For approval of award/Variation of ~~grants~~Grants valued at

21.06. £500,000 or more, a Cabinet decision is required~~),~~ in accordance with CSO 2.01c) or CSO 2.01d).

22. Subsidy Control

22.01. The Council will ensure that all projects and procurements comply with the UK Subsidy Control Regime (formerly “State Aid”).

Report for: Full Council - 24 March 2025

Title: Fourteenth Annual Carbon Report (2024)

Report

authorised by: Barry Francis, Director Environment and Resident Experience

Lead Officers: Joe Baker (Head of Carbon Management)
Suzanne Kimman (Climate Change Manager)

Ward(s) affected: All

Report for Key/

Non-Key Decision: Non-Key Decision

1. Describe the issue under consideration

- 1.1. Haringey has made an ambitious commitment to become a Net Zero Carbon Borough by 2041 and a Net Zero Carbon Council by 2027 while delivering our vision for Haringey: A place where we can all belong and thrive.
- 1.2. This is the fourteenth Annual Carbon Report (see Appendix 1) and the fourth since the Haringey Climate Change Action Plan (HCCAP) was adopted. It reports on the latest carbon emissions dataset for 2022 (there is a two-year delay in processing and receiving the emissions data). The report contextualises the carbon performance for 2022. The Annual Carbon Report also reports on all relevant carbon reduction projects delivered across the borough in the calendar year 2024.
- 1.3. Haringey's 2041 Net Zero Carbon target that was agreed in 2021; it sets out an emissions target of a 100% reduction in emissions by 2041 from a 2015 baseline. The report also outlines progress towards the HCCAP targets for reducing carbon emission in the borough.

2. Cabinet Member Introduction

- 2.1. I'm pleased to present our Fourteenth Annual Carbon Report – a comprehensive documentation of our climate journey that not only showcases our achievements but honestly confronts the challenges we face in creating a more sustainable Haringey.

- 2.2. This report reveals a consistent decline in emissions with an overall 21% reduction in 2022 from our 2015 baseline, primarily driven by the decarbonisation of electricity. Between 2021 and 2022, we successfully reversed the increase in emissions seen during the post-COVID "rebound effect", with Haringey outperforming neighbouring boroughs and the national average.
- 2.3. As the borough's largest employer, the council has taken a leadership role, reducing our own directly controlled emissions by 73% since 2015. We've invested significantly in energy-efficient schools, LED street lighting borough-wide, fleet decarbonisation, renewable energy production, and council home retrofitting.
- 2.4. Our new-build housing programme exemplifies our commitment to zero carbon practices, with Watts Close winning "Development of the Year" in the homes category at the 2024 Unlock Net Zero Awards. As our first completed zero-carbon housing scheme, it demonstrates that climate-forward design isn't aspirational but achievable. When buildings produce as much energy as they consume, we rewrite the narrative of what urban living can be.
- 2.5. The expansion of School Streets to benefit 41 educational establishments and over 16,000 pupils represents a profound reimagining of how children interact with their environment. These aren't just traffic reduction schemes – they're incubators for a generation that understands streets as places for people, not just vehicles.
- 2.6. However, we must acknowledge the stark reality that our current 21% reduction falls significantly short of the 47% reduction needed by 2022 to align with our trajectory for a Net Zero Carbon Borough by 2041. The recently published Seventh Carbon Budget by the Climate Change Committee underscores the urgency of our task, highlighting that we need to achieve an 87% reduction in UK emissions by 2040 compared to 1990 levels. The Budget also emphasises that electrification and low-carbon electricity supply should make up 60% of emissions reductions by 2040, with domestic buildings and transport being critical sectors requiring rapid action.
- 2.7. Transport emissions, at 22% of our total, reveal how deeply car dependency remains woven into our urban fabric. The 1% increase in transport emissions signals the challenge of shifting entrenched mobility patterns.
- 2.8. In the spirit of the Haringey Deal and wider co-delivery of projects, our oversubscribed Community Carbon Fund and newly established Haringey Climate Partnership, demonstrate our commitment to inclusive participation and co-production in tackling climate change. We recognise that this challenge requires all of us – council, residents, businesses, and community groups – working together through bold policies and constant progress reviews.

- 2.9. According to the "The Future is Local" report by UK100 and the Mission Zero Coalition, local authority action stands at the very heart of achieving our climate ambitions. When we walk our neighbourhoods and observe inefficient buildings, car-dominated streets, and energy systems dependent on distant fossil fuels, we're witnessing the physical manifestation of climate challenges that can only be addressed through place-based solutions. The transformative potential is striking – the report reveals that place-specific approaches to decarbonisation require nearly 70% less investment while generating almost double the economic returns and societal benefits. This isn't merely about environmental targets, but about reimagining our community's future: the potential for vibrant job creation, reduced energy bills, economic regeneration, and more resilient neighbourhoods. As evidenced across the UK, councils like ours are uniquely positioned to convene stakeholders, engage communities as active participants rather than passive recipients, and deliver climate action with an efficiency that national programs simply cannot match. Our work in Haringey represents not just a contribution to national goals, but a fundamental reshaping of how our community lives, works, and thrives in a rapidly changing world.
- 2.10. Addressing the Climate Emergency isn't just about reducing carbon; it's about building a more prosperous, equal, and sustainable borough. We approach this challenge as an opportunity to create a better future for all Haringey residents. The pathway forward requires us to see Haringey not as it is, but as it could be – a borough where low-carbon choices aren't exceptional but expected, where sustainability is woven into the fabric of everyday life, and where climate action enhances rather than diminishes quality of life for all residents.
- 2.11. Lastly, I would like to honour the memory of former councillor and local resident Nicky Gavron, who recently passed away. A trailblazing champion of the environment, Nicky established the London Climate Change Agency and founded the C40 Cities Climate Leadership Group. Her passion and dedication to climate advocacy will be sorely missed, but her legacy of activism continues to inspire us as we work toward a sustainable future. Our heartfelt condolences go out to her loved ones.

3. Reasons for decision

- 3.1. In line with the reporting process set out in the HCCAP, and the requirements of the council's Constitution (Part 4 Section A, 3.1 (xiv)), the Annual Carbon Report provides an update towards the achievement of these goals, and the wider work across the council and the borough to reduce carbon emissions.

4. Alternative options considered

To not publish the Fourteenth Annual Carbon Report

- 4.1. This would reduce transparency and neglect the successes made by local community groups and council services, and it would not showcase how they

help the borough meet our ambition. It would not be in line with the council's constitution.

To prepare and publish a more condensed Annual Carbon Report

4.2. The Annual Carbon Report is a long report, at 73 pages, so there is an alternative option to produce a shorter, more condensed style of report. This option was not adopted because this would require a fundamental change to the structure of the report and additional resources to produce the necessary infographics. The 2024 report was already significantly underway so this would have been difficult to achieve within the current timeframe to publish the report and the limited available resources. The report does include an executive summary, and the report will be communicated and made accessible in the following ways:

- Introduce graphs and tables where possible to represent complex information;
- Use bullet points to break down information to improve readability;
- A lot of effort has been made to reduce repetition and to pare down language that avoids technical jargons;
- The technical glossary and appendix have been moved to a separate document to cut down the number of pages of the main report.

5. Background Information

5.1. Reducing carbon emissions in the borough works towards achieving the wider London and national climate change targets:

- a) The Mayor of London's Environment Strategy 2018 which commits London to being a zero-carbon city by 2050, with efficient buildings, clean transport, and clean energy.
- b) The 2019 amendments to the Climate Change Act 2008 updated the statutory target to reduce the UK's greenhouse gas emissions to achieving net zero carbon by 2050. The Sixth Carbon Budget, published in 2020, set the UK's target to reduce carbon emissions by 78% (from the baseline of 1990 levels) by 2035.

5.2. The Annual Carbon Report highlights the international, national, and regional policy changes and projects that have impacted on the carbon footprint of the borough during 2024. These include:

- a) The global and national impact of the COP29 held on November 2024 in Baku, Azerbaijan;
- b) New national government policies and projects that will work towards the Government's zero-carbon ambition;
- c) New government policies, including Clean Power by 2030, Great British Energy and Energy System Reform;

- d) The Biodiversity Net Gain requirement in the Environmental Act was made mandatory that all planning permissions granted in England must deliver a minimum 10% biodiversity net gain;
 - e) The publication of the London Climate Resilience Review by the GLA.
- 5.3. The Annual Carbon Report updates on Haringey's carbon reduction performance and its progress in achieving the 2041 Net Zero Carbon target. In line with a wider London approach, the council reports against the London Energy and Greenhouse Gas Inventory (LEGGI) data. This shows that there was a 21% reduction overall in the period 2015-2022 from 726 to 576 ktCO₂. However, this reduction falls short of the necessary 47% to achieve the target of a Net Zero Carbon Borough by 2041. Carbon reduction projects and initiatives described in this Annual Carbon Report for 2024 will be reflected in the 2024 carbon emissions dataset that will be published in 2026 and which will be reported in the 16th Annual Carbon Report.
- 5.4. For 2022, there was a 4% reduction in emissions from the previous year from 602 to 576 ktCO₂. This has reversed the slight increase in emissions by 1.18% in the previous year. However, the emissions in transport and workplace have continued to increase at 1% and 6% respectively in 2022, though at a slower rate compared to 2021, as the "rebound effect" post-COVID eased off. The increase in these two sectors was balanced out by the significant 11% reduction in domestic emissions. Progress has been made with energy efficient measures, retrofitting, and moving away from gas in the domestic sector. However, alongside this the warmer average winter temperatures in 2022 and higher energy prices might also be the reasons for people to have reduced their energy use at homes and therefore carbon emissions in domestic sector.
- 5.5. Consumption-based emissions – commissioned by London Councils, the GLA and ReLondon – take a wider view than LEGGI emissions by including the emissions embodied in the goods and services that are imported into London and consumed here and reflects people's lifestyles. There was a 7.4% increase in consumption-based emissions in 2021 compared to previous year, which is below the 8.3% increase seen at the London level. The data in 2021 has shown consumption-based emissions have bounced back to pre-Covid levels as the effect of Covid has eased off.
- 5.6. The report mirrors the six areas identified in the HCCAP to reduce carbon emissions: Council, Housing, Workplace, Transport, Energy, and Community. These chapters summarise the key carbon reduction projects and achievements of our council and community in 2024. Highlights of this, which are set out in more detail in the report, include:
- a) Updates on the implementation of the governance structure for climate action through the Haringey Climate Partnership, and the introduction of a dedicated

online tool delivered to aid in embedding climate mitigation and adaptation into projects and decision-making papers for Cabinet;

- b) Updates on the implementation of Waste Reduction and Recycling Plan;
- c) Updates on the actions in line with the Housing Energy Action Plan, Housing Asset Management Strategy, the council's Energy Advice Programme, retrofit programme, and the key council's sustainable housing projects completed in 2024;
- d) Updates on the School Street Programme and Low Traffic Neighbourhoods (LTNs);
- e) Updates on the implementation of the Walking and Cycling Action Plan;
- f) Updates on the roll-out of half-day and full-day Carbon Literacy sessions, having trained 189 staff members, and delivery of Climate Action Training for Cabinet members;
- g) Updates on the delivery of the projects funded by the Haringey Community Carbon Fund for Year 3, granting a total of £75,533; and opening of the Year 4 grant period to which £112,060 was allocated;
- h) Updates to a Climate Adaptation and Resilience section, that includes work on climate risk mapping and the work on preparing for heat waves and flooding;
- i) Updates on the work with businesses to engage, inform, and help to reduce their emissions through grants and advice;
- j) Inclusion of reporting on consumption-based emissions for Haringey;
- k) Updates on the 2024 Go Green Eco Urban Festival events, and other community engagement and new initiatives that have been delivered directly by community groups.

5.7. The financial benefits to delivering carbon savings include reduction in energy bills for residents, businesses, schools and the council. For example, as a result of the council's work on fuel poverty in partnership with SHINE, the new retrofit design guide webpages, interventions have resulted in an average of £245 in savings on energy bills per year, per household.

5.8. The final part of the Annual Carbon Report highlights the agreed projects that the council and community will be working on over the next year, these include:

- a) Delivering and designing the seven decarbonisation programmes funded through the Carbon Offset Fund Allocation Strategy 2025-2029 approved by Cabinet in February 2025;
- b) Awarding funding to Year 4 projects from the Community Carbon Fund with up to £112,060 in grants, and helping to deliver the funded projects;
- c) Designing and updating the extension of the Community Carbon Fund programme with £400,000 available for funding Years 5-8, with Year 5 opening for bids in Autumn 2025 for a pot of £100,000 and any unspent monies from previous years;

- d) Delivering the council's Civic Centre refurbishment and extension, including significant carbon reduction measures;
- e) Working to design 16 further School Streets;
- f) Installing additional electric vehicle charging points across the borough in 2025 in line with demand;
- g) Directing Haringey residents to the GLA Warmer Homes London scheme for domestic energy efficiency;
- h) Training staff members and partner and local organisations in fuel poverty advice;
- i) Delivering energy efficiency and decarbonisation retrofit of almost 289 street properties as part of the Housing Energy Action Plan with works expected to start in early 2025;
- j) Delivering the Power Up Haringey local scheme to encourage homeowners' uptake of retrofitting by breaking down supply and demand barriers, and promoting green skills as part of Fast Followers programme;
- k) Upgrading the park buildings to at least Energy Performance Certificate (EPC) grade C by 2025;
- l) Delivering energy reduction measures as part of the in-sourcing of leisure facilities, including pool covers and investigating opportunities for renewable energy sources;
- m) A programme of boroughwide sustainable urban drainage (SUDs) projects as part of the Flood and Water Management Investment Plan to mitigate flood risk and improve resilience to future climate events;
- n) Continuing the delivery of the council's Carbon Literacy training programme;
- o) Starting the design of a climate resilience project on a council-owned and community used building;
- p) Developing a borough Climate Adaptation and Resilience Plan;
- q) Commencing solar and energy efficiency projects within the council and school estate, working in partnership with Community Energy Companies;
- r) Undertaking energy efficiency audits on the corporate estate to bring forward a pipeline of projects.

5.9. Projects identified in the HCCAP and the Annual Carbon Reports are funded based on local business cases being brought forward. Projects are implemented based on the council securing external funding, or using funding sources such as Section 106 carbon offset contributions.

6. Contribution to strategic outcomes

6.1. The HCCAP forms part of the themes of the council's Corporate Delivery Plan 2024-2026. The Annual Carbon Report contributes to reporting against the theme: 'Responding to the Climate Emergency'. This theme consists of five high level outcomes, namely, Outcome 1: 'A cleaner, low waste Haringey', Outcome 2: 'A greener Haringey', Outcome 3: 'A zero carbon and climate resilient

Haringey', Outcome 4: 'Expanding active travel' and Outcome 5: 'Better air quality in Haringey'.

- 6.2. The role of the council within this objective is to take active steps to reduce the council's own emissions, lead efforts to reduce emissions across the borough, and support a just transition to an equitable low carbon economy. The Annual Carbon Report provides information on projects which have supported these priorities.

7. Carbon and Climate Change

- 7.1. This report sets out progress towards the HCCAP targets to be Net Zero Council by 2027 and Net Zero Borough by 2041 from a 2015 baseline. This report demonstrates a consistent decline in emissions with an overall 21% borough-wide reduction in 2022. Additionally, there was a notable 73% reduction in corporate council emissions in 2023/24, underscoring the commitment to decarbonisation at an organizational level.
- 7.2. The report also highlights projects and programmes instrumental in mitigating carbon emissions and through improved energy efficiency, curbing travel-related emissions and fostering behavioural change conducive to sustainability and making strategic low-carbon investments. These initiatives contribute to reducing carbon emissions and generate co-benefits such as improved air quality, enhanced public health, and economic savings.
- 7.3. The Annual Carbon Report also includes a section on climate resilience and adaptation, setting out the council and borough's work to prepare residents and businesses for a changing climate. This has included an update on the GLA's Climate Resilience Review final report published this year, along with the council's initiatives aimed at flooding and heat wave preparedness, as well as initiatives focused on preserving and enhancing biodiversity and green spaces.

8. Statutory Officers' comments

Finance

- 8.1. The report seeks to demonstrate the council's ambitious vision and commitment to achieving Net Zero Carbon Borough by 2041 and a Net Zero Carbon Council by 2027. There are various projects identified and supported through the Haringey Climate Change Action Plan to achieve the council's strategic vision. These projects are financed from external income and allocations from the s106 developer contributions to support carbon reductions. Future projects delivered through the Haringey Climate Change Action Plan will be dependent on the external funding secured in the future, to avoid any financial risks to the council.

Strategic Procurement

- 8.2. Strategic Procurement note the report content and objectives.
- 8.3. The report does not include any procurement related decisions and therefore have no objections to the report recommendations.

Assistant Director of Legal & Governance

- 8.4. The Climate Change Act 2008 (the Act) is the statutory basis for the UK's approach to tackling and responding to climate change. The Act places a legal duty on central government to set legally binding targets to reduce UK greenhouse gas emissions to net-zero by 2050.
- 8.5. The Assistant Director for Legal and Governance has been consulted in the preparation of this report, and notes that (1) this is a progress report and (2) the views expressed in the Equalities section below. Under the terms of the council's Constitution at Part Four, Section A, Council Procedure Rule 3.1(xiii) the receipt of an annual report on progress toward reducing carbon emissions in the borough is a function which has been reserved to Full Council, and there are no specific legal implications arising out of this report to stop Members from adopting the Recommendations.

Equality

- 8.6. The council has a Public Sector Equality Duty (PSED) under the Equality Act (2010) to have due regard to the need to:
 - Eliminate discrimination, harassment and victimisation and any other conduct prohibited under the Act;
 - Advance equality of opportunity between people who share protected characteristics and people who do not;
 - Foster good relations between people who share those characteristics and people who do not.
- 8.7. The three parts of the duty apply to the following protected characteristics: age, disability, gender reassignment, pregnancy/maternity, race, religion/faith, sex and sexual orientation. Marriage and civil partnership status applies to the first part of the duty. Although it is not enforced in legislation as a protected characteristic, Haringey Council treats socioeconomic status as a local protected characteristic.
- 8.8. As the Annual Carbon Report describes actions and projects already undertaken across the council and the borough, no Equalities Impact Assessment (EQIA) has been undertaken for the Report itself. However, the council projects described in the report, including the HCCAP, have already considered equalities in detail in their design and implementation, including carrying out full Equalities Impact Assessments where appropriate, and implementing mitigations where necessary.

9. Use of Appendices

- 9.1. Appendix 1 - The Fourteenth Annual Carbon Report
- 9.2. Appendix 2 – Annual Carbon Report Glossary and Carbon Emission Data Sources

10. Local Government (Access to Information) Act 1985

- 10.1. Haringey Climate Change Action Plan (HCCAP)
https://haringey.gov.uk/sites/default/files/2024-02/climate_change_action_plan_march_2021.pdf
- 10.2. Previous years' Annual Carbon Report (Thirteenth, 2023)
<https://haringey.gov.uk/sites/default/files/2024-03/Thirteenth%20Annual%20Carbon%20Report%202023.pdf>
- 10.3. Statistics from LEGGI for years 2015-2022
<https://data.london.gov.uk/dataset/leggi>
- 10.4. Statistics from London's consumption-based emissions account for years 2001-2021
<https://www.londoncouncils.gov.uk/news-and-press-releases/2024/consumption-based-emissions-cbes-dataset-london>

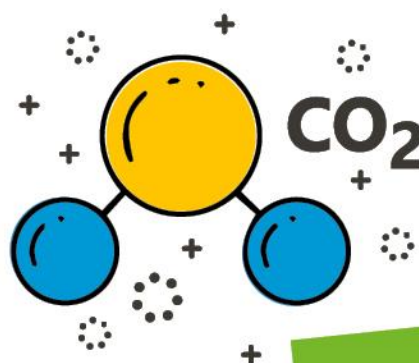
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2041



ANNUAL CARBON REPORT

2024



Haringey
LONDON

1. Foreword

I'm pleased to present our Fourteenth Annual Carbon Report – a comprehensive documentation of our climate journey that not only showcases our achievements but honestly confronts the challenges we face in creating a more sustainable Haringey.

This report reveals a consistent decline in emissions with an overall 21% reduction in 2022 from our 2015 baseline, primarily driven by the decarbonisation of electricity. Between 2021 and 2022, we successfully reversed the increase in emissions seen during the post-COVID "rebound effect," with Haringey outperforming neighbouring boroughs and the national average.

As the borough's largest employer, the council has taken a leadership role, reducing our own directly controlled emissions by 73% since 2015. We've invested significantly in energy-efficient schools, LED street lighting borough-wide, fleet decarbonisation, renewable energy production, and council home retrofitting.

Our new-build housing programme exemplifies our commitment to zero carbon practices, with Watts Close winning "Development of the Year" in the homes category at the 2024 Unlock Net Zero Awards. As our first completed zero-carbon housing scheme, it demonstrates that climate-forward design isn't aspirational but achievable. When buildings produce as much energy as they consume, we rewrite the narrative of what urban living can be.

The expansion of School Streets to benefit 41 educational establishments and over 16,000 pupils represents a profound reimagining of how children interact with their environment. These aren't just traffic reduction schemes – they're incubators for a generation that understands streets as places for people, not just vehicles.

However, we must acknowledge the stark reality that our current 21% reduction falls significantly short of the 47% reduction needed by 2022 to align with our trajectory for a Net Zero Carbon Borough by 2041. The recently published Seventh Carbon Budget by the Climate Change Committee underscores the urgency of our task, highlighting that we need to achieve an 87% reduction in UK emissions by 2040 compared to 1990 levels. The Budget also emphasises that electrification and low-carbon electricity supply should make up 60% of emissions reductions by 2040, with domestic buildings and transport being critical sectors requiring rapid action.

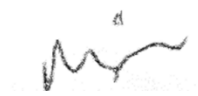
Transport emissions, at 22% of our total, reveal how deeply car dependency remains woven into our urban fabric. The 1% increase in transport emissions signals the challenge of shifting entrenched mobility patterns.

In the spirit of the Haringey Deal and wider co-delivery of projects, our oversubscribed Community Carbon Fund and newly established Haringey Climate Partnership demonstrate our commitment to inclusive participation and co-production in tackling climate change. We recognise that this challenge requires all of us – council, residents, businesses, and community groups – working together through bold policies and constant progress reviews.

According to the "The Future is Local" report by UK100 and the Mission Zero Coalition, local authority action stands at the very heart of achieving our climate ambitions. When we walk our neighbourhoods and observe inefficient buildings, car-dominated streets, and energy systems dependent on distant fossil fuels, we're witnessing the physical manifestation of climate challenges that can only be addressed through place-based solutions. The transformative potential is striking – the report reveals that place-specific approaches to decarbonisation require nearly 70% less investment while generating almost double the economic returns and societal benefits. This isn't merely about environmental targets, but about reimagining our community's future: the potential for vibrant job creation, reduced energy bills, economic regeneration, and more resilient neighbourhoods. As evidenced across the UK, councils like ours are uniquely positioned to convene stakeholders, engage communities as active participants rather than passive recipients, and deliver climate action with an efficiency that national programs simply cannot match. Our work in Haringey represents not just a contribution to national goals, but a fundamental reshaping of how our community lives, works, and thrives in a rapidly changing world.

Addressing the Climate Emergency isn't just about reducing carbon; it's about building a more prosperous, equal, and sustainable borough. We approach this challenge as an opportunity to create a better future for all Haringey residents. The pathway forward requires us to see Haringey not as it is, but as it could be – a borough where low-carbon choices aren't exceptional but expected, where sustainability is woven into the fabric of everyday life, and where climate action enhances rather than diminishes quality of life for all residents.

Lastly, I would like to honour the memory of former councillor and local resident Nicky Gavron, who recently passed away. A trailblazing champion of the environment, Nicky established the London Climate Change Agency and founded the C40 Cities Climate Leadership Group. Her passion and dedication to climate advocacy will be sorely missed, but her legacy of activism continues to inspire us as we work toward a sustainable future. Our heartfelt condolences go out to her loved ones.



Cllr Mike Hakata

Cabinet Member for Environment, Transport, and the Climate Emergency

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SEPARATE DOCUMENT FOR DOWNLOAD:

APPENDIX - GLOSSARY AND EMISSIONS DATA SOURCES	
1.1.	GLOSSARY 1
1.2.	EMISSION DATA SOURCES ERROR! BOOKMARK NOT DEFINED.

3. Executive Summary

This is the fourth year of reporting under the Haringey Climate Change Action Plan's (HCCAP) 2041 target. It reports on the latest carbon emissions dataset from London Energy and Greenhouse Gas Inventory (LEGGI) for 2022¹. There is a two-year delay in processing the data and publication by the Greater London Authority (GLA). The data shows performance against the HCCAP targets for 2022 and reports the projects delivered during the calendar year 2024. The 2022 dataset demonstrates a decline in emissions of 21% in 2022 from 2015 levels. Haringey's emissions have reduced by 4% to 576 ktCO₂ in 2022 from 602 ktCO₂ in 2021. This has reversed the slight upward trend of emission reduction we saw in the previous year due to post-COVID "rebound effect". Headlines from the data:

- Haringey outperforms neighbouring boroughs and the national average, and Haringey's emission reduction rate is the second highest among the neighbouring boroughs in 2022.
- The current emission reduction rate falls short of the necessary 47% to achieve the target of a Net Zero Carbon Borough by 2041 for 2022.
- The per capita emissions in 2022 (2.16 tonnes of carbon (tCO₂)) are lower than the London average (3.20 tCO₂).
- Domestic emissions have reduced by 11% to 274 ktCO₂ in 2022. This sector covers nearly half of the borough's total emissions, emphasising the need for a reduction in fossil fuel-based energy consumption in our homes. This could also be explained by the increase in fuel costs in 2022, which may have impacted on the local population.
- Transport emissions stem from any fossil-fuel-based road transport, and remains at 87% in 2022. So, progress is stalling in this sector and there is a need to focus on encouraging active travel and the use of electric vehicles on our highways.
- Workplace emissions increased by 6% in 2022, which may be due to the larger number of people working in small and medium enterprises, for which any working from home policy may not have been applicable.

Current progress to reduce emissions in six key areas as set in the HCCAP is as follows:

1. **Council:** The Council achieved a 73% reduction in its carbon footprint, moving from 12,840 tCO₂ in 2014/15 to 3,489 tCO₂ in 2023/24. This is a 10% reduction from the previous financial year.

¹ This includes scopes 1, 2, and some limited scope 3 emissions from the sources included. Further detail on the scopes is included in the Glossary.

2. **Housing:** Domestic emissions reduced by 11% in 2022, mirrored by the higher Standard Assessment Procedure (SAP) score that measures energy efficiency in our homes. The % of properties in SAP Band B has slightly increased by 1.3% in 2024 compared to 2023. This is due to new energy efficient homes being delivered and retrofit pilot projects, but the retrofit market should become accessible to more householders.
3. **Workplace:** Emissions from industry and commerce have decreased by 16% between 2015 and 2022. However, there was a 6% increase in 2022 from 2021, indicating a need for asset management strategies to align with the target of achieving an EPC B on average in all non-domestic buildings by 2041. We need to work with the large number of small and medium enterprises located in Haringey.
4. **Transport:** Emissions in this sector have increased since 2021 due to rebound post-pandemic. The rebound has tapered off to a 1% increase in 2022, from 4% in the previous year. Transportation projects often take time to demonstrate a reduction and the effects from School Streets and Low Traffic Neighbourhoods are expected to be seen in the next few reports.
5. **Energy:** The number of Council homes served with low-carbon heat has increased to approximately 2,000 from 1,700 last year with an additional 600 further new homes in the pipeline. Plans for a potential broader low-carbon Heat Network are being considered.
6. **Community:** As part of council's commitment to foster a collective approach toward achieving broader climate action goals, Haringey Climate Partnership has been set up in 2024, and the Community Carbon Fund has increased the number of applicants. These aim to bring together the council, residents, businesses, and partners to explore practical climate action.

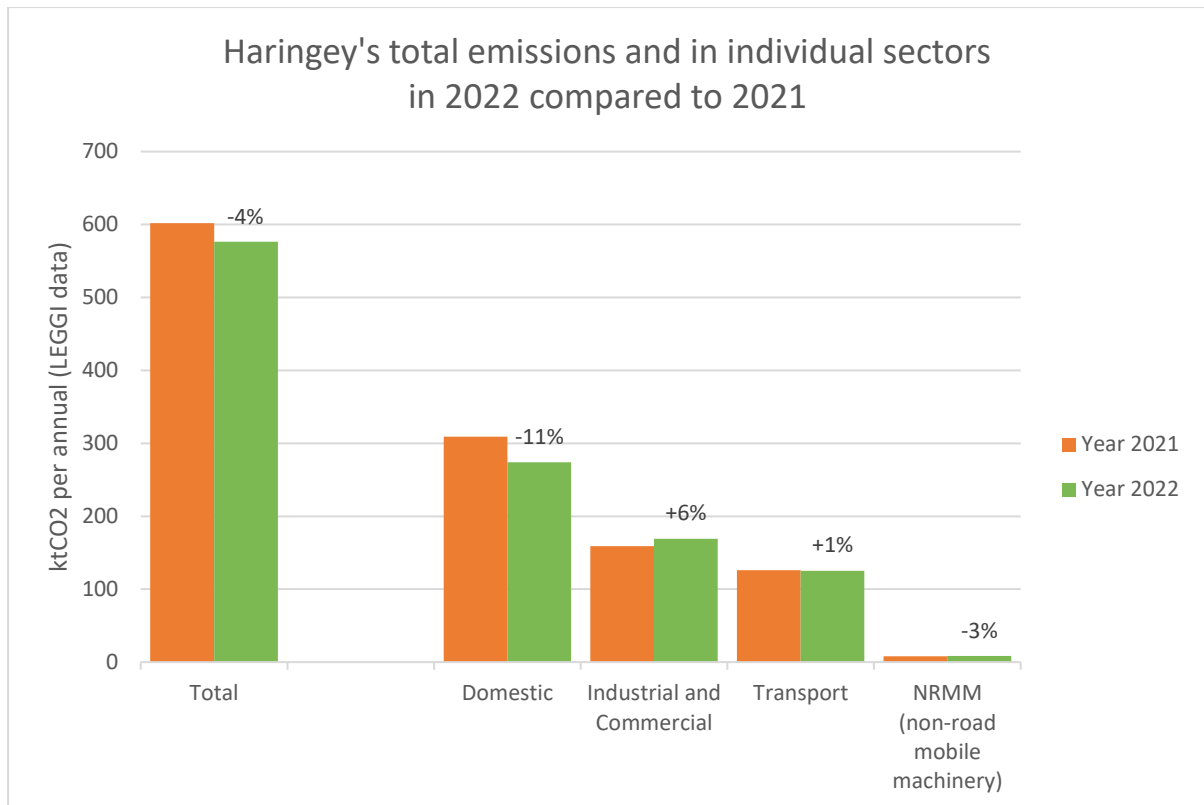


Figure 1: Headline summary of Haringey's total emissions and emissions by sector, comparing 2021 to 2022.

4. Introduction

This Fourteenth Annual Carbon Report monitors the borough's progress in reducing our carbon emissions in 2022 and celebrates our successes and projects in 2024. 2024, was also a year marked by multiple new global temperature records and climate change has added on average 41 additional days of dangerous heat globally², which highlights the urgency of addressing climate change. Nationally, the escalating impacts of the cost-of-living crisis were compounded by a series of extreme weather events attributed to climate change.

This report details progress on the Haringey Climate Change Action Plan (HCCAP), which sets out our target to be a net zero carbon borough by 2041.

The initial sections provide an overview of the global, regional, and local climate change landscape, highlighting policy changes, news, and public sentiments. The subsequent sections detail the borough's carbon emissions and our progress against reduction targets. The latter portion aligns with the HCCAP's six domains — Council, Housing, Workplace, Transport, Energy, and Community — spotlighting key projects in 2024. The report concludes with a forward-looking section on planned projects for 2025.

² Extreme Weather in 2024 published by World Weather Attribution:
<https://www.worldweatherattribution.org/when-risks-become-reality-extreme-weather-in-2024/>

5. Key policy changes – international and national

5.1. COP29 in Azerbaijan

The [29th Conference of Parties \(COP29\)](#) to the United Nations Convention on Climate Change was held in Azerbaijan in November 2024. Following a review of progress against the Paris Agreement in 2023, countries failed to come to an agreement on how to limit global warming to 1.5°C. However, it was agreed developing countries will receive an increase of \$300bn (£240bn) a year in climate finance from the current \$100bn (£78.8bn) a year. This will fund emerging economies to cut their emissions and adapt to the effects of climate change.

5.2. UNFCCC NDC Synthesis Report 2024

The [United Nations Framework Convention on Climate Change \(UNFCCC\)](#) released the [2024 Nationally Determined Contributions \(NDC\) Synthesis Report](#). Under the [Paris Agreement](#), countries have been submitting their national climate action plans every five years, known as nationally determined contributions (NDCs). The report estimates that implementation of all current NDCs is likely to lead to only a 5.9% emissions reduction by 2030. Countries are not doing enough to reach the target of reducing greenhouse gas emissions of 43% by 2023 relative to 2019 to limit global warming to 1.5°C. The report calls for bolder new national climate plans when countries submit their next round of NDCs in 2025.

5.3. Committee on Climate Change 2023 Progress Report to Parliament

In July 2024, the Committee on Climate Change (CCC) published a report to Parliament on the UK's [Progress in reducing emissions](#). The CCC's assessment has highlighted that only a third of the emissions reductions required to achieve the country's 2030 target are currently covered by credible plans. The UK is currently off track for Net Zero. The CCC has written a priority list of ten recommendations, these include making electricity cheaper, reversing recent policy rollbacks, and ramping up rates of tree planting and peatland restoration.

5.4. Carbon Budget Delivery Plan

The UK government's [Carbon Budget Delivery Plan \(CBDP\)](#) in 2023 outlined a dynamic long-term strategy for the transition over the next 15 years, aiming to achieve net zero by 2050. In May 2024, the high court ruled that the government's CBDP is unlawful, as there is not enough evidence that the policies in place will reduce greenhouse gas emissions. The energy secretary is expected to draw up a revised plan within 12 months that ensures the UK achieves its legally binding carbon budgets and its pledge to cut emissions by more than two-thirds by 2030.

5.5. New Labour Government Policies and Ambitions

The new government has announced several new policies relevant to net zero. These include Clean Power by 2030, Great British Energy and Energy System Reform, with plans to:

- Deliver clean power by 2030 by working with private sectors to increase renewable energy generation and invest in carbon capture and storage.
- Set up Great British Energy in Scotland, a publicly owned company, to be capitalised with £8.3 billion by the government. It will partner with energy companies, local authorities, and co-operatives to install clean power projects, through a combination of onshore wind, solar and hydropower projects. It will support capital-intensive projects and deploy local energy production to benefit communities.
- Reform the energy system by working with Ofgem and upgrade the national grid to enable quicker clean power connections, allowing more renewable energy to be generated and transported to communities.

5.6. Environment Act – Biodiversity Net Gain requirement

In February 2024, the Biodiversity net gain (BNG) requirement was made mandatory under the [Environment Act 2021](#). The Biodiversity Gain Regulations 2024 is covered by [a statutory instrument](#) and [BNG planning practice guidance](#). It mandates that all planning permissions granted in England (with exemptions) must deliver a minimum 10% biodiversity net gain. The framework aims to ensure the natural environment is left in a better state than before, and BNG should be achieved through measurable on-site (or in some instances off-site) improvements to biodiversity, in line with a published Local Nature Recovery Strategy.

5.7. Consultations on Future Homes and Buildings Standards and the Home Energy Model

The Government released its technical consultation in 2023 on the [Future Homes and Buildings Standards](#) and the Home Energy Model to replace the Standard Assessment Procedure. As part of our commitment to Haringey's Climate Change Action Plan, the council submitted a response during the consultation period. The final version of Future Homes and Buildings Standards is anticipated to take effect from 2025.

5.8. Consultation on Heat Network Zoning

A Government consultation on [heat network zoning](#), aims to transform heat network development by designating zones where heat networks offer the most cost-effective decarbonisation solution. Requiring certain buildings in zones to connect to a heat network, this approach aims to accelerate network development, providing greener and more affordable

heating for homes and businesses. It would contribute to a more flexible electricity system and mitigate the costs of expanding the electricity grid for net-zero goals. Haringey contributed by providing a response during the consultation period which ended in February 2024 and the implementation of heat network zoning is anticipated to be in 2025.

5.9. Revised National Planning Policy Framework

Following a revised National Planning Policy Framework (NPPF) in 2023, the new Government started another [consultation](#) in 2024 to seek views on their proposed reforms to the NPPF. Haringey provided input into the London Councils response to MHCLG. The [latest NPPF](#), since published in December, proposes to strengthen planning policies that support green energy and the environment. It directs decision makers to give significant weight to the benefits associated with renewable and low carbon energy regeneration and proposals.

5.10. National Adaptation Programmes (NAP)

The Department for Environment, Food and Rural Affairs (DEFRA) publishes [National Adaptation Programmes](#) (NAPs) to set out the actions to adapt to the impacts of climate change. Reporting is done in a 5-yearly cycle with the third (NAP3) published in 2023. The fourth round of reporting has been brought forward, but it has not yet been published. The objectives for the 4th round are to integrate climate change risk management into the work of organisations, and to increase the level of preparedness of key sectors to climate change.

5.11. UK energy and fuel prices

Under the direct debit price cap October-December 2024, the average annual bill for typical gas and electricity consumption was £1,717. This is below the peak of £2,380 level under the Energy Price Guarantee from October 2022 to June 2023, but still 41% higher than in Winter 2021/22. For motor fuels, the average prices of petrol and diesel fell by 5.5 per litre and 6p per litre to 136.8p per litre and 141.8p per litre in August and September 2024 respectively. This resulted in overall motor fuel prices falling by 10.4% in the year to September 2024³.

³ Data from [Office for National Statistics](#) and [House of Commons Library](#).

6. Key policy changes – regional and local

6.1. Ultra-Low Emission Zone (ULEZ) expansion

Following the successful 2021 expansion, the Ultra Low Emission Zone (ULEZ) was further extended across all London boroughs on August 29, 2023. A [London-wide ULEZ Six Month Report](#) published in July 2024 has indicated that the implementation of the ULEZ expansion has been highly effective at reducing the number of older, more polluting vehicles in London. This decrease in harmful pollutants delivers cleaner air and plays a significant role in reducing carbon emissions, contributing to a more sustainable urban environment.

The key findings after six months of implementation has been compared to a scenario without the London-wide expansion:

- Nitrogen oxide (NOx) emissions from cars and vans are estimated to be 13% and 7% lower in outer London;
- The roadside NOx concentrations in outer London are estimated to be 4.4% lower.
- Particular matter (PM2.5) exhaust emissions are estimated to be 20% lower which equates to a saving of 424 tonnes in outer London

6.2. Draft New Local Plan

The Council is currently preparing a New Local Plan which seeks to deliver high-quality placemaking in the borough. Following a First Steps Engagement in 2021 and a period of evidence base collation and further stakeholder engagement, Council officers are at an advanced stage of drafting a Regulation 18 Draft Local Plan. This will be published for consultation in Summer 2025, subject to agreement by Cabinet in March.

The plan will seek to deliver three overarching placemaking objectives, the third of which is: “a Sustainable and Resilient Place, with strong communities, a regenerating natural environment and on target to be net zero carbon by 2041”. To help achieve this the plan will contain a strong position to reducing carbon and increasing sustainability. This approach will be embedded throughout the plan and will be supported by a new strategic policy requiring all development in the borough to achieve a Zero Carbon balance. Proposals must minimise embodied carbon emissions in accordance with a new Embodied Carbon Hierarchy, minimise waste by applying new Circular Economy Principles, and achieve net zero operational carbon by following a new Operational Carbon Hierarchy.

6.3. Climate Scorecards 2023

Climate Emergency UK are undertaking the third round of assessment of UK councils on their actions toward achieving net zero. The scorecard evaluation will be published in 2025. The 93 questions are tailored to council types and spanning seven sections, and was created in consultation with over 90 organisations and individuals. Information gathering and marking took place until October 2024. The council responded to information requests and undertook the right of reply.

6.4. London Councils Low Carbon Development Toolkit

Low Carbon Development is one of the themes of London Council's collaborative climate programme, led by Haringey and Hackney. The programme aims to swiftly advance towards a low-carbon future. [The Low Carbon Development toolkit](#), with a team of experts within London boroughs, provides 13 documents covering various low carbon topics for planning officers and is continually evolving. It won the 2024 Planning Awards for its innovation in the 'Planning to address climate change' category. Haringey is now also co-leading on the [Low Carbon Development theme](#) with Hackney as part of the London Councils climate programme.

7. Haringey's carbon reduction performance

7.1. Summary

This is the fourth report on our emissions goals using the London Energy and Greenhouse Gas Inventory (LEGGI) territorial-based emission datasets. The key takeaways on our progress in reducing carbon emissions are:

- 21% reduction in carbon emissions from 2015 to 2022.
- Emissions reduced by 4% in 2022 from 2021 levels.
- In 2022, Haringey's emissions per capita (2.16 tCO₂) remain well below the London average (3.20 tCO₂) and the average of our neighbouring boroughs (2.60 tCO₂).

We are currently behind our expected carbon reduction trajectory, and the gap is increasing to meet our 2041 net zero carbon target.

This section delves into an analysis of Haringey's carbon emissions, covering various aspects such as emission trends from 2015 to 2022, per capita emissions, sector-wide performance, comparison to neighbouring boroughs, the regional and national averages, and an examination of factors influencing differences between boroughs.

7.2. Haringey's Greenhouse Gas Emissions

Our activities directly or indirectly emit greenhouse gasses, particularly, carbon dioxide (CO₂), nitrous oxide, and methane. These are measured in 'CO₂ equivalent' (CO₂e). More detail on the emissions can be found in the Appendix to the ACR.

7.2.1. Haringey's Territorial-based emissions

Standard territorial accounting of greenhouse gas emissions measures the direct emissions produced within the boundary of the borough. The London Energy and Greenhouse Gas Inventory (LEGGI) annually estimated these emissions for London and for each borough. In Haringey, most emissions stem from heating, powering buildings and transportation. However, these estimates are produced with a two-year delay. The total emissions for Haringey in 2022 were 576 ktCO₂e and per capita emission is 2.16 tCO₂e. Further detail on the dataset is included in the Glossary.

7.2.2. Haringey's Consumption-based emissions

Consumption-based emissions refer to the total greenhouse gas emissions associated with the consumption of goods and services by individuals or organisations in a particular region. London Councils, the GLA and ReLondon jointly commissioned the [consumption-based emissions account for London](#), which provides regional and borough-level profiles. The most

recent release covers the period 2001 to 2021. These consumption-based emissions consider emissions embodied imported into London and consumed locally, such as food or goods like furniture.

This dataset is not part of the Net Zero Carbon Borough target for 2041. The Net Zero Carbon Borough target is based on territorial emissions, and these are unaffected by consumption-based emissions. The emissions on consumption are reported in Section 7.4.

7.3. Haringey Climate Change Action Plan target

7.3.1. Emissions trend 2015-2022

Haringey's emissions have reduced by 4% in 2022 (576 ktCO₂) from 2021 levels (602 ktCO₂). This brings the overall reduction to 21% compared to 2015 levels. The reduction is mostly driven by decarbonisation of electricity, and the reduction in domestic emissions. Despite the rate of emission reduction being slow, it has reversed the upward trend of emission reduction 1.18% in 2021 from post covid "rebound effect" and the emission increase associated with a 0.9% growth of Haringey's population. Along with an increase in delivering energy efficient measures and retrofitting, 2022 was warmer on average than 2021⁴, which alongside higher energy prices, may have contributed to a reduction of energy use. Currently, the borough is not achieving the rate of reduction needed to achieve our goal of being a net zero carbon borough by 2041. An overall 47% reduction in emissions is required, while only 21% is achieved from 2015-2022. On top of that, the rate of reduction has been slowing down, so it is becoming more difficult to achieve our goal.

Figure 2 below demonstrates the trend in emissions from 2015-2022 for Haringey in comparison to London, neighbouring boroughs and the HCCAP target. Haringey's emissions are consistently below the mean in neighbouring boroughs, but higher than the 2041 target trajectory. The red dashed line shows the performance required in 2022-2023 to return to our target trajectory.

One of the challenges of delivering carbon reduction are the financial difficulties that Local Authorities are facing. High interest rates, insufficient and lack of consistent government policies and funding, and reduced revenue are constraining financial decision making. It also means we cannot plan for the long term, making larger projects (such as solar PV) are more challenging to model.

⁴ Greenhouse gas emissions national statistics full report:
<https://assets.publishing.service.gov.uk/media/65c0d15863a23d0013c821e9/2022-final-greenhouse-gas-emissions-statistical-release.pdf>

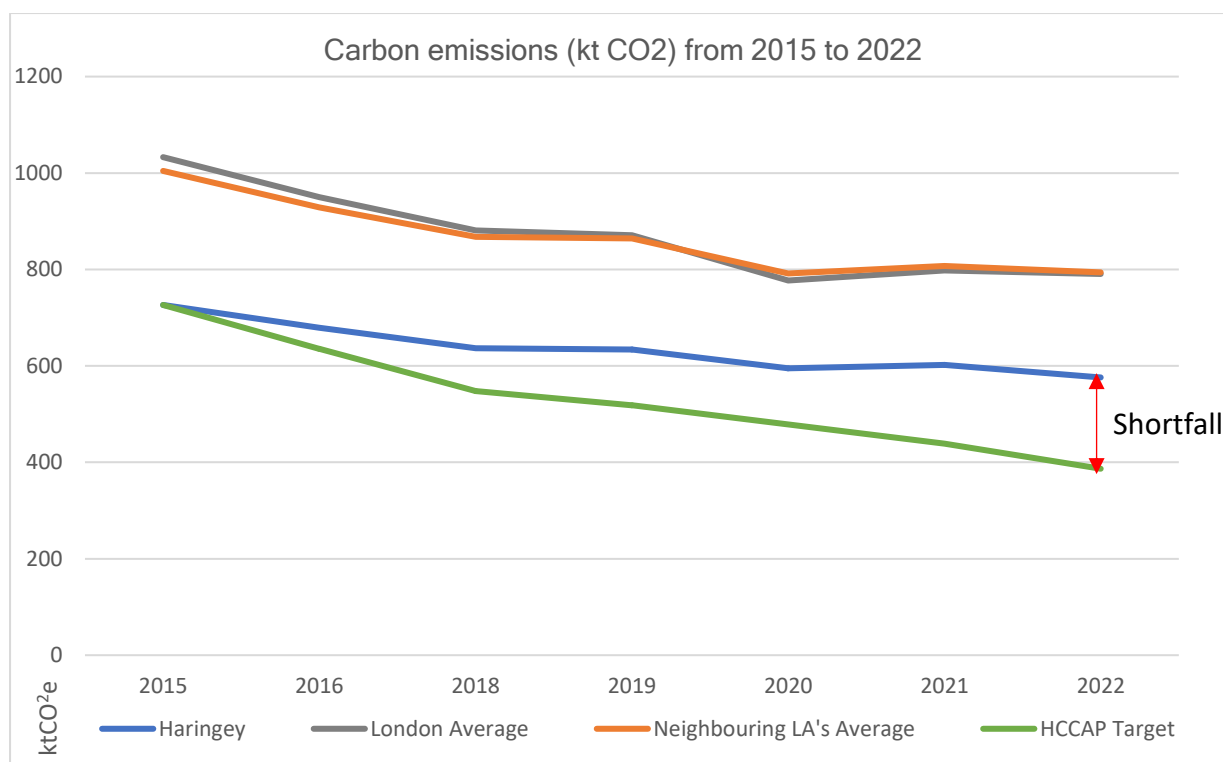


Figure 2: Graph showing the 2005 to 2022 end-user CO₂ emissions trend in Haringey (blue), neighbouring boroughs' mean (orange), and London mean (grey), and our HCCAP target (green). (Source: LEGGI data, 2015-2022; ARUP Analysis for the HCCAP).

7.3.2. Comparison of Haringey's emissions

In comparison, the 4% reduction in emissions in Haringey is greater than the average 1.6% reduction in emissions of our neighbouring boroughs in 2022. Haringey's reduction is also greater than the average 0.9% reduction in London, and 3.5% reduction nationally ⁵. After Waltham Forest, Haringey has shown the second largest emission reduction compared to neighbouring boroughs.

Haringey's emissions per capita in 2022 was 2.16 tCO₂. As shown in Figure 3 below, Haringey produces less CO₂ per capita than most of our neighbouring boroughs and significantly less than the London average of 3.20 tCO₂ per capita. Of our neighbours, only Hackney and Waltham Forest had lower per capita emissions in 2022. Camden's per capita emissions have actually increased from 3.49 to 3.55 tCO₂e per capita.

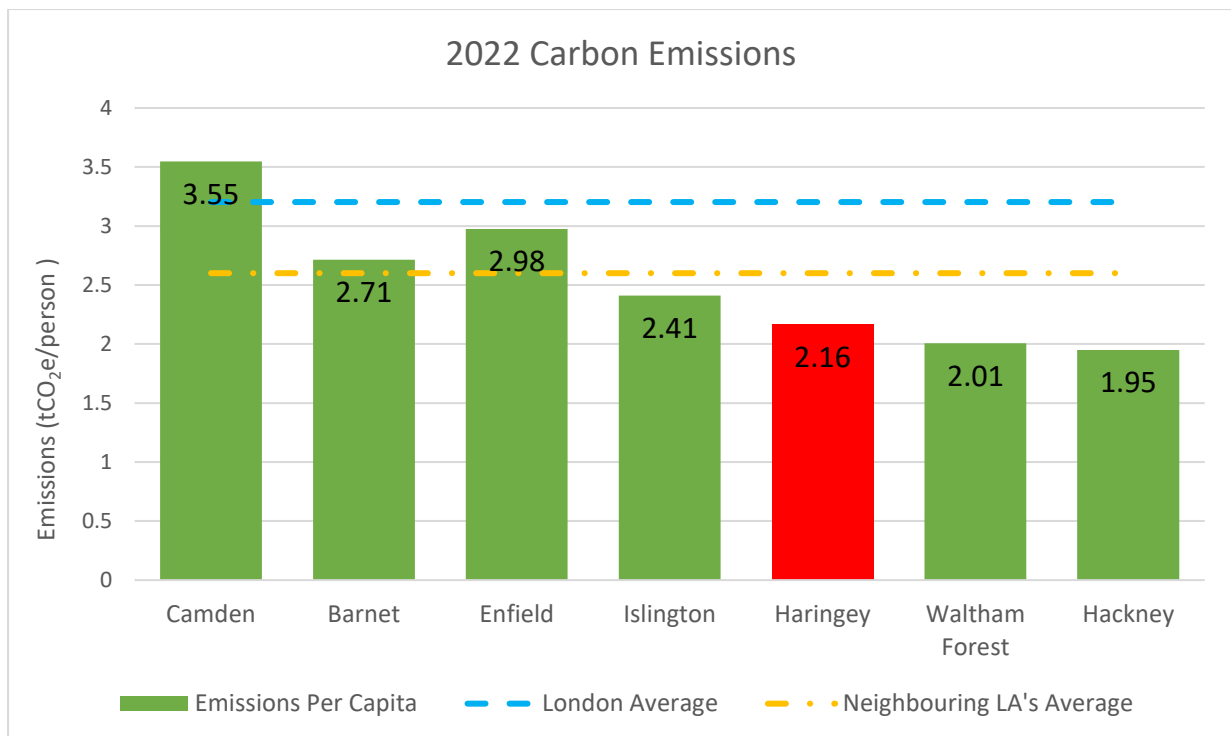


Figure 3: Graph showing the 2022 end-user CO₂ emissions per capita for Haringey compared to neighbouring boroughs and London (Sources: LEGGI data, 2022; GLA Population Projections).

7.3.3. Performance by sector

In 2022, Haringey's domestic emissions accounted for nearly half of the borough's emissions, and approximately a quarter comes from industrial and commercial sources (29%), a fifth from transport (22%) and the remainder (1%) from non-road mobile machinery (NRMM), as shown

below in

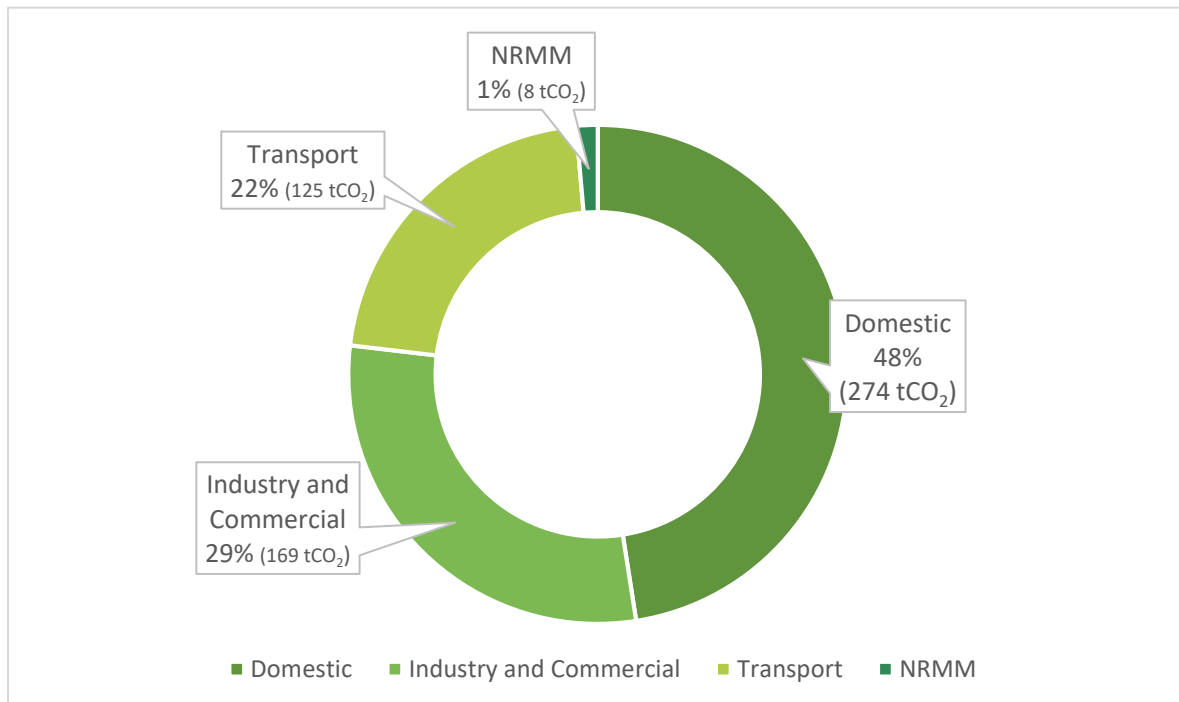


Figure 4. This proportional makeup of emissions has shifted from previous reports, with the domestic sector reducing its share from 51% to 48% and the industry and commercial sector increasing its share from 27% to 29%.

The emissions coming from gas and electricity usage represent 99.4% in the domestic and 95.2% in the industrial and commercial sectors. Overall, 78% of all emissions in 2022 come from non-transport gas and electricity usage. There is continued need to reduce energy consumption, move away from fossil fuels for heating and focus on renewable energy. This reduction can partly be achieved or influenced by the council, through ownership of council housing stock and commercial property assets that are let to private businesses. The remaining emissions will need to be reduced by retrofitting private properties and through behaviour change of its occupants.

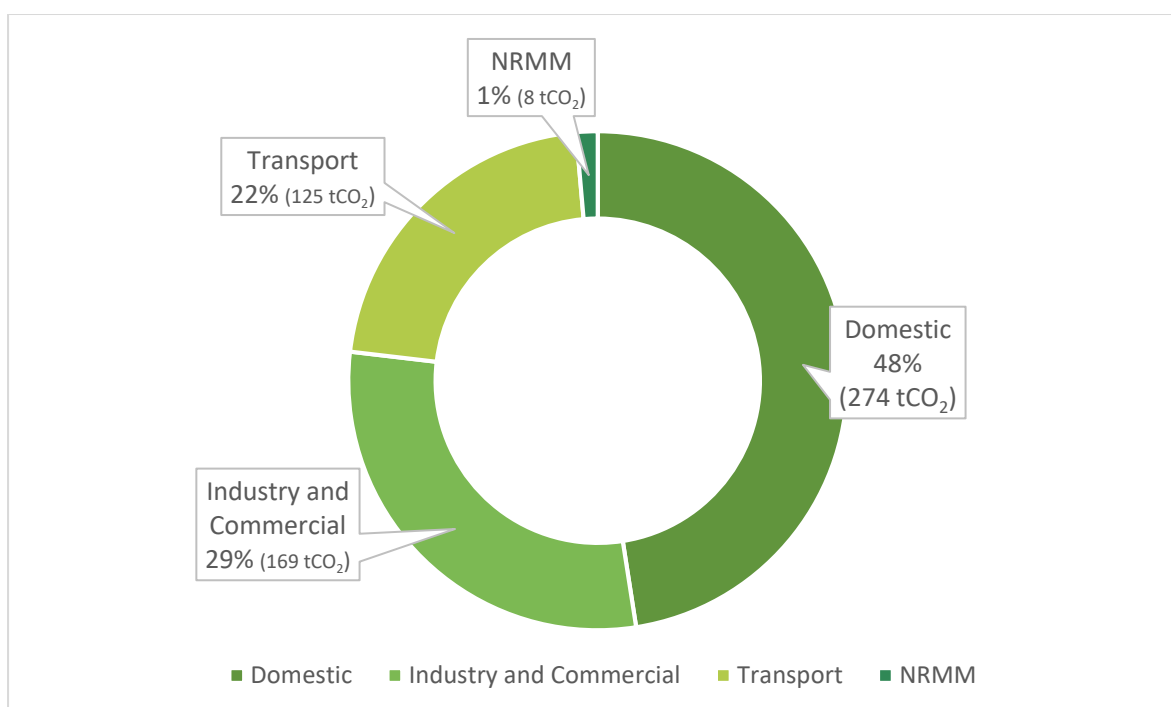


Figure 4: Pie chart showing the breakdown of Haringey's 2022 CO₂ emissions by sector. 48% of emissions came from the domestic sector, 29% from industry and commercial sector, 22% from the transport sector, and 1% from Non-Road Mobile Machinery (NRMM) (Source: LEGGI data, 2022).

A total of 87% of transport emissions came from fossil-fuel based road transport, indicating that greater efforts are needed to encourage our population to take active travel options and utilise public mass transport and electric vehicles where possible. The council can influence behaviour change through its highways assets to help people move away from private vehicles to active and public transport methods. Other roads are managed by TfL, and both TfL and Network Rail manage the railway, overground and bus networks operate and what fuels these run on.

Emissions associated with non-road mobile machinery (NRMM), are largely used on construction sites or during temporary events. They can be influenced through the planning system and construction management plans with monitoring on emissions. From 1st January 2025, [standards for NRMM](#) will be tightened in London's NRMM Low Emission Zone for different engine capacities. Additional pollution control equipment can be installed to retrofit existing machinery.

Stakeholder meetings are also taking place to decarbonise NRMM emissions from the events taking place in Finsbury Park. This is facilitated by Haringey's participation in the Pan-London

‘Beyond Construction Project’ which aims to assess the age, size, profile and environmental impact of the current NRMM fleet being used within the events sector. Analysis can then be undertaken to understand if and where improvements can be made to the current fleet.

7.3.4. Factors influencing differences between boroughs

Many factors influence the LEGGI emissions data, including housing stock quality, level of industrial activity, and access to public and active transport options. A strong correlation exists between economic wealth and carbon emissions; influencing people’s ability to heat or cool buildings (domestic and non-domestic emissions), and the number, type of private vehicles and frequency of use (transport emissions). As Haringey becomes economically richer, it is important that people’s spending power is not reallocated to more carbon-intensive activities (such as buying a second car). Furthermore, some of the borough’s travel schemes and programmes may take longer to reflect in transport emissions data, as people take time to switch to lesser polluting forms of travel.

7.4. Consumption-based emissions

Haringey and London have experienced annual reductions in consumption-based emissions overall from the baseline in 2001. A total reduction of 25% from 2001 to 2021 is seen in Haringey (Figure 5). The total consumption-based emissions for Haringey are 2,314 ktCO₂e. A 7.4% increase was reported in Haringey between 2020 and 2021, which is below the 8.3% increase seen at the London level and 15% nationally.

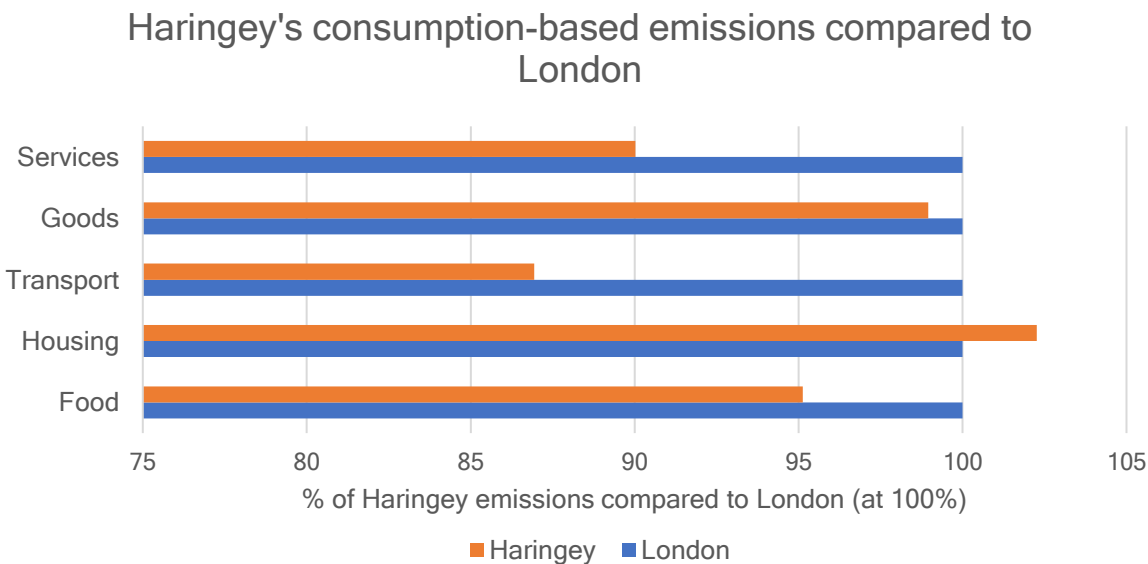


Figure 5: A chart of Haringey's consumption-based emissions relative to London's, by sector (services, goods, transports, housing, food). London's emissions are at 100%, and Haringey's sector emissions are lower or higher than London's (Source: University of Leeds).

Figure 5 shows that the services sector (healthcare, communication, education, restaurants and cafes, hotels, finance and industry) has a 10% lower footprint than in London. The transport sector (private, public transport and aviation) is 13% lower, and food sector (from beverages, to fruit, meat, etc) 5% lower. The goods sector (anything that consumers buy) is almost at the level of London's goods emissions. The housing sector consumption emissions (electricity, gas, water and waste, maintenance and repair of the home and any other fees or bills) is 2% higher in Haringey compared to London.

Key findings of the consumption-based emissions include:

- The 2008 financial crisis was the main cause of the reductions, and Covid-19 had brought a further drop in emissions across UK in 2020. However, data in 2021 has shown that consumption-based emissions have bounced back to pre-covid levels as the effect of Covid has eased off.
- Haringey's footprint is 8.7 tCO₂e per capita, lower than the average in London at 8.98 tCO₂e per capita. The difference between the lowest and the highest is significant: Newham's footprint per capita is 7.24 tonnes CO₂e, around two-thirds that of City of London's footprint of 11.53 tCO₂e per capita.
- Haringey's per capita consumption-based emissions has increased 8% in 2021 due to higher consumption levels post-COVID primarily. In spite of this, CBEs per capita has decreased by 38% in 2021 compared to the baseline. This is due to improvements in the carbon intensity of products and energy sources. Further detail on this dataset is included in the Glossary.
- The key areas of London's household consumption-based emissions remain transport, housing (e.g. emissions embedded in buildings' materials) and food (at home and outside the home).

Required emission reductions are mostly structural; decarbonising housing and transport, needing redistribution infrastructure and development of repair, renting, and sharing services. This needs to occur along with lifestyle changes which vary widely across income and living styles.

A combination of systemic and behavioural change is needed to achieve low carbon lifestyles. The [Climate Change Committee](#) found that one third of the emissions reductions needed by 2035 require decisions by individuals to adopt a low-carbon lifestyle.

There are a wide range of factors that influence lifestyle patterns, including wealth and income, physical infrastructure or environment, cultural and social norms, and policy

frameworks⁶. People should take actions that lead to spillover (i.e. adopting one low-carbon behaviour that leads to another, e.g. adopting recycling and then reducing energy usage) and not rebound effects (i.e. using savings from lower energy usage to take a foreign holiday, resulting in higher overall emissions).

Considerable awareness needs to be raised around the relationship between emissions and lifestyles, and clarity on what changes people need to take to live low-carbon lives. The previous section shows that Londoners are deeply concerned about climate change and are willing to make changes to the way that they live, but there is a disconnect between public perceptions of what is needed to reduce emissions and what the most effective actions are.

⁶ More information in this [C40 report](#).

8. Council emissions

Haringey Council is the borough's largest employer, with multiple buildings, a large fleet, and a range of services being provided and commissioned. As such, it remains a significant source of non-domestic emissions. We recognise that we have a responsibility to take positive action and provide strong leadership on averting the dangerous effects of climate change.

For this reason, Haringey has committed to being a leader in delivering net zero-carbon. This covers core council operational buildings and transport-related activities undertaken by the council in the delivery of essential services. In this section, we delve into Haringey Council's efforts to reduce its carbon footprint.

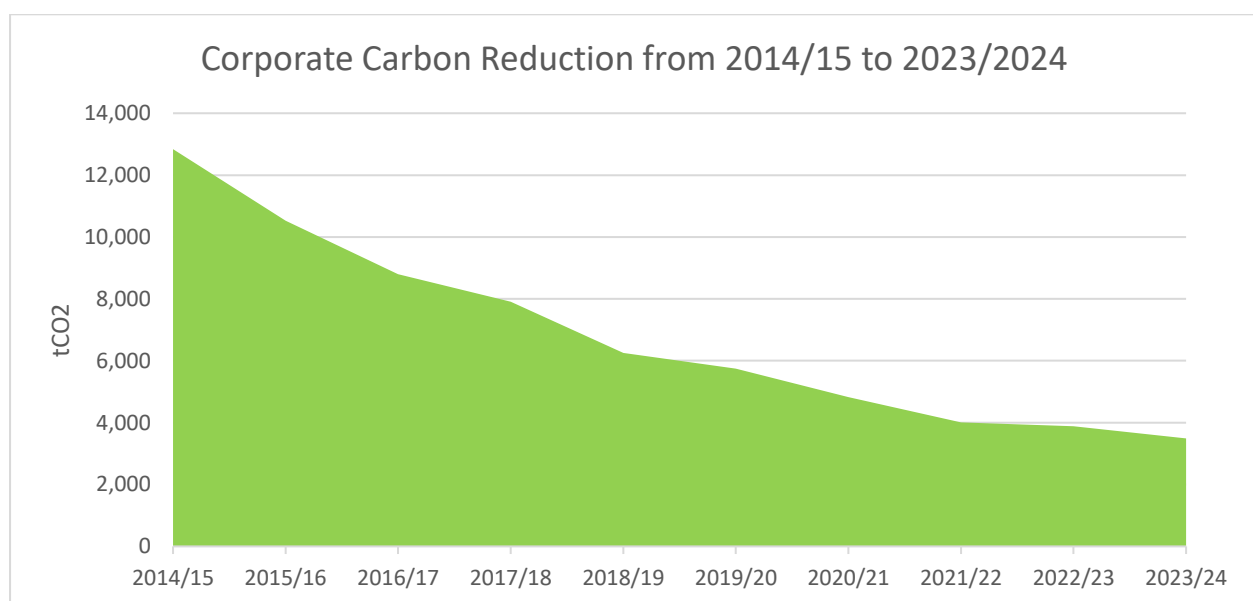


Figure 6: Corporate carbon emissions from 2014/15 to 2023/2024 (Source: Haringey Council)

8.1. Corporate emissions data

Haringey Council has continued to successfully decrease its total corporate footprint, seeing a reduction of 396 tCO₂ between 2022/23 and 2023/24. This is a 10% reduction from the previous financial year. From a baseline level of 12,840 tCO₂ in 2014/15 there has been a 73% reduction in annual emissions, with total emissions for 2023/4 being 3,489 tCO₂. The emissions from Council's seven core buildings (River Park House, Alexandra House, George Meehan House, Wood Green Library, 48/62 Station Road, 40 Cumberland Road, and Haringey Civic Centre) were 1,014.43 tCO₂.

This is despite the UK's carbon emissions factor increasing for the first time in many years. The emissions factor had been decreasing annually, due to increasing renewable capacity on the grid, but increased in 2022. This is due to the UK's increased reliance on imports of

liquefied natural gas (LNG) since the restrictions on Russian gas at the start of the conflict in Ukraine. Due to the energy required to make and transport LNG, it is nearly four times as carbon intensive as UK-produced gas. A large proportion of UK electricity is still generated from burning gas, the carbon emission factor for electricity went up as result of this.

A large proportion of the 10% reduction from 2022/23 has come from continuing reductions in emissions from the street lighting portfolio due to LED lighting upgrades (see 8.1.1) and from the Council almost fully vacating River Park House, in Wood Green. The winter of 2023/24 was also milder than 2022/23 which would have reduced gas use for heating.

8.1.1. Street lighting

The Council continues to upgrade its streetlights to energy efficient LED, and in 2024/5, an additional 36 lighting units are being installed. The Council is continually upgrading illuminated signs to LEDs, has de-illuminated the traffic bollards and looking to de-illuminate some of the traffic signs. 527 lighting units have been upgraded to LEDs on housing estates, and 60 columns & lanterns in parks. The current LED conversion in streetlights is 99% complete in highways, 65% in housing estates and 98% in parks.

The energy consumption has decreased by 5.4% from 2022/23 to 2023/24 (from 4,347,937 kWh to 4,191,9064 kWh). This is also equivalent to a 5.4% reduction in carbon emissions over this period. The carbon factor changes annually, depending on the national grid's profile of generated energy and the location and carbon intensity of energy imported.

A central management system (CMS) is now in place for most lighting units, which allows for an adaptive lighting profile of the street lighting remotely. The CMS can reduce lighting energy consumption without negatively affecting personal safety, security, or the aesthetic purposes of street lighting through adapting the light output of the units.

8.1.2. Corporate energy contract

Haringey is a member of '[Renewable Power for London](#)' – a group of London boroughs led by the London Borough of Islington whose aim is to secure 100% renewable energy for London's public sector. The Council is continuing to explore the possible development of a Power Purchase Agreement (PPA) with these boroughs. This PPA aims to supply the Council with renewable energy at a cost that can be controlled and managed locally.

8.1.3. Automatic meter upgrades

The council's electricity supplier, Npower, is in the process of upgrading all council non-half-hourly electricity meters with automatic meters (AMR). Approximately 69% of the council's portfolio has now been upgraded to AMR meters, including corporate and housing buildings, and schools. The AMRs ensure accurate billing, enabling the council to identify suitable

energy efficiency improvements and will allow easier measurement and verification of any savings.

8.2. Renewable energy

The Council has increased to 60 photovoltaic (PV) solar systems mounted on the roofs of schools, housing and corporate buildings, from 38 PV solar systems in 22/23. The total output of 60 PV solar systems is approximately 130kWp. In 2023/24 these arrays generated at least 326,000kWh of electricity, which includes 2,668 kWh generated specifically for the Council's core office building. This PV portfolio has saved a total of 66.87 tCO₂ of emissions and is equivalent to a £81,500 saving on electricity bills for our schools, housing, and corporate properties, if all the energy generated was used on-site.

The number of PV systems within the Council's portfolio is increasing each year due to the Council's newbuild housing programme. 14 new installations were commissioned for new housing buildings for the 2023/24 financial year. The installations are spread between communal supply and some individual flats and houses. The council is currently working with community energy groups that are looking at increasing the number of solar PV installations, particularly at schools, to reduce their energy bills.

8.3. Council vehicle fleet

As of 2024, the council has responsibility for 502 vehicles. There are over 250 vehicles in the council fleet with 13 zero-emitting vehicles in total. This is spread across multiple service areas including Parks, Housing, and Highways Services and has recently increased due to the in-sourcing of the council's Housing Services' fleet previously called Homes for Haringey fleet. The largest outsourced fleet is with Veolia. Currently, the council is undertaking a fleet review that will deliver lower carbon vehicles across council services.

The Council has e-bikes and e-cargo bikes, which are available for staff use. All vehicles in council ownership are currently compliant with the requirements of the ULEZ although we recognise that being ULEZ compliant still allows for petrol and diesel vehicles. We will increase the number of EVs where applicable and economically viable.

The Marsh Lane depot has capability for electrified vehicles to be charged in the future.

8.3.1. Veolia waste fleet

Haringey Council currently outsources its waste service to Veolia. This fleet is made up of 103 vehicles, of which four are electric (one additional from last year), ten are diesel hybrids, and the remaining 88 are diesel.

8.3.2. Electrification of park fleet vehicles and equipment

An electric utility vehicle and Addax utility vehicles are both successfully in use in Finsbury Park. However, two electric utility vehicles are no longer in operation, as the supplier went into solvency and therefore are unable to supply spare parts needed for repair. The number of battery-powered handheld grounds maintenance devices has increased to 67 in 2024 from 48 in 2023.

The council is exploring ways to fund PV installations which would then allow electric-powered equipment to be charged directly by solar panel systems; or switching to a 100% renewable energy supplier for the depots and parks buildings.

8.4. Highways resurfacing emissions

The council is the highways authority responsible for managing and maintaining the highway assets that fall within its 355 km highway network. The Highways and Street Lighting Investment Plan for 2024/25 was approved 12th March 2024. Recycled materials are extensively used in highways maintenance works, and particularly for fill materials and road asphalt, this diverts waste from landfill. The contractor has reported the performance of using recycling waste is in exceedance of its target of 95%. For each tonne of CO₂ produced in carrying out works under the contracts with the council, the contractor has pledged to plant one sapling in the borough.

The investment in road resurfacing includes the use of warm mix asphalt (which typically reduces CO₂ emissions by 10% in the manufacture stage) and the use of recycled road materials in surfacing and in road construction. In total, it has saved 65.77 tonnes of CO₂ in 2024 through a carbon-conscious approach to highways maintenance. A recent study has shown that asphalt footways are 80% lower in whole-life carbon emissions compared to concrete flag footways.

8.5. Governance of climate change

8.5.1. Carbon in all decision making

The council's constitution has required that all Full Council or Cabinet decision reports must now include a dedicated section on reducing carbon emissions and adapting to a changing climate. Report writers follow a guidance document outlining areas for reducing emissions and adapting to climate change.

Additionally, a dedicated online tool has been developed with One Planet. This offers an intuitive process to embed climate mitigation and adaptation into projects, setting out

comparable questions, best practice guides, case studies and access to previous statements for enhanced support in addressing carbon concerns.

8.5.2. Haringey Climate Partnership

Haringey has set up and held the first meetings of the Haringey Climate Partnership. Serving as a borough-wide platform, it brings together the council, residents, businesses, and partners to discuss and explore practical climate action. Aligned with the Haringey Deal, the Partnership is an inclusive public group, with aims to develop sub-groups allowing for co-production and delivery of key climate-related projects. The Partnership met in March and October 2024, and in January 2025.

8.6. Digital emissions

Digital emissions are often a hidden aspect of a personal or business carbon footprint. Whilst the council's digital emissions are largely not included in the scope of the council's emissions that we report on, it is still an important factor. As a council, we have influence over our digital footprint at the corporate level and as staff members through:

- The procurement of web platforms by assessing their energy use;
- The design of our web content by reducing the weight per page through carefully selected images, videos, and other design decisions;
- Filing systems, reducing the number of files stored and number of duplicates;
- By sending less emails, sharing links to larger attachments, and removing old emails.

In 2024, the web team has migrated all existing website content to a new website under a joint cross-council project, [LocalGov Drupal](#). This is a web publishing platform with sustainability in mind, with a modern efficient Drupal codebase, tools for compressing images and templates based on best practice, mobile-first GDS-based design principles. Since the migration to the new website, the web team has recorded a positive impact in reduction of carbon emissions.

8.7. Council Pension Funds

Haringey Pension Fund is part of the Local Government Pension Scheme (LGPS) which is a statutory scheme for local authority employees. Haringey Council is the administering authority for the LGPS in the London Borough of Haringey, and as such has a statutory responsibility for the investment of the fund's assets.

Haringey Pension Fund manages approximately £1.92 billion in assets, as of 30 September 2024. The primary investment objective for the pension fund is to achieve a financial return on investments to meet its pension obligations to its members. However, the council recognises

that climate change and investment in fossil fuels represent both a significant threat to the planet and a long-term financial risk to the pension fund.

As such, a proportion of investments has been allocated across three indices aimed at reducing exposure to companies with the highest carbon footprints and towards firms associated with transition to a low-carbon economy. There is no calculation on the carbon footprint of the fund. A low-carbon RAFI Multi Factor Climate Transition (MFCT) Developed Index has been included within the council portfolio. This fund aims to achieve a 7% annual reduction in carbon intensity by 2050 which aligns with the goals from Paris-agreement. A further 5% of the fund has been committed to investments in renewable energy infrastructure.

It's worth noting that there currently is no clear consensus nor approved legislation on carbon accounting/reporting; the [Government consulted on this in 2022](#). At present there is no definitive timeframe to transition the pension fund to zero carbon investments. However, Haringey Pension Fund is committed to being a responsible investor, it is currently developing a Responsible Investment (RI) policy aiming to establish the Pension Fund's approach to integrating Environmental, Social and Governance (ESG) considerations into the investment process, with a view to finalise the RI policy in 2025.

8.8. Staff and teacher parking

A review of the Essential Service Permit scheme has been carried out in 2024. The number of permits for schools were determined based on their current demand, so the number of permits has been reduced from 313 to 102 in 2023/24. Essential service staff parking permits were also reduced from 178 to 153 in the last financial year. This reflects the Council's ambition to create healthier streets, reduce harmful emissions from vehicles. Additionally, 486 'scratch card' parking vouchers were issued to staff in 2023/24, these are single-use daily parking permits which are valid for one entire day. This is an increase from 387 in the 2022/23 year.

8.9. Waste

Haringey Council is part of the North London Waste Authority (NLWA) alongside six other north London councils. Recyclables collected from households in Haringey are sorted at a recycling facility in Edmonton, Enfield, and then sent to be reprocessed and recycled into something new⁷.

The household waste updates for 2023/24 according to the [NLWA Annual Report](#) and our provisional Waste Data Flow figures are:

⁷ Full details for the destinations of recycled items can be found on the [NLWA website](#).

- Recycling: almost 16,132 tonnes of mixed dry recycling was collected, of which 13,344 tonnes was separated for recycling. The recycling rate in Haringey has increased from 27.4% in 2022/23 to 28.45% in 2023/24.
- The overall contamination rate has remained at 17%.
- Food and garden waste recycling has increased from 5,970 tonnes in 2022/23 to 6,482 in 2023/24.
- The residual waste per household has slightly decreased by 0.1% from 526 kg in 2022/23 to 518 kg per household in 2023/24.
- All NLWA residual waste was treated at the Energy Recovery Facility in 2023/24, meaning the authority achieved a 0% landfill rate.

Haringey is working on [Destination 50%](#), an ambition to achieve 50% recycling rates and be London's number one borough for recycling.

Following the waste services review, Cabinet recommended the procurement of a new recycling and waste collection contract due to start in April 2027. The proposed changes to the services will allow the Council to increase recycling rates by expanding food waste collections and reducing the size of residual waste containers to 180 litre bins. Under the new contract, all small vehicles of less than 7.5t will be electric vehicles, and other vehicles will use a sustainable form of hydrotreated vegetable oil.

The Reduction and Recycling Plan (RRPs) was updated in July 2024, as required by the GLA, and outlined the progress made in 2023/24. RRP's are used to drive and promote local activity that will also play an important role in helping to achieve the Mayor's London-wide target to cut food waste by 50% per person and achieve 65% municipal waste recycling by 2030.

The waste and recycling actions in 2023/24 are outlined below:

- Implementation of recycling hubs at 9 libraries.
- Launch of a free kerbside collection scheme and four 'bring' banks on estates for small electrical items
- Introduction of a free home collection of textiles, through the partnership with TRAIID.
- Introduction of fox-proof caddies and reversible lid bins (for communal containers), after positive trials showing a reduction in contamination.
- Replacement of older 'recycling on the go' bins in Wood Green using different openings and signs to encourage residents to recycle more.
- Trials of different containers for easier and cleaner recycling including wheelchair-accessible communal bins at Brookside House sheltered housing.

- Leaflets for the Private Rental Landlord's Forum for houses in multiple occupation (HMOs) to help them manage and recycle their waste.
- Promotion of waste prevention activities; including single use plastics ('Bring it, Haringey'), Eat like a Londoner, and reusable period products ('[Reduce reuse your cycle](#)'). We also subscribe to the reusable nappies scheme.
- Feasibility study by Restart and Haringey Fixers for running a reuse/repair hub in the Borough.
- Update to supplementary planning guidance for waste and recycling, and this [guidance](#) was published last year.
- Promotional campaigns of waste and recycling services, and prompt to deal with waste appropriately during seasonal, religious and cultural events.

8.10. Staff engagement on climate change

The council has continued to deliver the Carbon Literacy training programme for staff members and councillors. The training provides staff members and councillors with the scientific knowledge, understanding of local impacts and tools. This has proven to be an important factor in empowering services to work together to take action.

Two types of training sessions have been developed for staff: the abridged half-day sessions, and full-day sessions. Participants who undertake the latter are certified as Carbon Literate upon completing the training and a commitment to deliver a carbon reduction pledge .

In 2024, the council delivered a total of nine sessions. In total, 189 officers, 10 cabinet members, 15 ward councillors and have been trained. Six members of staff are now certified as Carbon Literacy Facilitators, and two are certified [Carbon Literacy Trainers](#). Further training will be rolled out in 2025.

Pledges should be relevant to the participant's role in the organisation. A wide range of pledges have been submitted, ranging from identifying sustainability champions in their teams, and initiating food recycling in Haringey's offices. The staff also shared some common challenges they encountered, such as resourcing levels and access to funding. An internal council climate action staff network has set up subsequently to encourage further knowledge sharing among officers who attended the workshops.

The training has led to an estimated carbon saving of more than 12.7 tonnes of carbon pledged by staff through different individual and group actions. This is equivalent to 65,000 miles travelled in a small car or 640 trees grown in a year.



Figure 7: Haringey Council staff members participating in Climate Literacy training session in October 2024.

9. Housing emissions

In 2022, the borough's homes emitted 274 ktCO₂ making up 48% of the total carbon emissions, through electricity demand and heating requirements. This is the biggest sector we need to target if we are to deliver our borough target. According to the LEGGI data, domestic emissions in Haringey decreased by 11% from 309 ktCO₂ to 274 ktCO₂ between 2021 and 2022, with a total 25% reduction between 2015 and 2022.

The council owns approximately 14% of the borough's housing stock, which is currently managed by the council's Housing Services. These homes amount to approximately 7-8% of the borough's total emissions. As new homes are built, it is key we adopt best practice, high standards and minimise emissions.

9.1. Performance of existing housing stock

The Standard Assessment Procedure (SAP) models the annual energy use of a building, with ratings from 1 to 100+, where 100 represents zero energy costs. The borough's overall housing stock has a mean average SAP rating of 64.14.

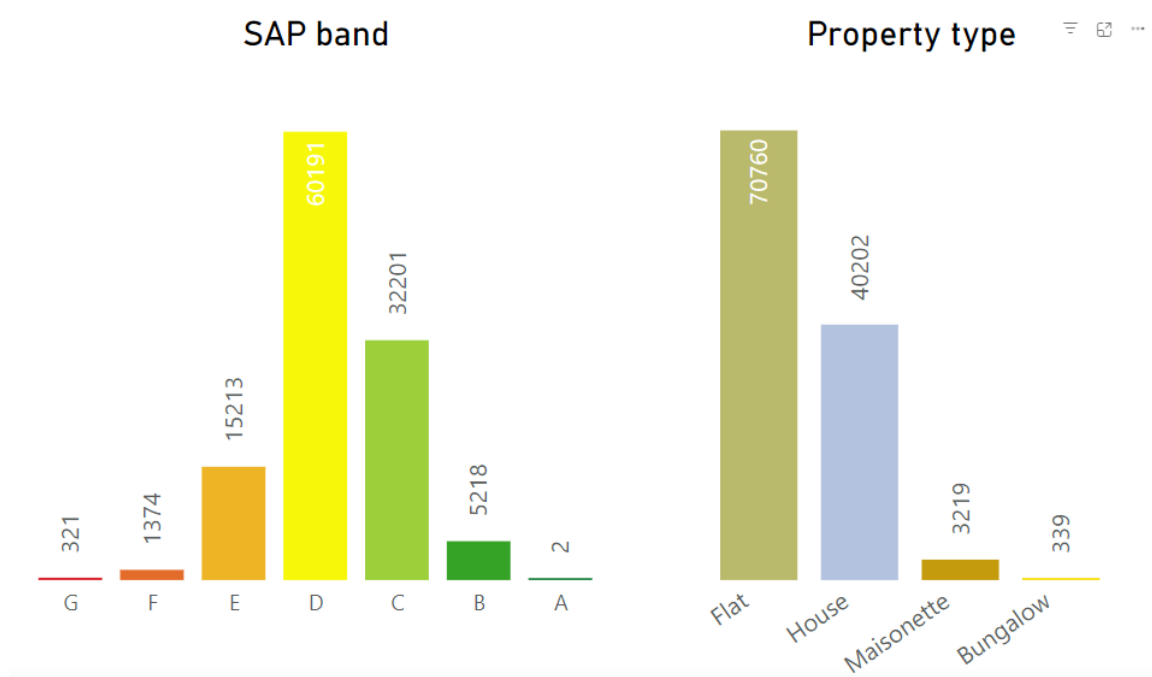


Figure 8: Haringey properties by SAP band. 4.5% of properties are in band B, 28.1% in band C, 52.5% in band D, 13.2% in band E, 1.2% in band F, and 0.3% in band G. SAP scores are allocated into the following bandings: Band G score 0-20; Band F score 21-38; Band E score 39-54; Band D score 55-68; Band C score 69-80, Band B score 81-91 and Band A with scores above 92.

SAP bandings are set out in the caption of Figure 8 above, the lower the SAP score, the higher the energy costs for the property. Haringey aims to achieve an EPC B on average in all in domestic buildings by 2041 which would require strict measures and faster retrofitting of the old housing stock. Within Haringey's housing stock, flats are the most common property type in the borough, followed by terraced houses.

9.1.1. Council housing stock

The council's housing properties have a mean average SAP score of 71.91, which is above the 64.14 SAP average for all Haringey properties, and it has improved marginally from a SAP score of 70.13 last year. Figure 8 shows that approximately 58.1% of Haringey's council housing is in SAP band C, with a noticeably increased 10.8% of council properties in bands A or B and 0.1% are in bands F or G. This demonstrates that, while more work is required to bring the rest of Haringey's council housing stock to band B or above, council housing still has significantly lower average energy costs than private domestic properties in the borough. The higher number of band B properties or above shows progress made through the new build housing delivery programme (Section 9.2.2) and retrofit programme (Section 9.3).

9.2. Planning applications

9.2.1. New build performance

Policy SP4 of the [Local Plan Strategic Policies](#), requires all new development to be zero carbon (i.e. a 100% improvement beyond Building Regulations Part L). The London Plan (2021) further confirms this in Policy SI2. There were 39 planning applications for residential dwellings (minor and major applications, excluding householders and any applications without floorspace) submitted in 2024 with an energy strategy that included a specified percentage in carbon reduction. These showed a total predicted improvement of 82.6% in domestic carbon emissions. The percentage improvement is based on total carbon savings over the total baseline of all residential planning submissions. This exceeds the 35% on-site minimum that the London Plan requires. Four applications are proposing to achieve the net zero carbon target on site (100% regulated carbon savings or higher).

9.2.2. New build council housing delivery programme

Haringey Council has committed to building 3,000 new council homes by 2031. Work has already been completed, or is underway, on over 2,000 new council homes on 41 sites across the borough. The housing delivery team has focused on preparing to submit a new tranche of planning applications and acquisitions of new sites in 2024 as well as submitting a few minor planning applications. A high volume of sustainable housing developments has been

completed this year, this includes Hale Wharf, Rowan Court, Nilgün Canver Court, Walter Tull House, Aaron Gayle Court and Watts Close (section 9.2.3) as the first completed zero-carbon scheme. Passivhaus dwellings at Ashley Road Depot and Cranwood House, are now being delivered through the programme. Schemes that are in the pipeline will need to adhere to the Employer Requirements adopted in 2022, which require schemes to be zero carbon on site and aim to deliver the Passivhaus standard for all new homes.



Figure 9: Aerial view of development with 16 new apartments accessed off Watts Close and two new houses accessed off Lomond Close. Photograph of the Watts Close signage.

9.2.2.1. Watts Close – First completed zero carbon housing scheme

The 18 new council homes built at Watts Close are part of Haringey Council's ambitious housing delivery programme, which is Haringey's first net zero carbon housing development to complete. This means there is a 100% reduction in regulated carbon emissions from the notional building. The on-site electricity generation will help offset the low energy demand of the new homes. The development has also been designed to be climate resilient. The council was awarded the 'Development of the Year' in the Homes category for the Unlock New Zero Awards in 2024.

To achieve the 100% carbon reductions, Watts Close has maximised the on-site carbon reduction in line with the Greater London Authority's Energy Hierarchy. The design of Watts Close has adopted 'fabric first' or passive principles to reduce energy demand. These passive design features include dual or multiple aspects to all homes to increase passive ventilation, efficient building form, orientation, the size of windows to consider daylight and solar gains, and built to high levels of insulation and airtightness. The living roofs will help buffer temperatures within the top floor flats, reduce the urban heat island effect, and increase local

biodiversity. Mechanical ventilation with heat recovery (MVHR) will provide fresh and filtered air to improve indoor air quality, and any heat will be recovered before it is taken outside. The air source heat pumps take the heat from the air to boost it to higher temperatures, also using the recovered heat from the MVHR. The solar photovoltaic array of 56.1 kWp will provide an estimated 45,500 kWh/year to the flats and houses, saving around 10 tCO₂/year.

9.2.2.2. Council Depot Ashley Road

Construction is well underway at the former Council Depot on Ashley Road, to build out 272 new council homes on the northern end of Down Lane Park. At least 80% of the homes are on track to be delivered to Passivhaus standard, with the remaining homes to be delivered with the same construction and design principles. The structure has now 'topped out' and the first phase will start being occupied from Summer 2025.



Figure 10: Image showing part of the Ashley Road development from above, with external shading, and solar PV being installed onto roof spaces.

9.2.2.3. Aaron Gayle Court



The development at Partridge Way was completed and occupied in December 2024. The 23 new flats are heated by a communal air source heat pump, and ventilated through windows and mechanical ventilation with heat recovery and a summer bypass. A solar PV array of 8.4 kWp was also installed. It went beyond the original design specification, and achieved a 82% reduction in carbon emissions under the old Building Regulations Part 2013. Further improvements were delivered during the construction stage and resulted in a further 15% reduction in emissions from when it was first approved in 2022.

Figure 11: Photograph showing the completed Aaron Gayle Court.

9.2.2.4. Hale Wharf

The second phase of Hale Wharf was completed in September 2024, with 191 new affordable council flats and duplex houses. Hale Wharf is also supplied by a communal heating system, which is connected to the Hale Village energy centre. The new development has enabled the installation of two new bridges connecting Hale Village to the nature reserve at Paddock Fields, directly improving active travel infrastructure and walking routes that open up access to the Walthamstow Wetlands by residents in Tottenham Hale.



Figure 12: Aerial photograph showing the new council homes at Hale Wharf.

9.3. Retrofitting: Housing Energy Action Plan (HEAP)

Council's Housing Energy Action Plan (HEAP) sets out the council's approach for retrofitting its housing stock

Since the Action Plan's approval in 2023, the following actions have been carried out in 2024:

- The Council's portfolio energy database has been fully audited, taking the confidence rating of our data from an average of 7 to 8.
- The Council now has one trained Retrofit Coordinator and one trained Retrofit Assessor. Further staff are being earmarked for training.
- The Retrofit Coordinator and Retrofit Designer working on the 289 properties on the Coldfall Estate that are to be retrofitted have completed their designs. The project is currently out to tender for a contractor, with works expected to start in March 2025. In preparation for this work, the Housing Asset Management team have been engaging with residents to increase their awareness. 212 retrofit assessments were carried out since March 2024 and Section 105 resident consultation process was completed. This project has been part funded by the Social Housing Decarbonisation Fund (SHDF) Wave 2.2.
- The Housing Asset Management team have also submitted a new programme of works as part of a joint bid for Warm Homes Social Housing Fund (Wave 3, formerly SHDF) which, if successful, will support the council with grant funding for retrofit works between 2025-2028. This programme aligns with the Councils planned work schedules where feasible.

9.3.1. Retrofit Website Design Guide

The council launched a [new set of webpages](#) to guide residents through the retrofit journey.

9.4. Haringey Affordable Energy Strategy

Haringey's [Affordable Energy Strategy 2020-2025](#) aims to reduce the number of households struggling to afford to adequately power their homes and improve the health and wellbeing of residents. It aims to do this through directly improving the energy efficiency of housing and by creating a referral network around fuel poverty. Our affordable energy strategy is due to be update next year in partnership with National Energy Action. This section outlines the different fuel poverty work that is ongoing.

9.4.1. Seasonal Health Intervention Network (SHINE) London

Haringey's partner Seasonal Health Intervention Network ([SHINE London](#))⁸ provides homeowners, private-renting tenants, and residents with free energy advice. With the cost of living and energy price crisis, demand for this service has increased by 138%.

As of December 2024, since the start of their project in 2023, SHINE have assisted 833 residents with 224 having had Energy Doctor visits carried out.

Through these visits and the measures installed, such as water saving devices and LED lightbulbs, we have estimated a yearly saving for the residents of £54,977 (saving on average of £245 per household per a year), with a total of 64.51 tCO₂ (0.29 tonnes per household per a year).

Regarding SHINE Energy doctor visits, the Energy Doctors focus on physical and behavioural changes which can reduce energy usage and costs, can review energy bills, check heating controls, contact suppliers and fit energy efficient measures. These visits have been carried out across the borough with a particular focus on wards/communities with a higher level of fuel poverty. This has led to us liaising and meeting with Haringey sheltered housing team, Income Max team and various community centres.

As part of the project, we have reached out to over 10,000 residents via letter, to provide them with direct information regarding SHINE and its services.

We have also reached out to other organisations in the borough to offer further support services such as mental health awareness, resident support services and debt relief.

⁸ Shine can be contacted by telephone (0300 555 0195), email (contact@shine-london.org.uk), or online: shine-london.org.uk.

9.4.2. Public Voice

[Public Voice](#)⁹ works to build energy resilience among Haringey residents and to support the sustainability of Haringey-based voluntary and community sector organisations.

The Haringey Advice Partnership (led by Citizens Advice Haringey) support people facing cost of living and other financial challenges. This includes helping understand energy bills, referring to the Priority Services Register and Warm Home Discount, finding energy grants for home improvements and providing fuel debt advice and support, dealing with cold and damp homes.

The Haringey Community Collaborative (with Mind In Haringey) provide capacity building support to Haringey's network of voluntary and community sector (VCS) organisations. Including supporting organisations delivering sustainability projects and services, for example through helping them access grant funding. They also provide information and share best practice on organisational sustainability through their weekly bulletin and as part of their monthly VCS Forum events.

9.5. Housing Asset Management Strategy (2023-2028)

The [Housing Asset Management Strategy 2023-2028](#) a strategic framework within which Haringey will manage, maintain and invest in the Council's housing assets. This strategy sets out progress and reflects the changed context in which we will be delivering the strategy. This includes national and local targets relating to energy efficiency and carbon reduction. The overall aim is to deliver capital investment, planned/cyclical maintenance, repairs to empty properties and responsive repairs programmes in a structured and sustainable way.

In addition, following the Council's referral to the Social Housing Regulator earlier in 2023, a new Housing Improvement Plan has been put in place, and the updated Housing Asset Management Strategy needs to reflect the commitments set out in the Plan for the service.

The key drivers for the updated strategy are:

- ensuring the Council is compliant with the regulatory requirement to bring all council homes to the Decent Homes Standard by the end of 2028;
- delivering energy efficiency and decarbonisation measures to support of the Council's ambition for a net zero borough by 2041, with a target of 2035 to increase the average energy performance certificate (EPC) rating of the stock from a Band C to a Band B;

⁹ Public Voice can be contacted by telephone (020 3196 1900), email (info@publicvoice.london) or online: <https://publicvoice.london/contact-us/>.

- meeting all Building Safety and Compliance regulatory requirements to ensure the safety of residents living in council homes.

The strategy also sets out how we plan to improve the energy performance of Haringey's housing stock in alignment to and support of the HCCAP and Housing Energy Action Plan.

10. Workplace emissions

While Haringey does not have notable heavy industry in the borough, industrial and commercial activities are nevertheless responsible for 29% of the borough's carbon emissions totalling to 169 ktCO₂, according to the 2022 LEGGI data. Haringey also contains industrial areas which are undergoing some redevelopment and intensification, a trend noted through the number of submitted planning applications for industrial use. This proportion of industrial and commercial emissions is likely higher when considering the emissions from non-commercial workplaces such as schools, healthcare, leisure, and community buildings. Emissions from industry and commerce have fallen by 16% between 2015 and 2022 but have increased by 6% from 159 to 169 ktCO₂ between 2022 and 2021.

The HCCAP sets out actions to encourage the refurbishment of existing buildings, smarter energy supply choices, the use of low and zero emission transport, behavioural changes within the workforce, and high standard new buildings.

10.1. Council and Schools Buildings

Funded by the Public Sector Decarbonisation Scheme (PSDS) the council have delivered £2.45 million of retrofitting and refurbishment works on eight schools in the borough: Bruce Grove, Campsbourne, Chestnuts, Highgate & Blanche Neville, Lordship Lane, Seven Sisters, Stroud Green, West Green. These works have improved the insulation of these Victorian buildings, reducing their emissions and energy costs.

Officers have worked with the Mayor of London's Retrofit Accelerator team to identify options to reduce carbon emissions within the schools' estate. The analysis provides two options: an estimated capital investment of circa £26-£32 million which would provide an estimated saving of 4,000 tCO₂ per annum, or a more modest investment of £7.4 to £8.8 million to produce a saving of 800 tCO₂ per annum. This work will inform a proposed bid to a next potential round of PSDS, with higher carbon-saving projects prioritised.

School condition projects will consider how they can contribute to achieving net zero. For example, by delivering insulation with any new roof works. Given the funding pressures faced by local government, decisions on prioritising spend make achieving the changes needed challenging. External funding will be sought wherever possible.

10.2. Council commercial property assets

The Government has extended the date to 2028 by which commercial landlords and property owners can let out their properties and to meet the requirement of achieving an EPC rating of C for their properties. The Strategic Asset Management team have identified that

approximately 650 property assets in the council's commercial portfolio will require energy works as current EPCs are D and below (see **Error! Reference source not found. b** elow). Though the interim deadline for MEES has been pushed back, the ultimate deadline of an EPC rating of B or higher remains steadfast for 2030.

To assist businesses in enhancing the energy efficiency of their assets, the government plans to introduce a grants scheme in 2025. Representatives from the Department for Energy Security and Net Zero (DESNZ) have indicated that this scheme is expected to roll out in 2025. Funding can be put towards investing in new machinery and equipment, improving manufacturing processes, and other features such as insulation and lighting.

10.1. Planning applications

London Plan Policy SI2 and Policy SP4 of the Local Plan Strategic Policies require all new development to be zero carbon (i.e., a 100% improvement beyond Part L). There were 21 planning applications with an energy strategy for developments with (an element of) non-residential floorspace, proposing education, leisure, office, industrial, hotel, community or retail uses. Residential institutions (student housing, care homes, etc) are also included as they are modelled in the non-domestic model. A total predicted 60% saving in on-site carbon emissions was reported, the percentage improvement is based on total carbon savings over the total baseline of all non-residential planning submissions. Three of those applications are proposing to achieve the zero-carbon target on-site (100% regulated carbon savings or higher).

10.2. Business emissions

10.2.1. Innovate UK Funding

The Fast Followers programme has focused on four themed barriers within the retrofit able to pay market: supply, demand, finance and policy. For both the supply and demand areas of the programme, the programme has developed an initiative called Retrofit Ready which has included three local events to draw awareness to the retrofit market opportunities in Haringey. Local events have highlighted the skills training available locally at the Mayor's [Green Skills Hub at CONEL in Tottenham](#) which is in collaboration with a range of industry stakeholders and council teams, supporting employment and skills and local business. It has Included tours of the Green Skills Hub at CONEL Tottenham, expert talks from SMEs working in solar and heat pumps, and discussions with neighbouring boroughs to strategically develop solutions to the green skills shortage.

To further support the supply, demand and finance aspects of the Fast Followers programme, a new local scheme for homeowners called Power Up Haringey aims to launch in 2025, to be delivered by RetrofitWorks Coop. This will enable eligible homeowners to access local and

national grants as well as reduced costs due to a bulk buying approach for solar and air source heat pump installations. This scheme will, in turn, support the supply chain to offer SME contractors and trainees the opportunity to upskill and access the Haringey able-to-pay market. RetrofitWorks are also developing with industry suppliers a fabric-first boot camp, to address the current skills gap and provision in London.

As part of the finance and policy aspects of the programme, Haringey have developed a retrofit working group with a range of other local authorities within [the Innovate UK Net Zero Living programme](#) which is focused on addressing the finance and policy barriers to unlock opportunities for residents, councils and the supply chain within retrofit. The Carbon Management team have also developed a [Retrofit Design Guide](#) which is accessible online for residents and homeowners (see Section 9.3.1 above).

10.2.2. Place Support Partnership

The council has procured the Place Support Partnership to build on the support the council have done on the cost-of-living crisis. They have a guide to reducing business costs, and a range of support through their [Starting Your Sustainability Journey leaflet](#), and other support: Business Energy Audits, Net Zero Training, Carbon Reduction Programme and Carbon and Cost Reduction Surgeries. They have undertaken an engagement campaign to borough businesses in 2024, this will continue until the end of March 2025. Across the cost savings programme, Place Support Partnership have supported over 100 businesses through the current commission. More information is available on the [Sustain Haringey website](#).

10.2.3. Tottenham Creative Spaces: Green Grants

[Tottenham Creative Spaces: Green Grants](#) (TCSGG) was a 2024 grant opportunity funded by the Mayor of London's Creative Enterprise Zone Sustainability Capital Grant fund and was part of the Made by Tottenham programme. The funding pot of £100,000, administered by the council, was open to creative space operators in the area (artist studios, recording studios, creative workspace, arts, and culture venue, etc.). They could apply for a grant from £2,000-£20,000 to increase the environmental sustainability of their space.

- First bid period: A total of £60,000 was awarded across three organisations:
 - Blighty Coffee Ltd, Tottenham (£20,000): to install solar panels, bike storage, a new boiler system and a water immersion tank to balance peak heating demand.
 - The Old Nursery, Tottenham Green (£20,000): to install more efficient glazing, insulation in the roof and central heating.
 - Schtick Ltd at Eade Projects (£20,000): to upgrade roof lights and install insulating curtains in their main working space.

- Second bid period: A total of £40,000 was awarded across four projects:
 - Bernie Grant Arts Centre (£15,000): to replace lights.
 - Gaunson Creative Studios (£10,000): to install more energy efficient glazing, roof insulation, and a central heating system.
 - Puzzle Factory (£2,085): to install thermal insulation, new IT equipment, and a building management system to heat the building more efficiently.
 - T.H.I.S. [Tottenham Hale International Studios] (£3,796): to install LED lighting and zone heating with infrared.

10.3. Healthcare and GP Practices

Turner & Townsend, a consultancy, have been working in partnership with NHS North Central London to deliver the GP Energy Efficiency Programme to enhance energy efficiency, reduce carbon emissions, and secure sustainable investment in primary care. The initiative includes energy audits and is intended to improve access to funding to benefit three GP practices in Haringey: Stuart Crescent, Tynemouth Road, and Fernlea Surgery. Each practice will receive a tailored energy and carbon recommendations report, forming the foundation for business cases and grant applications to implement building fabric upgrades, energy-efficient systems, and heat decarbonisation technologies. The project concludes in Spring 2025, with plans to share key learnings and insights with other practices across the borough.

10.4. Alexandra Palace

Alexandra Palace was identified as a large energy user in Haringey in the Climate Change Action Plan. Since then, the council has been working with the Alexandra Park and Palace Charitable Trust find ways to implement the recommendations from the [Local Energy Accelerator](#) grant to explore the feasibility of projects to decarbonise the Palace. This included looking into recovering heat from the ice rink to heat other areas of the building, replacing the existing gas system with low-carbon energy sources, and building improvements like draught proofing, increasing insulation and energy efficiency.

The Palace has also been undertaking other work to decarbonise their buildings and operations. This includes replacing LED lighting on the terrace (funded through the Community Carbon Fund), LED lighting in the building (saving 134 tCO₂/year)

In 2024, Octopus worked with the Palace to temporarily host [Gusty Spinfield](#), a 28-meter tall wind turbine with battery storage, to provide a renewable energy source to the July Summer Season of events (including Kaleidoscope Festival). The turbine produces 210 times less carbon emissions compared to a diesel generator, equivalent to green electricity for 300 fridges a day. It was an opportunity to test the potential of urban wind power and engage with visitors and local schools to showcase the benefits of green power.



Figure 13: Temporary wind turbine hosted at Alexandra Palace during summer events

In 2024, the council worked with Alexandra Palace to bid for additional funding to prepare a more detailed business case for decarbonisation.

11. Transport emissions

Transport is the third largest source of emissions in Haringey with a total of 125 ktCO₂ in emissions, representing 22% of the borough's emissions in 2022 according to LEGGI figures. Furthermore, private transport is associated with poor air quality, noise, road injuries/deaths, and health issues within the borough.

Transport emissions have fallen by 22% between 2015 and 2022 with most of the reduction happening in the year 2020 (a 20.5% reduction). However, there was 1% increase in emission from 125 to 126 ktCO₂ between the year 2020 and 2022. This has shown the rate of increase due to rebound effect post-pandemic has tapered off from the 4.4% increase of previous year. In 2024, the council delivered a range of projects designed to make Haringey's streets greener, cleaner, and safer.

11.1. Impact of COVID-19 on emissions

There was a major reduction in transport-based emissions due to lockdowns imposed from March 2020 during the COVID-19 pandemic, with a shift to mostly local active travel journeys. The number of public transport journeys dipped again in January 2021 due to another lockdown, and then has been rising since then. The number of journeys has not yet recovered from pre-pandemic levels.

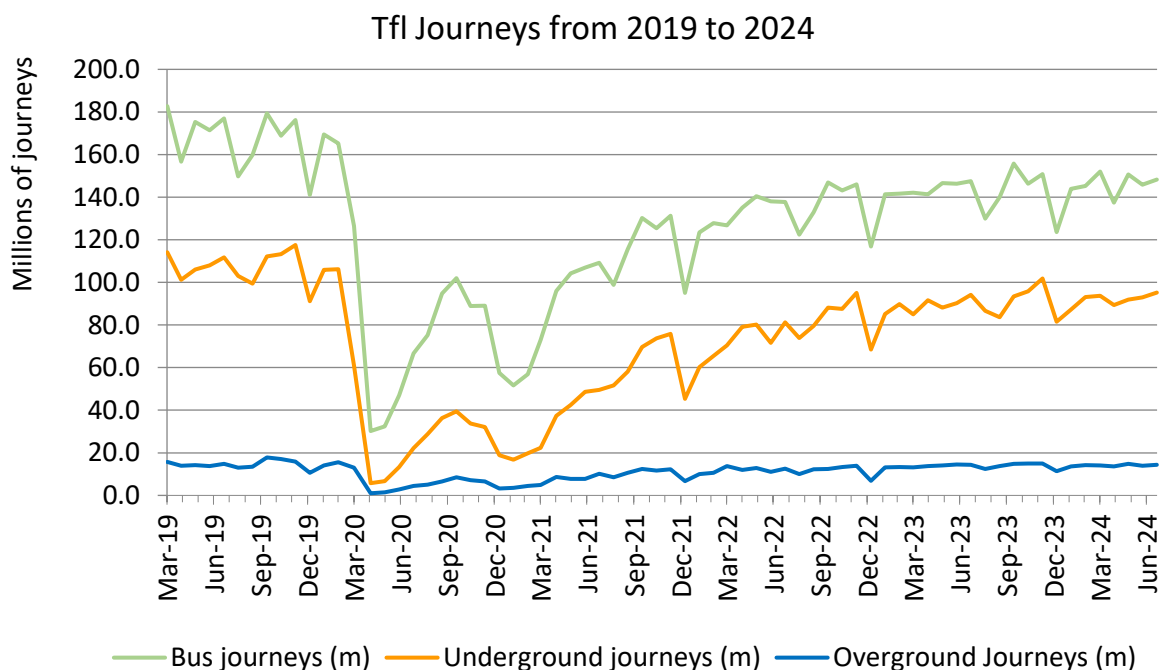


Figure 14: Number of journeys recorded by Transport for London (TfL) on the bus, underground and overground from April 2018 to August 2023 (Source: TfL).

From 2021 to 2023, [the Department for Transport \(DfT\)](#) reported there was a gradual increase of vehicle miles from 315.8 to 318 million, but this is still below the 346.9 million vehicle miles of traffic pre-pandemic.

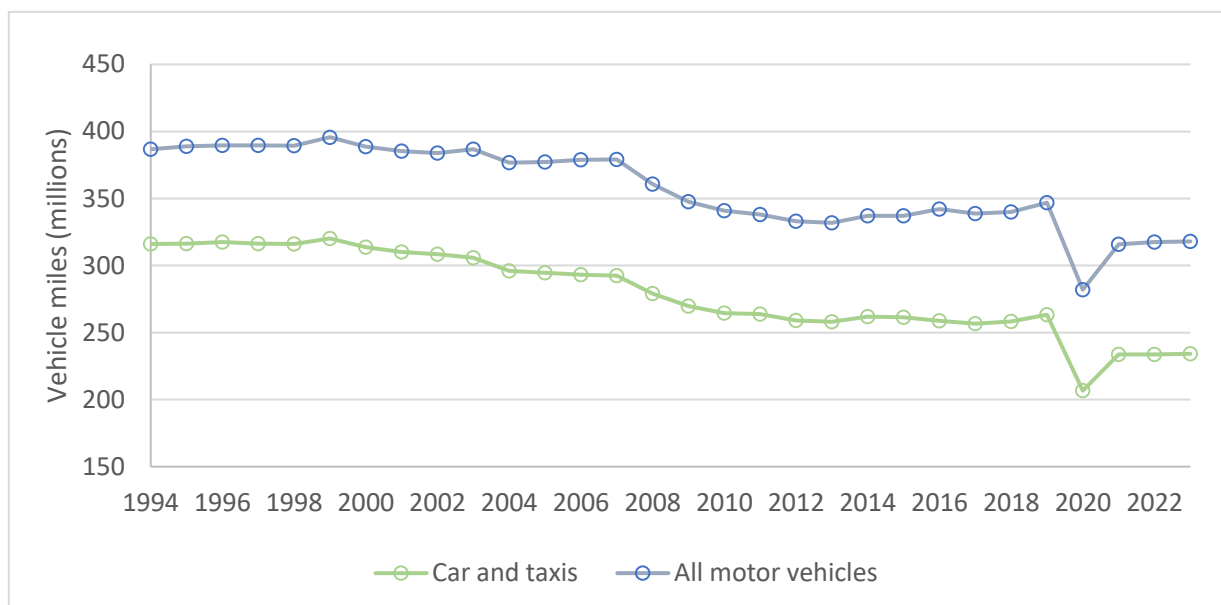


Figure 15: Traffic in Haringey from 1993 to 2023 by vehicle type in vehicle miles (millions)
(Source: [Department of Transport 2023](#))

11.2. Walking and Cycling Action Plan

Haringey's [Walking and Cycling Action Plan](#) (WCAP) 2022-2032 aims to help Haringey become a green walking and cycling borough.

The WCAP offers a roadmap for a network of protected strategic cycle lanes across the borough, focusing on borough boundary to borough boundary routes. It also sets out the plan to improve walking with improved wayfinding and public realm improvements. The plan is part of the Haringey Streets for People initiative and will play a key role in achieving a green recovery from the pandemic and creating a net zero carbon borough by 2041.

11.2.1. School Streets

The School Street programme continues to expand with evidence showing a 75% reduction in traffic, lower traffic speeds and a 164% increase in cycling within a School Street. These encourage children to travel to and from school in an active way, cutting air pollution, and creates a more pleasant environment at school gates. There has been an increase in School

Streets; last year 24 School Streets were benefitting 28 educational establishments, and there are now 34 permanent School Street projects¹⁰ operational across the borough which are bringing benefits to 41 educational establishments and over 16,000 pupils. A further 16 School Street projects are currently in design, consultation or decision-making stages.



Figure 16: Photograph of a School Street Project at North Haringey School.

11.2.2. Low Traffic Neighbourhoods (LTNs)

On 10 December 2024 [Cabinet agreed](#) to make the three LTNs of Bruce Grove West Green, St Ann's and Bounds Green permanent following a successful trial. They were supported by a range of complementary measures including new pedestrian crossings, cycle hangars and six School Streets.

Key outcomes include;

- An average reduction in vehicle movements within the LTNs of 58%, with 80,000 fewer vehicles counted per day;
- Major traffic reductions have seen collisions fall on average by 34% across the LTNs, with collisions also reduced on the boundary roads;
- The significant drop in traffic will have had a positive impact on localised pollution, but traffic needs to fall further still for a major difference in overall pollution in a major city like London.

11.2.3. E-bike trials

In March 2024 a two-year trial for dockless e-bike hire started. The scheme aims to provide an affordable and convenient way for residents to replace car journeys with a sustainable travel option, cutting congestion and improving public health. E-bikes can also promote people taking up cycling by breaking down the barriers of cycling, such as fitness, hills, and limited

¹⁰ School Street Projects may include multiple schools within a project.

confidence. As part of the agreement, concessions are offered to key workers, community groups and people on a low income.

Since introducing the trial scheme in partnership with Lime and Human Forest, both companies are reporting significant increases in user numbers since March 2024.

- One operator has seen an increase in monthly journeys numbers of over 110%.
- One operator has seen monthly journeys increase by 8 times.
- Tens of thousands of users use these services within the borough, with user numbers increasing by over 70% for one operator and 269% for the other operator.

To ensure pavements remain clear, the Council have increased provision of dockless e-bike locations in dedicated parking locations, with the aim to monitor and review next year.

11.2.4. Walking

[Haringey Walks](#) is delivered by trained walks volunteers across the Borough, taking place in Haringey's parks and green spaces. In 2024 there are 17 Wellbeing walks being delivered every week of the year. These are accessible and residents are welcome to join at any time. There are specialist walks for carers, men only, and talking therapies.

Haringey's guided walks offer residents the opportunity to meet others in their local area, with a focus on facilitating more active lifestyles for groups vulnerable to isolation and inactivity, including elderly and people with physical and mental health conditions. These walks build stamina, help to improve balance and mood and increase confidence for residents to start walking, instead of relying on vehicles. As a result, they improve the public's health and contribute to sustainable transportation goals.

The [Ramblers' Association](#) offers training to become Walk Leaders for Wellbeing Walks.

Feedback shows that participants mental and physical wellbeing is improved. And the walkers are stronger and more independent, several report to have become more agile and confident and an increase in self-sufficiency.

11.2.5. Active travel: Supporting Behaviour Change

Haringey continues to promote active travel both within the council and to the wider borough. 2024 achievements include:



- March - Big Walk and Wheel: 11 schools took part, competing for modal shift percentage improvements over a 2-week period. This equates to 19,452 active travel journeys. If the children taking active journeys during the Big Walk and Wheel had been travelling to and from school by car, this would have accounted for 37,796 car trips.
- Bike Marking: Haringey have been working with the local police to deliver a bike marking project with the community.

Figure 17: Family walking, cycling and scootering to school in Stroud Green Primary Launch for Big Walk and Wheel.
- [Dr Bike Sessions](#) are offered by the Council to get bikes serviced for free with:
 - Dr Bike sessions in Finsbury Park and Lordship Rec.
 - Dr Bikes offered to all staff, and over 10 pool bikes.
 - Dr Bike has also been participating in local fairs, including Ferry Lane Summer Fair, New River, Paignton Park and Pemberton Play Street.
- Cycle rides organised:
 - Weekly rides from Lordship Recreation Ground with [Cycle Sisters](#), focusing on our female Muslim community to encourage cycling in building confidence and skills, in a safe, respectful environment.
 - [Wheely Tots](#) run family bike rides and parent and toddler sessions at Lordship Rec using the model traffic zone.
 - [Haringey Cycling League](#): Schools compete in bike races to win the league. Any school in Haringey is welcome to join and there is no need to bring a bike.
 - The Ride Around the Borough has been postponed due to bad weather from September to March 2025 with over 120 pupils, the police and staff taking part for a mass bike ride through our parks.
- Bikeability cycle training by [Cycling Instructor Ltd](#) delivered through:
 - Schools: to 626 pupils from April to October over 34 sessions.
 - Adult Training: to 214 adults trained over 5 months
 - Family Training: 11 Family sessions from July to October
 - Plus Learn: 27 pupils during October half term over 11 sessions.
- E-Bike Cycle Training:
 - Haringey Council are working with the E-Bike provider Forest to run [E-Bike cycle training](#) with monthly sessions in Finsbury Park.
 - E-bike provider Lime has a contract with Bikeworks to run E-Bike cycle training sessions in Haringey.
- [Peddle My Wheels](#) are commissioned by Haringey Council to provide the 'Try Before you Bike Scheme' on a rolling one-month flexible agreement, with free delivery and

collection, and the option to buy the bike at a decreasing price. A total 20 bikes were delivered to residents under this scheme in 2023/24.

- Cycle storage facilities: Additional 83 Bikehangers have been installed in 2024.

11.3. Electric vehicle charging

The council manages 262 publicly accessible [EV charging points](#) that have been installed in the borough on the public highways and car parks.

In 2023/24, 64 new standard Source London EV charging points were installed. A statutory consultation was also completed, with 36 were installed in June 2024 and now in operation. This brings the total number of EV charging points installed for the financial year to 100. The council continues to deliver its commitment of 100 EV charging points annually (see Figure 18 below).

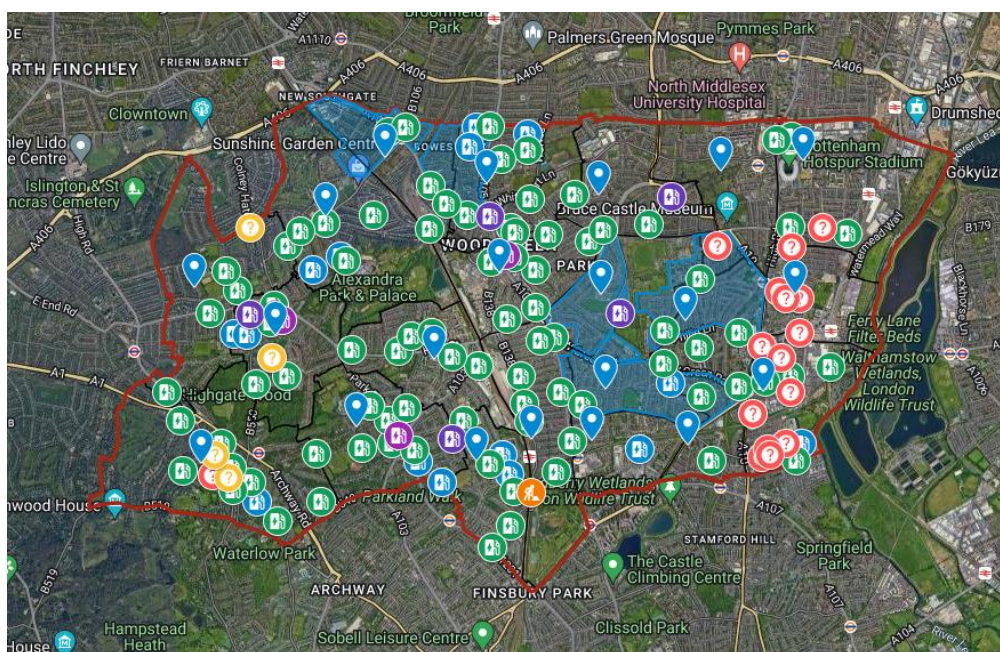


Figure 18: A map showing all the EV charging points in Haringey (Source: Haringey Council)

In May 2023, we successfully applied for the Government's Local Electric Vehicle Infrastructure (LEVI) funding, in partnership with other six London boroughs (i.e. the councils of Hammersmith & Fulham, Harrow, Brent, Ealing, and Hillingdon). The funding of £7,544,000 will be shared amongst the six London Partnership members. We are working in partnership to procure new contracts for this scheme to increase the number of new points.

The council is preparing a new EV strategy to increase the delivery of more EV charging points in the coming years in the borough.

The Council is currently exploring the introduction of cross-pavement cable channels on a trial basis for cables to be safely used from front gardens to the highway. The Council is working to understand all safety and legal impacts.

11.4. Controlled Parking Zones (CPZs)

Haringey has an approximate three-fourth coverage of [CPZs](#) as shown in the Figure 19.

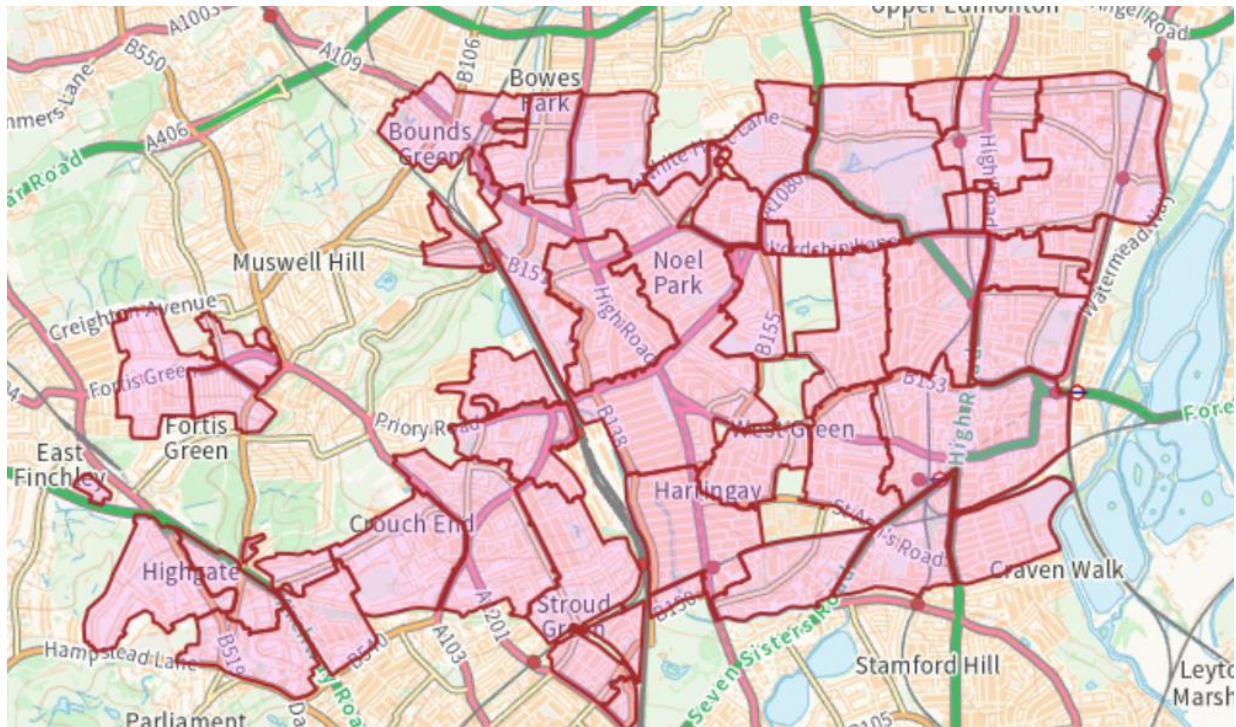


Figure 19: The map shows existing CPZs in Haringey (Source: CPZ lookup tool).

12. Energy

The carbon intensity of the national grid is on a decline, contributing to the decarbonisation of electricity supplied to homes and workplaces. The council can enhance this trend by promoting and backing low-carbon electricity generation and energy storage at the residential or neighbourhood level. Implementing local generation not only reduces the borough's carbon footprint but also bolsters Haringey's energy security.

Traditionally, heating in Haringey relies on natural gas combustion. Enhancing the efficiency of heat creation is possible through the electrification of heating, employing heat pumps (air, ground, or water source), and embracing low carbon decentralised energy networks (DENs). These DENs form a crucial component of the HCCAP, expected to yield substantial carbon savings in the coming decades.

12.1. Decentralised Energy Networks (DENs) and Heat Networks

Heat networks use a system of buried pipes to connect buildings' heating systems. The resulting large heating systems cover a wide area and have a large heat load, enabling customers to use heat technologies at scale and facilitating greener and more affordable heat.

12.1.1. Existing heat networks

The council is already a heat supplier for Haringey Housing in the Housing Revenue Account (HRA) to around 2,000 homes. This has increased from 1,700 homes last year, with an additional 600 further new homes in the pipeline.

Most of these are communal systems that supply a single building only, where all the apartments in the building are supplied from a central plantroom, generally in the basement. Broadwater Farm is a larger network and supplies around 850 homes across several buildings from a single energy centre.

The older DENs in the HRA are currently supplied by gas boilers. The intention is to replace these with low-carbon systems over time. Some of the newer sites have had communal Air Source Heat Pumps (ASHPs) installed. Their carbon emissions are therefore low and, as heat pumps use electricity, emissions will reduce over time as the grid is decarbonised.

12.1.2. Potential future DENs

The council has been considering the development of a wider scale, low-carbon heat network in the north-east of the borough. These low-carbon heat networks have the potential to cut carbon emissions from the housing sector which is the highest emitting sector in Haringey.

The wider scale heat network could deliver green heat to more than 10,000 homes across three Heat Network Hubs in Tottenham Hale, Wood Green, and North Tottenham; it could also link to and decarbonise the existing scheme at Broadwater Farm. In line with the GLA studies and the National Heat Zone Maps, a Haringey heat network could take waste heat from the new Edmonton Energy Recovery Facility (ERF).

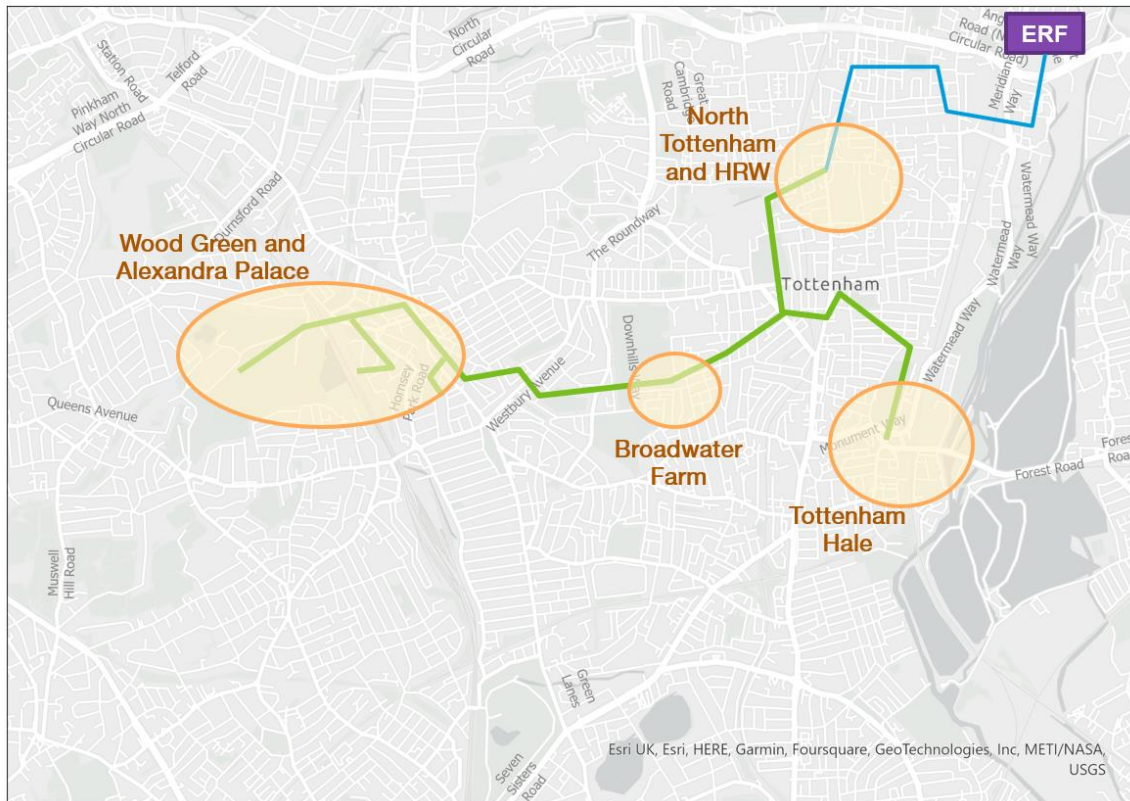


Figure 2013: Schematic of potential wider scale DEN in northeast Haringey, showing the three Heat Network Hubs and Broadwater Farm. The green network would be the Haringey network, the blue network would be developed by Enfield.

13. Community emissions

Over 90% of all borough emissions are not within direct control of the council. Therefore, the support and delivery of action by all of us within the Haringey community is vital to ensure delivery of our Borough Action Plan (the HCCAP). This means that we all need to feel ownership of this ambition and feel empowered to act. The borough hosts multiple active environment- and climate-related groups who have successfully delivered a range of projects. The council has committed to supporting these groups and our community to deliver change and achieve net zero carbon together.

13.1. Haringey's Section 106 Carbon Offset Monies

Since 2016, Haringey Council collects financial contributions from developers through Section 106 agreements when they do not meet their carbon reduction targets on site. This mechanism was first introduced by the GLA as an 'allowable solution' to reach the carbon reduction targets. Haringey's Planning Obligation Supplementary Planning Document sets out this process.

The total amount of carbon offset contributions collected up to December 2024 was £3,556,427.40.

13.1. Carbon Offset Fund Allocation 2020-2025

In 2020 £520,000 was allocated to supplement fuel poverty funding to retrofitting properties, and in 2021, £390,000 was given to the [Haringey Community Carbon Fund](#). Details of these projects are seen in 13.3.

13.2. Carbon Offset Fund Allocation Strategy 2025-2029

The council has agreed an allocation strategy to spend a further £2.23 million from the collected carbon offset contributions through Section 106. Approved by Cabinet in February 2025, this will help deliver seven decarbonisation projects over the next four years:

- £640,000 to the extension of the Haringey Community Carbon Fund for another four years (Years 5-8), with £400,000 available in grants;
- £150,000 to a climate resilience project on a council-owned and community used building;
- £150,000 to fuel poverty action and supporting green skills;
- £680,000 to solar and energy efficiency projects within the council and school estate, working in partnership with Community Energy Companies;

- £320,000 to energy efficiency audits on the corporate estate to bring forward a pipeline of projects;
- £90,000 to urban tree planting; and,
- £200,000 to behaviour change initiatives.

13.3. Haringey Community Carbon Fund

The [Haringey Community Carbon Fund](#), a grant scheme to support community-led carbon reduction projects in the borough, has had £300,000 available for grants in the first four years.

In total, there were 41 applications in the first three years, requesting £658,417 in grant funding. 27 projects have been awarded a total of £234,533. Some organisations have not been able to deliver their projects, so their awarded grants were rolled over into subsequent funding years. Application scoring and grant awarding recommendations are made by a five-member judging panel, made up of two community representatives and three council officers. The details of the years 1 and 2 projects were reported in the [12th Annual Carbon Report 2022](#), [13th Annual Carbon Report 2023](#) and are also available on our [Community Carbon Fund webpages](#).

The fourth round of funding was launched for applications in November 2024, with £112,060 available.

13.3.1. CCF Year 1 Summary (2022/23)

A total of 13 applications were received for the Year 1 round of funding, for a total of £243,230. £62,507 was paid in grant funding to six carbon reduction projects.

13.3.2. Year 2 Summary (2023/24)

For Year 2, a total of 13 applications were received, for a total of £311,327. £49,900 was paid in grant funding to six decarbonisation projects.

13.3.3. Year 3 Projects (2024/25)

For Year 3, a total of 15 applications were received, requesting a total of £103,860. 11 organisations were successful in getting funding for their decarbonation projects, for 13 projects and an overall awarded funding pot of £75,532.90.

The following projects from 11 organisations were approved:



1. Purchase of a thermal camera by Clyde Area Residents' Association

Clyde Area Residents' Association received a £679 microgrant to purchase a thermal camera for local residents to visualise heat losses in their homes to encourage energy savings.

Figure 2114: The Clyde Area Residents Association introduced the thermal camera to local residents during a play street day.

2. Reduce food waste by Willow Primary School

Willow Primary School has received two grants to reduce food waste in school by changing the habits of children and kitchen staff (£760); and also to facilitate school uniform shop swap (£910). Upon comparing food waste between three weeks, food waste was reduced by 349 kg. 76 items of clothing were able to be redistributed to new owners at the summer event. Both initiatives have generated discussions amongst students, staff and parents at home.



Figure 22: A teacher in Willow Primary school demonstrated how their initiatives can help to combat food waste; and the uniform swap shop during a summer event

3. Establish a recycling hub by Haringey Borough Women's Football Club

Haringey Borough Women's Football Club received a £1,000 microgrant to establish a re-use hub for football boots and sports for the community to allow greater access to sport.

4. Co-designed mural using waste materials by West Green Playgroup

With a £1,000 microgrant, the West Green Playgroup has inspired behaviour changes by co-designing a mural art using waste materials collected by children. The project has worked with approximately 67 children. The mural serves as a daily visual reminder to children and families about the importance of recycling. The playgroup has noticed children are more conscious about recycling and upcycling.

Figure 23: The completed mural art using waste materials collected by children



5. Feasibility energy assessment by Ferry Lane Primary School

Ferry Lane Primary School received a £1,000 microgrant to undertake a feasibility assessment to ascertain the potential carbon savings that can be implemented with capital funding. The energy audit took place in December 2024, with the planned engagement on the recommendations with the school and local community to take place early 2025.

6. Urban Wild Project by Footprint For Good

With a £1,000 microgrant, Footprint For Good delivered workshops on urban wildlife habitat creation using upcycled wood with Haringey youths vulnerable to crime involvement.

The programme was delivered to 117 children and young people during term, holiday clubs, and after school club activities. Over 64 bird boxes and feeders were made by repurposing 35 pallets diverted from landfill or incineration, this has promoted the link between re-use and sustainability among the young people and their families.

7. Workshops on clothes mending by Mottainai

Mottainai has scheduled to deliver free workshops with their £1,000 microgrant in February 2025 to upskill residents on mending, upcycling and creating sustainable fashion.

8. Installation of photovoltaic (PV) panels and LED lights by Alexandra Park and Palace Charitable Trust

Alexandra Park and Palace Charitable Trust received two grants to install a PV array onto the roof to the Sports Pavilion (£12,333) and replace the legacy lighting units on the palace terrace with new transformers, internal wiring and LEDs (£15,000). The installation of LED lighting units (Figure 24) is estimated to reduce 7,370 kWh annually, which is equivalent to 1,658 kgCO₂e. The project to instal PV panels is in the feasibility stage.



Figure 24: The existing lighting units on the terrace of Alexandra Palace have been retrofitted with LED technology and a poster has been displayed to promote the green benefits.

9. Feasibility study of low-carbon heating system by Hornsey Vale Community Association

Hornsey Vale Community Association (HVCA) undertook a feasibility study, partly funded with their £14,950 grant. The study explored for low-carbon alternatives to the existing gas heating system at HVCA and combining low-carbon energy with two neighbouring sites. Local residents and stakeholders have been engaged with the findings of the study.

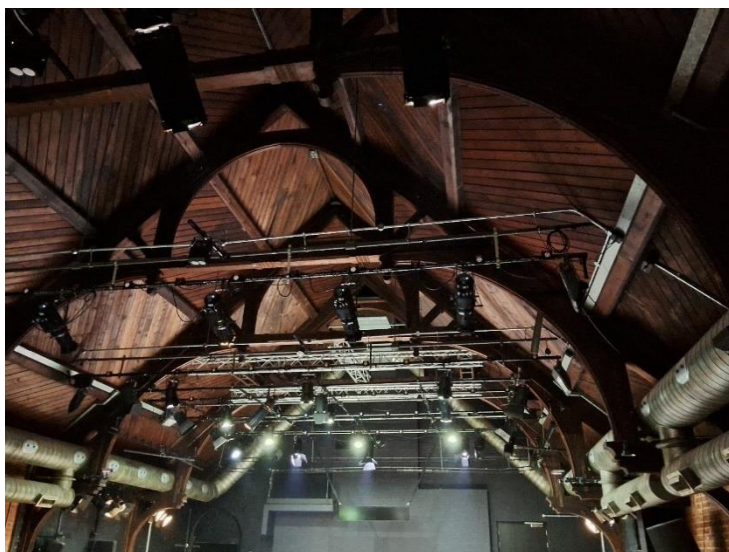
10. Reclaimed material carpentry workshops by Woodshop of Recycled Delights

Woodshop of Recycled Delights received a £10,000 grant to deliver reclaimed material workshops in collaboration with Haringey's community gardens to tackle timber waste, improved community spaces and behaviour change. 6 workshops have been delivered to 63 participants making 19 creations such as bug hotels, planters and windowsill boxes from 1,140 kg of repurposed timber, with an estimated 2,166 kgCO₂ saving compared to buying new timber.



Figure 25: Recycled Delights delivered reclaimed material workshop to local residents to create bug hotels, planters and windowsill boxes.

11. Retrofitting lighting stock to LED by Jacksons Lane Theatre



Jacksons Lane used their £15,901 grant to retrofit their existing tungsten lights to LED theatre lights, and to offer the re-use of replaced stock to small companies. Figure 2615 below shows the new lighting units.

Figure 2615: New LED theatre lighting at Jacksons Lane.

13.4. Waste / Circular Economy

13.4.1. North London Waste Authority (NLWA) Reuse and Recycling

Haringey Council, in collaboration with the North London Waste Authority (NLWA) and London Energy Ltd, has a dedicated drop-off location for high-quality, reusable household items at the Western Road Reuse and Recycling Centre in Wood Green. These donated items are transported to the [NLWA's Reuse Shop](#) in Chingford, where they are sold at affordable prices. The Western Road Reuse and Recycling Centre operates seven days a week, offering the drop-off point during its regular opening hours.

13.4.2. NLWA North London Community Fund

[North London Community Fund](#) established by NLWA, aims to support waste-prevention initiatives to community-based organisations that run waste-prevention projects.

In 2024, [14 community groups](#) were awarded a share of £150,000 for waste prevention projects. Four of these groups cover activities in Haringey

- [Bread n Butter CIC](#): Community cookery workshops focused on food waste prevention;
- Clapton Common Boys Club: Youth education programme focused on waste prevention and environmental protection;
- London CC CIC: Bike renovation and donation scheme and bike repair workshops;
- [Markets N22 CIC](#): Establishing a repair café.

The next round of funding for the large awards opened in November 2024.

13.4.3. TRAIID Campaign

Haringey Council's partnership with TRAIID has successfully diverted just under 38 tonnes of clothing from landfills in 2024, through their home collection service. Residents can contribute to this sustainable endeavour by taking advantage of [TRAID's free doorstep collection service](#) for large bags of unwanted clothing.

TRAID resells these items, generating funds for global projects that foster positive changes in the fashion industry. Beyond environmental benefits, this initiative supports improved conditions for garment workers, reduced pesticide use, enhanced livelihoods for organic cotton farmers, and the establishment of childcare centres. As an extension of their commitment, TRAID hosted a draught excluder workshop in March 2024.

13.5. Biodiversity and habitats

Haringey is a green borough, with 148 parks and green spaces directly managed by the Parks & Leisure service. These, along with 27 council-managed allotments, create 383 hectares of open space in the borough. There are, additionally, 59 sites of importance for nature conservation (SINCs), five local nature reserves, two cemeteries, and several parks and green spaces not directly managed by the council.

The council is committed to providing inclusive parks and green spaces that serve the Haringey community and the natural world. The Tree and Woodlands Plan aims to plan street trees in each ward until it reaches 30% canopy cover, plant 10,000 new trees by 2030, invest in sustainable drainage systems to reduce flooding and work to create three brand new nature reserves by 2026 and introduce Sites of Importance for Nature Conversation.

Some updates on these are:

- 1,800 whips were also planted to create 3 new '[Tiny Forests](#)', these were in Belmont Recreation Ground, New River Sports Centre and Devonshire Hill Primary School (Figure 27).



Figure 2716: Tiny Forest planting event in White Hart Lane (photo credit: American Express)

- 665 new standard or heavy standard sized trees were planted in streets, housing sites, parks, and open spaces. This is a 11.5% increase in new trees compared to the 596 planted in the 2022/23 planting season (Figure 28).
- 268 trees were community-funded by residents through [Trees for Streets](#).

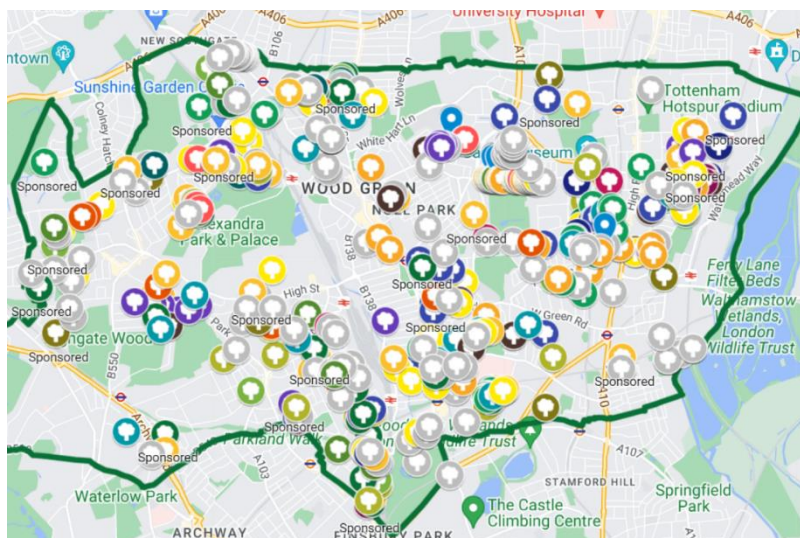


Figure 28: Map showing new street trees planted in Haringey in 2023/24

13.6. Go Green Urban Eco Festival 2024

The [Go Green Urban Eco Festival](#), now in its sixth year, has grown remarkably from a single-day event in 2019 to a month-long celebration in 2024. Focusing on community engagement and user involvement, the Go Green Team has successfully organized over 110 events centred around sustainability, showcasing the efforts of grassroots organisations throughout Haringey and supporting the Council deliver community engagement.

In 2024, the festival received £10,000 in funding from the Haringey Council, alongside other London funding streams contributing to the overall costs.

Key highlights of the Eco Urban Festival 2024:

- 110 community-led events: Celebrating Go Green 2024 across the entire borough.
- Innovative Awareness Initiatives: Events such as the Big Green Tea Party, Windrush Waves, Zero Waste Culinary Fair, crafting seminars, repair workshops, and health and wellbeing workshops raising awareness about environmental and sustainability issues.
- Linking the festival to local and national events like Loneliness Awareness Week, World Environment Day, Big Green Week, and Clean Air Day.
- Record attendance: Attracting over 15,000 attendees throughout June.
- Recognition and promotion: The Go Green Team was invited to present their work at the North London Waste Authority (NLWA).
- Building connections: Using the festival to connect big businesses, SMEs, and the Voluntary & Community Sector.

The Go Green Urban Eco Festival continues to be a beacon of sustainability and community spirit in Haringey, driving positive environmental change and fostering a sense of collective responsibility.

13.7. Carbon Reduction Initiatives by Community Groups

13.7.1. En10ergy

[En10ergy](#) is a local community energy company. Its volunteer Directors continued to manage the solar arrays it owns and to seek new sites for projects. They actively supported Community Energy London, Community Energy England, Haringey Climate Forum, London Climate Action Week and Great Big Green Week during the year.



The company's four solar arrays generated 81,000 kW hours of electricity during the financial year April 2023 to March 2024 (a carbon dioxide equivalent saving of nearly 17 tonnes) and saved its community buildings (two schools and a church) over £12,000 in electricity bills.

Money made by the company is returned to community events run by local [Muswell Hill Sustainability Group](#) (Section 13.7.2 below).

13.7.2. Muswell Hill Sustainability Group (MHSG)

Now in its 16th year, Muswell Hill Sustainability Group continues its work supporting their community in treading more lightly on our planet.



In 2024, MHSG worked with likeminded groups, including Retrofit KT, Power Up London, Muswell Hill Creatives, WAVE café, Climate Fresk and the Haringey Council Carbon Team; offering information, experience and, in the case of Muswell Hill Creatives, collaborating on developing the 'mend' side of their Make & Mend Festivals.

They could also be found at Cherry Tree Wood Festival in the summer, engaging children in planting vegetables, and at the Highgate Wood Heritage Day, where they invited a Climate Fresk team to share their stand to introduce their climate emergency courses to visitors.

This commitment to growing and supporting community networks equally extends to proactively promoting likeminded events and groups through MHSG's regular newsletter and social media platforms.

They also had a central presence at the Catherine West MP meeting for the National Day of Action, arranged by Greenpeace and Friends of the Earth; and at the Haringey Climate Partnership meeting in September, amongst other local, sustainability focused events.

MHSG's programme of free expert talks this year included speaker evenings on Rewilding, on Ethical Finance, and a series of talks by retrofit experts, installers, and eco-architects during their Green Open Homes season.

The month-long Green Open Homes event was focused around two weekends of free, pre-booked, open house tours, showcasing eight local houses that have retrofitted or scratch-built, with energy efficiency at their core; and allowing visitors to see energy saving features in action and to talk to the hosts about their experiences.

This was the 11th year for the initiative and its central aim remains one of inspiring and informing visitors to similarly reduce the carbon emissions of their homes, to increase warmth (or coolness) and to reduce energy bills. It was another very successful event, with most tours booked to capacity, prompting more retrofitting action.

Green Open Homes also appears to have resulted directly in multiple requests for the free loan of their Thermal Imaging Camera, to identify 'leaks' in their homes. The growing [recommended installer's list](#) on the MHSG website is providing an indispensable resource for those actively pursuing energy efficiency.

MHSG has also organised social events in the summer and at the Christmas Party, where their member Emily Rowe showed a presentation to reflect on her recent visit to COP29.

Plans are in place for 2025 to tackle the issues of Sustainable Fashion, SUDs, and to host a Climate Fresk course for their members.

13.7.3. Haringey Climate Forum

The [Haringey Climate Forum](#) has continued to meet to encourage climate policies across the council and other organisations including Alexandra Palace and Park. Meetings roughly take place quarterly, and their website provides an overview of initiatives taking place in the borough.

13.7.4. Friends of the Earth

[Friends of the Earth \(FoE\) groups in Haringey](#) have continued to lobby for stronger climate action, engaging people at stalls and events. The hundreds of signatures have been delivered in person to MPs Catherine West and David Lammy. Hustings meetings were held for candidates at both the London Assembly and General Elections to promote the need for action.

FoE submitted responses to many London and borough-wide consultations on environmental issues, and encouraged others to respond to support progressive policies. The groups have

taken part in marches and other demonstrations on climate water and nature. Volunteers from FoE are looking after existing trees and have been planting more trees at Dairy Fields.

13.7.5. Sustainable Haringey

[Sustainable Haringey](#) is an umbrella group to Growing in Haringey which brings together a network of community groups working on sustainability in the borough. It continues to produce a monthly newsletter of events held by these groups.

13.7.6. Growing in Haringey

The [Growing in Haringey network](#) continues to run plant stalls and seed swaps to bring community growing spaces together and provides grants for tools, water butts and plants. This network held two seed swaps this year in association with Black Rootz at Wolves Lane, and a number of plant sales at Tottenham Green market. Funds raised go towards buying plants for community gardens and to support the Lordship Rec produce show.

13.7.7. Wolves Lane

With funding from Haringey Council, the Lottery fund and the Mayor of London, the community site at [Wolves Lane](#) has completed its three new straw bale buildings heated with air source heat pumps. These supply community space, office space for the Ubele Initiative and a produce store and all the buildings have solar panels. The old greenhouses continue to grow year-round crops for local restaurants and food poverty projects. The shop selling plants and produce raised on site is now well established. Wolves Lane provides growing experience and training to many local volunteers and is run by a consortium of Organiclea and the Ubele Initiative. A very active group of young seed protectors (part of Black Rootz) organised two seed swaps during the year. This group has reached out to seed sovereignty campaigners worldwide to highlight the importance of saving local seed varieties in adapting to climate change.

14. Climate Adaptation and Resilience

14.1. Climate Resilience Review

The Mayor of London commissioned an independent review to take stock and make recommendations to guide London's preparations for more extreme weather. This report on the [London Climate Resilience Review](#) looked into London's preparedness for climate impacts including heatwaves, floods, droughts, wildfires, storms, sea level rise and subsidence.

Alongside immediate dangers to people's lives and livelihoods, the review found that the government and businesses have not adequately planned for the disruption caused by severe weather events and the subsequent impacts on critical systems like healthcare, transport, energy and water.

Key points in the report:

- Climate impacts in London happen together. The 40°C heatwave occurred at the same time as drought and wildfires, and heatwaves are often followed by flash flooding.
- The government's plans to build more homes and better infrastructure must include resilience and technical standards to cope with the weather extremes.
- The UK's ageing population, and particularly those in care homes are at the highest risk of heat-related mortality.
- London and the whole of the south-east of England needs a new reservoir.
- The UK government should produce a National Wildfire Strategy and Action Plan.
- The deadline for upgrading flood defences upstream of the Thames Barrier is 2050, and downstream it is 2040; a new Barrier is needed by 2070.
- London's trees, and other green and blue spaces, are under threat from heatwaves, wildfires and windstorms. This weakens London's resilience because trees reduce street temperatures in heatwaves and decrease flood risk.
- Around 43% of London properties are likely to be affected by subsidence by 2030.
- UK government should create a Strategic Surface Water Authority for London, to promote, enforce, and allocate funds in-line with a strategic London-wide approach to flooding.
- Initial analysis indicates climate change could impact London's GDP by 2-3% every year by the 2050s, with costs increasing further in late century.

14.2. Climate Risk Mapping

The council has utilised the [Climate Risk Maps](#) by the GLA and Bloomberg Associates to support our heatwave response and preparedness work in Haringey, by identifying the most

vulnerable areas and populations that are most at risk. This intelligence has influenced our local action to prevent excess morbidity and mortality related to heatwaves. The council aims to continue the work with Bloomberg Associates and wider council officers to leverage the information on the climate risk maps to inform local policies and strategies. This will link into the development of a borough Climate Adaptation and Resilience Plan, expected in 2025.

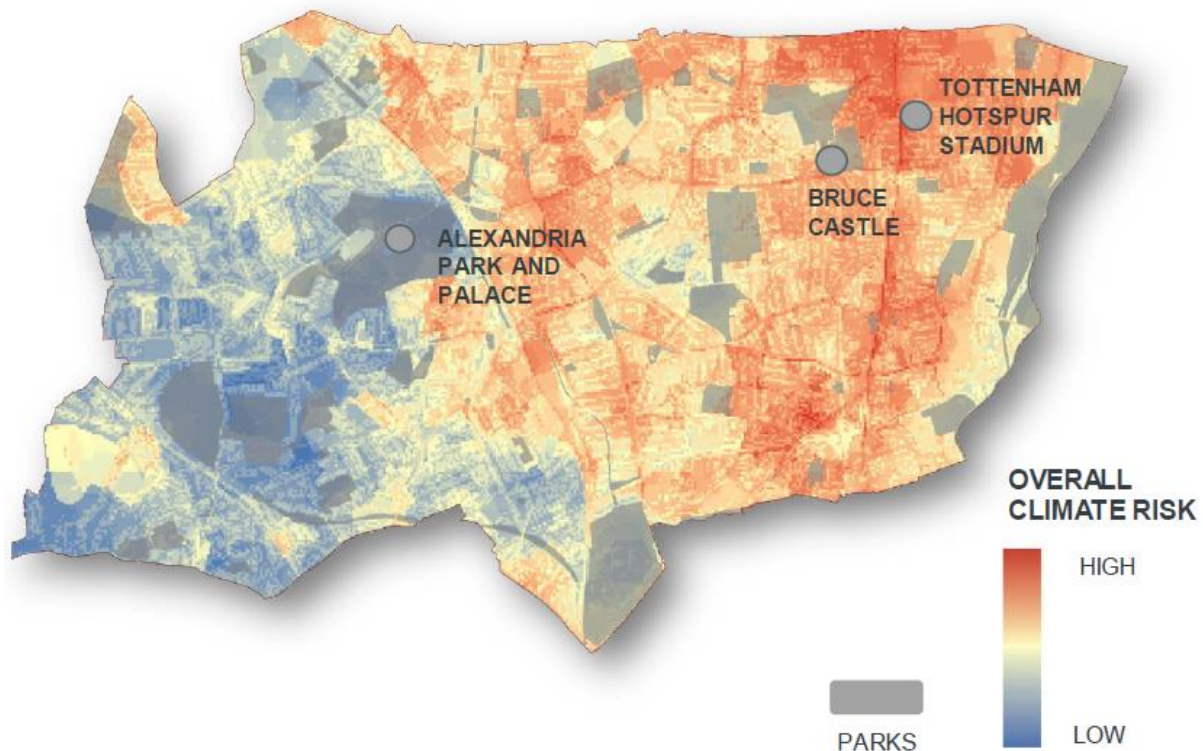


Figure 2917: Climate Risk Map which shows the east of the borough is at higher climate risk than the west which relates to income levels, flood risk and amount and quality of greenery nearby (Source: Bloomberg Associates).

14.3. Work with Public Health: Heat Waves

Public Health has worked closely with services across the council, the NHS, and the voluntary and community sector to strengthen Haringey's preparations for and response to heatwaves. This aims to reduce the health impact of heatwaves on the most vulnerable residents. The approach included developing a Joint Strategic Need Assessment on Heatwaves, that mapped areas of high heat risk, and identified the health impacts for people at higher risk during heatwaves, such as young children, older people, and people with experience of homelessness. The number of cool spaces increased from three in the previous summer to 13 this summer. Awareness raising materials on how to stay safe during hot weather were developed and distributed in the most widely spoken languages in the borough.

14.4. Reducing flood risk

We recognise that the combined impact of climate change and ongoing urban development heightens flood risks. While it is impossible to eliminate flooding entirely, we are implementing strategies to mitigate its effects. These include drainage maintenance, cleansing of highway drains, and the initiation of new schemes designed to manage and prevent future flooding.

Following the enactment of the Flood and Water Management Act of 2010, Haringey Council assumed the role of “Lead Local Flood Authority” (LLFA) for our area. This designation gives us primary responsibility for managing flood risks from surface water, groundwater, and some culverted watercourses within Haringey.

In response to recent flooding events, we have significantly increased our drainage investment. Our prioritised gully cleansing programme now incorporates an assessment model that considers the likelihood and impact of gully blockages, enabling us to efficiently allocate resources. This includes ongoing maintenance of existing gullies and the installation of new ones across Haringey.

14.4.1. Recent Flood Mitigation Actions

Following the intense rainfall in July 2021 and August 2022, the Council has:

- Updated the website with flood preparedness and response information.
- Reviewed policies on sandbag distribution and other flood management measures.
- Streamlined reporting channels for blocked gullies and highway flooding to direct issues efficiently to the Highways Team.
- Strengthened collaboration between the Emergency Planning and Resilience Team and other key teams for enhanced situational awareness.
- Updated the Multi-Agency Flood Plan (MAFP) to empower responders to act beyond standard Met Office alerts.
- Initiated the "Leaf Angels" programme to keep gullies clear of leaf blockages during heavy rain forecasts.

Residents and businesses can access detailed guidelines on the Council's flood information website, [flooding website](#), which outlines steps for flood preparedness, actions during a flood, and post-flood procedures.

14.4.2. Recent Investments and Maintenance

Since April 2022, the Highways Team has completed approximately 20,000 maintenance jobs. This includes cleaning of around 15,800 gullies annually, with 175 major gully repairs and the installation of 18 new gullies over the past two years. Additionally, 26 SuDS installations,

including rain gardens and swales in parks, highways and Haringey homes, have been completed to aid in flood mitigation.

14.4.3. Flood and Water Management Investment Plan (FWMIP)

The FWMIP aligns with Haringey's Climate Change Action Plan, which targets net-zero carbon by 2041. Key initiatives under FWMIP include:

- Flood Reduction Projects: New schemes focus on reducing surface water flooding.
- Use of Recycled Materials: SuDS projects incorporate recycled materials wherever feasible, helping minimize the carbon footprint.
- Sustainable Design: Projects are designed with lifecycle carbon impact in mind, prioritizing reusable and low-carbon materials.
- Urban Greening: Rain gardens and other SuDS features help cool urban areas and reduce the urban heat island effect.

An overall programme of future boroughwide SuDs projects can be found in the [FWMIP](#).

15. Future Projects

Haringey Council is committed to building on the projects and actions delivered in 2023 to further be delivered through the Corporate Delivery Plan for greater carbon reductions in the future. Committed and planned projects include:

- Delivering and designing the seven decarbonisation programmes funded through the Carbon Offset Fund Allocation Strategy 2025-2029 approved by Cabinet in February 2025;
- Awarding funding to Year 4 projects from the Community Carbon Fund with up to £112,060 in grants, and helping to deliver the funded projects;
- Designing an update for the Community Carbon Fund programme with £400,000 available for funding Years 5-8, with Year 5 opening for bids in Autumn 2025;
- Delivering the council's Civic Centre refurbishment and extension, including significant carbon reduction measures;
- Working to deliver 16 further School Streets;
- Installing additional electric vehicle charging points in line with demand;
- Directing Haringey residents to the GLA Warmer Homes London scheme for domestic energy efficiency;
- Training staff members and partner and local organisations in fuel poverty advice;
- Delivering energy efficiency and decarbonisation retrofit of almost 289 street properties as part of the Housing Energy Action Plan;
- Delivering the Power Up Haringey local scheme to encourage homeowners' uptake of retrofitting by breaking down supply and demand barriers, and promoting green skills as part of Fast Followers programme;
- Upgrading the park buildings to at least Energy Performance Certificate (EPC) grade E by 2024 and grade C by 2025;
- Delivering energy reduction measures as part of the in-sourcing of leisure facilities, including pool covers at lidos and looking at renewable energy sources;
- Delivering SuDs projects as part of the Flood and Water Management Investment Plan to mitigate flood risk and improve resilience to climate events;
- Continuing the delivery of in-house Carbon Literacy training programme;
- Design a climate resilience project on a community building;
- Developing a borough Climate Adaptation and Resilience Plan, expected for 2025;
- Commencing solar and energy efficiency projects within the council and school estate, working in partnership with Community Energy Companies;
- Undertaking energy efficiency audits on the corporate estate to bring forward a pipeline of projects.

Further projects will be added to ensure that the net zero carbon targets can be met for the council and borough.

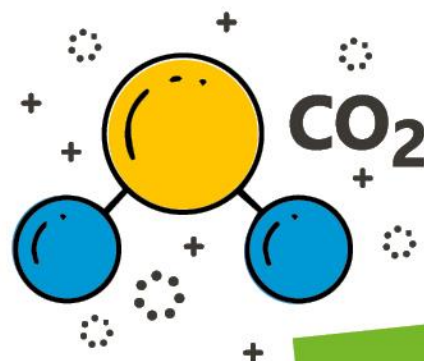
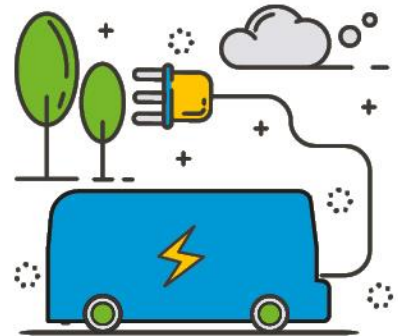
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2041



ANNUAL CARBON REPORT

2024



Haringey
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Appendix: Glossary and Emissions Data Sources

1.1. Glossary

Adaptation: Adjustment in our natural or human systems in response to the impact of climate change or expected climatic stimuli or their effects, where we reduce harm.

Air tightness: measures the infiltration of outdoor air into the building, or in other words how 'leaky' or 'draughty' the building is. A low energy building requires high levels of airtightness. Airtightness is measured by the volume of air in cubic meters (m³) that flows through the building fabric (for every squared meter, m²) every hour, at a pressure of 50Pa (the pressure of the airtightness test). It can also be measured in air changes per hour through the external envelope. In either case, the lower the value the better.

Air Source Heat Pump (ASHP): An energy efficient heating or cooling system that transfers heat to or from the air, typically to generate hot water and space heating or cooling.

Building Regulations Part L 2021: In the context of this document, it refers to Approved Document Part L which was published in December 2021 and came into force in June 2022. It sets out the minimum requirements for elements in new and existing buildings and sets out how a building should meet or exceed the requirements of the notional building (see definition below). The London Plan requires developments to show a minimum 35% on-site improvement but aim to improve the notional building by 100% (i.e. zero carbon in regulated operational energy).

Carbon budget: A carbon budget is the cumulative amount of carbon dioxide (CO₂) emissions permitted over a period of time to keep within a certain temperature threshold.

Carbon emissions: All greenhouse gas emissions, represented as the equivalent of CO₂ emissions.

Carbon factor: The factor that is applied to electricity or heating that is consumed by buildings, services, or transport. It helps to understand the carbon emissions associated with the electricity or gas use. The carbon factor of the UK grid changes throughout the day and the seasons depending on how much renewable energy is being generated. The carbon factor is an average of the emissions over a period of time.

Circular Economy: A circular economy is an industrial system that is restorative or regenerative by intention and design. It replaces the linear economy and its 'end-of-life' concept with restoration, shifts towards the use of renewable energy, eliminates the use of

toxic chemicals, and aims for the elimination of waste through the design of materials, products, systems that can be repaired and reused.

Climate is typically defined as the average weather (or more rigorously a statistical description of the average in terms of the mean and variability) over a period of time, usually 30 years. These quantities are most often surface variables such as temperature, precipitation, and wind. Climate in a wider sense is the state, including a statistical description, of the climate system.

Climate Change: A change in the state of the climate that can be identified (e.g., by using statistical tests) by changes in the mean and/or the variability of its properties and that persists for an extended period, typically decades or longer.

Climate Emergency: Acknowledgment of the urgency of actions required to mitigate the consequences on climate change before reaching tipping point. This corresponds to a non-return state where climate change can no longer be reversed, and adverse effects grow exponentially.

Controlled Parking Zones (CPZs) are areas where on-street parking is restricted during specified times. It is an area where you can only park for free during certain times.

Decentralised Energy Network: Also known as a district heat network, it is a system for distributing heat generated in a centralised location through a system of insulated pipes for residential and commercial heating requirements such as space heating and water heating.

Energy Performance Certificate: A certificate produced for new-build and existing dwellings which provides an A to G rating indicating the relative energy cost for that home. An EPC can be found [online](#) for any property.

Energy Use Intensity: Energy Use Intensity expresses a building's energy use as a function of its size, typically expressed as energy consumption in kWh/m²/year. The measurement of floor area can be expressed in terms of Net Lettable Area (NLA) or Gross Internal Area (GIA).

Fabric first: The concept of focussing on the building fabric before trying to reduce emissions using more efficient heat sources or using renewable energy systems. Heating systems must be sized based on the space heating demand, so it is better that this is reduced before installing a new system. The building fabric includes walls, floors, roofs, windows, doors, and the ventilation system.

Future Home Standard (FHS) The [Future Homes and Buildings Standards](#) are proposed to set energy efficiency standards for new and existing buildings and are proposed to come into play in the England in 2025. The key purpose of the standards are to further reduce carbon

emissions, with properties being built with 75% less carbon compared with Part L 2013 regulations.

Fossil fuels: A natural fuel such as petroleum, coal, or gas, formed in the geological past from the remains of living organisms. The burning of fossil fuels by humans is the largest source of emissions of carbon dioxide, which is one of the greenhouse gases that allows radiative forcing and contributes to global warming.

Fuel poverty: A household is considered to be in fuel poverty when its members cannot afford to keep adequately warm at a reasonable cost, given their income.

Greenhouse gases (GHGs): The atmospheric gases which are elements of the atmosphere, both natural and anthropogenic, that absorb and emit radiation at specific wavelengths within the spectrum of infrared radiation emitted by the Earth's surface, the atmosphere, and clouds. The major GHGs are carbon dioxide (CO₂), methane (CH₄) and nitrous oxide (N₂O). Less prevalent - but very powerful - greenhouse gases are hydrofluorocarbons (HFCs), perfluorocarbons (PFCs) and sulphur hexafluoride (SF₆) due to their extreme global warming effect.

HCCAP targets: the carbon reduction target towards net zero by 2041 is based on Arup's technical analysis for the HCCAP. The foundation work was done with ARUP when the council first committed to becoming a net zero-carbon borough by 2050 and after declaring a climate emergency ARUP undertook the analysis to understand whether this could be achieved earlier, and recommended to change the target date to 2041. This was also reflected in the Borough Plan (2019-2024). ARUP provided science-based analysis that informed the actions that could be delivered and to what timeframe.

Low Traffic Neighbourhoods (LTNs): LTNs are areas with quieter roads which feel safer, encouraging residents to walk, cycle, play and meet in a healthier and more inviting environment. This can be done by filtering roads using planters, bollards, or cameras, by banning turns, or by making some roads no entry or exit, giving priority and access to residents who live in the area. LTNs always allow local motor vehicle access. Local residents and businesses can still use cars or vans, as well as receive visitors and deliveries, but non-local traffic cannot drive through the area. When non-local through traffic is reduced in an area, local people often choose to make short journeys on foot or by bike, further reducing traffic. Emergency services will still be able to access these neighbourhoods.

kW Stands for kilowatt. A kilowatt is a unit of power equivalent to a thousand watts.

kWh Stands for a kilowatt hour and is a unit of energy. It is equal to the amount of energy a system will generate in an hour whilst running at a kilowatt power output.

Low and zero-carbon technologies: Technologies which provide heat and energy whilst producing no or little carbon emissions.

Mitigation: In the context of climate change, a human intervention to reduce the sources or enhance the sinks of greenhouse gases. Examples include using fossil fuels more efficiently for industrial processes or electricity generation, switching to solar energy or wind power, improving the insulation of buildings, and expanding forests and other "sinks" such as land use changes to remove greater amounts of carbon dioxide from the atmosphere.

MW: abbreviation for megawatt. A megawatt is a unit of power equivalent to a million watts.

MWh: abbreviation for a megawatt hour and is a unit of energy. It is equal to the amount of energy a system will generate in an hour whilst running at 1 megawatt power output.

Notional building: in the context of Part L, the notional building is a modelling assumption for a hypothetical building based on the same massing, orientation, shading, area and activities as the proposed design but using energy parameters (fabric energy efficiency, energy consumption per unit floor area, energy cost rating and environment impact rating) as defined by the Approved Document. A carbon reduction would be measured against the notional building, e.g. achieving the 35% minimum on-site carbon reduction required under the London Plan.

Operational Energy (kgCO₂e): The carbon emissions associated with the operation of a building. This usually includes emissions associated with heating, hot water, cooling, ventilation, and lighting systems, as well as those associated with cooking, equipment, and lifts (i.e. both regulated and unregulated energy uses).

Passivhaus: Standard for the design and construction of comfortable, highly energy efficient buildings with set performance targets. This is certified and promoted by the independent [Passivhaus Trust organisation](#) in the UK.

Part L: The Building Regulations Approved Document for England Part L sets requirements for building work, including new buildings, creation of new dwellings or extensions to existing buildings in England. It sets the standards for the energy performance and carbon emissions of new and existing buildings.

Photovoltaics (PV): A technology which is used to generate renewable electricity using energy from the sun; typically installed on rooftops or across large fields.

Renewable energy: Renewable energy is derived from sources which are naturally replenished or are practically inexhaustible. They are often described as 'clean', 'green' or 'sustainable' forms of energy because of their minimal environmental impact compared to

fossil fuels. These will still have embodied emissions associated with the mining, transportation and production of renewable energy technologies (see whole life carbon below), such as the requirement for various metals in solar PV.

Resilience: The ability of a social or natural system to absorb disturbances while retaining the same basic structure and ways of functioning. It includes the capacity to adapt to stress and change.

Retrofit: The process of making changes to existing buildings so that energy consumption and emissions are reduced. These changes should also provide the benefit of a more comfortable and healthier home with lower fuel bills.

Scope of carbon emissions:

Scope 1: Direct emissions from sources that we own and control including fuel, combustion, company vehicles, and fugitive emissions.

Score 2: Indirect emissions, generated from the electricity and heat that we purchase and the cooling we require.

Score 3: All other indirect emissions such as waste, disposal, aviation, diets, and behaviour change.

Section 106 Carbon Offset Contributions are paid by developers to offset the shortfall (if any) in achieving the net zero carbon reduction target at the development against Part L. The sum paid to the council is calculated at £95 per tonne of CO₂ over a period of 30 years. The pot of collected contributions is used by the council in the implementation of projects to reduce carbon emissions in the borough. The Community Carbon Fund is an example of how this money is spent.

Simplified Building Energy Model (SBEM): A [government-approved](#) National Calculation Method for non-domestic buildings.

Space Heating Demand: The amount of energy per squared meter of internal floor area, over the course of an average year, which is needed to maintain a comfortable internal temperature. This is directly related to the thermal performance of the building and is therefore a good proxy for fabric efficiency.

Standard Assessment Procedure (SAP): A [government-approved](#) methodology for calculating estimated regulated energy demand (heating, hot water, lighting) and carbon emissions in homes. The reduced version of SAP (RdSAP) is used to calculate energy demand in existing homes. SAP is used to demonstrate compliance with Part L of the Building

Regulations and to generate EPCs for all homes. In December 2023, a consultation was published to replace SAP with a new methodology, the [Home Energy Model](#).

Whole life carbon (WLC): The purpose of using WLC is to move towards a building or a product that generates the lowest carbon emissions over its whole life, and to support the reduction of materials through a circular economy. WLC emissions are the sum of all assets that result in GHG emissions and removals, both when a building is in use, and embodied in its materials over the life cycle of an asset. Different modules are included in the assessments, as seen in Figure 33 below, including:

- Modules A1-A5: Upfront emissions to source and transport products, and any construction and assembly processes;
- Modules B1-B7: In-use emissions including the operation, maintenance and repair of buildings and materials (plus B8 and B9 for infrastructure only);
- Modules C1-C4: End-of-Life scenarios for demolition, waste or disposal.

Module D is reported separately, for any material re-use for (partial) retention of buildings or materials), including the potential benefit from future energy recovery, reuse, recycling. Sequestration of carbon from timber is included in Module A, but should be reported separately.

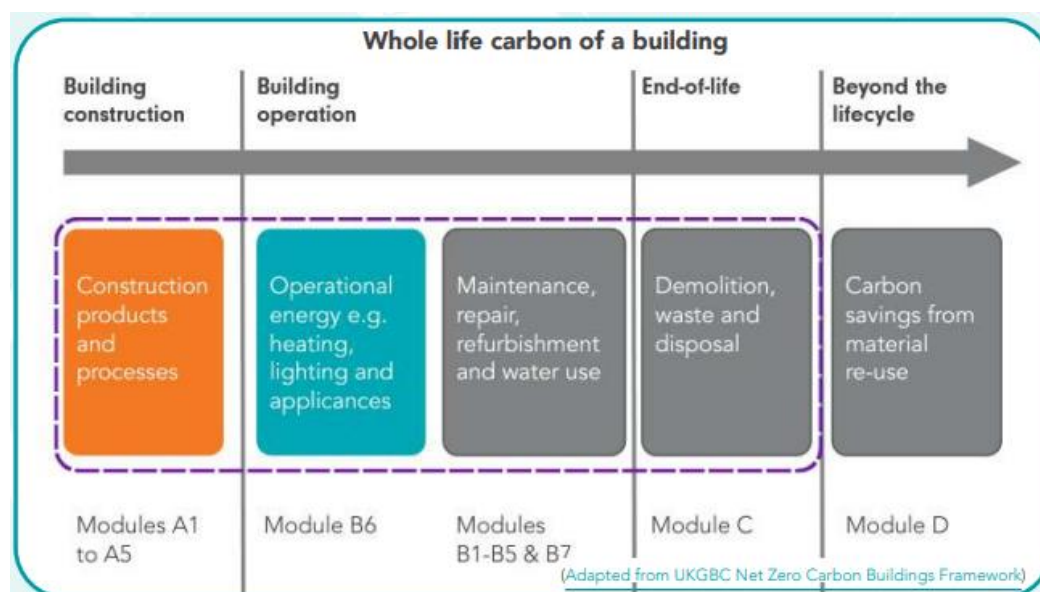


Figure 33: UKGBC's [Whole Life Carbon Explainer Guide](#) graph showing the different modules that calculate whole-life carbon emissions in a building's lifespan.

1.2. Emission Data Sources

2022 population figures are sourced from [GLA demographic projections](#). The GLA's population projections are updated annually, incorporating the latest data as it becomes

available. The 2020-based projections are the most recent set taking as their starting point an adjusted 2020 mid-year population estimate. They produce multiple scenarios and variants to cover a range of ways to apply the data. The variants can differ in the methodologies and assumptions used.

Borough-wide carbon emission figures are based on the GLA's [London Energy and Greenhouse Gas Inventory](#) (LEGGI) datasets on local authority carbon emissions, measured annually, spanning from 2015 to 2022. There is a two-year delay to collecting the emissions data and publishing this.

The LEGGI is an emissions inventory which quantifies greenhouse gas emissions released into the environment, such as:

- Carbon dioxide (CO₂)
- Methane (CH₄)
- Nitrous oxide (N₂O)
- Hydrofluorocarbons (HFCs)
- Perfluorocarbons (PFCs)
- Nitrogen Trifluoride (NF₃)
- Sulphur Hexafluoride (SF₆).

LEGGI provides estimates of:

- All scope 1 emissions are those emitted through the direct use of fossil fuels (such as oil and gas) within the borough boundary.
- Scope 2 emissions are those emitted in the production of electricity consumed within the borough boundary. Depending on where energy is generated, these emissions may physically occur inside or outside the borough boundary.
- Scope 3 emissions associated with the disposal or treatment of waste that is generated within the borough boundary but disposed of outside the borough boundary.

From 2018 onwards, we estimate emissions for five sectors: stationary energy; transport; waste; industrial processes, and product use (IPPU); and agriculture, forestry, and other land use (AFOLU). Including the latter three sectors brings us in line with the reporting requirements of our membership of [C40 Cities](#) and the Global Covenant of Mayors, to report in line with the [Global Protocol for Community-Scale Greenhouse Gas Emission Inventories](#) (GPC).

LEGGI is produced on an annual basis to measure progress against the Mayor's carbon reduction targets for London. Publications earlier than the 2018 LEGGI only included

emissions in the first two of these categories. However, LEGGI now provides estimates of these additional sectors for earlier years. Non-Road Mobile Machinery (NRMM) emissions are not recalculated every year and reflect 2019 levels. They are due to be updated next year.

The coronavirus (COVID-19) pandemic and the resulting restrictions introduced in 2020 across London and the UK had major impacts on various aspects of society and the economy, which had a significant impact on greenhouse gas emissions. 2020 statistics should therefore be cited with caution, and the ongoing context of the pandemic should be considered when reviewing 2022 emissions.

This dataset differs from the [UK local authority greenhouse gas emissions national statistics](#), published by the Department for Energy Security and Net Zero (previously published by the Department for Business, Energy & Industrial Strategy, BEIS). This data was used to report on the historic carbon-reduction target for Haringey, in previous Annual Carbon Reports.

Consumption-based emissions data:

Standard territorial accounting of greenhouse gas emissions, such as the London Energy and Greenhouse Gas Inventory (LEGGI), measures the direct emissions produced in the Greater London area. By contrast, consumption-based emissions accounts take a wider view by including the emissions embodied in the goods and services that are imported into London and consumed here. Whilst territorial emissions account for the climate impact of activities occurring in London, consumption-based emissions account for the climate impact of Londoners' lifestyles. The figures represent emissions caused by UK residents and industry whether in the UK or abroad, but exclude emissions within the UK which can be attributed to overseas residents and businesses and those emissions from Land use, Land Use Change and Forestry.

A detailed explanation of consumption-based emissions and the methodology used can be found in the technical report produced by the University of Leeds on the [London Councils website](#). London Councils, GLA and ReLondon have agreed to jointly commission consumption-based emissions accounting on annual basis. The dataset for Haringey can be downloaded separately, alongside the London Councils Briefing Note.

Consumption-based emissions have been analysed from 2001 – 2021, focusing on household consumption across themes: food, housing, transport, goods, services, and government & capital investments. This is the latest available data set.

Transport Journey data (2000 to 2023): Road traffic statistics from the [Department for Transport \(DfT\)](#)

Whilst historically significant, the long-term trends can be misleading in most cases due to the extraordinary circumstances observed as a result of the coronavirus pandemic. Vehicle miles travelled in Great Britain have had year-on-year growth in each year between 2011 and 2019. Following a sharp decline in 2020, traffic levels in 2021 and 2023 increased, but 2023 levels still remain lower than the 2016 levels. Therefore, to say traffic has fallen since 2016 would be misleading, as the overall decrease is entirely due to the decline in traffic levels observed during the pandemic.