

NOTICE OF MEETING

Cabinet

TUESDAY, 18TH DECEMBER, 2012 at 18:30 HRS – COUNCIL CHAMBER, CIVIC CENTRE, HIGH ROAD, WOOD GREEN, N22 8LE.

MEMBERS: Councillor Claire Kober (Chair), Councillor John Bevan, Councillor Nilgun Canver, Councillor Joe Goldberg, Councillor Alan Strickland, Councillor Bernice Vanier, Councillor Ann Waters and Councillor Richard Watson.

AGENDA

1. APOLOGIES

To receive any apologies for absence.

2. URGENT BUSINESS

The Chair will consider the admission of any late items of Urgent Business. (Late items of Urgent Business will be considered under the agenda item where they appear. New items of Urgent Business will be dealt with under Item 28 below. New items of exempt business will be dealt with at Item 33 below).

3. 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.

4. MINUTES (PAGES 1 - 12)

To confirm the minutes of the meeting held on 13 November 2012 as a correct record.

5. RESPONSE TO OVERVIEW AND SCRUTINY - INTERIM REPORT ON WASTE AND RECYCLING (PAGES 13 - 58)

(Report of the Director of Place and Sustainability. To be introduced by the Cabinet Member for the Environment). To approve the proposed response to the interim report on the Waste and Recycling Services Scrutiny Review.

6. DEPUTATIONS/PETITIONS/QUESTIONS

To consider any requests received in accordance with Standing Orders.

7. BUDGET MONITORING (PAGES 59 - 70)

(Report of the Director of Corporate Resources. To be introduced by the Cabinet Member for Finance and Carbon Reduction). To consider the forecast financial revenue and capital outturns for 2012-13 based on actual performance up to the end of October 2012(Period 7).

To also consider the proposed management actions and approve the budget adjustments(virements).

8. FINANCIAL PLANNING 2013/14 TO 2015/16 (PAGES 71 - 126)

(Report of the Director of Corporate Resources. To be introduced by the Cabinet Member for Finance and Carbon Reduction). The report will set out strategic financial issues for the three year planning period to 2015/16 and will propose a process for setting the Council's 2013/14 Budget and Medium Term Financial Plan (MTFP) to 2015/16.

9. FEES AND CHARGES 2013/14 (PAGES 127 - 156)

(Report of the Director of Corporate Resources. To be introduced by the Cabinet Member for Finance and Carbon Reduction). To consider and agree the proposed fees and charges for 2013/14.

10. ANNUAL AUDIT INSPECTION LETTER (PAGES 157 - 170)

(Report of the Director of Corporate Resources. To be introduced by the Cabinet Member for Finance and Carbon Reduction). To receive the Annual Audit Letter 2011/12 and to note the issues raised within it.

11. SCHOOLS FUNDING FORMULA 2013-14

(Report of the Director of Children's Services. To be introduced by the Cabinet Member for Children). The report sets out the recommendations from the Schools Forum for a compliant schools formula for distributing funding to schools. **Report to follow**

12. PERFORMANCE ASSESSMENT QUARTER TWO 2012/13 (PAGES 171 - 220)

(Report of the Assistant Chief Executive. To be introduced by the Leader of the Council). The report provides an update with respect to progress against the Council's priorities and other major responsibilities during the second quarter of 2012/13.

13. ONE BOROUGH ONE FUTURE (PAGES 221 - 256)

(Report of the Director for Adult and Housing Services. To be introduced by the Leader of the Council): The report recommends awarding a level of funding for 5 projects, following an application process of 2 phases. An Innovation Panel of cross-party members has judged all applications and selected the final successful projects.

14. APPROVAL OF COMPULSORY PURCHASE ACTION - EMPTY PROPERTIES (PAGES 257 - 290)

(Report of the Director of Adult and Housing Services. To be introduced by the Cabinet Member for Housing). The report seeks approval the making of a Compulsory Purchase Order for properties detailed in the report.

15. REVIEW OF RIGHT TO BUY LEASE (PAGES 291 - 302)

(Report of the Director of Adult and Housing Services. To be introduced by the Cabinet Member for Housing). The report seeks approval of changes to Right to Buy leases following the introduction of new regulations.

16. DESIGNATION OF HIGHGATE NEIGHBOURHOOD FORUM AND NEIGHBOURHOOD AREA (PAGES 303 - 344)

(Report of the Director of Place and Sustainability. To be introduced by the Cabinet Member for Economic Regeneration and Social Inclusion). The report seeks approval for the designation of the cross borough Highgate neighbourhood area and neighbourhood forum under the provision of the Localism Act 2011.

17. DRAFT DEVELOPMENT MANAGEMENT POLICIES DIRECTION OF TRAVEL FOR CONSULTATION (PAGES 345 - 362)

(Report of the Director of Place and Sustainability. To be introduced by the Cabinet Member for Economic Regeneration and Social Inclusion). The report outlines the proposed approach to the development of Haringey's Development Management Policies and seeks approval to commence public consultation on the Development Management Policies Engagement Document.

18. DECENT HOMES PROGRAMME 2013/14 AND 2014/15 (YEARS 6 AND 7) (PAGES 363 - 372)

(Report of the Director of Adult and Housing Services. To be introduced by the Cabinet Member for Housing). The report seeks approval of investment priorities for the Decent Homes Programme for 2013/14 (Years 6 and 7) together with details of a number of other investment priorities that are recommended for inclusion in the programme when funding becomes available.

19. ACADEMY CONVERSIONS (PAGES 373 - 402)

(Report of the Director of Children's Services. To be introduced by the Cabinet Member for Children). The report details schools wishing to convert academy status and seeks approval to delegate authority to the Director of Children's Services to facilitate this process.

20. ASSETS OF COMMUNITY VALUE (PAGES 403 - 414)

(Report of the Director of Place and Sustainability. To be introduced by the Cabinet Member for Economic Regeneration and Social Inclusion). The report sets out the approach to managing the Community Right to Bid and seeks approval to authorise officers to undertake functions set out in the report. It also seeks approval of criteria for assessing nominations.

21. PUBLIC HEALTH TRANSITION - PEOPLE, CONTRACTS AND FINANCE (PAGES 415 - 430)

(Report of the Director of Public Health. To be introduced by the Cabinet Member for Health and Adult Services). The report outlines arrangements for the transfer of contracts in April 2013 following the transfer of responsibility for Public Health to Local Authorities.

22. HARINGEY PROPERTY REVIEW - COUNCIL COMMUNITY BUILDINGS (PAGES 431 - 448)

(Report of the Director of Place and Sustainability. To be introduced by the Cabinet Member for Finance and Carbon Reduction). The report seeks approval of new key principles to be applied to the Community Buildings policy and the strategic framework to help achieve improvements in the suitability, condition and sustainability of buildings.

23. PENSIONS AND AUTO ENROLMENT (PAGES 449 - 454)

(Report of the Assistant Chief Executive. To be introduced by the Leader of the Council). The report explains the current legislation as it applies to the Council and the options to :

- defer auto-enrolment for non contributing eligible job holders until 1st October 2017
- postpone auto enrolment for three months for newly appointed eligible employees from 1st March 2013.

24. AWARD OF CONTRACT FOR THE PROVISION OF PARENT PARTNERSHIP SERVICE (PAGES 455 - 460)

(Report of the Director of Children's Services. To be introduced by the Cabinet Member for Children's Services). To award a contract for the Provision of a Parent Partnership Service in line with C.S.O 9.07 following a full tendering process.

25. AWARD OF FRAMEWORK AGREEMENT FOR PRINT AND ASSOCIATED SERVICES (PAGES 461 - 466)

(Report of the Assistant Chief Executive. To be introduced by the Leader of the Council). The report seeks approval to award a framework agreement for the provision of print and associated services.

26. MINUTES OF OTHER BODIES (PAGES 467 - 476)

To note the minutes of the following:

- Corporate Parenting Advisory Committee – 8 October 2012
- Cabinet Member Signing – 27 November 2012
- Cabinet Member Signing – 4 December 2012

27. SIGNIFICANT AND DELEGATED SIGNIFICANT ACTIONS (PAGES 477 - 486)

To note the significant and delegated actions taken by Directors since the previous Cabinet meeting.

28. NEW ITEMS OF URGENT BUSINESS

To consider any items admitted at Item 2 above.

29. EXCLUSION OF THE PRESS AND PUBLIC

Note from the Head of Local Democracy and Member Services

Items *(add in)* allow for the consideration of exempt information in relation to Items *(add in)* respectively, which appear earlier in the agenda.

RESOLVED:

That the press and public be excluded from the remainder of the meeting as the items below contain exempt information, as defined under paragraph 3, Part 1, schedule 12A of the Local Government Act 1972.

30. AWARD OF CONTRACT FOR THE PROVISION OF PARENT PARTNERSHIP SERVICE (PAGES 487 - 488)

To consider exempt information pertaining to Item 24 above.

31. AWARD OF FRAMEWORK AGREEMENT FOR PRINT AND ASSOCIATED SERVICES (PAGES 489 - 498)

To consider exempt information pertaining to Item 25 above.

32. EXEMPT MINUTES OF OTHER BODIES (PAGES 499 - 502)

To note the exempt minutes of other bodies:

- Corporate Parenting Advisory Committee – 8 October 2012
- Cabinet Member Signing – 27 November 2012

33. NEW ITEMS OF EXEMPT URGENT BUSINESS

To consider any items admitted at Item 2 above.

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Councillors: Councillor Claire Kober (Chair), Councillor John Bevan, Councillor Nilgun Canver, Councillor Joe Goldberg, Councillor Alan Strickland, Councillor Bernice Vanier, Councillor Ann Waters, Councillor Richard Watson.

Also Present: Councillor Stuart McNamara, Councillor Richard Wilson

MINUTE NO.	SUBJECT/DECISION	ACTION BY
CAB270.	APOLOGIES	
	There were no apologies for absence.	
CAB271.	URGENT BUSINESS	
	There were no items of Urgent Business.	
CAB272.	DECLARATIONS OF INTEREST	
	There were no declarations of interest.	
CAB273.	DEPUTATIONS/PETITIONS/QUESTIONS	
	Cabinet noted that Mr Chris Taylor of UNISON would be making a deputation with respect to Item 7 'Housing Related Support – Proposal to Cease Funding for Ineligible Tasks for Older People'.	
CAB274.	MINUTES	
	RESOLVED:	
	That the minutes of the Cabinet meeting held on 16 October 2012 be confirmed as a correct record.	
CAB275.	MATTERS REFERRED TO CABINET BY THE OVERVIEW AND SCRUTINY COMMITTEE	
	Cabinet received an interim report from the Environment and Housing Scrutiny Panel, which was presented by Councillor McNamara, Chair of the Panel on Waste and Recycling Services.	
	Councillor McNamara outlined the process the Panel had followed in producing the interim report and the ten key recommendations contained within it.	
	The Cabinet Member for the Environment thanked Councillor McNamara and members of the Panel for the work they had undertaken in producing the report and noted that she looked forward to receiving the Panel's final report. Cabinet was advised that the proposed response to	

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	<p>this would be brought to its next meeting on 18 December 2012.</p> <p>RESOLVED:</p> <ul style="list-style-type: none"> i. That the report be noted. ii. That a response to the recommendations contained within the report should be compiled and received at the next Cabinet meeting on 18 December 2012. 	<p>Director of Place and Sustainability</p>
<p>CAB276.</p>	<p>HOUSING RELATED SUPPORT - PROPOSAL TO CEASE FUNDING FOR INELIGIBLE TASKS FOR OLDER PEOPLE</p> <p>Prior to consideration of the report a deputation was heard from Mr Chris Taylor of UNISON.</p> <p>Mr Taylor noted that consultation undertaken by the Council on the proposals had been good and that UNISON had been fully involved in this process from the outset. UNISON welcomed the Council's attempts to minimise compulsory redundancies; however, it had significant concerns regarding the proposals and their impact on residents.</p> <p>Mr Taylor noted that in addition to cleaning and laundry services residents would also be losing a range of additional help they currently received with everyday tasks such as collecting prescriptions, shopping, minor repairs and accompanying residents to medical appointments. He contended that the support provided by Scheme Support Assistants (SSAs) enabled residents to continue to live independently rather than requiring more resource intensive care. As such ceasing to provide the service may lead to greater longer term costs and represented a false economy.</p> <p>He asserted that if residents had to use their Benefits to pay for cleaning and laundry services and other for other assistance currently provided by the SSAs they may be pushed into poverty.</p> <p>Mr Taylor noted that the report sought approval for more that twenty posts to be deleted under delegated authority; however, his understanding was that the deletion of more than twenty posts required the approval of the Council's Corporate Committee and he requested clarification on this point. Mr Taylor concluded by arguing that the proposed use of a consultant represented an unwarranted expense and suggested that staff with expertise in this area that had been made redundant may be able to undertake this work.</p> <p>The Leader thanked Mr Taylor for his deputation and invited the Cabinet Member for Health and Adult Services to respond.</p> <p>The Cabinet Member for Health and Adult Services thanked Mr Taylor for his deputation and noted that the wellbeing of residents was of paramount importance. In order to ensure that residents did not feel isolated an Activities Coordinator was being appointed as part of the proposals. Residents would also be supported by the Council in finding</p>	

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alternative assistance and in ensuring that they were receiving all of the Benefits they were entitled to.

The Leader asked officers to respond to points raised by Mr Taylor. Cabinet was advised that in July 2012, as part of a report considered by Council, the level of redundancies that could be considered under delegated authority had been increased to fifty and therefore the proposals set out in the report with regard to staff redundancies did not require agreement from the Council's Corporate Committee.

With regard to Mr Taylor's suggestion that a member of staff should be used, rather than a consultant as proposed, Cabinet was advised that the person being employed was a long term member of agency staff with an extensive understanding of arrangements in Haringey.

The Cabinet Member for Housing noted that the level of savings required necessitated a reduction in non statutory services of this kind. Whilst this was regrettable, achieving the savings would enable the Council to continue to provide services to those in the most need. Measures would be taken to mitigate this and support would be provided to residents affected by the changes in order to ensure that they were in receipt of all of the Benefits that they were entitled to. Residents would also be put in contact with Voluntary and Community Sector (VCS) groups that provided services of this type.

The Leader noted that the decision to cease these services was regrettable; however, the financial challenges facing the Council meant that a range of non statutory services this would cease to be provided. She reiterated that as part of the process assistance would be provided by the Council to residents affected to ensure that they received all of the support that they were entitled to.

Cabinet considered the report, which sought agreement to the recommissioning of the Older People's Support Service with effect from 1 April 2013. The report also sought agreement, in principle, that ineligible tasks would no longer be funded by the Housing Related Support Programme.

RESOLVED:

- i. That the proposals with respect to the recommissioning of the Older People's Support Service and their implementation with effect from 1 April 2013 be approved.
- ii. That the feedback from consultation with residents be noted and the mitigation set out in 5.15 of the report, involving the re-assessment of affected residents and assisting them to make appropriate alternative arrangements for domiciliary care in accordance with their needs, be endorsed.
- iii. That the principle that ineligible tasks would no longer be funded by the Housing Related Support Programme, including the

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	<p>personal cleaning and laundry services carried out by the Scheme Support Assistants for individual residents of sheltered housing schemes, in order to contribute to the required savings, be confirmed.</p> <p>iv. That the staffing implications set out in paragraphs 5.20 – 5.24 of the report be noted.</p> <p><u>Alternative Options Considered</u></p> <p>The option of continuing to fund ineligible tasks had been discounted as this would not contribute to the achievement of savings nor would it comply with the HRS commissioning principles agreed by Cabinet in July 2012.</p> <p><u>Reasons for Decision</u></p> <p>The Housing Related Support Programme is required to achieve £1.5m savings in 2013/14. The proposed recommissioning of the Older People's Support Service and its implementation with effect from 1 April 2013 will contribute £386k to the achievement of this target.</p> <p>In order to contribute to the required savings, the principle that ineligible tasks will no longer be funded by the Housing Related Support Programme will be applied. This means that the personal cleaning and laundry carried out by the Scheme Support Assistants for residents of sheltered housing schemes will cease to be funded and alternative, appropriate funding will be sought.</p> <p>Access to appropriate funding for domiciliary care is effective mitigation of the proposals set out in the report. The proposed re-assessment of affected residents, along with assisting them to make appropriate alternative arrangements for domiciliary care in accordance with their needs, will help to maintain services as appropriate while making budget savings.</p>	
<p>CAB277.</p>	<p>REVISION OF STATEMENT OF GAMBLING POLICY</p> <p>Cabinet considered a report, presented by the Cabinet Member for the Environment, which presented the revised Statement of Gambling Policy and recommended its adoption by Council on 19 November 2012.</p> <p>In response to a question it was clarified that the introduction of an Article 4 Direction, to restrict changes of use from A1 to A2, which included Betting Shops, was limited in its ability to control the proliferation of these establishments as it only removed Permitted Development Rights. Cabinet was advised that in order for Local Authorities to control and limit the number of these establishments an amendment to the Gambling Act was required and that this had to be made parliament.</p> <p>The Cabinet Member for the Environment advised that the Council would</p>	

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	<p>continue to lobby Government for a change in this legislation.</p> <p>RESOLVED:</p> <p>That the revised policy be noted and recommended for adoption by Council on 19 November 2012.</p>	<p>Director of Place and Sustainability</p>
<p>CAB278.</p>	<p>ADMISSIONS TO SCHOOLS - PROPOSED ADMISSION ARRANGEMENTS FOR 2014/15</p> <p>Cabinet considered a report, presented by the Cabinet Member for Children's Services, which sought approval of proposed admission arrangements for all community schools to go out to public consultation on 3 December 2012.</p> <p>It was confirmed that alternative options were being considered to create additional places following the recent decision that Belmont Infant School would not be expanded and that Cabinet would receive a report with respect to these once they had been finalised.</p> <p>RESOLVED:</p> <p>That it be agreed that proposed arrangements for all community schools should go out to public consultation on 3 December 2012. The consultation was required to taken place for a period of eight weeks and would therefore close on 28 January 2013.</p> <p><u>Alternative Options Considered</u></p> <p>Not applicable.</p> <p><u>Reasons for Decision</u></p> <p>To ensure that the proposed admissions arrangements for community schools go out to public consultation within the statutory timeframe and that the co-ordinated scheme is adopted by the statutory deadline.</p>	<p>Director of Children's Services</p>
<p>CAB279.</p>	<p>CHILDREN'S TRUST ARRANGEMENTS</p> <p>Cabinet considered a report, presented by the Cabinet Member for Children, which set out proposals with respect to the re-establishment of the Children's Trust.</p> <p>It was noted that the proposed size and composition of the Trust was intended to promote the most efficient use of people's time whilst ensuring that there was the appropriate forum in place to facilitate partnership working.</p> <p>RESOLVED:</p> <p>That the Children's Trust be re-established as outlined in the report.</p>	<p>Director of Children's Services</p>

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	<p><u>Alternative Options Considered</u></p> <p>A short review of partnership arrangements for Children's Services in other Local Authorities has been carried out and the results have been used to inform the report.</p> <p><u>Reasons for Decision</u></p> <p>The re-establishment of the Children's Trust is in keeping with statutory requirements.</p>	
<p>CAB280.</p>	<p>WELBOURNE COMMUNITY CENTRE SITE</p> <p>Cabinet considered a report, presented by the Cabinet Member for Finance and Carbon Reduction, which sought agreement to the disposal of the Welbourne Centre site.</p> <p>Exempt information pertaining to the report was considered under Item 21 of the agenda.</p> <p>RESOLVED:</p> <ul style="list-style-type: none"> i. That the disposal of the Welbourne Centre site, in pursuance of the Council's regeneration objectives, be approved. ii. That the Head of Corporate Property Services be authorised, in consultation with the Director of Place and Sustainability and the Cabinet Member for Finance and Carbon Reduction, to approve arrangements and terms of disposal of the property as shown on the plan included within the report reference BVES A4 1427e. <p><u>Alternative Options Considered</u></p> <p>In June 2008 Cabinet fully considered the option of retention prior to deciding to release the site for redevelopment and this was again considered in 2009 when Cabinet decided to defer disposal in the light of the property market at the time.</p> <p>Following agreement of a vacation date with the current occupants and having received advice on the property market, the previous options have been reviewed. Given the strategic importance of the site together with the poor condition of the building and under utilisation of the site, retention of the building is not recommended. Retention as a community centre (whether managed by the Council or leased) would prevent realisation of greater benefits for the community and represent poor use of public assets as well as being uneconomic and unsustainable.</p> <p><u>Reasons for Decision</u></p> <p>The Council has previously agreed a long term aim for the disposal of this site, the community centre situated within it having reached the end of its useful life. The upcoming vacation of the centre combined with</p>	<p>Director of Place and Sustainability</p> <p>Head of Corporate Property Services/ Director of Place and Sustainability</p>

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	<p>improved market conditions and the impetus for regeneration from the relevant Master Plans mean that the conditions are now right for disposal to proceed.</p>	
<p>CAB281.</p>	<p>COMMUNITY RIGHT TO CHALLENGE</p> <p>Cabinet considered a report, presented by the Leader of the Council, which set out the approach for managing the Community Right to Challenge, pursuant to Regulations issued under the Localism Act 2011 and the delegation of powers for decisions on Expressions of Interest.</p> <p>RESOLVED:</p> <ul style="list-style-type: none"> i. That the approach to managing the Community Right to Challenge, pursuant to Regulations issued under the Localism Act 2011 be noted. ii. That the delegation of powers for decisions on Expressions of Interest (EOI) to the officers set out below, be approved: <ul style="list-style-type: none"> a. Relevant Directors for EOI with a value of up to £250k b. The Chief Executive of EOI with a value of £250k and above <p><u>Alternative Options Considered</u></p> <p>None.</p> <p><u>Reasons for Decisions</u></p> <p>Legislation requires councils to consider expressions of interest under the Community Right to Challenge.</p>	
<p>CAB282.</p>	<p>HOUSING RELATED SUPPORT CONTRACTS - AGREEMENT TO WAIVER</p> <p>Cabinet considered a report, presented by the Cabinet Member for Housing, which sought approval to waive the tendering requirements of Contract Standing Orders and the award of contracts as detailed in the exempt part of the report.</p> <p>Exempt information pertaining to the report was considered under Item 22 of the agenda.</p> <p>RESOLVED:</p> <ul style="list-style-type: none"> i. That the waiver of tendering requirements under Contract Standing Order 10.01.2 (d) on the grounds of the Council's overall interest be approved. ii. That the award of contracts as detailed in the exempt part of the report (Appendix 2) be approved. 	<p>Director of Adult and Housing Services</p> <p>Director of Adult and Housing Services</p>

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	<p><u>Alternative Options Considered</u></p> <p>The option of tendering all expiring contracts was considered but discounted on the grounds that in order to deliver the priorities within the Commissioning Plan, a procurement strategy is needed that is appropriate for each client sector, particularly where short term transitional arrangements are required, rather than a uniform approach for all contracts.</p> <p>The tendering of these contacts is unlikely to provide better value for money than that which can be achieved via negotiation, taking all factors into account. Significant Housing Related Support (HRS) and Corporate Procurement staff resources would be required for tendering, an investment that would not necessarily provide value for money.</p> <p>The option of tendering all expiring contracts was discussed with the Corporate Procurement Team and it was concluded that the proposed approach represented the best way forward for the Council.</p> <p><u>Reasons for Decision</u></p> <p>The proposed procurement approach helps to deliver the priorities within the HRS Commissioning Plan and makes a significant contribution to achieving the required savings. The tendering of the specified contracts would not provide better value for money than that which can be achieved with negotiation and effort and the timescales involved would not provide better value for money.</p>	
<p>CAB283.</p>	<p>LEASING OF FINSBURY PARK TRACK AND GYM/TENNIS COURT</p> <p>Cabinet considered a report, presented by the Cabinet Member for Communities, with regard to the long term leasing of the Finsbury Park Track and Gym and Tennis Courts to the Finsbury Park Sports Partnership Limited.</p> <p>Cabinet was advised that it was necessary to amend the recommendations set out in the original report in order to allow further time to respond to representations made by local residents' groups that had not received a response from the Council within the prescribed timetable. Councillor Watson apologised for this oversight and noted that he would be reviewing how consultation responses were responded to by officers.</p> <p>The recommendations had also been amended to require the Agreement to Lease and the Lease itself to be brought back to Cabinet for final approval.</p> <p>RESOLVED:</p> <p>i. That, subject to the recommendations set out in paragraph (ii) below, the Council be authorised dispose of Finsbury Park Sports Partnership Limited and Gym area and Tennis Courts, both of</p>	<p>Director of Place and Sustainabi lity</p> <p>Director of Place and</p>

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	<p>which form part of Finsbury Park in terms to be agreed and also in accordance with the key milestones set out in the report.</p> <ul style="list-style-type: none"> ii. That the Agreement to Lease and Lease itself was brought back to Cabinet for final approval. iii. That the grant, as set out in paragraph 7.4 of the report be authorised. iv. That the investment proposals submitted by the Partnership be endorsed, subject to successful funding applications to a range of external partners. v. That the amended opening hours and operation of the park, as referred to in the report, be approved. <p><u>Alternative Options Considered</u></p> <p>The February 2011 Cabinet report considered the future direction of leisure service delivery and the various options available. The option of leasing out Finsbury Park Track and Gym was approved and officers then advertised the leasehold opportunity in November 2011.</p> <p>Subsequently during the informal tender process a query was raised about including the tennis courts within the tender package in order to improve prospects for financial sustainability. This was in line with successful Council practice at Albert Road Recreation Ground.</p> <p>Two bids were considered and evaluated. The Partnership bid was considered the strongest for a number of reasons:</p> <ul style="list-style-type: none"> a) The robustness of their proposal indicated that external funding stood a good chance of being obtained and that they could run a successful business while actively engaging the local community. b) In principle support from Sport's National Governing Bodies (NGBs) and external funders. c) Provision and engagement of a wider range of sports and stakeholders. d) Stronger evidence of local community engagement and support. <p><u>Reasons for Decision</u></p> <p>This decision is required to implement the approach agreed by Cabinet in February 2011 to lease out the facility to local clubs/agencies. The public consultation undertaken indicated strong support for a change to park opening hours and improved sports facilities at Finsbury Park.</p> <p>The risk in adopting this approach is mitigated by the two step approach incorporating the initial 'Agreement to Lease' phase'.</p>	<p>Sustainability</p> <p>Director of Place and Sustainability</p> <p>Director of Place and Sustainability</p>
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<p>CAB284.</p>	<p>MEMBER APPOINTMENTS TO REMAINING VACANCIES ON THE CORPORATE PARENTING ADVISORY COMMITTEE AND CHILDREN'S SAFEGUARDING POLICY AND PRACTICE COMMITTEE</p> <p>Cabinet considered a report, presented by the Leader of the Council, which sought approval to appoint Members to vacancies on the Corporate Parenting Advisory Committee and Children's Safeguarding Policy and Practice Committee.</p> <p>RESOLVED:</p> <ol style="list-style-type: none"> i. That Councillor Dilek Dogus be appointed to serve on the Corporate Parenting Advisory Committee. ii. That Councillor Gideon Bull be appointed to serve on the Children's Safeguarding Policy and Practice Committee. 	<p>Head of Local Democracy and Member Services</p>
<p>CAB285.</p>	<p>MINUTES OF OTHER BODIES</p> <p>RESOLVED:</p> <p>That the minutes of the following meeting be noted:</p> <ul style="list-style-type: none"> ➤ Corporate Parenting Advisory Committee – 4 September 2012 ➤ Children's Safeguarding Policy and Practice Advisory Committee – 17 September 2012 	<p>Head of Local Democracy and Member Services</p>
<p>CAB286.</p>	<p>SIGNIFICANT AND DELEGATED SIGNIFICANT ACTIONS</p> <p>Cabinet considered a report, presented by the Leader of the Council, which set out the significant and delegated actions taken by Directors since the previous meeting.</p> <p>RESOLVED:</p> <p>That the report be noted.</p>	
<p>CAB287.</p>	<p>NEW ITEMS OF URGENT BUSINESS</p> <p>There were no new items of Urgent Business.</p>	
<p>CAB288.</p>	<p>EXCLUSION OF THE PRESS AND PUBLIC</p> <p>RESOLVED:</p> <p>That the press and public be excluded from the remainder of the meeting as the items below contained exempt information, as defined under paragraph 3, Part 1, schedule 12A of the Local Government Act 1972.</p>	
<p>CAB289.</p>	<p>EXEMPT MINUTES</p>	

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TUESDAY, 13 NOVEMBER 2012**

	<p>RESOLVED:</p> <p>That the exempt minutes of the Cabinet meeting held on 16 October 2012 be confirmed as a correct record.</p>	
CAB290.	<p>WELBOURNE COMMUNITY CENTRE SITE</p> <p>Cabinet consider exempt information pertaining to agenda Item 11.</p>	
CAB291.	<p>HOUSING RELATED SUPPORT CONTRACTS - AGREEMENT TO WAIVER</p> <p>Cabinet consider exempt information pertaining to agenda Item 13.</p>	
CAB292.	<p>SIGNIFICANT AND DELEGATED SIGNIFICANT ACTIONS</p> <p>Cabinet consider exempt information pertaining to agenda Item 17.</p> <p>RESOLVED:</p> <p>That the report be noted.</p>	
CAB293.	<p>NEW ITEMS OF EXEMPT URGENT BUSINESS</p> <p>There were no new items of Urgent Business raised.</p>	

The meeting closed at 7.45pm.

COUNCILLOR CLAIRE KOBER

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Chair

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Haringey Council

Report for:	Cabinet 18 th December 2012	Item Number:	TBC
Title:	Response to Environment and Housing Scrutiny Panel interim report on the Waste and Recycling Services		
Report Authorised by:	Lyn Garner Director of Place and Sustainability		
Lead Officer:	Stephen McDonnell- Assistant Director Single Frontline		
Ward(s) affected: All	Report for Key/Non Key Decisions:		

1. Describe the issue under consideration

- 1.1. The interim report of the Environment and Housing Scrutiny Panel on the new waste and recycling service contained a number of recommendations in regards to the final stage of the roll-out of the changes to the waste collection services as set out in Appendix A. This report provides a proposed Cabinet response to the recommendations made by the Panel and received by Cabinet on 13th November.

2. Cabinet Member introduction

- 2.1. The changes to the waste and recycling services in Haringey have been one of the biggest service changes that have been undertaken and directly affected approximately 75% of Haringey's households. This provision is one of the main services which affect resident perception of the Council as it is delivered to every household on a weekly basis. The last phase, which saw the introduction of the weekly recycling and fortnightly residual collection to 13,000 households in Tottenham as well as a change in the collection day for 80% of households across the borough is still to settle down and being closely monitored.
- 2.2. I welcome the interim recommendations from the Scrutiny Panel. The resident survey of the new service shows that overall residents are satisfied with the changes with 87% very satisfied or satisfied with the weekly recycling and 62%



Haringey Council

very satisfied or satisfied with the fortnightly residual collection. Many of the recommendations are concerned with communication and consultation with ward members and residents. There has been an unprecedented amount of resident engagement on this service change and in agreeing to many of the recommendations, Cabinet will be demonstrating that it accepts that improvements can still be implemented as engagement with residents will be ongoing on waste and recycling.

- 2.3. I look forward to the final report of the Scrutiny Panel which will also provide a further opportunity to update Cabinet on the progress that has been made.

3. Recommendations

- 3.1. The Cabinet is asked to agree the response to the interim recommendations as set out in Appendix B.

4. Alternative options considered

- 4.1. Not applicable

5. Background information

- 5.1. The council has rolled out a new waste collection service designed to increase recycling rates and reduce carbon emissions. The changes have been introduced in a three phased approach to all street fronting properties :
- Phase 1 (5th March 2012) to 22,000 households predominantly in the west of the borough;
 - Phase 2 (18th June 2012) to 44,000 households predominantly in central parts of the borough;
 - Phase 3 (22nd October 2012) to 15,000 households predominantly in the east of the borough.
- 5.2. All dry recyclables, food and garden waste are continued to be collected on a weekly basis. The remaining residual waste is being collected fortnightly. The implementation of the new service is a key component of delivering the waste contract targets of 40% recycling rate and a 40% reduction in carbon emissions by 2015.
- 5.3. The full year effect of introducing fortnightly collections across all three phases is an increase in recycling of 7%. Throughout the year the Veolia Engagement Team will continue to engage with households to maximise the amount of waste recycled and composted.
- 5.4. The Council is on target to deliver its 2012/13 target of 31.7%.



Haringey Council

- 5.5. Achieving the 2015 target will result in the Council saving up to £1 million in avoided landfill disposal cost. In addition it is anticipated that this will save 12,000 tonnes CO2 equivalent.
- 5.6. The interim report was presented to the Environment and Housing Panel on 22 October 2012, which was the same day that the last phase of the roll-out of the waste service changes started. Both the Council and Veolia will be continuing to work with residents on the implemented changes on an on-going basis and it is in this context that many of the recommendations are accepted.
- 5.7. Of the ten recommendations, eight are agreed and two are partly agreed. In responding to recommendation 1, it is not possible to agree the return to weekly collections in particular circumstances as this would be contrary to current policy and likely to require additional budget provision. The response to recommendation 7 on the minimum training for staff it is not considered practical for all local officers (neighbourhood action teams, village manager, crew, street cleaners, Veolia monitoring staff and Councillors) to have complete knowledge of all recycling facilities in the borough and all collection days, but they should be able to advise residents on where to get the information.

6. Comments of the Chief Finance Officer and financial implications

- 6.1. The majority of the interim recommendations can be implemented at no or minimal costs and thus can be auctioned within existing resources.
- 6.2. However, where a recommendation has clear budgetary implications which would incur additional cost outside of the contractual budget envelope, for example recommendation one of the interim recommendations, then Cabinet would need to agree appropriate budgetary provision before the recommendation could be agreed and implemented.

7. Head of Legal Services and legal implications

- 7.1. The Head of Legal Services notes the contents of the report and the response to the Environment and Housing Scrutiny Panel Report and advises that there are no specific legal issues.
- 7.2. The interim recommendations will need to be carried out pursuant to the Council's Waste Management Contract with Veolia.

8. Equalities and Community Cohesion Comments



Haringey Council

9. Head of Procurement Comments

9.1. Not applicable

10. Policy Implication

11. Reasons for Decision

11.1. The Scrutiny Panel heard evidence from a wide range of stakeholders and visited a number of sites across the borough to gather evidence on issues that have arisen following the introduction of the changes. This report provides a response to the recommendations.

12. Use of Appendices

12.1. Appendix A- Environment & Housing Panel Interim Report on Waste & Recycling Service

12.2. Appendix B- Response to Scrutiny recommendations

13. Local Government (Access to Information) Act 1985



Haringey Council

Report for:	Cabinet - 13 November 2012	Item Number:	Appendix A
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Title:	Interim scrutiny report on waste and recycling services
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Report Authorised by:	Cllr Stuart McNamara Chair, Environment & Housing Scrutiny Panel
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Lead Officer:	Martin Bradford, Policy Officer, Strategy & Business Intelligence martin.bradford@haringey.gov.uk
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Ward(s) affected: All	Report for Key/Non Key Decisions:
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1. Describe the issue under consideration

- 1.1 This is an interim report on the new waste and recycling service produced by the Environment and Housing Scrutiny Panel. The report contains a number of recommendations for approval to assist the final stage of the roll-out of the new waste and recycling service.

2. Cabinet Member Introduction

- 2.1 This is a report of the Environment & Housing Scrutiny Panel.

3. Recommendations

- 3.1 That Cabinet note the attached report and agree the enclosed recommendations as set out at Part 3 therein.

4. Other options considered

- 4.1 Not applicable.

5. Background information

- 5.1 A new waste and recycling service is being introduced in Haringey which includes the weekly collection of recyclables, fortnightly collection of residual waste and weekly collection of food and garden waste.

- 5.2 The new service is being introduced to kerbside properties in three phases:
- Phase 1 (March 2012) to 22,000 households predominantly in the west of the borough;
 - Phase 2 (June 2012) to 44,000 households predominantly in central parts of the borough;
 - Phase 3 (October 2012) to 15,000 households predominantly in the east of the borough.
- 5.3 The Environment and Housing Scrutiny Panel agreed to assess what had been learnt from the implementation of phase 1 and phase 2 of the new waste and recycling service with a view to developing recommendations that could assist plans for the final stage of the roll out (phase 3).
- 5.4 In fulfilling this objective, the panel have received evidence from:
- Council Officers (Single Front Line) and Housing Improvement Team;
 - Veolia (waste collection contractor);
 - Four local authorities (Bexley, Brent, Harrow and Southwark);
 - North London Waste Authority;
 - Local residents, residents associations and community groups via a public meeting and an on-line survey.
- 5.5 The panel also visited a number of sites across the borough to gather evidence on problems that have arisen.
- 5.6 The panel have made a number of recommendations within an interim report (attached) to assist plans for the final stage of the rollout of the new waste and recycling service which commenced on 22nd October. These recommendations were approved by Overview & Scrutiny Committee on 22nd October 2012.
- 5.7 The panel will be submitting further recommendations in a future report in relation to the wider questions of how to engage residents more effectively and how to increase recycling rates across the borough.
- 6. Comments of the Chief Financial Officer and Financial Implications**
- 6.1 The majority of interim recommendations can be actioned within existing resources if agreed at the appropriate level. If any of the recommendations require additional resources, for example additional staff to do liaison and monitoring work, if this cannot be contained within existing resources then Cabinet agreement for additional funding will need to be agreed before the work can progress.
- 7 Head of Legal Services and Legal Implications**
- 7.1 The Head of Legal Services has been consulted on this report.
- 7.1 Scrutiny panels are non-decision making bodies and the work programme and any subsequent reports and recommendations that each panel produces must be approved by the Overview & Scrutiny Committee. Such reports can then be referred to Cabinet or Council under agreed protocols.

7.2 The inclusion of non-executive members who are not members of the Overview and Scrutiny Committee means that the Panels cannot discharge overview and scrutiny functions and must direct all their conclusions/findings/recommendations to Overview and Scrutiny Committee for approval.

7.3 There are no other legal implications arising from this report.

8. Equalities and Community Cohesion Comments

8.1 Overview and scrutiny has a strong community engagement role and aims to regularly involve local stakeholders, including residents, in its work. A number of consultation processes have been used by the Environment & Housing Scrutiny Panel to engage and seek the views of local stakeholders to date which have included:

- An open public meeting;
- A consultation web page;
- An on-line survey promoted and distributed to members, local residents, residents associations, community and voluntary sector groups and Area Committees;
- Paper survey distributed via local libraries.

8.2 This is an interim report that provides a preliminary analysis of data obtained to date. It is expected that any equalities issues identified within the consultation or other data collection methods will be highlighted and addressed in the conclusions and recommendations in the final panel report (January 2013).

9. Head of Procurement Comments

9.1 Not applicable.

10. Policy Implications

10.1 Recommendations within this interim report are based on the evaluative findings of phase 1 and phase 2 of the new waste and recycling service with a view to assisting operational plans for the final rollout to households covered in phase 3. Recommendations for future policy options for improving recycling once the new waste and recycling service has been introduced across the borough, will be assessed in the final report (expected in January 2013).

11. Use of Appendices

11.1 Appendix A is report of site visits undertaken by the Environment and Housing Scrutiny Panel.

11.2 Appendix B is an interim summary of quantitative and qualitative data from an online survey conducted by the Environment and Housing Scrutiny Panel.

12. Local Government (Access to Information) Act 1985

Environment & Housing Scrutiny Panel

The New Waste and Recycling Service in Haringey

An Interim Report on the work of the Environment and Housing Scrutiny Panel to assist the final phase 3 rollout of the new waste and recycling service.

October 2012

1. Introduction

- 1.1 A new waste and recycling contract was agreed in April 2011 with the aim of improving local recycling rates, reducing carbon emissions and reducing the costs of waste and recycling services to local taxpayers.
- 1.2 Under this new contact, a new system of waste collection was introduced which included the following:
 - Introduction of wheelie bins for recycling;
 - Recycled waste collected weekly, non recyclable waste collected fortnightly;
 - Food and garden waste collected weekly;
 - Free collection of most bulky waste items.
- 1.3 It was agreed that the new waste collection system would be implemented across Haringey in three phases during 2012. The new waste system was introduced to 66,000 households covered by phases 1 and 2 in March 2012 and June 2012 respectively. Phase 3 is due to be implemented across a further 15,000 households on October 22nd 2012.
- 1.4 It was agreed that the Environment and Housing Scrutiny Panel (EHSP) would assess what had been learnt from the implementation of the new waste and recycling service in phase 1 and phase 2, and from this, develop recommendations that may assist plans for the final rollout to households covered in Phase 3. It was also agreed that the panel would also assess future policy options for increasing recycling rates once the new service had been fully introduced across the borough.
- 1.5 This is an interim report which provides an overview of the work of the work undertaken by the EHSP to date. In addition, it details the initial conclusions and recommendations of the panel that may assist plans for the final phase of the rollout of this service.

2. The work of the panel to date

- 2.1 The EHSP has undertaken a number of investigative processes to gain a deeper understanding of the new waste and recycling service and the issues involved in its implementation. This has involved:
 - Site visits to 5 locations in Haringey;
 - A panel meeting to talk to officers from Single Front Line Service (Haringey Council), Housing Improvement (Haringey Council) and Veolia (waste collection contractor);
 - An evidence gathering session held with North London Waste Authority and 4 other local authorities which have introduced similar schemes;
 - A public meeting for local residents, residents associations and other community groups;
 - A public consultation exercise conducted through an on-line survey and supported through a [dedicated consultation webpage](#) (closing date 26/10/12).

Site visits (18th September)

- 2.2 The purpose of the visit was to gain an understanding of current and future challenges in the implementation of the new waste and recycling service. In this

context, the panel visited a number of case study sites where the new waste and recycling service had been introduced (phase 1 and phase 2) as well as where this was about to be introduced (phase 3).

- 2.3 The panel noted that there were a number of ongoing issues in relation to the phase 1 and 2 implementation of the new waste and recycling service. These were:
- Side waste in houses of multiple occupation;
 - The need to develop more bespoke solutions for properties with no front gardens where limited options existed for the accommodation of bins;
 - The proliferation of bins which was highlighted as an aesthetic problem in certain areas, including conservation areas;
 - The need for a more proactive approach to bin rationalisation (use of larger bins, bin sharing, community bins);
 - Incidents of poor compliance (limited recycling and contamination of recycled waste).
- 2.4 A briefing report of the sites visited and observations of the panel is attached in Appendix A.

Panel Meeting (24th September)

- 2.5 Officers from Single Front Line, Housing Improvement and Veolia attended the Environment and Housing Scrutiny Panel on the 24th September to discuss various aspects of the implementation of the new waste and recycling service in Haringey.
- 2.6 Key points derived from the evidence of officers is summarised below:
- Single Front Line:
 - The level of engagement prior to implementation was higher in Haringey (property by property) than in other boroughs (street by street);
 - Engagement with local residents underpinned service adaptations where the new system 'did not fit';
 - Of 44,000 households in phase 2, approximately 400-450 (about 1%) were problem properties of which 20% of these were houses of multiple occupation (HMO);
 - Greater engagement of ward councillors was recognised as being key to engaging local communities and to brokering local waste and recycling solutions.
 - Housing Improvement:
 - New opportunities to enforce compliance with waste and recycling service among HMOs would be created with the introduction of the Discretionary Licensing Scheme (June 2013);
 - The application of the HMO Discretionary Licensing Scheme would benefit from a multi-disciplinary approach to ensure the collation and cross-reference of enforcement data across the council.
 - Veolia:
 - Call centre staff have been doubled to respond to the high volume of calls during Phase 2 of the roll out;
 - Use of pictorial flash and Language Line (a telephone translation system) will assist with resident engagement in Phase 3;

- During the roll out of phase 3 additional call centre staff would be used and additional vehicles would be in operation with crew hours extended where needed including on Saturdays;
- The introduction of five collection zones in Phase 3 would lead to greater efficiency and offer additional back up for crews, although this would necessitate a change in collection day for many households.

Evidence gathering with North London Waste Authority and London Boroughs (1st October)

2.7 The panel met with North London Waste Authority (NLWA) and representatives from other local authorities that had also developed fortnightly collection systems similar to that being introduced in Haringey. This helped the panel to develop a comparative evidence base through which to assess local waste and recycling service developments in Haringey. Those authorities that gave evidence to the panel were:

- LB Brent (introduced fortnightly collection in 2011);
- LB Bexley (have fortnightly collection, and have the highest recycling rate in London);
- LB Harrow (introduced fortnightly collection in 2006 and have the second highest recycling collection rate in London);
- LB Southwark (introduced fortnightly collection in 2010 within an inner city area)
- NLWA.

2.8 The panel noted the key points from the evidence presented by the other local authorities which included:

- Implementation of new waste and recycling collection service was always going to be difficult at first but produced positive results:
 - all boroughs reported significant local upheaval which took between 4-6 weeks to bed down;
 - fortnightly collection produced a significant increase in recycling rates (e.g. Brent rose from 30% to 46% among kerbside properties).
- New collections systems should be both simple and flexible:
 - Importance of engagement with residents to develop localised services where the standardised approach does not work;
 - Using simple systems (comingling) can aid compliance;
 - Clear communications and branding assists with service identification.
- Relative cost efficiency of recycling is an important message to convey locally:
 - In one authority the cost of collection and disposal of residual waste was £122.39 per tonne as compared to an income of £1.70 per tonne derived from the collection of all recyclables. How this could be spent on other key services such as libraries and parks resonates with residents.
- Waste and recycling collection systems should be underpinned by a range of supporting policies to aid compliance and encourage recycling:
 - Rules relating to not collecting side waste or contaminated bins should be rigorously enforced;

- Compulsory recycling initiatives have usually been successful without recourse to enforcement action being necessary on a wide scale basis;
- Education and awareness raising (schools, public engagement, localised door knocking) can have a big impact.

Public consultation (1st October)

2.9 There were three strands to the public consultation element of the panel's work with the waste and recycling service: a public meeting, launch of consultation web page and an on-line survey.

Public Meeting

2.10 A public meeting was held for Councillors, local residents, community groups and residents associations at Haringey Civic Centre on 1st October. Representations were received by the panel from Sustainable Haringey, representatives from 6 residents associations, two local residents and two local Councillors.

2.11 A summary of the key issues presented to the panel at the public meeting are given below:

- There were concerns about the incidence of overflowing bins and side waste, particularly in properties of multiple occupancy (which appeared to be a borough wide issue).
- Quality monitoring issues were a contributor to dissatisfaction with new waste and recycling service such as:
 - bins not consistently collected, especially food waste bins;
 - bins left strewn in street;
 - rubbish left in street after collection;
 - bins not returned to correct properties.
- The need for greater coordination in the identification, reporting and response to local problems with the waste service and recycling service.
- Ongoing need for improving awareness and education (of what can be recycled, where to recycle locally and what happens to recycling after it has been collected).

2.12 Single Front Line service were present to help respond to individual concerns raised at the meeting about the new waste and recycling service. Where individual cases were raised it was agreed that Single Front Line would investigate further and report back to the panel as case study examples.

Consultation web page

2.13 A consultation web page was developed and launched to support the public engagement and consultation role of the panel. The consultation page provided details of why the consultation was being undertaken, how local people could contribute and what would happen to the information provided. The web page also provided direct access to an on-line survey, where local residents could feedback their experience of the new waste and recycling service, identify local barriers to recycling and what would help them to recycle more. Local residents could also

email responses directly to the scrutiny service. 25 written responses have been received by 18th October.

On line survey

- 2.14 An on-line survey was developed to support wider engagement and involvement in the scrutiny panel consultation process. Links to the survey were promoted and distributed through the council website, local residents associations and community groups. The on-line survey is open until the 26th October.
- 2.15 Up until 10/10/12, 146 responses were received to the on-line survey. The headline figures from *interim* quantitative analysis of these responses are summarised below:
- 88% of respondents who used the weekly collection of recycled waste were very satisfied / satisfied with this service;
 - 62% of respondents who used the fortnightly collection of residual waste were very satisfied / satisfied with this service;
 - 80% of respondents who used the weekly collection of food and garden waste were very satisfied / satisfied with this service;
 - 87% of respondents who used the bulky items collection service were very satisfied / satisfied with this service;
 - In relation to quality monitoring issues, respondents indicated frequent occurrence of four main problems:
 - bins left strewn in the street (21%);
 - side waste / overflowing bins (20%);
 - stray litter in street after collection (18%);
 - missed collections (13%).
 - Whilst a majority (72%) of respondents indicated that the new system had made it easier for them to recycle, proportionally fewer agreed that it had made them more aware of recycling (40%) or had helped to keep their street cleaner (34%).
- 2.16 Overall, the survey responses indicate an overwhelmingly positive response to the new system. Concerns focus on the consistency of how the four main problems (as listed above) are dealt with on an ongoing basis.
- 2.17 A interim summary of analysis of both quantitative and qualitative responses received up until 10/10/12 is contained in Appendix B.

3. Interim recommendations

- 3.1 Upon consideration of evidence received, the panel have agreed ten recommendations to assist plans for the final phase of the roll-out of the new waste and recycling service. These are described below:

- 1 Where the successful application of the new waste and recycling collection system is not immediately deliverable (e.g. no room for wheelie bins), a more bespoke system is developed which utilises the full range of available receptacles: bags; boxes; boxes with bags; 120, 240 & 360 litre bins; food waste bins; hessian sacks and community bins and is undertaken in consultation with ward councillors, local residents, residents associations and community groups. This should also include

the option of returning to weekly collection of residual waste in exceptional circumstances where other options have been ruled out as unworkable.

- 2 That there is greater general inclusion of ward councillors by Single Front Line Service during phase 3 of the rollout of the new waste and recycling service. Ward Councillors should be provided with a list of potential problem sites/ streets within their ward to enable them to assist in engaging and supporting residents in the development of local waste and recycling collection solutions where one is not immediately apparent.
- 3 That an information and advice sheet is developed on the bin rationalisation options available (e.g. larger bins, bin sharing, community bins) which is circulated to local residents, residents associations and community groups and published on the Council website. This could be in the form of a 'How to Guide.' This is to be implemented once the new system has bedded down and residents have adjusted to the increase in volume of materials that they are able to recycle and establish volumes required for residual waste.
 - It is important to emphasise that the onus of brokering agreements between residents on bin rationalisation in shared premises should rest with the residents themselves and not the council whose responsibility should be the facilitation of reasonable changes suggested where possible;
 - There should be greater use of social media to facilitate successful bin rationalisation requests.
- 4 To ensure consistency and coordination of approaches within the phase 3 roll-out, that a ward based update is provided to (1) local councillors and officers and (2) local residents and community groups that incorporates:
 - Basic collection information (e.g. collection day);
 - Veolia help desk number and other key contacts;
 - Local performance measures (e.g. missed collections, side waste, open lids).
- 5 That quality assurance and performance monitoring systems are assessed to ensure that there is a robust and effective mechanism to identify and respond to:
 - Missed collections;
 - Food waste not being collected;
 - Bins not returned to properties (or left on street);
 - Detritus left in the street after waste collection;
 - Broken or missing bin lids.
- 6 Where a problem area or street has been identified in the phase 3 roll out, that a lead officer (Veolia or Haringey Council) is identified to:
 - Ensure that service responses are timely, coordinated and seen through to conclusion;
 - Lead on local engagement;
 - Provide liaison support between local agencies and Councillors, residents and residents groups to help identify a sustainable solution to identified problems.
- 7 Ensure that there is a consistent level of awareness of the new waste and recycling collection system among local officers (neighbourhood enforcement team, village

manager, crew, street cleansers, monitoring officer and Councillors) and that there is training to bring staff up to an acceptable minimum standard in relation to:

- Consistent messaging from both Council and Veolia staff;
- Knowledge of what, where and when materials can be recycled locally;
- When collection days are;
- Different types of receptacles available;
- Appropriate signposting to address issues or concerns raised within the locality;
- How problems that arise are dealt with and by whom.

8 That there is greater liaison with landlords, letting agents and other managing agents to ensure that those properties which are not adhering to the new waste and recycling collection system are held to account. This should be seen as part of a general shift in emphasis towards holding to account those landlords whose properties are kept below minimum standards.

9 That there is greater liaison between Single Front Line Service and the Housing Improvement Team (private sector) in which properties with waste and recycling problems are cross referenced against borough wide enforcement data with a view to strategic enforcement of the worst offenders (under Management Regulations within the Housing Act).

10 That all engagement materials are in plain and simple language and where possible, supported by pictorial illustrations.

4. The next steps

4.1 The consultation runs until 26th October 2012. A further report with analysis of all quantitative and qualitative data received by the panel will be produced. A summary of these findings will also be distributed to those that participated.

4.2 The panel will undertake a further evidence gathering session to identify those policy options available to the council that may further increase local recycling rates subsequent to the complete roll-out of the new waste and recycling service. In this context, the panel will assess schemes that encourage local behaviour change (e.g. incentives for recycling) as well as looking at the range of enforcement options available to encourage further participation of households that do not currently comply with local waste and recycling collection systems.

4.3 The panel also plan to visit the local waste and recycling centre in Edmonton which encompasses a composting site, incinerator and mechanical recovery facility (MRF). This will enable further insight as to what happens to waste and recycling materials collected within the borough.

4.4 A further report, including all the panels' conclusions and recommendations, will be produced for the EH SP meeting on 8th January 2013.

Appendix A

Report from Panel Visits on 18th September

Background

The Environment and Housing Scrutiny Panel visited a number of local areas as part of its work in assessing the new waste and recycling service. The visit encompassed sites in Phase 2 where the new waste and recycling service has already been introduced and a site in Phase 3 where the new service commences at the end of October.

The following provides a summary of some of the issues identified by the panel at the various locations visited by the panel across the borough.

Eldon Road, N22

The Panel visited a small parade of shops on Eldon Road with flats above. The panel noted that although there had been some improvement, there were ongoing problems with side waste (see attached photo 1). The panel were joined by Cllr Meehan (ward councillor) who outlined some of the presenting issues for this street.

Points of note:

- Although there was no actual front garden, there was space outside the properties which merged with the pavement;
- It was also apparent that the recycling bins were not being used which was a significant contributor to the problem of side waste. Similarly, there was a lot of food waste in the residual bins which had attracted flies;
- The panel noted that even though collection day was some way off, there were already flies around the overflowing bins. This situation would have been more problematic if it had been a hot summer day;
- Residents in ground floor flats understandably did not want to look out on to overflowing and smelly bins. In this instance, some had been moved to an adjacent (commercial) property;
- It was noted that the Neighbourhood Action Team has visited the property but had been unable to successfully engage with tenants;

- Further work is planned through the Landlords Forum via the Enablement Team;
- It was suggested that the letting agency may also provide an additional focus to ensure tenant compliance;
- The panel also noted other properties where there was side waste in the area;
- It appeared that the new waste and recycling system was working well in other parts of this street where there was ample space in the garden to accommodate bins (photo 2).

Lyndhurst Road, N22

The panel visited this area as there had been issues with too many bins. The panel noted that the structure of properties in this road, with four doorways opening on to a small frontage, was creating problems for bin storage and access (photo 3).

Points of note:

- In some instances there were 9 (photo 4) or even 11 bins (photo 5) for four properties;
- In some properties, there was a range of different size bins being used (120l, 240l and 360l) which would demonstrate that there had been some engagement with the Single Front Line to obtain service adaptations;
- It was noted that the number of bins could be reduced if there were further cooperation between neighbouring properties (i.e. sharing of larger bins);
- Members noted that bin rationalisation was a reactive service (adapting size of bin) and that more information could be made available about the bin size options available to residents;
- The panel noted that there were many green boxes still present in front gardens even though this service was no longer being used. The panel noted that whilst these had generally been collected, some residents had elected to retain them;
- The panel looked at some of the recycling bins and noted that in some cases, little was being recycled. There was clearly an education and awareness issue that needed to be addressed to encourage more recycling;
- The panel heard that Neighbourhood Action Team officers had visited and resurveyed the road so as to review possible options available to local residents to help reduce the number of bins.

The panel inspected a street (Spigurnell Road, N17) directly after the morning waste collection.

Points of note:

- The collection team had removed all residual waste and the bins had replaced. However, the collection team had pulled out and left recycling bins and garden waste receptacles (ready for a following crew) on the pavement. This was causing an obstruction to pedestrians (photo 6 and photo 7);
- Residents on the street noted that the second recycling crew generally did not come around until the afternoon so the bins were left scattered on the pavement until that time;
- The panel noted that this was a quality assurance monitoring issue.

Cissbury Road, N15

The panel visited this road as it is in Phase 3 and is symptomatic of some of the issues that the final roll out will present to SF. The main problem identified here was that there was minimal space in front of properties to store two waste and recycling bins.

Points of note:

- There was approximately only 1m of frontage in each property which presented limited space for bins (photo 8). The presence of gas meters further limited space (photo 9) and in some cases meant the front gardens could not be used;
- Gates to properties needed to open outwards for bin retrieval;
- Officers noted that due to the limited space within the front boundary of these properties that they would consider installing smaller 120 litre recycling bins or institute sack collections instead;
- The panel noted that in phase 3 the collection day would change for all kerbside properties. This was necessary as current collection days were a 'patchwork' and need to be harmonised and made more efficient. As collections will take place on 5 days a week, the borough will be divided in to 5 areas with a corresponding collection day;

- The panel noted that the council and Veolia are currently in the process of reviewing the property audit information in order to ensure the correct containers are delivered whilst taking into account local circumstances.

Milton Avenue & Milton Road, N6

Residual bins were rolled out across the borough in 2003, although bins were not supplied to Milton Avenue. However, a number of residents expressed a concern that bags were being continually split open by foxes resulting in litter being strewn across the street. Following discussions with residents the council introduced wheelie bins onto the street in 2005. From 2005 until February 2012 these collections remained the same.

Following the roll out of phase 1 and the introduction of a recycling bin to replace green boxes a number of residents have complained about the number of the bins on the street. Following a walkabout with officers and ward councillors officers reduced the number of bins to the current levels i.e. through larger bins and bin sharing. However, a number of residents have requested that many more, if not all, bins should be removed from the street. In order to address this and ensure due representation from as many residents as possible, a consultation exercise was undertaken. The consultation exercise was undertaken in July. This involved officers door-knocking, on two separate occasions, to explain the 3 options being put forward for consideration. Residents were also given the opportunity to put forward their own comments. (The panel were joined by Cllr Allison and a local resident).

Points of note:

- The panel noted that the number of bins on both Milton Avenue (photo 10) and Milton Road (photo's 11 and 12) made them look cluttered;
- There are on average four flats in each building which means that there is a significant demand for waste services in each property. Residual waste is kept in the frontage of some properties, where possible;
- Some local residents stated that the number of bins made the street look run down. Those residents in ground floor flats had to face out on to bins which were unpleasant, especially in summer when these were likely to smell;
- Some residents had grouped together and obtained larger bins to help reduce the number of bins on the street;
- There was some concern that the reduction in bins was precipitating some side waste issues;
- In the consultation with local residents, 76% of those that responded wanted bins to remain on the street;

- Milton Road has seen no rationalisation of bins thus the street looks exceptionally cluttered with bins (photo 10).

Photo 1 – Eldon Road, N22



Photo 2 – Eldon Road, N22



Photo 3 - Lyndhurst Road, N22



Photo 4 - Lyndhurst Road, N22



Photo 5 – Lyndhurst Road, N22



Photo 6 -Spigumell Road, N17



Photo 7 - Spigurnell Road, N17



Photo 8 - Cissbury Road, N15



Photo 9 – Cissbury Road, N15



Photo 10 - Milton Avenue, N6



Photo 11 - Milton Road, N6



Photo 12 - Milton Road, N6



Appendix B **Environment and Housing Scrutiny Panel**

Interim results from the waste and recycling survey as of 10th October 2012

The following provides a summary from the on-line survey undertaken to support the work of the Environment and Housing Scrutiny Panel in respect of the new waste and recycling service. Data analysis relates to those responses received electronically up to and including 10th October 2012 and does not include paper or other qualitative responses. The consultation is open until 26th October 2012.

Qualitative data is illustrative of the key issues emanating from responses received to date and has not been subject to full qualitative analysis as this will only be possible when the consultation closes and all responses have been received.

About those who responded

As of 10th October, 146 people had responded to the on-line survey. The overwhelming majority (97%) of these were responses from individuals, the remainder (3%) being from representatives from residents associations or other community groups.

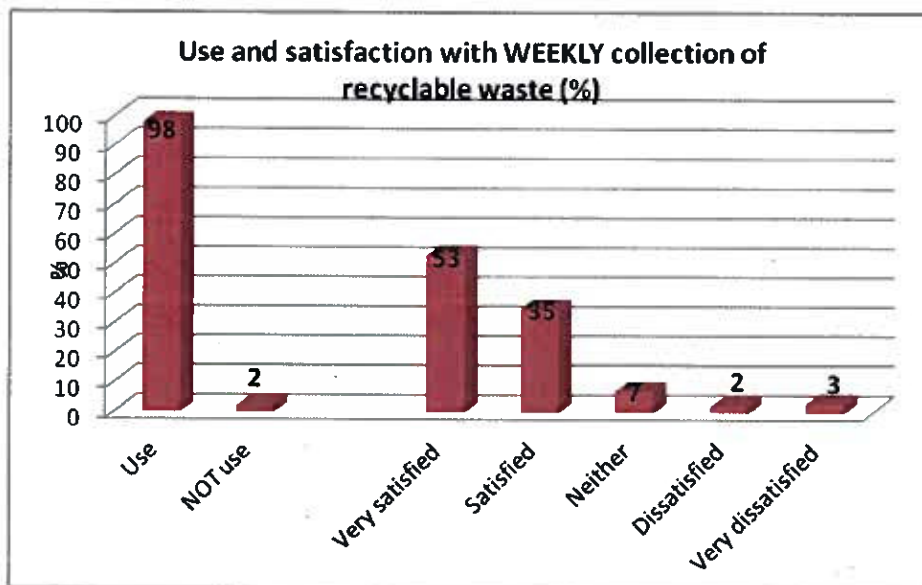
Personal Data

Age		Gender		Disability		Ethnicity	
0-24	0-24	Male	46%	No disability	81%	White British	71%
25-44	25-44	Female	55%	Physical	4%	Greek/ Greek Cypriot	2%
45-64	45-64			Deaf/ blind	5%	Irish	1%
65+	65+			Long-term	8%	White other	7%
				Other	3%	Black African	1%
						Black Caribbean	2%
						Did not respond	16%

Demographic data

Residence		Household		Postcode		Age	
House	72%	Single	24%	N4	15%	0-24	2%
Flat (purpose built)	7%	Couple	35%	N8	14%	25-44	25%
Flat (converted)	21%	Family	29%	N6	15%	45-64	42%
Other	1%	Multiple adults	9%	N10	21%	65+	31%
		Other	4%	N11	6%		
				N15	7%		
				N17	6%		
				N22	15%		

WEEKLY collection of RECYCLABLES



Key points from qualitative responses

- Generally pleased with weekly collection

'Much easier in the wheelie bin and great that it is weekly.'

'I think that it is a fantastic idea. My non recyclable waste only needs to be collected fortnightly. So well done.'

'Weekly collection has so far worked well in our road (Grosvenor Road N10) and seems to be the correct frequency for our household.'

- **Irregular service (but improving)**

'It's mostly fine, when they actually take all of the waste, they seem a bit erratic and sometimes leave some of it. One week they actually took the black bin waste and put it in the recycling truck with the recycling.'

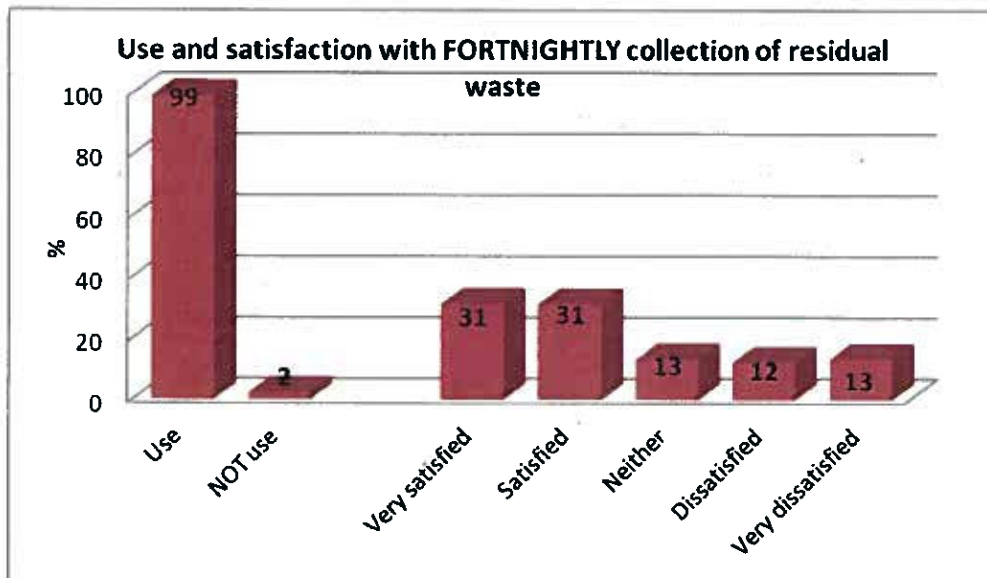
'It's a bit irregular... sometimes they don't empty the bin. Unsure whether I have to leave it right by the pavement.'

'My recycling has not been collected at least five times in the past 2 months.'

'In the past collection has been erratic, but seems to have settled now.'

'There were occasions at the start when the recycling wasn't collected on the scheduled day (Thursday), but this seems ok now...'

FORTNIGHTLY collection of RESIDUAL waste



Key points from qualitative responses

Overflowing bins (smells, prefer weekly collection)

'The council's obligated by law to collect rubbish. My bin overflows in one week, let alone two.'

'Don't see why it has to be fortnightly. It just makes the whole place smelly and dirty.'

'This rubbish becomes very smelly especially during the summer. It should be collected each week.'

'Concerned about environmental health issues with waste such as nappies only being

collected fortnightly.'

'Sometimes gets VERY smelly'

'Should be weekly'

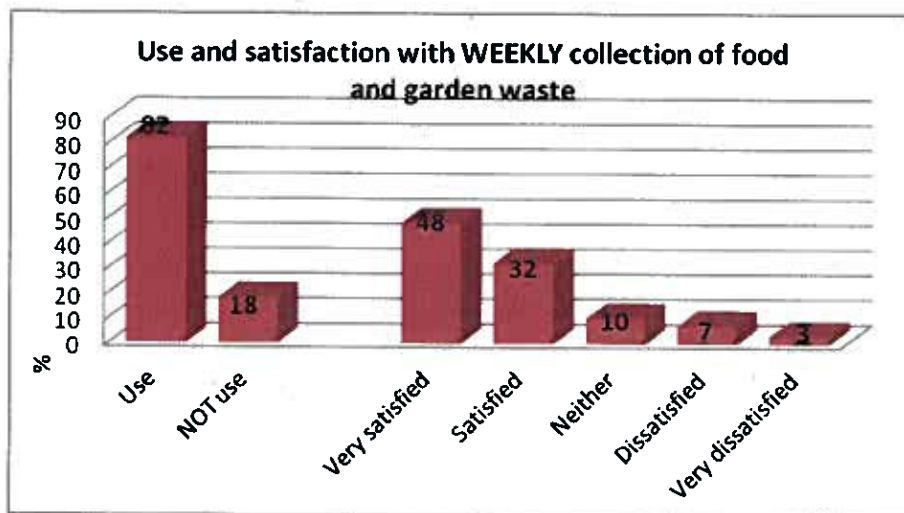
System can work well (if recycle)

'... amazing that the bin could be collected every 3to 4 weeks and still would not be full - it can be done if people recycled properly!'

'It works well for us as all residents in our house conversion are good recyclers so there is only a limited amount of rubbish but if you have a mix of good and bad recyclers in one premises then it inevitably creates problems. We just have one rubbish wheelie bin between the three flats which is currently okay for the reasons above but if the residents change then this may not be sufficient in future.'

'At first I was a little sceptical about going to fortnightly waste collection (possible smells in the summer months etc) but we have not had any serious problems - if the household recycles fully a fortnightly collection is adequate for us.'

WEEKLY collection of FOOD and GARDEN waste



Key points from qualitative responses

- Valued service

'...now I am in to doing it I love it and it makes life easier for sure.'

'I greatly value this service. I use it instead of doing my own composting.'

- Not always collected (signifcant issue)

'They are very good collecting the garden waste but I have difficulties with the food waste.'

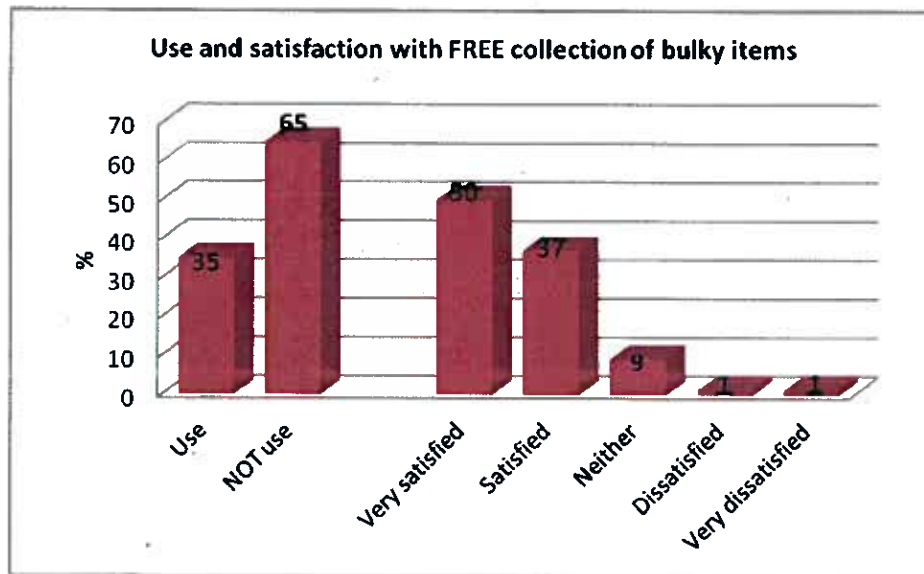
'...when they take it good ... but often missed or ignored. don't like having to use the bags.'

'It's great, when they actually bother to empty the food bin.'

'Rather too often the kitchen waste bin is not emptied.'

'They frequently forget to empty the food waste bin so I have a build up of that for two weeks and have to call Veolia several times to get them to empty it because it is smelling bad and/or attracting wildlife.'

Free collection of BULKY items



Key points from qualitative responses

- **Effective service**

'We had a mattress collected on the scheduled day. Really pleased with this service and fact that it is not charged.'

'I think this is excellent and prevents dumping which must be cost effective in long run. I really appreciate this service. Particularly as one time I had large item in garden waiting for collection and someone in van offered to take it away at price.'

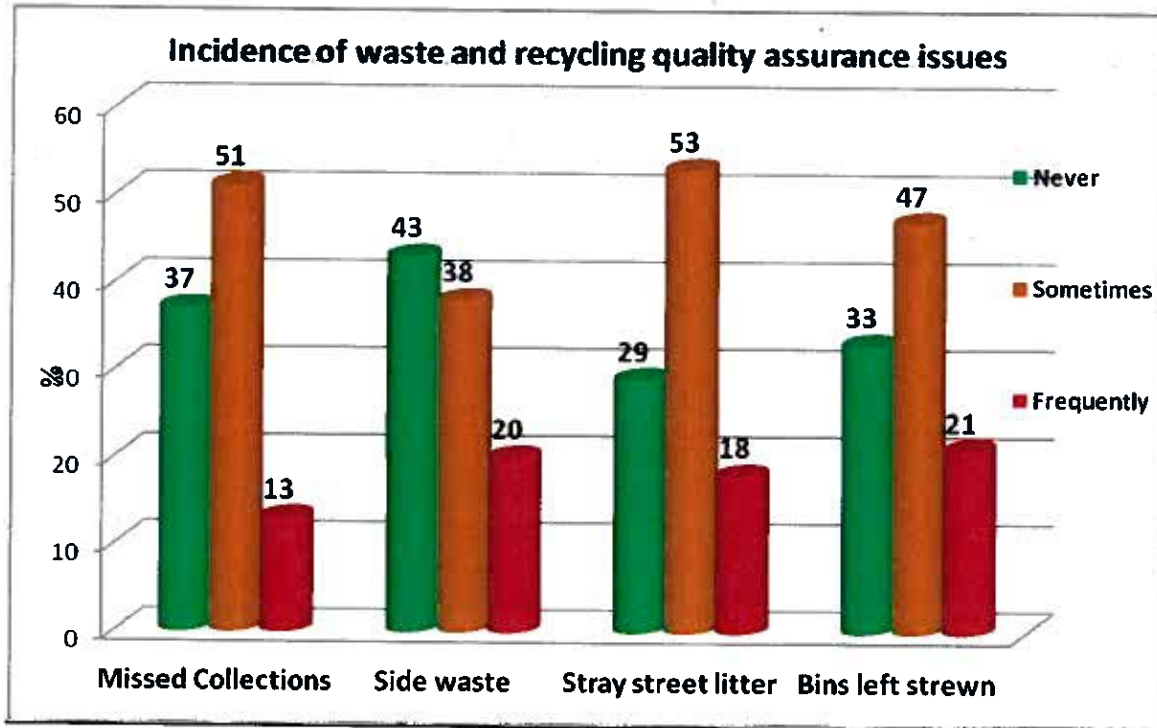
'Collection service worked as advertised.'

- **Took longer than expected**

'I had to wait longer than I had hoped, 5 days, and then they didn't come. However, when I rang them not only did they say they would send out the collection the next day, but they actually did. They cleared it all away although it was most unpleasant.'

'... took longer for them to get around to collecting than they said, which meant the mattresses languished on the pavement for longer than they should have!'

Quality assurance issues with waste and recycling service



Key points from qualitative responses

- **Bin rationalisation / sharing / options**

'My comment is on the size of the bins - they are too large for a single occupancy household and take up too much room in the front garden. The slim size bin would be more welcomed.'

'Bins scattered everywhere. It's a mess. Why not invest in large bins and have a few in each street.'

- **Bin spillage in street after collection**

'Too much spilled and just left rather than picked up.'

- **Bins a unsightly and loss of amenity**

'Wheelybins too large and very unsightly. A huge loss of amenity.'

'Although the collecting is efficient, the bins are huge and unsightly in a conservation area. The boxes which have been replaced could be hidden in a front garden. No thought has been given to the appearance of the streets which are full of bins.'

- **Recycling bag service need to be more responsive**

'Veolia need to proactively deliver extra recycling bags (we are on street, no front garden) we keep having to chase them then they only deliver a few bags.'

'The service for sending new sacks is very unresponsive. And the service does not collect waste that is not in your bags!'

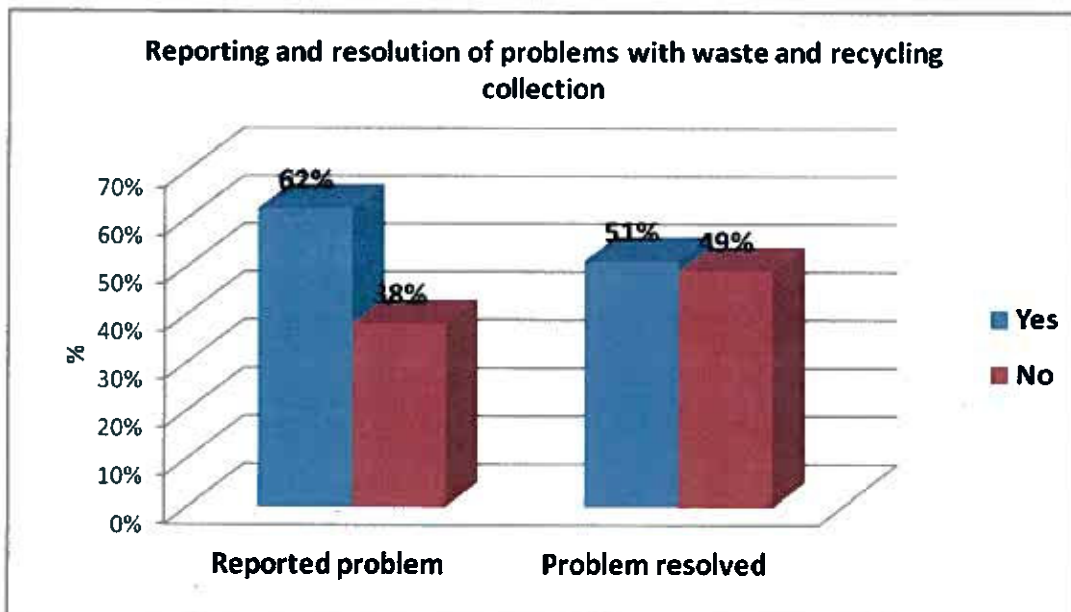
- **Bins not replaced (left in street)**

'The bin is never replaced in the area it was collected in, but thrown into my front garden blocking my front door. This makes me very unhappy with the service.'

'The bin is often left out on the pavement or road, or at the bottom of the garden path. As I (and the residents in the other flats) are out all day this makes it very very clear to potential burglars that the house is empty. When the bins are left out on the pavement or road it blocks the pat and/or people's parking spaces and creates a hazard.'

'On occasions, when garden waste is picked up the bags are not returned or are left to blow down the street. I found one underneath my neighbours car yesterday and the other e has gone missing.'

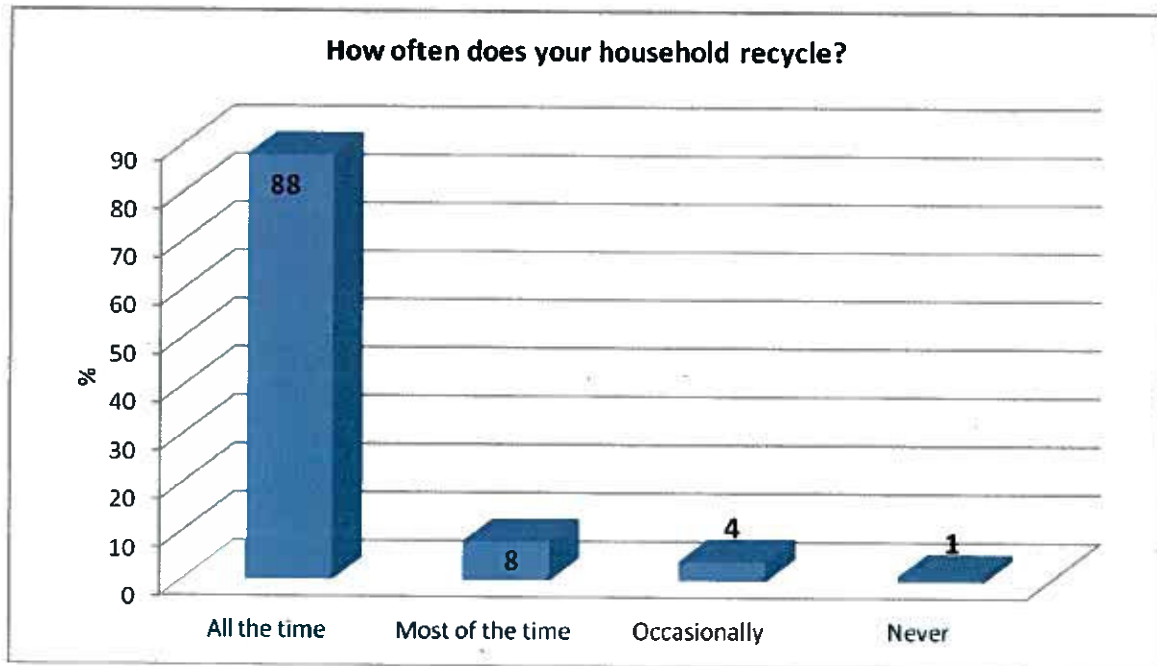
Reporting problems with waste and recycling service

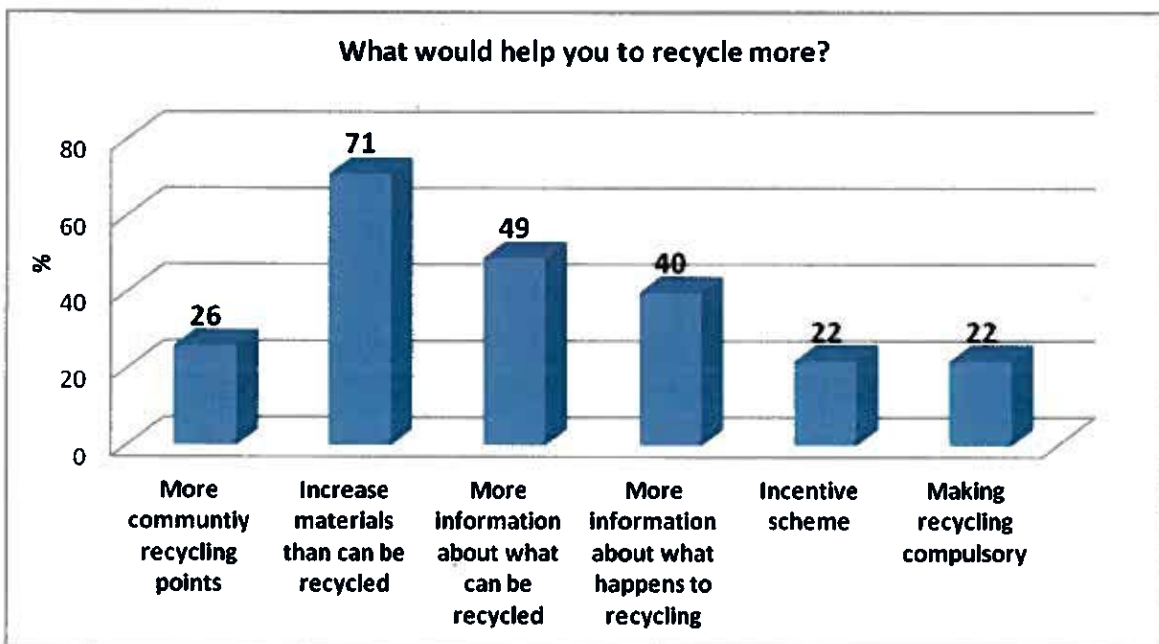
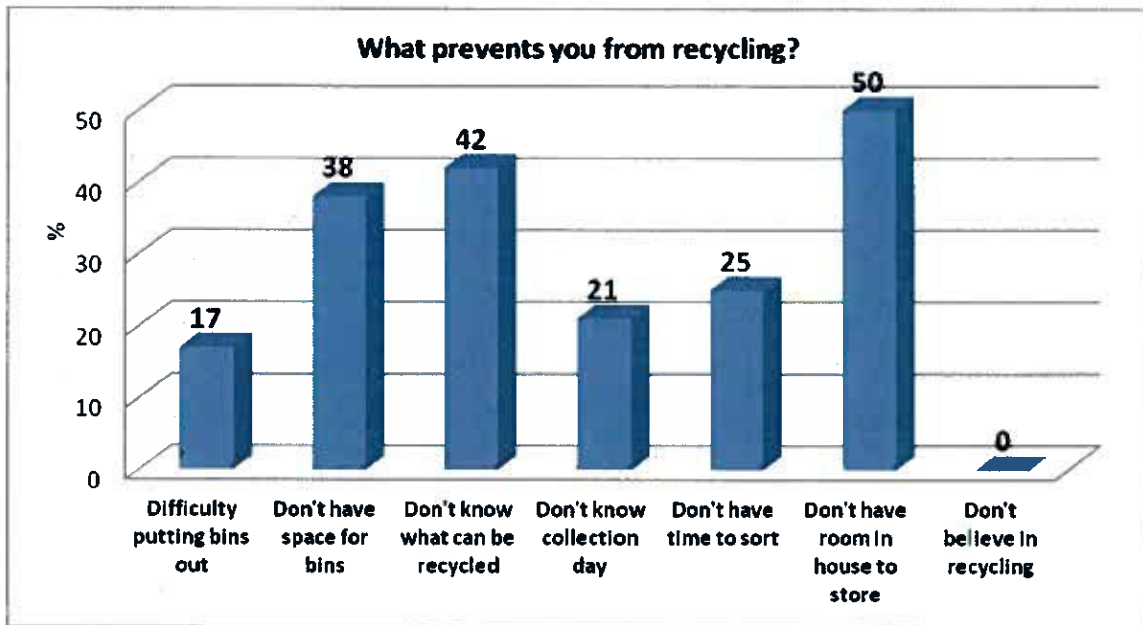


Impact of waste and recycling service



Recycling behaviour





- **More information about what can be recycled (significant issue)**

'I would like to emphasise the need for more information on what can and can't be recycled. Also what happens if stuff goes in the recycling bin that is not suitable for recycling?'

Appendix B:

Response to Environment and Housing Scrutiny Panel recommendations for the Waste and Recycling Services

Recommendations	Service Response
<p>1. Where the successful application of the new waste and recycling collection system is not immediately deliverable (e.g. no room for wheelie bins), a more bespoke system is developed which utilises the full range of available receptacles: bags; boxes; boxes with bags; 120, 240 & 360 litre bins; food waste bins; hessian sacks and community bins and is undertaken in consultation with ward councillors, local residents, residents associations and community groups. This should also include the option of returning to weekly collection of residual waste in exceptional circumstances where other options have been ruled out as unworkable.</p>	<p>Partially agreed</p> <p>Two key objectives of the waste service are to increase recycling and to ensure, where possible, that waste is stored in containers and does not overspill.</p> <p>We have provided a range of different containers for residents depending on their property. However, it is not possible to provide a completely free choice due to some operational restrictions.</p> <p>It is no longer possible for residents to use the green box for dry recycling as the new service has seen a fundamental change to the way in which recycling is collected. Previously, the green boxes were emptied into a service bin and the service bin was wheeled to the back of the collection vehicle to be lifted into the vehicle. With the introduction of wheeled bins these service bins have been removed. This means that if green boxes were still used the collection staff would have to lean over into the back of the vehicle to empty the contents of the box. This is an unacceptable practice from a health and safety perspective. Therefore, recycling must now be presented for collection in the supplied wheelie bin or recycling sacks. Should residents wish to present the sacks in the box they can do so. We have investigated that Southwark still use green boxes for recycling but they still use the service bin method described above and so this does not pose a health and safety issue.</p>

Recommendations

Service Response

Where residents do not have wheelie bins, for example due to step access to the property, then we provide bags to contain both waste and dry recycling.

In terms of requests for different containers these are assessed and may require a site visit to ensure that there will still be an increase in recycling and waste contained. For small households (1 or 2 people) whom require a smaller wheelie bin, no site visit is normally required

Both Veolia and the council have worked with individual households and multiple households such as HMOs or houses converted in flats to ensure an appropriate number of containers is provided, and this can be smaller/bigger or less/more containers than originally provided.

Further work is due to be undertaken on rationalising containers with multiple households in multiple properties, particularly wheelie bins. Different options will be explored with ward councillors, local residents, resident associations and community groups as requested and where resources permit.

The current policy is to continue with the existing weekly collection of recycling and fortnightly collection of residual waste. It is still considered that due to the provision of a weekly recycling service there should not be a need for a weekly collection of residual waste as well.

Recommendations	Service Response
<p>2. That there is greater general inclusion of ward councillors by Single Front Line Service during phase 3 of the rollout of the new waste and recycling service. Ward Councillors should be provided with a list of potential problem sites/ streets within their ward to enable them to assist in engaging and supporting residents in the development of local waste and recycling collection solutions where one is not immediately apparent.</p>	<p>Agreed</p> <p>Prior to the roll-out ward councillors in the phase three area ward councillors received a list of HMOs in their ward and were asked to add to this list by sharing their local knowledge. The list had been put together with information from the property survey conducted prior to roll-out as well as information from the Housing Improvement Team (Private sector). Wards members were also invited to accompany the Veolia Outreach Team when undertaking door-knocking in the phase 3 area.</p> <p>Where problems have been identified, either Veolia or Council staff have met with residents and ward members to explore different options and agree a solution. This work on problem locations is continuing.</p> <p>Following the launch on 22nd October a weekly progress update has been circulated to all councillors.</p> <p>Officers from the Council and Veolia continue to engage with residents and councillors where problems arise.</p>
<p>3. That an information and advice sheet is developed on the bin rationalisation options available (e.g. larger bins, bin sharing, community bins) which is circulated to local residents, residents associations and community groups and published on the Council website. This could be in the form of a 'How to Guide.' This is to be implemented once the new system has bedded down and residents have adjusted to the increase in volume of materials that they are able to recycle and establish volumes required</p>	<p>Agreed</p> <p>The service will explore producing a guide to assist residents where bin rationalisation is an option. The priority for communication prior to the service change concerned how the new service would operate and currently engagement work is focused on re-enforcing this message and encouraging recycling to reduce side waste and overfull bins.</p>

Recommendations	Service Response
<p>for residual waste.</p> <ul style="list-style-type: none"> It is important to emphasise that the onus of brokering agreements between residents on bin rationalisation in shared premises should rest with the residents themselves and not the council whose responsibility should be the facilitation of reasonable changes suggested where possible; There should be greater use of social media to facilitate successful bin rationalisation requests. 	<p>The next stage of engagement will continue the emphasis on increasing recycling but also seek to address issues on container provision.</p> <p>The response to recommendation 1 sets out the work that Veolia and the Council have undertaken so far with individual households and with households sharing a property to agree provision on containers. In addition, it highlights that there will be circumstances where Veolia/Council can assist with rationalisation of containers for multiple properties.</p> <p>The use of social media will be discussed with Veolia and what other means could be used to promote and publicise rationalisation. However, the Council would still wish to be assured that recycling will increase and waste will be contained through any proposed solution.</p>
<p>4. To ensure consistency and coordination of approaches within the phase 3 roll-out, that a ward based update is provided to (1) local councillors and officers and (2) local residents and community groups that incorporates:</p> <ul style="list-style-type: none"> Basic collection information (e.g. collection day); Veolia help desk number and other key contacts; Local performance measures (e.g. missed collections, side waste, open lids). 	<p>Agreed</p> <p>Veolia and the Council produced a range of materials prior to the roll out of the service changes. This included a letter to all households letting them know the changes were coming and the reasons for the change. This was followed up with the delivery of new containers and a leaflet setting out the details of the service changes. In the phase 3 area, all households were door-knocked and the Veolia engagement team used pictorial images of the waste and recycling containers to help engage</p>

Recommendations	Service Response
<p>5. That quality assurance and performance monitoring systems are assessed to ensure that there is a robust and effective mechanism to identify and respond to:</p> <ul style="list-style-type: none"> • Missed collections; • Food waste not being collected; • Bins not returned to properties (or left on street); • Detritus left in the street after waste collection; • Broken or missing bin lids. 	<p>The council and/or Veolia has attended Area Forums, residents' association meetings and held roadshows prior to each phase to outline the changes and discuss any areas of concerns/issues that may arise. Members and residents have been encouraged at these to raise or let Council officers or Veolia know of any problems so that these can be addressed.</p>
<p>Agreed</p> <p>Mechanisms are already place to monitor the performance of the contract. In addition to the annual strategic targets, there is also Contract Operational Targets (COTs) which are reported on a monthly basis, for example missed collections and spillages post collections.</p> <p>The Neighbourhood Action Team is currently focusing heavily on monitoring of the new waste collection arrangements to ensure that collections are completed on schedule and that the quality of service is good. This includes monitoring missed collections and bins not put back properly.</p>	<p>with residents on the doorstep. All communication included the Veolia call centre contact number.</p> <p>Following the introduction of phase 3 on 22nd October, the council has provided weekly updates to all councillors. This provides updates on:</p> <ul style="list-style-type: none"> • Recycling performance • Missed collection • Contact Centre performance

Recommendations	Service Response
<p>6. Where a problem area or street has been identified in the phase 3 roll out, that a lead officer (Veolia or Haringey Council) is identified to:</p> <ul style="list-style-type: none"> • Ensure that service responses are timely, coordinated and seen through to conclusion; • Lead on local engagement; • Provide liaison support between local agencies and Councillors, residents and residents groups to help identify a sustainable solution to identified problems. 	<p>Veolia have put in place a number of additional crews for a “transitional” period to deal with missed collections. In addition, they have made adjustments to the number of permanent crews for some rounds since 22nd October to deal with recurrent problems, mainly due to increased demand for dry and organic recycling.</p> <p>Any of the problems listed should be reported to Veolia in the first instance. In addition, all these issues are monitored as part of the contract, which has a penalty feature where there is repeated poor performance.</p> <p>Agreed</p> <p>Every effort is made to ensure that service responses are timely, co-ordinated and seen through to conclusion with a designated officer for dealing with most of the complaints relating to the service changes.</p> <p>Engagement is co-ordinated between Veolia and the Council</p> <p>The local Neighbourhood Action Team Leaders and Officers would liaise with residents, ward Members and resident groups on individual cases to understand local problems. Any follow up actions would be coordinated with the Veolia Outreach and Operational Teams.</p> <p>Please note, engagement will be ongoing and is not solely linked to the launch of phase 3.</p>

Recommendations	Service Response
<p>7. Ensure that there is a consistent level of awareness of the new waste and recycling collection system among local officers (neighbourhood enforcement team, village manager, crew, street cleansers, monitoring officer and Councillors) and that there is training to bring staff up to an acceptable minimum standard in relation to:</p> <ul style="list-style-type: none"> • Consistent messaging from both Council and Veolia staff; • Knowledge of what, where and when materials can be recycled locally; • When collection days are; • Different types of receptacles available; • Appropriate signposting to address issues or concerns raised within the locality; • How problems that arise are dealt with and by whom. 	<p>Partially Agreed</p> <p>The element that is not agreed is the level of awareness that can be achieved for all the local officers mentioned. If staff are not able to answer a query, they will be able to signpost residents or members to the Veolia Call Centre to provide the information.</p> <p>Staff are briefed on the recycling service provided by the Council/Veolia in terms of the weekly collections and the bulky waste collection but they will not necessarily have comprehensive knowledge of all recycling facilities in the borough. They will also be able to advise how residents can look up their collection day, if they are not able to answer immediately.</p> <p>There has been extensive briefing on the waste service changes to all staff mentioned in the recommendation and information provided to Members.</p> <p>The Neighbourhood Action Team has been briefed on the changes to the waste collection service and receives regular updates via their monthly training sessions. This covers the points listed within the recommendations. Furthermore, briefings have been provided to the Single Frontline Business Support Team and the Council's Customer Service Team.</p> <p>With reference to Veolia, members of the Outreach Team have visited each village to discuss the changes with all street cleansing operatives and it is a regular item in monthly management team meetings.</p>

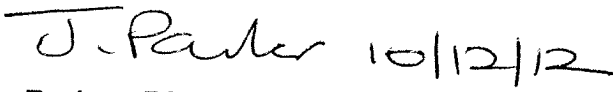
Recommendations	Service Response
<p>8. That there is greater liaison with landlords, letting agents and other managing agents to ensure that those properties which are not adhering to the new waste and recycling collection system are held to account. This should be seen as part of a general shift in emphasis towards holding to account those landlords whose properties are kept below minimum standards.</p>	<p>Officers from the Council and Veolia have attended many of the Area Forums to present the waste service changes. Weekly updates have also been provided to Members on performance.</p> <p>Both the Council and Veolia have established procedures for dealing with either service requests (such as my bin has been missed) or more complex problems and these are logged and allocated through the Veolia Call Centre or the Single Frontline Business Support Unit. All Member Enquiries go through the Council's Central Feedback Team.</p> <p>Agreed</p> <p>There has already been a great deal of work to contact and engage with landlords, letting agents and tenants. A separate Houses in Multiple Occupation Action Plan was developed and implemented to address this issue in both Phases 2 and 3 of the service change.</p> <p>A letter was sent to all landlords and letting agents setting out the waste service changes. Officers attended the Landlord Forum to present the changes and answer questions. An article was included in the Landlords newsletter on the waste service changes as well.</p> <p>Houses in Multiple Occupation were identified through the property survey and details of licensed HMOs were obtained from the Housing Improvement Team. These premises were targeted for engagement work and all households in phase 3 were door knocked.</p>

Recommendations	Service Response
	<p>We have been introducing initiatives to work with Landlords in putting messages across to their tenants about the change of service. For example leaflets that they can give to new tenants and posters that can be placed up in shared hallways inside properties that have been distributed to landlords and delivered to houses in multiple occupation. There has been a positive response from some landlords with requests for additional leaflets and posters.</p> <p>The service is developing options in regards to dealing with households who fail to contain and manage their waste. This includes liaison with the Council's Housing Improvement Team and identified landlords – also see response below to recommendation 9.</p> <p>The service will also be writing to community groups to encourage greater involvement in recycling and waste issues.</p>
<p>9. That there is greater liaison between Single Front Line Service and the Housing Improvement Team (private sector) in which properties with waste and recycling problems are cross referenced against borough wide enforcement data with a view to strategic enforcement of the worst offenders (under Management Regulations within the Housing Act).</p>	<p>Agreed</p> <p>The service is working with the Housing Improvement Team and information has been provided including:</p> <ul style="list-style-type: none"> • information on those properties who, despite officers engaging with, are repeatedly failing to manage and contain their waste • Property survey data <p>The Housing Improvement Team will prioritise action on those properties where they have the most powers to intervene and seek corrective action by the landlord. These are the HMOs</p>

Recommendations	Service Response
	<p>covered by the discretionary licensing scheme which covers the Ladder roads where there are additional licensing conditions.</p> <p>If an additional discretionary licensing scheme is introduced in the future, this would allow for greater control of waste from HMOs in other parts of the borough.</p> <p>The Partnership Tasking Group and Rogue Landlord Action Group both provide a forum for sharing information and agreeing actions to tackle the worst offenders.</p>
<p>10. That all engagement materials are in plain and simple language and where possible, supported by pictorial illustrations.</p>	<p>Agreed</p> <p>All of the literature supplied to households is picture and symbol-based to make it as understandable as possible for all residents, no matter what their language. However, the literature can be translated upon request.</p>

Report for:	Cabinet 18 th December, 2012	Item Number:	
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Title:	The Council's Budget Management Performance 2012/13 - up to and including Period 7
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Report Authorised by:	 Julie Parker, Director of Corporate Resources
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Lead Officer:	Kevin Bartle, Assistant Director Finance
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Ward(s) affected: All	Report for Key decisions
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1 Describe the issue under consideration

- 1.1 To consider the forecast financial revenue and capital outturns for 2012-13 based on actual performance up to the end of October 2012 (Period 7).
- 1.2 To consider the proposed management actions and approve the budget adjustments (virements).

2 Introduction by Cabinet Member for Finance and Carbon Reduction – Councillor Joe Goldberg

- 2.1 The budget for 2012-13 requires the delivery of a significant level of savings on top of those already successfully delivered in 2011-12. The Government's front loaded austerity programme continues to unjustly penalise the Borough and its residents, and in that context the delivery of a broadly balanced General Fund projection as set out in this report is to be commended.
- 2.2 Members should be aware of the financial pressures and risks contained within the medium term financial plan, in particular, the demographic pressures surrounding the delivery of Adult Social Care. Budget pressures in Children's Social Care have so far been contained, although the budget is volatile and will be monitored closely during the remainder of the year.

3 Recommendations

3.1 Cabinet is recommended to:

- a) Consider the report and the projected outturn position against the Council's 2012-13 revenue and capital budgets.
- b) Approve the budget changes (virements) set out in Appendix 3

4 Other options considered

- 4.1 The quarterly reports to Cabinet on the Council's overall financial position are an important element of the overall Medium Term Financial Planning process.
- 4.2 A risk based approach to budget monitoring has been developed in order to manage the Council's finances in a time of economic and financial uncertainty.
- 4.3 Cabinet could choose to adopt a less rigorous regime and examine the financial position at a later stage. Projections could be marginally more accurate if a delayed approach was adopted, but there would be less time for robust development and consideration of management action and virements.

5 Revenue Budget Projection

- 5.1 As at the end of the period 7 there is a projected underspend on the General Fund (GF) of £1.6m and a £2.1m overspend on the Housing Revenue Account (HRA). The summary position is shown in Appendix 1. Whilst the position on the GF is an improvement compared to that reported at the end of the first quarter, the HRA position has worsened. The current forecast is suggesting an overall improvement to the outturn position and this may improve further before the year end.
- 5.2 The reasons for the main variations are set out below together with a note on the key financial risks and budget pressures.

Adults & Housing

- 5.3 Overall, the Directorate is forecasting a £1.4m budget overspend for the year on the General Fund which is a £0.7m improvement on the position reported at the end of the first quarter. However there is a £2.1m projected overspend on the HRA which is up from the £0.5m last quarter.

Adults and Community Services

- 5.4 There is a forecast overspend of £1.2m within Adults and Community Services. In the main this is due to care commissioning for older people (£0.9million) and adults with mental health needs (£0.3m).
- 5.5 The overspend in care commissioning for older people is being driven by both an increase in the number of clients entering the system and the length of time that they are being supported. Care commissioning for adults with mental health needs is also seeing increases in demand where there is a risk that there will be further transfers from NHS continuing health care.

- 5.6 The above forecasts assume that further additional demand can be contained by the service with no further net growth in client numbers. As Adult Social Care is a statutory service this may not be possible.
- 5.7 There are outstanding NHS Continuing Health Care reassessments and so there is a risk that more clients will be transferred to social care funding responsibilities. The current estimate is up to £0.7m risk. This is regularly reviewed.
- 5.8 The NHS in Haringey is required to make substantial savings this year. As part of their financial strategy they will be seeking to reduce hospital admissions and lengths of stay, with more health care delivered by community services. This is likely to increase pressure on social care services to support people to remain at home.
- 5.9 The above risks from increased demand and changes in Health policy and practice are expected to continue into the next financial year and beyond. A growth bid has been prepared to cover some of these pressures.

Community Housing Services

- 5.10 The Community Housing Services Budget is projected to overspend by £0.17m. The primary cost driver for this is the introduction of the Welfare Reform Act and the resources required to prepare for the impact.
- 5.11 A further financial risk is the average procurement price of the PSL stock which is rising gradually. As leases end, it is not always possible to renew them at the same favourable rates.

Housing Revenue Account

- 5.12 The HRA is currently forecasting a year-end overspend of £2.1m. The main overspends are in repairs expenditure (£1.2m) and lower than budgeted rent collection rates (£1.3m). This additional cost is in part offset by additional rent income as a result of improved void turnaround times and reductions in management costs.
- 5.13 Homes for Haringey are taking action to contain and reduce this overspend. In the Repairs service this includes adjustments to the bonus structure for tradesmen and requiring higher levels of management authorisation before additional works are carried out. They will also be holding vacancies and reducing running costs to produce offsetting underspends in other areas within the company account.

5.14 Homes for Haringey have recently completed a review of housing management which included income collection and identified a number of improvements that are now being implemented. These include:

- Restructuring Income Collection as part of the New Vision project, with more specialist teams including enforcement and court officers
- Targeting residents with high arrears cases and those with garage arrears;
- Increase in productivity and consistency for officers to ensure a robust approach is being taken across the service;
- More evening / weekend work to speak to those in debt and secure arrangements to pay.

The impact of these changes will be monitored closely over the coming months.

Chief Executive's Directorate

5.15 The forecast overspend in the directorate budget has reduced from £0.3m reported in quarter 1 to a small underspend this period. There are a number of small budget variances across the directorate and further management action is being taken to ensure that the final outturn is in a balanced position.

Corporate Resources Directorate

5.16 The Directorate is projecting an overall underspend of £0.3m for the year. In the main this underspend is in the Corporate IT managed contract with a saving arising from the SAP managed service contract. This has arisen with the ending of amortised costs and also a reduced service cost negotiated as part of the extension to the current contract prior to the completion of the One-SAP procurement project.

Children & Young People's Directorate

5.17 The Directorate is projecting a balanced position for the year-end based on figures as at the end of period 7. Spending on Looked after Children (LAC) continues to be contained within budget, with the numbers of children in the system continuing to be less than in the previous financial year.

5.18 There continues to be budget pressures with legal costs and the budget for clients with 'No Recourse to Public Funds'.

Place and Sustainability Directorate

5.19 The Directorate is projecting an £0.4m overspend for the year based on the projection as at the end of period 7. This is an improvement of £0.2m on the position reported at the end of the first quarter.

Single Front Line

5.20 Parking income is projecting a shortfall of £0.4m (£0.2m in Q1), a trend that has

carried forward from the previous year. However, this is currently being off-set by an underspend on the Neighbourhood Action Team budget of £0.4m as a result of additional waste income.

Planning, Regeneration and Economy

- 5.21 The service continues to project an underspend of £0.2m on the cost of delivering the worklessness programme.

Property

- 5.22 Property are forecasting an overspend of £0.2m mainly due to slippage of the start date for the new cleaning contract (from April 2012 to November 2012).

Leisure

- 5.23 The service is projecting an overspend of £0.3m (£0.5m in Q1). This is due to a combination of a shortfall in sports service income in the current year and to the delayed commencement of the new Leisure Services contract.

Culture and Libraries

- 5.24 The continuation of base budget pressures, mainly a shortfall in budgeted income and grant, means that the service is continuing to project an overspend of £100k.

Public Health

- 5.25 As at the end of Period 7 the Public Health Directorate has no revenue issues to report.

Non Service Revenue

- 5.26 Non-service revenue consists of budgets for capital financing costs, levies and contingencies. The projected underspend on these budgets is now circa £3.0m, which is an improvement on the projection at the end of quarter 1. The underspend is a combination of £2.0m of unallocated contingencies and provisions and an estimated £1.0m reduction in projected treasury management (borrowing) costs due to on-going use of internal borrowing and continuing favourable interest rates. There has also been a positive impact following the introduction of the HRA self-financing regime, which has reduced the Council's consolidated rate of interest on its total borrowing. It is most likely that this position will improve further before the year-end.

6 Capital Programme

- 6.1 The overall capital programme revised budget for the Council is £88.1m across all services. As at the end of period 7, the programme is projecting a £7.7m underspend by the year-end. This underspend mainly represents slippage in the delivery of schemes within the programme. Individual Directorate totals and variations are shown in Appendix 2.
- 6.2 The Place and Sustainability Directorate capital programme is projecting a capital

underspend of £5.4m. The main projected variances are within the Planning, Regeneration and Economy programme (£3.7m) for Tottenham Hale Gyrotory and Affordable Housing and in the Property programme where expenditure is likely to slip into 2013-14.

- 6.3 The Children's Directorate is projecting a capital underspend of £1.2m as at the end of period 7. The budget was reviewed by Cabinet on 16th October 2012, and a range of capital virements were agreed to realign the budgets to reflect the amended capital programme which included Rhodes Avenue (see below).

Rhodes Avenue

- 6.4 This project commenced in 2008 with an original budget of £8.9m. The project comprised three phases of works, and was originally intended to complete in 2012.
- 6.5 Delays have occurred on Phases 1 and 2 which have now pushed the completion date for phase 2 back to February 2013, at a projected cost of £10.9m. In order to mitigate the Council's exposure to further delays and cost increases a decision has been made to separate these phases from the final Phase 3, which is going to be re-procured as a design and build contract. The pre-tender estimate for the total project costs of this final phase is £3.3m, and the planned completion date of Phase 3 is December 2013.
- 6.6 The school are fully appraised of the situation and have programmed the further cohort intake and continued delivery of education from September 2013 based on the revised completion date.
- 6.7 The October Cabinet report also referenced the work being done to prepare a claim against the relevant parties undertaking the contract with the aim of recovering the majority of additional costs suffered on this project.

HRA Capital

- 6.8 The overall HRA capital programme is showing a projected underspend of £0.8m. The extensive void works programme is projected to underspend by £0.7m and Mechanical and Electrical works by £0.6m. Offsetting these is a projected overspend on the Decent Homes programme.

Virements

- 6.9 Appendix 3 sets out the virements over £100k requiring approval by Cabinet.

7 Comments of the Chief Financial Officer and financial implications

7.1 As the report is primarily financial in its nature, comments of the Chief Financial Officer are contained throughout the report.

8 Head of Legal Services and legal implications

8.1 There are no specific legal implications in this report.

9 Equalities and Community Cohesion Comments

9.1 Equalities issues are a core part of the Council's financial and business planning process.

10 Head of Procurement Comments

10.1 Not applicable.

11 Policy Implication

11.1 There are no specific policy implications in this report.

12 Use of Appendices

Appendix 1: Forecast Revenue Outturn by Directorate

Appendix 2: Forecast Capital Outturn by Directorate

Appendix 3: Virements over £100k requiring approval (capital and revenue)

13 Local Government (Access to Information) Act 1985

13.1 The following background papers were used in the preparation of this report:

- Budget management papers
- Business plans

13.2 For access to the background papers or any further information please contact Barry Scarr, Interim Head of Corporate Finance, on 0208 489 3743.

**2012-13 General Fund and HRA Budget Monitoring Summary as at the end
of Period 7**

Service Directorate	Approved Budget £m	Current Projected Variation Period 7 £m
Adults and Housing	94.9	1.4
Chief Executive	1.5	(0.1)
Corporate Resources	8.8	(0.3)
Children and Young People	83.8	-
Place & Sustainability	57.2	0.4
Public Health	0.9	-
Non-service revenue	31.3	(3.0)
Total - General Fund	278.4	(1.6)
Total - Housing Revenue Account	(7.5)	2.1

Capital 2012/13 - The aggregate capital projected position in 2012/13 is shown in the following table.

Capital Scheme	Approved Budget £m	Spend to Date (P7) £m	Projected Variance (P7) £m
Place and Sustainability Directorate			
Transport for London	3.8	0.4	0.0
Parking Plan	0.4	0.0	0.0
Street Lighting	0.5	0.0	0.0
Resurfacing	0.5	0.0	0.0
Tottenham Hale Gyratory	3.2	0.0	(1.7)
Affordable Housing	0.8	0.0	(0.7)
Energy Saving Measures (Green Deal)	0.5	0.0	(0.4)
Tottenham Regeneration	0.5	0.0	0.0
Northumberland Park Regeneration	1.3	0.0	(0.8)
Solar PhotoVoltaic Programme	0.9	0.9	0.0
Corporate Management of Property	1.1	0.1	(0.3)
Dilapidation Surveys	0.6	0.0	(0.3)
Accommodation Strategy Phase 2	0.8	0.0	(0.5)
Lordship Recreation Ground	1.7	0.8	(0.2)
Downlane Recreation Ground	0.5	0.0	(0.5)
Other Schemes under £1m	2.2	0.5	0.0
Total - Childrens	17.6	8.6	(1.2)
Adults and Housing Directorate			
Adults			
Disabled Facilities Grant	1.5	0.4	0.0
Housing Aids and Adaptations	1.2	0.6	0.0
Multiple Client Group Schemes	0.7	0.0	0.0
Total - Adults	3.4	1.1	0.0
HRA			
Structural Works	0.6	0.0	0.0
Extensive Void Works	1.4	0.0	(0.7)
Boiler Replacement	3.5	1.3	0.0
Capitalised Repairs	4.6	1.0	0.0
Lift Improvements	2.2	0.0	0.0
Decent Homes	25.3	3.0	1.3
Saltram Close	0.5	0.2	(0.1)
Mechanical and Electrical Works	1.3	0.2	(0.6)
Professional Fees	1.5	0.0	0.0
Major Voids and Accommodation	0.5	0.0	(0.4)
Other Schemes	1.5	0.1	(0.2)
Total - HRA	42.8	5.8	(0.8)
Corporate Resources Directorate			
IT Capital Programme	0.9	0.2	(0.3)
Infrastructure Programme	2.7	1.6	0.0
Customer Services	0.2	0.0	0.0
OneSAP - ERP Replacement	0.7	0.0	0.0
Alexandra Park & Palace	0.5	0.0	0.0
Total - Corporate Resources	5.0	1.8	(0.3)
Total - Haringey Capital Programme	88.1	20.0	(7.7)

Proposed virements are set out in the following table.

Revenue Virements						
Period	Service	Key	Amount current year (£'000)	Full year Amount (£'000)	Reason for budget changes	Description
3	PS	Rev	207	207	Budget realignment	Allocation of Flood Grant to Service
3	PS	Rev	435	435	Budget realignment	Budget Realignment of Mortuaries & Coroners from Public Health
4	PS	Rev	146	146	Budget realignment	Centralisation of Cleaning budget prior to externalisation
4	PS	Rev	100	100	Budget Realignment	Reallocation of Parking income
4	PS	Rev	1,505	1,505	Budget Realignment	Reallocation of Traffic Management income
4	PS	Rev	205	205	Budget Realignment	Adjustment of NLWA Non House Hold Waste Budgets
4	PS	Rev	200	200	Budget Realignment	Re-allocation of one-off Parks Maintenance Budget
5	PS	Rev	800	800	Budget realignment	Adjustment of 2012-13 concessionary travel budget allocation
5	PS	Rev	300	300	Budget realignment	One-off budget provision for specific Highways Maintenance works
6	PS	Rev	184	184	Budget realignment	Budget realignment of project expenditure within Community Safety
6	PS	Rev	199	0	Allocation of grant income	Home Office Grant to fund Ending Gang & Youth Violence
7	PS	Rev	108	0	Allocation of grant income	Food Standards Agency Olympic Funding 2012-13
7	PS	Rev	208	0	Homsey Depot cost from NSR	2012-13 NNDR & utility costs funded by Non Service Revenue
7	PS	Rev	168	168	Budget realignment	Re-allocation of salary budget within Sustainable Transport
7	CYPS	Rev	1,676	0	Funding adjustment	Education Funding Agency (formerly known as Young People's Learning Agency) Sixth Form funding adjustment

- Financial regulations require proposed budget changes to be approved by Cabinet. These are shown in the above table. These all changes in gross expenditure and/or income budgets between business units in excess of £100,000; and all changes in gross expenditure and/or income budgets within business units in excess of £100,000. any virement that affects achievement of agreed policy or produces a future year's budget impact if above £100,000.
- Under the Constitution, certain virements are key decisions. Key decisions are:
 - for revenue, any virement which results in change in a directorate cash limit of more than £250,000; and
 - for capital, any virement which results in the change of a programme area of more than £250,000.
- Key decisions are highlighted by an asterisk in the table.
- The above table sets out the proposed changes. There are two figures shown in each line of the table. The first amount column relates to changes in the current year's budgets and the second to changes in future years' budgets (full year).

Proposed virements are set out in the following table.

Capital Virements							
Period	Service	Key	Original Capital Budget	Amount current year (£'000)	Revised Capital Budget	Project	Description
7	P&S	Cap	3,120	(1,430)	1,690	Lordship Lane Recreation Ground	Re-profiling of budget over project life.
7	P&S	Cap	-	856	856	Solar Panels	Drawdown of allocated resources for newly approved schemes as part of Solar Photovoltaic Panels project
7	P&S	Cap	-	417	417	Street Light Dimming	New project approved to support energy efficiency, funded from the Sustainable Investment Fund
7	CYPS	Cap	5,736	(2,075)	3,662	Secondary School Capital Programme	Various movements approved by October Cabinet report
7	CYPS	Cap	14,357	(3,728)	10,629	Primary School Capital Programme	Various movements approved by October Cabinet report
7	CYPS	Cap	1,872	(451)	1,421	School Planned condition works	Various movements approved by October Cabinet report
7	CYPS	Cap	800	(209)	591	Devolved School Capital	Various movements approved by October Cabinet report
7	CYPS	Cap	2,300	(1,000)	1,300	CYPS Programme Delivery	Various movements approved by October Cabinet report

1. Financial regulations require proposed budget changes to be approved by Cabinet. These are shown in the above table. These changes fall into one all changes in gross expenditure and/or income budgets between business units in excess of £100,000; and all changes in gross expenditure and/or income budgets within business units in excess of £100,000.

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- for capital, any virement which results in the change of a programme area of more than £250,000.

3. Key decisions are highlighted by an asterisk in the table.

4. The above table sets out the proposed changes. There are two figures shown in each line of the table. The first amount column relates to changes in the current year's budgets and the second to changes in future years' budgets (full year).

Report for:	Cabinet	Item Number:	
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Title:	Financial Planning 2013/14 to 2015/16
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Report Authorised by:	<i>J. Parker 10/12/12</i> Julie Parker – Director of Corporate Resources
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Lead Officer:	Kevin Bartle – Assistant Director of Finance
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Ward(s) affected: All	Report for Key decisions
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1 Purpose of Report

- 1.1 To set out the strategic financial issues for the three year planning period to 2015/16, and to propose a process for setting the Council's 2013/14 Budget and Medium Term Financial Plan (MTFP) to 2015/16.

2 Introduction by Cabinet Member for Finance and Carbon Reduction – Councillor Joe Goldberg

- 2.1 This is the third year of the Government's austerity drive and the final year of what was an original 3 year settlement that has meant taking £84m out of our base budget of £285m, equivalent to £3 in every £10 being cut.
- 2.2 A huge level of uncertainty dominates this year's budget position for 2013/14, because there is little indication from the Government on the level of funding we will receive next year.
- 2.3 This is in large part because of the reforms to local government funding which now means that levels of Government support have essentially become divorced from need, with business rates being localised, and Council Tax Benefit being abolished, with the Council being asked to fund a replacement scheme.
- 2.4 This lack of information and transparency means there are likely to be significant changes to our budget over the coming months. For example, the fact that we seem to be only 'retaining' 30% of the business rates in the Borough, shows that the Government's promise of localism and self determination has failed to deliver. We are now more reliant on Government funding than ever.
- 2.5 Notwithstanding this, the only information we have is that the Government's austerity programme has failed. I have stated many times before my fear that by cutting too far and too fast, the Coalition's plans would be counter-productive. It has undermined the economic recovery which would have helped pay down the deficit and reduce levels of public borrowing.
- 2.6 The report from the Office of Budget Responsibility makes clear that the Government will fail to close the deficit by the end of the Parliamentary term and that Britain will now face an unprecedented 8 continuous years of public spending cuts.
- 2.7 While I have long had my doubts about the Government's economic strategy, it is now clear even those top economists who supported their programme are now having their doubts. For example, Chris Giles, the economics editor of the Financial Times recently wrote: "A Treasury press release entitled 'Changes to cash management operations' showed my faith in the credibility of the UK Government's economic strategy to be misplaced. I no longer believe this government is serious about economic or fiscal policy." Giles, goes on to say the Government is "ripping off future taxpayers, polluting statistics and undermining independent monetary policy."
- 2.8 I highlight these concerns not to score points, but because of the vicious impact it has on our residents, and critically the shape of the Council's future finances. Based on how the Government has chosen to apportion the cuts previously, we have to assume deprived areas like Haringey will continue to be the hardest hit.
- 2.9 To date, Haringey has faced £170.34 per head of cuts, versus the London Borough of Richmond-upon-Thames which has only faced cuts of just £11.99 per head.
- 2.10 If the government applies the extra cuts in the same manner it has done to date, we believe Haringey's total cuts over the period may be as high as £144 million, which represents a cut worth over approximately a half of our current budget.
- 2.11 In this context we have three broad objectives when deciding how to manage these seismic reductions to our funding. Firstly, whilst we cannot hope to maintain the same breadth and

depth of services we had in 2010, we can prioritise protection for frontline services, and for those most in need. Secondly, we need to make sure we are not simply managing the decline of our services and our borough, but create the room for investment to help our borough move forward, and to think about re-designing our services to operate on a reduced base. Finally, because of the impact the poor economic climate has had on many household budgets, we need to do our best to ensure we help keep money in residents' pockets.

- 2.12 It is this that has driven our decision to freeze Council Tax for a fourth year. This has not been easy to deliver, and while a 3% rise would enable us to avoid approximately £2.4 million worth of cuts at a cost of £36 on an average Band D household, we feel it is wrong to hit harder those residents' pockets that are being squeezed, especially in families facing cuts to Working Tax Credit and Childcare support. To date, the 4 year freeze has been worth on average an extra £144 for local residents.
- 2.13 To put the cuts in context with regard to Council Tax, had we not faced any at all, it would have enabled us to reduce your Council Tax Bill by a staggering 84%. This would have meant on an average Band D property, the Haringey portion of your Council Tax would have reduced by £994.83 from £1184.32 to £189.49.
- 2.14 With regard to protecting frontline services we have been preparing diligently and prudently in response to the current Coalition austerity measures, while still maintaining that the cuts have been too far and too fast. Like any forward thinking Council engaging in strategic financial planning, I am outraged that the Government has taken a last minute opportunity to top-slice much needed funding from the sector as part of its review of local government finance. This will add millions of pounds of unforeseen pressures to already stretched budgets.
- 2.15 Indeed, what began in the planning cycle as a relatively small £6m gap at the outturn of the previous financial year, has become an extremely volatile figure which has seen the pressure on our budgets almost double.
- 2.16 Data used to calculate the draft Local Government Finance settlement has been published by the Government, and we note that the up to date census figures show a 14% increase in population in Haringey compared to a 3% increase nationally. Common sense would dictate that we should receive more funding to bolster services that have been hard pressed by this rapid increase, but the intricacies of the calculation and its floor and damping mechanisms could mean that this extra funding may not materialise. It will certainly not materialise as a proportionate increase. We will be looking hard at the figures when the settlement is eventually released, and pressing the Government for answers if the funding does not reflect our significant pressures.
- 2.17 As usual, we will be engaging with residents and businesses in a consultation designed to convey the scale of these challenges, and the Council's determination to create a better future for Haringey in the face of seemingly ever increasing austerity.
- 2.18 I recognise that we have lost many highly valued services and for that matter staff over the last two years, but we have succeeded in protecting our frontline services. Administrative support service, such as communications, IT, policy and finance, which consume the smallest part of our budgets have faced up to a 41% level of cut, versus 11% services for the elderly and vulnerable adults, which consume the largest portion of budget. Similarly children's services have been cut by 16% while universal environmental services have faced 27%.
- 2.19 Finally it is worth noting that, at this stage, this is an unbalanced budget and there is still a significant gap next year which will need to be bridged. This is in large part because of the nature of future cuts we will have to take, which demand a more radical rethink of how

we maintain our critical operations, and our ability to create a better, more prosperous borough for residents to live and work in.

3 Recommendations

3.1 Cabinet is recommended to:

- a) Note the currently known changes to Local Government Finance set out in Section 7, and the associated modelling assumptions;
- b) Note that the assumptions will be refined after the provisional Local Government Finance Settlement is published in late December;
- c) Note the proposed housing rent increases set out in Appendix 5 which are subject to consultation;
- d) Note the proposed tenants' service charges set out in Appendix 5 which are subject to consultation;
- e) Note the HRA MTFP 2013-16 as described in Appendix 5;
- f) Approve draft proposals to be recommended to the Council at its meeting in February 2013 for the Council's Capital Programme for the period 2013/14 – 2015/16 (paragraph 12 and Appendix 6);
- g) Approve draft proposals, to be recommended to the Council at its meeting in February 2013 for the Council's MTFP 2013/14 – 2015/16 subject to the announcement of the provisional Local Government financial settlement (Appendices 1-4);
- h) Note the significant reform of school funding being implemented in 2013-14 (Para 10.1);
- i) Agree the projected level of Dedicated Schools Grant as £226.244m (Para 10.12);
- j) Note an expected pupil premium allocation of £12.793m for 2013-14 (Para 10.6);
- k) Note projected income of £11.588m from the Education Funding Agency (EFA) to fund post 16 education in Haringey schools in 2013-14 (Para 10.7);
- l) Note the proposed allocation of the Schools Block recommended to Schools Forum on 6 December, including
 - Growth Fund £1.5m
 - Centrally retained budgets £3.602m; and
 - Delegation to schools through the R-16 formula £199.550m.

4 Other options considered

- 4.1 This report proposes that the Cabinet should consider draft proposals to deliver a balanced and sustainable MTFP at its meeting in February 2012. This is in line with the process adopted in 2011.
- 4.2 This approach was developed in order to respond to a series of central government funding cuts that are unprecedented in scale. Additionally, the Council has to plan for a large scale change in the way Local Government is financed, with very late delivery of the provisional details.
- 4.3 Cabinet could choose to adopt a less demanding pace and examine options at a later stage. There would be more certainty over the exact level of government funding if a delayed approach was adopted, but there would be less time for robust development and consideration of options, leading to delays in implementation and delivery.

5 Background information

- 5.1 The Council's integrated financial and business planning process is the key mechanism by which plans and strategies are reviewed to ensure financial resources are allocated effectively to underpin the delivery of the Council's priorities and performance standards. This process culminates in the annual review and approval of the Council's Budget and three year MTFP.
- 5.2 The Council's recent strategic financial planning has been driven by the need to respond to the Coalition Government's austerity policies designed to reduce the national deficit, with an emphasis on reducing public expenditure as a percentage of Gross Domestic Product.
- 5.3 The Spending Review (SR 10) contained proposals to reduce local government funding by 28% over the four years of the review up until March 2015. The economy has not grown as fast as the projections contained in SR 10, therefore in order to reduce public expenditure as a percentage of GDP, further cuts will have to be made in 2015/16 and 2016/17.
- 5.4 The 28% is an average figure across the country but Haringey Council has been particularly badly hit; this can be seen when comparisons are made in relation to the estimated change in revenue spending power per capita from 2010-11 to illustrative 2013-14 funding, inc. Council tax freeze grant and New Homes Bonus. Haringey is estimated to reduce by £170 per head while Richmond will reduce by £12 per head.
- 5.5 In February 2012 the Council approved its Budget 2012/13 and MTFP 2012-15. The current year's budget was balanced through the approval of a continuing savings programme totalling some £21m over and above the £41m delivered in the previous year. However, the overall MTFP at that stage showed planned spending exceeding anticipated resources by some £25m over the period 2012-15.
- 5.6 The strategic direction adopted allowed the Council to set budgets in 2011/12 and 2012/13, delivering savings of £41m and £21m in both years respectively. At the time of setting the 2012/13 budget in February 2012, the MTFP identified further gaps of £6m (£4m of which was the estimated cost to the Council of the abolition of Council Tax benefit) for 2013/14 and £19m for 2014/15. It was noted at the time that the delivery of savings to fill this gap would be challenging.
- 5.7 The MTFP report to Cabinet in July set out the large number of changes that are being introduced to both local government finance and welfare reform. This introduced a level of uncertainty into the planning process that meant accurate figures could not be reported at the time. However, the Council needed to prepare and plan for the budget, so a number of scenarios were developed. The report recommended that the medium term scenario be adopted, i.e. retain a budget gap of £25m, with a view to smoothing out the profile of cuts to £12.5m in each of the financial years 2013/14 and 2014/15.
- 5.8 In reality, some of the scenarios turned out to be the worst case. The changes to finance assumptions and the resource base will be set out in section 7. Since July, work has been undertaken to develop savings proposals after reviewing spending and resource assumptions. At this stage the draft proposals for 2013/14 to 2015/16 are based on best estimates, as the Department for Communities and Local Government has announced that the provisional local government finance settlement will not be available until 'late December'. **It is therefore almost certain that the proposals will need to be revised in the light of the settlement.**
- 5.9 This report proposes a draft budget package for the three year planning period 2013/14 to 2015/16, and is presented over the following sections:
- Strategic approach
 - Financial resources

- Budget pressures
- Budget and MTFP Revenue proposals
- Dedicated Schools Grant (DSG)
- Housing Revenue Account (HRA)
- Capital Programme

6 Strategic approach

- 6.1 The Council's plans for spending reductions have been framed by a need to ensure that priority services and outcomes for Haringey citizens were protected as far as possible. This has been at the core of the Council's strategic response to austerity and deficit reduction, encapsulated by the MTFP. The key element of this response is the clear vision for the Borough defined in "Re-thinking Haringey: Implementing One Borough One Future".
- 6.2 To reflect this approach, the Council has protected front line services and placed the largest burden on administration and support services such as Finance, HR, IT and Policy. The reorganisation of the Council makes it difficult to track budget reductions but the following estimates give a sense of how the prioritisation has occurred: Children's **16%**; Adults and Housing **11%**; Place and Sustainability **27%**; Corporate Resources **29%** and Chief Executive's **42%**.
- 6.3 In July, Cabinet requested Directors to identify draft proposals to save £12.5m in both 2013/14 and 2014/15 to deliver a balanced MTFP for consideration at the next appropriate meeting. These proposals, along with revisions to assumptions and growth, are presented in this report. Given that some of the cuts to funding have been worse than originally envisaged, it has not been possible to develop a balanced position over two years at this stage. Further modelling including the proposed cuts in 2015/16 and 2016/17 suggest that a longer term planned approach will be needed in order to deal with the size of future year resource gaps.
- 6.4 The proposals contained in the report are focussed on balancing the 2013/14 budget, although some savings are suggested for both 2014/15 and 2015/16. The size of the gap in the last two years means that the Council will be drawing up comprehensive transformation plans so that a strategic and prioritised approach will be taken over the medium term.
- 6.5 This report and recommendations have been informed by best estimates of the changes to Local Government Finance. The Chancellor's Autumn Statement will be presented on the 5 December, and the provisional Local Government Finance Settlement will not be available until after the date of this meeting. **It is a certainty that the figures will change again leading into the February Cabinet report as a result.**

7 Financial Resources

The Autumn Statement

- 7.1 The Chancellor's Autumn Statement on 5 December 2012 identified that once again, growth forecasts had been optimistic, and that austerity measures and public sector cuts would have to be extended into 2017/18.
- 7.2 In order to try and boost economic growth, there is a strategy to switch current spending into investment in capital and infrastructure. As a result, departmental Budgets are being reduced by 1% in 2013/14 and 2% in 2014/15. Local Government will be exempt from the 1% cut in 2013/14 on the basis that budgets are being held down to deliver a Council Tax freeze, but the 2% cut in 2014/15 will apply. This means that nationally, a further £445m will be cut from Local Government Funding, and the exact impact on Haringey will depend on the results of the Local Government Finance Settlement to be reported at February Cabinet. An initial estimate based on the operation of the current system suggests that the Council

could lose a further circa £3.5m in government support in 2014/15.

- 7.3 A spending review will be announced during the first half of 2013, and it is expected that this will verify the more aggressive approach to cuts in 2015/16 and 2016/17 that have been used in the MTFP.

Business Rates Retention Scheme

- 7.4 The MTFP report to July Cabinet gave a high level view of the changes introduced by the Local Government Finance Bill. Despite promising transparency and simplicity, the new scheme is opaque and complex. The following paragraphs set out how the scheme will operate at a very high level, and the assumptions that underpin the current estimates of the budget gap. **However, it is almost certain that these figures will change when the local government finance settlement is announced.**
- 7.5 The Business Rates Retention Scheme is a way of allocating the national control total for local government over all Councils, whilst at the same time providing an opportunity to retain proceeds from business rates growth in the local economy. Conversely, the risk of lower business rates due to economic conditions and appeals will be passed to Councils.
- 7.6 At the start of the scheme, the national aggregate for business rates will be split into two. Half will be allocated to the rate retention scheme (the local share). The national control total for local government, less the local share, will make up the total of revenue support grant – this amount includes the other 50% of the national aggregate for business rates. The Greater London Authority transport and Fire Services grant is then deducted from the local share to give a revised figure. The national ratio of local share to revenue support grant, estimated as 10.6:13.5, will then be used to allocate Revenue Support Grant and the local share within the individual authority totals. If this was not complex enough, the way in which local authorities' funding requirements are calculated are also changing. What this means in practice for Haringey is that a funding requirement will be calculated using a revised methodology, and then split between the rate retention scheme and RSG using the nationally derived ratio.
- 7.7 The government is retaining RSG as a means to implement cuts to Council funding as part of the ongoing austerity policies of the coalition government.
- 7.8 After going through this process, the Council will be notified of the amount that has been allocated to its rate retention scheme. This is known as the **baseline funding** level. The Government will then calculate an individual local authority **business rates baseline** by taking an average of the previous 2 years business rates returns, and then allocating 50% of the national business rates aggregate proportionately. If the business rates baseline is less than the baseline funding level, the Council will receive a 'top-up' from the government. Conversely, if it is more, the Council will be subject to a 'tariff' and will have to pay the difference over the central government.
- 7.9 The difficulty in modelling the scheme is that the total allocated to each council – the funding requirement – will not be known until late December. However, using the existing Formula Grant methodology, and applying the national totals to the new scheme, the following figures have been estimated for the London Borough of Haringey for the financial year 2013/14:

	£m
Business rates baseline	19.690
Top up	56.902
Baseline funding level	76.593

7.10 For information, the Business Rates Baseline is derived as follows:

	£m
Gross Business Rates	65.634
Less:	
Central Share	-32.817
Fire	-0.656
GLA Transport	-12.470
Baseline funding level	19.690

From the Gross £65.634m business rates derived within the local area, the Haringey baseline is £19.69m, or 30% of the total.

- 7.11 When the scheme is up and running, any growth in business rates over and above RPI will be retained by the Council, split 40/60 between the GLA and the Council. For example, if RPI is 2%, the Council would retain any income above 2% growth in business rates and split it 40/60 with the GLA. If a Council is subject to a fall in business rate income, a 'safety net' will kick in at 7.5%, i.e. business rates will be allowed to drop to a maximum of 92.5% of the business rates baseline before government support is received, and even then it will only provide support over and above the 7.5% drop, not restore it back to 100%. Conversely, if a Council is deemed by the Government to have 'disproportionate benefit' from too high growth in business rates, then a 'levy' will be applied to scale back the growth and pass the money to the government.
- 7.12 The Haringey baseline funding level is very near the projections derived from government returns, but this will be refined when the figures are calculated and signed off in January. The current modelling in the MTFP does not assume that the Council will either lose business rates income, or grow above RPI.
- 7.13 The Council can only generate additional income by growing the Business Rates baseline- the ability to increase the business rate multiplier (the increase) will still be retained at a national level by the Government.

Revenue Support Grant and Grants Rolled in

- 7.14 Additional to the baseline rates retention funding level is RSG and grants rolled into RSG. Previously, the Government had rolled grants such as Supporting People into RSG, and during 2013/14 a new tranche of grants will be rolled in. However, before grants are rolled in, there are a number of changes to RSG that will have an impact on the Council.
- 7.15 The way in which New Homes Bonus (NHB) operates will change from 2013/14 onwards. Previously, the Government provided funding to incentivise Councils to build new properties and bring empty properties back into use. Under the new regime, New Home Bonus will be top sliced from the Local Government Spending totals, and then returned via grant. Those areas which have house building schemes will benefit, whilst those Councils who cannot develop new properties within their area, for whatever reason, will lose out. The Government plans to top slice NHB in 2 tranches, and any money that is not used will be returned to Councils in year, and deducted again the next year, until the scheme is fully utilised. The impact on Haringey, which is included in the overall funding predictions (see paragraph 7.18), is estimated as:

	2013/14	2014/15	2015/16
	£m	£m	£m
New Homes Bonus Returned	8.845	6.808	2.927
Year on year loss	0	2.037	3.881

- 7.16 Current modelling allows for an increase in £1.3m in New Homes bonus Grant in 2013/14, and no increases thereafter, so by 2015/16, the changes have removed £5.9m from Haringey's government support compared to the 2013/14 level.
- 7.17 The Government has also introduced an additional top slice for the safety net (see paragraph 7.9) and capitalisation. Local Government Association calculations have shown that the Levy should be enough to pay for the safety net, but the Government have consulted on an additional top slice to local government funding to pay for a shortfall. The same top slice has been set aside to pay for capitalisation costs. Previously, Government has supplied funding for Councils who need to capitalise costs, for example redundancies and equal pay. However, this cost is now being met from Local Government funding. As with New Homes Bonus, any unused money will be returned to the system and paid back to Councils. It is currently estimated that £2.547m will be top-sliced from Haringey for this purpose. In 2013/14, it is assumed that 50% of this will be returned to the Council, producing a £1.274m cost pressure in 2013/14.
- 7.18 Another fundamental change to RSG is the treatment of Local Authority Central Services Equivalent Grant (LACSEG). This is funding that the Council receives to provide central services to schools. Under a new regime, consulted on during the autumn, the Government will now top slice the LACSEG grant from RSG, and return the amount to the local area, although Academies will now be paid direct for their element of the grant. The removal of this grant is estimated to cost the Council £1.2m in the first year of operation, with an additional £600k in both 2014/15 and 2015/16 to reflect further schools moving to Academy status.
- 7.19 In order to estimate the total quantum of RSG, grants rolled in need to be added. The following changes are occurring:

Early Intervention Grant – the Council received £16.4m Early Intervention Grant in 2012/13. This was a non ring-fenced grant that the Council could utilise for any purpose. The Government has top-sliced £150m from this grant to fund their own early intervention programmes, and the estimated amount to be received by Haringey is £15.7m. However, the Government has also introduced a change which means that the element of the grant that was nominally for 2 year olds is now being passported to Dedicated Schools Grant (DSG). The General Fund element will be £12m, which means a £4.4m reduction in non ring-fenced grants. £1.4m costs have been identified in Children's and Young Peoples Services that can be transferred to DSG, but this still leaves the Council approximately £3m short due to the changes. As the grant moves forward into future years, the proportion passported to DSG increases, costing the Council £654k in 2014/15. This change is seen as particularly hard to understand, and despite lobbying by the LGA and London Councils, it is still going ahead. However, the methodology used to calculate the grant will be changing in line with formula grant changes, so the exact amounts may differ when the overall finance settlement is announced.

Learning Disabilities Grant – this grant will continue at an estimated £3.7m in 2013/14, £3.8m in 2014/15 and £3.9m in 2015/16.

Council Tax Freeze Grant – the Government will continue to pay the 11/12 element of the Council Tax freeze grant as a part of RSG. This is £2.5m for Haringey.

Council Tax Support Grant – the government is abolishing Council Tax benefit and replacing it with a local support scheme, as set out in the following sections. The grant for this scheme is being rolled into RSG, and will be £26.1m.

Preventing Homelessness – the Council received £925k in 2012/13, and £746k has been rolled into RSG, costing the Council £179k

Local Flood Grant – this has been rolled into RSG at previously budgeted levels of £207k.

7.20 Taking these changes into account, the estimated revised resource base for the Council in 2013/14 is as follows:

	£m
Retained Business Rates	19.7
Top up	56.9
Total Business rates retention scheme	76.6
New Homes Bonus Returned	8.8
Revenue Support Grant	89.5
Safety Net/Capitalisation returned	1.3
Total Government Support in MTFP	176.2

7.21 The MTFP then assumes that government support will reduce in 2014/15 by 7.9%, and 2015/16 by 7.4%, in line with current projections and Government Policy.

Core Grants

7.22 A number of core grants will still be retained outside of Revenue Support Grant, and the changes are as follows:

Housing Growth Grant – this grant has not been continued, costing the Council £51,000

Rights to Free Travel Grant – this grant has not been continued, costing the Council £24,000

Housing Benefit and Council Tax Benefit – Council Tax Benefit will not exist beyond April 2013, and Housing Benefit will eventually disappear as it is transitioned to Universal Credit. Exemplifications by the Department of Work and Pensions have shown that the grant will decrease by £297k in 2013/14, with further reductions of £1m in 2014/15 and £75k in 2015/16 as the transfer to Universal Credit starts.

NHS grant to support care and benefit health - The 2010 Spending Review set aside an additional £2bn to support the delivery of social care, recognising the pressure on the system. The MTFP expected that £1.4m would be received in 2013/14, and the provisional notification indicates that £3.6m will be received, a positive variation of £2.2m. It has been assumed that the grant will decrease in 2014/15, as changes to the way in which the Council interacts with the Health Service start to operate.

Council Tax Freeze Grant – The Council has indicated that it will freeze Council Tax levels in 2013/14, thus making it eligible for the Government's recently announced Council Tax Freeze Grant. This is being made available in both 2013/14 and 2014/15 at a level equivalent to a 1% rise in 2012/13 Council Tax. £1m has been included in the MTFP in 2013/14 and 2014/15 for this grant. The Government will propose to lower the local authority tax referendum threshold to two per cent in 2013/14. This would mean if a local authority seeks to raise its relevant basic amount of council tax by more than two per cent, residents would have the right to call a binding referendum. Details on these matters will be released as part of the December settlement.

Local Council Tax Support Scheme

7.23 The analysis above refers to the £26.1m grant that is part of the revised arrangements for supporting people on low incomes with their Council Tax bills, but the implementation of the scheme has further ramifications, especially its effect on the Council Tax base.

7.24 As reported to Cabinet in July, the Government is abolishing Council Tax Benefit and asking Councils to replace it with a local support scheme with a significantly reduced funding base to pay for it.

- 7.25 In effect, this is a decision to cut the UK welfare budget, and transfer the cost to Councils leaving them with the difficult decisions about implementation. The government is also requiring councils to protect pensioners from the cut in benefits, so the cut in grant to the Council, once any increase in the number of claimants is taken into account, is estimated to be more like 19%, as opposed to the 10% as stated by CLG.
- 7.26 Haringey has consulted on how we manage the cut to our funding for the Council tax reduction scheme. The details on how this will operate, and the impact on residents, have been consulted on and the responses are being considered. The scheme will be formally approved at a special full Council on 17 January. However, in order to develop the MTFP we have used the proposals in our consultation for planning assumptions.
- 7.27 Due to this abolition of Council tax benefit, the monies associated with it will now transfer to general grant as opposed to Council tax income. The means that the MTFP currently contains £75.2m for Council Tax, as opposed to the £103m generated in 2012/13. Critically this means any future rise in demand for Council tax support will become detached from levels of demand.
- 7.28 The MTFP has also been adjusted for movements in the tax base and bad debts, but clearly shows that the Council is less able to generate resources by making decisions about the level of Council Tax. The ratio of Council Tax received to Government support is known as 'gearing', and a consequence of the local support scheme is that the Council has become more highly geared.
- 7.29 If a comparison is made between 2012/13 and 2013/14 therefore, a fairly significant reduction in the Council tax base results as grant will in future be provided for CT support through the RSG settlement and not as a direct receipt of support for Council Tax payers.
- 7.30 Even after approximately £10m cuts in government funding, the Council generates 9% less of its resource from Council Tax in 2013/14 than it did in 2012/13. This means that the Council is more reliant on government funding than it ever has been. The Government may well argue that Business Rates Retention offsets this, but as described above, it is not that straightforward, and the Government will still set the increase for NNDR nationally.

Reserves

- 7.31 The Cabinet will consider the need for and the level of both specific and general financial reserves at its meeting on 12 February 2013.

Fees and Charges

- 7.32 A separate report will be considered by this meeting setting out the outcomes of a review of fees and charges, and will make recommendations for increases across specific service areas for 2013/14. At this point in time, £350k has been allowed for increased fees and charges in the MTFP, but any revisions arising from decisions made at this meeting will be reported at February Cabinet and the figures adjusted accordingly.

8 Budget Pressures

Service Demand and cost pressures

- 8.1 The MTFP report to July Cabinet identified that the MTFP approved in February 2012 allows for planned increases in demographic growth, and also that particular pressures are being felt in the Adults and Housing Service. Appendix 2 shows the proposed revenue investments for the planning period, totalling £6.1m over the three years. The majority (£6m) of these relate to transition and continuing care costs in the Adults service.

Pension Fund

- 8.2 The pension fund is undergoing a statutory revaluation of the assets and liabilities, and this is expected to increase employers' contributions by £1m from 2014/15 onwards.

Youth Justice Board

- 8.3 Under current remand legislation Local Authorities have a statutory duty to meet the costs of placing children remanded to Local Authority secure accommodation where this has been ordered by the court. Following an agreement with the Home Office in 1999, the Youth Justice Board (YJB) has given financial assistance to local authorities in this regards (2/3rd towards cost), although there is no statutory requirement for it to do so. This agreement will cease on 31st March 2013. From 1st April 2013 Local Authorities will assume full financial responsibility for the costs of remands to secure children's homes and secure training centre. This change will cost the Council £768k.

Collection Fund

- 8.4 The 2011/12 out-turn showed that the Collection Fund has generated a deficit for the second year running, and identified that a review would be carried out into the underlying reasons. This work is on-going.
- 8.5 Taking account of discounts, existing deficits and the impact of the reduction in Council Tax benefit, the proposed MTFP allows for an adjustment of £1.6m. Given the changes to the tax base set out in paragraph 7.24, further cost pressures may have to be reported in February after the Council Tax Support Scheme has been approved in January. Very recently the Government has announced new rules about discounts and exemptions and this adds to the complexity and challenges around the estimation of these cost pressures.

Treasury Management

- 8.6 Budget forecasts for 2012/13 reported to this committee indicate that savings are being made in treasury management. This £1m saving has been projected forward into 2013/14.

9 Budget and MTFP Revenue Proposals

Achieving currently approved savings

- 9.1 Services have identified that £1.904m of pre-agreed savings for 2013/14 will now need to be re-profiled into 2014/15 and 2015/16. £1.292m is on track for delivery in 2014/15, £230k in 2015/16, £200k submitted as new/replacement savings, and £182k regarded as no longer deliverable. In order to keep pressures to a minimum, it is proposed that the £1.904m re-profiling in 2013/14 is funded from reserves.

Inflation and pay provisions

- 9.2 The Chancellor has continued to set a cap on public sector pay of 1%, and this is reflected in assumptions. Utilities and external contracts are provided for on a contract by contract basis, and given the level of uncertainty in the economy, a small (£500k p.a.) allowance for general inflation has been included.
- 9.3 The approved MTFP allows for £5.5m in 2013/14 and £8m in 2014/15, the revised assumptions now included are £4.7m and £5.0m which will represent a saving to the revised MTFP of £800k and £3m respectively.

New savings proposals

- 9.4 In July Cabinet noted the initial review of financial assumptions for the period 2013-16, and requested Directors to identify draft proposals to deliver a balanced and sustainable MTFP. Cabinet required £12.5m for both 2013/14 and 2014/15 to be delivered.
- 9.5 The savings proposals set out in Appendix 2 show a total of £13.852m, of which £7.083m will be delivered in 2013/14, £6.144m in 2014/15 and £0.625m in 2015/16.

Summary Position

- 9.6 Appendix 1 shows the current summary position of the MTFP from 2013/14 to 2015/16. After allowing for all of the analysis and assumption in this report, the gap is still £1.336m in 2013/14, £18.902m in 2014/15 and £22.961m in 2015/16. This results in a total funding gap of £43.199m over the life of the plan.
- 9.7 More work is required before the position to 31 March 2014 is balanced, and the results of the provisional local government finance settlement have yet to be factored in.

10 Dedicated Schools Grant

- 10.1 In March this year, the DfE announced significant reform to School Funding taking effect from the financial year 2013-14. The main changes to be implemented are:
- a) Allocation of the Dedicated Schools Grant (DSG) through 3 notional blocks;
 - b) Simplification of the factors and datasets allowed for the Reception to16 (R-16) funding formula;
 - c) Increased delegation to schools and Academies, including the ending of the Schools Budget element of LACSEG recoupment;
 - d) Transfer of responsibility for funding post 16 high needs education (up to 25) to the Council and it being funded through the DSG; and
 - e) A place plus approach to High Needs, involving commissioning places and funding top-ups based on pupils needs.

Officers have worked closely with colleagues on the Schools Forum to progress implementation on all these matters within challenging timescales.

- 10.2 The Schools Forum met on 6th December 2012 to consider the Dedicated Schools Budget (DSB) Strategy for 2013-14. A number of recommendations were put to the Forum and their views have been set out below in respect of these, to inform the Cabinet's consideration of these issues.
- 10.3 The schools' financial settlement for 2013-14 will change from the current spend plus methodology as a result of the implementation of the new arrangements. It has been necessary to rebase the 2012-13 DSB over three new blocks (Schools Block, High Needs Block and Early Years Block), make a number of technical adjustments and determine baselines for each of these new blocks. Following the successful conclusion to a long campaign for recognition of higher area costs, the DSG baseline has been increased by £7.299m. This increase has been partly offset by further transfers of funding required to implement the new funding arrangements. The main transfers are a hospital top-slice to fund pupils educated in Hospital provision (£365k) and the removal of transitional protection for 3 year old free early education participation (£1.86m). The combined loss from all the additional transfers is £2.218m.

Schools Block - Income

- 10.4 The projected income for the Schools Block comprises DSG, pupil premium and Education Funding Agency (EFA) post 16 funding. The DSG will be based on the verified number of R-16 pupils recorded through the October 2012 pupil count, with an announcement, and release of all relevant datasets, expected on 10 December. Although the verified data is not yet available, indications are that pupil numbers in Haringey are 3% higher in comparison to October 2011 which would equate to 30,667 pupils (29,763 October 2011 baseline). Applying the new, baseline guaranteed unit of funding (GUF) of £5,878.37 to the estimated pupil numbers would generate £180.270m DSG. Although the level of the GUF for 2013-14 has not been confirmed, the expectation is that it will be held at the baselined 2012-13 level.

This would represent a continuing standstill at cash levels although clearly the effect of inflation means that schools will experience a real terms decrease in their funding in 2013-14.

- 10.5 In addition to this funding, schools will continue to receive the Pupil Premium which was introduced in 2011-12. For 2012-13 the Pupil Premium was initially set at £600 (final £623) and the eligibility criteria were extended to include pupils who have been registered as entitled to Free School Meals (FSM) at any time in the previous six years.
- 10.6 An announcement has already been made that the pupil premium will increase to £900 for 2013-14. Assuming that 45% of Haringey pupils continue to be eligible under the Ever6 FSM methodology, and that there continue to be 391 eligible Looked After Children (LAC), the pupil premium to be distributed to Haringey schools is projected to increase to £12.793m in 2013-14. Cabinet is asked to note the amount of the expected pupil premium within the DSB.
- 10.7 The projected Schools Block income assumes that funding for 6th forms in Haringey Schools (including the VI Form centre) will be maintained at £11.477m. The EFA is phasing out the post 16 Teachers Pay Grant and a reduction of 50% to £111k has been built into the projected Schools Block income. Cabinet is asked to note the expected EFA income included in the DSB.

High Needs Block - Income

- 10.8 The projected income for the High Needs Block will all come through the DSG. The High Needs Block within the DSG will be a cash sum, currently projected at £29.601m. A transfer into the DSG in respect of those post 16 SEN students not in schools is also awaited. It is unclear how any growth or pressures in respect of high needs pupils and students from 0-25 will be funded in the future.

Early Years Block - Income

- 10.9 The projected income for the Early Years (EY) block is all provided through the DSG. The EY Block funding will be based on the new, baselined guaranteed unit of funding (£5,345.46) multiplied by actual participation in 2013-14. The Early Years DSG will initially be estimated based on the forthcoming January 2012 pupil count but will be updated retrospectively using actual pupil numbers. At this point in time, income has been projected at £12.674m based on 2012-13 participation levels. Although the level of the EY GUF for 2013-14 has not been confirmed, the expectation is that it will be held at the 2012-13 level. This would represent a continuing standstill at cash levels although clearly the effect of inflation means that schools and the Private, Voluntary and Independent (PVI) providers will experience a real terms decrease in their funding in 2013-14.
- 10.10 In order to free up capacity to increase participation in free early education for 3 and 4 year olds, the number of full time funded places in Haringey schools have been reduced. The anticipated increase in free early education participation levels has not yet materialised and there is concern that actual participation levels are down which would impact on the overall level of funding in 2013-14 and beyond. A campaign to encourage take-up of the free entitlement for three and four year olds has been running during the summer and will be re-energised to maximise numbers in time for the crucial January census.
- 10.11 With effect from 1 September 2013, Haringey will have a legal responsibility to deliver free early education to around 20% of the most disadvantaged 2 year olds. In order to fund this responsibility, a transfer will be made from the Council's Early Intervention Grant (EIG) into DSG with effect from 1 April 2013. The value of the transfer into the DSG has been confirmed at £3.699m. Cabinet should note that the transfer from Haringey to fund this is £4.4m, of which approximately £1.4m is currently being spent on this provision. The way that this transfer has been actioned means that the Council's Formula Grant has been

adversely affected by £3m (£4.4m - £1.4m). This loss is reflected in the Council's MTFP calculations.

Dedicated Schools Grant 2013-14

- 10.12 Cabinet is asked to agree the indicative level of the DSG as £226.244m, comprising £180.270m Schools Block (Para 10.4), £29.601m High Needs Block (Para 10.8) and £16.373m Early Year Block (Para 10.9 £12.674 plus Para 10.11 £3.699m).

Schools Block Expenditure

- 10.13 Under the new arrangements, the Schools Block must be delegated to mainstream schools and Academies through the compliant R-16 formula, with the exception of two items.
- 10.14 Local authorities can continue to centrally retain a number of historic and statutory commitments at a maximum of their 2012-13 level, subject to the approval of Schools Forum. We have proposed the retention of the budgets for Admissions (£421,400), Carbon Reduction Commitment (£220,253), Capital Expenditure Funded from Revenue (£489,100), Contribution to Combined Budgets (£2,158,300) and Miscellaneous (£302,900). Schools Forum has deferred a decision on these items until 17th January 2013.
- 10.15 Local authorities can also centrally retain a Growth Fund, subject to the approval of Schools Forum. At their meeting on 6th December, Schools Forum deferred their consideration of the proposal for a Growth Fund to the value of £1.5m with clear criteria which will support Haringey to meet the statutory obligation to ensure a supply of school places.
- 10.16 The remaining projected Schools Block income, after centrally retained items (£199.550m) will be distributed to all schools and Academies using the R-16 compliant funding formula or, in the case of post 16 funding and the pupil premium, will be passported directly to the relevant institutions.
- 10.17 The funding pot to be delegated to schools and Academies in 2013-14 includes a number of budgets that were previously centrally retained by the local authority. The new delegation supports the enhanced commissioning role of schools and Academies and includes all services previously transferred to Academies and funded through Schools Block LACSEG as part of their General Annual Grant (GAG).
- 10.18 Maintained schools can choose to continue to provide some of these services centrally, through a process called de-delegation. At the meeting on 6th December, decisions on de-delegation (£1.637m) were deferred to the Forum meeting scheduled for 17th January 2013.
- 10.19 Academies are invited to buy into these services at the same rates as maintained schools would contribute if de-delegation is approved. Should academies wish to use the service at a later date, the rates charged would be increased to reflect the spot purchase.

High Needs Block Expenditure

- 10.20 Officers are continuing to work with schools to implement the reformed funding arrangements. At this stage, no pressures are anticipated on the High Needs Block.

Early Years Block

- 10.21 The Early Years Block will continue to fund participation in free early education for three and four year olds, as well as centrally retained budgets for early years (£2,527,112).
- 10.22 Officers are continuing to work with Schools Forum to develop a two year old EYSFF for implementation from 1 April 2013.

LACSEG

- 10.23 The DfE have now finalised arrangements for ending both the Schools Budget and Central

Local Authority Central Services Grant (LACSEG) funding.

- 10.24 Schools Budget LACSEG calculations and recoupment has been replaced by the delegation of all relevant budgets to all maintained schools and Academies.
- 10.25 Central LACSEG is being replaced by a per pupil grant that will either be paid to Haringey for maintained schools or direct to Academies. The financial implications of this new grant will be clearer once an announcement on the per pupil rate of the grant is made as part of the settlement in December, but an estimated impact has been reflected in the Council's MTFP.

11 Housing Revenue Account (HRA)

- 11.1 A detailed analysis of the HRA MTFP and Capital programme are contained is set out in Appendix 5

12 Public Health

- 12.1 From April 2013 Haringey Council will receive a single ring-fenced public health grant composed of three components: mandated (or statutory) services, non-mandated services and the commissioning of drug and alcohol prevention and treatment services which are currently commissioned by DAATs (Drug and Alcohol Action Teams) through the Pooled Treatment Budget (PTB) (also non-mandated). In Haringey the DAAT is part of the public health directorate.
- 12.2 There is still uncertainty around the precise amount of budget to be allocated. Based on the Department of Health baseline spending estimates, published in February 2012, Haringey's baseline spend was £62 per head of population. This is just above the London average of £57 per head, but low in comparison with other London boroughs with similar levels of deprivation. Actual allocations for councils will not be published until the end of 2012. The indicative budget is in the region of £14 million and it is the expectation that Haringey will contain costs within this ring-fenced sum.

13 Capital Programme

- 13.1 The revised draft capital programme over the next three years is £222.85m. A breakdown by directorate and proposed sources of funding can be seen in the table below. The revenue implications of this level of capital expenditure, in terms of borrowing costs and ongoing revenue expenditure on capital assets have been fully reflected in the MTFP.
- 13.2 In planning the capital programme, the aim has been to maximise the use of external funding and capital receipts and to limit the use of long-term prudential borrowing to that which has been agreed as part of the planning process last year. This approach is designed to minimise the impact of the programme on the general fund.
- 13.3 The table below shows the current projected spend by directorate area, and provides a summary of the sources of funding.

Draft Expenditure	Proposed Budget 2013/14	Indicative Budget 2014/15	Indicative Budget 2015/16	Total
	£'000	£'000	£'000	£'000
Place & Sustainability	23,947	9,125	7,133	40,205
Children & Young People	20,228	8,918	6,350	35,496
Adults & Housing	2,036	2,036	2,036	6,108
HRA	34,202	55,818	47,319	137,339
Other	1,600	1,000	1,100	3,700
Total Capital Programme	82,013	76,897	63,938	222,848

Draft Capital Funding				
Government Grants	8,781	8,507	6,886	24,174
Other Grants	11,484	947	1,583	14,014
Capital Receipts	16,073	10,128	7,600	33,801
Section 106	463	0	0	463
HRA	34,202	55,818	47,319	137,339
Reserves & Revenue	2,135	450	550	3,135
Prudential Borrowing (pre-agreed)	8,875	1,047	0	9,922
Total Capital Financing	82,013	76,897	63,938	222,848

13.4 The main areas of expenditure are as follows:

Place & Sustainability

- The directorate has several large programmes underway including ongoing work in Tottenham and Northumberland Park, Wood Green Town Centre, and there is significant investment planned for carriageway maintenance works which have been limited in each of the past two years.
- The Council has a long term commitment to make available £5m for the Northumberland Park Development project currently projected as required after 15/16. Capital receipts will need to be generated and reserved to meet this commitment over the planning period.
- The current projected spend on Hornsey Town Hall over the next 3 years is some £5.3m. It is currently planned to fund this expenditure from the associated capital receipt from the sale of the site. The progress of this scheme is subject to a satisfactory funding agreement with Mountview.
- A further phase of the accommodation strategy relates to the re-provision of office accommodation and other changes in the location of existing services.

Children & Young People's Services

- The majority of the capital expenditure is on the Primary and Pre-School programme, and the expansion of school places. This programme continues to be predominantly funded by government grants, with some limited pre-agreed prudential borrowing.

Housing Revenue Account

- It is projected that the HRA will be able to meet all planned expenditure from its own resources under the self-financing regime. There has been a reduction in the level of planned expenditure on Decent Homes in 2013-14, with works now planned to take place in 2014-15 and 2015-16.

Other

- The Alexandra Park and Palace (AP&P) Regeneration scheme is aimed at transforming the Palace into a financially self-sustaining mixed leisure, entertainment and learning venue consistent with the Trust's objectives. To date the Council has required the Palace to make revenue savings and redirect those savings to fund the preparatory work for regeneration. It is proposed that this approach should be continued.
- It should also be noted that the AP&P Charitable Trust Board recently considered a report proposing a Major Grants bid to the Heritage Lottery Fund for some £16million. This would require match funding of £6.7million to be generated. The Council is committed to assisting the Trust in its fund raising from internal and

external funding streams to address the funding gap.

A more detailed analysis of the capital programme can be found in Appendix 6.

At this stage there is uncertainty over some of the external funding streams, including TfL funding for Highways expenditure, funding for School Place Expansion, and GLA funding for Tottenham regeneration. As these funding allocations are confirmed, there will be further reports back to Cabinet seeking authority to amend the programme accordingly.

- 13.5 There will also continue to be opportunities to introduce invest-to-save schemes which have a strong business case.
- 13.6 As has been stated above, in developing the capital programme proposals, the aim has been to maximise the use of external funding and capital receipts. In terms of the latter the Council is continuing to review its property portfolio looking for opportunities to both rationalise our use of service based accommodation and to divest ourselves of land and buildings which are no longer required. Capital funding levels will therefore continue to be closely monitored together with further development opportunities linked to surplus Council land or buildings.
- 13.7 There are some risks associated with the disposal programme and it is assumed that a number of significant disposals which, between them, represent approx. 50% of the total projections over the 3 years of the programme. The profile has been adjusted to reflect this risk, however it may be appropriate to use temporary borrowing if slippage in receipts occurs.

14 Consideration of the Financial Years 2015/16 and 2016/17 for the MTFP

- 14.1 The July MTFP report identified that there is potential for further cuts to Local Government funding in 2015/16 and 2016/17, beyond the current CSR. Modelling of the potential impact in 2015/16, assuming inflation and service pressures show that a further £23m cuts may be required, **and this is reflected in Appendix 1**. Assuming the same level of pressure, and adjusting for funding reductions, the gap in 2016/17 would be £21m. This means that in addition to the projected £84m reductions up the end of 2013/14, the Council would have to find an estimated further £60m up to the end of 2016/17, meaning that in total the Council would have implemented reductions of £144m over the period, equivalent to just over 50% of its current budget of £278m.

15 Consultation

- 15.1 Consultation meetings on the budget proposals will be held across the whole of Haringey during December and January, and residents will also be given the opportunity to engage with the process online.
- 15.2 The Council's Overview and Scrutiny Committee, and associated Panels, will also be examining the proposals during the coming weeks. Both the feedback from Scrutiny and the results of the consultation will be included in the February Cabinet report.

16 Comments of the Chief Finance Officer and financial implications

- 16.1 As the report is primarily financial in its nature, comments of the Chief Financial Officer are contained throughout the report.

17 Head of Legal Services and legal implications

- 17.1 The Budget and Policy Framework Procedure Rules at Part 4 Section E of the Constitution set out the process which must be followed when the Council sets its Budget. It is for Cabinet to approve the proposals and submit the same to the Full Council for adoption in order to set the budget.
- 17.2 The Cabinet will need to ensure that where necessary, consultation is carried out and equalities impact assessments are undertaken and that the outcomes of these exercises

inform any final decisions. The Council will need to ensure that any finalised proposals do not result in the Council being unable to comply with its statutory duties.

18 Equalities and Community Cohesion Comments

18.1 Equality Impact Assessments are being carried out on the budget proposals and outcomes will be included in the relevant Cabinet reports as appropriate.

19 Head of Procurement Comments

19.1 Not applicable

20 Policy Implication

20.1 The Medium Term Financial Plan represents the resource framework for delivery of Council Policy and objectives.

21 Use of Appendices

21.1 Appendix 1 – Summary of the MTFP 2013/14 to 2015/16

21.2 Appendix 2 – Savings proposals to 2015/16

21.3 Appendix 3 – Investment Proposals to 2015/16

21.4 Appendix 4 – re-profiling of pre-agreed savings

21.5 Appendix 5– Housing Revenue Account

21.6 Appendix 6 – Capital Programme

22 Local Government (Access to Information) Act 1985

22.1 The following background papers were used in the preparation of this report:

- Financial planning 2012-13 to 2014-15 - Cabinet 19 July 2011
- Financial Planning 2012-13 to 2014-15 – mid year budget update – Cabinet 4 October 2011
- Financial Planning 2012-13 to 2014-15 – Cabinet 20 December 2011
- Financial Planning 2012-13 to 2014-15 – Cabinet 7 February 2012
- Financial Planning 2013-14 to 2015-16 - Cabinet 10 July 2012

22.2 For access to the background papers or any further information please contact Barry Scarr, Interim Head of Corporate Finance, on 0208 489 3743.

Medium Term Financial Plan Summary 2013/14 to 2015/16

	2013/14 £000's	2014/15 £000's	2015/16 £000s	Total £000's
Reported Budget Gap as at February 2011	6,051	19,273	0	25,324
Changes to the Council's Resource Base				
Earley Intervention Grant passported to DSG	3,043	654	0	3,697
Central LACSEG removed from RSG	1,246	600	600	2,446
Modelling assumptions based on draft Council Tax Support Scheme	-3,000	0	0	-3,000
Phased loss of Benefits Administration Subsidy	297	1,000	750	2,047
Revised Collection Fund Assumptions	1,681	0	0	1,681
Housing Growth Grant discontinued	51	0	0	51
Rights to Free Travel Grant discontinued	24	0	0	24
Learning Disabilities Grant - revised forecast	-131	-83	0	-214
Preventing Homelessness Grant - revised forecast	179	0	0	179
NHS Grant - revised forecast	-2,180	1,790	0	-390
Assumption that only 50% of New Homes Bonus/Capitalisation top slice may return	1,297	-649	0	648
Increased New Homes Bonus Grant	-1,336	0	0	-1,336
Change in RSG levels over estimates etc.	-921	2,889	11,366	13,334
Council Tax Freeze Grant	-1,000	0	1,000	0
Revised Gap after Resource Changes	5,301	25,474	13,716	44,491
Service and Demand Pressures				
Estimated Pensions revaluation from 14/15 onwards	0	1,000	0	1,000
Growth Proposals	4,500	960	640	6,100
Savings Proposals	-7,083	-6,144	-625	-13,852
Reprofiling and revisions to pre-agreed savings	1,904	-1,292	230	842
Youth Justice Board - withdrawal of funding	768	0	0	768
Revised inflation assumptions	-800	-3,000	5,000	1,200
Estimated demographic pressure	0	0	4,000	4,000
Estimated Fees and Charge increases	-350	0	0	-350
Treasury Management - improved forecast	-1,000	0	0	-1,000
Re-profiling met from reserves	-1,904	1,904	0	0
Net Gap to find as at December 2012	1,336	18,902	22,961	43,199

THIS TABLE WILL BE REVISED ONCE THE LOCAL GOVERNMENT FINANCE SETTLEMENT IS KNOWN

Savings Proposals for consideration				
	2013/14 £'000	2014/15 £'000	2015/16 £'000	Total £'000
Adults & Housing	1,447	1,200	365	3,012
Children's Services	3,025	2,975	0	6,000
Place & Sustainability	671	980	200	1,851
Chief Executive's Service	235	264	60	559
Corporate Resources	1,705	725	0	2,430
TOTAL	7,083	6,144	625	13,852

Savings Proposals - Adults & Housing						
Directorate/Service Area	Efficiency & Saving proposal	2013/14 £'000	2014/15 £'000	2015/16 £'000	Tot. £'000	Further information/Impact on Performance (Service Delivery)
A1	Staffing reduction	0	0	80	80	This is a reduction to the senior management team; a deletion of 1 senior manager post in the light of service closures and restructures.
A2	New model of service delivery for Occupational Therapy and possibly Social Work Assessment.	0	180	0	180	Proposals to explore: (i) integration of occupational therapy and social assessment with a community health partner; or (ii) work with a partner / another council. This will achieve budget savings through improved integrated working and consequently some staffing savings.
A3	Redesign of Adult Social Work Assessment Service	300	420	0	720	This will involve a large restructure of the management of social work staff and will require significant staff consultation and changes to business processes.
A4	Process improvements within personalisation and assessment	0	0	35	35	No impact on service delivery
A5	Integrated Access Team Officers. Reduction of two posts.	65	0	0	65	Efficient systems management should be able to mitigate against any reduction in responsiveness.
A6	Day Centre Temporary Day Service Officers - delete 4 posts	25	85	0	110	Successful training for staff to work with people who have both mental and physical health needs means that the service has been fully integrated and the service can be managed effectively without the additional temporary posts required to assist the transition.
A7	Senior Reablement Worker - deletion of 1 post.	30	0	0	30	Low impact as this is a new post that has never been recruited to. Vacant Post.
A8	Prevention service - Service Support officer - deletion of 1 post.	0	35	0	35	This is not a front-facing post and there is no direct contact with the public. Most of the work was for the Residential Homes which have now closed and sheltered step-down. Given the closures it is now possible to manage without this post.
A9	Catering Contract Manager - deletion of one post.	40	0	0	40	Manages & monitors meals contract and home 'nutrition advisor'. Now residential homes have closed and Meals service is moving to tri-borough cost and volume contract arrangement it is now possible to manage without this post.
A10	Learning Disability Day Opportunities Restructure -delete 4.5 posts (1 currently vacant).	130	0	0	130	This is a re-structuring of Learning Disabilities Day Opportunities' management and supervisory posts with the aim of rationalising the management structure.
A11	Learning Disability Community Support Worker (Adult Placement Team) -delete 1 post.	30	0	0	30	Delete one vacant post. There is little or no impact on service delivery. This is a vacant position the service has held for over a year.
A12	Learning Disability Support Worker (Day Opportunities) delete 1 post - currently vacant.	20	0	0	20	Delete 1 vacant post.
A13	Voluntary Sector Strategy	50	200	100	350	Through the implementation of the Voluntary Sector Commissioning Framework; more focused service specifications, a greater emphasis on collaboration between agencies these savings will be achieved
A14	A Framework-i (Children & Adults client data base) system improvement (efficiency) change	10	0	0	10	No service impact. An efficiency following a systems process change.
A15	Framework-i (Children & Adults client database) contract renegotiation	50	0	0	50	No service impact. Contract cost reduction
A16	Develop a Supported Living scheme to allow more young disabled adults to live in the community close to their families	0	0	150	150	Develop a Supported Housing scheme for six to seven young disabled adults. Supported Living is a model of care that promotes independence and helps clients to remain within the community. As such it is the preferred model of care and represents a better service

Savings Proposals - Adults & Housing						
Directorate/Service Area	Efficiency & Saving proposal	2013/14 £'000	2014/15 £'000	2015/16 £'000	Tot.ii £'000	Further information/Impact on Performance (Service Delivery)
A17 Adults	Further Staffing Efficiencies	200	200		400	Likely to include some front line staff although this will be minimised as far as possible. May therefore have an impact on performance.
A18 Housing	Remodel Private Sector/JA Lettings and Visiting functions	170	0	0	170	This saving involves the merger of two lettings teams and deletion of the dedicated visiting team to create a single team with a broader range of functions and responsibilities.
A19 Housing	Remodel HB Assessment/Liaison function	40	0	0	40	Review of the service in the light of Welfare Reforms and the deletion of one post. Capacity in the team will be reduced and there is a risk that performance could be affected.
A20 Housing	Remodel Technical/Service Support	40	30	0	70	This saving depends on process improvements being achieved, without which there could be a loss of responsiveness and support to the professional staff
A21 Housing	Reduce posts in the Housing Assessments Team	60	0	0	60	Increased automation of the housing register and applications has created scope for efficiencies. This assumes that demand remains at the current level.
A22 Housing	Delete Advice & Options vacancies	60	0	0	60	This involves the deletion of the specialist overcrowding officer post and a reduction in the overall size of the team.
A23 Housing	Remodel Tenancy Support and Income Recovery	80	40	0	120	May reduce levels of rent collected and support provided.
A24 Housing	Miscellaneous non-salary budget reductions	57	0	0	57	No impact on service delivery.
Total Adults & Housing		1,047	1,200	365	3,012	

Savings Proposals - Children's Services										
Directorate/Service Area	Efficiency & Saving proposal	2013/14 £'000	2014/15 £'000	2015/16 £'000	Total £'000	Further Information/Impact on Performance (Service Delivery)				
Business Unit										
C1 Children and Families	Reduction in LAC Placements.	2,410	2,250		4,660	Achieving the target set out will bring the Council into line with the average performance of our inner London statistical neighbours.				
C2 Children and Families	Review of Early Years Services.		150		150	This is an efficiency contribution to savings.				
C3 Children and Families	Net reduction in staffing requirements following early intervention processes and reductions in numbers of LAC.	85	150		235	Providing that the reduction in LAC happens as planned the impact on performance should be minimal.				
C4 Children and Families	Reduction in Legal Services budget as a result of fewer care proceedings.	50	50		100	Providing that the reduction in LAC happens as planned the impact on performance should be minimal.				
C5 Children and Families	Reduction in the need for Contact Services following reductions in numbers of LAC.	30	50		80	Providing that the reduction in LAC happens as planned the impact on performance should be minimal.				
C6 Children and Families	LAC Commissioning Savings flowing from the work of the North London Strategic Alliance	150	0		150	Reduction in price paid may result in reduction in choice of placements				
C7 Children and Families	Review of the Fostering and Adoption services to achieve better value for money outcomes	50	75		125	This proposal is anticipated to improve the performance and value for money of the service.				
C8 Children and Families	Reduction in SEN transport costs	100	150		250	Provision of more local places at the Brook and Riverside have reduced our costs and improved our offer to families.				
C9 Prevention and Early Intervention	Consolidation of arrangements for Youth Offending, Alternative Provision and Behaviour Support services to achieve efficiencies.	150	100		250	A review is underway of management and service delivery in YOS, Alternative Provision and YCP. We intend to rationalise the offer and deliver efficiencies through a more unified approach.				
Total Children's Services		3,075	2,375	0	5,450					

Savings Proposals - Place & Sustainability						
Directorate/Service Area	Efficiency & Saving proposal	2013/14 £'000	2014/15 £'000	2015/16 £'000	Total £'000	Further information/Impact on Performance (Service Delivery)
	Business Unit					
P1	Corporate Property Efficiency savings through centralisation of Facilities Management functions for all Council occupied buildings to achieve lower costs through standardisation and maximising purchasing power.	25	75		100	No adverse impact on service delivery is anticipated.
P2	Corporate Property Efficiency savings in senior management, project management/support and information/administrative support through merger of Corporate Property and Capital Projects to form a new business unit: Property & Major Projects	100	100		200	Majority of capital project delivery team funded by capitalisation against projects. Revenue savings predicated on more efficient use of shared resources and by maintaining fee charges at current prices.
P3	PRE Additional income from Planning Fees	25			25	No impact
P4	PRE Delete Team Leader Post in Service Management		80		80	Reduction in Management and Reallocation of Responsibilities across the Business Unit
P5	PRE Reduce Management within Carbon Management Team	75			75	Reduction in Management given development of projects work under Assistant Director post
P6	Leisure and Culture Allotments - Increase in fees	30	30		60	The increase will move charges from full cost recovery to a surplus position, and provide for £30K reinvestment in the service in 2013/14.
P7	Leisure and Culture School Swimming - Increase charges to schools	70			70	No direct impact on the delivery of sessions unless schools choose to cancel sessions.
P8	Leisure and Culture Amend Council policy to allow more events in Finsbury Park	40	45		85	This will require a change in the Council's agreed policy for events in parks. The change would need to remove the restriction at Finsbury Park and develop policy to cover the cost of hiring and using all parks.
P9	Leisure and Culture Deletion of Mobile Library Service		100		100	Reduce access to Library Services
P10	Leisure and Culture Further reduction in Leisure Staffing		50		50	Limited impact, as part of a reduction and reorganisation of Service Commissioning and Client functions.
P11	Single Front Line Restructure Enforcement response (noise service) to enable the deletion of 1 post	40			40	The service will reduce its operating hours by 10%.
P12	Single Front Line Revision to Arrangements for Area Committees / Forums	147			147	To reduce the support to Area Committees which includes not supporting Area Action Plans and maintaining distribution lists. Also reducing the available level of support for Single Frontline consultation and engagement proposals.
P13	Single Front Line Increase in pest control charges to Homes for Haringey by 2.5%	19			19	No impact

Savings Proposals - Place & Sustainability						
Directorate/Service Area	Efficiency & Saving proposal	2013/14 £'000	2014/15 £'000	2015/16 £'000	Total £'000	Further information/Impact on Performance (Service Delivery)
P14	Change in Penalty Charge Notice Charge band across the borough. Higher band already in operation in Wood Green and this will bring the rest of the borough in line.		400		400	Parking compliance and income may be affected.
P15	Re-organisation efficiency savings		100		100	No impact.
P16	Increase in income received from North London Waste Authority as payments for commingled recycling (CLIPS)	100			100	No impact on service delivery - the increased income is related to increases in levels of commingled recyclates collected by the Council.
P17	Conduct service review to rebalance street cleansing aligned with need			200	200	Any change in service will be predicated on minimising the potential impact on overall street cleansing performance targets.
Place & Sustainability Grand Total		671	980	200	1,851	

Savings Proposals - Chief Executive							
Directorate/Service Area	Efficiency & Saving proposal	2013/14 £'000	2014/15 £'000	2015/16 £'000	Total £'000	Further information/Impact on Performance (Service Delivery)	
Business Unit							
E1	Reduce overtime, Member training and conference budgets	45			45	This proposal involves changing working practices to work more flexibly. It also means a reduction in Member training spend.	
E2	Reduction to central marketing budget	30	29		59		
E3	As the Council's workforce reduces some further reduction in the HR service can be made.		100		100	This proposal is likely to result in a reduction in services specific to Haringey.	
E4	Secretariat support rationalisation	60			60	Impact will be managed.	
E5	Likely reduction in canvassing costs following introduction of Individual Voter Registration.		35		35	Once IVR is implemented costs will shift from canvassing to initial registration.	
E6	Centralising of all L&D, change and service improvement staff and budgets.			60	60	Impact manageable	
E7	Reduction in the size and capacity of the communications and consultation service	100	100		200	This saving will reduce the capacity of the work of the team.	
Total Chief Executive's Service		235	264	60	559		

Savings Proposals - Corporate Resources						
Directorate/Service Area	Efficiency & Saving proposal	2013/14 £'000	2014/15 £'000	2015/16 £'000	Total £'000	Further information/Impact on Performance (Service Delivery)
Business Unit						
R1	N/A - financing adjustment Remove additional budget allocated to cover prudential borrowing for the Infrastructure Renewal Programme.	900			900	Infrastructure Renewal Programme will be delivered under budget and prudential borrowing will not be required
R2	ICT Remove revenue for one year the budget allocated to future renewal of desktop technologies.	500	(500)		0	None
R3	ICT On-going review of IT Contracts		100		100	None
R4	ICT Further ICT Efficiencies		500		500	Operational service levels will be reviewed to meet this reduced budget
R5	Procurement OneSAP efficiencies due to (a) integration of E-procurement systems and processes & (b) reduction of manual invoice payments		45		45	The reduction may impact upon performance.
R6	Procurement Remodel Accounts Payable - reduction in staffing of 1 Senior and 1 Payment officer.		40		40	Will require changed processes across the council.
R7	Audit and Risk Reduction in corporate revenue contributions required to the internally funded insurance reserve	150			150	Operational processes to handle insurance claims against the Council will not be affected.
R8	Audit and Risk Reduction in internal audit days procured from the existing framework contract.	10			10	Operational processes will not be affected - audit plan will be kept under review to focus on high risk areas.
R9	Audit and Risk Internal review to identify further efficiency savings across Audit & Risk Management.	40			40	Operational processes may be affected depending on the areas identified for savings
R10	Legal Staff reduction, achieved by prioritising what work is required and what can be carried out without legal input by clients, and expected reduction of demand on legal advice by clients.		325		325	Turnaround time on legal work will increase. The volume of legal work has to decrease in order to deliver these savings.
R11	Corporate Finance Corp Finance - further re-structuring and revised service offer. Will be rolled into the existing pre-agreed savings.		150		150	Will require buy in, across the organisation, to revised procedures & processes.
R12	Revenues, Benefits and Customer Services Reduction of contractual costs for out of hours	20			20	No impact.
R13	Revenues, Benefits and Customer Services Use resources already mobile in the borough to conduct council tax inspections and review the internal team.	35			35	Performance levels maintained
R14	Revenues, Benefits and Customer Services Hold Assistant Head of Service vacancy		65		65	Role to be covered by other Assistant Heads in post.
R15	Legal Registrars - increases to volumes will deliver higher income to the Council	50			50	None expected as the increased activity will be met from existing resources
Total Corporate Resources		1,705	725	0	2,430	

Investment Proposals for consideration					
	2013/14 £'000	2014/15 £'000	2015/16 £'000	Total £'000	
Adults & Housing	4,400	650	950	6,000	
Children's Services	0	0	0	0	
Place & Sustainability	100	0	0	100	
Chief Executive's Service	0	310	(310)	0	
Corporate Resources	0	0	0	0	
TOTAL	4,500	960	640	6,100	

Investment Proposals for consideration							
Directorate/Service Area	Proposed Use of Investment & Justification (KPIs etc)	2013/14 £'000	2014/15 £'000	2015/16 £'000	Total £'000	Why is this needed? / What outcomes will be achieved? (e.g. impact on P.I.)	
Adults & Housing							
A1	Adults Care Costs for Young People in transition from Children's to Adults Services.	0	1,250	1,350	2,600	Transition - To fund the care needs of young people when they leave school or reach 18 in 2013-16. All client groups. A total of 173 children over 3 years.	
A2	Adults Care costs arising from NHS Continuing Care Reassessments	3,600	(200)		3,400	To fund the increased care costs of Learning Disabilities and Mental Health clients transferred from Continuing Health Care Funding.	
A3	Housing AST Incentives - homelessness prevention	800	(400)	(400)	0	Provision of incentives to private sector landlords for access to good quality private sector lets, allowing the Council to discharge duty to households who approach as homeless.	
Total Adults & Housing		4,400	650	950	6,000		
Place & Sustainability							
P1	PRE Increased cost of neighbourhood Planning related work due to Localism Bill	100			100	To meet increased statutory requirements due to Localism Act and manage the growth in demand from Planning and Regeneration projects and additional changes in planning legislation.	
Total Place and Sustainability							
Chief Executive's Service							
E1	Elections Funding for 14/15 Local Council Election		310	(310)	0	Statutory requirement	
Total Chief Executive's Service							

Appendix 4

Amendments to Pre-Agreed Savings

Directorate/Service Area	Efficiency & Saving proposal	2013/14 £'000	2014/15 £'000	2015/16 £'000	Total £'000	Reason for change
Corporate Resources						
1	Revenues, Benefits and Customer Services Sharing or externalisation of call centre	100		(100)	0	To be re-profiled from 13/14 to 15/16 and incorporated into savings derived from the review of the customer service offer.
2	Corporate Finance Review finance support post Support Functions Review.	230	(230)		0	Requirement to re-profile to 2014/15 to enable a single staffing review to be undertaken alongside other 2014/15 savings. The effects of the significant SFR restructure in 2011 are still being experienced; 2013/14 would be too early and could destabilise the service.
3	Corporate Finance Increase debt collection of miscellaneous debts	150			150	Current income collection levels have not made this saving possible as proposed.
4	Procurement Reduction in accounts payable team	100	(100)		0	Reduction in budget through staffing efficiencies will not be met in 2013-14, but will be actioned after the implementation of ONE SAP. E-invoicing solution to be implemented in 2014-15.
Total Corporate Resources		580	(330)	(100)	150	
Chief Executives						
1	Cross Cutting Reduce one head of service plus two managers	200			200	It is now proposed that this saving will be delivered by efficiencies and staff reductions across the Communications team. These are set out as new savings
2	OD&L Share OD Services with WF - this is a proposal to share the Head of OD and thereafter to look for a single OD service offer. Initial work has focussed on sharing training commissioned spend.	50		(50)	0	To date £100k of saving have been delivered through the sharing of services with Waltham Forest and by not filling vacant posts. Any further savings can only be achieved by centralising spend on change, L&D and service development spend within the council, which is proposed as a new saving.

Amendments to Pre-Agreed Savings

Directorate/Service Area	Efficiency & Saving proposal	2013/14 £'000	2014/15 £'000	2015/16 £'000	Total £'000	Reason for change
3 OD&L	Review of OD&L - The review of Organisational Development activity will aim to improve the OD Service Offer to the council in the context of the need for savings and efficiencies.	80		(80)	0	The service has delivered a budget reduction of 70% over 2011/12 - 2013/14 (£1.25m). The service is now shared with LBWF. Any further reductions need to be achieved by centralising training, change and service development resources and spend. Reprofile to 2015/16 over 2014/15.
Total Chief Executives		330	0	(130)	200	

Place and Sustainability		2013/14 £'000	2014/15 £'000	2015/16 £'000	Total £'000	Reason for change
1 Corporate Property	Reduction in Office Accommodation and future savings through revised accommodation plan	750	(750)		0	Saving for 2012/13 being achieved. For the remainder, savings identified to date fall short by £500K which is currently part of the property review work. Of the savings identified there is a slippage of £750K from 2013/14 into 2014/15 and future years.
2 Single Front Line	Reduce Contract Monitoring of Veolia Contract	212	(212)		0	Saving possible once contract has bedded in, incl. rollout of fortnightly collections. Request saving be slipped to 2014/15.
3 Cross-Cutting	Savings on Security Costs at Customer Service Centre's	32			32	Saving will not be achieved in this way. Alternative savings have been made in the service.
Total Place and Sustainability		994	(962)	0	32	
TOTAL		1,904	(1,292)	(230)	382	

HOUSING REVENUE ACCOUNT 2013/14 to 2015/16

1 Summary

- 1.1 The report makes recommendations in respect of the Housing Revenue Account MTFP and capital programme 2013-18.
- 1.2 It also makes recommendations about HRA rent increases, service charges, and the future maintenance and improvements programme, on the basis of which overall financial assumptions for 2013-18 are recommended.
- 1.3 The report advises Cabinet of the current position in respect of the 30 Years' Business Plan.

2 Other options considered

- 2.1 The Council is required to approve an HRA budget and Capital Programme for 2013-14 and to set rent and service charges for the year. The report outlines the considerations the Cabinet should take into account and the options available to them in doing so.

3 Background information

- 3.1 Under the provisions of the Localism Act 2011, on 1 April 2012 the previous Housing Revenue Account subsidy system was abolished and replaced by a system of self-financing.
- 3.2 Under the new system housing authorities no longer receive HRA subsidy but are allowed to retain all rental income and make decisions on how to spend it to meet their local housing needs.
- 3.3 The introduction of Self Financing was accomplished with a final debt settlement between Central Government and Local Authorities. Although most authorities were required to take on additional debt, Haringey had £234 of its housing debt paid off.
- 3.4 The Council must set a balanced HRA budget each year, using rent and other revenue collected to manage and maintain its housing stock and to pay all interest and financing costs associated with its housing debt

4 Rent increases

- 4.1 Under the self-financing regime rents are the main source of income for the HRA and Cabinet continue to be required to make decisions annually on the level of increases. At the February meeting, Cabinet will be asked to agree a recommendation to Council.
- 4.2 For several years it has been the Council's policy to set rent increases in accordance with government policy following the rent restructure guidance. This policy is based on gradually increasing council housing rents to that they converge with typical rent levels of other social landlords.
- 4.3 Although the Council is not required to follow rent restructuring, the calculations underpinning the self financing model assume that it will do so and it will not be possible to meet the investment needs of Haringey's stock without achieving this level of income. Setting lower rents will reduce the income available to the HRA and

restrict the funding available for housing services and capital investment.

- 4.4 Conversely, although the Council has some freedom to set rent levels slightly above rent restructuring, in previous years the DWP has used the limit rent mechanism to restrict the Housing Benefit subsidy payable to councils who levy excessive rent increases. Clear guidelines of how this will work in 2013-14 have not yet been announced. However the introduction of Welfare Reform and the economic climate are likely also to make it difficult to collect large rent increases from tenants.
- 4.5 It is therefore recommended that Cabinet continues to follow their established policy with target rent increases for 2013-14 reflecting the September 2012 RPI announcement (2.6%) and convergence in April 2016.
- 4.6 The exception to this will be where a tenancy comes to an end and the property is relet to a new tenant. It is recommended that in such cases the rent should be raised immediately to the target rent thereby achieving convergence in advance of the main stock. The amount of additional income raised will be dependent on the properties that become vacant in year but is estimated to be in the region of £62k.
- 4.7 The average weekly dwelling rents with caps and limits applied according to the Government's restructuring policy will increase by £4.19 (4.45%) from £94.04 to £98.23. There will be differing increases across dwellings as set out below:

Forecast weekly dwelling rents for 2013-14 with caps and limits applied

Number of Bedrooms	Number of Properties	Min Rent	Max Rent	Average Rent
0	144	63.49	108.86	79.40
1	5,631	53.69	131.51	84.03
2	5,437	75.64	140.91	98.19
3	4,029	71.69	146.45	112.83
4	621	83.38	155.13	127.74
5	102	98.98	162.67	147.36
6	11	128.30	171.04	155.54
7	2	130.23	166.29	148.26
8	1	168.22	168.22	168.22
Grand Total	15,978	53.69	171.04	98.23

Percentage increase in weekly dwelling rents for 2013-14 with caps and limits applied

No of bedrooms	Minimum	Maximum	Average
	%	%	%
Bedsit	1.3	6.5	4.8
1	1.0	7.1	4.4
2	2.2	5.9	4.5
3	2.1	6.1	4.4
3+	2.6	5.6	4.3
All dwellings	1.0	7.1	4.5

Range of changes

Amount	Number of properties
Less than £4.00	7092
Between £4.00 and £5.00	5920
Between £5.00 and £6.00	2741
Between £6.00 and £7.00	225
Total	15,978

- 4.8 Were the Council not to implement the full increase the loss of rent would be £810k per annum for each 1% of reduced increase. This would reduce the revenue contribution to the capital funding available for the Decent Homes programme and is not recommended for that reason.
- 4.9 Alternatively, if the Council wished to raise additional rental income, Homes for Haringey have identified a way to raise an additional £490k that is not far out of line with the rent restructuring model and the limit rent. This would ensure that all rents increased by RPI + 0.5% + £2 except where a property was already at the maximum rent for its size. Under this scenario, most rent increases would be in the range 3.1% to 6%. The additional income would be available for investment in the decent homes programme or in additional services for tenants such as the cyclical maintenance programme.
- 4.10 Over 70% of the Council's tenants currently have at least part of their rent paid by benefits.
- 4.11 For financial planning purposes only at this stage the Cabinet are asked to agree the inclusion of the rent increases detailed in paragraph 5.7 above.

5 Service charges

- 5.1 In addition to rents, tenants need to pay separate service charges for specific services that they receive. Charges are currently made for the following services.
- Concierge services
 - Caretaking
 - Grounds maintenance
 - Street sweeping
 - Light and power
 - District heating
 - Water
- 5.2 The Council's policy has been to set charges to match budgeted expenditure unless this would be an increase of more than the limits used in rent restructuring in which case charges are increased by RPI + 0.5%. For 2013-14 this is equal to 3.1%. Except in unusual circumstances it has not been the policy to compensate for under

or over recovery in previous years. However charges will be adjusted for future years to avoid its continuance.

5.3 Based on current policy the following adjustments to charges are recommended:

Charge	Recommended Increase	Forecast Income 2013/14 before review	Forecast Income 2013/14 after recommended changes	Forecast Additional Income
	%	£	£	£
Concierge	1.8%	1,475,700	1,531,600	55,900
Grounds Maintenance	2.8%	1,212,200	1,269,900	57,700
Caretaking	3.1%	2,165,700	2,276,800	111,100
Street Sweeping	-2.5%	1,539,300	1,530,100	-9,200
Communal Lighting	-29.5%	1,254,800	901,600	-353,200
District Heating	8.0%	371,600	409,300	37,700
Integrated Reception Service (Digital TV)	0.0%	347,000	387,100	40,100
Estates Road maintenance	2.2%	219,500	228,700	9,200
Bin & Chute Cleaning	n/a		64,700	64,700
Water	4.7%	5,401,300	5,664,900	263,600
Total Charges including Water Rates	2.0%	13,987,100	14,264,700	277,600

Forecast additional Income based on number of Tenants x increase in charge x 98% (Recovery rate- i.e. 2% void and bad debts)

- 5.4 Reductions are recommended in Street Sweeping and Light and Power where the current level of charge is resulting in an over-recovery. For other service charges increases are recommended at the lower of 3.1% or full cost recovery.
- 5.5 Service charges other than District Heating charges are eligible for Housing Benefit. (District Heating charges are for the supply of heat from a central supply to individual properties. As such they are not considered to be part of the rental cost.)
- 5.6 A new charge has been proposed for bin and chute cleaning at £0.15 per week for relevant properties.
- 5.7 Homes for Haringey have been requested to give further consideration to other service charges that can be made in general needs or Sheltered Housing. If new proposed charges are identified these will be included in the final HRA rent setting report in February.

6 Revenue Budget and MTFP 2013-16

- 6.1 As part of the Council's budget strategy to generate efficiency savings, Homes for Haringey have been asked to reduce the portions of their Company Budget within their full control, that is excluding charges made by the Council, by 5% which equates to £1.787m.
- 6.2 In 2013-14 the bulk of this saving (£1.5m) will be made through a review of Housing Management services that is expected to increase productivity resulting in improved

services, greater consistency of standards and decreased costs. The balance of savings, £255k, will be met from back office services. Transitional costs and redundancies (38 FTE estimated) will be met from HRA reserves (subject to value for money consideration.)

- 6.3 Homes for Haringey have identified £652k savings for 2014-15 across a range of services and are developing further proposals to meet the rest of the target (£1.135m to be found.)
- 6.4 The net budget for the managed account which comprises most of the HRA income sources is estimated to realise increased net income of £3.6m arising largely from rent increases discussed above and additional service charges. However this is offset by the need to make an increased provision for bad debts. The level of bad debt has been increasing over recent years and this is expected to worsen following Welfare Reform Act changes including the benefits cap, the under occupation penalty and the payment of housing support to the tenant rather than the landlord under Universal Credit.
- 6.5 The retained Account shows an expenditure reduction of £0.7m arising mainly from the reduction in the Management Fee payable to Homes for Haringey (-£1.787m). However £425k of costs for Broadwater Farm Leisure Centre and ASBAT have been transferred to the HRA from the General Fund following a review of charges between accounts.
- 6.6 There is also new investment growth for activity to support the HRA Estate Renewal work (see below.) This is made up of a contribution to the Regeneration team of £225k for HRA specific activity and £550k one off costs for feasibility studies and other development work.

7 HRA Capital Programme

- 7.1 In recent years the Council's programme for maintaining its estate has depended mainly on subsidy determinations and supported borrowing. The capital programme for 2011-12 is £34.2m of which £16.3m is for a planned programme of works to maintain the stock condition.
- 7.2 In addition there is £15.5m earmarked for Decent Homes, funded from £6.45 Decent Homes Backlog Grant from the GLA and £9m from the HRA revenue surplus.
- 7.3 A further £2.45m is for specific capital projects including loft conversions and the development of Supported Living Schemes. This is funded from HRA internal sources.
- 7.4 Following the introduction of Self Financing, Council Officers and Homes for Haringey are developing a 30 year business plan that will set out the proposed use of HRA borrowing capacity and future income streams in order to improve and enhance the condition of the housing stock and support wider Council priorities and Regeneration aims. This is a complex piece of work and is not due to be finished until after the budget is finalised. It will be reported to Cabinet in the first half of next year. For this reason the later two years of the capital programme should be regarded as indicative only.

7.5 In order to ensure maximum flexibility for the Council in advance of completion of the Stock Options Appraisal it is proposed that the capital programme for 2013-14 relies solely on internally generated resources . It is not planned to draw on the limited borrowing capacity nor on any capital receipts.

7.6 A proposed programme with commentary totalling £34.2m is included as Appendix 6. Funding is proposed as follows:

Funding Source	£m
Decent Homes Grant	6.5
Internally generated funds	27.7
TOTAL	34.2

7.7 Should any of the works cover leasehold properties the costs will be recoverable from the leaseholders and will not be a charge on the Council's resources.

Draft Haringey Council Capital Programme 2013/14 to 2015/16

Appendix 6

Draft Capital Programme 2013/14 to 2015/16		Total Planned Expenditure Budget				Total Funding Source (3 yrs)						
Ref. No.	Name of Capital Scheme	Proposed Original Budget 2013/14 £'000	Indicative Original Budget 2014/15 £'000	Indicative Original Budget 2015/16 £'000	Total £'000	Grants & Contribution From Private Developers & Leaseholders £'000	Capital Grants From The National Lottery £'000	Capital Funding From GLA Bodies £'000	Use Of Capital Receipts £'000	Section 106 £'000	Use of reserves £'000	Total £'000
Place and Sustainability												
1	Growth on the High Road - Tottenham Regeneration Scheme to improve and regenerate public realm in Tottenham Green, Bruce Grove and local markets	3,013	0	0	3,013	0	0	1,975	800	238	0	3,013
2	Northumberland Park Accessibility and Parking GLA supported scheme to implement highways works and parking zones in Northumberland Park Area related to new stadium development	3,296	547	1,483	5,326	0	0	2,626	2,700	0	0	5,326
3	Green Lanes OLF GLA supported scheme in partnership with local traders to improve shop fronts and public realm along Green Lanes	1,359	0	0	1,359	0	0	1,078	0	225	56	1,359
4	Tottenham Hale Gyratory TfL led scheme to change Gyratory to two way traffic flow. Funding previously agreed by Cabinet to enable the Gyratory project to proceed to Phase 2 and to mitigate the possible impact of any reductions in expected S106 contributions.	500	1,778	0	2,278	900	0	0	1,378	0	0	2,278
5	Lordship Lane Residual costs of Heritate Lottery supported scheme to upgrade Lordship Recreation Ground	160	0	0	160	0	160	0	0	0	0	160
6	TfL - Corridors/Neighbourhood/Smarter Travel Estimated TfL allocations for works on corridor highway schemes , safety schemes, walking and cycling schemes	2,123	0	0	2,123	0	0	2,123	0	0	0	2,123
7	TfL - Local Transport	100	0	0	100	0	0	100	0	0	0	100
8	TfL - Principal Road Maintenance Estimated TfL allocation for maintenance of Principal Roads	760	0	0	760	0	0	760	0	0	0	760
9	TfL - Bridges Estimated TfL allocation for structural works to bridges	446	0	0	446	0	0	446	0	0	0	446

Draft Haringey Council Capital Programme 2013/14 to 2015/16

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Draft Capital Programme 2013/14 to 2015/16		Total Planned Expenditure Budget			Total Funding Source (3 yrs)							
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10	TfL - Wood Green Town Centre Major TfL supported scheme to upgrade highways and public realm around Wood Green Centre	3,600	0	0	3,600	0	0	3,600	0	0	0	3,600
11	Repair & Maintenance of Council Buildings To support planned condition upgrades and health and safety compliance works of property estate	750	750	750	2,250	0	0	0	2,250	0	0	2,250
12	Accommodation Strategy To support second phase of Accommodation Strategy including further smart working, consolidation of property holdings and release of surplus property.	1,325	2,750	700	4,775	0	0	0	4,775	0	0	4,775
13	Street Lighting Funding required for a rolling programme of investment to replace an aging stock of street lights with more efficient, lower maintenance modern alternatives.	400	400	400	1,200	0	0	0	1,200	0	0	1,200
14	Planned Carriageway & Footway Maintenance Funding for the planned programme of footway reconstruction and carriageway resurfacing on non-principal roads, and for flood drainage works.	4,000	500	500	5,000	0	0	0	5,000	0	0	5,000
15	Road Safety/Drainage/Structures Funding is required for Road safety measures, the annual programme of drainage inspection and maintenance and the maintenance of structures such as bridges, subways etc.	150	150	150	450	0	0	0	450	0	0	450
16	Bruce Castle Funding to support a planned bid to Heritage Lottery for a major scheme to renovate and improve this heritage asset.	200	0	1,000	1,200	0	0	0	1,200	0	0	1,200
17	Borough Parking Plan Funding for design and implementation work on new CPZs and to ensure signs and lines are compliant on existing schemes.	300	100	0	400	0	0	0	400	0	0	400

Draft Haringey Council Capital Programme 2013/14 to 2015/16

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Draft Capital Programme 2013/14 to 2015/16		Total Planned Expenditure Budget					Total Funding Source (3 yrs)					
Ref. No.	Name of Capital Scheme	Proposed Original Budget 2013/14 £'000	Indicative Original Budget 2014/15 £'000	Indicative Original Budget 2015/16 £'000	Total £'000	Grants & Contribution From Private Developers & Leaseholders £'000	Capital Grants From The National Lottery £'000	Capital Funding From GLA Bodies £'000	Use Of Capital Receipts £'000	Section 106 £'000	Use of reserves £'000	Total £'000
18	Hornsey Town Hall Funding previously agreed by Cabinet to support the renovation of Hornsey Town Hall and allow sustainable use through lease to an anchor tenant.	1,100	2,100	2,100	5,300	0	0	0	5,300	0	0	5,300
19	Tree planting programme Funding to allow completion of agreed tree planting programme.	65	0	0	65	0	0	0	65	0	0	65
20	Down Lane Park - Master Plan Implementation Match funding to enable leverage of external grants to support implementation of park improvement plan.	250	0	0	250	0	0	0	250	0	0	250
21	Capital Delivery - Programme Support Funding for the overall programme management of the council's capital programme.	50	50	50	150	0	0	0	150	0	0	150
Total Place and Sustainability		23,947	9,125	7,133	40,205	900	160	12,708	25,918	463	56	40,205

Draft Haringey Council Capital Programme 2013/14 to 2015/16

Draft Capital Programme 2013/14 to 2015/16		Total Planned Expenditure Budget		Total Funding Source (3 yrs)					Total		
Ref. No.	Name of Capital Scheme	Proposed Original Budget 2013/14 £'000	Indicative Original Budget 2014/15 £'000	Indicative Original Budget 2015/16 £'000	Total £'000	Capital Grants From Central Government Departments (inc SCE(C)) £'000	Grants & Contribution From Private Developers & Leaseholders £'000	Use Of Capital Receipts £'000	Prudential Borrowing £'000	Use of reserves £'000	Total £'000
Children & Young People's Service											
Secondary Schools											
22	ICT MSP Contract Residual funding for refresh of ICT for schools included in the managed service ICT contract, ending August 2013	400	0	0	400	400	0	0	0	0	400
23	Lifecycle Works Funding for agreed condition upgrade schemes in the Secondary School estate	1,400	200	200	1,800	171	0	0	0	1,629	1,800
	(A) Sub-total BSF Programme	1,800	200	200	2,200	571	0	0	0	1,629	2,200
Primary and Pre-School Programme											
24	Broadwater Farm ILC Final year of scheme to re-provide primary and special schools in an integrated campus	2,646	0	0	2,646	1,263	0	0	1,383	0	2,646
25	Rhodes Avenue Expansion to 3 FE Scheme to expand school to 3 Forms of Entry and address condition and suitability issues	3,479	1,177	87	4,743	1,763	0	2,033	947	0	4,743
26	Rhodes Avenue Provision for funding of claim against parties to secure recovery of costs	500	0	0	500	500	0	0	0	0	500
27	Mulberry Modernisation Retention on completed modernisation scheme	301	0	0	301	301	0	0	0	0	301
28	Earlsmead - temporary expansion	4	0	0	4	4	0	0	0	0	4
29	Alexandra - Primary Expansion Scheme to expand school by 1 Form of Entry	1,383	513	0	1,896	1,796	100	0	0	0	1,896
30	Welbourne - Primary Expansion Scheme to expand school by 1 Form of Entry	2,660	1,146	0	3,806	1,146	0	0	2,660	0	3,806
31	Primary Pupil Place expansion fund Provision for future primary school expansions required to meet population growth	3,460	3,724	1,700	8,884	5,324	100	0	3,460	0	8,884
	(B) Sub-total Primary and Pre-School Programme	14,433	6,560	1,787	22,780	12,097	200	2,033	8,450	0	22,780

Draft Haringey Council Capital Programme 2013/14 to 2015/16

Draft Capital Programme 2013/14 to 2015/16		Total Planned Expenditure Budget			Total Funding Source (3 yrs)						
Ref. No.	Name of Capital Scheme	Proposed Original Budget 2013/14 £'000	Indicative Original Budget 2014/15 £'000	Indicative Original Budget 2015/16 £'000	Total £'000	Capital Grants From Central Government Departments (inc SCE/C) £'000	Grants & Contribution From Private Developers & Leaseholders £'000	Use Of Capital Receipts £'000	Prudential Borrowing £'000	Use of reserves £'000	Total £'000
	Planned Asset Improvement										
32	Planned and reactive condition works Funding for condition works and upgrades to existing school estate	1,000	500	500	2,000	1,792	0	0	208	0	2,000
33	School Kitchen enhancements	200	200	200	600	600	0	0	0	0	600
34	Electrical infrastructure upgrades	281	8	0	289	289	0	0	0	0	289
35	Capital Delivery - Programme Support Funding for the overall programme management of the council's capital programme.	100	100	100	300	100	0	0	200	0	300
	(C) Sub-total Planned Asset Maintenance	1,581	808	800	3,189	2,781	0	0	408	0	3,189
36	Devolved Capital Capital funds devolved directly to schools	550	550	550	1,650	1,650	0	0	0	0	1,650
37	Programme Delivery Costs Costs of managing schools capital programme	800	800	800	2,400	2,400	0	0	0	0	2,400
38	Programme Contingency Contingency to cover risks on all schools projects	1,064	0	2,213	3,277	2,213	0	0	1,064	0	3,277
	(D) Sub-total	2,414	1,350	3,563	7,327	6,263	0	0	1,064	0	7,327
	Total Excluding BSF (B+C+D)	18,428	8,718	6,150	33,296	21,141	200	2,033	9,922	0	33,296
	Total Children & Young People	20,228	8,918	6,350	35,496	21,712	200	2,033	9,922	1,629	35,496

Draft Haringey Council Capital Programme 2013/14 to 2015/16

Draft Capital Programme 2013/14 to 2015/16		Total Planned Expenditure Budget			Total Funding Source (3 years)				
Ref. No.	Name of Capital Scheme	Proposed Original Budget 2013/14 £'000	Indicative Original Budget 2014/15 £'000	Indicative Original Budget 2015/16 £'000	Total £'000	Capital Grants From Central Government Departments (inc SCE(C)) £'000	Other Grants £'000	Use Of Capital Receipts £'000	Total £'000
Adults and Housing									
39	Major Adaptations in Non Council Owned Properties Adaptations to homes to support residents with disabilities or other needs.	1,536	1,536	1,536	4,608	2,508	0	2,100	4,608
40	Compulsory Purchase - empty properties Funding to bring empty properties back into use and sell on to registered providers	500	500	500	1,500	0	0	1,500	1,500
Total Adults and Housing		2,036	2,036	2,036	6,108	2,508	0	3,600	6,108

Draft Haringey Council Capital Programme 2013/14 to 2015/16

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Draft Capital Programme 2013/14 to 2015/16		Total Planned Expenditure Budget			Total Funding Source (3 yrs)					
Ref. No.	Name of Capital Scheme	Proposed Original Budget 2013/14 £'000	Indicative Original Budget 2014/15 £'000	Indicative Original Budget 2015/16 £'000	Total £'000	Capital Grants From Central Government Departments (inc SCE(C)) £'000(i)	Capital Funding From GLA Bodies £'000	Financing From HRA £'000	Financing From Major Repairs Reserve (MRR) / Major Repairs Allowance (MRA) £'000	Total £'000
Housing Services (Housing Revenue Account (HRA))										
41	Mechanical and Electrical Rewiring and door entry systems	1,250	1,250	1,250	3,750	0	0	0	3,750	3,750
42	Asbestos Removal Removal of asbestos during responsive repair works	100	100	100	300	0	0	0	300	300
43	Boiler Replacements and Major Repairs	3,500	3,500	3,500	10,500	0	0	0	10,500	10,500
44	Lift Improvements Replacement of life expired lifts	2,181	2,181	2,181	6,543	0	0	0	6,543	6,543
45	Structural Works Underpinning, concrete and brickwork repairs	200	200	100	500	0	0	0	500	500
46	Capitalised Repairs Kitchen, bathroom and heating repairs	4,400	4,150	4,150	12,700	0	0	0	12,700	12,700
47	Extensive Void Works: Programme to bring homes back into use where major repairs/upgrades are required	1,450	1,621	1,450	4,521	0	0	0	4,521	4,521
48	Decent Homes Schemes to upgrade dwellings to Decent Homes standards involving works to kitchens, bathrooms, heating and general structural repairs.	15,500	35,480	30,938	81,918	33,931	0	37,658	10,329	81,918
49	Aids and Adaptations Adaptations for disabled residents	1,200	1,200	1,200	3,600	0	0	0	3,600	3,600
50	Professional Fees	1,671	1,750	1,750	5,171	0	0	0	5,171	5,171
51	Energy Efficiency Programme match funding for additional energy efficiency measures, insulation and heating controls	100	0	0	100	0	0	0	100	100
52	Conversions/Employment Provision of new affordable housing combined with new work placements	250	0	0	250	0	46	204	0	250
53	Development Opportunities Funding to encourage provision of new affordable homes via land agreements with Developers	300	0	0	300	0	0	300	0	300
54	Infill Funding to encourage provision of new affordable homes on underused sites.	1,150	0	0	1,150	0	0	1,150	0	1,150

Draft Haringey Council Capital Programme 2013/14 to 2015/16

Ref. No.	Name of Capital Scheme	Total Planned Expenditure Budget		Total Funding Source (3 yrs)				Financing From Major Repairs Reserve (MRR) / Major Repairs Allowance (MRA) £'000	Total £'000
		Proposed Original Budget 2013/14 £'000	Indicative Original Budget 2014/15 £'000	Indicative Original Budget 2015/16 £'000	Total £'000	Capital Grants From Central Governments (inc SCE(C)) £'000	Capital Funding From GLA Bodies £'000		
55	Loft Conversions To reduce overcrowding in existing Council property	250	0	0	250	0	0	250	250
56	Supported Living Programme to convert units to include carers accommodation	500	500	500	1,500	0	0	1,500	1,500
57	Estate Improvements	200	200	200	600	0	0	600	600
58	Other Capital Works	0	3,686	0	3,686	0	0	3,686	3,686
Total Housing Services (Housing Revenue Account)		34,202	55,818	47,319	137,339	33,931	46	45,348	137,339
								58,014	137,339

Draft Haringey Council Capital Programme 2013/14 to 2015/16

Appendix 6

Draft Capital Programme 2013/14 to 2015/16		Total Planned Expenditure Budget			Total Funding Source (3 yrs)			
Ref. No.	Name of Capital Scheme	Proposed Original Budget 2013/14 £'000	Indicative Original Budget 2014/15 £'000	Indicative Original Budget 2015/16 £'000	Total £'000	Use Of Capital Receipts £'000	Financing From General Fund Revenue Account £'000	Total £'000
Corporate Resources, Assistant Chief Executive & Cross-Directorate								
59	IT Capital Programme To invest in specific business IT projects which deliver efficiencies and improved customer service. All projects require a detailed business case to be presented and approved by Corporate IT Board to ensure they meet strategic aims and can deliver demonstrable outcomes.	250	250	250	750	750	0	750
60	Alexandra Park & Palace - maintenance Essential refurbishment of premises and plant to ensure on-going compliance, safety and operability of the site in the short to medium term. This will enable the Palace to continue trading whilst actively pursuing a longer term regeneration solution.	850	250	350	1,450	0	1,450	1,450
61	Alexandra Park & Palace - regeneration Estimated programme development costs to support a comprehensive regeneration of the whole site during the period 2013-2017 to deliver the stated vision for the Park and Palace and create a viable operating model in the long term.	500	500	500	1,500	1,500	0	1,500
Total Corporate Resources, Assistant Chief Executive & Cross-Directorate		1,600	1,000	1,100	3,700	2,250	1,450	3,700

HRA 2013-14 Capital Programme Commentary

1. Mechanical and Electrical – £1.25m

- 1.1 Approximately half of the budget will be spent on the re-wiring of landlord's electrical supply to blocks and the other half on planned maintenance and repairs to existing door entry systems.

2. Asbestos Removal – £0.100m

- 2.1 This budget funds the testing, removal and management of asbestos containing materials (ACMs) identified during responsive repair works. This work is essential to enable responsive repairs work to be completed safely and ensure that ACMs are safely managed in homes and communal areas. Sometimes where appropriate, the work is carried out by sealing or encasing the asbestos, rather than removing it.

3. Boiler Replacements and Major Repairs – £3.500m

- 3.1 This budget funds the replacement of boilers, together with major repairs such as the replacement of heat exchangers, on a reactive basis.
- 3.2 Although a boiler has an expected life of 15 years, many boilers are considerably older than this and should be replaced. Modern energy efficient boilers that Homes for Haringey is now installing have a life expectancy of only 12 years.
- 3.3 The proposed budget is broadly consistent with advice received from Homes for Haringey that an annual budget of £4m be provided to support a planned approach to boiler replacement.

4. Lift Renewal – £2.181m

- 4.1 This budget funds the replacement of lifts that have reached the end of their useful life. Lifts have an expected life of between 15 and 20 years, and lift replacement programmes require long lead-in periods because of the specialist nature of the work and the bespoke requirements of each lift.
- 4.2 There are 142 lifts in the Council's housing stock. Currently approximately 60 lifts are identified for renewal. Each of these lifts is more than 20 years old, and several are significantly older.
- 4.3 In recent years the lift replacement programme has not been keeping pace with obsolescence causing considerable inconvenience to residents. The regular lift servicing programme has identified the need to replace more lifts in future years to ensure continued service for residents. The budget was increased in 12-13 to help clear the backlog and this higher level of funding will continue into 13-14.

5. Structural Works – £0.600m
 - 5.1 This budget funds essential structural works including, for example, underpinning, concrete repairs and brickwork repairs.
6. Capitalised Repairs – £4.000m
 - 6.1 This budget funds capital works (such as kitchen renewal, bathroom renewal and the installation of new central heating systems) that are carried out, as part of the responsive repairs programme, to renew items that are beyond economic repair. Repairs to void properties account for a significant amount of expenditure within this budget. The budget has been reduced in 2013-14 in line with expected expenditure.
7. Extensive Void Works – £1.650m
 - 7.1 This budget funds the repair and improvement of void properties that require major works before they can be re-let.
 - 7.2 The proposed budget has increased from £1.350 in 2012-13 partly to deal with the impact of the reduction in the Decent Homes programme and the need to focus on the external fabric and services. As a result kitchen and bathroom replacements in void properties, which would previously have been part of the Decent Homes programme, must now be funded separately.
8. Professional Fees - £1.671m
 - 8.1 This budget funds the professional fees for quantity surveying and other professional advice and support to the programme.
9. Decent Homes - £15.5m
 - 9.1 The GLA has allocated Decent Homes backlog grant of £6.45m in 2013-14 to make an estimated 359 homes decent. It is proposed that an additional £9m is allocated for 2013/14 from HRA internal resources.
 - 9.2 A separate report is due to be presented to Cabinet in December recommending agreement of a detailed programme. The programme will again be focused on making the external fabric of all our stock wind and weatherproof but also includes essential boiler renewal and rewiring.
10. Aids & Adaptations – £1.200m
 - 10.1 This demand-led budget funds the adaptation of council homes and the provision of disabled facilities for council tenants and members of their household.

11. Energy Conservation - £0.100m
 - 11.1 This project allows for the installation of low cost but high impact measures, including loft/cavity wall installation and central heating controls, and provides for start up / matched funding to attract additional investment from other funders.

12. Conversions and Worklessness - £0.250m
 - 12.1 The aim of this project is to identify innovative ways of making best use of existing council owned assets to maximise affordable housing in the borough and assist in tackling worklessness in the borough with the recruitment of work placements.

 - 12.2 A small grant of £46k has been provided by the GLA to support this scheme so the net call on HRA resources is £204k

13. Development Opportunities - £300k
 - 13.1 This is a project to invest in our housing estates in a way that provides new housing (both for market sale and social rent), brings back into use derelict and under-used parcels of land; contributes towards the creation of mixed and balanced communities; and provides training opportunities for local people.

 - 13.2 Land agreements will be entered into with developers and registered providers for them to build on infill sites of HRA land that have development potential. The value in the land is used by the Council to invest in the development with a contractual provision that the developer transfers a proportion of the completed units to council ownership to be let at social rent as council housing; and agrees to share its developer's profit to provide a capital receipt in respect of any units sold on the open market.

14. Infill - £1.150m
 - 14.1 This bid is similar to the preceding one but focused on infill sites such as underused garages, car parks and empty spaces within a number of estates.

 - 14.2 Schemes will only be brought forward where they support the Council's objectives and show individual cost effectiveness and value for money. The Council will look to use sites in the east of the borough to introduce market housing to the area while sites in the west will be used to maximise affordable housing in support of the Council's aims to meet the housing challenge in the borough. The aim will be to utilise the funding to generate additional external investment and income and this will be clearly set out in individual scheme proposals.

15. Loft Conversions - £0.250m

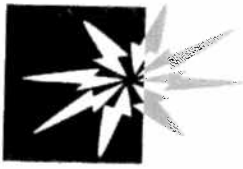
15.1 The aim of the project is to provide overcrowded households living in council property the opportunity to have their loft converted to provide an additional bedroom. Such works would resolve the overcrowding while allowing the family to remain in their current home and area where they are already settled. This project will build on the successful conversion programme of the last three years.

15.2 The programme will be focused in the North Tottenham area in support of the Council's priority to meet the Housing Challenge in Haringey.

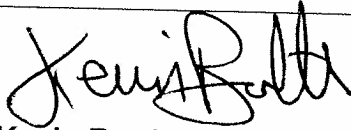
16. Supported Living Schemes - £0.5,

16.1 This project will support the refurbishment of five to eight properties for supported living, each accommodating up to five people with either learning difficulties or another social care need.

16.2 The properties require investment beyond that needed for Decent Homes Standard. The delivery of such schemes enables significant reductions in commissioning spend through improved Value for Money care delivery and supports national and local policy objectives for Social Care by providing greater independence and choice for Adults with Disabilities.



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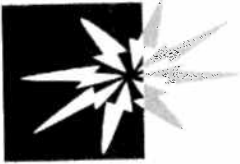
Report for:	Cabinet	Item Number:	
Title:	Review of Fees and Charges 2013-14		
Report Authorised by:	 Kevin Bartle Assistant Director – Finance		
Lead Officer:	Neville Murton (020 8489 3176) neville.murton@haringey.gov.uk		
Ward(s) affected:	Report for Key/Non Key Decisions:		
ALL	KEY		

1. Describe the issue under consideration

- 1.1. The Council’s income policy requires an annual review of the level of the Fees and Charges levied upon service users with a view to ensuring that income is maximised commensurate with the full recovery of costs.
- 1.2. This report considers the relevant factors affecting the review of fees and charges, identifies those services where an increase is being proposed and seeks approval to:
 - The rate of any increase to be applied to those services where an increase is proposed; and
 - Members Agreement where an alternative approach is being proposed.

2. Cabinet Member introduction

- 2.1. It is important that, as part of our on-going financial planning, we comply with the Council’s policy to annually review our fees and charges taking account of issues such as the general economic climate and the Council’s overall financial position.



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2.2. Taking all relevant factors into account I believe that a general increase in fees and charges of 3% as proposed in this report is appropriate and that, for those services where an alternative approach has been proposed, these are also reasonable. I therefore commend this report to the Cabinet.

3. Recommendations

3.1. The Cabinet is asked to agree:

- (i) a general increase of 3% is applied to Fees and Charges levied by the Council with effect from 1 April 2013 subject to an equalities impact assessment being carried out where appropriate and any subsequent changes then required being delegated to the relevant Director in consultation with the appropriate Cabinet Member;
- (ii) the approach for those services set out in this report where a different rate other than the general increase is proposed with effect from 1 April 2013, and subject to an equalities impact assessment being carried out where appropriate and any subsequent changes then required being delegated to the relevant Director in consultation with the appropriate Cabinet Member; and
- (iii) that the estimated additional income arising from the increases in Fees and Charges as set out in this report amounting to £340,000 be reflected within the Council's 2013-14 budget and Medium Term Financial Planning documents.

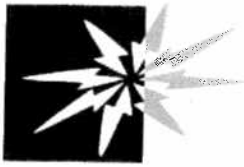
4. Alternative options considered

4.1. This report proposes a range of alternative approaches dependent on particular services and relevant factors. As such a range of alternative options ranging from no increase to differentiated rates of inflationary increases have been considered and reflected in this report.

5. Background information

5.1. At its meeting of 21 December 2010 the Cabinet resolved, amongst other things, to adopt an updated policy in relation to external income. This confirmed a number of relevant issues including that:

- Business unit managers should review the level of fees and charges annually as part of the financial and business planning process;
- Charges should generally increase by the RPI as a minimum and also seek to maximise allowable income;
- A full list of proposed charges should be presented to Cabinet by the end of March each year.



Haringey Council

- 5.2. This report meets the requirements of the Council's external income policy for the 2013-14 financial year and as such contains details of the current and proposed levels of fees and charges to take effect as set out during that year.
- 5.3. The government's inflationary target remains at 2%. Annual average inflation during 2010 and 2011 was 4.6% and 5.2% respectively. However, during 2012 annual inflation (i.e. the 12 month rolling level of inflation) has generally fallen as indicated in Table 1 below. However, the latest RPI indices suggest that inflation has risen and now stands above 3%.

Table 1 – Annual RPI Inflation

2012	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct
RPI	3.9%	3.7%	3.5%	3.4%	3.0%	2.8%	3.1%	2.9%	2.6%	3.2%

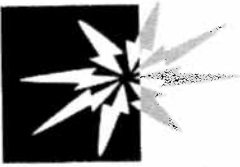
- 5.4. A comparison of independent (i.e. non-governmental) forecast of inflation in October 2012 suggests average inflation of 2.7% in 2012 and 2.5% in 2013, although the forecasts range from 1.5% to 3.1% (2012) and from 1.2% to 3.6% (2013). The latest IMF analysis (May 2012) considered that inflation would fall below the government's 2% target over a 18-24 month period but crucially highlighted the risk to inflation of commodity price volatility.
- 5.5. Given the significant inflationary risks that still remain, the generally high rates of inflation seen recently, above previous years' increases in the levels of Fees and Charges, and the need to continue to maximise income for the Council as a part of its Medium Term Financial Strategy, it is proposed to apply a general level of increase in Fees and Charges of 3%.

6. Service Specific information

- 6.1. The Appendices 1 – 9 detail all of the fees and charges proposed for increase; showing the 2012-13 rate the proposed 2013-14 rate and the inflationary uplift applied.
- 6.2. These have been prepared on the basis of a 3% increase, either by individual charge or as an average across the service as a whole. The next section sets out those areas where exceptions to the general increase have been considered and recommended by the Corporate Board or reflect a previously agreed approach or are subject to statutory provisions.

7. Exceptions

- 7.1. Within certain services there are a small number of fees and charges where any increase is determined by the Government and cannot be changed by law e.g. the cost of marriage and civil partnership ceremonies. These have been annotated within the relevant appendices.



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7.2. A number of fees and charges cannot be set by the Cabinet. Regulation 2(6) of the Local Authorities (Functions and responsibilities)(England) Regulations 2000 provides that charges for certain approvals, consents, permits and licenses (e.g. licensing/planning/consent under the highways Act 1980) may not be made by the Executive (Cabinet). These fees are set by the Council's Regulatory Committee and a separate report will be prepared for that committee before the start of the financial year.

7.3. *Place and Sustainability*

7.3.1. Parking Pay and Display Charges / Car Parks

Following the increases in Pay and Display charges agreed by the Cabinet on 22 March 2011, it is suggested that these prices should be reviewed in conjunction with usage data before any further increases are considered. Additionally, the present charges at Bury Road car park are uncompetitive with the neighbouring private sector car park and an increase in Fees and Charges is unlikely to lead to an increase in the level of income achieved.

Accordingly it is recommended that parking charges should not be automatically increased each year but should continue to be subject to separate periodic review.

7.3.2. Building Control

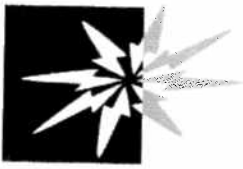
These fees are subject to competition from external organisations and following increases in 2012-13 underachievement of income is being seen, with a forecast income of £600,000 against a budget of £746,000 for 2012-13, as external organisations prices are lower. Marketing activity is being undertaken to try to improve income levels but it is recommended that the income target is not increased further as this is only likely to exacerbate the shortfall.

7.3.3. Bruce Castle

Whilst it is proposed to increase the room hire rate, it is recommended not to increase the income budget as the current projected income for 2012-13 is around £30,000 against an income budget of £87,790. Any increase in the budgeted income level is likely to exacerbate the shortfall. In the medium term capital investment is proposed through the budget process to make the building more attractive to potential users and improve the viability of this service area; income levels can be reviewed at that time.

7.3.4. CD / DVD Video Hire Charges in Libraries

Technological changes particularly internet streaming have meant that the income that can be generated has fallen substantially since this budget was created. For 2012-13 the forecast income is £112,000 against a budget of £223,400. An increase in the budget will only exacerbate this situation and thus



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it is proposed that the budget is frozen whilst options to identify compensatory savings are identified. Whilst the level of activity is not meeting the income budget, this service is still generating a net surplus against costs and should be maintained and reviewed.

7.4. Adults and Housing Services

7.4.1. Residential and Community Care Services

The client contribution for these areas is based on the full gross cost of the care. The Council has adopted a policy of maintaining the cost of care paid to providers at current levels and will not be paying automatic inflationary uplifts. As a result, the cost to full cost payers will remain at 2012-13 levels. However, most clients pay a partial means tested contribution to their costs and this contribution will be adjusted in line with increases in pensions and benefits which are related to the level of the Consumer Price Index (CPI). Therefore these charges are not included in this report.

The fees for the Meals and Wheels service, which are not charged at full cost, are proposed for increase by 3% from £3.30 to £3.40.

7.4.2. Houses in Multiple Occupation (HMO)

A decision was taken in 2011 that these should only be reviewed on a three yearly basis; as a consequence they are next subject to review in 2014-15. Therefore these charges are not included in this report.

7.5. Children and Young People's Service

7.5.1. Children's Centres

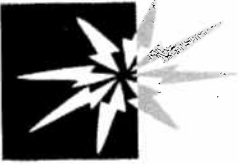
The fees structure for Children's Centres was the subject of a Cabinet report in June 2012 which removed subsidy for childcare fees from families not eligible for child benefit and from families that do not live in Haringey. Given that these fees have only just been revised and until the effect of this policy can be evaluated, it is not proposed to apply a general increase in fee levels in 2013. Therefore these charges are not included in this report.

7.6. Corporate Services

7.6.1. Registrars

The Registrars service is proposing to make no inflationary increases to their current non-statutory charges on the basis that overall fees increased by circa 5% for 2012-13 and that the service believes any further increases could adversely impact on their ability to compete with other boroughs / providers.

On the assumption that this approach is agreed, the service have put forward a new saving of £50k from 2013-14 which will be delivered by increased activity rather than higher fees. Current year forecasts suggest that this is achievable.



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7.6.2. Land Charges

These charges should be set at a level which recovers the cost of the service over a three year period; the current position suggests that over-recovery of income may now be occurring. A further increase in the level of fees would therefore not be appropriate at this time.

8. Comments of the Chief Finance Officer and financial implications

8.1. The estimated financial effect arising from the implementation of the 2013-14 Fees and Charges rates, as set out in this report, is an increase in income budgets amounting to £340,000.

8.2. There are a number of areas where the service is advising that it has been unable to meet its current budgeted income level. For these areas there are two options available; either:

- Fee levels could be increased without a commensurate increase in the level of the income budget; this would seem to be justified if the effect on **demand** from a fee increase is considered to be unaffected. In this case a fee increase could be applied which might have the effect of making the current budget level more achievable; or
- If the level of fees is discouraging demand then an increase in fees would tend to worsen the achievement of income. In this case an increase in fees would appear to be counterproductive.

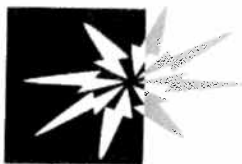
In either case a decision to not increase the service's income target would be neutral on the overall budget position.

9. Head of Legal Services and legal implications

9.1. Certain fees for services provided by local authorities are set out in the parent legislation or in regulations made under the parent legislation. In such instances the Council has no discretion as to the level of the charge.

9.2. In addition, section 93 Local Government Act 2003 permits local authorities to charge for discretionary services, provided that there is no alternative power allowing the local authority to charge and provided that there is nothing in the parent legislation preventing the local authority from charging for these discretionary services. Where the Council charges for such discretionary services, it has a duty to secure that, taking one financial year with another, the income from charges does not exceed the costs of provision. Section 93 permits the Council to charge only some persons for providing the discretionary service and also permits the Council to charge different persons different amounts for providing a service.

9.3. In reviewing fees and charges, services need to demonstrate that they have had due regard to the overarching Public Sector Equality Duty as set out in the



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Equality Act 2010. Services need to demonstrate that they have considered whether an equalities impact assessment should be carried out and undertake such an assessment if found to be necessary.

- 9.4. Certain fees may not be set by the Cabinet. Regulation 2 (6) of the Local Authorities (Functions and Responsibilities) (England) Regulations 2000 provides that decisions on certain approvals, consents permits and licenses (for example premises licences; licenses for street trading) cannot be made by the Executive (Cabinet). Likewise, charges for such approvals, consents permits and licenses may not be made by the Cabinet. These fees will be set by the Regulatory Committee.

10. Equalities and Community Cohesion Comments

- 10.1. As in the previous year, managers will do an initial assessment of the charges within their services to determine if they have a high, medium or low impact. The initial assessments will be evidence of our test of relevance for equality.
- 10.2. The following guidelines will be applied to the assessments:
- Proposed fees and charges that are identified as low impact will require screening.
 - Where a fee or charge has been increased as a result of a statutory requirement, we have decided not to do a full equality impact assessment, as the authority has no control over the increase.
 - The charges and fees identified as medium will be subject to either a screening or full equality impact assessment, dependent upon whether the impact is disproportionate on any one of the protected groups.
 - All fees and charges that are assessed as having a high impact will be subject to a full equality impact assessment.

- 10.3. There are no cohesion implications.

11. Head of Procurement Comments

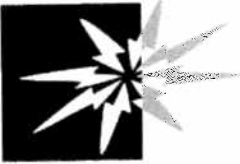
Not applicable

12. Policy Implication

- 12.1. The Council's income policy requires that an annual review takes place and this report together with, and where relevant, the Regulatory Committee report, meets that policy obligation.

13. Reasons for Decision

- 13.1. It is a requirement to review Fees and Charges annually. The financial position that the Council finds itself in supports the view that levels of fees and charges should



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be maximised taking into account all relevant factors including the effect on service users and any consequent demand for services.

14. Use of Appendices

- Appendix 1 Adult Learning
- Appendix 2 Libraries and Bruce Castle
- Appendix 3 Parks
- Appendix 4 Planning, Regeneration & Economy
- Appendix 5 Traffic Management
- Appendix 6 Regulatory Services (excl. Licenses etc. set by Reg. Committee)
- Appendix 7 Property Services
- Appendix 8 Corporate Resources - Registrars
- Appendix 9 Children's and Young People

15. Local Government (Access to Information) Act 1985

Adult Learning

Appendix 1

Description Charge	Old Charges (£)	New Charges (£)	% Change	Comments
ASL				
ASL: Arts	4.00	4.00	0.0%	Hourly Charge: Note courses also accrue materials costs: also to be increased by 3%
ASL: Languages short course	48.00	50.00	4.2%	Course cost
ASL: Languages long course	80.00	83.00	3.8%	Course cost
ASL: Wellbeing	4.00	4.00	0.0%	Hourly Charge:
ASL: Creative media and digital tech	90.00	93.00	3.3%	Course cost
ASL: Microsoft Applications for Beginners	80.00	83.00	3.8%	Course cost
ASB:				NB: Fees Illustration for ASB courses is for learners not eligible for funding and includes exam costs, which are set by awarding bodies in Sept at the start of each academic year
ASB: Counselling - Short	164.00	169.00	3.0%	Free to the unemployed
ASB: Counselling Long	497.00	512.00	3.0%	Free to the unemployed
ASB: Business Skills (SAGE/Bookkeeping)	150.00	155.00	3.3%	Free to the unemployed
ASB: ECDL units	90.00	93.00	3.3%	Free to the unemployed
ASB: ECDL Award L1	180.00	186.00	3.3%	Free to the unemployed
ASB: Computer Online Basics	60.00	62.00	3.3%	Free to the unemployed
ASB: English for Speakers of Other Languages (ESOL)	1.90	2.00	5.3%	Free to the unemployed
Other				
Preparation for Prince 2	300.00	320.00	6.7%	This is a full cost recovery course.

LIBRARY SERVICES	Current charge	Proposed charge	Increase	Comment
Reservations (standard rate)	£1.10	£1.20	9.1%	Rounding of charge. Facilitates 50% reduction for Over 60s.
Reservations (over 60s)	£0.55	£0.60	9.1%	
Overdue books – per item per day (except DVDs).	£0.20	£0.21	5.0%	Higher charges may encourage people to return/renew items on time. Fines are avoidable.
Overdue books – per item per day (except DVDs). Over 60s.	£0.10	£0.10	0.0%	This was a new charge introduced this year.
Maximum overdue charge per item (except DVDs) – standard charge	£6.00	£6.30	5.0%	
Maximum overdue charge per item (except DVDs) – Over 60s charge	£3.00	£3.00	0.0%	
Lost ticket replacement	£2.00	£2.10	5.0%	
Lost ticket replacement for over 60s and under 16s	£1.00	£1.05	5.0%	
DVD/Video hire: Blockbuster per loan for two days	£3.00	£3.00	0.0%	Revenue from this area continues to decline. Market changes have reduced uptake of this service and increased charges are likely to exacerbate this. A significant shortfall in audio-visual income already exists.
DVD/Video hire: films per loan for one week	£1.10	£1.10	0.0%	As above
Multi DVDs (sets of 4 or more) per loan for one week	£3.30	£3.30	0.0%	As above
Music CD hire per loan for one week.	£0.55	£0.55	0.0%	As above
Music CD hire per loan for one week. Over 60s.	£0.25	£0.25	0.0%	As above
Spoken Word (Talking Books) per loan for 3 weeks	£1.00	£1.00	0.0%	As above
Small Ads per 3 weeks	£2.50	£2.60	4.0%	
Lost or damaged items: Out of print books	£18.00 non-fiction £12.00 fiction £6.00 children's	£18.50 £12.40 £6.40	2.8% 3.3% 6.7%	Actual replacement cost charged when item in print.
Lost or damaged items: Out of production DVD/Blu-ray	£12.00	£12.40	3.3%	
Photocopying & Printing charges	B&W A4 10p per sheet Colour A4 50p per sheet	B&W A4 10p per sheet Colour A4 50p per sheet	0.0%	Coin operated facilities and our charges are already uncompetitive.
FAX (per sheet)	Outgoing (UK) £1.00 International £1.50 Incoming £1.00	£1.05 £1.60 £1.05	5.0% 6.7% 5.0%	

Average Rate of increase across service provided =3.26%

BRUCE CASTLE MUSEUM & ARCHIVES SERVICES	Current Charge	Proposed Charge	Increase	Comment
Room Hire				
1. Community rate	£135	£140	3.7%	
2. Corporate rate	£270	£280	3.7%	
3. Overtime	£50	£60	20.0%	
Photocopying by Archive staff A4 B&W per page	£0.40	£0.40	0.0%	Price for this has already doubled in two years. Users are already not asking for photocopies as much
Photocopying by Archive staff A4 Colour per page	£1.50	£1.50	0.0%	Price for this has already doubled in two years. Users are already not asking for photocopies as much
Photocopying by Archive staff A3 B&W per page	£0.90	£1.00	11.1%	OK
Photocopying by Archive staff A3 Colour per page	£3.00	£3.00	0.0%	OK
Digital scan by Archive staff	£2.00	£2.00	0.0%	Price for this has already doubled in two years. Users are already not asking for photocopies as much
Provision of information on CD by Archive staff	£2.00	£3.00	50.0%	OK
Minimum charge for remote orders and paying by cheque	£5.00	£5.00	0.0%	OK
A4 microfilm printout from External Bureau	£0.45	£0.50	11.1%	OK
A3 microfilm printout from External Bureau	£0.75	£0.90	20.0%	NB more of an Increase

Parks Service

Appendix 3

ACTIVITY	12/13		13/14 std		12/13		13/14 Act 1		12/13		13/14 Act 2		12/13		13/14 Act 3		Percentage increase				
	Vat Inclusive	Standard	Proposed	Active 1	Proposed	Active 2	Proposed	Active 3	Proposed	Active 3	Proposed	Std	Act1	Act2	Act3	Std	Act1	Act2	Act3		
ALLOTMENTS																					
Alignment per 25m2 per year	Y	£6.35	£12.70	na																100.0%	
Pavement / Disabled concession 50% Discount	Y	£3.20	£6.40	na																100.0%	
Out of Borough Surcharge	Y	£9.10	£18.20	na																100.0% (Stage 2 increase following last year approval)	
Water Charge per 25m2 per year	Y	£2.90	£3.67	na																5.9%	
Average Allotment charge	Y	£8.90	£17.80	na																100.0% 3.1% + RPI	
SPONSORSHIP																					
Tree Sponsorship (All Areas)	Y	£210.00	£220.00	na																4.8%	
Hanging basket - Single Bracket Install	Y	£49.00	£50.00	na																2.0%	
Hanging basket - Double Bracket Install	Y	£88.00	£91.00	na																3.4%	
Banner Planter Install	Y	£142.00	£146.00	na																2.8%	
Hanging basket - Single Bracket Annual Maintenance	Y	£142.00	£146.00	na																2.8%	
Hanging basket - Double Bracket Annual Maintenance	Y	£227.00	£234.00	na																3.1%	
Banner Planter Annual Maintenance	Y	£142.00	£146.00	na																2.8%	
Chairless stool, vertice mounted both plaques	Y	£100.00	£100.00	na																0.0%	
Woodburn Turf Oak Bench 1.4m	Y	£599.00	£599.00	na																0.0%	
Parklane hardwood stool 1.8m	Y	£650.00	£650.00	na																0.0%	
PARKS																					
Grade A Pitches per Match	Y	£98.00	£91.00	£71.00	£73.00	na		na												3.4%	
Grade A Pitches per Match - no VAT	N	£96.00	£99.00	£59.00	£61.00	£58.00		£60.00	£52.00											3.5%	
Grade B Pitches per Match (or Grade A without Changing)	Y	£73.00	£75.00	£54.00	£56.00	£57.00		£52.00	£47.00											2.7%	
Grade B Pitches per Match - no VAT (or Grade A without Changing)	N	£71.00	£73.00	£54.00	£56.00	£57.00		£54.00	£47.00											2.8%	
Grade B Pitches Per Match - no VAT (or Grade A without Changing)	Y	£56.00	£58.00	£42.00	£43.00	na		na	na											3.6%	
Grade B Pitches Per Match no changing - no VAT	N	£55.00	£57.00	£35.00	£36.00	£34.00		£35.00	£31.00											3.6%	
Mix Soccer per Match	Y		£20.40	£14.40				£13.20												2.9%	
Mix Soccer per Match - no VAT	N		£17.00	£12.00				£11.00												2.9%	
U9 Soccer per Match	Y		£32.40	£21.60				£21.60												3.4%	
U9 Soccer per Match - no VAT	N		£27.00	£18.00				£18.00												3.4%	
Junior Soccer per Match - no VAT	Y	£39.00	£40.00	£26.00		na		na	na											2.6%	
Junior Pitch Hire 11 x 11	N	£28.00	£29.00	£22.00	£23.00	£21.00		£22.00	£19.00											2.6%	
Junior Pitch Hire - no VAT 11 x 11	Y	£22.00	£23.00	£8.00	£8.00	na		na	na											4.5%	
Junior Changing	Y																			0.0%	
PARK EVENTS																					
Small Events 1-499 attendees (per day)		£113.00	£116.00	na																	2.7%
Medium Event 500 - 1999 attendees (per day)		£286.00	£295.00	na																	3.1%
Large Event 2000+ attendees (including Fun fairs and circus per day)		£574.00	£591.00	na																	3.0%
Community Unit Administrative Charge	N	£113.00	£116.00	na																	2.7%
Events Damage Depos/Bond (100 - 1999 attendees)	N	£560.00	£577.00	na																	3.0%
Events Damage Depos/Bond (over 2000 attendees)		By negotiation	By negotiation	na																	
Commercial Events Hire (per licensed hour)		£1.60	£1.65	na																	3.1%
Ticketed Commercial fundraising events 2000+ attendees		£1.10	£1.13	na																	2.7%
Free entry Commercial fundraising events 2000+ attendees		£0.60	£0.62	na																	
Finbury Park Supplement plus 15%				na																	0.0%
Park Based Organised Exercise / personal training - single instructor		£11.00	£11.00	na																	0.0%
Park Based Organised Exercise / personal training - company session		£40.00	£40.00	na																	0.0%
Additional Services																					
Non refundable application fee of 25% of overall event fee payable on submission of application			25% of total event fee	na																	
Stiles Charged as per usage plus 10% management fee			Actual plus 10%	na																	
Dispersion Charge as per reasonable costs for each event			By negotiation	na																	
Event setup and set down days charged at 50% of applicable per day charge			50% of per day charge	na																	
Event Signage per location per week		£25.00	£25.00	na																	0.0%
Event / Promotional Banners per location per week		£50.00	£50.00	na																	0.0%
Closures of park to vehicles per half day		£258.00	£270.00	na																	4.7%
Waste Car Parking																					
Commercial Event Car Parking		£6.25	£10.00	na																	60.0%
Coach Parking		£50.00	£52.00	na																	4.0%
Car Parking per hour		£0.50	£1.00	na																	100.0%
In Borough Schools/Colleges Use																					
Cricket Match Albert Rec	N	na	na	na					£22.00												4.5%
Football Albert Rec	N	na	na	na					£22.00												4.5%
Rounders Hire	N	na	na	na					£13.00												0.0%
Rounders Hire - makout	N	na	na	na					£55.00												3.6%
Rounders Mats	N	na	na	na					£8.00												0.0%
Rounders Mats	N	na	na	na					£77.00												2.6%
Running Track Hire (100 m 6 lane)	N	na	na	na					£60.00												3.3%
100m Track Rentals	N	na	na	na					£38.00												2.6%
Running Track Hire (50m 6 lane)	N	na	na	na					£30.00												3.2%
50m Track Rentals	Y	na	na	na					£154.00												3.2%
Running Track Hire (200m 6 lane)	Y	na	na	na					£119.00												3.4%
200m Rentals	N	na	na	na					£198.00												3.0%
Running Track Hire (400m 8 lane 100 m straight)	Y	na	na	na					£144.00												2.8%
400 m rental	Y	na	na	na					£144.00												2.8%
Miscellaneous																					
Floodlit Training Area - Adult 65mins	Y	£64.00	£66.00	£58.00	£60.00	na		na													3.1%
Floodlit Training Area - Adult 65mins - Block booking	N	£64.00	£66.00	£49.00	£50.00	£48.00		£48.00	£43.00												3.1%
Floodlit Training Area - Junior 65mins	Y	£64.00	£66.00	£41.00	£42.00	na		na													3.1%
Floodlit Training Area - Junior 65mins - Block booking	N	£64.00	£66.00	£35.00	£36.00	£34.00		£35.00	£31.00												2.4%
Floodlit Training Area - Adult 55mins	Y	£42.00	£43.00	£33.00	£34.00	£32.00		£33.00	£29.00												2.4%
Floodlit Training Area - Adult 55mins - Block booking	Y	£42.00	£43.00	£28.00	£29.00	na		na	na												2.4%
Floodlit Training Area - Junior 55mins	N	£42.00	£43.00	£23.00	£24.00	£23.00		£24.00	£21.00												2.4%
Floodlit Training Area - Junior 55mins - Block booking	N	na	na	na	na	na		na	£46.00	</											



Haringey Council

Haringey Building Control Domestic Charges where estimated cost of work is less than £160,000

SCHEDULE A	CURRENT					
	Full Plans				Building Notice	
	Plan Charge	inc VAT	Inspection Charge	inc VAT	BN Charge	inc VAT
Extension <10m ²	£171.00	£205.20	£256.50	£307.80	£427.50	£512.90
Extension 10m ² - 40m ²	£206.00	£247.20	£309.00	£370.80	£515.00	£618.00
Extension 40m ² - 60m ²	£239.00	£286.80	£358.40	£430.10	£597.40	£716.90
Over 60m ²	Building Control Charge based on estimated cost of works					
Basements as extension area above plus	£86.50	£103.80	£129.80	£155.70	£216.30	£259.60
Loft Conversion without dormer(s)	£171.00	£205.20	£256.50	£307.80	£427.50	£512.90
Loft Conversion with dormer(s)	£239.00	£286.80	£358.40	£430.10	£597.40	£716.90
Detached garage 30m ² - 60m ²	£171.00	£205.20	£256.50	£307.80	£427.50	£512.90
Removal of chimney breasts	£206.00	£247.20	n/a	n/a	£206.00	£247.20
Recovering roof (per dwelling)	£257.50	£309.00	n/a	n/a	£257.50	£309.00
Underpinning for every 5m run or part thereof	£103.00	£123.60	£154.50	£185.40	£257.50	£309.00
Replacement of windows/doors for every five windows or part thereof	£180.30	£216.30	n/a	n/a	£180.30	£216.30
Electrical works (non competent person)	£257.50	£309.00	n/a	n/a	£257.50	£309.00
Conversion to form one dwelling	£103.00	£123.60	£154.50	£185.40	£257.50	£309.00
Conversion to form two dwellings	£206.00	£247.20	£309.00	£370.80	n/a	n/a
Each additional dwelling	£72.10	£86.50	£108.20	£129.80	n/a	n/a
NEW BUILD DWELLINGS (houses and flats)						
1 new dwelling	£239.00	£286.80	£358.40	£430.10	£597.40	£716.90
2 - 5 dwellings per additional dwelling	£86.50	£103.80	£129.80	£155.70	£216.30	£259.60
6 - 20 new dwellings per additional dwelling over 5	£72.10	£86.50	£108.20	£129.80	£180.25	£216.30
Over 20 dwellings	Estimate required, individually assessed charges to be determined - please contact Building Control (0208 489 5502) for quote					
ALL OTHER DOMESTIC WORKS	Plan Charge	inc VAT	Inspection Charge	inc VAT	BN Charge	inc VAT
Estimated cost of works						
up to £5000	£216.30	£259.60	n/a	n/a	n/a	£259.60
£5001 - £10,000	£107.10	£128.50	£160.70	£192.80	£267.80	£321.40
£10,001 - £20,000	£148.30	£178.00	£222.50	£267.00	£370.80	£445.00
£20,001 - £30,000	£189.50	£227.40	£284.30	£341.10	£473.80	£568.60
£30,001 - £40,000	£230.70	£276.90	£346.10	£415.30	£576.80	£692.20
£40,001 - £50,000	£271.90	£326.30	£407.90	£489.50	£679.80	£815.80
£50,001 - £60,000	£313.10	£375.70	£469.70	£563.60	£782.80	£939.40
£60,001 - £70,000	£354.30	£425.20	£531.50	£637.80	£885.80	£1,063.00
£70,001 - £80,000	£395.50	£474.60	£593.30	£711.90	£988.80	£1,186.60
£80,001 - £90,000	£436.70	£524.10	£655.10	£786.10	£1,091.80	£1,310.20
£90,001 - £100,000	£477.90	£573.50	£716.90	£860.30	£1,194.80	£1,433.80
£100,001 - £120,000	£519.10	£622.90	£778.70	£934.40	£1,297.80	£1,557.40
£120,001 - £140,000	£560.30	£672.40	£840.50	£1,008.60	£1,400.80	£1,681.00
£140,001 - £160,000	£580.90	£697.10	£871.40	£1,045.70	£1,452.30	£1,742.80



Haringey Building Control Domestic Charges where estimated cost of work is less than £160,000

SCHEDULE A	PROPOSED					
	Full Plans				Building Notice	
	Plan Charge	inc VAT	Inspection Charge	inc VAT	BN Charge	inc VAT
Extension <10m ²	£171.00	£205.20	£256.50	£307.80	£427.50	£512.90
Extension 10m ² - 40m ²	£206.00	£247.20	£309.00	£370.80	£515.00	£618.00
Extension 40m ² - 60m ²	£239.00	£286.80	£358.40	£430.10	£597.40	£716.90
Over 60m ²	Building Control Charge based on estimated cost of works					
Basements as extension area above plus	£86.50	£103.80	£129.80	£155.70	£216.30	£259.60
Loft Conversion without dormer(s)	£171.00	£205.20	£256.50	£307.80	£427.50	£512.90
Loft Conversion with dormer(s)	£239.00	£286.80	£358.40	£430.10	£597.40	£716.90
Detached garage 30m ² - 60m ²	£171.00	£205.20	£256.50	£307.80	£427.50	£512.90
Removal of chimney breasts	£206.00	£247.20	n/a	n/a	£206.00	£247.20
Recovering roof (per dwelling)	£257.50	£309.00	n/a	n/a	£257.50	£309.00
Underpinning for every 5m run or part thereof	£103.00	£123.60	£154.50	£185.40	£257.50	£309.00
Replacement of windows/doors for every five windows or part thereof	£180.30	£216.30	n/a	n/a	£180.30	£216.30
Electrical works (non competent person)	£257.50	£309.00	n/a	n/a	£257.50	£309.00
Conversion to form one dwelling	£103.00	£123.60	£154.50	£185.40	£257.50	£309.00
Conversion to form two dwellings	£206.00	£247.20	£309.00	£370.80	n/a	n/a
Each additional dwelling	£72.10	£86.50	£108.20	£129.80	n/a	n/a
NEW BUILD DWELLINGS (houses and flats)						
1 new dwelling	£239.00	£286.80	£358.40	£430.10	£597.40	£716.90
2 - 5 dwellings per additional dwelling	£86.50	£103.80	£129.80	£155.70	£216.30	£259.60
6 - 20 new dwellings per additional dwelling over 5	£72.10	£86.50	£108.20	£129.80	£180.25	£216.30
Over 20 dwellings	Estimate required, individually assessed charges to be determined - please contact Building Control (0208 489 5502) for quote					
ALL OTHER DOMESTIC WORKS Estimated cost of works	Plan Charge	inc VAT	Inspection Charge	inc VAT	BN Charge	inc VAT
up to £5000	£216.30	£259.60	n/a	n/a	n/a	£259.60
£5001 - £10,000	£107.10	£128.50	£160.70	£192.80	£267.80	£321.40
£10,001 - £20,000	£148.30	£178.00	£222.50	£267.00	£370.80	£445.00
£20,001 - £30,000	£189.50	£227.40	£284.30	£341.10	£473.80	£568.60
£30,001 - £40,000	£230.70	£276.90	£346.10	£415.30	£576.80	£692.20
£40,001 - £50,000	£271.90	£326.30	£407.90	£489.50	£679.80	£815.80
£50,001 - £60,000	£313.10	£375.70	£469.70	£563.60	£782.80	£939.40
£60,001 - £70,000	£354.30	£425.20	£531.50	£637.80	£885.80	£1,063.00
£70,001 - £80,000	£395.50	£474.60	£593.30	£711.90	£988.80	£1,186.60
£80,001 - £90,000	£436.70	£524.10	£655.10	£786.10	£1,091.80	£1,310.20
£90,001 - £100,000	£477.90	£573.50	£716.90	£860.30	£1,194.80	£1,433.80
£100,001 - £120,000	£519.10	£622.90	£778.70	£934.40	£1,297.80	£1,557.40
£120,001 - £140,000	£560.30	£672.40	£840.50	£1,008.60	£1,400.80	£1,681.00
£140,001 - £160,000	£580.90	£697.10	£871.40	£1,045.70	£1,452.30	£1,742.80

No increase

225 High Road, London N22 8HQ
Tel: 0208 489 5502
E-mail:
building.control@haringey.gov.uk

Haringey Building Control Non-Domestic Charges
where estimated cost of works is less than £160,000



CURRENT CHARGES

SCHEDULE B										
Non Domestic New Build & Extensions up to 100m ²										
	Other Residential/ Institutional/ Assembly/Recreational			Industrial and storage			Offices/shops - other classes			All
	Plan charge	Inspection charge	Total charge	Plan charge	Inspection charge	Total charge	Plan charge	Inspection charge	Total charge	
< 10m ²	£171.00	£257.00	£428.00	£171.00	£257.00	£428.00	£171.00	£257.00	£428.00	
inc VAT	£205.20	£308.40	£513.60	£205.20	£308.40	£513.60	£205.20	£308.40	£513.60	
10m ² - 40m ²	£239.00	£359.00	£598.00	£206.00	£309.00	£515.00	£223.00	£334.00	£557.00	
inc VAT	£286.80	£430.80	£717.60	£247.20	£370.80	£618.00	£267.60	£400.80	£668.40	
40m ² - 100m ²	£309.00	£464.00	£773.00	£255.00	£383.00	£638.00	£272.00	£408.00	£680.00	
inc VAT	£370.80	£556.80	£927.60	£306.00	£459.60	£765.60	£326.40	£489.60	£816.00	

	Plan charge	inc VAT	Inspection Charge	inc VAT	Total charge	inc VAT
Shop Fitout each 100m ² or part thereof	£99.00	£118.80	£148.30	£177.96	£247.30	£296.76
New Shop front (up to 10m)	£82.00	£98.40	£123.60	£148.32	£205.60	£246.72
Office partitioning per 50m run or part thereof	£82.00	£98.40	£123.60	£148.32	£205.60	£246.72
Underpinning for every 5m run or part thereof	£103.00	£123.60	£154.50	£185.40	£257.50	£309.00
Replacement of windows/doors, for every 10 windows or part thereof	£82.00	£98.40	£123.60	£148.32	£205.60	£246.72
Mezzanine floor per 200m ² or part	£155.00	£186.00	£231.80	£278.16	£386.80	£464.16
Other works - Estimate of cost	Plan charge	inc VAT	Inspection Charge	inc VAT	Total charge	inc VAT
up to £5000	£216.00	£259.20	n/a	n/a	£216.00	£259.20
£5001 - £10,000	£107.00	£128.40	£161.00	£193.20	£268.00	£321.60
£10,001 - £20,000	£148.00	£177.60	£223.00	£267.60	£371.00	£445.20
£20,001 - £30,000	£190.00	£228.00	£284.00	£340.80	£474.00	£568.80
£30,001 - £40,000	£231.00	£277.20	£346.00	£415.20	£577.00	£692.40
£40,001 - £50,000	£272.00	£326.40	£408.00	£489.60	£680.00	£816.00
£50,001 - £60,000	£313.00	£375.60	£470.00	£564.00	£783.00	£939.60
£60,001 - £70,000	£354.00	£424.80	£532.00	£638.40	£886.00	£1,063.20
£70,001 - £80,000	£396.00	£475.20	£593.00	£711.60	£989.00	£1,186.80
£80,001 - £90,000	£437.00	£524.40	£655.00	£786.00	£1,092.00	£1,310.40
£90,001 - £100,000	£478.00	£573.60	£717.00	£860.40	£1,195.00	£1,434.00
£100,001 - £120,000	£519.00	£622.80	£779.00	£934.80	£1,298.00	£1,557.60
£120,001 - £140,000	£560.00	£672.00	£841.00	£1,009.20	£1,401.00	£1,681.20
£140,001 - £160,000	£581.00	£697.20	£871.00	£1,045.20	£1,452.00	£1,742.40

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Haringey Building Control Non-Domestic Charges
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NEW CHARGES

SCHEDULE B									
Non Domestic New Build & Extensions up to 100m ²									
	Other Residential/ Institutional/ Assembly/Recreational Inspection			Industrial and storage			Offices/shops - All other classes		
	Plan charge	charge	Total charge	Plan charge	Inspection charge	Total charge	Plan charge	Inspection charge	Total charge
< 10m ²	£171.00	£257.00	£428.00	£171.00	£257.00	£428.00	£171.00	£257.00	£428.00
inc VAT	£205.20	£308.40	£513.60	£205.20	£308.40	£513.60	£205.20	£308.40	£513.60
10m ² - 40m ²	£239.00	£359.00	£598.00	£206.00	£309.00	£515.00	£223.00	£334.00	£557.00
inc VAT	£286.80	£430.80	£717.60	£247.20	£370.80	£618.00	£267.60	£400.80	£668.40
40m ² - 100m ²	£309.00	£464.00	£773.00	£255.00	£383.00	£638.00	£272.00	£408.00	£680.00
inc VAT	£370.80	£556.80	£927.60	£306.00	£459.60	£765.60	£326.40	£489.60	£816.00

	Plan charge	inc VAT	Inspection Charge	inc VAT	Total charge	inc VAT
Shop Fitout each 100m ² or part there of	£99.00	£118.80	£148.30	£177.96	£247.30	£296.76
New Shop front (up to 10m)	£82.00	£98.40	£123.60	£148.32	£205.60	£246.72
Office partitioning per 50m run or part there of	£82.00	£98.40	£123.60	£148.32	£205.60	£246.72
Underpinning for every 5m run or part thereof	£103.00	£123.60	£154.50	£185.40	£257.50	£309.00
Replacement of windows/doors, for every 10 windows or part thereof	£82.00	£98.40	£123.60	£148.32	£205.60	£246.72
Mezzanine floor per 200m ² or part	£155.00	£186.00	£231.80	£278.16	£386.80	£464.16
Other works - Estimate of cost	Plan charge	inc VAT	Inspection Charge	inc VAT	Total charge	inc VAT
up to £5000	£216.00	£259.20	n/a	n/a	£216.00	£259.20
£5001 - £10,000	£107.00	£128.40	£161.00	£193.20	£268.00	£321.60
£10,001 - £20,000	£148.00	£177.60	£223.00	£267.60	£371.00	£445.20
£20,001 - £30,000	£190.00	£228.00	£284.00	£340.80	£474.00	£568.80
£30,001 - £40,000	£231.00	£277.20	£346.00	£415.20	£577.00	£692.40
£40,001 - £50,000	£272.00	£326.40	£408.00	£489.60	£680.00	£816.00
£50,001 - £60,000	£313.00	£375.60	£470.00	£564.00	£783.00	£939.60
£60,001 - £70,000	£354.00	£424.80	£532.00	£638.40	£886.00	£1,063.20
£70,001 - £80,000	£396.00	£475.20	£593.00	£711.60	£989.00	£1,186.80
£80,001 - £90,000	£437.00	£524.40	£655.00	£786.00	£1,092.00	£1,310.40
£90,001 - £100,000	£478.00	£573.60	£717.00	£860.40	£1,195.00	£1,434.00
£100,001 - £120,000	£519.00	£622.80	£779.00	£934.80	£1,298.00	£1,557.60
£120,001 - £140,000	£560.00	£672.00	£841.00	£1,009.20	£1,401.00	£1,681.20
£140,001 - £160,000	£581.00	£697.20	£871.00	£1,045.20	£1,452.00	£1,742.40

NO INCREASES PROPOSED

Appendix 4(ii)

Building Control Miscellaneous fees	Current charges		New charges proposed		% change including VAT	% change including VAT
	Including VAT	% change	Including VAT	% change		
Completion certificate (Building Notices over £5000)	£41.00		£41.00	0%	0%	0%
Copy documents	£49.20		£49.20	0%	0%	0%
Copy plans A3 (where permissible)	£18.60		£18.60	0%	0%	0%
Research fee (including drainage (non-refundable))	£22.80		£22.80	0%	0%	0%
Copy calculations (where permissible) every 10 sheets	£38.40		£38.40	0%	0%	0%
Surveyor hourly charge (08:00 - 18:00)	£22.20		£22.20	0%	0%	0%
Surveyor hourly charge (18:00 - 08:00)	£39.60		£39.60	0%	0%	0%
Technical Support hourly charge	£149.40		£149.40	0%	0%	0%
	£41.50		£41.50	0%	0%	0%

Appendix 4(iii)

Sustainable Transport

Appendix 5

<i>Description Charge</i>		<i>Old Charges (12/13)</i>	<i>New Charges (Rounded)</i>	<i>% Change</i>
Resident Visitor Permits				
1 Hour residents standard		0.30	0.30	0.0%
2 Hour residents standard		0.60	0.60	0.0%
Daily resident standard		3.10	3.20	3.2%
Weekend permit standard		7.70	7.90	2.6%
2 Week permit standard		12.40	12.80	3.2%
1 Hour residents concessionary		0.20	0.20	0.0%
2 Hour residents concessionary		0.30	0.30	0.0%
Daily resident concessionary		1.50	1.50	0.0%
Weekend permit concessionary		3.30	3.40	3.0%
2 Week permit concessionary		6.20	6.40	3.2%
Traders Permits per day charge		7.20	7.40	2.8%
Traders Permits monthly		128.80	132.70	3.0%
Business Permit		247.20	254.60	3.0%
Car Club Permit		123.60	127.30	3.0%
Doctors Permit		247.20	254.60	3.0%
Resident Permits				
CO2 based				
1st resident permits				
Up to 100 CO2 g/km - including electric vehicles)		20.60	21.20	2.9%
101-150 CO2 g/km		51.50	53.00	2.9%
151-185 CO2 g/km		103.00	106.10	3.0%
186 CO2 g/km and over		154.50	159.10	3.0%
2nd and further vehicles				
Up to 100 CO2 g/km - including electric vehicles)		20.60	21.20	2.9%
101-150 CO2 g/km		82.40	84.90	3.0%
151-185 CO2 g/km		133.90	137.90	3.0%
186 CO2 g/km and over		206.00	212.20	3.0%
Engine Size based pre 23rd March 2001				
1549cc or less		51.50	53.00	2.9%
1550cc to 3000cc		103.00	106.10	3.0%
3001cc and above		154.50	159.10	3.0%
2nd and further vehicles				
1549cc or less		82.40	84.90	3.0%
1550cc to 3000cc		133.90	137.90	3.0%
3001cc and above		206.00	212.20	3.0%
Essential Service Permits				
Essential Service permits - Council and Other				

Up to 100 CO2 g/km - including electric vehicles)		154.50	159.10	3.0%
101-150 CO2 g/km		309.00	318.30	3.0%
151-185 CO2 g/km		515.00	530.50	3.0%
186 CO2 g/km and over		618.00	636.50	3.0%
Essential Service permits - Council and Other				
1549cc or less		309.00	318.30	3.0%
1550cc to 3000cc		412.00	424.40	3.0%
3001cc and above		515.00	530.50	3.0%
Essential Service permits - Building Maintenance				
Up to 100 CO2 g/km		206.00	212.20	3.0%
101-150 CO2 g/km		412.00	424.40	3.0%
151-185 CO2 g/km		515.00	530.50	3.0%
186 CO2 g/km and over		618.00	636.50	3.0%
Essential Service permits - Building Maintenance				
1549cc or less		412.00	424.40	3.0%
1550cc to 3000cc		515.00	530.50	3.0%
3001cc and above		618.00	636.50	3.0%
Essential Service permits for School and Ministers of Religion				
Up to 100 CO2 g/km		15.50	16.00	3.2%
101-150 CO2 g/km		30.90	31.80	2.9%
151-185 CO2 g/km		61.80	63.70	3.1%
186 CO2 g/km and over		92.70	95.50	3.0%
Essential Service permits for School and Ministers of Religion				
1549cc or less		30.90	31.80	2.9%
1550cc to 3000cc		61.80	63.70	3.1%
3001cc and above		92.70	95.50	3.0%
Essential Service Daily Voucher		4.10	4.20	2.4%
Administration Fee for changes/reissue		10.30	10.60	2.9%
Monthly residents		20.60	21.20	2.9%
Courtesy car residents		20.60	21.20	2.9%
Companion Badge		20.60	21.20	2.9%
Car Park Season Ticket 4 sites		219.40	226.00	3.0%
Car Park Season Ticket 4 sites		131.80	135.80	3.0%
Blue Badge				
Administration Charge		10.00	10.00	0.0%
Highway Licences				
Scaffolding				
<i>(Includes Site Inspection Fee)</i>		334.80	344.80	3.0%
Revisit Fee - per visit		30.90	31.80	2.9%
Emergency Inspection		72.10	74.30	3.1%

Hoarding				
(Includes Site Inspection Fee)		334.80	344.80	3.0%
Revisit Fee - per visit		30.90	31.80	2.9%
Emergency Inspection		72.10	74.30	3.1%
Container				
(£80.00 per week for storage on carriageway)		154.50	159.10	3.0%
Revisit Fee - per visit		30.90	31.80	2.9%
Mobile Crane				
(includes £60.00 Inspection fee)		370.80	381.90	3.0%
Revisit Fee - per visit		30.90	31.80	2.9%
Oversail Crane		566.50	583.50	3.0%
Revisit Fee - per visit		30.90	31.80	2.9%
Access Bar markings (white lines)		175.10	180.40	3.0%
Crossovers - Inspection/Estimate Fee		257.50	265.20	3.0%
T/TMO's		3090.00	3182.70	3.0%
Emergency TMO		250.00	257.50	3.0%
Suspensions - Admin charge		72.10	74.30	3.1%
per bay per day charge		15.50	16.00	3.2%
per				
Skip Licence		72.10	74.30	3.1%
Materials Licence		72.10	74.30	3.1%
Combined Skip/Materials Licence		82.40	84.90	3.0%

Regulatory Services	Current Charge	Proposed Charge	% Increase	Comments
	£	£		
Pest Control				
Domestic Treatment for Rats	113.00	116.00	2.7%	
Commercial Per treatment for rats	169.00	174.00	3.0%	
Concession Per treatment for rats	31.00	32.00	3.2%	
Domestic Per treatment for mice	113.00	116.00	2.7%	
Commercial Per treatment for mice	167.00	172.00	3.0%	
Concession Per treatment for mice	31.00	32.00	3.2%	
Wasps - Domestic one nest	90.00	93.00	3.3%	
Wasps - Domestic per additional nest	38.00	39.00	2.6%	
Wasps - Commercial Ladders not required One nest	193.00	199.00	3.1%	
Wasps - Commercial Ladders required One nest				No longer working with ladders
Wasps - Commercial per additional nest	38.00	39.00	2.6%	
Wasps - Concession	31.00	32.00	3.2%	
Cockroaches - Domestic (Course of 3 Treatments)	169.00	174.00	3.0%	
Cockroaches - Commercial	240.00	247.00	2.9%	
Cockroaches - Concession	31.00	32.00	3.2%	
Fleas - Domestic	113.00	116.00	2.7%	
Fleas - Commercial	245.00	252.00	2.9%	
Fleas - Concession	31.00	32.00	3.2%	
		126.00		
Pharaoh's Ants - Domestic (single dwelling)	122.00		3.3%	
Pharaoh's Ants - Commercial	P.O.A			
Pharaoh's Ants - Concession	31.00	32.00	3.2%	
Bed bugs - Domestic	221.00	228.00	3.2%	
Bed bugs - Commercial	242.00	249.00	2.9%	
Bed bugs - concession	31.00	32.00	3.2%	
Stored Product Pests - Domestic	122.00	126.00	3.3%	
Stored Product Pests - Commercial	P.O.A	P.O.A		
Stored Product Pests - Concessions	31.00	32.00	3.2%	
Pigeons - All clients Treatment and/or proofing	n/a	n/a		No pigeon work carried out except for HH properties.
Squirrels - Domestic	122.00	126.00	3.3%	
Squirrels - Commercial	P.O.A			
Squirrels - Concessions	31.00	32.00	3.2%	
Other Pests - Domestic	122.00	126.00	3.3%	
Other Pests - Commercial	P.O.A			
Other Pests Concession	31.00	32.00	3.2%	
Missed visit and additional visit charge				
Domestic	31.00	32.00	3.2%	
Commercial	31.00	32.00	3.2%	
Concession	18.00	19.00	5.6%	
Drain Examinations Per examination (unless cases of formal action or involving rodent infestation) excluding use of closed circuit TV inspection.	153.00	158.00	3.3%	
Domestic	245.00	252.00	2.9%	
Commercial	222.48	229.00	2.9%	

Not for profit charges				
Rodent control. Per treatment for rats and mice	115.00	118.00	2.6%	Subject to separate SLA
Wasps One nest	133.00	136.00	2.3%	Subject to separate SLA
Per additional nest	35.00	36.00	2.9%	Subject to separate SLA
Cockroaches (Quotes Available)	166.00	170.00	2.4%	Subject to separate SLA
Fleas (Quotes Available)	142.00	144.00	1.4%	Subject to separate SLA
Pharaoh's Ants	130.00	133.00	2.3%	Subject to separate SLA
Bed Bugs (Quotes Available)	186.00	191.00	2.7%	Subject to separate SLA
Stored Product Pests	P.O.A	P.O.A		Subject to separate SLA
Pigeons	P.O.A	P.O.A		Subject to separate SLA
Not for Profit Squirrels	P.O.A	P.O.A		Subject to separate SLA
Not for Profit Other Pests	P.O.A	P.O.A		Subject to separate SLA
Missed visit and additional visit charge	28.00	29.00	3.6%	Subject to separate SLA
Drain Examinations Per examination (unless cases of formal action or involving rodent infestation) excluding use of closed circuit TV inspection	167.00	171.00	2.4%	Subject to separate SLA
Mortuary				
Reception of Bodies from Other Authorities (A) For Post Mortem Examination (PME) assistance and retention (a) Reception between 08:00 and 16:00 Mon to Fri	245.00	252.00	2.9%	
(b) Reception outside times in (a) above	339.00	349.00	2.9%	
(c) Additional charge to (a) or (b) Special Post Mortem Examination	562.00	579.00	3.0%	
(d) Additional Charges for 2nd or subsequent Post Mortem	458.00	471.00	2.8%	
(B) For retention of bodies with no PME assistance (a) Reception between 08:00 and 16:00 Mon to Fri	77.00	79.00	2.6%	
(b) Reception outside times in (a) above	114.00	117.00	2.6%	
For retention of bodies for National Assistance Burials beyond date of referral to Authority concerned. (Per week or part thereof)	88.00	91.00	3.4%	
Charge for visit of Police Officers for Street Duty Awareness Training (including necessary protective clothing)	17.00	18.00	5.9%	
ESTABLISHMENT CHARGE (Percentage of cost of works unless other stated)				
1. For works in default of owner following failure to comply with legislative requirements	30% + VAT	30% + VAT	0.0%	
2. For works by agreement	20% + VAT	20% + VAT	0.0%	
3. For arrangement of Burials or Cremations	30% + VAT	30% + VAT	0.0%	
4. Supervision of works only	30% of cost of work	30% of cost of work	0.0%	
5. Application for consent to the operation of a loudspeaker in contravention of Section 62 (1) of the Control of Pollution Act 1974	178.00	183.00	2.8%	
OFFICER TIME – reports, consultations and investigations		138.00		
Minimum charge for up to 2 hours	134.00	138.00	3.0%	
Charge per hour after first 2 hours	67.00	69.00	3.0%	
Health Education Training				
Level 2 Award in Food Safety in Catering (per person per course)	59.00	61.00	3.4%	
Health Certificates (no vat applicable)				
Food - one Copy	120.00	124.00	3.3%	
Sampling requiring analysis	No Change			
Movements of bodies				
Certification for sealing of coffins for dispatch overseas - first two hours	129.00	134.00	3.9%	
Plus per hours thereafter Freedom from Infection Certificate for movement of bodies outside UK	79.00	81.00	2.5%	
Private Water Supplies				Charges under Private Water Supply Regs
Risk assessment minimum charge for up to 2 hours	129.78	134.00	3.3%	
Risk Assessment each additional hour	65.92	68.00	3.2%	

Authorisation	100.00	100.00	0.0%	No Change set at Maximum
Investigation - Sampling Visits:	100.00	100.00	0.0%	No Change set at Maximum
Sample taken under S.10 routine compliance	25.00	25.00	0.0%	No Change set at Maximum
Sample Analysis - check Monitoring	100.00	100.00	0.0%	No Change set at Maximum
Sample Analysis -Audit monitoring	500.00	500.00	0.0%	No Change set at Maximum
Contaminated land				
Application for information in respect of potentially contaminated sites.	63	65.00	3.2%	
Copy of documents and files.	Price on application	Price on application		
(*) ENVIRONMENTAL PERMITTING (all fees are statutory and are due to be increased in April)				
Application Fees				
Standard process	1579	Not Set by Defra yet		Fees to be known by April 2013
Additional fee for operating without a permit	1137	Not Set by Defra yet		Fees to be known by April 2013
reduced fee activity (except VRs)	148	Not Set by Defra yet		Fees to be known by April 2013
PVR1&11 combined	246	Not Set by Defra yet		Fees to be known by April 2013
vehicle refinishers (VRs)	346	Not Set by Defra yet		Fees to be known by April 2013
reduced fee activity: Additional fee for operating without a permit	68	Not Set by Defra yet		Fees to be known by April 2013
mobile screening and crushing plant	1579	Not Set by Defra yet		Fees to be known by April 2013
for the 3rd to 7th applications	943	Not Set by Defra yet		Fees to be known by April 2013
for the 8th and subsequent apps	477	Not Set by Defra yet		Fees to be known by April 2013
Where an application for any of the above is for a combined Part B and waste application, add an extra £297 to the above amounts		Not Set by Defra yet		Fees to be known by April 2013
Annual Subsistence charge	739 (+99)*	Not Set by Defra yet		Fees to be known by April 2013
Standard process low	1111(+149)*	Not Set by Defra yet		Fees to be known by April 2013
standard process medium	1672(+198)*	Not Set by Defra yet		Fees to be known by April 2013
Standard process high	76/151/227	Not Set by Defra yet		Fees to be known by April 2013
reduced fee activities L/M/H	108/216/326	Not Set by Defra yet		Fees to be known by April 2013
PVR1&11 combined Med component	218/349/524	Not Set by Defra yet		Fees to be known by April 2013
vehicle refinishers L/M/H	618/989/1484	Not Set by Defra yet		Fees to be known by April 2013
Mobile screening and crushing plant for 1st and 2nd permits L/M/H	368/590/884	Not Set by Defra yet		Fees to be known by April 2013
for the 3rd-7th permit L/m/H	189/302/453	Not Set by Defra yet		Fees to be known by April 2013
8th-subsequent permits L/M/H	189/302/453	Not Set by Defra yet		Fees to be known by April 2013
Late payment fee (NEW)	£50	Not Set by Defra yet		Fees to be known by April 2013
* the additional amounts in brackets must be charged where a permit is for a combined Part B and waste installation				
Where a Part B installation is subject to reporting under the E-PRTR Regulation, add an extra £99 to the above amounts				
Transfer and Surrender				
Standard process transfer	162	Not Set by Defra yet		Fees to be known by April 2013
Standard process partial transfer	476	Not Set by Defra yet		Fees to be known by April 2013
New operator at low risk reduced fee activity	75	Not Set by Defra yet		Fees to be known by April 2013
Surrender: all Part B activities	0	Not Set by Defra yet		Fees to be known by April 2013
Reduced fee activities: transfer	0	Not Set by Defra yet		Fees to be known by April 2013
Reduced Fee Activities: partial transfer	0			
Temporary transfer for mobiles	45	Not Set by Defra yet		Fees to be known by April 2013
first transfer				
repeat transfer	51	Not Set by Defra yet		Fees to be known by April 2013
repeat following enforcement or warning	10	Not Set by Defra yet		Fees to be known by April 2013
Substantial Change	51	Not Set by Defra yet		Fees to be known by April 2013
Standard process	1005	Not Set by Defra yet		Fees to be known by April 2013
Standard process where the substantial change results in a new PPC activity	1579	Not Set by Defra yet		Fees to be known by April 2013
Reduced fee activities	98	Not Set by Defra yet		Fees to be known by April 2013

LAPPC Mobile Plant charges (NEW)				
Number of permits	Application Fee 2012-13	Subsistence Fee 2012/13		
		Low	Medium	High
1	1579	618	989	1484
2	1579	618	989	1484
3	943	368	590	884
4	943	368	590	884
5	943	368	590	884
6	943	368	590	884
7	943	368	590	884
8 and over	477	189	302	453

(*)Fees for Environmental Permitting, including fees for LAPPC, are set annually by Defra. Figures are in line with the "polluter pays" principle and the Council has no discretion as to the level of the fee charged. Defra is currently out to consultation.

Property Services	Current Charge	Proposed Charge	Increase %	Comments
Ad Hoc Fees for professional Valuation Services	46 (per hour)	48 (per hour)	4.3%	Note: current charge £7.00, proposed charge at 4% £7.28. All charges have been rounded to nearest pound.
Staff Car Parking	£300	£309	3.0%	
Facilities Management (FM) Services to external tenants (Business charges)				
Room Hire – Civic Centre / River Park House	£21 - £77 per hour dependent upon requirements.	£22 - £80 per hour dependent upon requirements.	3.9%-4.8%	
Hall Hire – Woodside House:	£45 - £68 per hour	£47 - £70 per hour	2.9%-4.4%	
Neighbourhood Resource Centre	£7-£28 per hour	£7-£29 per hour	0%-3.6%	

Registrars

Appendix 8

Charge Description	Current charge (2012/13) £'s	Proposed Charge £'s	% Increase	Comments
Births, Marriages & Deaths				
Statutory marriage & civil partnership services held in the register office	43.50	49.00	13%	The Governemnt increased this statutory fee from April 2012. This fee cannot be changed and is set by law
Designation of a private premises as an approved premise. Council Premises charged advertising cost only	200.00	200.00	0%	The service proposes keeping this fee the same to encourage more local businesses to sign up their premises for weddings. The Council makes its income from attending weddings rather than from the license
Statutory marriage & civil partnership services held in the Civic Suite:				
Ceremony Room:				
Monday, Tuesday, Wednesday, Thursday	100.00	100.00	0%	The service is concerned that an increase to this fee could harm its competitiveness and proposes to keep fees at the same level as last year. Ceremonies due to be completed after 4pm will be charged at 50% higher than the day rate (£150).
Friday	140.00	140.00	0%	The service is concerned that an increase to this fee could harm its competitiveness and proposes to keep fees at the same level as last year. Ceremonies due to be completed after 4pm will be charged at 50% higher than the day rate (£210).
Saturday AM	190.00	200.00	5%	
Saturday PM from 1pm	N/A	285.00	0%	This is a new fee. The service will look to introduce some afternoon weddings at the Civic Suite next Summer.
Valentines Day	140.00	140.00	0%	The service is concerned that an increase to this fee could harm its competitiveness and proposes to keep fees at the same level as last year
Council Chamber (Saturdays)	350.00	350.00	0%	The service is concerned that an increase to this fee could harm its competitiveness and proposes to keep fees at the same level as last year. Demand for the Council Chamber has fallen over the past year
Council Chamber (Multi Use).	190.00	190.00	0%	The service is concerned that an increase to this fee could harm its competitiveness and proposes to keep fees at the same level as last year
Committee Rooms (All times)	100.00	100.00	0%	The service proposes to keep this fee inline with the Monday to Thursday rate. The Committee Rooms would only be used in the event of excess demand
Committee Rooms 1+2 combined and Canteen (Monday to Friday)	190.00	200.00	5%	The service proposes to keep this fee inline with the Saturday rate so that a large room can offered as needed Monday to Friday when the Council Chamber is not available. The Canteen is now licensed for weddings and the service proposes to charge the Committee Rooms 1+2 combined rates for this
Notices for marriage & civil partnership	33.50	35.00	4%	The Government increased this statutory fee from April 2012. This fee cannot be changed and is set by law
Additional Saturday 5pm and walk in + notice fee	11.50	15.00	30%	
Birth, death, marriage & civil partnership certificates	3.50 (current); 7.00 (archived) 9.00	4.00 (current); 7.00 (archived) 10.00		The Government increased this statutory fee from April 2012. This fee cannot be changed and is set by law

Registrars (Contd.)

Appendix 8

Charge Description	Current charge (2012/13) £'s	Proposed Charge £'s	% Increase	Comments
Issue of Birth, Marriage or Death certificate on day of request (admin fee)	11.00	11.00	0%	An inflationary increase in this fee would deliver minimal return but would create increased cash handling work such as the need to order coin floats more often
Issue of Birth, Marriage or Death certificate 1 hour service (admin fee)	21.00	21.00	0%	An inflationary increase in this fee would deliver minimal return but would create increased cash handling work such as the need to order coin floats more often
Attending approved premises for weddings & civil partnership ceremonies completed before 6pm	400.00 (weekday) 450 (Sat) 525 (Sun) 1000.00 /BH and Sunday before bank holiday) Special bank holidays including Easter Sunday 1500.00	400.00 (weekday) 450 (Sat) 525 (Sun) 1000.00 /BH and Sunday before bank holiday) Special bank holidays including Easter Sunday 1500.00	0%	From October 2012 a change in the law allows for weddings to take place 24 hours a day. The service proposes to keep fees for weddings at approved premises such as Alexandra Palace and hotels due to take place up until 6pm at last years prices. Haringey's current fees are at the top end of the market. Competition from neighbouring boroughs is increasing and an increase in fees is likely to prove counter productive
Attending approved premises for weddings & civil partnership ceremonies completed after 6pm	N/A	600.00 (weekday) 675 (Sat) 788 (Sun) 1500 /BH and Sunday before bank holiday) Special bank holidays including Easter Sunday 2250	0%	These new fees are being introduced to reflect demand now that weddings can take place 24 hours a day. The Council is not required by law to offer weddings 24 hours a day. The fees for special bank holidays are set as a means of managing demand. Attendance at ceremonies after 6pm will be subject to agreement between couples and Registrars
Attending approved premises for weddings & civil partnership ceremonies (CHURCH)	83.50	89.00	7%	The Government increased this statutory fee from April 2012. This fee cannot be changed and is set by law
Religious building certification inc religious venues for civil partnerships	28 (worship) 120 (marriage)	28 (worship) 120 (marriage)	0%	The Government increased this statutory fee from April 2012. This fee cannot be changed and is set by law
Public search of records	18.00	18.00	0%	The Government increased this statutory fee from April 2012. This fee cannot be changed and is set by law
Postage fee standard class	1.00	1.00	0%	An inflationary increase in this fee would deliver minimal return but would create increased cash handling work such as the need to order coin floats more often
Postage fee recorded or overseas	5.00	5.00	0%	An inflationary increase in this fee would deliver minimal return but would create increased cash handling work such as the need to order coin floats more often
Issuing of a letter	10.00	10.00	0%	An inflationary increase in this fee would deliver minimal return but would create increased cash handling work such as the need to order coin floats more often
Renewal of marriage vows / naming / commitment ceremonies in Civic Suite	SEE BELOW			
Ceremony Room: Renewal of Vows / Naming (inclusive of VAT)	290.00	300.00	3%	
Renewal of vows and naming / commitment ceremonies at approved premises (inc VAT)	540 (weekday) 600 (Sat) 690 (Sun) 1260 /BH and Sunday before bank holiday) Special bank holidays including Easter Sunday 1860	540 (weekday) 600 (Sat) 690 (Sun) 1260 /BH and Sunday before bank holiday) Special bank holidays including Easter Sunday 1860	0%	The service is looking to increase the size of this market. Any increase would go against this objective Ceremonies on Saturday afternoons and after 6pm will be charged at 50% higher than the day rate
Nationality Checking Service: (inclusive of VAT)				
Single Applicant	50.00	50.00	0%	Haringey's fee is competitive and any increase is likely to impact on demand for the service. NCS appointments normally convert into Citizenship Ceremony attendees for which The Council generates an additional income

Registrars (Contd.)

Appendix 8

Charge Description	Current charge (2012/13) £'s	Proposed Charge £'s	% Increase	Comments
Couple	N/A			This has not been in use since April 2012
Child	25.00	25.00	0%	Haringey's fee is competitive and any increase is likely to impact on demand for the service. NCS appointments normally convert into Citizenship Ceremony attendees for which The Council generates an additional income
Follow up visit	20.00	20.00	0%	An inflationary increase in this fee would deliver minimal return but would create increased cash handling work such as the need to order coin floats more often
Private Citizenship Ceremony Monday to Thursday. Ceremonies at approved premises charged at wedding fees plus VAT	120.00	120.00	0%	The service is concerned that an increase to this fee could harm its competitiveness and proposes to keep fees at the same level as last year. Fees for ceremonies on Saturday afternoons and after 4pm will be charged at 50% higher than the day rate
Private Citizenship Ceremony Friday	170.00	170.00	0%	The service is concerned that an increase to this fee could harm its competitiveness and proposes to keep fees at the same level as last year. Fees for ceremonies on Saturday afternoons and after 4pm will be charged at 50% higher than the day rate
Private Citizenship Ceremony Saturday	230.00	230.00	0%	The service is concerned that an increase to this fee could harm its competitiveness and proposes to keep fees at the same level as last year. Fees for ceremonies on Saturday afternoons and after 4pm will be charged at 50% higher than the day rate
Ceremony planning meeting - RO	30	30	0%	Demand for this service has been negligible. Any increase would deter people taking up this service
Ceremony planning meeting - Approved premises	200	200	0%	Demand for this service has been negligible. Any increase would deter people taking up this service

AVERAGE INCREASE 2%

MUSIC & PERFORMING ARTS

Appendix 9

Charge Description	Current charge	Proposed Charge	% Increase	Comments
Individual/paired musical instrument tuition in schools	£29 per hour	£30 per hour	3%	3% increase rounded up slightly
Instrument hire to individuals	£19 to £28	£19 to £28	0%	
Whole Class Instrumental Tuition (WCIT) charge to participating schools	£2,160 per class, per year	£2,900 per class per year	34%	3% increase plus additional charges to cover Year 5 Continuers programme which is now part of the package rather than charged separately
Instrument hire to schools for WCIT programme	£875 per class per year (up to 30 instruments)	£950 per class per year (up to 30 instruments)	9%	Amount agreed with Tottenham Grammar School Foundation which awards a grant to schools at this level for this purpose.
Membership of "Haringey Young Musicians" out-of-school groups	£18 to £46 per term depending on group size and length of sessions. 10 sessions per term	£18.50 to £47 per term depending on group size and length of sessions. 10 sessions per term	3%	3% increases rounded for convenience

PENDARREN HOUSE

Appendix 9

HARINGEY GROUPS

Under 18 Schools, Youth groups

Pay for minimum group 10, maximum 57

Including Coach transport (at set times) F/B Activities 1 member staff per activity group (Also 50% concession for those on free school meals)

Charge Description	Current charge	Proposed Charge	% Increase	Comments
1 day (up to 8 hours)	£27	£28	3%	
1 night (24 -32 hours, short weekend)	£83	£86		
2 nights (up to 48 hours/ weekend)	£132	£136		
3 nights (up to 72 hours)	£181	£186		
4 nights (up to 96 hours)	£225	£232		

Excluding Coach transport F/B Includes; Activities 1 member staff per activity group (Also 50% concession for those on free school meals)

Charge Description	Current charge	Proposed Charge	% Increase	Comments
1 night (24 -32 hours, short weekend)	£54	£56	3%	
2 nights (up to 48 hours/ weekend)	£103	£106		
3 nights (up to 72 hours)	£152	£157		
4 nights (up to 96 hours)	£196	£202		

PENDARREN HOUSE (Contd.)

Appendix 9

HARINGEY GROUPS

Extra adult to accompany group

Charge Description	Current charge	Proposed Charge	% Increase	Comments
1 night (24 -32 hours, short weekend)	£54	£56	3%	
2 nights (up to 48 hours/ weekend)	£103	£106		
3 nights (up to 72 hours)	£152	£157		
4 nights (up to 96 hours)	£201	£207		

Over 18

Pay for minimum group size 10, maximum 57

Including Coach transport (at set times) F/B Activities 1 member staff per activity group

Charge Description	Current charge	Proposed Charge	% Increase	Comments
1 night (24 -32 hours, short weekend)	£93	£96	3%	
2 nights (up to 48 hours/ weekend)	£151	£156		
3 nights (up to 72 hours)	£211	£217		
4 nights (up to 96 hours)	£269	£277		

Excluding Coach transport Includes: F/B Activities 1 member staff per activity group

Charge Description	Current charge	Proposed Charge	% Increase	Comments
1 night (24 -32 hours, short weekend)	£64	£66	3%	
2 nights (up to 48 hours/ weekend)	£122	£126		
3 nights (up to 72 hours)	£182	£187		
4 nights (up to 96 hours)	£240	£247		

PENDARREN HOUSE (Contd.)**OUT OF BOROUGH GROUPS****Under 18**

Pay for minimum group 10, maximum 57

Includes: F/B Activities F/B, Excludes Transport

Charge Description	Current charge	Proposed Charge	% Increase	Comments
1 day (up to 8 hours)	£28 (not including lunch)	£29 (not including lunch)	3%	
1 night (24 -32 hours, short weekend)	£85	£88		
2 nights (up to 2 days/48 hours/ weekend)	£135	£139		
3 nights (up to 3 days/72 hours)	£184	£190		
4 nights (up to 4 days/96 hours)	£230	£237		

Extra adult to accompany group

Charge Description	Current charge	Proposed Charge	% Increase	Comments
1 night (24 -32 hours, short weekend)	£55	£57	3%	
2 nights (up to 2 days/48 hours/ weekend)	£105	£108		
3 nights (up to 3 days/72 hours)	£154	£159		
4 nights (up to 4 days/96 hours)	£205	£211		

Appendix 9

PENDARREN HOUSE (Contd.)**OUT OF BOROUGH GROUPS****Under 18**

Pay for minimum group 10, maximum 57

Includes: F/B Activities F/B, Excludes Transport

Charge Description	Current charge	Proposed Charge	% Increase	Comments
1 day (up to 8 hours)	£33	£34	3%	
1 night (24 -32 hours, short weekend)	£95	£98		
2 nights (up to 2 days/48 hours/ weekend)	£155	£160		
3 nights (up to 3 days/72 hours)	£215	£221		
4 nights (up to 4 days/96 hours)	£275	£283		

Appendix 9

PENDARREN HOUSE (Contd.)**FIRS****SELF CATERING**

Max 16 people

Price includes: Linen, Utility Bills

Price excludes: Instruction (see below for prices), Food

Charge Description	Current charge	Proposed Charge	% Increase	Comments
24 hours /1 night	£350 (there is a minimum 2 night charge @ £175 per night)	£360	3%	
48 hours /2 nights (weekend)	£350	£360		
72 hours /3 nights	£525	£540		
96 hours/4 nights 4 days (M-F)	£700	£720		
Coach from Haringey (when available)	£290	£310		

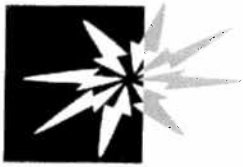
OTHER

Charge Description	Current charge	Proposed Charge	% Increase	Comments
Camp	£4pp/pn	£4pp/pn	3%	
Hire of room	£15 per hour Per day £55	£15 per hour Per day £55		
B and B (restricted offer)	£20pp/pn	£20pp/pn		
Full board (restricted offer)	£28pp/pn	£28pp/pn		
National Governing Body	£200pd	£200pd		
Instructor and equipment	1/2 day £20pp, minimum £100	1/2 day £22pp, minimum £168		
	Whole day £30pp, minimum £180	Whole day £32pp, minimum £248		

TRAVELLERS SITE PITCHES

Appendix 9

Charge Description	Current charge	Proposed Charge	% Increase	Comments
ground rent exclusive of water, electricity, gas etc.	£78.51 a week	£80.87	3%	there are 10 pitches, all clients are in receipt of housing benefit



Haringey Council

Report for:	Cabinet	Item Number:	
Title:	Annual Audit Letter 2011/12		
Report Authorised by:	 Julie Parker, Director of Corporate Resources		
Lead Officer:	Kevin Bartle Assistant Director – Finance Tel: 020 8489 5972; Email: kevin.bartle@haringey.gov.uk		
Ward(s) affected: All	Report for Key/Non Key Decisions: Key Decision		

1. Issues Under Consideration

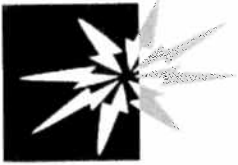
The Annual Audit Letter is part of the formal process of external audit and provides an independent assessment of the Council's position in terms of progress in meeting its strategic objectives.

The purpose of this report is to receive the Annual Audit Letter for 2011/12 from the Council's external auditors, Grant Thornton, and to note the issues raised.

2. Cabinet Member Introduction

Grant Thornton, our external auditors, signed-off the Council's Statement of Accounts 2011-12 within the statutory deadlines and without qualification. Furthermore, the auditors have issued an unqualified Value for Money (VFM) conclusion confirming that the Council has continued to ensure proper arrangements are in place to secure economy, efficiency and effectiveness in our use of resources.

Given the financial challenges facing the Council it is more important than ever that we are able to continue to demonstrate that our decision making processes are based on sound principles of delivering Value for Money services.



Haringey Council

3. Recommendations

To receive the Annual Audit Letter for 2011/12.

4. Alternative Options Considered

The nature of this report and recommendation is such that alternative options are not applicable

5. Background Information

The Annual Audit Letter for 2011/12 is compiled by the Council's appointed external auditors Grant Thornton. It summarises the conclusions and significant issues arising out of the audit work for the Council in the preceding year. It includes information from the audit of the Council's accounts, the Council's arrangements for securing economy, efficiency and effectiveness in its use of resources and the certification of claims and returns.

In terms of the audit of the accounts for 2011/12 the Council received an unqualified audit opinion.

The auditors' Value for Money (VFM) assessment concluded that "the Council made proper arrangements to secure economy, efficiency and effectiveness in its use of resources for the year ending 31 March 2012".

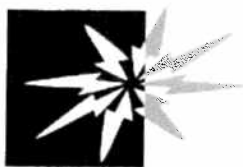
Audit work on the certification of grant claims and returns is ongoing. The outcome of this work will be formally reported to the Corporate Committee in January 2013.

The auditors' findings have been reported previously to the Corporate Committee and actions agreed in response. The Corporate Committee is responsible for monitoring the implementation and progress of the detailed actions, which are summarised in this report.

The Corporate Committee considered the Annual Audit Letter at its meeting on 29 November 2012. The Committee had no comments to make to the Cabinet.

6. Comments of the Chief Finance Officer and Financial Implications

The resource implications for implementing the actions recommended in the Annual Audit Letter have been considered as part of the overall financial and business planning process and are included within the previously approved budget.



Haringey Council

7. Head of Legal Services and Legal Implications

The Head of Legal Services has been consulted on the content of this report and has no specific comment to make.

8. Equalities and Community Cohesion Comments

Not applicable

9. Head of Procurement Comments

Not applicable

10. Policy Implications

None

11. Reasons for Decision

To receive the annual audit letter in accordance with statutory requirements.

12. Appendices

Annual Audit Letter 2011/12 – Grant Thornton

13. Local Government (Access to Information) Act 1985

The following background papers were used in the preparation of this report:

- Report of the Director of Corporate Resources to the Corporate Committee on 27 September 2012 – Statement of Accounts 2011/12 and Annual Governance Report – to present the statement of accounts and consider the statutory report of Grant Thornton, the Council's appointed auditor
- Report of Grant Thornton to the Corporate Committee on 27 September 2012 – Review of the Council's arrangements for securing financial resilience



Grant Thornton

London Borough of Haringey
Annual Audit Letter 2011/12

October 2012

Introduction

Purpose of this letter

This Annual Audit Letter ('Letter') summarises the key issues arising from the work that we have carried out at the London Borough of Haringey ('the Council') during our 2011/12 audit.

The Letter is designed to provide a brief overview of our key messages to the Council and external stakeholders, including members of the public.

The letter will be published on the Audit Commission's website at www.audit-commission.gov.uk and also on the Council's website.

What this Letter covers

This Letter covers our 2011/12 audit, including key messages and conclusions from our work in:

- auditing the 2011/12 year end accounts
- assessing the Council's arrangements for securing economy, efficiency and effectiveness to ensure Value for Money is achieved
- certification of grant claims and returns to various government departments and other agencies.

Responsibilities of the external auditors and the Council

This Letter has been prepared in the context of the Statement of Responsibilities of Auditors and Audited Bodies issued by the Audit Commission (www.audit-commission.gov.uk).

We have been appointed as the Council's independent external auditors by the Audit Commission, the body responsible for appointing external auditors to local public bodies in England. As external auditors, we have a broad remit covering finance and governance matters.

Our annual work programme is set in accordance with the Code of Audit Practice ('the Code') issued by the Audit Commission and includes nationally prescribed and locally determined work. Our work considers the Council's key risks when reaching our conclusions under the Code.

It is the responsibility of the Council to ensure that proper arrangements are in place for the conduct of its business, and that public money is safeguarded and properly accounted for. We have considered how the Council is fulfilling these responsibilities.

Key messages

Our main audit conclusions for the year

The 2011/12 accounts give a true and fair view of the Council's financial affairs and of the income and expenditure recorded by the Council.

The Council made proper arrangements to secure economy, efficiency and effectiveness in its use of resources for the year ending 31 March 2012.

Accounts audit

We received draft financial statements in accordance with the national deadline and the accompanying working papers at the commencement of our work. Following submission of the accounts for audit at the end of June, the accounts underwent technical review and validation by the Council. As a result, an unusually high number of errors were discovered in the draft accounts, over and above the level normally expected at that stage in the process and we were presented with revised statements on 30 August 2012. The adjustments made by management did not have an impact on the reported general fund balance to Cabinet in June.

We issued an unqualified audit opinion on 28 September 2012, meeting the statutory certification deadline.

We recommended a number of adjustments to the draft accounts. Management agreed to make these adjustments which did not result in any change in the Council's General Fund balance.

We identified a number of areas where significant improvements could be made to the processes in place to prepare the accounts including improving the quality of working papers. The extra time needed to audit resubmitted accounts has resulted in additional fees of £32k being charged for the 2011/12 audit. The actions agreed with the Council to minimise the chance of errors occurring in the 2012/13 accounts were included in our Annual Report to those Charged with Governance and we will follow up on progress as part of our 2012/13 audit.

The Council will be reviewing the circumstances that lead to the level of errors in the accounts and are preparing an improvement plan to address issues identified from this review and the audit. We plan to have an accounts debrief meeting with the Council and feed into the action plan for improvement. We will closely monitor and report progress to the Corporate Committee.

We concluded that the Annual Governance Statement and Explanatory Foreword were consistent with our knowledge of the Council, subject to a small number of immaterial proposed adjustments, which management incorporated into the final versions of the documents.

The Council submitted its draft WGA L Pack for audit on 6 September, which was after the Department for Communities & Local Government (CLG) deadline of 31 July. We were able to complete our work by the certification deadline of 5 October 2012.

We received a formal question from the public regarding the debt outstanding on the disposal of Cranley Gardens and have since responded to this query. We received no other questions or objections in respect of the financial statements for the year ended 31 March 2012 and have certified the audit closed.

In 2012/13 we will discuss future accounting challenges with the Council, including planning for changes to financial reporting requirements, for example, around accounting treatment of schools and of leased assets.

Key messages (continued)

Value for Money audit

An unqualified Value for Money (VFM) conclusion was also issued on 28 September 2012 confirming that the Council made proper arrangements to secure economy, efficiency and effectiveness in its use of resources for the year ending 31 March 2012.

As part of this work we reviewed the Council's arrangements for securing financial resilience over the medium term. Our overall conclusion was that whilst the Council faces significant financial challenges in 2012/13 and beyond, its current arrangements for achieving financial resilience are robust. This work was completed prior to the final accounts and does not reflect the issues arising from the audit. These issues were considered in determining the VFM conclusion.

	2010/11	2011/12
Financial KPIs for 2011/12	● Green	● Green
Financial planning	● Green	● Green
Financial governance	● Green	● Green
Financial control	● Green	● Green

● High risk area
 ● Potential risks and/or weaknesses in this area
 ● No causes for concern

We also conducted targeted work to ensure that the Council prioritised its resources to take into account budget constraints and whether it delivers value for money in its priority service areas. This work included:

- updating our assessment of key risk indicators
- following up our prior year work on review of personalisation in Adult Social Care
- review of procurement

Follow-up of Review of Personalisation of Adult Social Care

In January 2012 we issued our 'Personalisation in Adult Social Care' report. As part of our VFM work for 2011/12 we followed up this report, looking at progress made against the recommendations raised.

Internal Audit carried out a follow up of the recommendations raised in January 2012 and it was reported to Corporate Committee that seven of the twelve recommendations had been implemented, four were in progress and one partially implemented. Further information was provided to demonstrate that the Council had implemented the recommendations made in the report and this supported our unqualified VFM conclusion.

Review of Procurement

Our work was a high level review of the overall adequacy of the Council's procurement organisation and its capabilities to support the Council in achievement of value for money'. From our review we identified areas for improvement but we concluded that the overall arrangements are adequate which supported our VFM conclusion.

Review of North London Waste Authority

The Council and other Councils in London have signed an affordability agreement with North London Waste Authority (NLWA) to fund a waste disposal/treatment scheme. The financial close is due in 2013 for a contract that will run thirty years. As part of our VFM work, we reviewed council reports to ensure that the Council had reviewed the cost and benefit implications of the arrangement as well as any impact on council tax. The Council has limited scope to not participate in NLWA. The NLWA is a statutory body that is subject to its own external audit process. We will continue to review this arrangement to see if it has an impact on the VFM conclusion in future years.

For each of these areas, we concluded that the Council's arrangements were adequate and, through our reporting, provided feedback and recommendations for the Council to further develop arrangements.

We will continue to review arrangements for securing VFM, focusing on key risk areas, as part of our 2012/13 audit and taking into account the findings from the 2011/12 accounts process.

Certification of claims and returns

Each year we review and certify a number of grant claims and returns in accordance with the arrangements put in place by the Audit Commission. Following the completion of the 2010/11 certification work we reported early in 2012 that performance had generally improved against key measures but identified that the Council should work to reduce the number of claims requiring amendment.

We are currently in the process of certifying the 2011/12 grant claims and returns. Once this work is complete we will report in full on the findings of our work in a separate report to the Corporate Committee.

Outputs and fees

Our audit outputs and fees are shown in Appendices A and B.

Acknowledgements

This Letter has been agreed with Council management and will be presented to Corporate Committee on 29 November 2012.

We would like to record our appreciation for the assistance and co-operation provided to us during our audit by the Council.

Grant Thornton UK LLP
October 2012

Appendices

Annual Audit Letter 2011/12

A. 2011/12 reports issued

Report	Date Issued
Audit Plan	January 2012
Audit Approach Memorandum	May 2012
Financial Resilience Report	June 2012
Report to Those Charged With Governance (ISA 260)	September 2012
Review of procurement	October 2012
Annual Audit Letter	October 2012
Grants Certification Report	Due December 2012

Annual Audit Letter 2011/12

B. Audit and other fees 2011/12

Audit area	Budge 2011/12	Actual 2011/12
Total Code of Practice fee*	£454,500	£486,500
Certification of grant claims and returns**	£90,500	TBC
Advisory services	£41,600	£41,600

*This includes additional fees of £32,000 for delays experienced completing the accounts audit not budgeted for.
 **The quoted fee for grant certification work is an estimate only and will be charged at published hourly rates. The final fee will be included in the grants certification report.



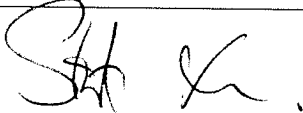
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Haringey

Report for:	Cabinet	Item Number:	
Title:	The Council's Mid Year Performance Assessment – 2012/2013		
Report Authorised by:	The Chief Executive 		
Lead Officer:	Eve Pelekanos – Head of Strategy and Business Intelligence Telephone 020 8489 2508		
Ward(s) affected: All	Report for Key/Non Key Decisions: Information		

1. Describe the issue under consideration

- 1.1. To inform Members of progress against the Council's priorities and other major responsibilities in the second quarter of 2012/13.

2. Introduction by Cabinet Member for Performance Management – Cllr Kober, Leader of the Council

- 2.1. I am pleased to see the levels of attainment in our schools showing significant improvement. Increasing the standards of education in Haringey is one of the Council's biggest priorities, and I expect to see this progress continue with more of our primary schools being judged by OFSTED as outstanding.
- 2.2. The work of the Council to protect family accommodation is very welcome, through enforcement and amending permitted development rights for Houses in Multiple Occupation (HMOs). I am also encouraged by the number of affordable homes that have been created in the borough. I am very pleased by the announcement of the 5 final projects being awarded funding through the One Borough One Future Fund. I look forward to seeing these projects deliver excellent outcomes for our community, and to reduce social inequality in the borough.
- 2.3. The high levels of unemployment in the borough continue to be of concern to me. I expect the Haringey Jobs Fund programme to increase the pace of job creation, and for targets to be exceeded over the next quarter. I am also concerned by the levels of violent crime and re-offending rates in Haringey. I hope to see these tackled through new initiatives working in partnership with the MPS.
- 2.4. I also want to see significant improvements to the Council's adoption process. The current length of time for children waiting to be adopted is higher than I expect, and this should be improved in the next quarter.

3. Recommendations

- 3.1. To note progress against the Council's priorities and other major responsibilities in the first half of 2012/13.
- 3.2. To note the emerging issues and challenges going forward.

4. Background information

- 4.1. This report is a self assessment of the Council's performance in the first half of 2012/13 (April to September). It also provides an update of key activity against the Council's priorities and other major responsibilities as set out in the Council Plan agreed at Full Council on 16 July 2012.
- 4.2. The main body of this report begins on page 3.

5. Comments of the Chief Finance Officer and financial implications

- 5.1. There are no specific financial implications arising from the content of this report although clearly there are strong links between the Council's performance and how it uses the resources available to it. Furthermore, a number of the highlighted emerging issues could have financial implications for the authority and these will have been picked up and factored in to the Council's financial planning (Medium Term Financial Plan) process.

6. Head of Legal Services and legal implications

- 6.1. There are no specific legal implications arising from this report.

7. Equalities and Community Cohesion Comments

- 7.1. Updates on activities to help us meet the corporate equality objectives will be provided under the relevant sections in this and subsequent performance reports. A progress report on the Corporate Equality Plan will be produced annually.

8. Head of Procurement Comments

N/A

9. Policy Implications

- 9.1. Haringey's quarterly performance assessment links to the following documents / strategies:
 - The Council Plan 2012-14
 - Key strategies

10. Use of Appendices

- Appendix 1: Performance Tables Quarters 1 and 2 2012/13
- Appendix 2: How Haringey compares to London (Quarter 1 2012/13)

11. Local Government (Access to Information) Act 1985

- Service performance indicator returns
- Council Plan (incorporating departmental business plans)



Haringey Council

The Council's Mid-Year Performance Assessment

April to September 2012/13

Produced by
Strategy and Business Intelligence
October 2012

Introduction

1. Haringey's Council Plan 2012-14 was agreed at Full Council on 16 July 2012. The plan identifies five key priorities which will form our major programmes of work for the period 2012-14:

- **Work with local businesses to create jobs**
- **Deliver regeneration to key areas of the borough**
- **Tackle the housing challenges**
- **Improve school standards and outcomes for young people**
- **Deliver responsive, high quality services to residents**

The Plan also describes the key activities which make up our day to day work which help us to deliver our other major responsibilities of:

- **Community Safety**
- **Environment**
- **Health and social care**
- **Resident empowerment and social inclusion**

This report provides an update on the progress that has been made during the first half of 2012-13 against the key indicators and activity which are identified in the Plan.

Summary of the Council's Performance in Quarter Two 2012-13

Areas of progress/achievement

- The Haringey Jobs Programme has so far supported 65 residents into employment.
- Launch of 'A Plan for Tottenham' which sets out the vision for the area to 2025
- 458 affordable housing units completed in 2011/12, exceeding the target of 340
- Attainment levels for Haringey's schools continue to improve across all key stages and the gap with the London and national averages continues to narrow
- Reduction in the percentage of young people whose education or employment status is unknown
- Staff sickness remains better than the London average
- Processing of housing benefit and council tax new claims and change events has improved significantly over this time last year
- Sixteen projects have been shortlisted for the One Borough One Future Fund from over 300 applications
- Improvements in the way residents can carry out transactions with the council e.g. parking payments and penalty charge notices
- Reduction in the number of first time entrants to the youth justice system
- Haringey's recycling rates are the highest ever, closing the gap with the London average.

Areas for focus

- Continue to address high unemployment, particularly amongst young people and in the east of the borough
- Continue to prevent homelessness and continue to respond to the impact of welfare reforms
- Continue to implement improvements to the adoption process to reduce the time it takes for children to be adopted
- Increase the proportion of primary schools rated by Ofsted as good or outstanding
- Address the increasing rates of violent crime and youth re-offending
- Reduce the numbers of delayed transfers of care.

The key emerging issues from this period are:

- A number of **housing and planning proposals** have been announced by the Government, some of which will require legislative change and/or consultation.
- The **Homelessness Order 2012** will come into force on 9 November 2012. Amongst other changes, the order details under what circumstances a local authority may discharge the main homelessness duty to the private sector without consent.
- The Home Office has been transferring 2012/13 funds over to the Mayor's Office for Policing And Crime (MOPAC) for distribution. The **Community and Safety Fund** will incorporate several former funding streams for community safety.
- The Department of Health has published the following documents relating to the reform of adult social care:
 - **The White Paper: 'Caring for our future'** – aims to develop a system that will promote wellbeing and independence at all stages, to transform people's experience of care and support, and to give people control over their own budget and their own care and support plan
 - **The Draft Care and Support Bill** - provides enabling legislation for the reforms set out in the White Paper and will be introduced to Parliament in late 2013.

Summary of Performance

		Performance Indicators			
Priorities	All	Green 21	Amber 9	Red 11	N/S 5
	Work with local businesses to create jobs for local people	Green 1	Amber 0	Red 1	N/S 1
	Deliver regeneration to key areas of the borough	Monitored through activity			
	Tackle the housing challenges	Green 3	Amber 0	Red 2	N/S 0
	Improve school standards and outcomes for young people	Green 4	Amber 3	Red 4	N/S 0
Other Major Responsibilities	Deliver responsive, high quality services to residents	Green 6	Amber 1	Red 0	N/S 1
	Community Safety	Green 3	Amber 3	Red 1	N/S 0
	Environment	Green 1	Amber 0	Red 1	N/S 0
	Health and Social Care	Green 3	Amber 2	Red 2	N/S 3
	Resident Empowerment and Social Inclusion	No specific performance indicators			
Key		Green	Amber	Red	No Status

Please note: the table above only includes indicators for which data is available. Please see Appendix 1 for further details.

'No status' refers to indicators that are data only or where no target has been set.

Priority 1: Work with local businesses to create jobs for local people

Performance Highlights

- 17 jobs have been created through the **Haringey Jobs Fund** in the year to September, although below the target of 20, we expect to exceed the target of 50 by the end of the financial year.
- 6.1% of the working age population were claiming **Jobseekers' Allowance (JSA)** in September 2012. This remains above the London and England rate.

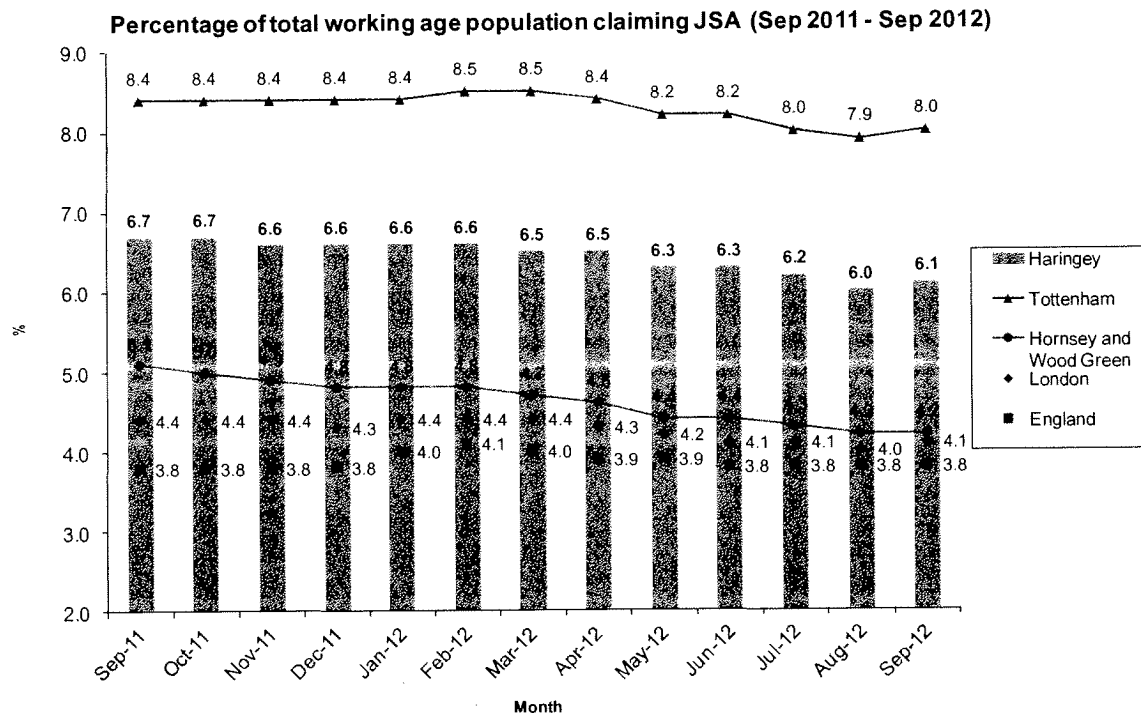
Job Creation

Period	Jobs created	Target
Quarter 1	14	14
Quarter 2	3	6
Total	17	20

2. 17 jobs have been created through the **Haringey Jobs Fund** in the year to September, below the target of 20. However, the Council is on track to exceed its target of 50 jobs by the end of the financial year with agreements now in place with employers to create at least another 53 jobs through the Haringey Jobs Fund by 31 March 2013.
3. From April 2012 to September 2012, 65 local unemployed residents had been supported into employment through the **Jobs For Haringey** programme (this includes the 17 jobs created under Haringey Jobs Fund). All of these people were supported into employment by the Council's Haringey Employment and Skills Team (HEST).
4. From October 2012 Haringey Council will be taking a lead in delivering the third phase of the 'North London Pledge' to combat unemployment and worklessness across Enfield, Haringey and Waltham Forest. By September 2014 this phase will lead to 900 people across the three boroughs being supported into employment.

Employment

5. In September 2012, 6.1% of Haringey's working age population were claiming **Jobseekers' Allowance (JSA)**. Having been fairly stable for the last year (6.7% in September 2011), the JSA rate has fallen slightly in recent months, mirroring the national and regional trends, except for a marginal rise in September. Haringey rates remain significantly above the London and England rates.



The JSA claimant rate is disproportionately high:

- in the east of the borough, particularly Northumberland Park (12.2%).
- for males (7.1% compared to 5.1% for females)
- for 20-24 year olds (10.5%), albeit this has decreased by 12% (1.5 percentage points) since February 2012.

6. In the twelve months to June 2012 (data published October 2012):

- 12,800 Haringey residents were 'unemployed'. These are people who are out of work and actively looking for work and available to start work within a fortnight. This represents 10.7% of 'economically active' residents compared to 9.2% in London. This has reduced from 12.5% in September 2011.
- 41,500 Haringey residents were 'economically inactive'. These are people who are out of work but have not actively sought work in the last four weeks. 43.3% of the economically inactive population are students, compared to 30.9% in London

Emerging Issues

Job Seekers Allowance

A new sanctions regime governing Job Seekers Allowance has been announced by Mark Hoban, Minister for Employment. Under the old sanction system those who fail to live up to their responsibilities could lose JSA for up to 3 months. From 22 October that will increase to up to three years for repeat offenders who refuse to accept jobs or voluntarily leave a job without good reason.

Priority 2: Deliver regeneration to key areas of the borough

Regeneration Initiatives

7. In August 2012, the council launched '**A Plan for Tottenham**' which sets out the vision for the area to 2025. It outlines proposals for quality housing; stronger communities; a vibrant arts and culture scene; a welcoming civic heart; wide retail mix; attractive public spaces, and successful businesses.
8. Initial meetings on improvements to **Tottenham High Road** including signage, pavements and shop frontages have been held with more detailed stakeholder consultation scheduled for October 2012. Topographical Surveys have commenced and the main construction works are scheduled to commence in April 2013.
9. A planning application has now been submitted for the southern half of **Lawrence Road** (N15) for the provision of 264 new residential dwellings and 500 sqm of flexible commercial/retail floorspace.
10. Following initial consultation on the draft masterplanning options for **St Ann's hospital**, the NHS have decided to bring forward two thirds of the site for residential development and retain a third for health provision. The Council will now work with the NHS to develop plans, with a planning application expected mid 2013.

Planning Policy

11. The consultation for Haringey's Preliminary **Community Infrastructure Levy (CIL) Draft Charging Schedule** closed on the 17 September 2012. The Levy aims to secure funding from future development in the borough which will contribute towards delivering infrastructure including sports and community facilities, schools, training facilities, parks, play space, health facilities and the transport networks. The Council is now taking into account the representations received before publishing a Draft Charging Schedule. This will be consulted on for a period of four weeks towards the end of 2012 before submission for independent examination in 2013. The Council aims to adopt a CIL in 2013.
12. The **Local Plan Strategic Policies Examination in Public (EiP)** is ongoing. Haringey's Local Plan: Strategic Policies is the new plan for the future development of the borough up to 2026. The latest consultation on the modifications recommended by the Inspector ran from 31st August – 12th October 2012. The majority of the modifications relate to matters of effectiveness, justification and consistency with national policy. The results of the consultation have been sent to the Inspector and we expect to receive the Inspector's report by the end of year.

Design Awards

13. The **Haringey Design Awards** were held on 5th July. The independent judging panel made awards to:
 - Connaught Gardens (Best Built Project)
 - The Lighthouse (Best Homes)
 - Park Avenue South (Commendation)
 - Heartlands School (Best Green Design, Best New or Improved Place and Overall Winner)
 - Haringey Mortuary (Best Heritage Project)

Emerging Issues

Technical review of planning appeal procedures

The Government is consulting on a set of proposals with the aim of making the planning appeal process faster and more transparent, and improving consistency and certainty in decision taking time scales. The consultation runs until 13 December 2012.

Housing and planning proposals

At the beginning of September the Prime Minister and Deputy Prime Minister announced a major housing and planning package including the following measures:

- Planning Inspectorate to decide whether to remove section 106 restrictions on house builders to help unlock an estimated 75,000 homes currently stalled due to sites being commercially unviable.
- New legislation for Government guarantees of up to £40 billion worth of major infrastructure projects and up to £10 billion of new homes.
- Inviting bids to build up to 15,000 affordable homes and bring 5,000 empty homes back into use using new capital funding of £300m and the infrastructure guarantee
- An additional 5,000 homes built for rent at market rates in line with proposals outlined in Sir Adrian Montague's report to Government on boosting the private rented sector
- Legislating to address poor performing town hall planning departments
- Allocating an additional £280m with matching contributions from house builders to extend of the 'FirstBuy' scheme to an additional 16,500 first-time buyers
- Consulting on changes to increase existing permitted development rights for extensions to homes and business premises.

Sitematch London

A major new tool has been created to encourage development across the capital. Along with regular events and the website, Sitematch London facilitates introductions between developers and boroughs and provides details of available investment opportunities; Haringey currently has over thirty different sites listed on the website.

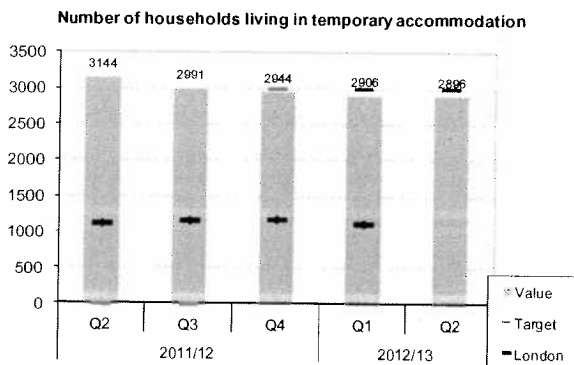
Priority 3: Tackle the housing challenges

Performance Highlights

- The number of households in **temporary accommodation (TA)** continues to reduce albeit the rate of reduction has slowed. There are currently 2,896 households living in TA.
- The number of households **accepted as homeless** is better than target. There have been 264 acceptances this year against a target of 372.
- The number of households **prevented from becoming homeless** is below target. There have been 226 preventions against a target of 244.

Temporary Accommodation and Homelessness

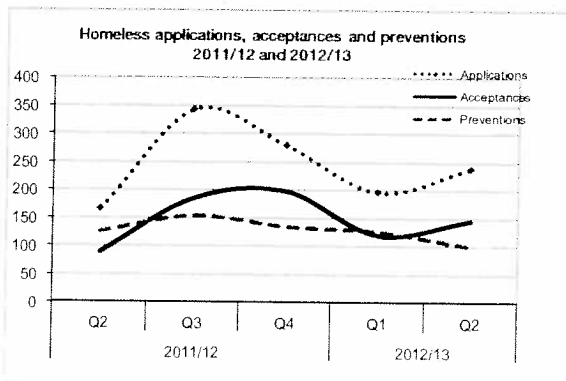
14. The Council's ability to prevent homelessness has been hampered by a shortening supply of private rented accommodation. The reduction in the Local Housing Allowance has resulted in fewer properties being affordable to households on housing benefit and competition for accommodation from other London boroughs has further constrained supply.



- The overall fall in the number of **households living in temporary accommodation (TA)** continues (248 households (7.9%) since this time last year). However, the rate of decrease has slowed.

- As at June 2012, 71% of Haringey households were placed in the borough. This puts Haringey 19th out of 29 London boroughs.

15. Haringey aims to prevent homelessness before it occurs. The Housing Advice and Options team seeks to divert households from becoming homeless by offering advice, supporting households to remain in their existing home if possible or finding suitable alternative accommodation ('homelessness preventions').



- There have been 226 **homelessness preventions** in the year to September, (including 100 in Quarter 2), below the target of 244. The number of preventions was lower than the number of acceptances both in quarter 2 and the year to date. This is in part due to pressures relating to the number of private rented sector properties available.

Of the 100 homelessness preventions in quarter 2:

- 54 households were enabled to remain in their existing home.
- 46 households were assisted with obtaining alternative accommodation.

16. There were 264 homelessness acceptances in the year to September, better than target. Haringey acceptance numbers for the 12 months to September 2012 (591) remain above the most recent London benchmarking figure of 362 (12 months to June 2012).
17. Haringey's acceptance rate (percentage of homeless applications accepted) is 61% compared to a London rate of around 45%, this is in part because Haringey's housing advice and options team ensures that only those needing to progress to the application stage do so. Despite this, the number of applications in Haringey is around 11% higher than the London average.
18. Recently cited in the DWP report: 'Managing the impact of Housing Benefit reform', the North London Practical Support Hubs based in Haringey and Islington are continuing to offer practical advice and help to those affected by the Housing Benefit reforms, including helping tenants to claim benefits; negotiating with creditors to reduce debt repayments; negotiating with landlords to reduce rents and ensuring that any arrears can be repaid by affordable instalments. From its launch in February up until the end of September, the hubs had handled 196 Haringey cases.

Affordable Housing

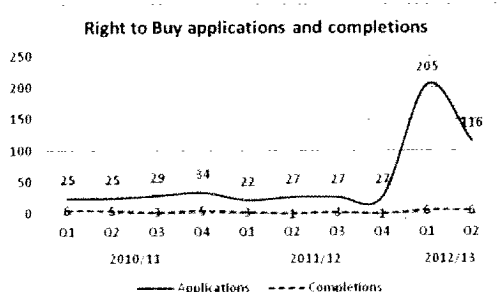
19. 458 affordable housing units were completed in 2011/12, exceeding the target of 340. Over half of the units completed were in Hale Village (256). 381 completions are anticipated for 2012/13, again the 284 units in Hale Village will represent the majority of the completions.

There are various reasons why the number of affordable homes completed will fall and is likely to continue falling over the next two to three years:

- The impact of the economic downturn which has seen lending become harder to obtain as lenders place more stringent criteria on loans and investments.
- The mortgage market has become harder to access resulting in a fall in the number of house sales, meaning fewer developments have been brought forward.
- Landowners have been more willing to retain their land until the economic conditions improve rather than release for development.
- The change to the HCA (Homes and Communities Agency) investment model and reduction in overall government grant is likely to dampen provision at least in 2012/13 and 2013/14 as registered providers begin to bring forward new schemes.

Right to Buy

20. In 2011/12 Haringey had 103 Right to buy applications and 8 RTB sales. As a result of the increase in available discount from April 2012, in quarter 1 2012/13 Haringey received 205 applications and 116 applications in quarter 2. It is too early to say how many of these will result in completions.



Housing Benchmarking

21. The 2011/12 ELASH return (English Local Authority Statistics on Housing), which provides a picture of how we compare with other boroughs on housing matters, has now been published. Highlights include:
- Haringey had 17,763 households on the housing register as at 1st April 2011, a 6% reduction from the previous year but still the 7th highest in London. However, since the re-registration process earlier this year, there are now only 10,589 households on Haringey's housing register, which puts Haringey 14th highest out of 29 boroughs and below the London average. 75 per cent of households on the register require 1 or 2 bedroom accommodation.
 - As at 1st April 2012, Haringey had fewer vacant local authority owned properties (163) than the London average (216).

Houses in Multiple Occupation

22. In September Cabinet withdrew permitted development rights which allowed small properties to become houses in multiple occupation (HMOs) without planning permission. This change will enable the Council to better manage the impact of small HMOs, ensure they are of a high standard and protect family accommodation in the borough. The declaration will come into force in 12 months subject to statutory consultation.
23. The council is currently consulting on the proposal to introduce an Additional HMO Licensing Scheme for houses in multiple occupation (HMOs) in all or part of the five wards which make up the Tottenham area (Northumberland Park, Bruce Grove, Tottenham Green, Tottenham Hale, Seven Sisters). The results of the consultation will be published in January 2013.

Emerging Issues

Localism Act

The Homelessness (Suitability of Accommodation) (England) Order 2012 will come into force on 9 November 2012. The order details under what circumstances a local authority may discharge the main homelessness duty to the private sector without consent. Among other requirements it requires authorities when placing outside of borough boundaries to consider;

- The distance of accommodation from the borough
- Levels of disruption in terms of education, employment or caring responsibilities
- Proximity and accessibility of the accommodation to medical facilities needed by the household
- Proximity and accessibility of the accommodation to local services, amenities and transport.

The Private Rented Sector

The Communities and Local Government Committee is conducting an inquiry into the private rented housing sector. The Committee is inviting submissions from interested parties covering the quality and regulation of private rented housing, and levels of rent within the sector by 17 January 2013.

Priority 4: Improve school standards and outcomes for young people

Performance Highlights

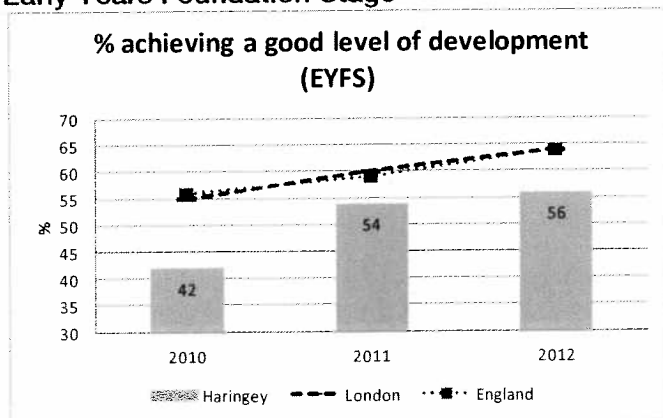
- **Attainment levels** for Haringey's schools continue to improve across all key stages and the gap with the London and national averages continues to narrow.
- The proportion of Haringey's children's centres and secondary schools **judged by Ofsted as being good or outstanding** is consistent with figures for England. However, 59% of primary schools were rated good or outstanding compared to 69% for England (June 2012).
- The rate of children subject to a **child protection plan** is 13.1% higher than this time last year at 57 per 10,000 population and remains higher than in similar boroughs.
- The rate of children in care continues to decrease, currently 94 per 10,000 population, but remains higher than in similar boroughs.
- The average number of days a child waits from becoming looked after to being **placed for adoption** was 722 for the year to date. This is worse than the 639 day national threshold.
- 5.5% of young people aged 16-19 are not in education, employment or training, better than the 8.9% target.

Schools

Educational Attainment Benchmarking data

24. Since attainment figures were reported in quarter 1, national and regional figures have been published. These allow us to see how Haringey compares.

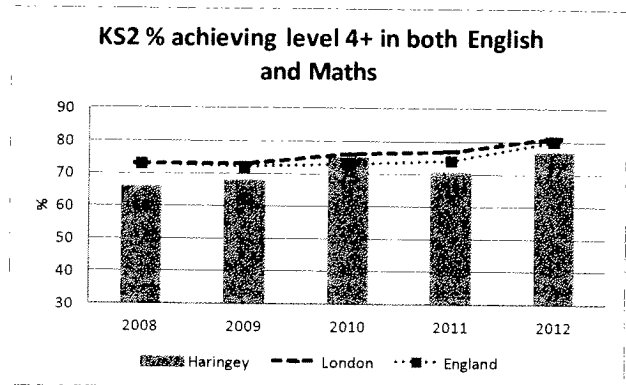
Early Years Foundation Stage



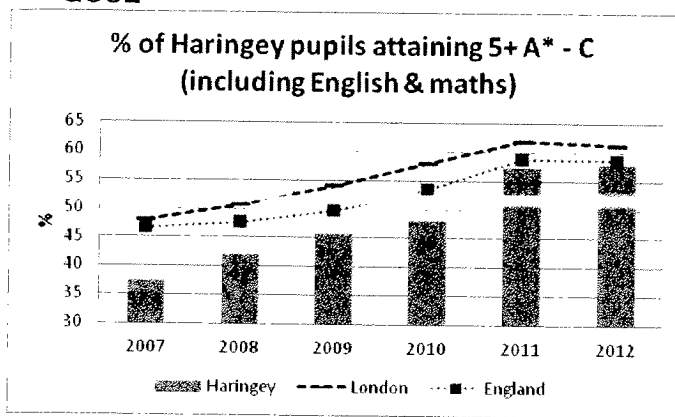
- The percentage of children achieving a good level of development in the Early Years Foundation Stage has continued to improve but not as fast as results in England. Haringey improved from 54% to 56%. Results in England improved from 59% to 64%. Haringey's ranking has fallen from 122nd to 138th (out of 152 local authorities)

Key Stage 2

- Provisional results for Key Stage 2 (end of primary school) show a 6% improvement from 71% to 77% for the percentage of pupils achieving level 4 or above in both English and maths. Haringey's ranking has improved from 109th to 107th (out of 150 local authorities).



GCSE

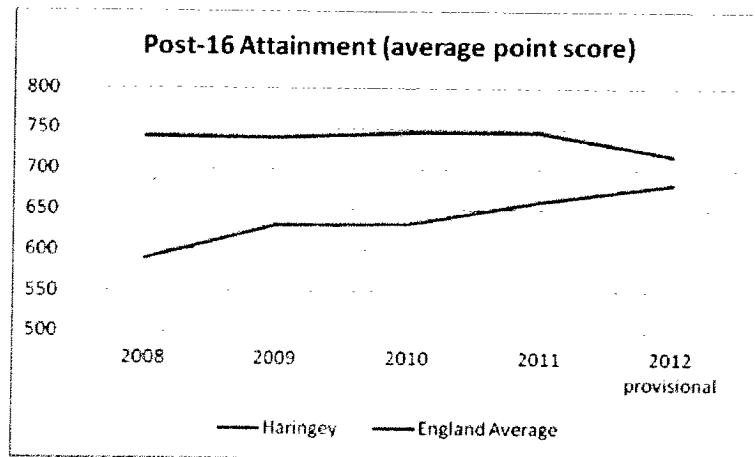


- The provisional GCSE results for 2012 show that 57.9% of Haringey pupils attained 5+ A* - C (including English & maths) compared to 58.6% in England. Haringey is now ranked in 78th (out of 151 local authorities).
- The percentage of pupils making expected progress from KS2 English to GCSE English is 74.7% (England 68.9%). Haringey has maintained its rank of 22nd (out of 151 local authorities).

- The percentage of pupils making expected progress from KS2 Maths to GCSE Maths is 77.6% (England 69.6%). Haringey has improved its rank to 19th (out of 151 local authorities).

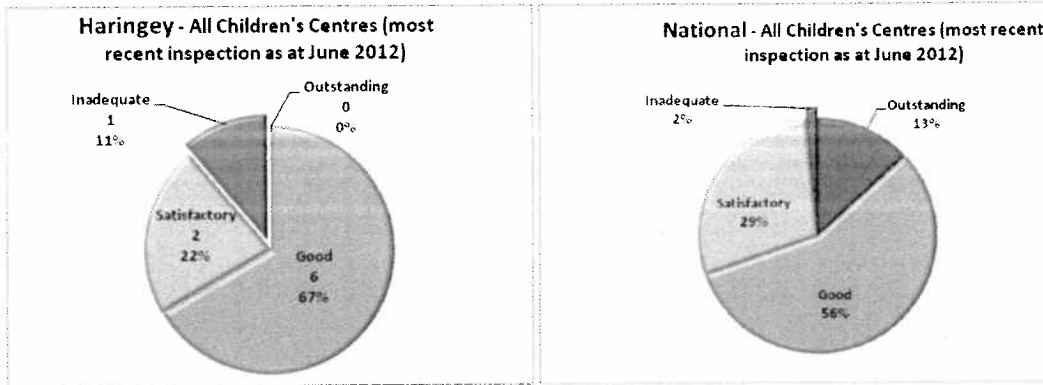
Post-16

- Provisional results for post-16 attainment show that Haringey's total average point score has improved from 661.4 to 681.7, whilst the England average has reduced from 745.9 to 717.7. Haringey is ranked 128th (out of 149 local authorities). The average point score per exam entry is now 210.1 (England 211.8). Haringey is ranked 69th (out of 149 local authorities).

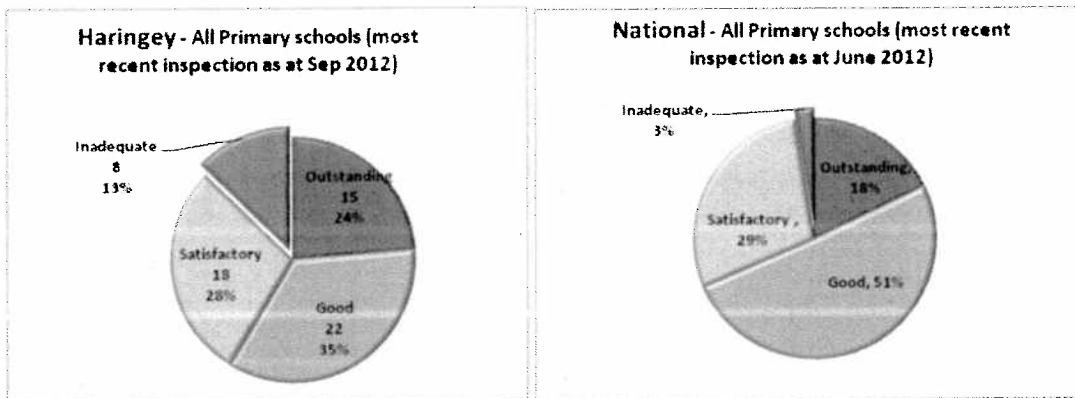


Ofsted Judgments

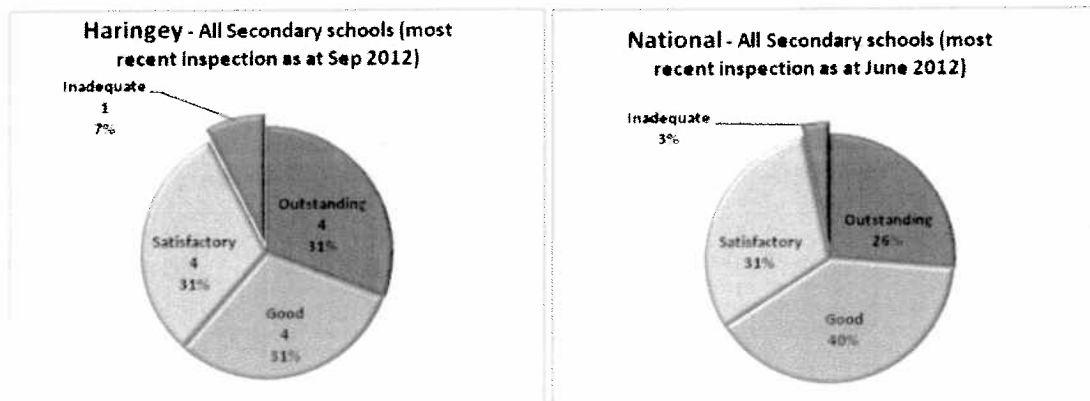
25. As at the end of September, of Haringey's 9 Children's Centres, 6 were judged good/outstanding (66.7%). This is consistent with provisional figures as at June 2012 which show that 69.7% of Children's Centres in England were rated good/outstanding.



26. As at end of September 37 out of a total of 63 primary schools (59%) were rated good or outstanding compared to 69% for England (June 2012). This figure includes academies, all four of which are currently 'Inadequate'.



27. As at the end of September 2012, 8 out of 13 secondary schools were rated good or outstanding (62%) compared to 66% for England (July 2012). This figure includes three academies, of which two are 'outstanding' and one is 'good'.



- 28. To ensure that Haringey schools continue to improve there is a managed programme of school to school support in place to spread good practice across the borough and learn from elsewhere. Additionally, an independent education commission is set to recommend radical proposals early next year, and a new School Improvement Service will also commence early next year.
- 29. Following a sustained period of under-performance and the lack of success in attempts to create sustained improvement from other methods of intervention the council's Cabinet agreed to commence consultation on the closure of John Loughborough School. In parallel with this process, the South of England Conference of Seventh Day Adventists (SEC) is working to identify a sponsor to overcome the challenges identified in the Ofsted review and support the school to become an Academy.

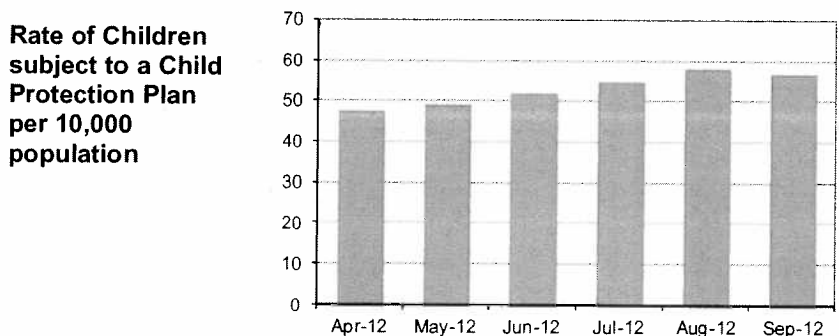
School Place Planning

- 30. A strategy has now been developed to ensure the council meets the future demand for school places as a result of the participation age rising to 18 (all young people in England must now continue in education or training, until the end of the academic year in which they turn 17 from 2013 and until their 18th birthday from 2015).
- 31. In July, the council's Cabinet decided that both Belmont Infant and Belmont Junior Schools should be expanded from 2 forms of entry (56/60 places) to 3 forms of entry (84/90 places) with effect from the reception intake in September 2013, subject to the granting of any planning permission required as a result of the expansion.

Children's Social Care

Child Protection

- 32. The rate of children subject to a child protection plan is 13.1% higher than this time last year at 57 per 10,000 population, which equates to 38 more children subject to a child protection plan than this time last year (328 children in total). This remains considerably higher than comparator authorities.



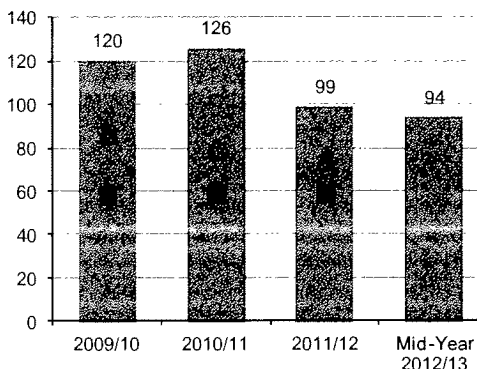
- 33. Early analysis of the 2011/12 Children in Need Census shows that the percentage of referrals going on to an initial assessment (91%) is much higher than comparator authorities (77%). The high conversion from referral to assessment is the result of robust screening and the Multi-Agency Safeguarding Hub (MASH) process.

Children in Care

34. The rate of **children in care** per 10,000 population is 94 (536 children), a reduction compared to this time last year when the rate was 108. This remains considerably higher than the average for Haringey's statistical neighbours (74 as at 31st March 2012).

Rate of Children in Care per 10,000 population

Haringey Rate per 10,000	■
Statistical Neighbours Rate	▲
England Rate per 10,000	■

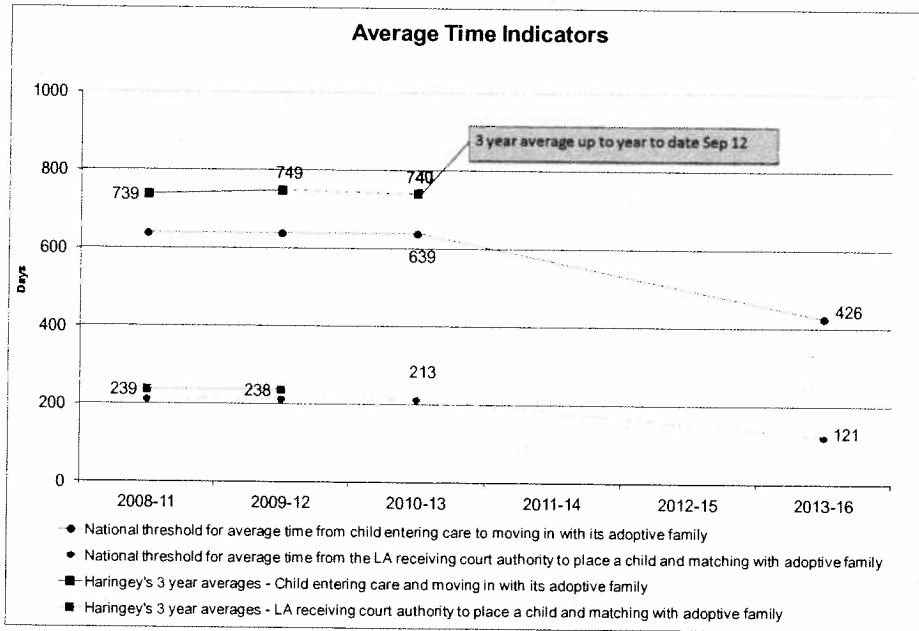


35. Workforce stability in the long term social work teams has resulted in more timely management of care plans. More children are moving to permanent/stable care arrangements such as Special Guardianship and Adoption and where appropriate children are returning to live with family members. There have been 9 adoptions in the year to September, on track to meet target of 15 and 14 special guardianship orders (SGOs).

36. The average days from becoming looked after to being placed for adoption was 722 for the period April- September 2012. This is above the 639 day national threshold (rolling 3 years for 2010/2013). This is also just above the 2011/12 figure of 715 days but we have observed improvements in our permanency tracking processes and timeliness and systems have been put in place to monitor the timelines for children throughout all the stages of the adoption process.

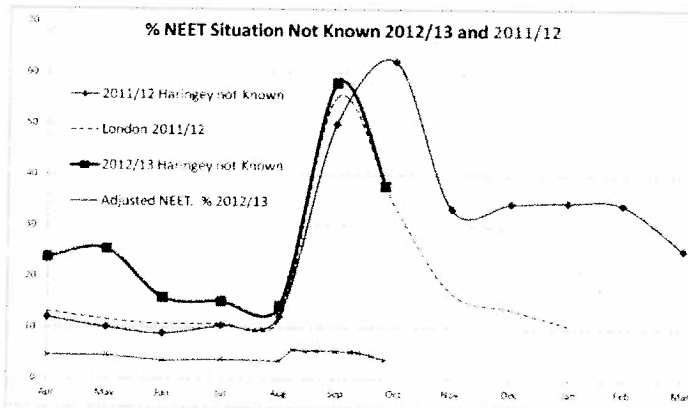
37. Improved monitoring systems and additional resources are speeding up family work. The average time taken from becoming looked after to being placed for adoption will begin to reduce as the number of children who have already waited a long time are placed. However, it may take some time for this to happen. Children are being matched to families during the assessment process so that they can be placed as soon as possible after the placement order.

38. The DfE has recently published an updated adoption scorecard for the period 2009 to 2012. This shows that in Haringey the average days from a child entering care and moving in with its adoptive family was 749 for the rolling 3 year period 2009 to 2012. Our own quarterly monitoring shows that the 3 year average to September 2012 is 740 days.



Young People Not in Education Employment or Training (NEET)

39. As at September, 5.5% of young people aged 16-19 were not in education, employment or training. The percentage of young people whose current situation (i.e. whether in employment, education, or training) was not known was 58.1%.



There is an annual seasonal increase in 'Not knows' coinciding with the end of the school year. The chart shows that the peak in 2012/13 is lower and earlier than in 2011/12.

40. This year, the Not Knowns level as at 26th October is around 40% lower than the same time last year. Moreover, progress is in line with the London trend for last year, reflecting the significant progress made by the service in tracking young people.

Emerging Issues

The Department for Education's National Prospectus Grants Programme 2013-15 is now open to applications from the voluntary and community sector. Applicants are invited to submit proposals to improve outcomes for children, young people and families with a particular emphasis on early intervention and supporting the most disadvantaged.

The funding will provide up to £30 million for each year in 2013-14 and 2014-15 and projects will contribute to policy thinking and delivery on the ground to:

- promote excellence in early education and childcare, so enabling all children to achieve success in their early years and later education;
- develop and reform services that support children with SEN, disabilities and other health needs;
- develop and reform safeguarding services that protect and support children at risk of harm;
- develop and reform the care system and speed up the process of adoption; and
- focus and develop local services to improve outcomes for vulnerable and disadvantaged young people.

On 4 July the Royal Society for the encouragement of the Arts, Manufacturers and Commerce (RSA) published its report '**The Missing Middle: The Case for School Commissioners**', setting out the case for 'school commissioners' acting as an educational middle tier at regional/sub-regional level, working alongside a new independent regulatory body, with a slimmed-down DfE. This is the latest contribution to a series of papers from a range of bodies on the middle tier, a debate with major implications for the future role of local authorities.

The House of Commons Education Committee has published its fourth report, **Children first: the child protection system in England**. The report recognises the scale and nature of child abuse and the challenges faced by the child protection system. It suggests that 'the balance of evidence is heavily in favour of care being considered as a viable, positive option at an earlier stage for many children'. It highlights serious concerns with the current system and offers a series of recommendations for improvement including a need to greater acknowledge abuse of older children and abuse between teenagers.

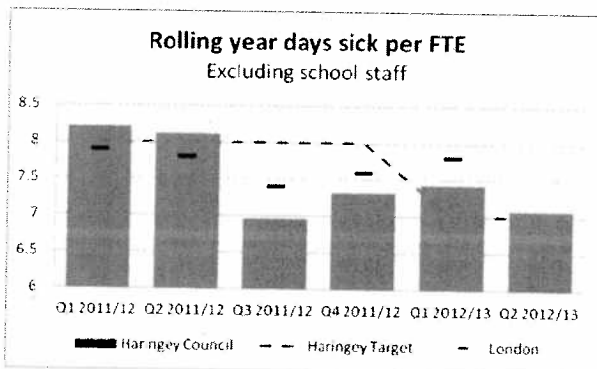
Priority 5: Deliver responsive, high quality services to residents

Performance Highlights

- **Staff sickness** has reduced to 7.09 days per Full Time Equivalent employee (FTE) and remains below the London average.
- The average time taken to respond to **complaints and members' enquiries** is better than target (11.5 days and 8.5 days, respectively)
- 57.7% of **council tax due for the year** was collected in the year to September, slightly better than last year and better than target.
- The time taken to process **housing benefit and council tax new claims and change events** was 12.8 days for the year to September, a significant improvement on last year, and better than the 18 day target.

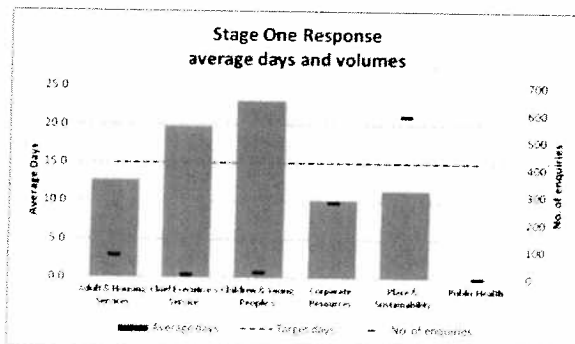
Staff sickness

41. Sickness for Haringey Council (excluding school staff) reduced from 7.77 days per FTE in April 2012 to 7.09 days per FTE in September 2012. This is better than the London average of 7.8 days for London (based on data for 21 boroughs as at Q1 2012/13).



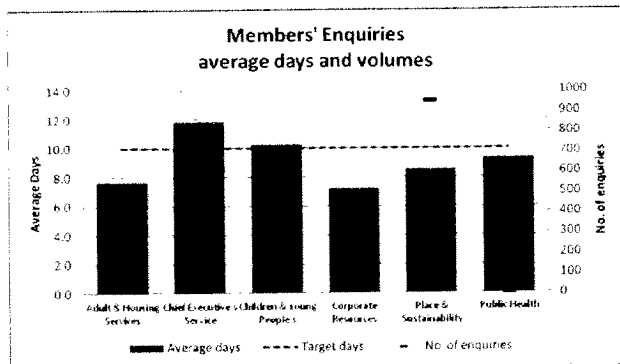
Complaints and Members Enquiries

42. In the first half of 2012/13 the average time taken to respond to **Stage One complaints** was 11.5 days against a target of 15 days. Chief Executive's Service and Children's Services were above the target days albeit the actual number of enquiries dealt with was small (10 and 20 enquiries, respectively).



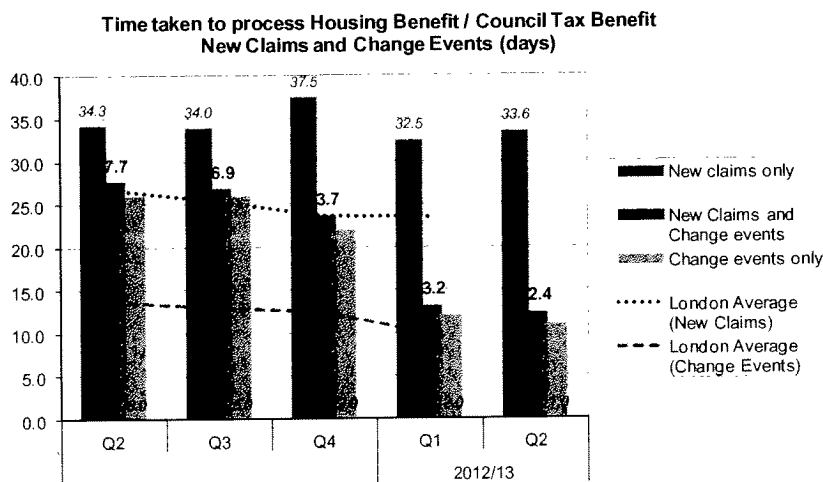
43. 9% of complaints received were escalated to **Stage 2: Independent Review** in the first half of the year, an average of 26 cases per month. This represents an increase in both proportion and volume of escalations compared to the six months to March 2012 (5% and 14 per month, respectively).

44. In the first half of 2012/13 the average time taken to respond to **Members' Enquiries** was 8.5 days against a target of 10 days. Although the Chief Executive's Service is above the target days the actual number of enquiries dealt with was small (27 enquiries).



Processing of housing benefit/council tax claims

45. The time taken to process housing benefit and council tax new claims and change events was 12.8 days for the year to September, a significant improvement on the same period last year, and better than the 18 day target. This reduction was largely caused by an 11 day average for processing change events which was achieved by increased automation of the process. However, the average time taken to process new claims increased to 33.6 days in Quarter 2 and remains above the London average (23.5 days in Q1 2012/13).



Council tax

46. 57.7% of council tax due for the year was received in the year to September, slightly above levels achieved at this time last year and the profiled target.

47. On 10th July Cabinet considered options for a Council Tax Benefit (CTB) Scheme and agreed that the Council look to adopt a scheme that will reduce CTB payment for all claimants in line with the reduction in Government grant. This decision was in response to the Government's proposal to transfer support for Council Tax to local authorities from 2013-14 and reduce funding for it by 10% as part of its deficit reduction programme. Council Tax Benefit (CTB) will be abolished and local authorities must develop their own systems for rebating council tax. Consultation with impacted groups and an equalities impact assessment has now closed and results are being evaluated. The final scheme will be put before Full Council in January 2013.

Resident Empowerment

48. Eight thousand residents attended the 2012 Lordship Rec Community Festival joining in the sports, arts and crafts, music and dance, history, discussions and other fun and educational activities on offer. The event was organised and co-ordinated by the Lordship Rec Users Forum, the community-led stakeholders organisation that has driven forward the successful regeneration of the park.
49. Under the new right for communities introduced through the Localism Act 2011, a Highgate community group has applied to Haringey and Camden councils to be formally designated as a **neighbourhood forum** and to set the boundary of their neighbourhood area. Both councils are now seeking views and comments on the applications from residents and other interested stakeholders. The consultation has now closed and results are being evaluated.

Quality services

50. Following receipt of more than 300 applications for the **One Borough One Future Fund**, the Council's Innovation Panel shortlisted 17 projects. Shortlisted applicants were subsequently asked to develop full proposals. A decision on five selected projects will be made at Cabinet in December 2012.
51. Motorists in Haringey can now choose to **pay by phone for Pay and Display parking**. Once registered with the PayByPhone service, parking fees in Haringey can be paid direct from mobile phones with the cash option remaining for those who want it. Motorists who sign up for this service in Haringey may also then use it in any of the 10 other London boroughs that use it.
52. A new **on-line facility allowing residents to challenge parking penalty notices** went live at the end of September 2012. Residents can now view the photographic evidence. Also improvements to access arrangements for purchasing visitor vouchers on-line have been made resulting in a 30% increase to on-line volumes.
53. From 1 December **Haringey's leisure centres will be managed by Fusion Lifestyle**. As a result of the new arrangements, Haringey Leisure Centres will see around **£15m of investment into the facilities** over the next few years. Improvement works including new studios, a complete overhaul of changing areas, gym expansion and the upgrade of Park Road Lido, are likely to begin next year after the council agreed to outsource the service to Fusion Lifestyle for 20 years, saving £500,000 a year. The 20 year contract relates to the council's three main leisure facilities, Park Road, Tottenham Green and Broadwater Farm. There will be a three year arrangement for White Hart Lane Community Sports Centre. The leisure centres are expected to **remain open for business throughout** the transfer period and improvement works.

Customer experience

54. The latest data on **Haringey's website** shows that overall Haringey online transactions/visits are set to rise by around 8%. There have been big increases in the numbers of e-payments being processed online, as well as e-forms. Survey results show that people are finding it relatively easy to find the information they need, and that navigation and site search work well. Satisfaction with online payments is still a challenge although satisfaction with parking payments has seen a slight increase.
55. This year has also seen a steady increase in the number of **Twitter** followers across all of the Council's services using Twitter.

Emerging Issues

The **Local Government Finance Act 2012** has now received Royal Assent. The Act creates an economic incentive for councils to generate greater levels of income, support local businesses and create jobs. Under the Act, councils will be able to keep half of all business rates levied within their area; the other half will be redistributed in full to local authorities in the form of needs-based grants. The Act also contains measures to establish localised council tax benefit (CTB) schemes. The Council is undertaking a programme of work to respond to these changes.

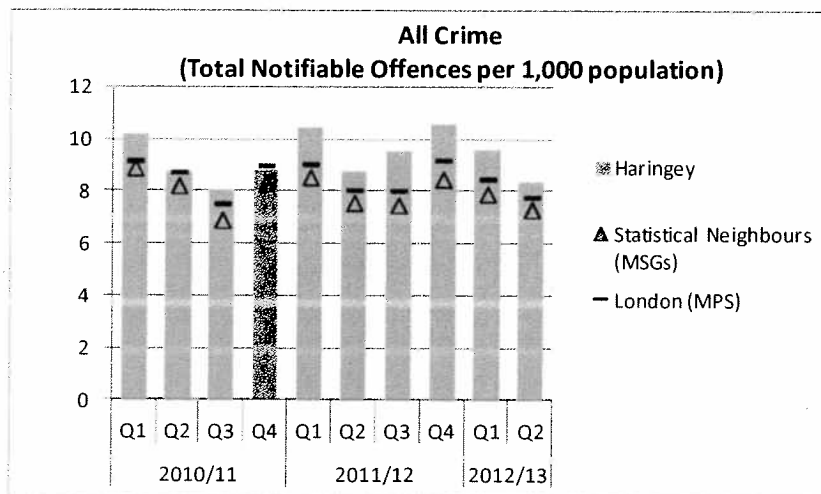
Community Safety

Performance Highlights

- **Violent crime** has increased in the year to September, to 2,391 offences. This is a 13.5% increase compared with the same period last year.
- The number of **property crimes** has reduced by 6% compared to the same period last year.
- The number of **first time entrants** to the youth justice system has reduced to 1,352 per 100,000 10-17 year olds.
- **Use of custody** for 10-17 year olds has increased and is around a third higher than similar boroughs.
- **Youth re-offending rates** have increased from 43.1% to 44.7% of young offenders reoffending within a year.

All Crime

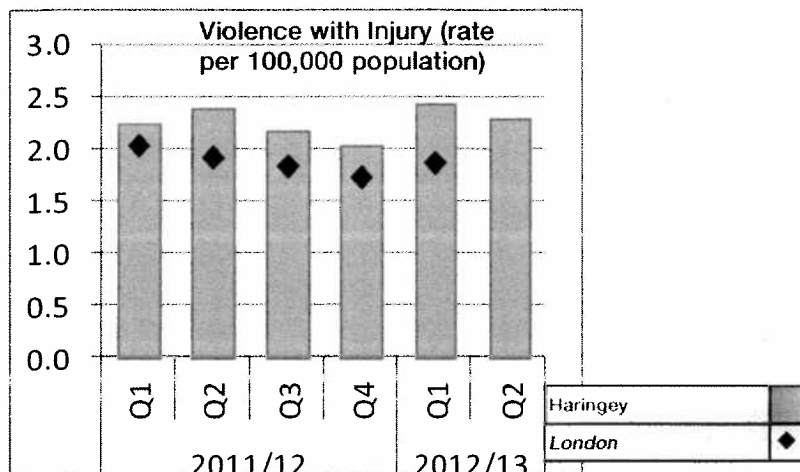
56. There have been 12,444 crimes in the year to date compared to 12,900 in the same period last year, a 4% reduction. Haringey's rate remains above both London and statistical neighbours.



Violent Crime

57. There were 2,391 **violent crimes** in the year to September, a 13.5% increase compared with the same period last year.

58. **Violence with injury**, the most significant offence within this key performance portfolio has seen a 3% increase in the year to date (1,222 offences) compared to the same period last year. The Metropolitan Police Service (MPS) has set a 6% annual reduction target.



59. A **Youth Offending Service violence reduction programme** has been commissioned and will be developed by Leap Confronting Conflict. Three programmes will be delivered this year with up to 30 YOS clients benefitting. YOS staff were trained at the end of September to deliver the programme beyond March 2013.

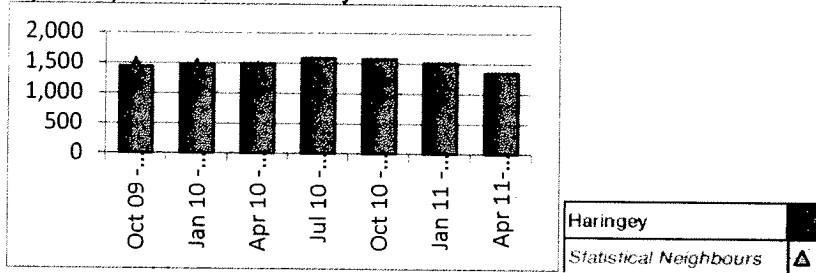
Property Crime

60. There have been 8,345 **property crimes** in Quarters 1 and 2, an improving trend and a 6% reduction on the same period last year. The MPS have set a 5% reduction target for 2012/13.
61. An **Integrated Offender Management Model (IOM)** has been established which knits together the case work of probation, police, the prison estate, providers of drug and alcohol services, and voluntary sector pathway services. This is a cost effective model which pulls resources in from existing roles, budgets and contracts. A business case is being put together for some additional investment from MOPAC (Mayor's Office for Policing and Crime) as part of next year's grant. The initial focus is on property crime and domestic violence offenders.

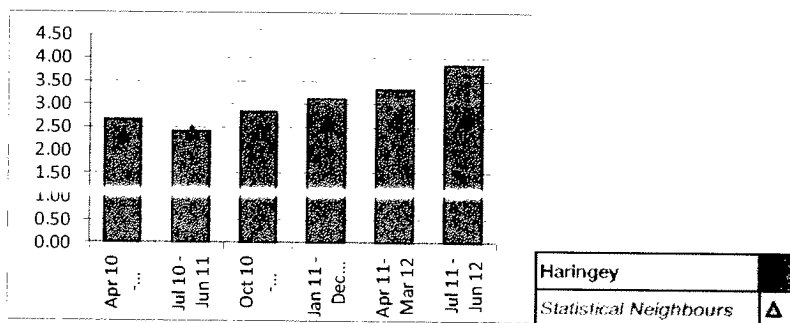
Youth Offending

62. The **number of first time entrants to the Youth Justice System per 100,000 population** reduced in the year to March 2012 compared to the year to December 2011, from 1,508 to 1,352, but remains higher than statistical neighbours. The latest data from the Youth Offending Service shows a further reduction from 256 young people to 228, the lowest numbers of First Time Entrants recorded and a reduction of 13% compared with last year. Diversion through triage and well structured occupational programmes have been a key success factor. Over recent years, the number of first time entrants has seen a significant decrease. However, Haringey remains above the statistical neighbours average in the latest Youth Justice Board data

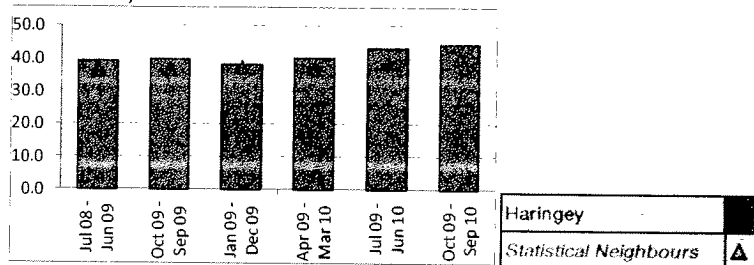
First Time Entrants to the Youth Justice System per 100,000 10-17 year olds.



63. Haringey's rate of custody use (per 1,000 10-17 year olds) has significantly increased from 3.33 to 3.85. This is higher than most of Haringey's YOS family group (Haringey ranks 7th out of 9).



64. Re-offending rates for the October 2009 to September 2010 cohort have increased; 44.7% of offenders in the cohort reoffended compared to 43.1% for the previous cohort (July 2009 – June 2010).



65. Triage continues to be used effectively to lower reoffending rates (the reoffending rate for Triage is only 17%). This involves diverting young people arrested for low level offences from the criminal justice system by referral to one of two triage workers and a health worker if necessary. The young person is assessed and an individual plan of work drawn up. If the young person and family engage with the workers, his/her bail is cancelled and they do not have a criminal conviction.

Anti-Social Behaviour

66. Following an operation led by Haringey Council's Anti-Social Behaviour Action Team eleven men have been banned from loitering around a Seven Sisters hardware store, helping to create a better environment for residents and shoppers. Anti-Social Behaviour Orders (ASBOs) have been issued against the 11 men. Ten of them have been banned from entering the area and engaging in anti-social activity for five years and one has been banned for two years. It is hoped the orders will finally discourage men congregating outside the store on Seven Sisters Road touting for work from builders.

67. Haringey council enforcement officers carried out Operation Elgar with the Met police and the Gambling Commission in a crackdown on illegal gambling seizing 49 machines. The two-day operation saw premises in Green Lanes, West Green Road and Lordship Lane, targeted after concerns were raised by the Gambling Commission about illegal gaming machines in social and snooker clubs. The multi-agency operation is the second of its kind to be carried out in the borough, taking the total haul of machines seized to 93.

Gangs

68. **Serious youth violence** continues to fall and is down 24% compared to the same period last year. A number of projects are being delivered under the Communities Against Guns Gangs and Knives Fund and the Ending Gang and Youth Violence Programme. Haringey is currently the subject of a peer review by Home Office colleagues which aims to develop an evidence-based view of how the area is doing in terms of its EGYV ambitions and to identify practical actions to improve outcomes and productivity. The full review report will be available in December 2012.

69. In September 2012, a **Gangs Exit Project** was awarded to NACRO, a crime reduction charity, to undertake intensive work with 15 key nominals. We will be bidding to Mayor's Office for Policing and Crime (MOPAC) to continue this work in 2013/14.

Domestic Violence

70. A review of Haringey's DGBV partnership arrangements was carried out by Standing Together in September 2012. Standing Together, a national organisation that works to promote a co-ordinated, multi-agency community response to domestic violence, is being funded by the Home Office to review 30 partnerships nationally. This review produced several recommendations which are now being considered.

71. The Council co-hosted the **National Practitioners' Seminar** for Those Addressing Young People's Use of Violence. Our co-host, Respect, is the UK membership association for domestic violence prevention programmes and integrated support services.

Emerging Issues

Formation of Community and Safety Fund

Under the Police Reform and Social Responsibility Act 2011, the Home Office has been transferring 2012/13 funds over to the Mayor's Office for Policing And Crime (MOPAC) for distribution. These funds include the Home Office portion of Drug Intervention Programme (DIP) (£13million – 40 per cent of the total DIP fund – the other 60 per cent is distributed by the Department of Health); and the Youth Justice Board's Prevention and Substance Misuse Fund (£2.2 million). This is in addition to the £5.3 million for the Community Safety Fund and £1 million for Communities against Guns, Gangs and Knives which have also been transferred from the Home Office to MOPAC.

For 2012/13 these funds will be distributed in line with previously agreed Home Office allocations. From 2013/14, MOPAC will have responsibility for deciding the allocation and distribution of these funds.

Both these funding streams in addition to the existing Community Safety Fund (and other grants administered by the Home Office but not yet passed over to the MOPAC) will form part of a new Community and Safety Fund in 2013/14 before merging with the main policing pot and becoming one PCC/MOPAC Pot in 2014/15. The total community safety budget for 2013/14 has not yet been announced.

The Legal Aid, Sentencing and Punishment of Offenders Act 2012 (LASPO)

LASPO has implications for knife crime offenders, with almost automatic custody for carrying a knife. LASPO also has implications for remands to custody for 17 year olds, who are now subject to the same framework as 12-16 year olds and are therefore eligible to become Looked After Children remanded to Local Authority accommodation.

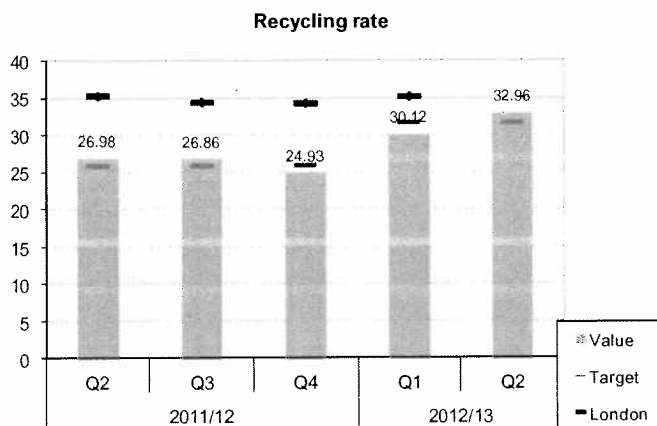
Environment

Performance Highlights

- Haringey's **recycling rate** has improved significantly in the first half of the year to the best ever rate for the borough (32.96%)
- **Levels of litter** were uncharacteristically high in tranche 1, but local monitoring indicates an improvement for tranche 2.
- Haringey's 15 **green flag parks** have retained their flags for this year.

Recycling

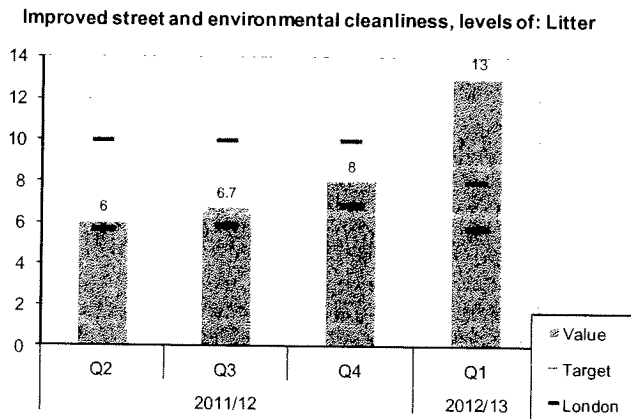
72. 32.96% of household waste was recycled in Quarter 2, continuing the improving trend from the previous quarter. The year to date figure is 31.7%, meeting the annual target. This brings Haringey to within 2.2 percentage points of the London average (35.2% at Q1). The improvement is largely attributable to the roll-out of fortnightly waste collection services in parts of the borough. Since the roll-out in the West, the increase in recycling tonnage collected is such that the dry recycling and organic waste will now be collected on separate vehicles.



73. The **Phase 3 roll-out of fortnightly waste collection services** covering the East of the borough commenced on the 22 October 2012. During the transition phase no properties will wait longer than 14 days for their refuse to be collected.

Cleanliness of streets and public spaces

74. The performance of Haringey's contractor is based on **levels of litter** scores for three 'tranches'. Tranche one performance was uncharacteristically poor but monthly monitoring since tranche one indicates a return to lower levels.



75. In July, Keep Britain Tidy announced that all of Haringey's 15 Green Flag parks have retained their status. Haringey has the third highest number of award winning parks in London.

Carbon emissions

76. A feasibility study has been completed for a decentralised energy network spanning Haringey, Enfield and Waltham Forest building on previous studies for Haringey. In Haringey the network covers parts of the Northumberland Park Area, Tottenham Hale and Tottenham Green. A business case for a cross borough company is now being developed for consideration in early 2013.
77. Haringey has been awarded grant funding from the Department of Energy and Climate Change to support further feasibility work for the development of a licence supply agreement for local authorities. The project is the first of its kind and could help to make Combined Heat and Power schemes more cost effective to run.
78. The Haringey Carbon Commission Report - '[A Sustainable New Economy](#)' - goes further than other local government reports in setting out an ambitious plan for achieving the borough's target of reducing carbon emissions by 40% by 2020, while driving new green investment that will create around 11,000 jobs in Haringey by 2031. The low carbon and renewable sector in UK is worth around £76 billion and the Carbon Commission report maps out how Haringey can become a centre of innovation for tackling climate change, working closely with the voluntary sector, business and Government to create jobs and spread prosperity.'

The report's recommendations include:

- developing an alternative local energy network that limits reliance on the big six energy providers
- establishing a low carbon enterprise district in the Upper Lea Valley, providing incentives for new investment in the low carbon and renewable sectors
- encouraging innovation locally to make homes, businesses, public buildings and transportation more energy efficient
- strengthening community and voluntary organisations committed to the transition to a low carbon economy

Emerging Issues

Fuel poverty consultation

Following the publication of the Hills Report, the Government is consulting on proposed changes to the way fuel poverty is measured in England, the consultation sets out a proposal for a new definition of fuel poverty and the implications of the change in definition for the fuel poverty target. The report recommends a new indicator of the extent of fuel poverty under which households are considered fuel poor if:

- They have required fuel costs that are above the median level; and
- Were they to spend that amount they would be left with a residual income below the official poverty line.

The recommended measures will also look at the depth of fuel poverty.

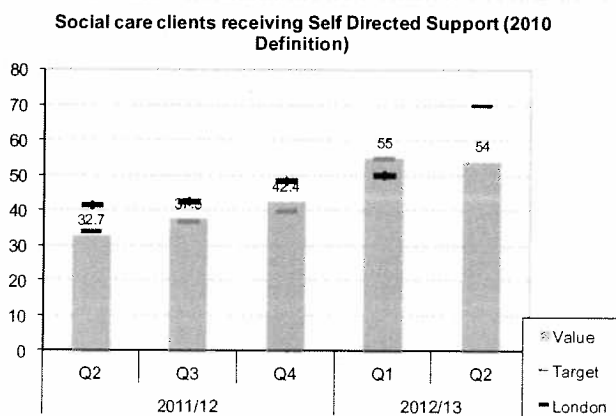
Health and social care

Performance Highlights

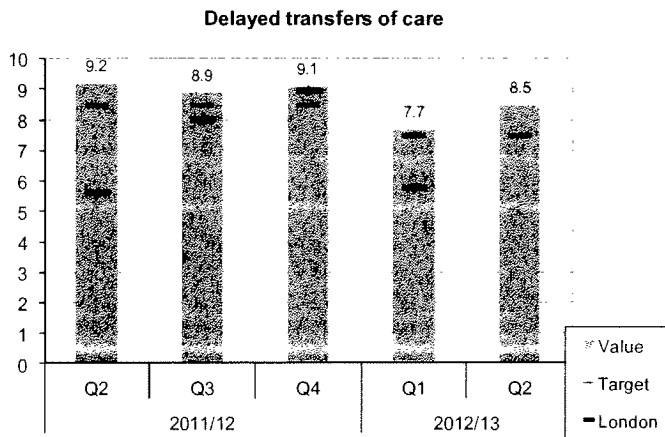
- We are on track to meet the government's 70% target for the number of social care clients receiving **self-directed support**.
- The number of **delayed transfers of care** has slightly increased compared to previous quarter; the service is monitoring the situation with the Mental Health Trust
- The percentage of **adults with learning disabilities in settled accommodation** is better than target as is the percentage of **adults in contact with secondary mental health services living independently**.
- The **rate of under 18 conceptions** has decreased significantly to 36.9 per 1000. This is Haringey's lowest ever quarterly rate, and is closer to the rate for London (34.3 per 1000) and England (33.5 per 1000).
- 1,631 young people have now signed up to the **Come Correct C-Card** (condom distribution) scheme, including 697 so far this year.

Adult Social Care

79. In Q2 there were 1,934 social care clients in receipt of **Personal Budgets** (2,099 on self-directed support) out of a community base of 3,857. As at mid October the service estimates 67% of service users are on personal budgets. The Government has reduced the target to 70% of service users to be in receipt of a personal budget by April 2013 (the original target was 100%).



80. **Delayed transfers of care** have increased compared to the previous quarter, at 8.5 per 100,000 adult population (figure as at August 2012). This is more than the target of 7.5 and higher than the London average (5.8 as at Q1 – although this figure is irregular as it is based on only 15 boroughs). In particular, the number of non-acute delays is showing an increase in terms of year to date reported delays.



81. The increase has been mostly caused by a 'spike' in delays in June 2012 reported by Barnet Enfield and Haringey Mental Health NHS Trust as well as other hospitals providing non-acute care. The number of reported delays in July and August has returned to more usual levels. The service is monitoring the situation carefully with the mental health trust in particular, and is currently querying the June data.

82. The not-for-profit **Metropolitan Care and Repair** service, which has been helping Haringey residents since 1991, was extended for a further two years by Cabinet in September. The service visits people in their homes to offer advice on repairs; contacts for reliable builders, and help accessing grants. It provides support when work is carried out, such as helping with designs, getting estimates for work and liaising with council officers or occupational therapists. Metropolitan also gives affordable practical help to anyone aged over 60 who is a victim of burglary or bogus callers, supports people when they are discharged from hospital, and offers a gardening and handyperson service.

Adult Social Care Benchmarking

83. Analysis of the 2011/12 **Adult Social Care returns** shows that:

- Haringey is in the top quartile for London in providing **personal budgets to carers**, with 705 carers recorded as in receipt of self directed support and/or direct payments in 2011/12.
- Haringey's **permanent admissions to residential and nursing care** were the 8th lowest in London (3rd lowest of statistical neighbours group) in 2011/12, with 119 admissions (67.7 per 100,000).

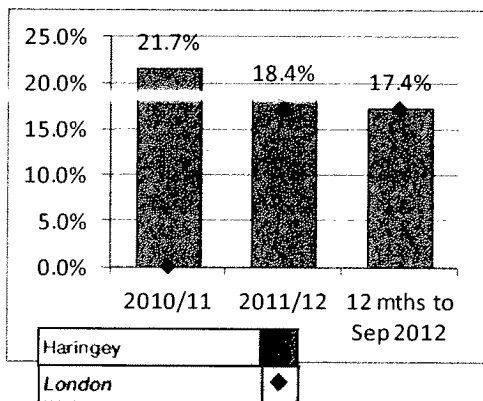
Teenage pregnancy

84. The quarterly rates for **under-18 conceptions** released on 29th August 2012 showed that Haringey's rate for second quarter 2011 was 36.9 per 1000. This is a significant decrease from both the previous quarter (58.0 per 1000) and the same quarter in 2010 (68.5 per 1000) and is Haringey's lowest quarterly rate, closer to the rate for London (34.3 per 1000) and England (33.5 per 1000). However, small numbers in quarterly data releases can result in marked quarter to quarter variation - we therefore base our assessment of trends on the more robust annual and three year aggregate data.

85. The following initiatives seek to raise awareness of teenage pregnancy and improve access to contraception and sexual health services.
- The number of access points to Haringey's C-card scheme which offers free condoms to under 25 year olds now stands at 11, with another 4 planned by March 2013. Following 697 new registrations since April 2012 there are now 1,631 young people registered with the scheme.
 - Pupils from Park View School, Woodside High and Hornsey School for Girls have contributed to the development of a free **health and wellbeing mobile app** for 13–19 year olds, a young people's sexual health awareness booklet as part of a new teenage pregnancy and sexual health media campaign in Haringey. The app, booklet and campaign will be launched later this year.

Health

86. **Successful completions of drug treatment** for the 12 months to September 2012 have declined slightly to 17.4% compared to 17.6% as at quarter 1. This remains slightly better than the London average, but represents a decline from 2011/12.



87. Quarter two performance on **NHS Health Checks** is 1,103 though some data is still awaited from general practitioners for this quarter, the annual target is likely to be achieved. The Men's Health scheme that is in partnership with Tottenham Hotspur Foundation and part funded by the Premier League has also commenced and is reaching populations not registered with GPs.
88. Following the launch in May of Haringey's **Director of Public Health annual public health report**, 'All food and no play.... are Haringey's children healthy?' to try to get people thinking and talking about childhood obesity the public health team attended the Area Forums during the summer and other forums to raise awareness and to ask residents their views on how the council should tackle childhood obesity? The views gathered from the resident debate have informed the work plan led by public health.
- As part of this work the Council's public health directorate is delivering brief intervention training for staff in children's centres, general practice, health centres and schools to promote healthy eating and physical activity. To date 4 courses have been held and 54 people trained (2 further courses are scheduled before March 2013).
89. The **Enfield and Haringey Tobacco Control Alliance Tobacco Control Strategy 2012** now has a clear action plan to help stop people from starting to smoke, encourage existing smokers to quit and educate children and adults about the dangers of second hand smoke.

Priorities include: developing children's play areas in parks that are smoke free and tackling Shisha use in the borough.

Emerging Issues

Drug and alcohol services

The responsibility for providing local drug and alcohol services will transfer from the NHS to the local authority from April 2013. Services will be purchased by Haringey Council which gives the council the opportunity to improve services and make the best use of the money available. The council is currently consultation on the changes (until 16 November 2012) and Key findings and details about future treatment services will be available on the council web pages from December 2013 onwards.

Adult Social Care Reform

On 11 July 2012, the Department of Health published three long-awaited documents relating to the reform of adult social care:

- The White Paper: 'Caring for our future' – aims to develop a system that will promote wellbeing and independence at all stages, to transform people's experience of care and support, and to give people control over their own budget and their own care and support plan
- The Draft Care and Support Bill - provides enabling legislation for the reforms set out in the White Paper and will be introduced to Parliament in late 2013. The Bill proposes a single modern piece of law for adult care and support, replacing more than 12 separate pieces of legislation.
- The Adult social care funding reform progress report - accepts in principle a number of the key elements of the Dilnot Commission including a financial protection through a cap on costs, extended means testing, national minimum eligibility criteria and deferred payments available to all. At this stage there has been no agreement on funding the proposals.

Care and Support Specialised Housing Fund

Over five years from 2013/14, £40m capital funding will be made available by the Department of Health for The Mayor's Care and Support Specialised Housing Fund to support the development of specialised housing for older people and younger disabled adults living in London. The funding may be supplemented by up to a further £20m capital funding available in the first two years of the programme. It is anticipated that combined the fund will initially accommodate at least 1,500 Londoners with specialised housing needs. The fund will run from 2013-14 and complete at the end of 2017-18. It will be delivered in two phases. Phase one invites bids for supported housing developments that require housing grant. Phase two invites expressions of interest on stimulating the private housing market. The advisory panel will input into phase two of the fund. The bidding round opens on 26 October 2012 and closes on 18 January 2013.

A new report (Protecting people, promoting health - A public health approach to violence prevention in England) outlines the new public health approach to reducing the ill-health directly and indirectly caused by violence. It draws on the latest evidence to show that many of the key risk factors that make individuals, families and communities vulnerable to violence are changeable. The report also contains new figures on the cost of violence, estimating national costs to the NHS and a wider cost to society.

**Appendix 1: Performance Tables Quarter 2
Council Plan Performance Assessment 2012/13**

1. Work with local businesses to create jobs for local people

Ref:	Description	2011/12		Polarity		Period Covered	C1 2012/13		Q2 2012/13		2012/13		2012/13	
		Value	Good Performance is:	Value	Good Performance is:		Value	Year to Date Value	Target	Traffic Light	Direction of Travel			
HY476	Number of jobs created through the Haringey Jobs Fund	New Indicator	High	14	High	April 12 to Sept 12	14	3	17	20	Red			
HY477	Haringey residents supported into sustained employment through the Jobs for Haringey Programme	New Indicator	High	0	High	April 12 to Sept 12	0	0	0	0	Green			
HY496	Percentage of working population claiming Jobseeker's Allowance (JSA)	6.5	Low	6.3	Low		6.3	6	No target Set	No target Set	Data Only	↕		

3. Tackle the housing challenges

Ref:	Description	2011/12		Polarity		Period Covered	Q1 2012/13		Q2 2012/13		2012/13		Traffic Light	2012/13		Benchmarking
		Value	Good Performance is:	Value	Value		Value	Value	Year to Date Value	Target	Direction of Travel					
HY4a	Number of homelessness acceptances	573	Low	April 12 to Sept 12	119	145	264	372	Green	↑	Haringey acceptance numbers for the 12 months to September 2012 (591) remain above the most recent London benchmarking figure of 362 (12 months to June 2012).					
HY4b	Number of homelessness preventions	554	High	April 12 to Sept 12	126	100	226 ¹	244	Red	↓						
HY156	Number of households living in temporary accommodation	2,944	Low	April 12 to Sept 12	2,906	2,896	2,896 ²	3,000	Green	↑	Haringey has the 2nd highest number of households in TA across London and is well above the average of 1133.					
HY66	Voids: Average relet times for local authority dwellings (calendar days)	34.2 days	Low	April 12 to Sept 12	29.7 days	32.6 days	31.8 days	30 days	Red	↑						
Op155	Number of affordable homes delivered (gross)	458 ³	High	2011/12	N/A	N/A		340	Green	↑						

¹ This monitors the total number of cases where positive Housing Advice and Options actions were successful in preventing or relieving homelessness. In Quarter 2 100 households were prevented from becoming homeless, 54 households were enabled to remain in their existing home through homelessness prevention and 46 were prevented or relieved households assisted in obtaining alternative accommodation.

² Haringey's households in TA are showing a reduction over time similar to Newham and Enfield but unlike Brent and Croydon whose figures have increased year on year for the last 3 years.

³ This is an annually reported indicator but Haringey's 2011/12 figure has been included in a recent data release and included here as this is the first time this data is available to report.

4. Improve school standards and outcomes for young people

Ref:	Description	2011/12		Polarity		Period Covered	Q1 2012/13		Q2 2012/13		2012/13		Traffic Light	2012/13 Direction of Travel	Benchmarking
		Value	Good Performance is:	Value	Good Performance is:		Value	Year to Date Value	Target	Year to Date Value					
Op383	Re-referrals within 12 months of the previous referral	16.6%	Low	16.4%	Low	Apr 2012 to Sept 2012	18.5%	17.4% ⁴	16%	Amber	↘	Levels are similar to those reported by our statistical neighbours (17%) but lower than those reported nationally (26%) in 2011/12.			
Op388 ^a	The rate of Children Subject to a CP plan per 10,000 pop	49.3		51.91	Snapshot as @ Sept 2012	56.9 ⁴	56.94 ⁵	52.1	Red	↗	Our statistical neighbour rate of children subject to a plan per 10,000 population is 43 and England rate is 46 (2011/12 data). Haringey's rate is almost a third higher than statistical neighbours rates.				
Op389 ^a	The rate of Children in care per 10,000 pop	99		-	Snapshot as @ Sept 2012	94 ⁶	91	Amber	↘	Haringey's rate of CIC is higher than the statistical neighbour average of 73 and significantly higher than the England rate (59).					
HY62	Stability of placements of looked after children: number of moves	10.3%	Low	9.9%	Snapshot as based on August 2011 to Sept 2012	7.6%	7.6% ⁷	11%	Green	↗	Haringey's performance is lower than our statistical neighbours (10.3%) and England (10.7%)				

⁴ This relates to 173 out of 996 children who had been referred to children's social care where there had been another referral within the previous 12 months.

⁵ The rate of children subject to a plan was 50 last September and equates to 38 more children subject to a CP Plan in 2012. Please note that these figures have been revised in line with new population estimates for Mid-Year 2011.

⁶ The rate of children in care at 94 per 100,000 population is a significant reduction compared to this time last year (108). Please note that these figures have been revised in line with new population estimates for Mid-Year 2011.

⁷ This is based on the number of placements a child has experienced and provides the percentage who have had three or more placements during the last year (the figures are therefore based on a rolling year).

Ref:	Description	2011/12		Polarity		Period Covered		Q1 2012/13		Q2 2012/13		2012/13		Traffic Light		2012/13	
		Value	Value	Good Performance is:	Low	High	Value	Value	Value	Value	Year to Date Value	Target	Direction of Travel	Benchmarking			
HY117	Academic Age Yr 12-14 % who are not in education, employment or training (NEET)	4.3%	Low	Snapshot as @ Sept 2012	3.6%	5.5%	8.9%	Green	↑	As at July 2012 Mean for statistical neighbours was 5.1%, for London 4.6% and England 6.1%. Haringey at July was 3.8%, better than statistical neighbour average.							
HY 74 (NI 73)	Achievement at level 4 or above in both English and Maths at Key Stage 2	71.0%	High	August 2012	-	77%	77%	Green	↑	Key Stage 2 results (end of primary school) show a 6% improvement for the percentage of pupils achieving level 4 or above in both English and maths. The result for England in 2011 was 74%.							
HY75	Achievement of 5 or more A*- C grades at GCSE including English and Maths	57.3%	High	August 2012	-	60%	56%	Green	↑	Compares with an England average figure for 2011/12 of 58.6% and a London figure of 61.3%. These are provisional results subject to validation by the DFE. Haringey is ranked 78 th place out of 151 local authorities.							
HY 31 (NI 92)	Narrowing the gap between the lowest achieving 20% in the Early Years Foundation Stage Profile and the rest	32.1%	Low	August 2012	-	32.5%	31.4%	Amber	↓	For children achieving a good level of development the gap with the national has increased from 5% in 2011 to 8% in 2012. The rank on this measure has dropped from 122nd to 138th. Haringey's ranking on the gap between the lowest achieving 20% has dropped from 103 rd to 132 nd . England 30.1 and London 30.8.							

8 Data are collected monthly. However, this indicator and NEET targets use an annual result which is based on three one month snapshots at the end of November, December and January each year.

9 This figure is provisional and subject to validation. Provisional GCSE results released on 18th October show Haringey's performance as 57.9 but the estimate above is based on early information from the schools as they remove 'recent arrivals' from their data. It compares with an England average figure for 2011/12 of 58.6%.

10 The percentage of children achieving a good level of development (Achievement of at least 78 points across the Early Years Foundation Stage with at least 6 in each of the scales in Social and Emotional Development and Communication, Language and Literacy) has continued to improve but not as fast as results in England.

Ref:	Description	2011/12		Polarity		Q1 2012/13		Q2 2012/13		2012/13		2012/13		2012/13		Traffic Light	Direction of Travel	Benchmarking
		Value	Good Performance is:	Period Covered	Value	Value	Year to Date Value	Target	Value	Value	Year to Date Value	Target						
HY493 a	Proportion of Primary schools rated outstanding or good by OFSTED			September 2012			59%	64% ¹¹										As at end of August 2012, 35 out of a total of 59 primary schools (59%) were rated good or outstanding compared to 73% for London. Our aim is to improve school ratings to the London average. This can take a number of years as it depends on the cycle of Ofsted inspections. The direction of travel is the key issue to be monitored in this performance.
HY493 b	Proportion of Secondary schools rated outstanding or good by OFSTED			September 2012			62%	69% ¹²										As at the end of August 2012, 8 out of 13 secondary schools were rated good or outstanding (62%) compared to 80% for London. Our aim is to improve school ratings to the London average. This can take a number of years as it depends on the cycle of Ofsted inspections. The direction of travel is the key issue to be monitored in this performance.
HY479	School Places - % getting their first preference (Primary)	80.0% (AY 12/13 entry) ¹³	High	AY 13/14 entry	Annual Indicator	Data available June 2013	80.0%											
HY480	School Places - % getting their top preference (Secondary)	69.9% (AY 12/13 entry)	High	AY 13/14 entry	Annual Indicator	Data available June 2013	70.0%											

¹¹ Reduce number of inadequate schools from 3 to 0. Reduce number of satisfactory schools by improving their ratings when they are inspected. Currently 21 schools are satisfactory

¹² Reduce number of inadequate schools from 1 to 0. Reduce number of satisfactory schools by improving their ratings when they are inspected. Currently 4 schools are satisfactory

¹³ School place preference figures are an initial snapshot for 2012/13 entry based on original preferences at March 2012.

Ref:	Description	2011/12		Q1 2012/13		Q2 2012/13		2012/13		2012/13		2012/13		Traffic Light	Direction of Travel	Benchmarking
		Value	Good Performance is:	Period Covered	Value	Value	Year to Date Value	Target	Value	Year to Date Value	Value	Year to Date Value	Value			
HY483	Average days from becoming looked after to being placed for adoption for children adopted in period	715	Low	April to Sept 2012	678		722 ¹⁴	639 national threshold	Red	↓	The Government's Adoption scorecard for the rolling 3 year period 2009-2012 shows Haringey's average days as 749 days. This compares with an average of 636 days for England.					

The following indicators are new indicators, reported annually, and data for 2012/13 is not currently available:

- Average days from Court Authority to Adoption Match
- Average days from receipt of application form to decision of suitability to adopt

¹⁴ This is the average days for adopted children only April to September 2012. This compares with a national threshold figure of 636 days for England for the rolling years 2008 to 2011. Haringey's 2008-11 average days were 739.

5. Deliver responsive, high quality services to residents

Ref:	Description	2011/12		2012/13		Q1 2012/13	Q2 2012/13	2012/13		Traffic Light	2012/13		Benchmarking
		Value	Polari ty Good Perfor manc e is:	Period Covered	Value			Year :o Date Value	Target		Direction of Travel		
HY181	Time taken to process Housing Benefit/Council Tax Benefit new claims and change events (days)	22	Low	April 2012 to Sept 2012	12.4	12.8	18	Green	Green	←		For 2011/12 London averages; 23.46 days for new claims and 9.88 for change of circumstances. Haringey's performance was significantly worse than average in 2011/12 with 34 days for new claims and 22 days for change of circumstance.	
HY9	% of council taxes due for the financial year which were received in year	95.3%	High	Snapshot as @ Sept 2012	57.7%	57.7%	57%	Green	Green	←		London average at Q1 31.7%	
HY502	Members' Enquiries - average days to process	10	Low	April 2012 to Sept 2012	8.1	8.5	10	Green	Green	←			
HY503	FOI's - average days to process	17.5 ¹⁵	Low	April 2012 to Sept 2012	20.1	19.3	20	Green	Green	→			
HY12a	Days sick per full time equivalent employee (Excluding Schools' Staff)	7.33	Low	Rolling Year August 2011 to Sept 2012	7.09	7.09	7	Amber	Amber	←		London average 7 days as at Q1.	
HY500	Complaints Average days to process stage 1	12.5	Low	April 2012 to Sept 2012	10.9	11.5	15	Green	Green	←			
HY501 b	Complaints - % escalated to stage 2	5%	Low	April 2012 to Sept 2012	8.98%	8.98%		Data Only	Data Only	→			

¹⁵ For October to March only

Ref:	Description	2011/12		Polarity	Period Covered	Q1 2012/13		Q2 2012/13		2012/13		2012/13	Benchmarking
		Value	Good Performance is:			Value	Value	Year to Date Value	Target	Year to Date Value	Target		
Op501	Complaints S2, Independent reviews average days to process	70.2% in 25 days	Low	April 2012 to Sept 2012	23.2	21.5	22.8	25	Green	↑			

The following indicator is reported annually and data for 2012/13 is not currently available:

- Resident satisfaction with contacting the council

6. Community Safety

Ref:	Description	2011/12		Polarity	Period Covered	Q1 2012/13		Q2 2012/13		2012/13		2012/13	Benchmarking
		Value	Good Performance is:			Value	Value	Year to Date Value	Target	Year to Date Value	Target		
HY23	Violent Crime Portfolio (KPI 1)	4158	Low	April 2012 to Sept 2012	1216	1175	2391	3950 (annual)	Red	↓			
HY25	Property Crime Portfolio (KPI 4)	17571	Low	April 2012 to Sept 2012	4403	3942	8345	16692 (annual)	Green	↑			
HY58	Victims of domestic violence feeling well advised and supported	100%	High	July to Sept 2012		96%	96% ¹⁶	90%	Green	↓			
HY331	Repeat victimisation of domestic violence (Hearthstone)	20%	Low	July to Sept 2012		18%	18% ¹⁷	21%	Green	↑			

¹⁶ Of the 62 people who completed a customer feedback form, 40 gave a "very satisfied" (65%) rating and 19 people were "satisfied" (31%) with the service.

¹⁷ Of the 62 returned questionnaires, 11 reported returning following an incident with the same partner

Ref:	Description	2011/12		Period Covered	Q1 2012/13	Q2 2012/13	2012/13		Traffic Light	2012/13 Direction of Travel	Benchmarking
		Value	Polarity Good Performance is:				Value	Year to Date Value			
HY 473	First time entrants to the Youth Justice System per 100,000 aged 10-17 population ¹⁸	1508 (Jan to Dec 2011) ¹⁸	Low	April 11 – March 12	1508	1352	1352	1508	Amber	↕	Haringey ranks seventh out of nine authorities in its YOS family group.
NI 43	Use of custody rate per 1,000 of 10-17 population Rolling Year	3.33 (April 2011 to March 2012)	Low	July 2011 to June 2012	3.85 ¹⁹		3.85	3.79	Amber	↘	Haringey ranks seventh out of nine authorities in its YOS family group.
HY495	Re-offending rates after 12 months rate Rolling Year	43.1 (Jul 2009 to Jun 2010)		Oct 2009 to Sept 2010	43.1 (Jul 2009 to Jun 2010)	44.7 ²⁰	44.7	43.1	Amber	↘	Haringey ranks ninth out of nine authorities in its YOS family group.

The following indicator is reported annually and data for 2012/13 is not currently available:

- Percentage of people thinking that the Council and partners are doing a good job dealing with crime and anti-social behaviour (formerly NI21). Residents' Survey.

¹⁸ This is a decrease of 9% on the previous 12 month period

¹⁹ Haringey's rate of custody has significantly increased from 2.66 to 3.85. This equates to 65 custodial sentences in Haringey compared with 45 for the previous 12 month period.

²⁰ This data relates to October 2009 to September 2010 cohort and shows re-offending rates have increased significantly; 44.7% of offenders have re-offended, an increase of almost 5% since the previous period. This relates to 474 young people in the cohort, 212 re-offended committing 575 offences.

7. Environment

Ref:	Description	2011/12		Polarity	Period Covered	Q1 2012/13		Q2 2012/13		2012/13		2012/13	Direction of Travel	Benchmarking
		Value	Good Performance is:			Value	Value	Year to Date Value	Target	Traffic Light				
HY192	Recycling rate	26.17%	High	April 2012 to Sept 2012	30.47%	32.96%	31.7%	31.7%	Green	↑	As at Q1 Haringey's recycling performance was below the London average of 35.3%.			
HY195 a	Improved street and environmental cleanliness, levels of: Litter	7%	Low	April to July 2012	13% ²¹	Not yet available	13%	8%	Red	↓	Q1 comparison across London shows Haringey's land with unacceptable levels of litter is significantly higher than average 5.8%			

The following indicator is reported annually and data for 2012/13 is not currently available:

- Carbon emissions

²¹ These were the Tranche 1 results. Tranche 2 will be between August and November and Tranche 3 between December and March. These results were uncharacteristically poor and not in line with recent litter scores or typical of recent sweeping performance which has been good. Litter is monitored monthly and performance was 6% in September but the contractor's performance is measured by the scores for June, October and February each year.

8. Health and Social Care

Ref:	Description	2011/12		Polarity		Q1 2012/13		Q2 2012/13		2012/13		2012/13		Benchmarking
		Value	Good Performance is:	Period Covered	Value	Value	Year to Date Value	Target	Traffic Light	Direction of Travel				
HY130	Social care clients receiving Self Directed Support	42.4%	High	April 2012 to Sept 2012	55%	54%	54% ²²	54% (to Oct 2012)	Green	↑			A comparison across London for Quarter 1 shows that Haringey's performance was better than average (49.8%). The England average for 2011/12 was 43%.	
HY112	Under 18 conception rate per 1000 pop. Reported 12 months in arrears	64.7 (2010 rate)	Low	Rolling year quarterly update	58 (Q1 2011)	36.9 (Q2 ²³ 2011)		Data Only	Data Only	↑			This is Haringey's lowest quarterly rate, closer to the rate for London (34.3) and England (33.5 per 1000). However, please remember that the small numbers in quarterly data releases can result in marked quarter to quarter variation - we therefore base our assessment of trends on the more robust annual and three year aggregate data.	
HY131	Delayed transfers of care	9.0	Low	April 2012 to August 2012	7.7	8.5	8.5 ²⁴	7.5	Red	↑			Amongst the 5 North London Central Boroughs Haringey's rate of DTOC was the highest at Q4 2011/12.	

²² This equates to 1,934 Personal Budgets or 2099 on SDS out of a community base of 3857. Targets for this measure have been re-profiled from October to hit the revised government target of 70% of people in receipt of community services to have a personal budget by end-March 2013. The October target is 54% and the service has achieved 56%.

²³ Data released on 29th August 2012 shows a decrease from both the previous quarter (58 per 1000) and the same quarter in 2010 (68.5 per 1000). The latest data just released for second quarter 2011 showed an encouraging decrease.

²⁴ This measures the impact of hospital services (acute, mental health and non-acute) and community-based care in facilitating timely and appropriate transfer from all hospitals for all adults. This is an average of the number of delays per 100,000 adult population.

Ref:	Description	2011/12		Polarity	Period Covered	Q1 2012/13		Q2 2012/13		2012/13		Traffic Light	2012/13		Benchmarking
		Value	Good Performance is:			Value	Value	Value	Value	Year to Date Value	Target		Direction of Travel		
HY145 (NI 145)	Adults with learning disabilities in settled accommodation	47.2%	High	April 2012 to Sept 2012	6.7%	36.0%	32.4% ²⁵	Green	↑	The average for London in 2011/12 was 65%.					
HY41	Proportion of adults in contact with secondary mental health services living independently, with or without support	70.1%	High	April 2012 to Sept 2012	74.4%	75.6%	75.0%	Green	↑	83.2% was the average for London in 2011/12.					
HY42	Permanent admissions to residential and nursing care homes, per 100,000 popn	67.23	Low	April 2012 to Sept 2012	18.86	36.57	36.6 ²⁶	Amber	↑	Haringey's permanent admissions were the 8th lowest in London in 2011/12, 119 admissions (67.7 per 100,000). The 3rd lowest when compared with Haringey's comparator Boroughs.					
HY50	Leaving drug treatment free of drug(s) of dependence	20%	High	12 months to Sept 2012	17.6% (July 2011 to June 2012)	17.4% (Oct 2011 to Sep 2012)	18.4%	Amber	↑	The proportion, although slightly decreased, is still above the national average (14.8%).					

²⁵ The end of year target is 65% and progress towards the target has been profiled throughout the year.

²⁶ There have been 64 permanent placements into residential and nursing care between April and September 2012. Of these 64, 59 were for older people and 5 were for adults.

Ref:	Description	2011/12		Polarity	Period Covered	Q1 2012/13		Q2 2012/13		2012/13		Traffic Light	2012/13	
		Value	Good Performance is:			Value	Value	Year to Date Value	Direction of Travel	Benchmarking				
HY96	Number of 4-week smoking quitters who attended NHS Stop Smoking Services	2124	High	April 2012 to Sept 2012	336	223	559 ²⁷	800	Red	↔	Amongst the 5 North Central London Boroughs Haringey was average in 2011/12.			
HY97	NHS Health Checks - Undertaken	6047 or 9.2%	High	April 2012 to Sept 2012	2499	1103	3602	No target set	↔	As at Q1 2012/13 Haringey reported the highest percentage of eligible clients receiving and NHS health check amongst the 5 North Central London Boroughs.				
HY490	Number of young people in the C-Card (contraception) scheme	New Indicator	High	April to Sept 2012	463	231	694	No target set						

The following indicators are reported annually and data for 2012/13 is not currently available:

- Social care related quality of life
- Overall satisfaction of people who use services with their care and support
- Prevalence of healthy weight in 4-5 year olds (% Obesity)
- Prevalence of healthy weight in 10-11 year olds (% Obesity)
- Infant mortality rate
- Average life expectancy

The following are new indicators for 2012/13 for which data is not currently available

- Overall satisfaction of carers with social services
- The proportion of carers who report that they have been included or consulted in discussions about the person they care for

²⁷ This is a provisional year to date figure as at the end of September 2012 based on provisional data for quarters one and two. There is a lag in reporting for this indicator and the official Department of Health reporting date for Q2 is 10th December. All quarterly data is subject to change up to the final reporting date for 2012/13 data but Innovision, who collate smoking quitters data, indicate a predicted April – September outturn of 640.

Appendix 2: How Haringey compares to London (Quarter 1, 2012/13)

Haringey		London	
Risk and vulnerability			
LIS 1: violence against the person crime rate per 1,000 population (NI 15)	5.69	5.06	8.0 6.7 5.5 4.3 3.0
Year to Date Apr 12 to Jun 12			
LIS 2: Robbery, dwelling burglary, and theft offrom a motor vehicle crime rate per 1,000 population (NI 16)	9.0	6.03	9.0 7.4 5.8 4.1 2.5
Year to Date Apr 12 to Jun 12			
LIS 3: Total notifiable crime rate per 1,000 population (LIS 3)	28.8	25.65	69 55 41 29 14
Year to Date Apr 12 to Jun 12			
LIS 4: % of childrens core assessments completed within 35 days (NI 60)	73.5	77.25	60 69 77 86 94
Year to Date Apr 12 to Jun 12			
LIS 5: % of child protection cases reviewed within required timescales (NI 67)	100	99.51	90 93 95 96 100
Year to Date Apr 12 to Jun 12			
LIS 6: % of children having a child protection plan for 2nd or subsequent time (NI 65)	5.0	9.18	22.2 16.7 11.1 5.6 0.0
Year to Date Apr 12 to Jun 12			
LIS 7: % of referrals to childrens social care going on to initial assessment* (NI 68)	90.4	67.90	24 41 58 75 92
Year to Date Apr 12 to Jun 12			
LIS 8: % of vulnerable people supported to maintain independent living (NI 142)**	n/a	97.34	89 92 95 96 100
Full year Apr 11 to Mar 12			
LIS 9a: average length in days of processing HB/CT benefit new claims (NI 181a)	34.0	23.56	40 32 25 17 9
Full year Apr 11 to Mar 12			
LIS 9b: average length in days of processing HB/CT benefit change of circumstance (NI 181b)	22.0	9.85	22 17 13 8 4
Full year Apr 11 to Mar 12			
Education			
LIS 10: % of pupils achieving level 4 or above in both English and Maths at KS2 (NI 73)	71.0	76.97	71 75 79 83 87
Annual 2010-11			
LIS 11: % of LAC achieving 5 A*-C GCSEs (inc English and Maths) (NI 101)**	n/a	15.88	7 11 15 20 24
Annual 2010-11			
LIS 12: % of persons in school years 12-14 who are NEET (NI 117)	3.6	4.68	8 6 5 4 3
Year to Date Apr 12 to Jun 12			
LIS 13: % of social care clients receiving Self Directed Support (NI 130)	55.0	50.38	28 43 57 71 86
Year to Date Apr 12 to Jun 12			
LIS 14: % of carers receiving needs assessment or review (NI 135)	6.8	13.67	4 21 39 56 74
Year to Date Apr 12 to Jun 12			
LIS 15: % of care leavers in employment, education or training (NI 148)	72.7	58.13	11 33 56 76 100
Year to Date Apr 12 to Jun 12			
LIS 16: % of working age people on out of work benefits (NI 152)	17.4	12.18	19 15 11 7 4
Year to Date Apr 12 to Jun 12			
Snapshot as at February 12			
LIS 17: number of households living in temporary accommodation (NI 156)	2906	1133.25	3119 2361 1604 46 89
Snapshot as at 30 Jun 12			
LIS 18: number of homeless applications accepted (LIS 18)	n/a	362.24	844 660 476 32 108
Rolling year Jul 11 to Jun 12			
London Councils			
Guidance notes			
a. The diamond represents performance for your chosen borough. To the right of the black bar represents better than average performance, to the left represents lower than average performance.			
b. Lower than average performance does not necessarily imply poor performance, and vice versa.			
c. ** This denotes there are fewer than 15 returns for that indicator.			
d. Please note that the national comparator measure does not necessarily relate to the same time period as borough data. Please see explanations for further information.			
e. (a) this denotes that where the data for an indicator has been procured by London Councils, the borough submitted their own data instead.			
Key			
◆ borough performance			
— average performance			
national comparator			
Produced by Awaris Statistivus, London Councils. Contact: LAFS@londoncouncils.gov.uk Dashboard produced on 25/10/2012			



Haringey Council

Report for:	Cabinet on 18th December 2012	Item Number:	
Title:	The One Borough One Future Fund		
Report Authorised by:	Mun Thong Phung, Director of Adult and Housing Services <i>MTP Phung</i>		
Lead Officer:	Francine Oddy, Leader and Cabinet Office		
Ward(s) affected: ALL	Report for Key/Non Key Decisions: KEY		

1. Describe the issue under consideration

- 1.1. The £1.5 million One Borough One Future Fund was established in February 2012, to invite innovative ideas to tackle the biggest issues in the borough and help create new and dynamic services for Haringey.
- 1.2. This report recommends awarding a level of funding to 5 projects, following an application process of 2 phases. An Innovation Panel of cross-party members has judged all applications and selected the final successful projects.

2. Cabinet Member introduction

- 2.1. In developing the One Borough One Future Fund, my vision was to find ambitious new ideas that would redesign public service delivery in Haringey. I was looking for applications that would tackle social inequality in the borough and improve the lives of our residents.
- 2.2. In carving out a sum of £1.5 million, I was clear that this initiative was about investing now to save in the future. To be selected, applications needed to demonstrate how they would follow this model and be sustainable or self-sufficient after this funding ends.



Haringey Council

- 2.3. The response to this new initiative was outstanding, with almost 300 applications received from a wide range of organisations and individuals.
- 2.4. The Innovation Panel was set up to judge all applications, and is recommending 5 final projects to be awarded funding. With these innovative new projects I look forward to seeing some excellent outcomes delivered for our community.

3. Recommendations

- 3.1. Members are asked to approve an award of funding to the following 5 projects from the One Borough One Future Fund. Funding will be awarded to all projects in phases, with progress and performance against agreed targets to be reviewed at the end of each phase before further funding is released.
 - (a) **Family Action** for a sum of up to £299,455
 - (b) **Quaker Social Action** for a sum of up to £285,540
 - (c) **Carbon Management, London Borough of Haringey** for a sum of up to £45,000
 - (d) **Women Like Us and Community Development Foundation** for a sum of up to £20,000 for a feasibility study (original funding request of £350,279)
 - (e) **WorkLife** for a sum of up to £18,750 for a feasibility study (original funding request of £288,750)
- 3.2. It is recommended that projects (d) and (e) in 3.1 above are awarded only an initial phase of funding at this time in order to carry out feasibility studies. Any decision to continue to fund these projects will be brought back to the Cabinet for determination.
- 3.3. Forecast spend through funding awards **in financial year 2012/13 is £138,029**, owing to the nature of phasing grant funding to the projects over their duration. A carry forward request or transfer to an earmarked reserve on the balance sheet at year end is recommended for the remaining balance, to be drawn down against in future years. If all 5 projects are awarded their full amount of funding in subsequent phases and following approved feasibility work, the **total award of funding would be £1.29 million**.

4. Alternative options considered

- 4.1. The One Borough One Future Fund was set up to challenge current service provision, and create a space to innovate by funding pilot projects. The initiative in itself has been a new and bold approach for the Council, deemed necessary to ensure that services align with changing needs of residents in the borough.
- 4.2. All other applications at both Phase 1 and Phase 2 of the selection process have been considered and assessed, based on the criteria set out in section 5. The recommended final projects have been selected from those applications, on account of these merits.



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5. Background information

- 5.1. A £1.2 million budget was set for the One Borough One Future Fund at Full Council's budget-setting meeting on 24 February 2012. This was increased by £300k to a total £1.5 million, by approval of Cabinet on 12 June 2012.
- 5.2. A sum of £14,485 has been spent on establishing and supporting the initiative. Spend has been on communications and promotion activity, and the costs of an innovation expert who has advised the Council on the application process and provided support to shortlisted applicants.
- 5.3. The initial call for ideas, Phase 1 of the One Borough One Future Fund, was open for applications for 6 weeks, between 31 May and 13 July 2012. A total of 287 applications were received.
- 5.4. An Innovation Panel of cross-party members was established to judge the applications, and a senior officer group was set up to assist the assessment process. The following criteria were set out; all ideas had to:



Reduce inequality



Meet needs which aren't currently being met



Offer a more efficient approach to deliver our objectives



Put the needs of the residents at the heart of the process



Offer value for money



Be sustainable and self-sufficient

- 5.5. Following assessment by the Innovation Panel 17 projects were shortlisted, and several applicants were partnered up to collaborate on their bid. These projects were given 6 weeks from 8 October to 20 November 2012 to develop up their ideas and submit a Phase 2 Application.
- 5.6. During the Phase 2 process, the shortlisted applicants were provided with guidance from an independent expert. An Innovation Fair was held on 15 November 2012, where members of the public, officers and councillors could meet the 17 shortlisted applicants to hear about their proposed projects.



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- 5.7. Feedback from the public was sought on the shortlisted projects. A total of 69 responses were received, which have been considered by the Innovation Panel in their assessments.
- 5.8. The Innovation Panel assessed the Phase 2 bids and selected 6 finalists to present their projects at a Final Pitch Event on 3 December 2012. The pitches were made in front of a group of questioning experts, and an audience of officers, councillors and members of the community.
- 5.9. The Innovation Panel recommends that in total 5 projects are awarded funding from the One Borough One Future Fund.
- 5.10. Funding will be awarded to projects in phases, with progress and performance against the agreed targets to be reviewed at the end of each phase before further funding is released. Grant Agreements will be established between the Council and the organisations, which will identify the key milestones, outputs and performance indicators that the projects will be monitored against.
- 5.11. The funding recommendations within this report are given for awards up to a certain figure. The exact funding award will be stated within each Grant Agreement.
- 5.12. Where applicants had included in their bids the costs of project monitoring and evaluation, these have been removed from each funding request. The Council will commission an external performance monitoring audit of the projects, to review their progress at the end of each phase before the Council may agree to release further funding. The Council will also undertake an internal evaluation study of the One Borough One Future Fund, to capture the learning across all projects and the overall process.
- 5.13. If the performance monitoring at the end of each phase identifies issues with a project, the project team in the Council will meet with the organisation to undertake a period of resolution of these issues. If performance does not improve in line with agreed targets, further funding will not be released to the project.
- 5.14. It is recommended that the Council enters into a Grant Agreement for the full project, with phases established for performance review, with the following 3 initiatives.

(a) Family Action

Type of Organisation: Charity

Description of Project:

In partnership with Hornsey YMCA, developing a network of volunteer hosts to provide short to medium term accommodation for children and young people who are experiencing family breakup. Hosts will provide safe accommodation while a trained key worker will provide one-to-one support to facilitate the return of children to the family home.

Funding Sought: £319,455



Haringey Council

Funding Award Recommendation:

Remove project monitoring and evaluation costs of £20,000. Recommend a funding award of up to £299,455, made in quarterly phases over the 24 month duration.

(b) Quaker Social Action

Type of Organisation: Charity

Description of Project:

Supporting Haringey's most vulnerable residents through financial education to better manage money on a low income, working with schools, community groups and local employers. The aim of the project will be for residents to make informed decisions that save them money, improving social inclusion and participation in community life.

Funding Sought: £290,540

Funding Award Recommendation:

Remove monitoring and evaluation costs of £5,000. Recommend a funding award of up to £285,540, made in quarterly phases over the 24 month duration.

(c) Carbon Management, London Borough of Haringey

Type of Organisation: Department in Local Authority

Description of Project:

A collective energy switching scheme for residents in Haringey and North London, to secure the lowest cost energy tariff from a reverse auction. The aim would be to tackle fuel poverty and reduce carbon emissions, by also offering energy efficiency advice and green energy tariffs.

Funding Sought: £45,000

Funding Award Recommendation:

Recommend a funding award of up to £45,000, made in annual phases over the 24 month duration.

- 5.15. It is recommended that the Council awards only an initial phase of funding to the following 2 projects. Owing to the nature of these projects, this funding is to carry out full feasibility studies and market testing. Any decision to continue to fund these projects, on the basis of these studies, will be referred back to the Cabinet for determination. It is expected that the funding sought for the rest of these projects will also be refined as part of the feasibility studies.

(d) Women Like Us and Community Development Foundation

Type of Organisation: Community Interest Company

Description of Project:

Developing the Family Work and Enterprise Hub for low income families in Haringey to get into work. The project will create a face to face and digital service, working with local businesses to create more quality part-time and flexible jobs, and with parents to provide careers support.

Funding Sought: £350,279

Funding Award Recommendation:



Haringey Council

Recommend a funding award of up to £20,000 for a feasibility study only at this stage.

(e) WorkLife

Type of Organisation: Social Enterprise

Description of Project:

An enterprise and innovation hub that offers a co-working space with flexible, affordable childcare onsite.

Funding Sought: £288,750

Funding Award Recommendation:

Recommend a funding award of up to £18,750 for a feasibility study only at this stage.

6. Comments of the Chief Finance Officer and financial implications

- 6.1 Financial evaluations have been undertaken of the organisations recommended for support. To further minimise risk it is proposed to release funding in phases (expected to be quarterly) based on evidenced performance against targets and milestones. This will be clearly set out in the formal grant funding agreement.
- 6.2 Organisations (d) and (e) will, in the first instance, only receive funding to undertake feasibility studies, the outcomes of which will be assessed by an internal project team supported by the external evaluator and independent expert. A decision to fund these projects after that would be referred back to Cabinet, with appropriate recommendations both in terms of the viability and scope of the projects and also the level of any proposed funding.
- 6.3 Even if the total sums bid for are ultimately agreed and released there will be sufficient funds left within the original envelope to meet the costs of the recommended external evaluation and performance monitoring.
- 6.4 As the funding is to be released in stages, the total spend (both grant funding and advice / publicity costs) is forecast to only reach a maximum of £150k this financial year. It is recommended that the remaining funding is carried forward or transferred to an earmarked reserve on the balance sheet to be drawn down over the next 2 financial years.

7. Head of Legal Services and legal implications

- 7.1 The Council has the power to make grant funding awards under the One Borough One Future Fund pursuant to section 1 Localism Act 2011 (the general power of competence).
- 7.2 The Council's Contract Standing Orders in respect of procurement were not considered applicable to this type of funding arrangement as the One Borough One



Haringey Council

Future Fund is aimed at finding innovative solutions to service delivery and the amount of funding which could be requested and granted is variable, so following a procurement process would have been logistically very difficult.

- 7.3 The Council will ensure that all successful applicants enter into a funding agreement on the Council's terms and conditions. Monitoring provisions in respect of the funding will be included in the contract.
- 7.4 Consideration has been given as to whether the funding to organisations as set out in the report would contravene European State Aid provisions. This stems from the original EC treaty which provides that, "any aid granted by a Member State or through State resources in any form whatsoever which distorts or threatens to distort competition by favouring certain undertakings or the production of certain goods shall, in so far as it affects trade between Member States, be incompatible with the internal market."
- 7.5 The services to be provided by these organisations have been considered in the context of the state aid criteria set out above, the recent European Commission Regulation 360/2012 and case law. Accordingly, the risk of state aid could be said to be low and therefore any challenge is likely to be unsuccessful.

8. Equalities and Community Cohesion Comments

- 8.1. The One Borough One Future Fund aimed to find projects that will tackle social inequality in Haringey. All applications were assessed against their ability to make Haringey a more equal borough. Those recommended for an award of funding will be monitored against their performance to achieve this ambition.
- 8.2. Applications to the fund were invited from anyone in or outside of Haringey, whether as an individual or as an organisation. The call for ideas for publicised widely, to encourage anyone to apply.
- 8.3. Public feedback was sought on the 17 shortlisted projects, which has been taken into account as part of the assessment and selection process.

9. Head of Procurement Comments

This is a grant-funding initiative, and therefore procurement rules do not apply.

10. Policy Implication

All applicants have demonstrated how their project aligns with the Council's strategic priorities from the [Council's Plan 2012-14](#).

11. Reasons for Decision



Haringey Council

A £1.2 million budget for the One Borough One Future Fund was approved at Full Council's budget-setting meeting on 24 February 2012, and increased to £1.5 million by approval of Cabinet on 12 June 2012. The decision is now being taken to award an initial level of funding to projects recommended by the Innovation Panel of cross-party members, following a 2-phase application process. This decision will enable projects to commence their first stage of implementation or development in January 2013.

12. Use of Appendices

Appendix 1- Phase 1 Application Form and Guidance Notes

Appendix 2 – Phase 2 Application Form and Guidance Notes

13. Local Government (Access to Information) Act 1985

The following reports have been used and referenced in the preparation of this report:

- Full Council budget-setting meeting (24 February 2012)
Item 13: Report of the Director of Corporate Resources in respect of Medium Term Financial Planning for 2011/12 – 2013/14 and to agree the Council Tax for 2011/12.
- Cabinet meeting (12 June 2012)
Item 8: Financial Outturn 2011/12.



one borough

ONE FUTURE FUND

got a big idea?

Application Form

Please complete this form to apply to the Haringey One Borough One Future Fund. Further information is provided in the application guidance notes. If you have any questions, please email **1b1f@haringey.gov.uk** or phone **020 8489 2964**.

All applications should be submitted no later than **12pm on 13 July 2012**



section 1 About You

Name

Organisation Name (where applicable)

Address

Telephone Number

Email address

1. What type of organisation are you? (please tick)

Anyone with an interest in Haringey can apply - this is not a screening question.

- Local Authority
- Private Company
- Registered Charity
- Not for Profit Company
- Community Interest Company
- Community Group/Club/Society
- Individual
- Other (Please explain) _____

2. Tell us more about you

In under 200 words tell us about you and how you go about developing new ideas. You may wish to give examples of some projects you have been part of.

section 2 About Your Idea

1. Describe your idea

In under 200 words, please tell us what your idea is.

2. What stage is your idea at?

In under 200 words, tell us how far your idea has been progressed.

3. What will be achieved?

In under 200 words, tell us what benefits you expect to happen as a result.

4. Who will be responsible for delivery?

Please provide information on which organisations may be involved in delivering the initiative?

5. How will you measure your success?

In under 200 words, tell us how we will know if your idea is successful.

6. What would be the timescale for your idea to be delivered?

Start

Finish

7a. How much funding are you applying for?

£

7b. Briefly, what would you plan to spend the money on?

7c. Are you already in receipt of funding from Haringey Council?

Yes

No

(This won't affect your application, it is just good to know)

7d. Do you have any other funding arranged for part of your idea?

Yes

No

(This won't affect your application, it is just good to know)

8. What additional support might you need to develop your innovation?

section 3 The Key Criteria

In under 200 words for each, please outline how your idea will meet our 6 key criteria:

1. Reduce inequality



2. Meet needs which aren't currently being met



3. Offer a more efficient approach to deliver our objectives



4. Put the needs of residents at the heart of the process



5. Offer value for money



6. Be sustainable and self-sufficient



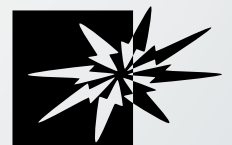


one borough

ONE FUTURE FUND

got a big idea?

Guidance Notes



About the One Borough One Future Fund

The pioneering One Borough One Future Fund was established in February 2012 by Haringey Council to challenge the whole borough to identify innovative approaches to our services, operate more efficiently, and focus on delivering the best outcomes for our community.







We are looking for imaginative ideas from anyone with an interest in Haringey, to help us create new and dynamic services to better serve our residents. As a borough we face significant inequality, with high levels of poverty, homelessness and unemployment. One Borough One Future aims to encourage **social and economic innovation** to **help tackle the biggest issues in the borough**.

The Council has created a £1.2 million fund, to which applicants can bid. Applications can be for any amount of funding for a duration of 12-24 months, and we expect that a minimum of four projects will receive funding.

What are we looking for?

In the face of increasingly tight budgets, we remain determined to adapt to changing times and changing demands. We want to harness the wealth of ideas that exist.

The One Borough One Future Fund will support projects which will:

-  Reduce inequality
-  Meet needs which aren't currently being met
-  Offer a more efficient approach to deliver our objectives
-  Put the needs of residents at the heart of the process
-  Offer value for money
-  Be sustainable and self-sufficient

We expect to see innovative ideas that suggest radical changes to existing services and working practices, or the introduction of new services which deliver through different mechanisms - such as cooperatives or social enterprises. We would also like to see ideas come forward that re-imagine the role of the council, the community, local partners and stakeholders.

Eligibility

We welcome applications from anyone with an interest in Haringey – residents, community and voluntary groups, statutory partners, public sector organisations, local businesses, council staff and elected representatives. We particularly welcome joint bids that cross organisation or sector boundaries.

Applicants do not have to be based in Haringey, as long as the proposal will be of benefit to the borough.

How to apply and deadlines

You can apply by:

- Completing the application form online at www.haringey.gov.uk/oneborough
- Downloading the application form, and sending your completed form:
By email to 1b1f@haringey.gov.uk
By post to:
One Borough One Future Fund
Haringey Council
FREEPOST
NAT 20890
PO Box 264
London N22 8BR

1. One Borough One Future will open for applications on 31 May 2012.
2. The deadline for the first stage of applications is 12pm on 13 July 2012.
3. A decision will be taken on which applications will be shortlisted to the second stage by 31 July 2012.
4. Shortlisted applications will be supported to develop their detailed business case and invited to present to the Panel in September 2012.
5. A final decision will be taken on which projects receive funding in October 2012.

Who are the Innovation Panel?

An Innovation Panel has been set up to consider applications to the One Borough One Future Fund.

For more information on the panel members, visit www.haringey.gov.uk/oneborough

It will be the decision of the Innovation Panel whether to allocate all of the £1.2 million funding in 2012.

How to complete the form

section 1 About You

Provide details for the main contact associated with the application.

Question 2 – We want to know a bit more about you as an individual or organisation. How do you go about developing a new idea? What types of projects have you been involved with?

section 2 About Your Idea

Questions 1-5 have a limit of 200 words.

Question 2 – Provide information on how far you have progressed your idea. Is it a brand new idea that you have just developed? Have you tested it out yet? Don't worry what stage your idea is at, we are only asking because it is useful to know.

Question 6 – Provide approximate start and end dates for the initiative. One Borough One Future is intended to fund initiatives for 12-24 months.

Question 7a – Provide the total amount of funding that you are requesting. There is a total of £1.2million funding, and we expect to fund at least four projects.

Question 7b - Provide a brief outline of what the funding would be used for.

Questions 7c and 7d - This is not a requirement, and it won't negatively affect your application either. It is just useful for us to know this information.

Question 8 - Is there any other support you might need in order to develop your idea? This may be something that we can organise.

section 3 The Key Criteria

All applications should suggest initiatives that meet the following 6 key criteria. These criteria will be the basis on which the panel select bids to progress to the second stage.



Meet needs which aren't currently being met

Our services must adapt to changing times and the changing demands of our community. Services that were designed several years ago may no longer be the best way to deliver the best outcomes for our residents.

We are looking for ideas that will help to address unmet needs or gaps in our service delivery. Applications should set out the needs of the community that are being addressed, and the outcomes that the idea would deliver.



Offer a more efficient approach to deliver our objectives

Ideas should be focused on delivering objectives, rather than improving processes. The starting point for all ideas should be how a final outcome can be reached via a new efficient method, rather than trying to improve an existing process.

We are looking for challenging ideas that suggest innovative changes to existing services and working practices, or the introduction of new services which deliver through different mechanisms. We would like to see ideas come forward that re-imagine the role of the council, the community, local partners and stakeholders. Applications should clearly set out how the idea differs from the status quo.



Put the needs of residents at the heart of the process

We need to go back to basics, and make sure everything we do has our residents at the heart of the process.

Applications should outline how the idea makes sure residents are the focal point of our services. Who are the residents that your idea is targeted at? What are their interests and needs? How is your idea going to change their lives for the better? How can they be involved in developing and/ or delivering services?



Reduce inequality

Across the borough, Haringey faces significant inequality with high levels of poverty, homelessness and unemployment. Applications to One Borough One Future should be ambitious about tackling inequality, by improving services for our most disadvantaged residents. Applicants may outline the groups and approximate number of people their idea would be likely to work with.

Offer value for money

We are looking for ideas that offer a more creative, cost-effective way to achieve our outcomes. The application should outline an estimate of the financial savings your initiative may deliver over its duration, in comparison to what currently exists.

We know that not everything will be about the numbers. The application also needs to identify what the non-financial benefits of your idea are.

Be sustainable and self-sufficient

Through the One Borough One Future Fund, we are providing initial funding to get initiatives up and running. We are looking for ideas that can be self-sufficient after that, and the application should clearly set out how this will be possible.

7. When will a decision be made on the applications?

The deadline for the first stage of applications is 13 July 2012. An announcement will be made by 31 July which applications have been shortlisted to the final stage. Shortlisted applications will be supported in developing a more detailed business case for their idea, and invited to present this to the Panel in September 2012. A final decision will be taken on which projects receive funding in October 2012.

8. Is there a maximum and a minimum amount I can apply for?

There is no maximum or minimum amount, however we expect that at least four projects will receive funding from the total £1.2million fund.

frequently asked questions

1. I am based outside Haringey. Can I apply?

Yes, we will accept applications from outside Haringey, provided that the organisation or individual can demonstrate an interest in Haringey and that the proposal will be of benefit to the borough.

2. Do I need to be part of an organisation to apply?

No, but your application must make it clear which organisations may be involved with project delivery.

3. We have already received some funding to run this project. Can I apply?

If you have already received some funding to help with your idea, you can still apply to One Borough One Future so long as you meet our criteria. Please provide details on your other funding in Section 2, question 7.

4. Can I make more than one application?

Yes – the more ideas the better!

5. Can I attach further information to my application form?

Only the completed application form will be considered by the Innovation panel when assessing bids.

6. Who decides which applications are successful in receiving funding?

An Innovation Panel will consider and judge applications to the One Borough One Future Fund. Full details of membership can be found at www.haringey.gov.uk/oneborough.

further help

Not sure how to estimate the financial savings for your idea? Got a question about sustainability?

If you require any help or information in order to write your application, please contact us at 1b1f@haringey.gov.uk or phone 020 8489 2964.



Phase 2 Application

Please complete the Phase 2 application form for the Haringey One Borough One Future Fund. If you have any questions, please contact Francine Oddy or Ben Hunt on **020 8489 2964** or **1b1f@haringey.gov.uk**

All forms should be submitted by **5pm on Tuesday 20 November 2012.**

summary information

Project Title		
Name of Lead Organisation		
Type of Organisation		
Date when Organisation was set up		
Estimated Project Start Date		
Project Duration	months	
Total Project Costs	£	
Is this a collaborative application?		If Yes please provide details of partners:

Contact details

Title		Name	
Position			
Email			
Telephone		Mobile	
Organisation name			
Address			
Town/City			
Postcode			

section 1: looking at the problem

What is the need for this project? (max 300 words)

This section should briefly describe the need that your project will address, the drivers of the problem and why current approaches are not working. It should not describe how the problem will be addressed; only what the problem is. Please supplement your answer with any research or statistics you have.

Who is your project aimed at? How big is your market for intervention? (max 300 words)

Please describe who you would expect to benefit from your project. Who is the target audience? This could be people from a particular race, culture or faith. It could be young people; unemployed or excluded people; victims of crime or abuse; offenders or substance abusers; older people; people with disabilities, illness or impairments; people living in a particular place or any other community members.

section 2: looking at the outcomes

What do you anticipate will be the outcomes from your project? (max 300 words)

Please describe the outcomes you envisage if your proposed project is implemented. This should focus on the residents who will be involved – how will their lives be improved as a result of your initiative?

What do you anticipate will be the financial benefits from your project? (max 300 words)

Please outline how you expect your project will deliver financial savings over its duration. This may involve a more cost-effective way to deliver a service that is currently being provided, or that financial savings will be realised on a preventative scale from services elsewhere.

How will the outcomes from your project be exploited? What business model will you use to expand or spread benefits and generate value from the innovation? (max 300 words)

You should consider how you can maximise the outcomes of your project through the model you are using. For example are you developing a social enterprise or a cooperative, which will deliver further benefits?

How does your project support and align with the Council's strategic priorities for making the borough a more equal place? (max 300 words)

This section should demonstrate knowledge of what the Council's priorities are, and how your project aligns and adds value. Specifically, please describe how your project aims to reduce inequality in Haringey.

section 3: solving the problem

You should also submit a suitable plan, in order to explain your project in more detail. We recognise that different applicants are at different stages and accordingly, different sorts of plans may be needed to explain and set out your next steps. Please identify the most suitable plan for you and submit it as part of your application. Clearly label what sort of plan you have submitted, and keep it succinct. More information on different types of plans is provided in the Guidance Notes.

What approach are you taking to solve the problem? (max 400 words)

Please describe your interventions and how they will be delivered. Explain why they will work.

What is innovative about this approach? (max 300 words)

Referring to your submitted plan, please provide an overview of the actual project you are requesting funding to deliver, and how your ideas will be developed and grown. (max 300 words)

What will be the key milestones and deliverables for the project? (max 300 words)

You should be aware that this answer will form the basis of any Grant Agreement, for the purposes of monitoring and measuring success.

What is your model for ensuring sustainability or self-sufficiency of your project after this grant funding ends? (max 300 words)

You must consider your model very carefully to ensure that your project can continue to be delivered in the long-term after this funding is used. This should be integral to the approach you are taking to deliver the service, so that it can be self-sufficient following this start-up funding.

Could this approach be replicated elsewhere if successful? How do you envisage taking this forward? (max 300 words)

Consider if your model could be used in other areas, in and out of the borough, if it proves successful.

What are the key risks associated with the project? (max 300 words)

How do you plan to engage with the community, stakeholders and your potential service users during the development and delivery of your proposed project? (max 300 words)

section 4: funding the project

Please note you must also complete the Finance Form provided in the Application Pack.

Project Finance Summary

This summary information should match that calculated on the Finance Form.

Amount of OBOF grant applied for	£
Other funding contributing to the project (if applicable)	£
Total project value	£
Project Start Date	
Project End Date	

Explain the financial commitment required for your project (max 300 words)

List the activities you will undertake, the costs and the outputs

Timescale	Activity	Cost	Output
<u>Example:</u> Jan 2013	Recruitment	£xxx	Staff members for service delivery

Provide a cost-benefit analysis for your project

Please detail the costs of the project, and compare them with the benefits and savings you expect. We understand that your intervention may not deliver savings immediately while you are developing or piloting it, but it will need to be financially viable to be taken into implementation. How will the benefits and costs of your service compare with others?

Action	Action Type (Cost or Saving)	Description	First Year Costs or Savings (+ indicates costs; - indicates savings)
<u>Example:</u> Recruitment	Cost	Recruiting 3 staff members to deliver service.	+ £xxx

Explain how the funding you require for your project will be phased over its duration. (max 300 words)

It is expected that funding will normally be made in phases. Any Grant Agreement will reflect this, to allow progress to be reviewed at the end of each phase before funding is released. Although we will consider upfront payment of the grant, a strong case must be made to justify this.

section 5: experience and skills

Who are the team involved with this project?

Please detail the individuals and their roles, who are involved with this application and your proposed project.

Provide details of your track record and experience of delivering projects (max 300 words)

Where applicable please give us examples of your funded activity. Tell us what services or activities you provided, who the funder was, the costs and timescales, who benefited from the service, and what outcomes you achieved. Provide evidence where you can.

section 6: monitoring the project

How will you learn during the course of your project? What will you monitor or measure, how will you appraise it and how will you identify improvements?
(max 300 words)

This section should consider your monitoring approach in alignment with the phases and key milestones of your project. You should be aware that this answer will be part of any Grant Agreement.

--

Signature

I confirm that all information submitted in this application form is accurate and correct.

Name of Organisation	
Signature	
Name of Signatory (please print)	
Position in Organisation	
Date	



Phase 2 Guidance Notes

congratulations!







Well done on being shortlisted to Phase 2 of the Haringey One Borough One Future Fund. We are looking forward to seeing your project now being developed up over the coming weeks.

Aims of the One Borough One Future Fund

The £1.5m Haringey One Borough One Future Fund is a pioneering initiative to redesign the way public services are delivered in our borough. In May 2012 the Council set the challenge for anyone with an interest in Haringey to put forward an innovative idea to help us create new and dynamic services, to deliver the best outcomes for our community.

The One Borough One Future Fund is about tackling the biggest issues in the borough, and suggesting radical changes to existing services. We also invited ideas that look at delivering through different mechanisms such as cooperatives and social enterprises, and consider working in partnership with different organisations and sectors.

We set out the following criteria for projects to receive funding:

-  Reduce inequality
-  Meet needs which aren't currently being met
-  Offer a more efficient approach to deliver our objectives
-  Put the needs of the residents at the heart of the process
-  Offer value for money
-  Be sustainable and self-sufficient

About the London Borough of Haringey

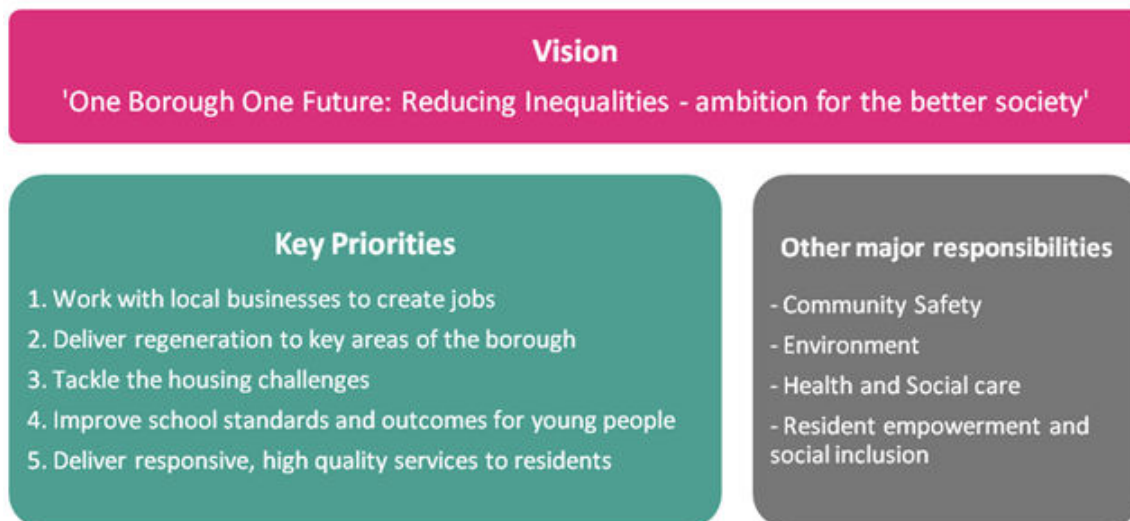
Haringey is an exceptionally diverse and fast-changing borough. We have approximately 225,000 residents. Almost half of our population are from ethnic minority backgrounds, and around 200 languages are spoken in the borough. Our population is the fifth most ethnically diverse in the country.

Haringey has a relatively young population; over two thirds are under 50 and over half are under the age of 35. This is above both the London and England averages.

Despite this, following the national trend our population is ageing. 9.5% are of pensionable age with a projected increase to 11.7% by 2021.

The borough ranks as one of the most deprived in the country with pockets of extreme deprivation in the east. Haringey is the 13th most deprived borough in England and the 4th most deprived in London.

Our vision of 'One Borough One Future' is to create a more equal borough, and to sustain and improve the life chances of our residents – especially those who are most vulnerable. We recognise the impact the current economic climate is having on our residents and we want to do our best to ease this. We believe that by focusing on the following priorities we can reduce inequality in Haringey:



Further information on the Council's priorities can be found in the Council's Plan 2012-14 [here](#).

overview of phase 2

What is expected at Phase 2?

Phase 2 is an opportunity for shortlisted projects to develop up your firm proposals, and reshape your idea based on feedback from the Innovation Panel. In some cases this may also involve working in partnership with another applicant, reconsidering your delivery model, looking in more detail at your proposals for sustainability, and amending your requested funding value as necessary.

1. Preliminary Pro-Forma and Financial Viability Checks

We are asking you to complete a Preliminary Pro-Forma, to provide us with some initial information on your project and organisation. This is for publicity purposes and also to allow us to undertake financial viability checks. This is a normal undertaking for any grant funding process, to ensure your ability to deliver the proposed service to the community. The information you provide about your project will **not** be used during our assessment, and is for publicity purposes only.

The Pro-Forma is provided within this information pack, and we ask that you return this by Tuesday 16 October 2012.

2. Application Form

You will be required to complete a Phase 2 Application Form, which provides more detailed information on your proposed project and financial model. As part of your Application Form you will be asked to submit a suitable plan (such as a Project Plan) and also complete our Finance Form.

Further information on completing the Application Form is provided in Section 7 of these guidance notes.

3. Presenting your Project

After submitting your Phase 2 Application Form, you will be invited to present your idea to the Innovation Panel and other representatives. This will give the Innovation Panel an opportunity to ask specific questions on your proposed project, and for you to explain the vision of your service in more detail. Further information on this will be given later in Phase 2.

Feedback on your Phase 1 Application

Within this information pack is provided your detailed feedback from the Innovation Panel, for your consideration. You have also been provided with a direct contact within the Council, who can provide further guidance and support during Phase 2. If you would like to discuss your feedback in more detail, please liaise with your contact who can answer any queries and set up a meeting where needed.

Support from the Innovation Expert

Our Innovation Expert will be available to meet with each of the shortlisted projects, to provide more specific support and guidance on your application. You will be contacted directly to discuss this, in order to schedule a convenient time during Phase 2 for this session.

There will also be other opportunities during Phase 2 for workshop support to be organised on a group basis.

Timescales

Phase 2 commences	Tuesday 9 October 2012
Preliminary Pro Forma deadline	Tuesday 16 October 2012
Application Form deadline	Tuesday 20 November 2012
Presentation of Project	w/c 26 November 2012
Decision on Final Projects	Beginning of December 2012
Funding and Implementation Commences	January 2013

Decision of the Innovation Panel

The Innovation Panel will select which projects receive funding at the end of Phase 2, and this will then be ratified at a meeting of the Council's Cabinet. It is expected that a minimum of five projects will be awarded funding; however it will be the decision of the Innovation Panel whether to allocate all of the £1.5 million in 2012.

submitting your phase 2 application

Please submit your Preliminary Pro-Forma by email to 1b1f@haringey.gov.uk no later than 5pm on Tuesday 16 October 2012.

You should submit your Phase 2 Application Form, along with all accompanying attachments, by email to 1b1f@haringey.gov.uk. This should be received no later than 5pm on Tuesday 20 November 2012.

grant agreements and monitoring

Successful applicants who are funded at the end of Phase 2 will sign up to a Grant Agreement.

In your Application Form you are asked to detail whether you are requesting funding to be made upfront or in phases. It is expected that funding will normally be made in phases. The Grant Agreement will reflect this, to allow progress to be reviewed at the end of each phase before funding is released. You are also asked to detail in your application how you will monitor your proposed project to measure success against key deliverables and milestones.

Although we will consider upfront payment of the grant, a strong case must be made to justify this.

guidance on completing the phase 2 application form

This section gives some additional guidance on completing the Phase 2 Application Form. The majority of questions in the form also include explanatory notes to assist you.

Applications will be judged based on the information provided in your Application Form and any supporting information you submit. Any graphs, diagrams or supporting evidence that you are providing to support your application should be attached to your submission.

Summary Information and Contact Details

The initial section of the Application Form asks you to provide details about your organisation and your idea. Please note the following:

Duration	Projects are expected to last between 12 and 24 months
Organisation Details (registration number, turnover etc)	Please complete as much as you can. If you are not applying from an organisation you may answer N/A.

Looking at the Problem

The One Borough One Future Fund is about addressing some of the biggest problems we face in the borough, and meeting unmet needs. This is your opportunity to outline the issue you are trying to tackle with your project or service. You should be utilising any research or statistics you have to explain what the problem is, conveying to the Innovation Panel why there is a need for your idea, and why now.

We also expect projects to be completely focused on the people who will benefit from them. You should therefore have a firm understanding of who your target audience is, and be able to communicate this both qualitatively and quantitatively.

Looking at the Outcomes

We expect ideas to be focused on delivering outcomes, rather than simply improving existing processes. In this section you should therefore clearly outline what the outcomes of your project will be, ensuring that these are the best possible outcomes for our residents.

One of our key criteria is about offering value for money. In this section we expect you to also outline what the financial savings will be as a result of your project.

Knowledge of the Council's strategic priorities, and in some cases existing service provision, will be needed. These guidance notes provide some of this information in Section 2, however if you require further information you should liaise with your Phase 2 contact.

Solving the Problem

How are you proposing to solve the problem you have outlined in Section 1 of the Application Form?

You should be considering in your answers to this section:

- How is your idea innovative for Haringey?
- Does your idea have the replicability factor, if proven successful?
- What are the key milestones and deliverables for your project? You should be aware that this answer will form the basis of any Grant Agreement, for the purposes of monitoring and measuring success.
- How will your service be sustainable after this funding ends?
- What are the risks and how do you propose to manage them?
- How will you engage with the community and potential service users on developing and delivery your project?

Please also submit a suitable innovation plan to explain and set out your next steps. We recognise that applicants are at different stages and accordingly, different sorts of plans may be needed to set this out. Please identify the most suitable plan for you and submit it as part of your application. Clearly label what sort of plan you have submitted, and keep it succinct.

Please confirm the suitability of your plan with our team before you embark on it; we can provide guidance on different methods and plans for developing your innovation. To illustrate what might be appropriate:

- If you are proposing a brand new idea that has undergone limited development or testing, you may need to undertake detailed market research before you can develop a full Business Plan. You may therefore submit as part of your application a **Market Research Plan** together with a **Commercialisation Plan** that sets out your route to service delivery.

- If your idea is closer being ready for implementation, you may choose to submit a full **Business Plan** or **Operational Plan**.
- You may want to first use customer experience to work through rapid iterations of your proposed service before a full launch. In this case you would submit a **Beta Plan**.

Funding the Project

In this section you need to detail the breakdown of your funding request, and justify where the anticipated spend will be made. You are also asked to complete a Finance Form spreadsheet, to provide the full detail of your project costs. Further guidance on completing the Finance Form is given below.

We ask you to provide a summary of the activities you will undertake, and link these specifically to both the costs and the expected outputs as a result.

You are also asked to complete a cost-benefit analysis, which will enable the Innovation Panel to see where the costs and savings are expected over the lifetime of your project funding.

You should detail whether you are requesting funding to be made up-front or in phases. It is expected that funding will normally be made in phases. The Grant Agreement will reflect this, to allow progress to be reviewed at the end of each phase before funding is released. Although we will consider upfront payment of the grant, a strong case must be made to justify this.

Experience and Skills

This section is your opportunity to tell us about your project team, and your track record for being innovative and delivering projects. You should give specific evidence of previous projects and any funded activity where relevant.

Monitoring the Project

You are asked in this section to detail how you will monitor your proposed project, to measure success against your key deliverables and milestones.

Completing the Finance Form

The information you submit in the Finance Form should be consistent with the information in Section 4 of your Application Form.

The Finance Form consists of 6 worksheets:

- Summary
- Staff Costs
- Premises and Office Costs
- Material and Equipment Costs
- Other Costs
- Quarterly Phasing of Costs

Within the spreadsheet there are various fields which are auto-calculating. You should not amend these formulas.

Worksheets only need to be completed if you have costs in those categories. The form will assume these entries are £0 and calculate without them.

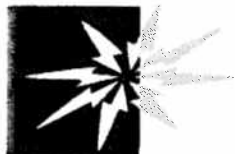
The Quarterly Phasing worksheet provides the breakdown of all costs across the duration of your project.

contacts and further help

If you have any questions on completing your Phase 2 Application Form, please do not hesitate to speak to your contact within the One Borough One Future Fund Team.

You can also follow progress and find out about the other shortlisted projects on our website at www.haringey.gov.uk/oneborough.

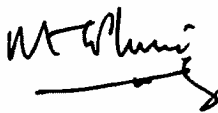
Follow the discussion on Twitter using **#obof**



Haringey Council

Report for:	Cabinet on 18 December 2012	Item Number:	
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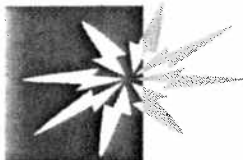
Title:	Approval for Compulsory Purchase Action – Empty Properties
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Report Authorised by:	Mun Thong Phung, Director of Adult and Housing Services
	 Signed: _____ Date: 6.12.12

Lead Officers:	Steve Russell, Housing Improvement Manager (Private Sector) Tel: 0208 489 5196 Glayne Russell, Senior Environmental Health Officer (Empty Homes) Tel: 0208 489 5252
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Ward(s) affected: All	Report for: Key Decision
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1. Describe the issue under consideration
 - 1.1 The use of Compulsory Purchase powers forms an important part of Haringey's strategy for bringing back into use residential premises that have been long term vacant and where no other course of action is appropriate or can be pursued.
 - 1.2 This report sets out proposals to make Compulsory Purchase Orders in relation to 12 vacant properties in the borough. It describes the condition of the properties and the work that the Council has taken to bring them back into use.
 - 1.3 The purpose of this report is to seek authorisation to make a Compulsory Purchase Order (CPO) for each of the 12 properties and to submit the Order to the Secretary of State for confirmation (if the owners fail to repair and bring the properties back into use) and then dispose of the property following the compulsory purchase.
2. Cabinet Member Introduction
 - 2.1 I am delighted with the action being taken by Officers to renovate and bring back into use eyesore properties that have blighted the streets of Haringey.



Haringey Council

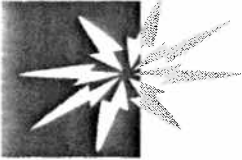
- 2.2 Given the amount of contact that they have with the Council's Housing Improvement Team (Private Sector), the owners of these empty properties are left in no doubt that the Council will do whatever is needed to bring the properties back into use.
- 2.3 Enforced Sales are an effective way of dealing with empty properties and can be used where money is owed to the Council in the form of Council Tax debt or a works in default debt. Since 2007, £374,800 has been recovered in unpaid Council Tax and a total of 12 properties have been taken into possession and auctioned off with a covenant in place ensuring that new owners renovate them without delay.
- 2.4 Another 38 empty properties are currently being targeted for Enforced Sales, with a view to bringing them back into use and recovering debts totalling £186,500.
- 2.5 Compulsory Purchase is only ever used as a last resort. Faced with the threat of CPO action, many owners are persuaded to sell or bring their properties back into use either before the Cabinet authorises the CPO or prior to the Council submitting the Order to the Secretary of State for confirmation.
- 2.6 I am pleased to provide an update on the current status of the 22 properties that the Cabinet has previously approved for CPO action:

Properties purchased by the Council under a CPO

- 2.7 Of the 22 properties approved for CPO action, 5 have been compulsorily purchased by the Council and then sold on and renovated:
- 115 Tower Gardens Road N17
 - 160 Seaford Road N17
 - LHS 87 Carlingford Road N15
 - 97/99 Philip Lane N15
 - 22 Wimborne Road N17 (sale in progress)

Properties that did not need to be purchased by the Council

- 2.8 13 of the 22 properties approved for CPO action required no further CPO action because they have been brought back into use by the owners who have either done the work themselves (sometimes with the aid of an empty property grant provided in return for tenancy nomination rights) or sold the property onto someone else who has then brought it back into use:
- 80 Beaconsfield Road N15
 - 207/209 Mount Pleasant Road N17
 - 92 Moselle Avenue N22
 - 81 Grove Park Road N15



Haringey Council

- 1 Strobe Road N17
- 26 Gedeney Road N17
- GFF 15 Terront Road N17
- 16 Woodside Road N22
- 95 Birkbeck Road N17
- 17 Canning Crescent N22 (demolished and rebuilt as flats)
- 9 Wordsworth Parade N8 (renovation funded by Channel 4 for TV programme)
- 102 Church Road N17
- 3 Eade Road N4

2.9 Two of the 22 properties approved for CPO action required no further CPO action because they were the subject of Enforced Sales:

- 174 Sirdar Road, N22
- 5 Chalgrove Road, N17

2.10 Enforced Sales are faster than the CPO process, but must be backed up by the threat of a CPO in case the owner settles the debt and leaves the home empty.

2.11 One of the 22 properties approved for CPO action did not result in an application being made to the Secretary State because, in Counsel's opinion, the application is unlikely to succeed under the current circumstances:

- 110 Priory Road, N8

2.12 The last of the 22 properties approved for CPO action did not result in an application being made to the Secretary State because it appeared, at first, that the owner could be relied upon to bring the property back into use:

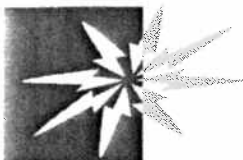
- 39 Broad Lane, N15

2.13 Although the owner was given every opportunity to bring 39 Broad Lane back into use (and was even offered an empty property grant to meet part of the cost), work has stopped after some initial progress. This property is therefore one of the 12 properties for which Cabinet is being asked to approve CPO action in this report.

3. Recommendations

3.1 It is **recommended** that the Cabinet:

- (1) Authorises the submission of the 12 properties listed in Paragraph 5.8 to the Secretary of State for Communities and Local Government for a confirmed Order, under Compulsory Purchase powers;

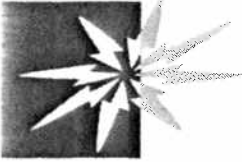


Haringey Council

- (2) Authorises the Head of Legal services to:
 - (a) Make and seal the Orders for submission to the Secretary of State for consideration and approval (including the service of any requisition notices necessary to establish interests in the property) and to carry out the statutory notification required;
 - (b) Confirm the Compulsory Purchase Order in the event of the Secretary of State returning the Order authorising the Council to do so;
 - (c) Prepare for, and represent the Council at, any public inquiry held following submission of the Order to the Secretary of State;
 - (d) Upon confirmation of the Compulsory Purchase Order proceed with acquisition of the property;
 - (e) In the event that any of the owner(s) undertakes in the form of a legally enforceable cross undertaking to bring the relevant property back into residential occupation and use within a reasonable timescale, to authorise the Head of Legal Services in consultation with the Director of Adult and Housing Services to enter in to and enforce such an undertaking instead of proceeding with the CPO for the property in question; and
 - (f) Act in relation to any other procedural matters that may arise in the normal course of the CPO process.
- (3) Approves (subject to the confirmation of the CPO by the Secretary of State) the disposal of the property to a Registered Provider where possible, or to an individual or private developer, with covenants to bring the property back into use as soon as practicable.
- (4) Authorises the costs of the CPO to be met from the capital programme; and
- (5) Approves the recycling of the receipt from the disposal back to the capital programme budget for the continued private sector housing CPO programme.

4. Other options considered

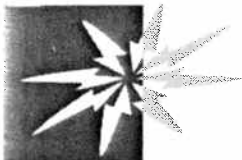
- 4.1 All options have been tried and exhausted. Letters have been sent to the owners of the empty properties, offering advice and grant aid.
- 4.2 Some of these properties have a debt outstanding to the Council which is being pursued under the Enforced Sales process. If the owner fails to pay, an Enforced Sale will be pursued and the property sold at auction. If they do pay but do not renovate the home and bring it back into use, the Council will proceed with a CPO.



Haringey Council

5. Background information

- 5.1 The Council has a robust and targeted empty property enforcement programme, focused on the worst eyesore properties.
- 5.2 Complaints received from Members, residents and other services about problematic empty properties are put on an enforcement list along with any other problematic long term empty properties extracted from Council Tax lists. At any one time, the enforcement list contains between 60 and 80 empty properties.
- 5.3 A series of 5 letters are sent out to owners. The first 2 contain advice and offers of grant aid; the other 3 outline the enforcement options available to the Council and inform the owner that this course of action will be taken if they fail to act.
- 5.4 Enforced Sales are cost neutral as all costs associated with the process are recovered from the sale (by auction) of the property. The balance of the sale proceeds is paid into the Court for the owner to claim.
- 5.5 CPO action is not always cost neutral, as there may be a difference between the purchase price and the sale price. Every effort is made to avoid this. A basic loss payment (equivalent to 7.5% of the market price) may also need to be paid.
- 5.6 Of the 5 properties acquired through the CPO process so far, 4 have been sold at a profit, and this has helped keep the cost of CPO action neutral overall.
- 5.7 If Cabinet approval is obtained, the properties will not be sent immediately to the Secretary of State. Legal Services will write to the owners notifying them of the Cabinet's decision, since this often helps to focus the owner's attention on renovating the property and bringing it back into use.
- 5.8 The 12 empty properties, listed below, have been subject to the standard letters, grant offers, inspections and, where appropriate, Enforced Sale action:
- 73 a/b The Avenue N17
 - 3 Hale Road N15
 - 122 Albert Road N22
 - 14 Beechfield Road N4
 - GFF 5 Linden Road N15
 - 57 Mount Pleasant Road N17
 - 6 Elm Park Avenue N15
 - 77 Boyton Road N8
 - 17 Birkbeck Road N17
 - 34 Salisbury Road N4
 - 63 Mayes Road N22
 - 39 Broad Lane N15
- 5.9 A brief description of each empty property, together with photographs, is attached as **Appendix 1** of this report. Indicative valuations suggest that the 12 empty properties may be worth between £140,000 and about £350,000.



Haringey Council

5.10 All properties for which the Council is owed money will first be subject to the Enforced Sales process, as this is cost neutral. In such cases, authorisation is being sought for CPO action to be taken against the owner in the event of them settling the date and still failing to bring the property back into use.

5.11 Properties will only be submitted to the Secretary of State when all other options have been exhausted and funding is available to complete the compulsory purchase and sale of the property.

6. Comments of the Chief Finance Officer and financial implications

6.1 This report seeks approval to submit to the Secretary of State a total of 12 properties for Compulsory Purchase Orders, following the failure of the owners to repair and bring the properties back into use.

6.2 The use of CPOs has both capital and revenue implications for the Council. A capital provision is required to acquire a property and this takes the form of a payment to the displaced owner based on an independent valuation of the property in its existing state on the day of possession. This payment is initially funded from capital receipts, to be repaid once the sale of the property is executed.

6.3 Disposal is to a Registered Provider, ideally. Sale to a developer through an estate agent using sealed bids has also been used. To ensure the new owner renovates the property immediately following sale, the property is exchanged with the new owner but completion only occurs once the work has been finished and inspected. Property Services oversee this part of the process.

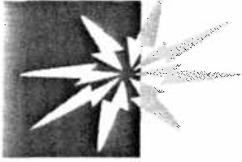
6.4 The initial capital budget for Compulsory Purchase Action was £700,000.00. This has already been used (and recycled) to purchase the 5 properties which have so far gone through the whole CPO process. 4 properties were sold on at a profit which has meant that the money can be offset against the one which has been sold at a loss to a Registered Provider.

6.5 A new capital bid in the sum of £500,000 is being made as a part of the budget setting process for 2013/14. The outcome of this bid is unknown at the time of writing this report. Any CPO action should only proceed once this budget provision has been made.

6.6 To keep the risk to the Council at a minimum, properties, following confirmation of the Order will be acquired and sold one at a time.

7. Head of Legal Services and legal implications

7.1 The Head of Legal Services comments that the appropriate powers of acquisition are contained in section 17 of the Housing Act 1985 which are specifically designed for acquisition in these circumstances.



Haringey Council

7.2 The report also contemplates disposal. Power of disposal is contained in section 32 of the Housing Act 1985. The specific consent will be dependent on the purchaser(s), and Legal Services should be consulted once the properties are ready to be disposed of.

7.3 The Head of Legal Services confirms that, as this is a key decision, that decision must not be made unless at least 28 clear days public notice of the intention to make the key decision has been published via the forward plan.

8. Equalities and Community Cohesion Comments

8.1 There are no equalities implications for this proposal. The Council is committed to creating safer neighbourhoods, stronger communities and making Haringey a better place to live and work. This programme meets these aims and provides encouragement to those residents living with the problems that long term empty properties bring to an area. The CPO process also supports the provision of varying types and sizes of dwellings which are now required to meet the need of Haringey's diverse communities.

8.2 Vacant properties have a negative effect within areas. Squatting has become a very serious problem in London and many long term empty properties will become squatted at some time as it becomes well known in the neighbourhood that they are empty. Out of the 12 properties in this report, 2 currently have squatters living in them.

9. Head of Procurement Comments

9.1 Not applicable.

10. Policy Implications

10.1 The use of Compulsory Purchase powers as an enforcement tool to bring empty properties back into use is included within the Housing Strategy and supports regeneration programmes especially the work associated with Tottenham.

11. Use of Appendices

11.1 Appendix 1 - Property description and photographs

11.2 Appendix 2 - Maps of property location

12. Local Government (Access to Information) Act 1985

12.1 CPO enforcement action is endorsed within the Council's Housing Strategy.

12.2 Detailed plans identifying all properties have been made available to scale through Property Services and are attached as Appendix 2 to this report.

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17 Birkbeck Road N17



- 3-bedroom terraced house that has been empty for 15 years.
- 5 CPO letters sent.
- Owner made no contact at all until 4 months after forced entry visit to see inside of property. He has said that he wants to renovate the house and to let it out, but has failed to do so.

3 Hale Road N15



- 3-bedroom terraced house that has been empty for 4 years and has been squatted several times.
- 5 CPO letters sent.
- Owner has said he wants to renovate the house and to let it out, but has done nothing in the three years since his first contact with the Council.

73 a/b The Avenue N17



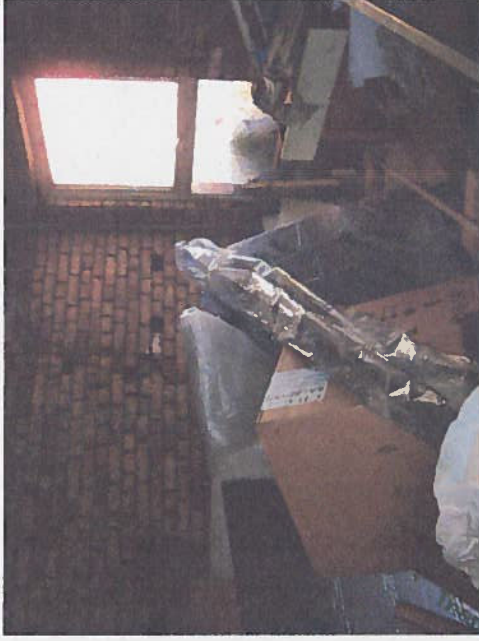
- 3-bedroom terraced house that has been empty for 24 years since the current owner purchased it.
- 5 CPO letters sent.
- Owner's son was meant to be renovating the property but has made no progress since the owner's first contact with the Council five years ago.

122 Albert Road N22



- 2-bedroom maisonette that has been empty for 15 years.
- 5 CPO letters sent.
- Owner says he will renovate the property and let it out, but has done nothing in the two and a half years since his first contact with the Council.

14 Beechfield Road N4



- **5-bedroom terraced house that has been empty for 14 years since the current owner purchased it.**
- **5 CPO letters sent.**
- **Owner says he will renovate the property himself, but has not managed to do so in the last 14 years.**
- **[This owner also owns 57 Mount Pleasant Road N17 and the Ground Floor Flat at 5 Linden Road N15, both of which are now being recommended for compulsory purchase]**

6 Elm Park Avenue N15



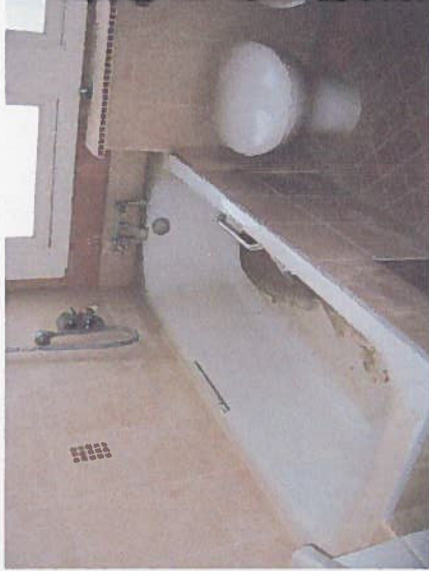
- 3-bedroom terraced house that has been empty for 6 years.
- 5 CPO letters sent.
- Owner says he will renovate the house himself, but has failed to do so.

Ground Floor Flat 5 Linden Road N15



- 2-bedroom ground floor flat that has been empty for 17 years.
- 5 CPO letters sent.
- Owner says he will renovate the flat himself and let it out, but has failed to do so to date.
- [This owner also owns 57 Mount Pleasant Road N17 and 14 Beechfield Road N4, both of which are now being recommended for compulsory purchase]

34 Salisbury Road N4



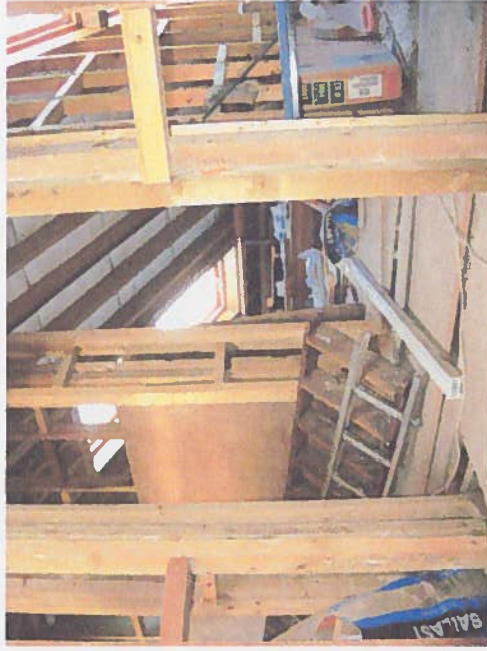
- 5-bedroom terraced house that has been empty for 10 years.
- 5 CPO letters sent.
- Owner has been renovating the house himself but has failed to complete the work or to let out the property.

63 Mayes Road N22



- End-of-terrace house that has been split into a 3-bedroom flat and two 1-bedroom flats) and has been empty for 11 years.
- 5 CPO letters sent.
- Owner says he will renovate the property and let it out, but has not done so.

57 Mount Pleasant Road N17



- **Very large terraced house that has had a loft conversion and has been empty for 11 years.**
- **5 CPO letters sent.**
- **Owner says he will renovate the property and let it out, but has failed to do so to date.**
- **[This owner also owns 14 Beechfield Road N17 and the Ground Floor Flat at 5 Linden Road N15, both of which are now being recommended for compulsory purchase]**

39 Broad Lane N15



- This property has previously been on the Council's Forward Plan (June 2009) and has been empty for 18 years.

- 5 CPO letters sent.

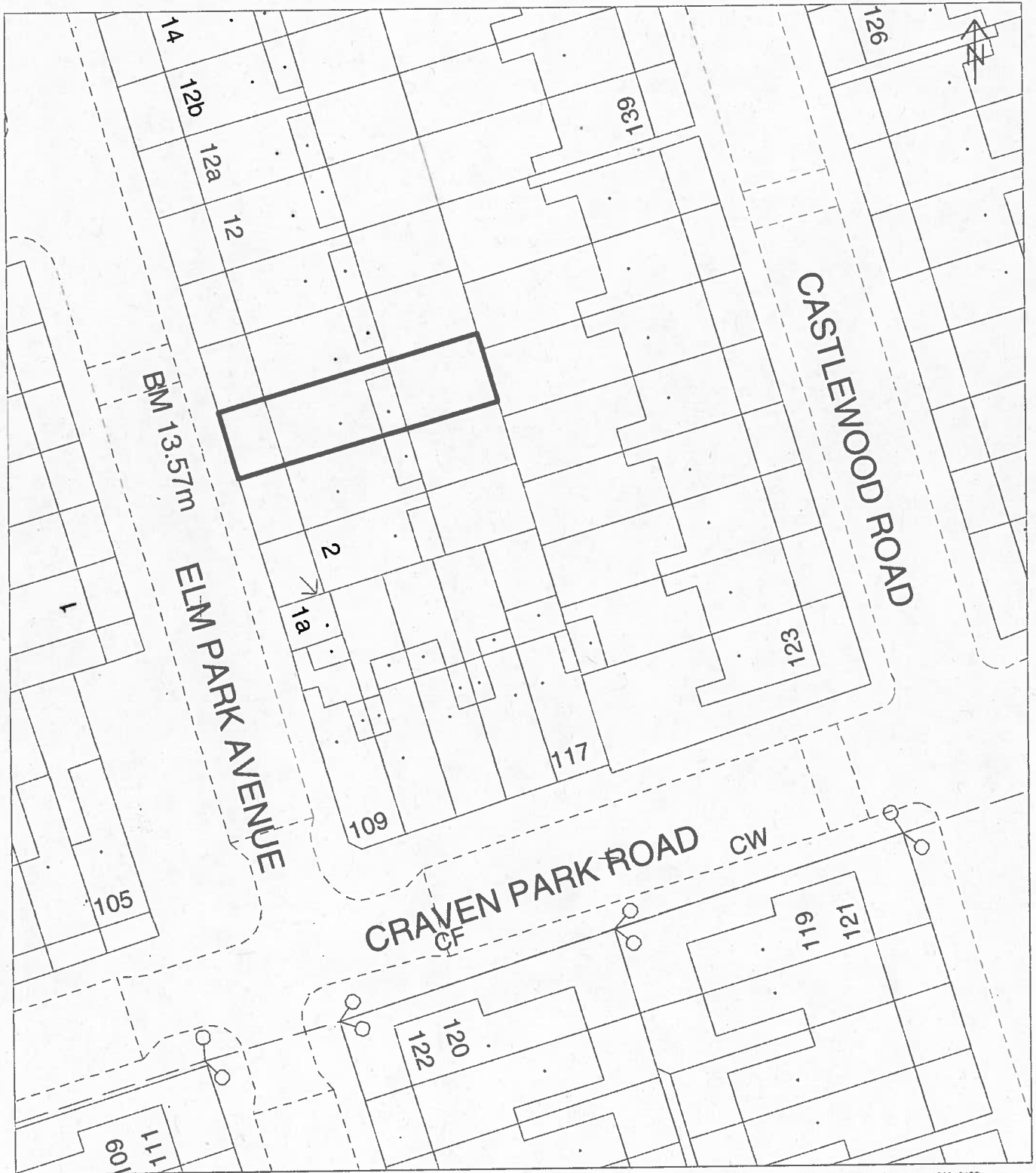
- Owner started works and re-roofed the building and started a rear extension. However, all internal floors and walls have been removed and the site has been padlocked with no progress for months.

77 Boyton Road N8



- 3-bedroom terraced house that has been empty for 2 years.
- 5 CPO letters sent.
- Owner says he will renovate the house himself and re-let it but he has done nothing to date and neighbours are being affected by the poor condition of the house.

Map referred to in the LONDON BOROUGH OF HARINGEY
(6 Elm Park Avenue London N15 6AT) COMPULSORY PURCHASE ORDER 2012



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FREEHOLD MX318663

Haringey Council
CORPORATE PROPERTY SERVICES

Site Area (square metres) : 150sq m

Overlay : Property Terrier

Plan produced by Janice Dabinett on 30/08/2012

Scale 1:500

Drawing No. BVES A4 2724

Map referred to in the LONDON BOROUGH OF HARINGEY
(17 Birkbeck Road London N17 8NH) COMPULSORY PURCHASE ORDER 2012



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FREEHOLD NGL489610

Haringey Council
CORPORATE PROPERTY SERVICES

Site Area (square metres) : 99sq m

Overlay :

Plan produced by on 30/08/2012

Scale 1:500

Drawing No. BVES A4 2712

Map referred to in the LONDON BOROUGH OF HARINGEY
(14 Beechfield Road London N4 1PE) COMPULSORY PURCHASE ORDER 2012



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FREEHOLD NGL369031

Haringey Council
CORPORATE PROPERTY SERVICES

Site Area (square metres) : 122sq m

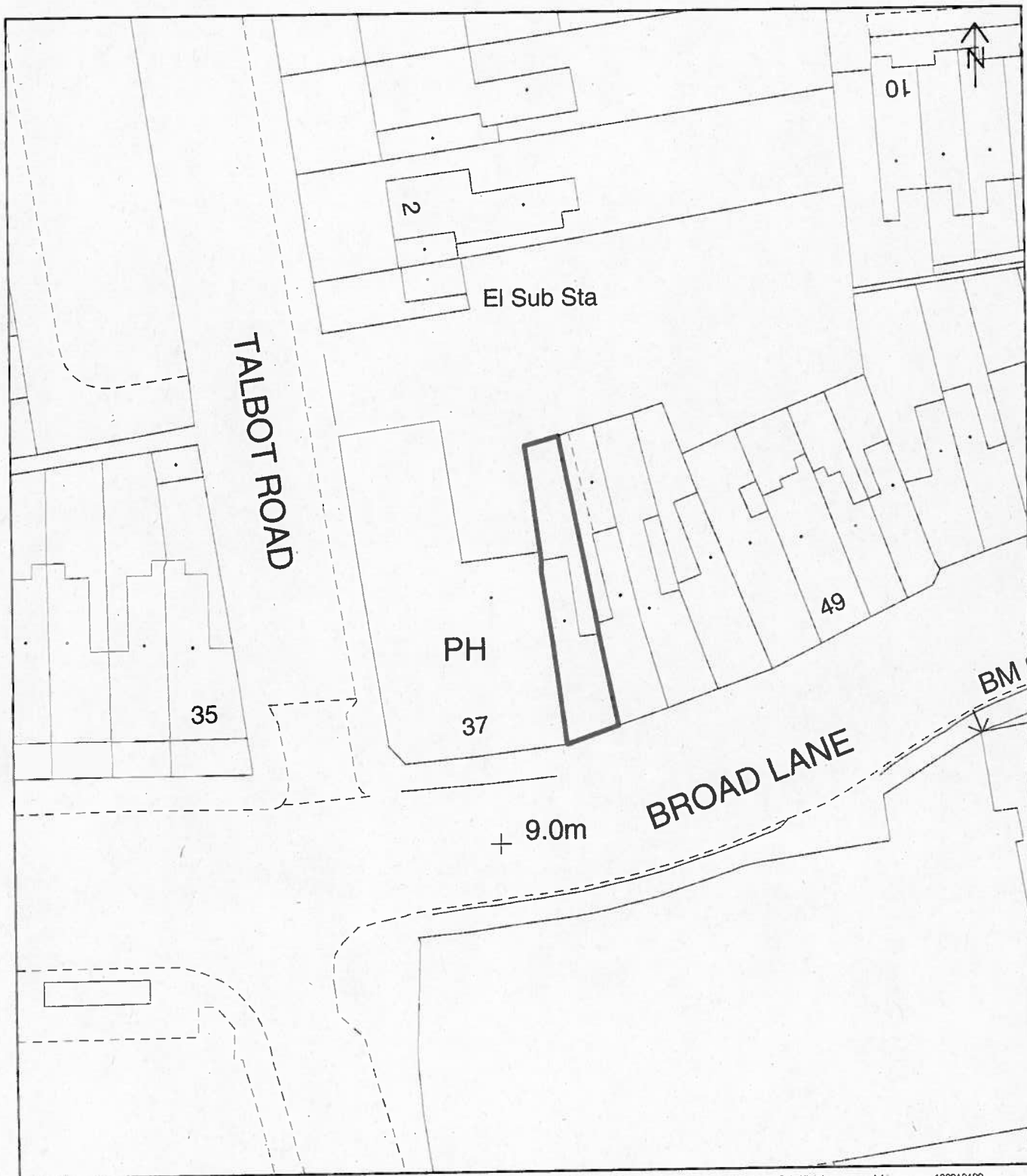
Overlay : Property Terrier

Plan produced by Janice Dabinett on 30/08/2012

Scale 1:500

Drawing No. BVES A4 2713

Map referred to in the LONDON BOROUGH OF HARINGEY
(39 Broad Lane London N15 4DJ) COMPULSORY PURCHASE ORDER 2012



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FREEHOLD MX441481

Haringey Council
CORPORATE PROPERTY SERVICES

Site Area (square metres) : 104sq m

Overlay : Property Terrier

Plan produced by Janice Dabinett on 30/08/2012

Scale 1:500

Drawing No. BVES A4 2714

Map referred to in the LONDON BOROUGH OF HARINGEY
(73 The Avenue London N17 6TB) COMPULSORY PURCHASE ORDER 2012



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FREEHOLD P123703

Haringey Council
CORPORATE PROPERTY SERVICES

Site Area (square metres) : 118sq m

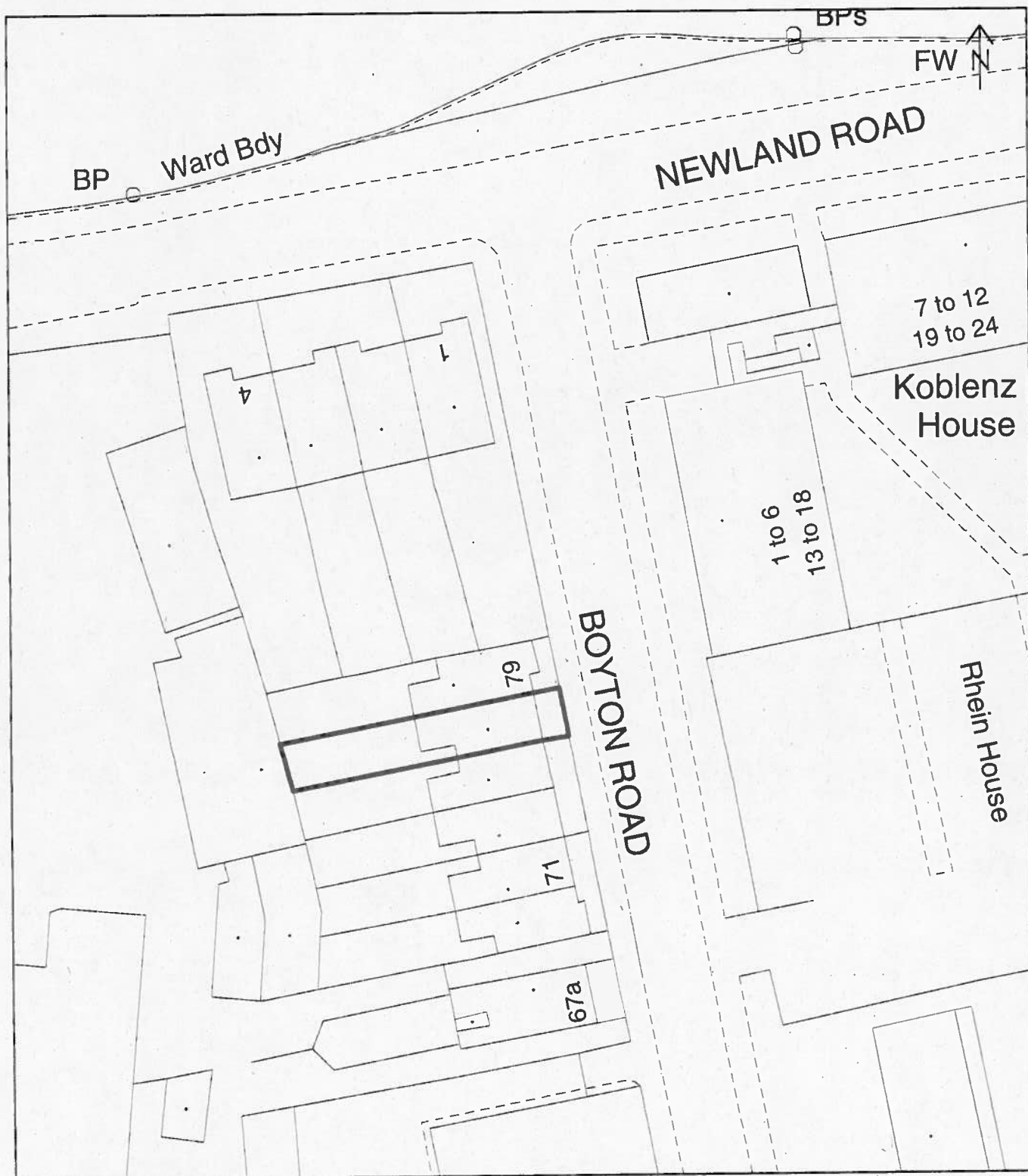
Overlay : Property Terrier

Plan produced by Janice Dabinett on 30/08/2012

Scale 1:500

Drawing No. BVES A4 2715

Map referred to in the LONDON BOROUGH OF HARINGEY
(77 Boyton Road London N8 7AE) COMPULSORY PURCHASE ORDER 2012



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FREEHOLD MX360160

Haringey Council
CORPORATE PROPERTY SERVICES

Site Area (square metres) : 108sq m

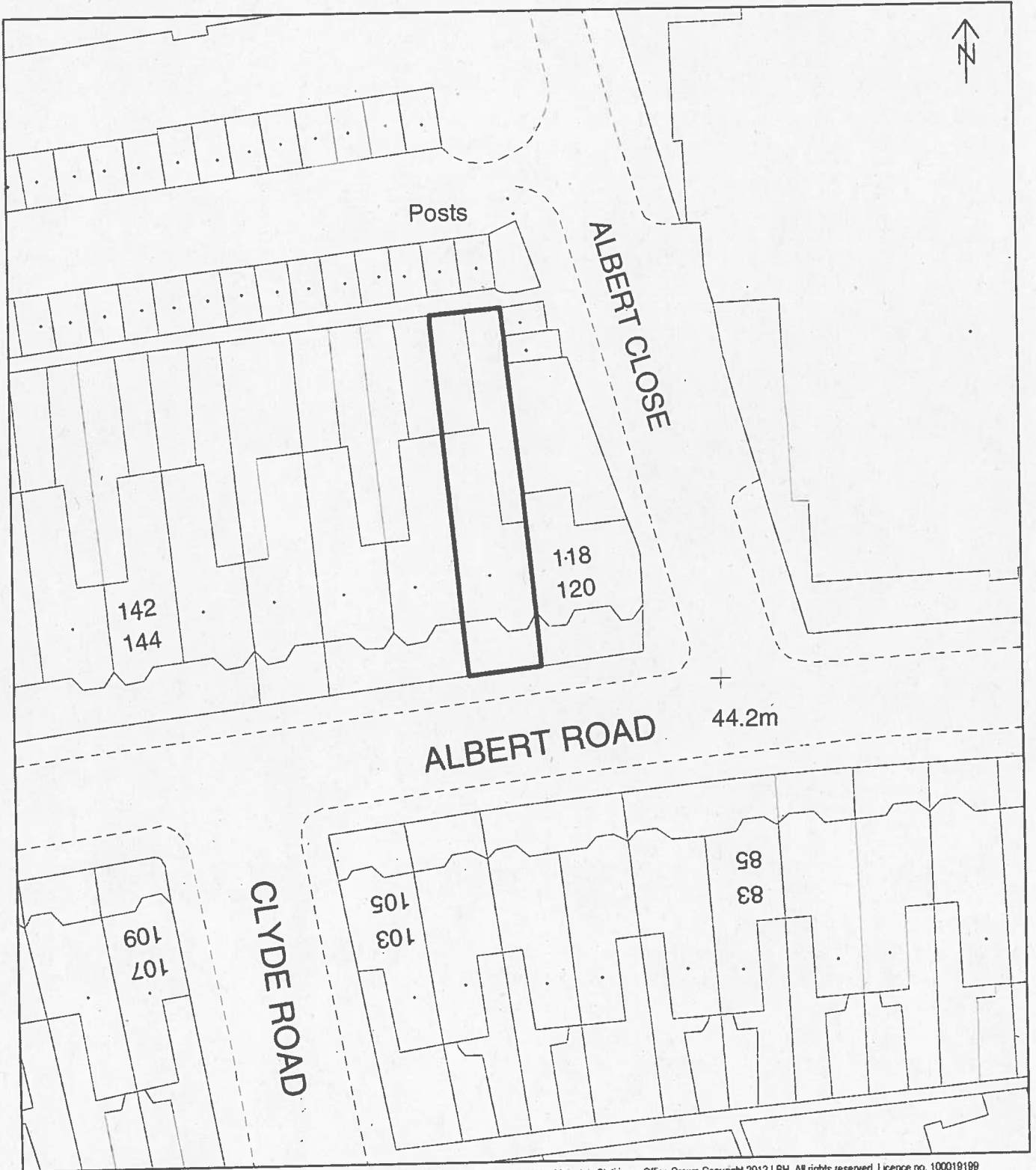
Overlay : Property Terrier

Plan produced by Janice Dabinett on 30/08/2012

Scale 1:500

Drawing No. BVES A4 2716

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FREEHOLD NGL447946

Haringey Council
CORPORATE PROPERTY SERVICES

Site Area (square metres) : 212sq m

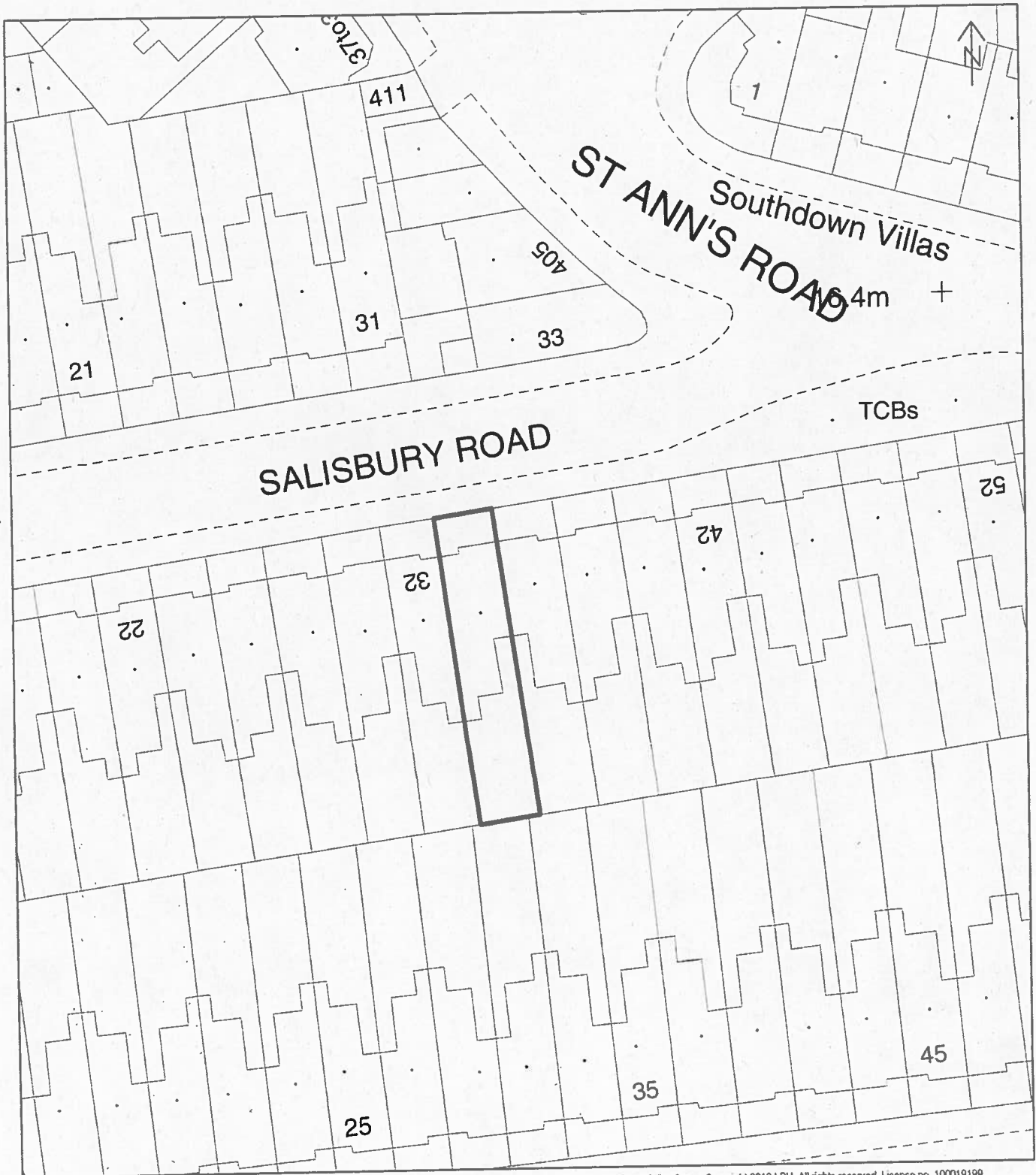
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FREEHOLD MX434527

Haringey Council
CORPORATE PROPERTY SERVICES

Site Area (square metres) : 147sq m

Overlay : Property Terrier

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Scale 1:500

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FREEHOLD MX250870

Haringey Council
CORPORATE PROPERTY SERVICES

Site Area (square metres) : 197sq m

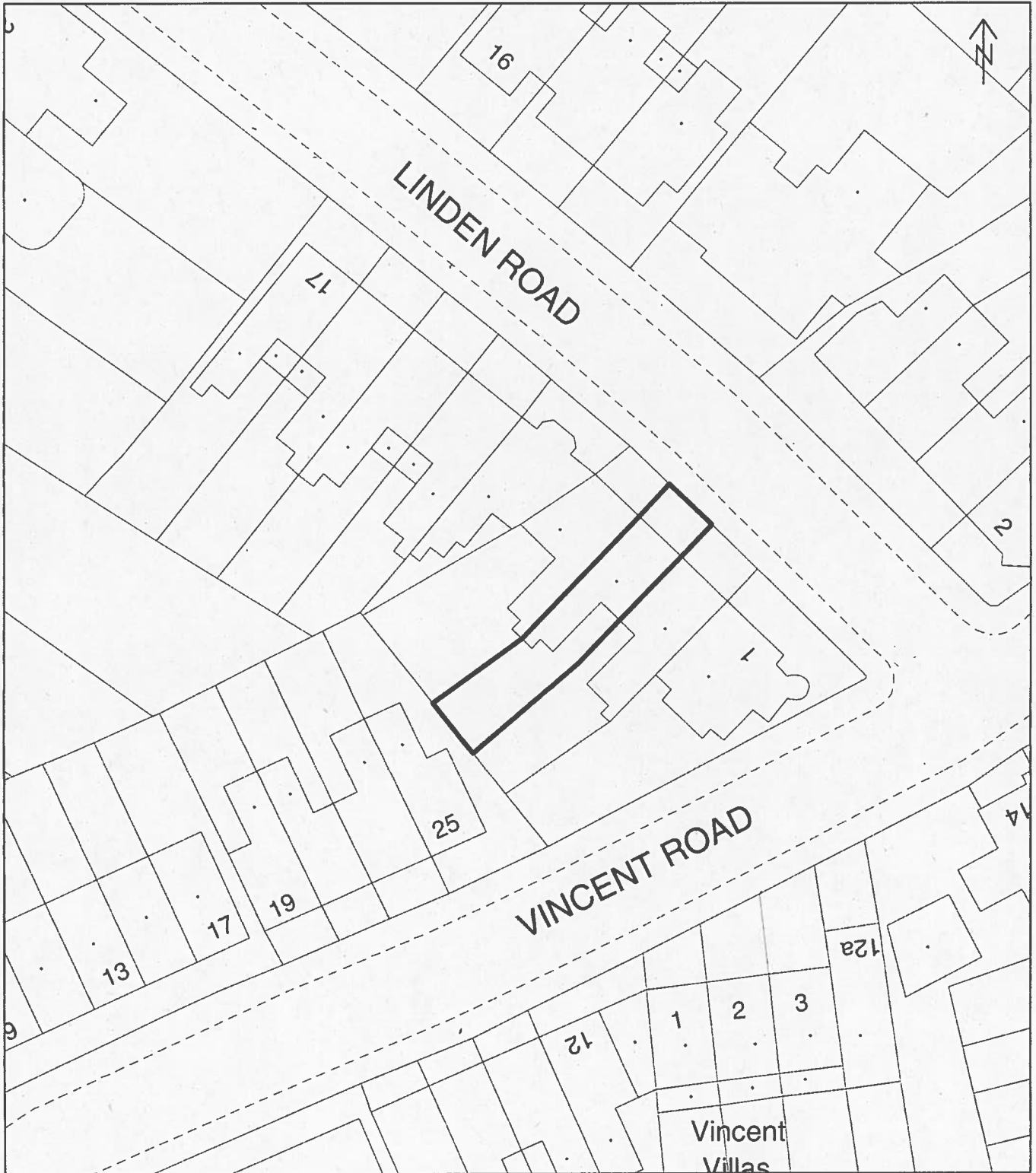
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Haringey Council
CORPORATE PROPERTY SERVICES

FREEHOLD MX305760

Site Area (square metres) : 149sq m

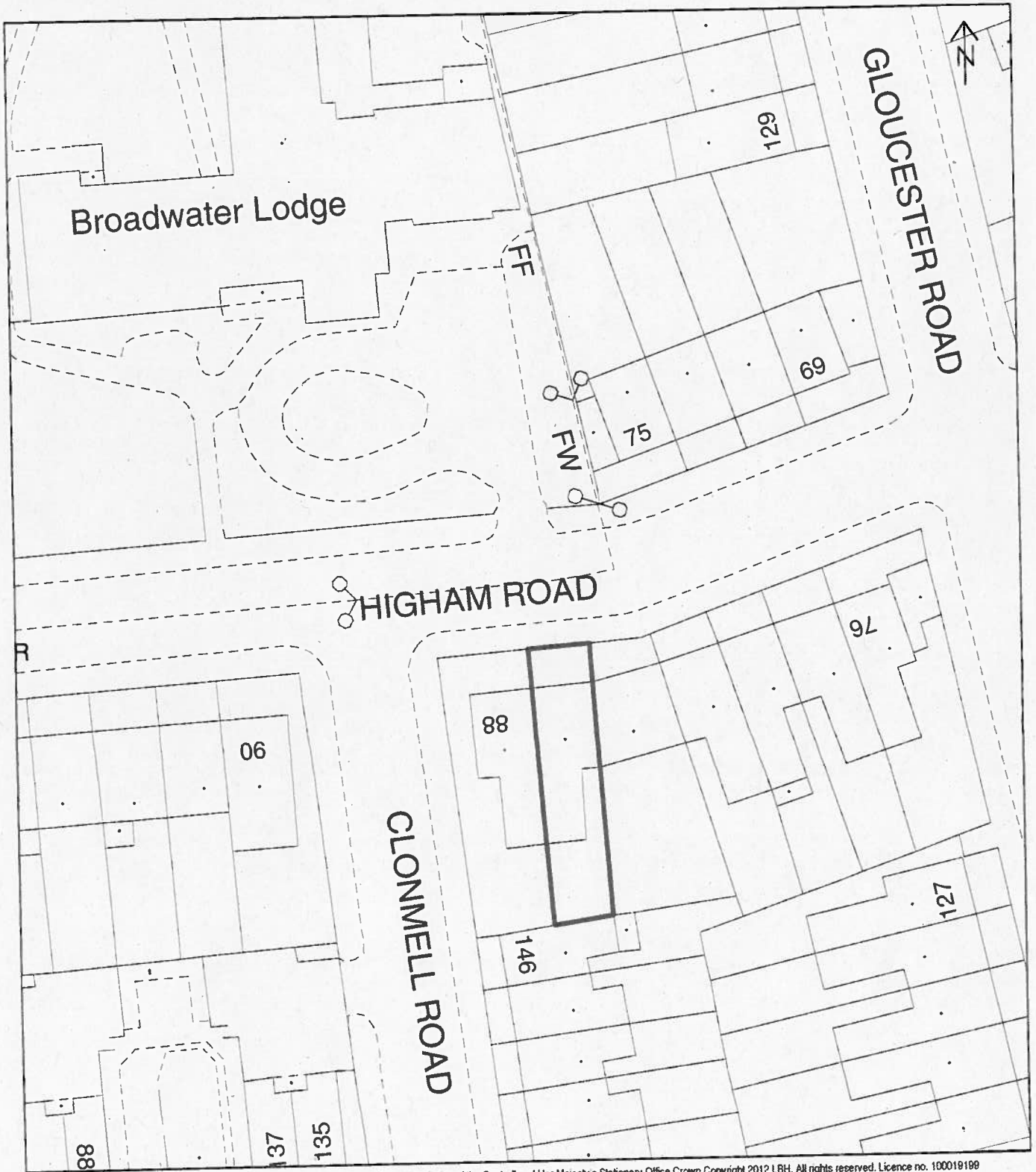
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FREEHOLD EGL240674

Haringey Council
CORPORATE PROPERTY SERVICES

Site Area (square metres) : 134sq m

Overlay : Property Terrier

Plan produced by Janice Dabinett on 30/08/2012

Scale 1:500

Drawing No. BVES A4 2721

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FREEHOLD MX182521

Haringey Council
CORPORATE PROPERTY SERVICES

Site Area (square metres) : 216sq m

Overlay : Property Terrier

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Scale 1:500

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Haringey Council
CORPORATE PROPERTY SERVICES

FREEHOLD NGL224971

Site Area (square metres) : 89sq m

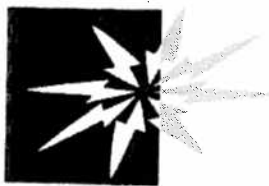
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Plan produced by Janice Dabinett on 30/08/2012

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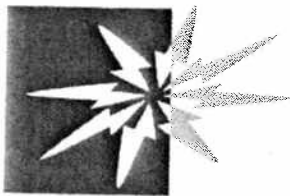
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Haringey Council

Report for:	Cabinet -18 December	Item number	To be added by the Committee Section
Title:	New Right to Buy Lease and Regulations		
Report authorised by :	Mun Thong Phung Director of Adult and Housing Services Tel: 020 8489 3385 Email: phungmt@haringey.gov.uk Signed: <i>M Thong Phung</i> Date: <i>10.12.12</i>		
Lead Officer:	Phil Harris Deputy Director for Community Housing Services Adult & Housing Services Directorate Email: phil.harris@haringey.gov.uk Tel: 0208 489 4338		
Ward(s) affected:	Report for Key Decision:		
All	Ward(s) affected: Key		



Haringey Council

1. Describe the issue under consideration

1.1 There has been a significant increase in the number of applications for the Right to Buy since the government increased the maximum discount to £75,000 in April this year. It is therefore appropriate to look at some new clauses and review the existing regulations in the standard Right to Buy lease. The new provisions will help to support the housing management policies for the building and estate and they will simplify the calculation of the management fees.

2. Cabinet Member Introduction (Councillor Bevan)

2.1 Changes to the Right to Buy lease

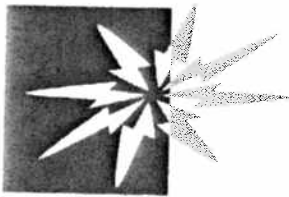
Proposed new clauses will make it easier for the Council to charge for its management costs and for the costs of late payments if leaseholders fall into arrears. The clause to enable setting up a reserve or sinking fund will assist new leaseholders in future to avoid unexpected large bills and will also help the Council with the collection of future major works costs.

2.2 New regulations for all leaseholders

The regulations will introduce improved standards and publicise the importance for all leaseholders of gas safety, internal wiring, overcrowding and fire safety measures (smoke alarms, and the banning of security grills). This will help to improve the overall safety of the Council's blocks of flats.

There will also be a new regulation to ban the disposal of items through sinks and bathrooms that could block the sewage pipes. Consultation has been carried out on all the proposals with existing leaseholders. Thus the new regulations will apply to all current leaseholders as well as to new leaseholders.

The consultation with leaseholders was carried out through a number of meetings of the Leasehold Panel and via letter and email responses in respect of observations received. As a result, the original proposals have been amended significantly so that leaseholders will now not be required to provide an annual gas certificate or to confirm in writing that they have installed a smoke alarm. However the proposed new regulations will still provide a valuable way of bringing to leaseholders' attention the importance of these issues for everyone in the Council's blocks of flats.



Haringey Council

3. Recommendations

Cabinet is asked to agree the following proposals contained in this report and details are provided in sections 5.2 and 5.3, and implementation and monitoring and enforcement are contained in sections 5.4 and 5.5:

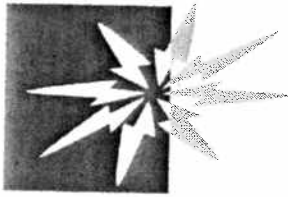
- a. New clauses in the standard Right to Buy Lease for all new leaseholders regarding:
 - i. **Arrears** – to charge all leaseholders the costs of late payments
 - ii. **Subletting** – to enable the landlord more easily to recover the administrative costs
 - iii. **Management fee** – to simplify the calculation
 - iv. **Reserve or sinking fund** for the costs of future major works for all leaseholders.
- b. New regulations for all leaseholders concerning:
 - i. Gas safety
 - ii. Internal wiring
 - iii. Overcrowding
 - iv. Ban on security grills over windows and doors and stricter enforcement of standards relating to the outer doors of leaseholders' properties
 - v. Disposal of waste through the sewage and waste water pipes.

4. Alternative options considered

The consideration of other options was not relevant in this context.

5. Background information

A standard lease is used for the sale of all residential properties where the Council is the landlord. Although various changes have been made to the lease over the years the core part (which is common to all the leases issued by the Council) is regarded as very sound and it has not been subject to any significant challenge to date. From time to time it has been necessary to clarify the inherent principles of the lease or to incorporate new legislative provisions.



Haringey Council

The Council's lease, clause 4, sub-clause 5 allows for the right to introduce new regulation for all leaseholders subject to them not being unduly burdensome or onerous.

5.1 Consultation with leaseholders

5.1.1 Tenants- The proposed additions and amendments to the Right to Buy Lease were discussed at the June meeting of the Tenancy and Estate Management Panel. They considered that the proposals were fair and reasonable.

5.1.2 Leaseholder- A consultation paper was circulated to all leaseholders on email and with the June issue of Homes Zone. Subsequently an article was published in the July issue of Leaseholder News about the results of the consultation and about the new regulations. In response a significant number of observations were received from leaseholders.

The introduction of the new regulations was discussed at four meetings of the Leasehold Panel (May, June, July and September 2012). The majority of the Panel were in favour of the proposals which they felt would assist in improving the general safety of all residents. However some felt that the proposals would place a significant burden on leaseholders, especially those in financial hardship. In particular quite a lot of those who submitted observations said the requirement to provide a gas certificate annually in respect of gas safety would put an additional burden on them.

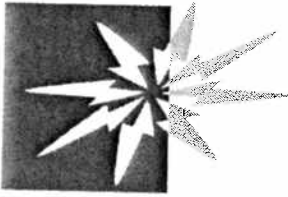
This was the original proposal but as a result of the consultation it has been withdrawn. Quite a lot of leaseholders were opposed to it and also the cost of compliance monitoring would have been quite considerable. In addition the proposal requiring leaseholders to provide annual confirmation in respect of a smoke alarm has been amended so that it is now only advisory.

5.2 The proposed new lease clauses

These will be included in all new leases.

5.2.1 The management fee

The Council will be enabled to charge the leaseholder a reasonable amount on a flat rate or a percentage basis to recover the Council's management



Haringey Council

costs – it will not state that they should be calculated in relation to the building and the estate.

The method of calculation included in the current text of the lease theoretically requires detailed costings for the building and the estate, which are impractical to produce since virtually all management costs are incurred centrally. The proposed change will result in a considerable simplification of this process.

5.2.2 Sinking fund for future major works

New leaseholders will have to pay into a sinking fund or reserve fund every year as part of their annual service charge. The new clause will make the Council's right to do this more explicit.

The amount of the annual payments will be based on the estimated future maintenance requirements. When major work is carried out money will be withdrawn from the sinking fund by the Council as the landlord to pay towards the cost of the work. This is the standard policy of some housing associations.

It will have a number of benefits in Haringey including spreading the burden of payments for leaseholders and giving the Council more certainty on the collection of major works charges.

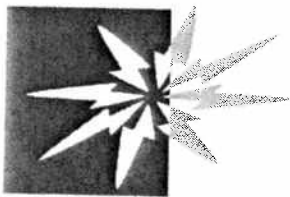
5.2.3 Charging of recovery and litigation costs

It is proposed that the Council as landlord will have the right under the lease to charge interest (after 21 days) on arrears of payment and additional provisions to recover the administrative and legal costs of collecting any arrears.

The current standard lease requires that all service charges should be paid quarterly in advance. The landlord can take action if payment is not received within 21 days of the due date. It is therefore proposed that the landlord should have the additional right to charge interest and other recovery costs relating to overdue payments if they are not received within 21 days.

5.2.4 Annual fee for subletting

Leaseholders will continue to be required to inform the Council when they sublet their properties. They will then have to pay an annual charge for the recovery of the costs of administration when a property is sublet.



Haringey Council

At present there is only a provision under the current lease for a registration charge which is payable whenever the property is sublet. In March this year Cabinet approved a policy of giving leaseholders the option of paying a lower fee on an annual basis as an alternative to the registration fee. It is proposed that the annual fee will be made mandatory in respect of new sales of the Council's properties under the Right to Buy. The reason is that the landlord must have permanent administrative arrangements in place in order to keep the records for sublet properties up to date and to respond to queries and problems as they arise.

5.3 The proposed new regulations

These will apply to all leaseholders regardless of when they purchased their properties.

5.3.2 Gas safety

The proposed new regulation will give the Council the right to see on request a copy of a gas safety certificate or a copy of a check-list from a certified contractor showing that a satisfactory service check has taken place.

The Health and Safety Executive advises that everyone should ensure that all gas appliances, flues and pipework are installed, regularly maintained and serviced annually by a properly registered gas engineer. The Council as landlord has to carry out annual gas checks for all its tenanted properties.

5.3.3 Internal wiring

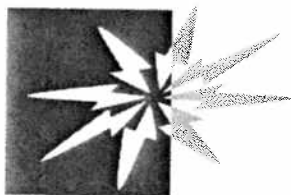
The regulation will state that the leaseholder must ensure that the condition of the internal electric circuits, wiring, fixtures, fittings and equipment in the flat are in a safe and serviceable condition.

5.3.4 Overcrowding

It will state that the leaseholder must not allow their property to become overcrowded. There are clear standards laid down by Part 10 of the 1985 Housing Act. This particularly applies to leaseholders who sublet their properties.

5.3.5 Disposal of waste through the sewage and waste water pipes

This is to prohibit the disposal of materials or substances through sinks, baths, lavatories, cisterns or waste or soil pipes in the flat that might cause a blockage or contamination of the sewage system.



Haringey Council

5.3.5 Ban on security grills over windows and doors and stricter enforcement of standards relating to the outer doors of leaseholders' properties

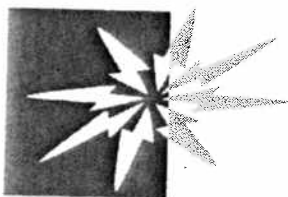
Security grills- The new regulation will state that the leaseholder must not erect any security grill or gate over or across the windows or the front door or any other external door of the flat without the prior written consent of the Council. This is because grills often block escape routes or obstruct access for the fire service. London Fire Brigade has confirmed that grills should definitely not be fitted where 'Secure by Design' doors have been installed.. They also detract from the appearance of the Council's buildings and estates.

Exterior doors- Stricter enforcement of the standards for exterior doors is necessary because fire rated doors are often required in blocks of flats. It is also necessary they should withstand forced entry. Therefore closer monitoring and enforcement of the standards for fire safety and security is required particularly in relation to external doors which leaseholders have replaced.

The Council has upgraded its specification for its replacement doors in all its properties to provide greater security and to improve the general aesthetic appearance of its buildings. They are now all 'Secure by Design' glass reinforced plastic doors. In addition it is undertaking fire assessments in all its blocks of flats. As a result of these considerations it has been ascertained that the doors in many blocks need to be fire-rated doors. In view of these factors the Council will have to exercise its powers under the lease to ensure that leaseholders' doors meet the necessary standards, replacing them where necessary.

5.3.6 Replacement of external doors

This will provide the council with the provision to further regulate the style and design of external doors and provide further powers with which to enforce breaches by leaseholders who change the exterior doors without consent and in a style not fitting with council policy. This will also assist in maintaining the appearance of the block/estate. In addition the council will have the right to replace doors where leaseholders have failed to adhere to the Council's specification.



Haringey Council

5.4 Implementation

Once approved by the Cabinet, a copy of the new regulations will be provided to all leaseholders.

5.4.1 Monitoring and enforcement

There will be a proactive policy of responding to problems as they arise. This will be facilitated by Council's existing powers under the terms of the lease, principally clause 4, subclause 10 which provides the right to inspect and to carry out any necessary work as described below:

5.4.2 Right to inspect the inside of the flat

The landlord has the right of access to the flat (after giving 48 hours notice) if there are any significant concerns about safety issues relating to gas, electricity, water and so on. Thus in buildings where the Council has replaced or is planning to replace gas boilers or internal wiring in its tenanted properties, it will now be possible with the new regulations to make leaseholders more aware of the necessity of ensuring that their flats also meet the necessary standards of gas and electrical safety.

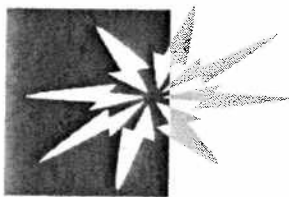
5.4.3 Right to carry out necessary work

Clause 4(10) also gives the landlord the right to carry out work inside the leaseholder's flat on a fully rechargeable basis where it is considered necessary for the safety of the building. Hence if it is found that the internal wiring or the gas appliances in a flat are in a very poor condition the Council will be able to take action if the leaseholder declines to do so.

6. Comments of the Chief Financial Officer and Financial Implications

6.1 If the recommendations of this report are agreed, new clauses will be inserted into the leases for RTB properties that will affect existing and future Leaseholders.

6.2 The current method of calculation of the management fee is to be simplified and be defined as 'a reasonable amount to recover the Council's management costs.' This simplification will reduce the administrative burden and confusion among leaseholders. It is also likely to lead to a higher recovery rates. The successful operation of a sinking fund will require the establishment of robust administrative and accounting procedures.



Haringey Council

- 6.3 The proposal to set up a sinking fund for future major works is likely to make these costs more manageable for leaseholders by spreading the cost over a number of years and is also likely to lead to an increased recovery rate.
- 6.4 Allowing the Council to charge a fee for interest on arrears and the associated legal costs for leaseholders who do not pay their debts will reduce the costs that have to be met by other Leaseholders and tenants within council housing.
- 6.5 The introduction of an annual fee for subletting will provide the administrative basis for the Council to maintain up to date details of Leaseholders and their tenants living in Council Housing. The fee is likely to be set at an amount to meet the administrative costs.

7. Head of Legal Services and Legal Implications

Legal Services have advised HfH on the proposed changes in conjunction with Queen's Counsel, and are of the view that there are no legal implications arising out of the proposed amendments to the lease.

The Head of Legal therefore agrees to the recommendations to insert new clauses in relation to the Arrears of Service Charge, the Management Fee, the Reserve or Sinking Fund and Sub letting and to make new regulations.

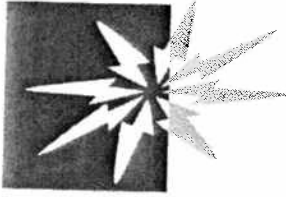
8. Equalities and Community Cohesion Comments

The Policy and Equalities Team have been consulted in the preparation of this report and they comment as follows:

"It is not immediately apparent that on the whole, the proposals will have adverse implications for any of the groups identified for protection (i.e. persons that have any of the protected characteristics) and detailed in section 4 of the Equality Act 2010. However, consideration should be given to two equalities related issues which may have a bearing on the proposals.

- i. Communication/provision of relevant information – Translations

Many of the existing and potential leaseholders may not have English as their primary language and may have difficulty understanding the changes and what



Haringey Council

they would mean for them. There may therefore be a need to offer translation of the relevant documents and information to those who may have this problem. This applies also to people who may be visually impaired and may therefore need information in formats that they can easily access.

ii. Ban on security grills – implications for fear of crime

Perhaps people install these grills to mitigate their fear for their personal safety and for the security of their homes and belongings. Any blanket ban may expose vulnerable people, especially older people and children to increased fear of crime against their persons and homes. Consideration should be given to accompanying the ban with alternation measures to enhance protection from crime.

Implementation of the proposals should be followed by equalities monitoring and any disproportionate impact on any of the protected groups should be identified and addressed by the Service.

The proposals have no obvious cohesion implications”.

9. Head of Procurement Comments

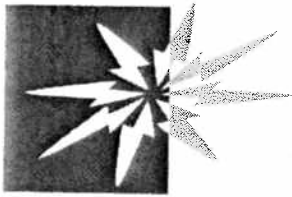
Not Applicable

10. Policy Implications

The new regulations will better enable the Council to ensure that leaseholders meet their responsibilities under the lease, especially in relation to sublet properties. This will help the Council in enforcement action and reduce its maintenance obligations regarding the structure of the building. It will assist it in making the best use of its housing stock and meeting its statutory obligations.

11. Reasons for Decision

The government’s increase of the Right to Buy discount is likely to lead to an increase in the sale of Council flats. In addition there is an increasing trend for leaseholders to sublet their properties. These factors require additional regulations to enable the Council as the landlord to make leaseholders more



Haringey Council

aware of their responsibilities both before and after they purchase their properties.

12. Use of Appendices

None

13. Local Government (Access to Information) Act 1985

- Standard right to buy lease
- Schedule 6 of the Housing Act 1985

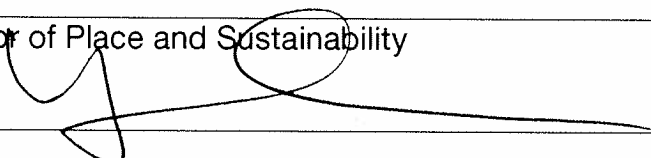
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Haringey Council

Report for:	Cabinet 18 th Dec 2012	Item Number:	
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Title:	Designation of Highgate Neighbourhood Forum and Neighbourhood Area
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Report Authorised by:	Lyn Garner, Director of Place and Sustainability 
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Lead Officer:	Clodagh McGuirk, Planning Policy Officer
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Ward(s) affected: Highgate and Crouch End	Report for Key/Non Key Decisions: Key Decision
--	--

1. Describe the issue under consideration

- 1.1 The report considers the designation of the cross borough Highgate neighbourhood area and neighbourhood forum under the provision of the Localism Act 2011.
- 1.2 The reports sets out the content of the applications submitted to Camden and Haringey Councils and summarises the responses to the consultation on those applications.
- 1.3 The applications show the area in which the group intends to use the new neighbourhood planning powers; and the proposed forum who intend to prepare a Neighbourhood Plan arising from the Localism Act and the supporting Neighbourhood Planning (General) Regulations 2012.

2. Cabinet Member introduction

- 2.1 This is the first application submitted to Haringey under the Neighbourhood Planning Regulations, 2012. As a cross borough application it has allowed an opportunity for partnership working between Haringey and Camden. Officers have been working well together and will continue to work closely throughout the process.



Haringey Council

2.2 Legislation requires local authorities to consider applications for proposed neighbourhood areas and neighbourhood forums, and formally designate, or refuse to designate, the area and forum. This paper sets out the considerations by which the Council can make a decision to designate or refuse the proposed Highgate neighbourhood area and neighbourhood forum.

3. Recommendations

3.1 It is recommended that:

1. Cabinet note and agree the responses to the consultation on the applications for the Highgate neighbourhood area and neighbourhood forum, as set out in Appendix A (Subject to similar determinations by the London Borough of Camden in respect of that part of the neighbourhood area and forum within Camden).
2. Cabinet agree that pursuant to Section 61G and 61I of the Town and Country Planning Act 1990 to designate the Highgate neighbourhood area, as set out in Appendices B and C.
3. Cabinet agree that pursuant to section 61F of the Town and Country Planning Act 1990 to designate the Highgate neighbourhood forum, as set out in the Appendices D and E.

4. Alternative options considered

4.1 No alternative options. This legislation is now in force and local authorities are required to facilitate the process.

5. Background information

- 5.1 Neighbourhood Planning was introduced by the Localism Act 2011 which amended current planning legislation by adding new sections and schedules. These came into force on 6th April 2012. Regulations have also been made which specify the procedures which must be undertaken when implementing the new arrangements.
- 5.2 This change in the planning system allows communities to influence the development and growth of their local area through the production of a neighbourhood development plan, a neighbourhood development order or a community right to build order.
- 5.3 In Haringey, neighbourhood planning will be taken forward by 'neighbourhood forums' that will designate a 'neighbourhood area' for which to focus their proposals.



Haringey Council

- 5.4 The Highgate group are the first community group in Haringey to make use of the new legislation.

Summary of the Applications

- 5.5 In line with the Neighbourhood Planning (General) Regulations 2012 the Highgate group submitted two separate applications to Camden and Haringey Councils on the 7th August 2012; one for the proposed neighbourhood area and one for the proposed neighbourhood forum.
- 5.6 Under Regulation 5, relating to the **designation of a neighbourhood Area**, the group submitted the following relevant information;
- A map identifying the proposed neighbourhood area (Appendix B)
 - Application for Highgate neighbourhood area (Appendix C)
 - Statement that the organisation is a relevant body (Appendix D)
- 5.7 The group identified the proposed neighbourhood area by starting with the N6 post code and modified it through discussions with neighbouring communities. These discussions have been ongoing to ensure agreement on the boundary with local residents and businesses.
- 5.8 Camden and Haringey Councils are satisfied that the application submitted for designation of a neighbourhood area meet the requirements set out in Regulation 5 and section 61G of the Town and Country Planning Act 1990.
- 5.9 Under Regulation 8, relating to the **designation of a neighbourhood forum**, the group submitted the following information;
- Application for Highgate neighbourhood forum (Appendix D)
 - Written constitution of the proposed neighbourhood forum (Appendix E)
- 5.10 Camden and Haringey Councils are satisfied that the application submitted for designation of a neighbourhood forum meet the requirements set out in Regulation 8 and section 61F(5) of the Town and Country Planning Act 1990.
- 5.11 The proposed Highgate neighbourhood forum has 150 individual members and a committee of 21 people, including six Councillors from the relevant Camden and Haringey wards. The Haringey Councillors involved are Councillors Allison, Hare and Williams.
- 5.12 The neighbourhood forum application states that the committee engaged its members through leaflets delivered across the area, forum questionnaires, a dedicated web site and mentions on other websites and in the press. The Committee endeavours to reach all sectors of the community from across all geographical areas. This is an ongoing process and they will continue to engage



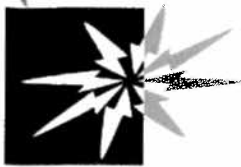
Haringey Council

with as many individuals, businesses and residents associations as possible through a variety of ways.

- 5.13 The group has so far engaged with various sub groups in the area including schools, residential and care homes, businesses and disabled people.

Consultation on the applications for the proposed Highgate neighbourhood area and neighbourhood forum

- 5.14 The Councils carried out a joint consultation on both applications to avoid consultation fatigue and expense. Under Regulations 6 & 9 (Neighbourhood Planning (General) Regulations 2012) the Councils were required to publicise the applications to those who live or work in the area to which the applications refer.
- 5.15 The consultation took place between the 20th September and the 2nd November 2012.
- 5.16 All Haringey Members were notified of the submitted applications and the consultation.
- 5.17 The consultation was publicised through advertisements in the Ham and High and the Muswell Hill and Crouch End Journal; site notices around the proposed area; web site updates and; email and postal mail out.
- 5.18 A total of 32 responses to the consultation of the applications were received. The summary of these representations and the Council's response are set out in Appendix A. The majority of the representations express support for the designation of the neighbourhood area and the establishment of the neighbourhood forum. Two objections were received in relation to neighbourhood area boundary; one from a residents' association and one from an individual - both representing Haringey residents.
- 5.19 These representations object to their streets, Stanhope Gardens, Claremont Road and Maybury Mews, being included in the boundary of the proposed neighbourhood area. The main points raised include the following:
- The residents feel that they do not identify with Highgate village and area and are more inclined to visit and be involved with Crouch End town centre and area.
 - They feel that they would prefer to be part of the Crouch End neighbourhood area if one was proposed in the future.
 - They feel they were not consulted sufficiently by the Highgate neighbourhood forum committee.
- 5.20 The Council can only refuse a neighbourhood area application based on planning grounds and in this case we do not see these areas as separate in planning terms. For example, the streets concerned and the rest of the proposed area are in the Highgate Conservation Area. In addition, although the objectors express clearly the



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reasons as to why they identify with the Crouch End area rather than the Highgate area, we are concerned that this may not necessarily be the view of every resident on the streets in question. Indeed, some individuals from the streets concerned have expressed their support for the proposed neighbourhood area.

- 5.21 The Localism Act, under 61(G)(6) states that modifications to designated areas can be made, which means that the inclusion of certain streets in the Highgate neighbourhood area does not prevent them from being included in a possible future neighbourhood area. If a proposal for a Crouch End neighbourhood area, for example, included some streets which were included in the designated Highgate neighbourhood area, then the Highgate neighbourhood area boundary would be reviewed and amended, if deemed suitable and appropriate. Neighbourhood areas cannot overlap.
- 5.22 In relation to the consultation processes carried out by the proposed Highgate group, Camden and Haringey Councils are satisfied that the requirements, as set out in the regulations, have been met.
- 5.23 The objectors have been notified explaining the Council's position in relation to their objections.

Cross borough working

- 5.24 Officers from Camden and Haringey have been working closely on managing this process, and will continue to do so to ensure consistency in advice to the forum and regulations are met throughout the process.
- 5.25 Camden and Haringey officers met with members from the Highgate neighbourhood forum committee on 14th August 2012 to discuss the submitted applications and the next steps of the process.
- 5.26 Camden will report to their Lead Member recommending agreement to designate the neighbourhood area and neighbourhood forum on the 17th December 2012.

Next Steps

- 5.27 If designated, the neighbourhood forum will develop the proposed neighbourhood plan to pre-submission stage, and will consult on the proposals with the wider community and other key stakeholders.
- 5.28 The final neighbourhood plan and accompanying material will be submitted to Haringey and Camden.
- 5.29 The Councils will then publicise the submitted plan for six weeks.
- 5.30 The neighbourhood plan will be assessed by an independent examiner using the relevant tests of soundness.



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- 5.31 The Councils will use the examiner's report to assess the neighbourhood plan and to approve or reject the proposal. This decision will then be publicised to stakeholders and all relevant information will be made available.
- 5.32 A referendum on the proposed plan will be held and all of those registered to vote in the neighbourhood area will be entitled to vote. A majority of votes in favour of the proposal is needed for the plan to be accepted.
- 5.33 If there is a majority vote in favour of the plan, the Councils will then adopt the plan and publish all relevant information.
- 5.34 The adopted plan will become part of Haringey's Local Plan and will complement, though not repeat or replace, local, regional and national plans.

6. Comments of the Chief Finance Officer and financial implications

- 6.1 The work on processing this application has been met within existing budgets. However as this is a new area of work created due to the Localism Act, it is likely that existing resources will be unable to deal with ongoing applications and work related to examination of Neighbourhood Plans and associated consultation and referendum prior to potential adoption. For this reason a growth bid for additional resources has been made as part of the 2013-14 budget process.

7. Head of Legal Services and legal implications

- 7.1 The provisions under which these applications were made and are being determined were introduced by the Localism Act 2011 as amendments to the Town and Country Planning Act 1990 and together with the attendant Regulations came into effect on 6 April 2012.
- 7.2 Determination of applications made under these provisions is an executive function and must be made by Cabinet.
- 7.3 The law provides that where a neighbourhood area and a neighbourhood forum fall within the areas of two or more local authorities the powers to designate are exercisable by those authorities. In this case it is essential that the decisions made by Haringey and Camden are similar in order to give full effect to these proposals. Consequently any decisions made upon these applications should be subject to similar decisions being made by Camden. If the authorities are minded to make different decisions, the applications should be remitted for further consideration.

8. Equalities and Community Cohesion Comments

- 8.1 When submitting a proposed neighbourhood plan the Highgate neighbourhood forum will be required to demonstrate how they consulted those who may be affected by the proposed plan.



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9. Head of Procurement Comments

NA

10. Policy Implication

- 10.1 As part of the Localism Act 2011, Neighbourhood Planning will result in additional planning policies to be incorporated in the Local Plan. If adopted, Neighbourhood Plans will be used to determine planning applications along with other relevant policies.
- 10.2 The Planning Policy team will continue to advise the Highgate neighbourhood forum when developing their proposed Plan to ensure that it brings forward robust policies which complement national, regional and local policies.

11. Reasons for Decision

- 11.1 In line with the Localism Act 2011 and the supporting Neighbourhood Planning (General) Regulations 2012, local authorities are required to facilitate the neighbourhood planning procedures.

12. Use of Appendices

- Appendix A: Summary of responses to consultation
- Appendix B: Proposed Highgate neighbourhood area
- Appendix C: Application for Highgate neighbourhood area
- Appendix D: Application for Highgate neighbourhood forum
- Appendix E: Highgate neighbourhood forum Constitution 2012

13. Local Government (Access to Information) Act 1985

NA

Appendix A – Summary of Consultation Responses to Highgate Neighbourhood Area and Neighbourhood Forum Applications

Name	Response	Council's Response	Action
Responses submitted to Council			
1 Gerald Walker	Fully supports the plan that Highgate be awarded Neighbourhood status. It is a defined geography which straddles more than one borough and this is unhelpful given the neighbourhoods desire to be regarded as a unity.	Support noted	No action
2 Katharine Ridler	Strongly supports the setting up of this Neighbourhood Forum	Support noted	No action
3 Gail Waldham	Supports the application to set up a Highgate Neighbourhood Forum	Support noted	No action
4 David Benson	Register support for the establishment of the said Forum	Support noted	No action
5 Susan Rose	Highgate CAAC fully supports this initiative	Support noted	No action
6 Norman Bernard	Supports the application	Support noted	No action
7 English Heritage	English Heritage supports Neighbourhood Planning as part of local management of the historic environment. For clarity, and in response to paragraph 5 of the 2012 Neighbourhood Planning Regulations we would encourage the Forum to briefly state the reasons for this inclusion, for example, in paragraph 5 or paragraph 7, of the application.	Support noted	No action
8 Harley Atkinson	Supports the application by the Highgate Neighbourhood Forum for designation, both in person and on behalf of the Fitzroy Park Residents' Association.	Support noted	No action
9 Nigel Solomon	Supports the application	Support noted	No action

Name	Response	Council's Response	Action
	<p>Response</p> <p>Friends of Waterlow Park is a voluntary body concerned to promote the wellbeing of the park and to represent park users and lovers. The committee discussed this initiative on several occasions and there was a clear majority in support of the proposal to include Waterlow Park in the Highgate Neighbourhood Forum. We recognise that park lovers and users come from wider parts of north London than the N6 area but we also recognise that the Park historically has been part of the wider Highgate area and if there are to be these Forums it has to sit somewhere. So we endorse the suggestions set out in the HNF application about the boundaries of the Forum being set to include Waterlow Park. However we would wish to continue to work closely with all those interested in the Park and expect to do this both across all the three local authority areas which about the park as well as any Neighbourhood Forum around the park which might be designated as such.</p>		
10	Ceridwen Roberts	Support noted	No action
11	John Kennedy	Support noted	No action
12	Environment Agency	Noted	No action

Name	Response	Council's Response	Action
	<p>The Neighbourhood Forum should be aware of the presence of designated sites within their proposed area, especially Hampstead Heath Site of Special Scientific Interest (SSSI), which is also designated as a Local Nature Reserve, as is Queen's Wood.</p> <p>The Neighbourhood Forum should ensure it has sufficient information to fully understand the impact of any proposals on these sites, where appropriate, and the importance of this in relation to development opportunities or proposals. Contact with the Borough Ecologist is recommended.</p>		
13	Natural England	Noted	No action
14	Highways agency	Noted	No action
15	Mr F W Crawley	Support noted	No action
16	Michael Hammerson	Support noted	No action

Name	Response	Council's Response	Action
<p>Responses submitted to Harrigey</p>			
<p>17 Louise Lewis</p>	<p>I wholeheartedly support the establishment of this Neighbourhood forum</p> <p>I am writing to express that residents of Milton Avenue and the surrounding area are very eager to be included in the proposed Highgate Neighbourhood Forum and Neighbourhood Area.</p> <p>We feel it is important that this area is included in the boundaries for the Highgate Neighbourhood Forum and Neighbourhood Area as this is often a forgotten and neglected area of the ward. I do hope that this does not become an exclusive Forum for Highgate 'Village' only, as they already have the Highgate Society, and this kind of project should be inclusive of the whole neighbourhood. Residents in the Milton's area (Milton Avenue, Milton Park, Milton Road, Hornsey Lane Gardens, Langdon Park Road and Northwood Road) are currently in the process of establishing a Residents Association and would welcome the opportunity to feed into the Forum if it goes ahead.</p>	<p>Support noted</p>	<p>No action</p>
<p>18 Christopher Riley</p>	<p>I live in the Miltons and am very keen that we should be part of the Highgate Neighbourhood Forum. All too often the distinction between Village and the other side of Archway is made and it really should not be. I would hope and expect that our inclusion in the forum would allow a more cohesive approach to Highgate. Having spoken to a number of residents about this I can assure you that those living and working in the area are keen to be part of the Forum.</p>	<p>Support noted</p>	<p>No action</p>
<p>19 Jill Gavaghan</p>		<p>Support noted</p>	<p>No action</p>

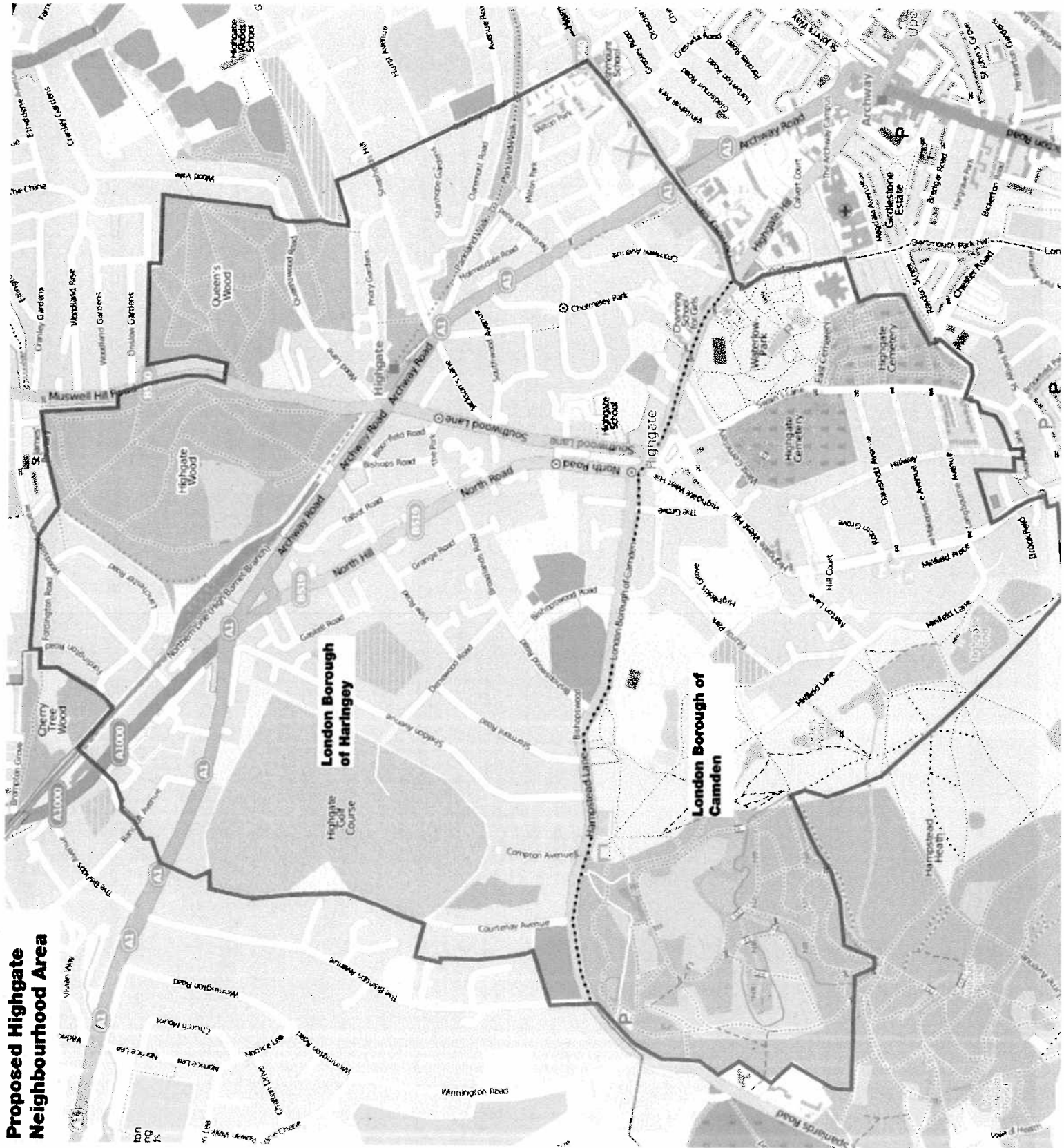
	Name	Response	Council's Response	Action
20	GLA	<p>At this stage I can confirm that the GLA has no specific comments to make. I would be grateful, however, if you could keep us informed of the development of the Neighbourhood Forum, and ensure the GLA is consulted on any subsequent draft Neighbourhood Plan.</p> <p>It is very helpful from our point of view to be kept informed of the different stages in Neighbourhood Plan production process as this will help us plan future workloads, although it is recognised that the Planning Inspectorate may not be the examining body of choice ultimately. In particular it would be helpful to know whether PINS is likely to be approached with a view to conducting the examinations either through a tendering process or by direct appointment, together with an indication of the likely timescales involved.</p>	Noted.	No action
21	PINS		Noted.	No action
22	Susan Rose	<p>Highgate CAAC of which I am chair fully supports this initiative and is an affiliated organisation.</p>	Support noted	No action
23	Kingsley Place Residents Association	<p>I write to say that the Kingsley Place and Somerset Gardens Residents Association (KPPRA) supports the application by a Highgate community group to be formally designated as the Highgate Neighbourhood Forum under the terms of the Neighbourhood Planning Regulations 2012. We also support the proposed boundary of the neighbourhood area as shown in the application documents.</p> <p>The HA will be concerned with proposals that have the potential to impact the safe and efficient operation of the SRN. We have reviewed the consultations and do not have any comment at this time.</p>	Support noted	No action
24	Highways Agency		Noted	No action

Name	Response	Council's Response	Action
25 Hornsey CAAC	<p>Hornsey CAAC confirms it has been consulted on the matter and agrees with the areas abutting on the historic ward boundary line which is that set out on the Plan of the proposed area.</p> <p>I am writing to express my support for the designation of Highgate Neighbourhood Forum as a neighbourhood forum. As a local resident I welcome a new body which can articulate the needs of Highgate across borough boundaries. I have had personal contact with Highgate Neighbourhood Forum and read the documents in its submission and I feel that it is being set up and run in a diligent, thoughtful and inclusive way.</p>	Support noted	No action
26 Stephen Engelhard	<p>As a Highgate resident, I simply wanted to let you know that I fully support the plan that Highgate be awarded Neighbourhood status. It is a defined geography which straddles more than one borough and this is unhelpful given the neighbourhood's desire to be regarded as a unity.</p> <p>I am in favour of the Highgate Neighbourhood Forum</p>	Support noted	No action
27 Gerald Walker	<p>I'm in favour of Stanhope Gardens being included in the Highgate Neighbourhood Forum. It seems logical to me, for many reasons. We have an N6 postcode, we are in the Highgate Conservation area, and the Highgate Station Outer CPZ.</p>	Support noted	No action
28 Jacquie Richardson	<p>I am in favour of the Highgate Neighbourhood Forum</p>	Support noted	No action
29 Rosalind Stewart	<p>I'm in favour of Stanhope Gardens being included in the Highgate Neighbourhood Forum. It seems logical to me, for many reasons. We have an N6 postcode, we are in the Highgate Conservation area, and the Highgate Station Outer CPZ.</p>	Support noted	No action

Name	Response	Council's Response	Action
<p>30 Friends of Queens Wood</p>	<p>FQW is supportive of the proposal to set up the Forum. We believe it will help planning policy and related issues to better reflect the views of local people in Highgate and the immediately surrounding areas.</p> <p>We do not recall being consulted specifically on this particular issue. It is a sensitive one since the majority of the Wood lies in the Muswell Hill ward and could be seen as more of a Muswell Hill amenity than a Highgate one. That said we recognise that there is no proposal at present to set up a Muswell Hill Neighbourhood Forum in parallel with that of Highgate. As long as this is the case we would see advantage in the Wood being within the proposed boundaries of the Highgate Area. We also note that the intention is to include Highgate Wood within the proposed Area and it would seem sensible to treat the two Woods in the same way. On the basis of these considerations we would be prepared to go along with the proposed boundaries. Were circumstances to change, however, and there was an application to set up a Muswell Hill Forum or the position on Highgate Wood were to change we would wish to reserve the right to seek, if it seemed appropriate at the time, the boundaries to be changed so that the Wood was transferred to the ensuing Muswell Hill Area.</p>	<p>In line with the Localism Act, under 61(G)(6), modifications to designated areas can be made. This means if a Muswell Hill Forum is proposed in the future there will be an opportunity to amend the boundaries of the Highgate NA and become part of the new NA, if one is set up and if it is deemed suitable and appropriate.</p>	<p>No action</p>

Name	Response	Council's Response	Action
<p>31 David Warren</p>	<p>I would not like to see a forum set up at this time. At present this is a very new concept. It appears to be more suitable for coherent rural areas than for the overlapping structure of a big city. I believe it would be advisable to wait for experience elsewhere before embarking on such a radical change. My impression – not least from the Government background leaflet – is that it is primarily designed to enable faster and more extensive new developments. This is not the main need for planning in a mature area such as Highgate. The centre of interest for the Forum is Highgate Village. This is an ancient settlement, but since the construction of the Archway Road bypass in the 18th century, it has remained a small centre with a very limited hinterland. The proposed Neighbourhood Area seems in general to be too large. I have lived in Stanhope Gardens, one of the streets proposed for inclusion in the Area for more than 40 years. Highgate Village has never been of significance. This is partly topographical – the village is on high ground and access by foot is not easy. There are no buses to the Village from the east, and the only attractions are the pubs and restaurants – in an admittedly attractive setting. The Parkland Walk also forms a significant physical barrier to movement. As a result we only visit the Village 2 or 3 times a year. By contrast we go to the centre of Crouch End several times a week. It has a huge range of shops as well as cafes, pubs etc., not to mention the library, and is far easier to access. In addition to an easy walk there is the alternative of a 4 minute ride on the W5 bus. As such we feel we belong to Crouch End, and we believe this is shared by many of our neighbours. So at present I would be against the setting up of a Highgate Forum. But if one does go ahead, I would not want Stanhope Gardens to be included at present. I do not believe its planning function would be of value to us. Although there are some ties to the west, our main interests are to the east. My understanding is that it would be very hard to leave a Forum – for example we might want to join a Crouch End one if it was proposed – whereas it ought to be possible to join Highgate at a later date if that in fact proves a success and shows it is relevant to our local needs.</p>	<p>As Neighbourhood Planning is now in force the proposed Highgate Forum is entitled to use the new right once they meet the requirements set out in the regulations. In line with the Localism Act, under 61(G)(6), modifications to designated areas can be made. This means if a Crouch End Forum is proposed in the future there will be an opportunity to amend the boundaries of the Highgate NA and become part of the new NA, if one is set up and if it is deemed suitable and appropriate. The Council can only refuse an NA application based on planning grounds and in this case we do not see these areas as separate in planning terms. For example, the streets concerned and the rest of the proposed area are in the Highgate Conservation Area. In addition, although you express clearly your reasons as to why you identify more with the Crouch End area than Highgate, we are concerned that this may not necessarily be the view of every resident in the streets in question. Indeed, some individuals from the streets concerned have expressed their support for the proposed Neighbourhood Area.</p>	<p>No action</p>

Name	Response	Council's Response	Action
32 CASCH	<p>We wish to object most strongly to the inclusion in the application submitted by the Highgate Neighbourhood Forum, of the following streets in their chosen area; Stanhope Road, Stanhope Gardens, Clarendon Road, Maybury Mews and Wychwood End.</p> <p>Our objection is based on the lack of coherence between other areas of N6 and these streets, their proximity and geographical orientation towards the Crouch End area and the views of residents... ..The issue was raised at a CASCH AGM in April 2012 and the majority of members voted against being included in the Forum. This outcome was not mentioned in the Neighbourhood Forum application... It must be stated that if there was to be a strong community led plan to create a Crouch End Neighbourhood Forum then we are sure CASCH members would want to be part of it and in this case the Western boundary would be Parkland Walk and would include the streets in dispute.</p> <p>For these reasons we ask that the subject application if approved excludes the streets listed by us above.</p>	<p>In line with the Localism Act, under 61(G)(6), modifications to designated areas can be made. This means if a Crouch End Forum is proposed in the future there will be an opportunity to amend the boundaries of the Highgate NA and become part of the new NA, if one is set up and if it is deemed suitable and appropriate. The Council can only refuse an NA application based on planning grounds and in this case we do not see these areas as separate in planning terms. For example, the streets concerned and the rest of the proposed area are in the Highgate Conservation Area. In addition, although you express clearly your reasons as to why you identify more with the Crouch End area than Highgate, we are concerned that this may not necessarily be the view of every resident in the streets in question. Indeed, some individuals from the streets concerned have expressed their support for the proposed Neighbourhood Area.</p>	No action



Proposed Highgate Neighbourhood Area

B

Appendix C – Application to designate the Highgate Neighbourhood Area

Application to become a Neighbourhood Area from Highgate Neighbourhood Forum

Contact: Chair - Maggy Meade-King,
email: admin@highgateneighbourhoodforum.org.uk

1. **The Neighbourhood Area this relates to is the Highgate Neighbourhood Area**
2. We attach a **map** (*Highgate Hi Res July 2012*) showing the proposed area for our neighbourhood forum.
3. **We believe this is the appropriate area** for our Neighbourhood Forum because it is the area widely regarded as “Highgate” by those who live and work in the area. It is also the area covered by the amenity societies who are affiliated to the Forum. Where we were unsure if particular streets regarded themselves as being a part of Highgate, we consulted them directly for their views (see below).
4. Because we had to start somewhere, we began with the N6 postal district, as this was the nearest officially designated area to that locally defined as Highgate. However, after the discussions described below and after checking historical and present administrative boundaries, we fine tuned this rather crude area boundary to that marked in red on the attached map.
5. We **contacted the neighbouring communities** also planning to set up neighbourhood forums (Archway, Crouch End, Dartmouth Park and Hampstead) and agreed boundaries with them. We can confirm that – after careful negotiation – we have agreed with the Holly Lodge Estate Committee and CAAC that Holly Lodge will join the Highgate Neighbourhood Forum and Area – please see from our list of Affiliates attached (*Affiliates*) that all the relevant organisation in Holly Lodge are now affiliated to the Highgate Neighbourhood Forum. We also took part in discussions between the Dartmouth Park Neighbourhood Forum, the Holly Lodge Estate Committee and CAAC and Swains Lane residents, as a result of which we agreed that the Dartmouth Park NF could include residents on both sides of Swains Lane (see the detail on the attached map of our area *Highgate Hi Res July 2012*).
6. We intend to work closely with neighbouring forums - or communities that decide not to have a forum – in developing our Neighbourhood Plan and co-operate over issues of mutual interest.

7. At the same time, **we contacted all the residents' associations** across the proposed area (plus the City of London and English Heritage in the case of Highgate Wood and the fringes of Hampstead Heath, and the Friends of Queens Wood) and asked them whether they wanted to be included in the Forum area. The current boundaries are the result of the agreements reached in those negotiations. Please note in particular that Fordington Road residents (who might equally have chosen to be in Muswell Hill or East Finchley) are affiliated to the Highgate NF at their request. Also that we have a representative resident of the The Miltons area on our Committee, in the absence of any functioning residents' association in that particular part of our Area.

8. **We are a relevant body to make this application under the terms of the Neighbourhood Forum Regulations and the Neighbourhood Planning Regulations because:**
 - a) Our membership is open to everyone who lives or works in the area and to Councilors
 - b) We have more than 21 members (as of August 2012, we have 150)
 - c) We have a written Constitution (attached *HNF Constitution updated 120712*)
 - d) We have been established to promote the social, economic and environmental well-being of our area
 - e) We have a membership drawn from different places in the neighbourhood area
 - f) We have membership drawn from different sections of the community in the area.
 - g) Please see the Statement in our accompanying *Application for designation as a Neighbourhood Forum under the provisions of the Localism Act 2012* for more details and evidence on the above points.

Maggy Meade-King
Chair, Highgate Neighbourhood Forum
7 August, 2012

Appendix D – Highgate Neighbourhood Forum Application and supporting information

Application for designation as a Neighbourhood Forum under the provisions of the Localism Act 2012: Highgate Neighbourhood Forum

Contact: Chair - Maggy Meade-King,
email: admin@highgateneighbourhoodforum.org.uk

Neighbourhood Area

We attach a map (*Highgate Hi Res July 2012*) showing the proposed area for our neighbourhood forum – **Highgate Neighbourhood Area**. Please see attached our *Application to become a Neighbourhood Area* for more details on this and confirmation that we have agreed the boundary with our neighbouring community groups and residents' groups within the Area.

Constitution

We attach a copy of our constitution (*HNF constitution 2012 – updated 120712*). This was formally adopted at our Inaugural Annual General Meeting on May 29, 2012. Please note that the list of Affiliates described in Appendix 2 has expanded since the Constitution was updated – see the *Affiliates* attachment.

Statement

1. The Highgate Neighbourhood Forum has been established with the express purpose of promoting and improving the social, economic and environmental well being of Highgate (as defined by the attached map). In addition, you will note that the first of the principles outlined in our Constitution states that the Highgate Neighbourhood Forum “will take the distinctive character and heritage of Highgate into account in all its actions, and will aim to ensure that all development in the Area preserves or enhances this character”. We intend to work closely with organisations and communities in neighbouring areas in developing our plan and co-operate over areas and issues of mutual interest.
2. **Membership of the Forum** is open to all individuals who live or work in the area and also to elected members representing the area. We have no membership fees and are endeavouring to recruit members from across the geographical area and from different sections of the community. We currently (August 2012) have more than **150 individual members** (see attached *HNF Individual and Business Members*) and expect to recruit many more once our leaflets/questionnaires have gone to every household (see below). **Considerably more residents are kept in touch with Forum activities via their residents' associations and/or action groups** (see attached list of 37 *Affiliates*). We therefore have considerably more than the legislative

requirement for 21 members and can confirm that they are predominantly residents of the area but also include people with businesses here and all our Councillors.

3. **Members can participate in the Forum** in a variety of ways. First of all, we are encouraging everyone in the Area to fill in our questionnaire, either online or on paper. Both our website and our leaflet also give an email address to contact the Committee to be kept informed/get more involved and two drop off points for contact for those not on the Internet. Right now, around 30 people are delivering leaflets across the Area and our 37 affiliated organisations are urging people to fill in the Forum Questionnaire online. The leaflets, the website and mentions on other websites and in the press are bringing in new members all the time, and they will all be offered the opportunity to participate in the walkabouts and the workshop events (see below). In addition a number of people have been approached directly to participate in the Forum sub-groups (see below). We will publicise all the forthcoming events via our web site, our database of members (to whom we send regular updates), our Affiliates (who represent hundreds and maybe thousands of people across our Area) and through our local media.
4. We have a written **Constitution** (attached).
5. We have a **Committee** of 21 people (*HNF Committee Addresses* attached) – 15 elected annually at our AGM, plus six Councillors from the two relevant wards in Camden and Haringey. I should add that all our Councillors (from three political parties) have been very supportive of the proposed Forum from the onset. To be clear, this is the Committee elected annually by our members (potentially everyone who lives or works in Highgate but currently 150 strong) – the Neighbourhood Forum itself is the whole membership and it merely elects the Committee to undertake necessary administrative tasks. Many more people are actively involved in the Forum – for instance currently in delivering our questionnaire leaflets – and 80 people attended our Inaugural AGM.
6. We have a structure of **sub groups** to address particular issues (see Schools at 16 below) and in particular Community Engagement and Neighbourhood Planning – I attach a list of these (*HNF Committee Structure*) so you can see the extent of our activities. All of these sub-groups have a range of membership – selected for their interests and expertise - much wider than the overall Forum Committee.
7. The **geographical spread of our membership** is across our area. We don't, as yet, have a way of measuring the exact geographical location of our individual members, though our questionnaire (see below) will soon provide

us with exact data on the responses to that. However, I have annotated the list of Affiliates attached to indicate the breadth of our coverage and to demonstrate that our support does cover the whole of our area. I have also included the addresses of our Committee members (*HNF Committee Addresses*) to show how they are spread across the Highgate Neighbourhood Area and highlighted our Business members in red for Highgate Village and purple for Archway Road (*HNF Individual and Business Members*).

8. **Community engagement:** we have endeavoured to reach all sectors of our community before applying for designation, but our efforts are ongoing and will, no doubt continue throughout the life of the Forum. In the first instance, we contacted all the local residents' associations and action groups and asked them if they were interested in being involved in the proposed Neighbourhood Forum in Highgate. Having received a positive response, we called a meeting on January 26, 2012, which most organisations and a number of interested individuals attended (around 70 people). This meeting resolved to take the Forum forward. A Community Engagement sub-group then worked with MADE (consultants funded by the Government's Building Communities programme) on ways to reach everyone across our community.
9. As a result, our first initiative is the production of the attached **leaflet and questionnaire** (*HNF leaflet-g*) to introduce the Forum and glean the views of everyone across the community. We have asked our affiliates to deliver it to their members and we are currently (August 2012) in the process of delivering the leaflets to every household in our Neighbourhood Area. You will note from the leaflet that two local organisations have provided dropboxes on either side of the area to allow residents who do not have Internet connection to give us their views.
10. The questionnaire is also on our **website**:
<http://www.highgateneighbourhoodforum.org.uk> as is our constitution, the minutes of all our general and Committee meetings and a general explanation of the Forum and our activities. We also use this web address in all media coverage of the Forum (to date, several articles in our local magazine *Buzz* and a piece in the local newspaper *The Ham and High*), as it provides an easy way to contact us for those with Internet connection. Our questionnaire is also on the Haringey Consultations webpage and on some relevant local websites.
11. Two of our members are working on a **Community Calendar** for our website which we will use to publicise our events and which will also be available to our Affiliates to publicise their own events.

12. A new Forum member (a Politics graduate student who heard about us from a leaflet delivered to his home) has now set us up **Facebook and Twitter** accounts, most particularly to reach younger members of our community. He is also intending to weave our work into his forthcoming MA.
13. Once the leaflets have been distributed and while the analysis of the questionnaire results is undertaken, we intend to undertake PlaceCheck walkabouts (www.placecheck.info/) to have a more detailed look at the various sections of our neighbourhood.
14. Following that – probably in late Autumn – we hope to hold **several workshop engagement events** where we announce the results of the questionnaire, report back on the walkabouts and then proceed to pull this all together to **form a Vision** of how we would like Highgate to be in the future. This Vision will form the basis of our Neighbourhood Plan. The Princes Foundation are applying to DCLoG for funding to support us in organising these events and preparing our Neighbourhood Plan.
15. In the meantime, we will continue in our efforts to reach all sectors of the community. We are delivering our leaflets to every household and have had a good response so far from all parts of our community.
16. Specifically, we have tried from the beginning to involve all **faith groups**. So far, St Michael's Church (CofE) has joined us, as has the Muguran Hindu Temple (Tamil community). We continue to try and engage the non-conformist churches and the Highgate Synagogue.
17. **Housing tenure:** we have worked particularly hard to make sure we include residents living in all types of housing tenures in both Boroughs. All the large apartment blocks are included in our Affiliates, as are all the residents' associations covering groups of residential streets. Both the major Council estates on the Haringey side of our Area (Highgate and Hillcrest) are now affiliated – in both cases after encouragement from us and local Councillors to revive their residents' associations. We will now see if any representatives of these associations would be prepared to be co-opted onto the Forum Committee.
18. The only remaining Council estate in our Area – the mansion blocks on the Holly Lodge Estate in Camden – is not yet affiliated as we haven't been able to get any response from their residents' association. However, the Holly Lodge Community Centre has affiliated, we and our Councillors continue to try and engage residents and we will deliver a questionnaire leaflet to all the flats in the blocks. (As I mentioned in my earlier email response, Highgate Newtown is in the Dartmouth Park NF Area).

19. **Schools:** you will see on our website that one of our Committee members has already run a successful project with one of our primary schools, gathering their emphatic views about what is good and bad about Highgate. He and his colleagues on our Schools sub-group are now endeavouring to extend that project - i.e using IT to engage students in expressing their views on the future of our Area - to all the primary and secondary schools in our area. The new member who has set up our Facebook and Twitter accounts is also planning to engage sixth formers in our local secondary schools Art and Design classes in designing our logo and Government and Politics classes in more sophisticated analysis of our attempts at local democracy.
20. **Residential and care homes:** one of our residential homes – the Mary Fielding Guild – has already affiliated and is encouraging their residents to fill in our questionnaire. We intend to engage with the other residential and care homes in our Area.
21. **Businesses:** Another of our Committee members, who is both a resident and trader in the area, has organised the Highgate Village Business Association and has offered to advise traders on Archway Road on doing the same. Other members of the Committee are making strenuous efforts to involve these traders on an individual basis and, as you will see on the list of individual and business supporters (attached), have already had some success.
22. **Disabled people:** the Harington Scheme (horticultural training for young people with learning disabilities) is one of our affiliates and will be working closely with us on our development plans for Highgate. We are also endeavouring to reach other groups representing disabled people via our other affiliates and individual members.
23. So, in short, we have made great efforts from the beginning to be as **inclusive of all groups within our community as possible – we want everyone to feel included in the Highgate Neighbourhood Forum.** We don't underestimate the scale of our ambition, but our main focus over the next few months will be to engage with as many people as we possibly can of all age groups and interests and in the many and varied types of housing our community includes. We are determined that the views gathered by our questionnaire will be genuinely representative of the whole community with no pre-suppositions on our behalf (hence the open questions in the questionnaire).
24. We realise we have only just begun on this journey and it will be a mark of the success of the Forum how many previously unheard voices are heard and how much energy and enthusiasm the Forum is able to generate.

Maggy Meade-King
Chair, Highgate Neighbourhood Forum,
7 August, 2012

Highgate Neighbourhood Forum: Affiliated Organisations in August 2012

Residents Associations

Brookfield Mansions Freehold Ltd (*mansion block at base of Highgate West Hill, Camden*)
Cholmeley Lodge Residents Ltd (*mansion block on Highgate Hill*)
Cromwell Area Residents Association (*Streets on Haringey side of Highgate Hill*)
Fitzroy Park Residents Association (*streets leading down to Hampstead Heath in Camden*)
Fordington Road Residents Association (*streets in north east corner of our Neighbourhood Area*)
Highgate Residents Association (*Haringey Council Estate*)
Highpoint Management Board (*Mansion block on North Road*)
Hillcrest Residents Assoc (*Haringey Council Estate*)
Holly Lodge Estate Committee (*which runs HLE*)
Kingsley Place and Somerset Gardens Res Assoc (*streets off Southwood Lane*)
Northwood Hall Residents Association (*mansion block on Hornsey Lane*)
Pond Square Residents Association (*houses around central Highgate Village square*)
Southwood House Estate Residents Company (*housing development off Southwood Lane*)
Southwood Park Residents Association (*apartment blocks on Southwood Avenue*)
West Hill Park Management Co Ltd (*housing development off Highgate West Hill, Camden*)

Action groups, amenity societies and faith groups across Highgate

Friends of Parkland Walk
Friends of Queens Wood
Friends of Waterlow Park
Harington Scheme (*for young people with learning disabilities*)
Highgate Business Circle
Highgate Conservation Area Advisory Committee
Highgate Cemetery Trust
Highgate Choral Society
Highgate Safer Neighbourhood Panel (Haringey)
The Highgate Society
Highgate Village Business Association
Holly Lodge Community Centre

Holly Lodge Conservation Area Committee
Hornsey Historical Society
Kenwood Estate (English Heritage)
Muguran Hindu Temple
St Michael's Church
Transition Highgate

Schools

Highgate Primary School
St Michael's Primary School

Residential and care homes

Mary Fielding Guild

**Highgate Neighbourhood Forum Committee posts of responsibility
+ working group structure**

Maggy Meade-King – **Chair + Community Engagement**

Elsbeth Clements – **Vice Chair + Neighbourhood Plan**

Louise Lewis – **Membership Secretary**

Neil Perkins – **Treasurer**

Avril Castellazzo – **Business Liaison**

Ian Henghes – **Schools Liaison + IT**

Martin Adeney – **PR, Marketing and Fundraising**

Michael Hammerson – **Liaison with neighbouring communities and stakeholders**

Community Engagement sub-groups:

Questionnaire leaflet production and distribution

PlaceCheck Walkabouts

Workshop events to create Vision

Neighbourhood Plan sub-groups

Business

Culture

Heritage

Open Spaces

Planning

Sustainability

Transport

Highgate Neighbourhood Forum Individual and Business members

Anastasia Harrison
Anne Jamieson
Anu Rau
Barry White
Christine Farrell
Clare Leris
David Warren
Deb Houssein
Eileen George
Harley Atkinson
Jacob O'Callaghan
Jeannie Billington
John Dorken
John Plews
John Shepherd
Kirsten de Keyser
Kirsty Hall
Lizza Charlaff
Lucy Moy Thomas
Mark Blacklock
Martin Adeney
Martin Narraway
Mary Holtby
Neil Perkins
Peter Wesley
Simon Pilling
Susan Rose
Tony Baker
Avril Castellazzo
Stephen Hodge
William Dean
Claire Button
Rev Jonathan Trigg
Lorna Ross
Deanne Leloup
Christopher Ashley
William Douglas
Carlin Wilkowski
Gerald Walker
Valerie Wuttke
Clare Fischer
Stuart Bull

Adam Garfunkel
Adrian Betham
Alan Poole
Alan Taylor
Alex Keel
Alexis Rowell
Allyson Abel
Alvin Cohan and Ian Pretty
Ameena
Andre Gibbs
Andrew Dismore, London Assembly Member
Anne Burley
Archway Video, Donna
Bewitched
Lord Bill Rodgers
Cllr Bob Hare
The Bull, North Hill
The Gatehouse Theatre
Capri Pizzeria
Chris Underhill
Christina Nolan
Cyril Meadows
David Black
David Porter
Dion Watts
Highgate Dry Cleaners, Archway Rd
Elizabeth Millar
Elspeth Clements
Fiona Parry
Gail Waldman
Gordon Forbes
Harvey and Barbara Goldstein
Helen Bowers
Hugh Francis
Ian Henghes
Jackie Jones
Jacqui Richardson
James McAlister
Jane Price
Janice Morgan
Jaymini Patel
Jemima Sanders
Jill Greenfield
Jim Meikle
Jo Moody,
Joan Nagler
John Browning

John Lillie
Josef Davies-Coates
Judith Hermer
Julia Finlayson
Karen Beare
Keith Gold
Lindy Mason
Liz Morris
London Print Centre, Ozgur and Alper
Louise Lewis
Lynne Featherstone, MP
Mabel Sumner
Maggy Meade-King
Marc Haynes
Marie Helene English
Marilyn Nicolaou
Mary Rawitzer
Matthew Ackland
Cllr Maya de Souza
Michael Hammerson
Michael Rose
Molly Turner
Cllr Neil Williams
Nicky Gavron, London Assembly Member
Nicolas Forsans
Noel Casey
Patricia Walby
Paul Fluckiger
Pauline Buttle
Pepin Clout
Peter Desbois
Peter Ward
Pippa Rothenberg
PJ Beaton
Rachel Allison
Richard Webber
Ruth Hazledine
Cllr Sally Gimson
Sarah Champion
Simon Briscoe
Simon Martini
Simon Whitfield
Stephen Buttle
Stephen Hodge
Stephen Panke
Stephen Taylor

Steve Engleherd
Steven Day
Sue Vinson
Susan B Chinn
T.A. Gray
Tamar Karet
Tom Allen
Tom Lyon
Tony Rushbrook
Cllr Valerie Leach
Wendy Russell
WKD, Highgate High Street
Zelas Wine Shop, Archway Road;

**THE HIGHGATE NEIGHBOURHOOD FORUM
CONSTITUTION**

adopted by the Inaugural General Meeting on May 29th 2012

1 Purpose and Objects

1.1 The Highgate Neighbourhood Forum ('HNF') is a neighbourhood forum as defined in the Town & Country Planning Act 1990 as amended by the Localism Act 2011 ('the Act').

1.2 The purpose of HNF is to further the social, economic and environmental well-being of the Highgate Area as defined in section 2 below ('the Area') by acting for the Area under the provisions of the Act.

1.3 HNF membership will be open to residents living in the Area, individuals working or carrying on business in the Area, local representative groups and Borough Councillors representing all or part of the Area. HNF will aim for as wide a representation of communities in the area as possible. Membership and organisation of HNF are set out in section 3 below.

1.4 HNF will monitor development management policy and its application in the Area and will produce and maintain a Neighbourhood Development Plan as defined in section 4 below.

1.5 HNF may initiate Neighbourhood Development Orders or Community Right to Build Orders, identify Assets of Community Value, or carry out any other permitted actions.

1.6 HNF will act in accordance with General Policies and Principles set out in section 5 below.

2 The Highgate Neighbourhood Area ('the Area')

2.1 The Area shall be the area shown in the map in Appendix 1 and may be changed by the Forum Committee as it considers necessary from time to time and will be finally determined on designation by the relevant authorities.

2.2 The Area is the developed residential and business part of the area which local people traditionally consider to be 'Highgate'.

2.3 As defined, the Area falls within the boundaries of two London Boroughs, Camden and Haringey.

3 Membership and Organisation

Membership

3.1 Membership of HNF is open to:

- residents living in the Area, either as individual members or via representative bodies such as those outlined below;
- local businesses and individuals who work in the Area;
- Highgate Ward Councillors from both London Boroughs.

3.2 Affiliate membership (non voting) is open to:

- representative Residents' Associations, friends' groups, and amenity societies and associations, collectively described herein as 'Organisations'. Affiliated organisations are listed in Appendix 2. This list will be updated from time to time as necessary;
- the Conservation Area Advisory Committee[s] (CAAC).

Forum Committee

3.3 A Committee comprising up to 15 members will be elected at each AGM to carry out the day-to-day work of the Forum. The quorum for the Committee will be 9 members.

3.4 The Committee will elect the following officers of the Forum from its number: Chair, Vice Chair, Secretary and Treasurer. Officers will serve for one year and be subject to re-election, and there will be no limit to the number of terms an officer may serve. The Chair (or the Vice Chair when acting as Chair) will have a casting vote at any Committee or General Meeting.

3.5 The Committee will direct and oversee the work of the Forum and will meet at least quarterly for this purpose.

3.6 Subcommittees or working parties may be appointed by the Committee to carry out specific tasks, to consider policies and to advise the Committee. Such bodies may be appointed from within or outside the membership of the Forum but will be responsible to the Committee.

3.7 The Committee may co-opt up to three additional members to the Committee in any year. Co-opted members will have the same voting rights as other Committee members. A co-opted member may be elected as an officer.

3.8 Councillors representing the Highgate Wards in both Boroughs will be invited to all Committee meetings and will have the same voting rights as other Committee members.

3.9 The Secretary will make minutes of General and Committee Meetings available to the members of the Forum within three weeks of the meeting unless impracticable. Organisations which are affiliated to HNF will be encouraged to communicate such information to their membership.

Meetings

3.10 Annual General Meetings will be held in May or as close to such date as practicable. An Extraordinary General Meeting may be called by decision of the Committee or by 30 members of the Forum applying to the Secretary. For all General Meetings, a notice of the meeting and details of any resolutions to be put to it will be sent to all Forum members at least 21 days before the meeting.

3.11 At any General Meeting each member present will have one vote. Where practicable, arrangements will be made to enable members unable to attend to appoint a proxy. Decisions of General Meetings will be by simple majority except in the cases set out in section 6 below. The quorum for a General Meeting shall be 30 members.

Notices

3.12 Notices to members will be deemed delivered if sent to the member's last notified email address, or (where no email address is given) sent by post to the last notified address.

Finance

3.13 The Forum will have the power to raise funds as necessary for its activities, by grant, donation or any other appropriate means.

3.14 The Committee will open one or more bank accounts as necessary in the name of the Forum. All funds raised for the Forum will be held in such accounts. The Committee will nominate bank signatories.

3.15 The Committee will where necessary insure any assets it holds, and by insurance or otherwise indemnify its officers against liabilities arising from their work for the Forum.

3.16 Subject to funding, the Committee may commission advisory services, surveys or any other activity in support of the Objects.

Register of Committee Members' Interests

3.17 The Secretary will keep a Register of Committee Members' Interests detailing any financial interests in the Area or any other interest which could be deemed to have an influence on decisions likely to come before the Committee. Members will abstain from voting on any matter in which they have a financial interest.

4 Neighbourhood Development Plan

4.1 The Highgate Neighbourhood Development Plan (NDP) will set out policies for the development and use of land within the Area. As provided for in the Act, it will be subject to extensive consultation and examination, including where appropriate a referendum within the Area.

4.2 The NDP will include, where appropriate, specific policies for identified parts of the Area, including conservation policies. In a Conservation Area, conservation policies will be agreed with the relevant CAAC.

4.3 The NDP will aim to:

- complement the Local Development Frameworks and Conservation Area Appraisals as produced by the relevant Planning Authorities to ensure that all development is sympathetic to the character of the Area;
- identify locations for potential sensitive development that will, within the Local Development Frameworks, include affordable housing, retail, business and community use;
- express aspirations for the future development of traffic and transport serving or passing through the Area;
- provide for the preservation and improvement of private and public open space;
- nominate Assets of Community Value for listing by the appropriate local authority;
- set a framework for the retail and business improvement of the Area;
- guide the Planning and Highway Authorities towards improvements in the public realm;
- pay due attention to sustainability and carbon reduction;
- pay due attention to the surface and underground water environment, flood and pollution risks and soil stability.

4.4 The NDP will include policies aimed at generating employment in the Area and promoting business activity, including retail. It will aim to promote a good range of shops in the community with particular emphasis on encouraging smaller enterprises.

5 General Policies and Principles

5.1 HNF will take the distinctive character and heritage of Highgate into account in all its actions, and will aim to ensure that all development in the Area preserves or enhances this character.

5.2 HNF will aim to promote Highgate as a vibrant business and residential community with an improved public realm.

5.3 HNF will aim for improvements in the local environment including those directed towards carbon reduction.

5.4 HNF will generally support actions aimed at generating employment in the Area.

5.5 HNF will promote policies to maximise social benefit, community links, services for young people, crime reduction and support for elderly and vulnerable members of the community.

5.6 HNF will operate respecting all differences including gender, age, ethnicity, religion, sexual orientation, disability and income.

5.7 HNF will encourage all interested residents and all representative groupings of residents or businesses in the Area to become members of HNF and to work alongside HNF to further their joint objectives.

6 Amendments and Dissolution

6.1 Amendments to the body of this Constitution will be by decision of a General Meeting carried out in accordance with 3.10 and 3.11 above, with the exception that such a vote will only be carried if supported by 75% or more of those voting.

6.2 HNF may be dissolved by decision of a General Meeting specifically called for this purpose and carried out in accordance with 3.10 and 3.11 above, with the exception that such a vote will only be carried if supported by 75% or more of those voting.

6.3 In the event of dissolution, any property or funds held by HNF will be

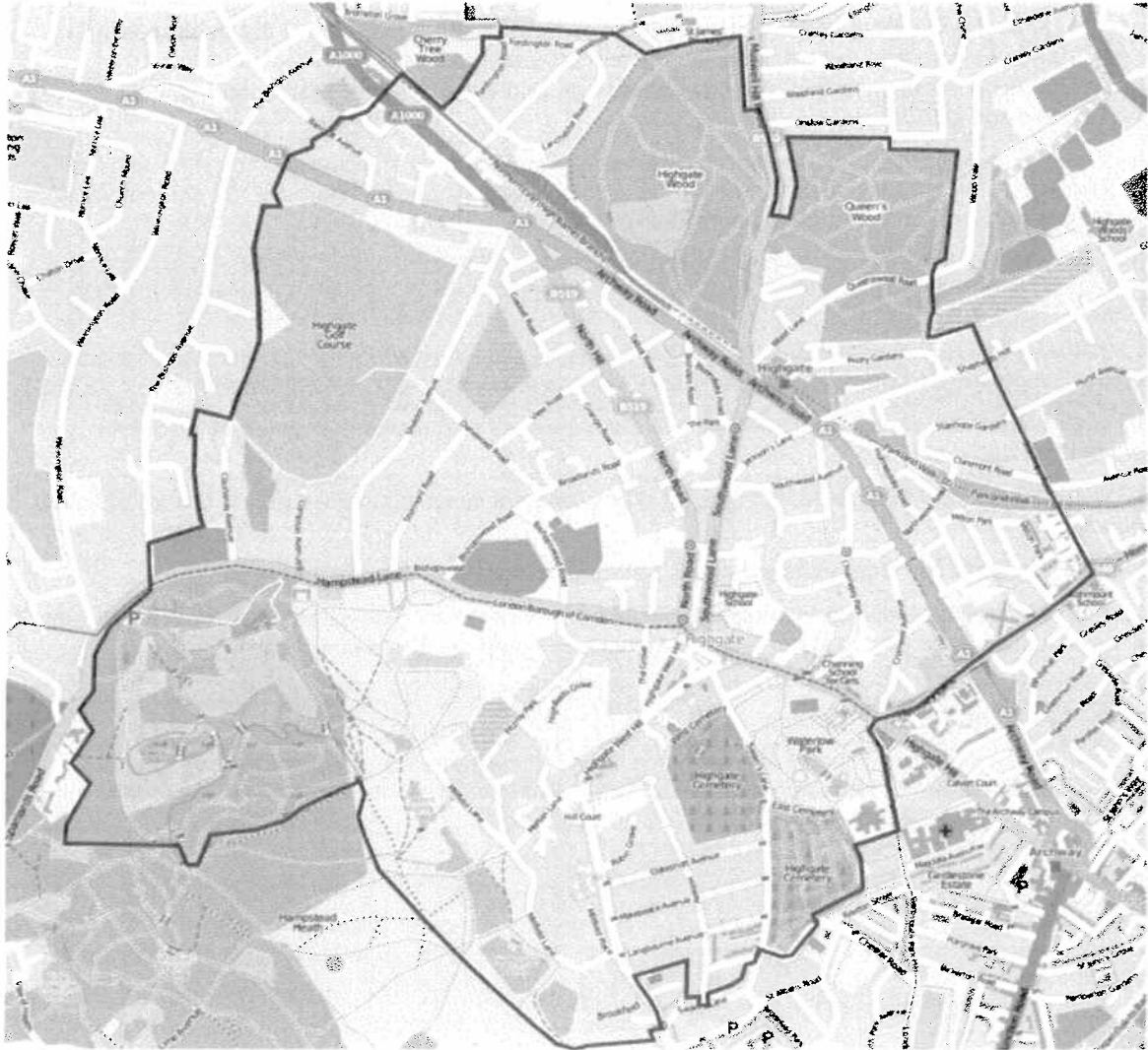
- subject to the agreement of the Members at General Meeting, allocated to one or more nominated organisations set up to continue the work of HNF, or
- in the absence of any such organisation and subject to any statutory regulations, distributed equally to the constituent local organisations who are its members (but not to individual members).

6.4 In accordance with the Act, a formal review of the functions and achievements of HNF will be carried out five years after its formation. Following such review, and consultation with its members, HNF will decide to continue, amend or dissolve itself as considered appropriate.

Appendix 1

Map of proposed Highgate Neighbourhood Forum Area

last updated July 12, 2012: for future updates see
<http://www.highgateneighbourhoodforum.org.uk/Area.html>



Appendix 2

Highgate Neighbourhood Forum affiliated organisations

last updated July 12, 2012: for future updates see
http://www.highgateneighbourhoodforum.org.uk/Constitution_%26_Minutes.html

Brookfield Mansions Freehold Ltd
Cholmeley Lodge Residents Ltd
Cromwell Area Residents Association
Fitzroy Park Residents Association
Fordington Road Residents Association
Friends of Parkland Walk
Friends of Queens Wood
Friends of Waterlow Park
Harington Scheme
Highgate Business Circle
Highgate Conservaton Area Advisory Committee
Highgate Cemetery Trust
Highgate Literary and Scientific Associaton
Highgate Residents Association (Highgate Estate)
Highgate Safer Neighbourhood Panel (Haringey)
The Highgate Society
Highgate Village Business Association
Highpoint Management Board
Holly Lodge Conservation Area Committee
Holly Lodge Estate Committee
Hornsey Historical Society
Kenwood Estate (English Heritage)
Kingsley Place and Somerset Gardens Residents Assoc
Northwood Hall Residents Association
Muguran Hindu Temple
Pond Square Residents Associaton
Southwood House Estate Residents Company
Southwood Park Residents Association
St Michaels Primary School
Transition Highgate
West Hill Park Management Co Ltd



Haringey Council

Report for:	Cabinet 18 th December 2012	Item Number:	
Title:	Local Plan: Development Management Policies – Engagement Document 2012		
Report Authorised by:	Lyn Garner, Director Place & Sustainability		
Lead Officer:	Ciara Whelehan, Team Leader Planning Policy		
Ward(s) affected:	ALL	Report for Key/Non Key Decisions:	Key Decision

1. Describe the issue under consideration

- 1.1. The Local Plan: Strategic Policies (formerly Core Strategy) set out the vision and spatial plan for the overall development of Haringey. The Local Plan: Development Management Policies (DMP) will provide further detail on the policy requirements that will be applied to individual planning applications. Both of these documents are part of the new Local Plan which will replace Haringey’s Unitary Development Plan, 2006 and will be used (along with the London Plan) for determining all planning applications that are received by the Council.
- 1.2. This report sets out the proposed approach to the development of Haringey’s Development Management Policies and seeks Cabinet’s approval to start the process of public consultation on a DMP Engagement Document in 2013.

2. Cabinet Member introduction

- 2.1. A draft Development Management Document (DMD) was issued for consultation in May 2010. A lot has happened since, from the lows of the riots in Tottenham to the highs of the Olympics this summer. Substantial changes have also occurred to the planning system namely the Localism Act 2011 and the National Planning Policy Framework (NPPF) along with the introduction of the Community Infrastructure



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Levy in 2010. At the local level we are close to adopting Haringey's Local Plan: Strategic Policies bringing to a close its examination by an independent Planning Inspector. A new 'Plan for Tottenham' has also been published, and work in partnership with the GLA continues on an Investment Framework for Tottenham.

- 2.2. In light of these and the broader changes we thought it was time to take a fresh look at our approach to the Development Management Policies (DMP) to ensure they reflect and support the delivery of the Local Plan Strategic Policies and re-engage with the community in a meaningful way on the preparation of this important planning document.
- 2.3. A cross party Planning Policy Member Advisory Group has been established to help steer this process and develop planning approaches for consultation with the community – the first stage of which is a DMP Engagement Document.

3. Recommendations

- 3.1. Cabinet is asked to:
 - i. note the proposed scope of the Development Management Policies Engagement Document set out in Appendix 1; and
 - ii. delegate authority to the Cabinet Member for Economic Development and Social Inclusion / Director of Place and Sustainability to approve the final consultation document and associated Sustainability Appraisal and Equalities Impact Assessment.

4. Alternative options considered

- 4.1. Consideration was given to not adopting Development Management Policies and relying instead on the Local Plan: Strategic Policies and the London Plan for determining applications. However, detailed planning policies are necessary to determine individual planning applications. The DMP addresses issues and concerns local to Haringey so relying on the London Plan for determining applications is not an option.

5. Background information

Haringey's Local Plan and the Role of the Development Management Policies

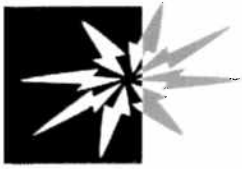
- 5.1. Like the *Local Plan: Strategic Policies Document*, the role of the Council's *Development Management Policies (DMP)* is to encourage growth and enable the sustainable development of Haringey in a way that reflects the vision and aspirations of local communities. This will also be an underlying aim of the Council's Site Allocations Document. Together these documents will form the 'Local Plan' and will be used, along with the London Plan, to determine planning applications received by the Council. They will replace the planning policies set



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out in Haringey's Unitary Development Plan (UDP), which was adopted by the Council in 2006.

- 5.2. It is important to understand the different role of each of the documents that will make up Haringey's Local Plan. There are also some important differences between these new Local Plan documents and the current UDP; it is not a matter of replacing like for like policies.
- 5.3. **The Local Plan: Strategic Policies** provides the overall spatial development plan and strategic direction for the development of the Haringey - including key infrastructure provision necessary to support growth. Unlike the previous approach under the UDP, the Local Plan: Strategic Policies is intended to set out a spatial and area based vision for the development of Haringey and to articulate how it will be delivered. As a result there is much more information on ensuring delivery of development *and* the infrastructure to support it compared to the UDP. The examination of the Local Plan Strategic Policies has now concluded and it will be adopted in early 2013.
- 5.4. **The Local Plan: Development Management Policies** will provide the detailed policy requirements for individual planning applications that are necessary to deliver the broader Local Plan: Strategic Policies. It has much in common with the detailed policies found in the UDP in that it identifies specific requirements and standards and responds to issues and particular planning 'problems' in Haringey. However, the policies are intended to be more tightly defined generic policies which can be applied to all relevant applications borough wide or in specific areas of the borough, such as within Town Centres. It will cover the types of uses which will be acceptable, requirements for design and measures to manage impacts of new developments or changes of use on infrastructure. The DMP is not intended to provide guidance on individual sites – or regeneration proposals. Preparation of the DMP is currently underway and the timetable for its delivery is set out in paragraph 5.27 of this Report.
- 5.5. **The Site Allocations Document** will identify specific requirements for those sites necessary to deliver Local Plan: Strategic Policies. Unlike the more expansive approach to identifying proposals sites in the UDP, the Site Allocations Document is not intended to be a comprehensive list of possible development sites in Haringey. Rather it is intended to identify the Council's requirements for sites considered strategic by virtue of their scale and/ or role in delivering infrastructure and meeting targets set out in the Local Plan: Strategic Policies. Work on the Site Allocations document will recommence in 2013 with the first stage of consultation likely to take place in summer 2013. The Council may also produce area based documents Area Action Plans (AAPs) which have a similar role to the Site Allocations Document but cover a wider area.
- 5.6. These documents that make up the Local Plan will incrementally replace the UDP. Planning applications will need to comply with the broad approach set out in the Local Plan: Strategic Policies, meet the detailed requirements set out in the



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Development Management Policies, and if relevant, deliver the site specific requirements identified in the Site Allocations Document or AAPs.

Process of Preparing the Development Management Policies

- 5.7. The NPPF sets out a need for early and meaningful consultation on Local Plans. Specific requirements for consultation are also established in related legislation on plan preparation. Before the DMP can be adopted, it will also need to be subject to an independent Examination in Public by the Planning Inspectorate. The Planning Inspector will judge the 'soundness' of the plan considering whether it is consistent with national and regional policies, justified and effective.
- 5.8. Legislation and related national guidance on developing the DMP require that its policies must conform with the NPPF (2012), the London Plan (2011) as well as policies in the Local Plan: Strategic Policies. It cannot propose policies that contradict or inhibit the delivery of these higher level plans. The DMP must also be justified, based on a robust evidence base and responsive to the local context. In addition, the policies themselves must be drafted in such a way as to be effective in managing development in the borough. Any matters that are a requirement (rather than explanation or examples of how to implement a requirement) must be set out in policies and not Supplementary Planning Documents to enable the policies to be properly examined.
- 5.9. Finally, it is a legal requirement that the DMP is subject to a Sustainability Appraisal (SA) which must be used to help the Council identify and select the most sustainable policy approaches. The SA provides a clear audit trail of the various options considered by the Council at each stage of preparing the DMP.
- 5.10. A draft of the DMP was initially published for consultation in 2010 alongside the Local Plan: Strategic Policies and a Site Allocations Document. Work on the Development Management Plan and Site Allocations document was put on hold while work on the Local Plan was being consulted on and examined to avoid overloading consultees. This earlier version of the DMP pre-dates the publication of the NPPF and the current London Plan. Given these changes and the time that has elapsed, a fresh approach to the development of the DMP was considered necessary.
- 5.11. It is proposed that a DMP Engagement Document is prepared to re-start the dialogue with the local community and other statutory consultees such as the GLA and English Heritage.

Proposed Structure and Scope of the DMP Engagement Document

- 5.12. As well as the strategic role of the DMP highlighted in paragraph 5.3 above, on a practical level the DMP also has a role in lifting the quality of planning proposals from applicants and ensuring clarity and consistency in decision making by the Council. In response to this, the structure of the DMP and its proposed content is



Haringey Council

intended to make the document as functional and useable for development management purposes. The Local Plan: Strategic Policies document already clearly articulates the relationship between policies and the Sustainable Community Strategy and broader corporate objectives. So rather than adopting objective based themes typical of many other planning documents, the proposed DMP is structured by a systematic approach to developing proposals and determining their appropriateness.

- 5.13. The DMP Engagement Document (at this stage) contains 25 policy approaches which are organised around three central considerations – or ‘steps’ - to determine planning applications (see structure set out in Appendix 1). These approaches have been informed by existing surveys and studies and relevant emerging evidence. They are also based on consideration of the effectiveness of current UDP policies – and their use in the context of appeals in particular.

(1) Get the right type of development in the right place

- 5.14. The first section is concerned with directing development to appropriate locations and ensuring a balance between land uses and in the case of housing – types of accommodation that should be provided. This group of policies will set out proposed approaches to:
- Ensuring that the retail centres contain a balanced mix of uses and serves a wide retail function and avoiding clustering of certain uses that may inhibit this – this addresses issues such as betting shops and hot food takeaways. This develops some of the emerging thinking on Town Centre policies as reported to Cabinet in December 2011.
 - Managing the levels of employment floorspace, identifying when alternative uses may be appropriate and ensuring that jobs are retained and expanded.
 - Specifying how affordable housing requirements should be met and identifying the mix of unit sizes and tenures required to meet Haringey’s housing needs.
 - Better managing the level of conversions of single family dwelling to HMOs.
 - Taking into account amenity impacts on neighbours in choosing where certain land uses and their associated activities can take place.

- 5.15. The role of these policies is to ensure that the uses proposed meet the overall Local Plan Strategic Policy requirements and are appropriate to the locality in which they are proposed.

(2) Deliver the best design

- 5.16. The second group of policies will set out design requirements – incorporating sustainability standards. The content and requirements in these policies is to some extent pre-determined by the design and sustainability standards identified nationally, in the London Plan and the Local Plan Strategic Policies.



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5.17. The policies deal with:

- General requirements for design and accessibility of developments along with more detailed guidance on issues that have been of particular concern or prevalent in planning applications, including:
 - i. basement development;
 - ii. design of tall buildings;
 - iii. design of shopfronts; and
 - iv. advertisements.
- Sustainability requirements and standards are also outlined in this section and covers: demolition and construction; on-site energy generation, water consumption; and measures to minimise pollution.
- More detailed guidance on conservation and heritage matters - that start from a presumption of preservation and enhancement are also included.

5.18. The role of this group of policies is to ensure that developments are well designed for people and environmentally sustainable.

(3) Enhance valuable Infrastructure

5.19. The final group of policies will address the need to mitigate any impacts of development on valuable infrastructure and identify the circumstances in which applicants will be required to provide additional infrastructure. This includes social community facilities such as schools; public realm improvements; energy and utilities infrastructure; open space and a range of other types of infrastructure.

5.20. This group of policies will include measures related to the following matters:

- Management of transport impact and car and cycle parking requirements
- Requirements for delivering new open spaces or community buildings as part of new developments and protecting existing open space and community facilities
- Ensuring that developments deliver training and other local economic development objectives where possible.
- Measure to protect existing natural assets such as sites of conservation importance and trees - and increasing these and biodiversity in the borough
- Managing developments in flood risk areas and ensuring the proper incorporation of mitigation measures

5.21. The role of these policies is to ensure that there are no adverse impact on existing valuable infrastructure and ensuring that there is sufficient infrastructure to support the delivery of growth.



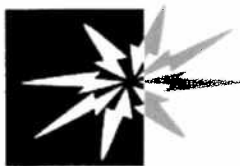
Haringey Council

Development Management Policies – Engagement Document

- 5.22. The NPPF and good practice dictates that consultation with the community should be early and comprehensive. The purpose of the DMP Engagement Document is to outline the planning policy approaches being considered for inclusion in the final version of the DMP. The aim is to present this in a way that makes it clear what planning policies are being proposed and to encourage respondents to express a preference for any proposals put forward and suggest improvements or alternatives. To enable this, and encourage community involvement, officers are trying to strike the balance between how to present proposals clearly and in plain English – including in sufficient technical detail to enable meaningful comment.
- 5.23. It is important that communities have the opportunity to meaningfully comment on the policies. So rather than leaping straight to detailed policies - the DMP Engagement Document is being prepared to get early views on approaches. A set of clear consultation questions will be included within the Engagement Document.
- 5.24. It is proposed that the document be further developed in consultation with the cross party Planning Policy Member’s Advisory Group and that the Cabinet Member for Economic Development and Social Inclusion approves the final version for public consultation early next year. The consultation will be carried out in line with the Council’s Statement of Community Involvement.
- 5.25. An interim Sustainability Appraisal will be prepared to accompany the Development Management Policies – Engagement Document and a draft Equalities Impact Assessment will also be prepared.

Next steps

- 5.26. The responses to this consultation will be used to further develop and finalise the policy approaches to be contained within the Development Management Policies which will then be subject to a further stage of consultation (described below). This means at this stage, we have consciously avoided setting finished policies – to leave room for better ideas and improvements from the consultation responses.
- 5.27. The next stages of preparation of the DMP are shaped primarily by the statutory requirements for preparation of Local Plan documents described in paragraphs 5.7 – 5.11 above and are explained in Table 1 below.



Haringey Council

Table 1: Stages of Preparing Haringey's Development Management Policies

	Stage of Preparation	Indicative Date/ Timeframe
1	Preparation and consultation on DMP – Engagement Document: Comprehensive presentation of the main policy approaches and any alternatives to these being considered for inclusion in the DMP for public consultation. This is informed by emerging evidence and early consultation that was undertaken on the DMP in 2010.	6 week consultation during January to February 2013
2	Preparation and Consultation on First Draft DMP: This is a full draft of the DMP including all policies the Council proposes submitting to the Inspector for examination. This will be informed by consultation responses from the DMP – Engagement Document and key recent studies and analysis undertaken by the Council.	6 week consultation during May to July 2013
3	Preparation of the Final ‘Submission Draft’ DMP & SA and Submission to the Planning Inspectorate: This is the final version that will be submitted to the Planning Inspectorate for Examination. It will be informed by responses to the First Draft DMP. No changes are expected at this stage (and any amendments are likely to be limited in nature). Any outstanding issues will be the subject of the examination,	Summer 2013
4	Examination in Public: This is the examination of the Development Management Plan and supporting SA by a Planning Inspector. This can take the form of written submission to an Inspector or may be a hearing where the issues are discussed with the Inspector and planning officers.	Autumn 2013
5	Adoption of the Final DMP & SA: Subject to receipt of the Inspectors report, the final DMP will be adopted and will replace any saved policies of the UDP.	Late 2013/ Beginning of 2014

6. Comments of the Chief Finance Officer and financial implications

- 6.1 The costs of preparing this report have been met from within existing budgets. If during the preparation of the Development Management plan any actions or works arise that cannot be met from existing budgets or are likely to have significant financial implications, then these will be brought to the attention of Cabinet as appropriate.

7. Head of Legal Services and legal implications

- 7.1 The Development Management Policies falls into the category of being a local development document as defined in regulation 6 of the Town and Country Planning (Local Development) (England) Regulations 2004 and so will be a very

**Haringey Council**

pivotal part of the Council's Local Plan. The procedure for the production of such a document is contained in sections 19 to 24 of the Planning and Compulsory Purchase Act 2004, the various stages of which are clearly identified in the report.

8. Equalities and Community Cohesion Comments

8.1 An Equalities Impact Assessment (EqIA) will be carried out as part of the production of the Development Management Policies and will be consulted upon at each stage of the process.

9. Head of Procurement Comments

9.1. n/a

10. Policy Implication

10.1. Once adopted, the DMP and the Local Plan: Strategic Policies will replace the Unitary Development Plan, 2006 and will be used to determine planning applications in Haringey.

11. Reasons for Decision**12. Use of Appendices**

12.1. **Appendix 1:** Structure of draft Development Management Policies Document

13. Local Government (Access to Information) Act 1985

13.1. National Planning Policy Framework, May 2012

Appendix 1

Haringey Local Plan

Structure of Development Management Policies

Engagement Document

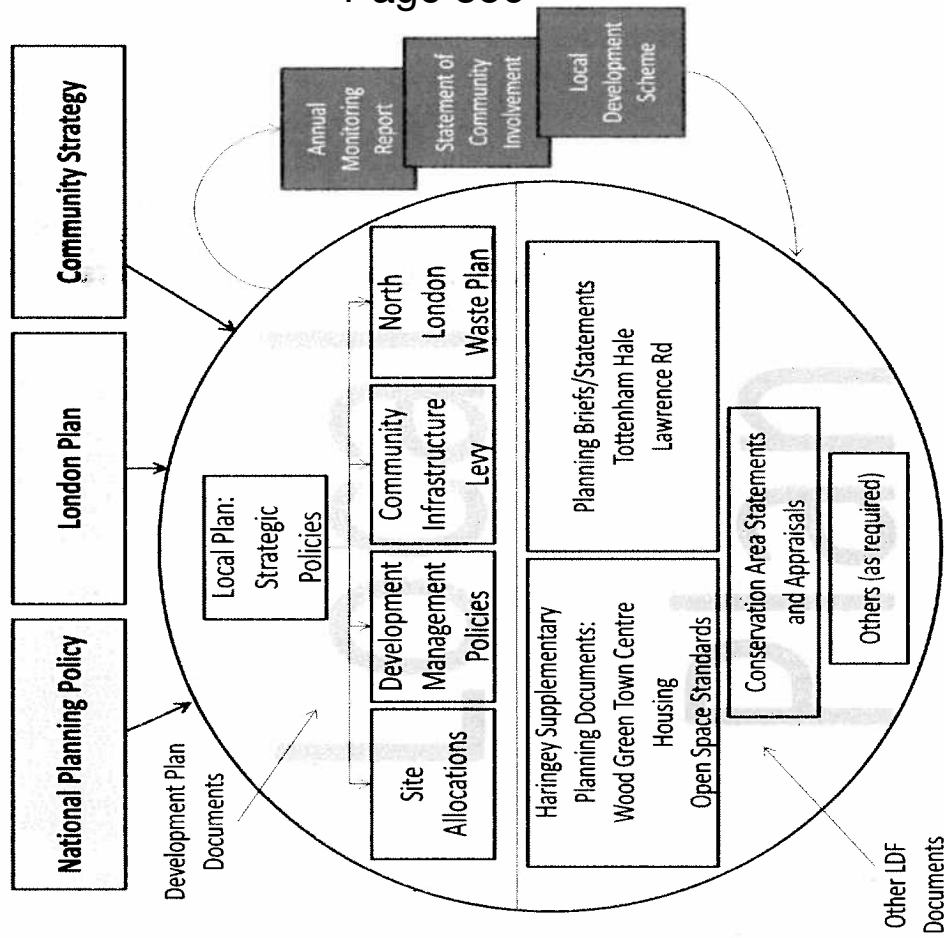
December 2012

Introduction

This document is Haringey's Local Plan draft Development Management Policies (DMP). Once adopted it will form part of the Local Plan for Haringey. At this stage it is just a draft for public consultation and views – but once adopted it will be a key document for deciding on planning applications received by Haringey Council.

The overall spatial development plan for the borough is provided in the Local Plan Strategic Policies; this document extends this and sets out more detailed planning policy requirements for new development proposals in Haringey. It shows how the overall spatial plan for the borough in the Council's Local Plan Strategic Policies (formerly Core Strategy) will be applied to individual sites through setting out requirements for developments in Haringey. Like the Local Plan Strategic Policies that will shortly be adopted by the Council, the role of the DMP is to encourage growth and enable the sustainable development of Haringey in a way that reflects the vision and aspirations of local communities.

The policies in the DMP must be in general conformity with the London Plan and the Local Plan Strategic Policies; be informed by evidence and be able to be applied effectively. They are also subject to a sustainability appraisal and equalities impacts assessment.



Haringey's communities want the most sustainable development and the Council's planning services want to work with developers to make sure that we achieve this.

The remainder of this document sets out the planning policy approaches that are being considered for inclusion in Haringey's DMP. The document will contain 25 policy approaches which are organised around three central considerations – or 'steps' – to determine planning applications.

The first section is concerned with directing development to appropriate locations and ensuring a balance between land uses and in the case of housing – types of accommodation that should be provided.

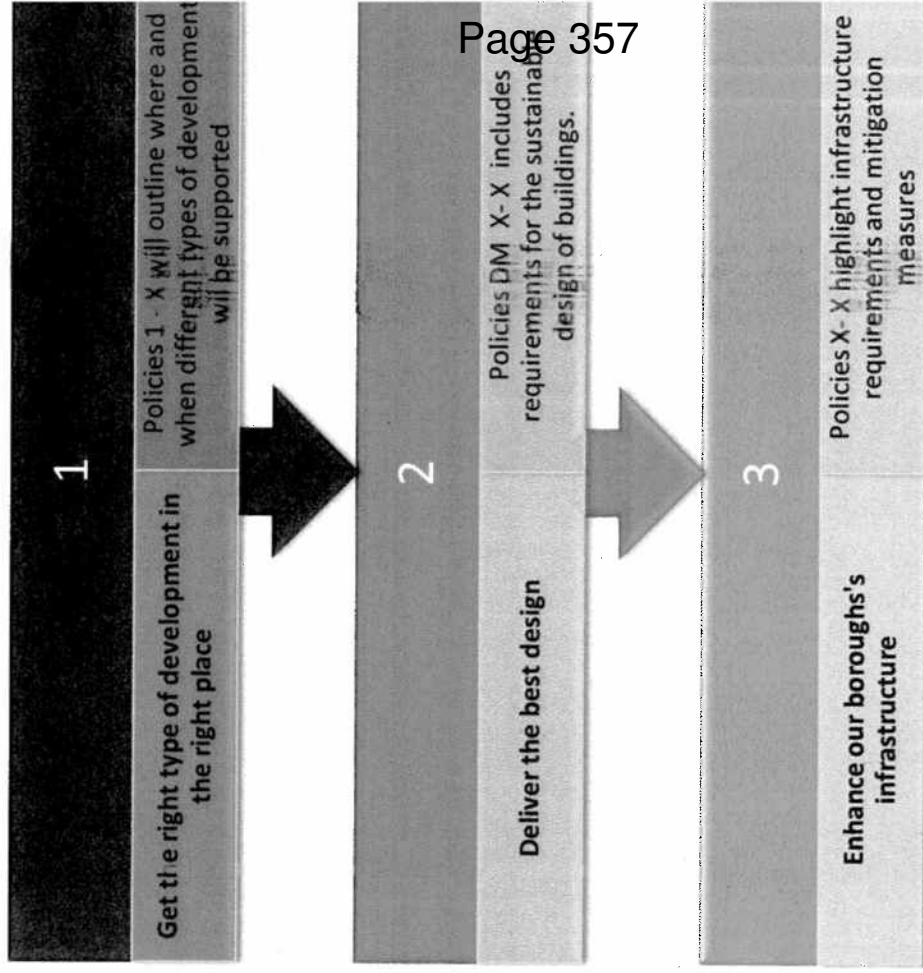
The second group of policies will set out design requirements – incorporating environmental sustainability standards. The content and requirements in these policies is to some extent pre-determined by the design and sustainability standards identified nationally and in the London Plan Local Plan Strategic Policies document.

The final group of policies will address the need to mitigate any impacts of development on valuable infrastructure and in identify the circumstances in which applicants will be required to provide additional infrastructure. This includes social and community facilities such as schools; public realm improvements; energy and utilities infrastructure; open space and range of other types of infrastructure.

Section 4 of the document will provide further guidance on the planning application process – including sources of further information and support.

The table below lists out the 25 proposed planning policies and the key issues they will address. The consultation document will be prepared to get early views on these policies before a final set of policies are developed.

Planning Proposal



Three Steps to Planning Permission

The first step to managing development in Haringey is ensure that development proposed is appropriate to the location and maintains the mix and diversity of land uses that are necessary to deliver the vision set out in the Local Plan: Strategic Policies document. Planning Applicants should ask themselves whether their development:

- Is in line with the strategic objectives set out in the Local Plan: Strategic Policies and the London Plan?
- is appropriate to the location in terms of the type and intensity of the use and its impact existing surrounding uses?
- will it lead to an oversupply or over intensification of a particular type of use?

Policies in this section need to be complied with to ensure that the right type of development is delivered in the right place in Haringey.

Retail & Town Centres	Balancing a mix of town centres uses, avoid clustering of certain town centre uses such as betting shops/payday loan shops, hot food take aways.
Employment	Managing the right type of employment uses in our employment areas, increasing the number of jobs
Conversions & HMOs	Better managing the level of conversions of single family dwellings to HMOs, minimise adverse impacts on amenity of neighbouring properties, links with housing improvement standards.
Housing Need	A range of housing types is delivered to meet current and future needs,
Balancing housing tenure	Improve the quality of housing in the borough, ensure that a range of private and affordable housing types are available across Haringey, and create mixed and balanced communities.
Amenity	Amenity impact on current and future users of the development, amenity impacts on current and future neighbours, managing uses that may have a potential affect on the local area.

Palmer+thebestdesign

How an environment is built, looks and functions can have a significant impact, either positive or negative, on people's quality of life. This affects not only the environment itself but also the image of a locality, which can affect the economy of an area. Design is about how places work as well as how they look.

Planning Applicants should ask themselves whether their proposed development is:

- beautiful?
- environmentally sustainable ?
- functional and inclusive providing a good experience for occupiers and users of the development?

Policies in this section need to be compiled with to ensure that the answer to these questions is a resounding yes and the best design is delivered.

Policy

Design	Principles of good design, layout, architectural style, safety, good materials, strategic and local views, re-enforcing a sense of place.
Sustainable Development	Development must demonstrate the principles of sustainable development and incorporate climate change adaptation measures
Demolition & Construction	Development is sustainable, designed to reduce the amount of raw materials used over its lifetime, demolition and construction methods, waste storage
Energy & Carbon	Improvement in energy efficiency of buildings, link with 40:20, reduction in carbon emissions, retro-fit measures
Water Management	Reduce the need for water through good design, Sustainable Urban Drainage Systems (SUDs), reduce surface water run-off
Heritage & Conservation	Development has a positive impact on the built heritage & historic environment, locally listed and statutory listed buildings, regeneration benefits and conservation areas
Environmental Protection	Control and prevent pollution and nuisance resulting from all stages of development, air quality,

2 Deliver the best design

	contaminated land, light pollution, noise and vibration, groundwater and water courses, hazardous substances.
Tall & Large Buildings	Appropriate locations for tall buildings, design principles for tall buildings
Basement Development	Basement development is of highest design quality, no adverse impact on surrounding properties, adverse affect on drainage, water environment, landscaping, areas prone to flooding.
Shopfronts	Design and appearance of shopfronts, sensitive to visual appearance, especially in conservation areas or affecting listed buildings.
Advertisements	Advertisements to be of high quality, sensitive to its visual appearance, not contributing to clutter of signage, not cause light pollution, constructed of materials which discourage graffiti, fly tipping

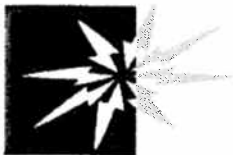
Developments need to consider the impacts on the social and environmental infrastructure that supports Haringey's communities such as schools and parks. Most development will be required to contribute towards infrastructure to support development in Haringey.

Planning Applicants should consider whether the proposed development:

- Could have any negative impacts on the quality, quantity or access to valuable infrastructure
- Provides opportunities to increase or improved quality of infrastructure.

Policies in this section need to be compiled with to ensure that valuable assets that support communities in Haringey are retained and improved.


Policy	Issues it will address
Parking & Transport Impacts	Management of transport impact and car and cycle parking requirements, sustainable travel, parking in front gardens
Social & Community Buildings	Deliver new community buildings as part of new developments and protecting existing facilities, encourage the multi-functional use of facilities, manage loss of existing facilities.
Off-Site Infrastructure	Manage future delivery of new off-site infrastructure e.g. telecommunications, transport, sewage etc
Jobs & Employment	Ensuring that developments deliver local training, jobs and other local economic development objectives where possible.
Open Space	Protection of designated open space, improving access to open space, addressing open space deficiency, sustainable food growing spaces, protection of allotments.
Nature Conservation	Measures to protect existing natural assets such as sites of importance for nature conservation, biodiversity hierarchy to be followed, protection and enhancement of green chains and corridors.
Trees	Requirement for tree planting as part of development, stronger protection to recognise value of ancient woodland
Flood Risk	Directing development to areas of lower flood risk, managing developments in flood risk areas and ensuring proper mitigation measures are in place.



Haringey Council

Report for:	Cabinet on 18 December 2012	Item Number:	
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Title:	Decent Homes Programme 2013-14 (Year 6)
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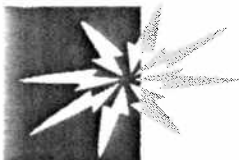
Report Authorised by:	Mun Thong Phung, Director of Adult & Housing Services
	Signed:  Date: 6.12.12

Lead Officers:	Phil Harris, Deputy Director for Community Housing Services Tel:0208 489 4338 E-mail phil.harris@haringey.gov.uk Keith Carter, Director of Property Services, Homes for Haringey Tel:0208 489 3272 E-mail mailto:rowan.limond@homesforharingey.org keith.carter@homesforharingey.org
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Ward(s) affected: All	Report for: Key Decision
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1. Describe the issue under consideration

- 1.1 The purpose of this report is to provide Members with details of the investment priorities that are proposed for the 2013-14 Decent Homes programme, together with details of a number of other investment priorities that are recommended for inclusion in the programme when funding becomes available.
- 1.2 Now that the Greater London Authority has confirmed Haringey's allocation of Backlog Decent Homes funding for the next two years, this report seeks Cabinet approval of the proposed investment priorities for 2013-14, together with a 'reserve list' of homes that can be added to the programme when funds allow.



Haringey Council

2. Cabinet Member introduction

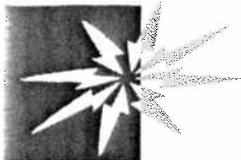
- 2.1 Following confirmation of the funding for the Decent Homes programme the projects can now be finalised for 2013/14.
- 2.2 These projects have been chosen in accordance with the residents consultation results that works should be concentrated on roofs, windows and health and safety issues following the reduction in funding that has caused the cessation of works on kitchens and bathrooms. In addition, the repairs history has also been used to assist in the selection of these projects.
- 2.3 The works will ensure additional homes in Haringey are maintained to a level that will reduce the demand for responsive repairs, improve thermal comfort, security of homes and enhance the local environment.

3. Recommendations

- 3.1 It is **recommended** that the Cabinet:
 - (a) Notes and agrees the proposed investment priorities for 2013-14 (Year 6 of the Decent Homes programme) as detailed in **Appendix 1** of this report;
 - (b) Notes the £10m 'reserve list' of homes, detailed in **Appendix 2** of this report, and agrees that these homes should be added to the Decent Homes programme when funds allow;
 - (c) Agrees that authority to approve the Agreed Maximum Prices for the 2013-14 Decent Homes programme is delegated to the Director of Adult and Housing Services after consultation with the Cabinet Member for Housing.
 - (d) Agrees that, where it is deemed necessary to make adjustments to the 2013-14 Decent Homes programme and/or the reserve schemes (due to confirmation of the Agreed Maximum Prices for these works, the availability of funding and/or stock investment priorities), such decisions are delegated to the Director of Adult and Housing Services after consultation with the Cabinet Member for Housing and the Cabinet Member for Finance and Carbon Reduction;
 - (e) Notes that further reports will be produced early in 2013, recommending the investment priorities for the 2014-15 (Year 7) Decent Homes programme and the appointment of Quantity Surveying and Multi Disciplinary Design consultants to support the delivery of the housing capital programme from 2013-14 onwards;

4. Alternative options considered

- 4.1 The Decent Homes programme for 2013-14 and 2014-15 will ensure that at least another 2,459 council homes are brought up to the Decent Homes Standard by the end of March 2015. Planned investment is being arranged in priority order.



Haringey Council

4.2 Although it is possible to alter the investment priorities between years, the investment proposed for 2013-14 is deemed to represent the most effective way of making homes decent and meeting current and future investment needs.

5. Background information

5.1 On 6 September 2012, the Greater London Authority confirmed Haringey's Decent

	GLA Backlog funding £m	HRA contribution (subject to confirmation) £m	TOTAL (£m)
Year 6 (2013-14)	£6.451	£ 9.00	£15.451
Year 7 (2014-15)	£27.480	£ 9.00	£36.480
TOTAL	£33.931	£18.00	£51.931

Homes Backlog funding allocations for the next two years:

- 2013-14 – £6.451m
- 2014-15 – £27.48m

5.2 Decent Homes Backlog funding is conditional on agreed outputs being delivered. The key output is a commitment to make 2,459 homes decent by March 2015.

5.3 The following table sets out the Decent Homes budget for Years 6 and 7. The amounts assume an additional Housing Revenue Account (HRA) contribution of £9m per annum which has not yet been confirmed:

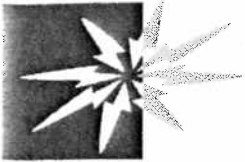
5.4 Work on stock investment is ongoing and Decent Homes programme delivery will continue to be closely aligned with the priorities emerging from that work. For the 2012/13 programme, this meant the suspension of planned works for Tangmere, Broadwater Farm. Any such considerations relating to the proposed Decent Homes programme for 2013-14 will be dealt with under delegated authority.

Decent Homes Programme 2013-14 (Year 6)

5.5 For the Year 6 Decent Homes programme it is proposed that the Council continues with the “elemental” approach to Decent Homes which prioritises Health and Safety works and essential external elements.

5.6 The criteria that have been used to prioritise investment are as follows:

- Proposals for the homes to be included in the Year 6 programme have been prepared on the basis of the following priorities;
- Investment need, as identified through analysis of stock condition data;
- Worst roofs (based on repairs history) and roof and window replacements prioritised by Haringey Repairs Service (HRS);

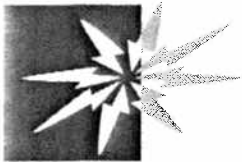


Haringey Council

- Continuation on estates to complete works that are already underway;
 - Completing works to the remaining Community Good Neighbour Schemes; and
 - Other homes in the immediate vicinity of the above.
- 5.7 The investment proposals contained in this report have been discussed with Homes for Haringey's Board and its Residents Asset Management Panel.
- 5.8 **Appendix 1** of this report sets out the recommended investment priorities for the 2013/14 Decent Homes programme, expected to bring 359 homes up to decency.
- 5.9 The programme is based on indicative costs derived from the stock condition survey and added contingencies, with firm prices to be determined once detailed contractor surveys have been carried out. It is recommended that authority to approve the Agreed Maximum Prices for these works is delegated to the Director of Adult and Housing Services in consultation with the Cabinet Member for Housing.
- 5.10 **Appendix 2** of this report comprises a list of 'reserve' schemes (with an estimated total value of £10m) that can be brought into the programme when funding becomes available. Such decisions will be made, under delegated authority, by the Director of Adult and Housing Services in consultation with the Cabinet Member for Housing and the Cabinet Member for Finance and Carbon Reduction.
- 5.11 The scope of works used for Appendices 1 and 2 assumes that, where roofs are renewed, they will be replaced on a like for like basis. No provision has been made for the additional cost of pitched roof renewal.

Decent Homes Programme 2014-15 (Year 7)

- 5.12 If the proposed programme for year 6 is agreed, a minimum of 2,100 homes will need to be made decent in Year 7 to meet the Decent Homes Backlog funding target.
- 5.13 As the 'elemental' approach will not enable Haringey to meet the Greater London Authority's Decent Homes Backlog funding target, a programme of internal works (including kitchens, bathrooms and dwelling entrance doors) will be needed in order to bring properties up to the Decent Homes Standard.
- 5.14 A detailed programme of works for the Year 7 Decent Homes programme is being developed and will be presented to the Cabinet for a decision early in 2013.
- 5.15 As the contractor and consultant frameworks that have delivered the Decent Homes programme to date will end on completion of the 2012-13 (Year 5) programme, new frameworks will be used to deliver the housing capital programme from 2013-14 onwards. A procurement exercise is being undertaken to appoint Quantity Surveying



Haringey Council

and Multi Disciplinary Design consultants, the outcome of which will be reported to Cabinet in February 2013.

- 5.16 In order to meet Haringey's funding target, the investment priorities in the 2014-15 Decent Homes programme will need to bring at least 2,100 homes up to the Decent Homes Standard. Although there will be sufficient funding to complete this work in 2014-15 (assuming the £9m contribution from the Housing Revenue Account), consideration is to be given to the merits of reducing the standard for internal works where it is possible, for example, to achieve decency by upgrading the kitchen or the bathroom in properties, rather than upgrading both.
- 5.17 For homes with complex or extensive investment needs, the Council may need to adopt a different approach – making optimum use of the new freedoms and flexibilities provided under the HRA self-financing arrangements – to the one that it has adopted for its Decent Homes programme.
- 5.18 A different approach may be needed, for example, for the 'Orlit' dwellings (concrete buildings with design defects), the Noel Park Estate (including the bathroom pods), Tangmere (on Broadwater Farm), the prefabricated dwellings and Imperial Wharf.

6. Comments of the Chief Finance Officer and financial implications

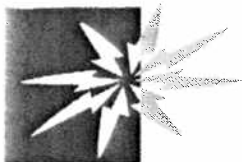
- 6.1 Decent Homes backlog funding from the GLA has now been confirmed in the sum of £6,451 for 2013/14 and £27,480 for 2013/14. It should be noted that this proposed grant is conditional upon 2,459 homes being brought up to Decent Homes Standard by March 2015 and the programme should be prepared to achieve this.
- 6.2 The HRA Medium Term Financial Plan indicates that up to £9m in each of the years 2013/14 and 2014/15 will be available from revenue resources to top up Decent Homes funding, bringing the total funding for the two years to £51.931m.
- 6.3 The programme has been prepared based on indicative costs from the stock condition survey conducted in 2010. Firm figures for the proposed and reserve programmes listed in Appendices 1 and 2 will only be available after the contractor surveys have been completed.

7. Head of Legal Services and legal implications

- 7.1 As this report relates to the Decent Homes investment strategy, the Head of Legal Services sees no legal issues arising at this stage. However advice should be sought from Corporate Legal Services on the further report relating to the appointment of the Quantity Surveying and Design consultants.

8. Equalities and Community Cohesion Comments

- 8.1 Homes for Haringey's Asset Management Strategy, 2007/2017, covers all investment in the Council's housing stock, including Decent Homes. In drawing up the Strategy, an Equalities Impact Assessment was undertaken. The findings have been incorporated into Homes for Haringey's planning processes for delivering decent homes. This includes ensuring that all residents receive the same standard



Haringey Council

of work, and consideration of specific language and other needs are identified and addressed when drawing up programmes of work.

9. Head of Procurement Comments

9.1 The Head of Procurement notes the information contained in recommendations 3.1, including the issue of further reports in early 2013 for the appointment of Quantity Surveying and Multi-Disciplinary Design consultants to support the delivery of the housing capital programme from 2013-2014 onwards

10. Reasons for Decision

10.1 A decision is required to allow Haringey Council and Homes for Haringey to improve specific properties in 2013/14 following the confirmation of the Backlog Decent Homes funding allocation by Greater London Authority in September 2012. Approval of this decision by Cabinet will ensure that the allocated funding is fully spent within 2013/14 to meet the GLA's requirement.

11. Use of Appendices

Appendix 1 – Proposed 2013-14 (Year 6) Decent Homes Priorities By Area
Appendix 2 – Proposed 'Reserve list' of Decent Homes Priorities 2013-14 (£10m)

12. Local Government (Access to Information) Act 1985

12.1 The background papers relating to the subject of this report are:

- GLA confirmation letter of backlog Decent Homes funding allocation for the next two years.

12.2 These can be obtained from Larry Ainsworth or Pauline Hinds (Senior Project Managers, Homes for Haringey) on 020 8489 1134.

Proposed 2013-14 (Year 6) Decent Homes Priorities By Area

Hornsey

Estate	Street/Block Name	Tenant	Lease holder	Total
Good Neighbour	JOHN CLIFFORD HOUSE	15	2	17
Hillcrest	CUNNINGHAM HSE; MONTGOMERY HSE; DOWDING HSE; WAVELL HSE; ALEXANDER HSE; MOUNTBATTEN HSE; TEDDER HSE	69	47	116
Stroud Green Phase 1	LAWSON COURT; WILTSHIRE COURT; WALL COURT; CHURCHILL CRT; CONNAUGHT LODGE	65	39	104
Springfield Cottages	NORTH HILL	13	4	17
		162	92	254

North Tottenham

Estate	Street/Block Name	Tenant	Lease holder	Total
Headcorn/Tenterden	GRETTON ROAD; TENTERDEN RD; BEAUFOY RD; HEADCORN RD; PENSHURST RD	128	33	161
Misc	Lordship Lane: 132 - 458	87	54	141
		215	87	302

South Tottenham

Estate	Street/Block Name	Tenant	Lease holder	Total
Ferry Lane	ARMADALE CLOSE; KESSOCK CL; YARMOUTH CRES	188	109	297
		188	109	297

WOOD GREEN

Estate	Street/Block Name	Tenant	Lease holder	Total
Commerce Road	JOYCE BUTLER HOUSE; BASIL SPENCE HOUSE; NIGHTINGALE ROAD	63	34	97
Misc	MARLOW HOUSE; TRURO RD; CLARENCE RD	33	9	42
Good Neighbour	NEWNHAM ROAD	11	3	14
		107	46	153

TOTALS:	672	334	1006
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Please note:

Work on stock investment is ongoing and Decent Homes programme delivery will continue to be closely aligned with the priorities emerging from that work. Any such considerations relating to the proposed Decent Homes programme for 2013-14 will be dealt with under delegated authority.

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Proposed 'Reserve List' of Decent Homes Priorities 2013-14 (£10m)

Hornsey

Estate	Street/Block Name	Tenant	Lease holder	Total
Highgate	Kenwood Road; Storey Road; Yeatman Road; Toyne Way; Jacqueline Creft Terrace; Maurice Bishop Terrace	108	4	112
South Hornsey street properties	Albert Road; Ennis Road; Florence Road; Lorne Road; Marquis Road; Mount Pleasant Crescent; Osborne Road; Oxford Road; Perth Road; Stroud Green Road; Upper Tollington Park; Victoria Road; Victoria Terrace; Woodstock Road	119	113	232
Stroud Green estate ph 2	Ednam House; Ronaldshay; Lorne House; Wisbech; Fenstanton; Marquis Court; Brackenbury; Nichols Close; Wallace Lodge; Charter Court; Hutton Court	105	51	156
Misc	Summersby Road; Quernmore Road; Winkley Court; Alexandra Park Road 149-153a; Blaenavon	43	36	79
		375	204	579

North Tottenham

Estate	Street/Block Name	Tenant	Lease holder	Total
Chesnut/Hamilton	Chesnut Road; Fairbanks Road; Rycroft Way	51	2	53
Reynardson Crt	Reynardsons Court, High Rd N17	14	2	16
Tamar Rd	1-80 Tamar Rd	50	30	80
Whitehall/Brereton/Orchard	Church/James Rd	30	20	50
		145	54	199

South Tottenham

Estate	Street/Block Name	Tenant	Lease holder	Total
Sturrock Close/Gresley Close	1-57 Sturrock Cl/1-33 Gresley Cl	59	24	83
Appleby/Penrith	140-166/155-217 Cornwall Rd	22	14	36
Cornwall	38-78/47-101 Cornwall Rd	36	15	51
Dorset Road	19-50 Dorset Rd	15	1	16
Lawrence Close	1-20 Lawrence Cl	15	5	20
The Crescent	2-24 St Ann's Rd	8	4	12
Tiverton	27-41 Fladbury Rd	8	2	10
Warwick Gdns	1-12 Reygate Crt	10	2	12
		173	67	240

WOOD GREEN

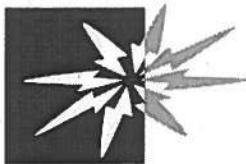
Estate	Street/Block Name	Tenant	Lease holder	Total
Commerce Rd	13-73 Commerce Rd	21	13	34
Corbett Grove	1-34 Corbett Gr	27	7	34
Durnsford Rd	2-80 evens Durnsford Rd	10	0	10
Fire Station Flats (Wood Green)	Fire Station Flats, Bounds Green Rd	7	5	12
Pellatt Grove	Greenwood Hse	2	10	12
Jack Barnett Way	100-142C Mayes Rd	10	0	10
Winkfield Road	1-220 Bracknell Close	63	6	69
Canning Crescent	Janet Crt	7	5	12
Thetford close	1-108 Thetford Close	62	2	64
		209	48	257

TOTALS:	902	373	1275
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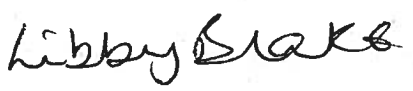
Please note:

Work on stock investment is ongoing and Decent Homes programme delivery will continue to be closely aligned with the priorities emerging from that work. Any such considerations relating to the proposed Decent Homes programme for 2013-14 will be dealt with under delegated authority.

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Haringey Council

Report for:	Cabinet	Item Number:	
Title:	Report relating to the conversion of Primary, Secondary and Higher educational establishments to Sponsored Academy status		
Report Authorised by:	 Libby Blake, Director		
Lead Officer:	Jan Doust Deputy Director		
Ward(s) affected:	Report for Key/Non Key Decisions:		

1. Describe the issue under consideration

A number of primary schools, secondary schools and a higher educational establishment have expressed an interest in converting to Academy Status, either as self converters or sponsored academies under the Academies Act 2010 (AA 2010).

The Secretary of State for Education (SoS) pursuant to his powers under the AA 2010 has issued Academy Orders in respect of these educational establishments to enable them to convert to Academy status. The particular establishments are St Ann's Primary School, St Michael's Primary School (N22), St Paul's & All Hallows Junior School, St Paul's & All Hallows Infant School, The Green Primary School, Haringey Sixth Form Centre and St Thomas More Catholic Secondary School.

The AA 2010 provides that on the Conversion Date the educational establishment closes and opens as an Academy under Academy Arrangements in accordance with Section 1 of the AA 2010. Under the provisions of the AA 2010, where the Council are freeholders of the land they are required to negotiate and enter into a 125 year lease with the new Academy Trust. In addition the Local Authority enter into a separate Commercial Transfer Agreement relating to the commercial arrangements.



Haringey Council

2. Cabinet Member introduction

I note the decision of these educational establishments to convert to academy status. The local authority proposes to continue working with all these establishments as part of the Haringey family of schools. The recommendations proposed enable the local authority to comply with its statutory obligations.

3. Recommendations

3.1 The Cabinet is asked to note the decision of the educational establishments to convert to Academy Status.

3.2 In order to facilitate the statutory process and conversion of the schools to Academy status the Cabinet is asked to approve that for each of the establishments the Local Authority, as appropriate enter into:

- (i) a Commercial Transfer Agreement
- (iii) a Lease for 125 years where the Local Authority is the freeholder.

3.3 That the Cabinet delegates authority to the Director of Children and Young People's Service to agree the terms of the documents in paragraph 3.2 above to be entered into in consultation with the Lead Member for Children.

4. Alternative options considered

None – this is a statutory process following the exercise of the educational establishments' discretion to choose to convert to academy status under the Academies Act 2010.

5. Background information

The Governing Body's of St Ann's Primary, St Michael's Primary N22, St Paul's & All Hallows Junior, St Paul's & All Hallows Infant, The Green Primary School, St Thomas More Catholic School all voluntary aided schools together with Haringey Sixth Form Centre a maintained higher education establishment, applied to the Secretary of State to convert to Academy status under the Academies Act 2010 (as amended).

The SoS having considered the applications by the schools made Academy Orders for the following schools on the following dates:

12 October 2012 for Haringey Sixth Form Centre;



Haringey Council

17 October 2012 for St Paul's & All Hallows Junior, St Paul's & All Hallows Infant and St Ann's Primary;

30 October 2012; for St Thomas More Catholic School;

31 October 2012 for St Michael's Primary N22 and The Green Primary School.

The Academy Orders oblige the Council to cease maintenance of the schools on the conversion date. The anticipated conversion dates for the schools are:

1 January 2013 for St Ann's Primary school, St Michael's Primary [N22] school, St Paul's & All Hallows Junior school and St Paul's & All Hallows Infant school,

1 February 2013 for St Thomas More Catholic Secondary School

1 March 2013 for The Green Primary School and Haringey Sixth Form Centre.

The Green Primary School is the only school which will convert as a sponsored academy; all the others will be self converter academies.

Under the provisions of the Academy Order and of the Academies Act, where the Council is the freeholder it is required to negotiate and enter into a 125 year lease otherwise the SoS has power to make a property transfer scheme. The 125 year lease will enable the Academy to use the land and assets in accordance with the lease. This will only apply to the Haringey Sixth Form Centre, as all the other schools are voluntary aided schools where a diocese is the land owner.

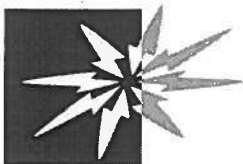
The grant of a 125 year lease will be of the school site at a peppercorn rent to the Academy with the Academy taking responsibility of maintaining the assets. The freehold interest will remain with the Council.

A commercial transfer agreement will transfer the maintenance responsibility of the schools to the Academy Trust to facilitate the conversion process.

A commercial transfer agreement is required to transfer responsibility of all the administration, including employment of personnel and pension obligations, maintenance of the school and insurance to the Academy.

Non-teaching staff at schools fall within the Local Government Pension Scheme (LGPS). As the employer, the Academy would be responsible for meeting the employer contribution. Academies are obliged to offer LGPS membership to staff and staff transferring would simply continue their scheme membership. The Council will remain the pension authority under the Local Government Pension Scheme (LGPS).

The Council will remain the coordination body for admissions for the Academy which means that parents/carers only need to complete one application form. The



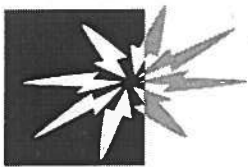
Haringey Council

Academy will be responsible for applying its allocation criteria to the list of applications supplied by the Council. The Academy will be responsible for setting up an independent admissions appeals panel on conversion to hear appeals, however whilst the Academy is establishing its own independent panel the recommendation is that the Council hears any outstanding appeals.

6. Comments of the Chief Finance Officer and financial implications

The conversion to Academy status has a number of financial implications for the Council. However, as set out in the Legal comments the authority must cease to maintain the school on the appropriate date.

- The transfer of staff who are members of the LGPS as described above creates an obligation on the school to meet an appropriate proportion of the pension fund scheme deficit; agreement was made by the Council's Corporate Committee on an appropriate basis for determining the relevant resource and this has been advised to the schools and their identified sponsors.
- The CTA can also provide for certain liabilities to fall on the Council, e.g. certain staff termination costs where a reorganisation is necessary to balance the budget and action has not been previously taken by the school. The extent of such liabilities would need to be identified in the CTA.
- The creation of an Academy means that resources are paid to the school directly by the Education Funding Agency (EFA) once the local Authority ceases to maintain the school. There is a consequent reduction in an Authority's Dedicated Schools Grant (DSG), based broadly on replication of the Authority's funding formula for schools.
- Currently a further reduction to an Authority's DSG is made in respect of the Local Authority Central Service Equivalent Grant (LACSEG) although this aspect is set to change under the broader Education Funding changes scheduled for April 2013.
- The Local Authority has made it clear that it expects the School and the Governing Body to discharge their financial responsibilities in respect of public money appropriately. All schools, except for St Thomas More Catholic Secondary the Green Primary school and St. Michaels N22, are predicted to have a surplus on conversion.
- Any deficit budget will revert to the Local Authority on the conversion date where the conversion is to a 'sponsored academy'. This then forms a charge against the Council's Dedicated Schools Grant allocation. This situation is expected to apply only to The Green which had a deficit of £106,426 as at 31 March 2012.



Haringey Council

- The treatment of any deficit budget where a school is a 'converter academy' will need to be agreed with the Department for Education; the regulations provide for the DfE to reimburse the LA for an agreed value reflecting the deficit on conversion. This applies to St. Thomas More School and St. Michael's N22.
- The Local Authority requires that any surplus at the point of closure will be treated in accordance with the provisions of the Academies Act 2010 and the guidance on Academy surplus and deficits issued by the Department for Education.

The Council, in common with all other 'upper tier' Councils has already had removed from its 2011-12 and 2012-13 Formula Grant allocation amounts in respect of 'Central Services LACSEG'. Following recent consultations the government has announced the methodology that it proposes to use in future years to reflect the transfer of these resources from local authorities to Academies and this has been reflected in the Council's MTFP. A non-ringfenced grant of £687k has been returned to the Council in 2012-13 in recognition of the excessive deductions undertaken in 2011-2013 under previous methodologies.

7. Head of Legal Services and legal implications

The Head of Legal Services notes the contents of this report and advises that under section 6 subsection (2) of the Academies Act 2010, the Council as the local authority must cease to maintain the school on the conversion date; this date will be stipulated in the funding agreement entered into by the Secretary of State.

In order to facilitate this, approval is required to enter a lease where the local authority is the freeholder and commercial transfer agreements as appropriate.

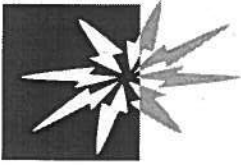
Under the provisions of the Academy Order and of the Academies Act, the Council is required to negotiate and enter into a 125 year lease. If the Council fails to negotiate terms of the lease, the SoS has power to make a property transfer scheme and impose terms on the Council. The Council will finalise the terms of lease before the transfer.

The Council is required to formalise the transfer the responsibility of all the administration, including employment of personnel and pension obligations to the Academy Trust by way of the commercial transfer agreement.

There are no other specific legal comments.

8. Equalities and Community Cohesion Comments

The SoS has confirmed that the Schools will convert to Academy status on the conversion dates. Haringey Council will urge the new Academy, as a public body, to be mindful of its Public Sector Equality Duty in particular in relation to its



Haringey Council

admissions policy and recruitment and management of staff.

An Equality Impact Assessment (EqIA) should be undertaken by the relevant governing body board of each school prior to conversion for the School to adequately discharge their equality duty. The Local Authority will work with and remind the schools governing body board of its duty to ensure this is undertaken to address the impact prior to conversion

9. Head of Procurement Comments

NA

10. Policy Implication

The governing body of an academy will be the admitting authority. This means they have the power to set and apply their admission criteria. They must adhere to the mandatory provisions of the School Admissions Code and follow the provisions set out in the local authority's scheme of co-ordination (this is determined by Haringey and sets out the general admission procedures which will be adopted by all schools and academies throughout the year to ensure that every child has one offer of a school place).

11. Reasons for Decision

This is a statutory process following the exercise of the educational establishments to choose to convert to academy status under the Academies Act 2010.

12. Use of Appendices

Academy Order for Haringey Sixth Form Centre dated 12 October 2012
Academy Order for St Paul's & All Hallows Junior, St Paul's & All Hallows Infant and St Ann's Primary dated 17 October 2012
Academy Order for St Thomas More Catholic School dated 30 October 2012
Academy Order for St Michael's Primary N22 and The Green Primary School dated 31 October 2012

13. Local Government (Access to Information) Act 1985

N/A



Rt Hon Michael Gove MP
Secretary of State



Sanctuary Buildings Great Smith Street Westminster London SW1P 3BT
tel: 0370 0002288 ministers@education.gsi.gov.uk

Libby Blake
Director of Children's Services
Haringey London Borough
The Children's Service
48 Station Road
Wood Green
London
N22 7TY

12 October 2012

To: Libby Blake, Director of Children's Services

Following the recent application of the governing body of Haringey Sixth Form Centre to become an Academy, I am delighted to confirm that I am agreeable to the conversion of this school to an Academy.

I enclose a copy of an Academy Order, which will enable the school to convert to an academy. For conversion to take place, I will need to agree, with the Academy Trust that will run the Academy, a Funding Agreement and the Articles of Association of the Academy Trust. The Funding Agreement will record the date on which the school will convert into an Academy.

Formal TUPE consultations with staff, unions, and the employer should start as soon as possible. For schools where the governing body is the employer of staff, the governors will lead on the TUPE process but they may require your support to do so. In all cases, you should ensure that any personnel files which you hold for the schools are fully up-to-date and that you have an accurate record of the staff employed at the schools and the terms and conditions of their employment.

It will be necessary for the land and buildings occupied by the school to be transferred to the Academy Trust so that they are available for use by the Academy from the conversion date. The exact arrangements for achieving this will depend on whether the school is a community, foundation or trust school, or a voluntary school and whether the land used by the school is public land, private land or a combination of the two.

In cases where you own the land and buildings currently occupied by the schools, I am asking you to agree to lease these to the Academy Trust through a 125-year lease similar to that used for existing academies. As a first step, you should start to gather land ownership and land registration documentation and information if you have not already done so. My officials will also discuss with you the implications of any schools proposing to convert to academies that are involved in an existing PFI contract or BSF scheme. Model lease documents for Academy Trusts and local authorities to use as the basis for negotiations are available on the Department's website at <http://www.education.gov.uk/schools/leadership/typesofschools/academies>

I am writing to the Chair of Governors, copied to the head teacher, to give my agreement to the conversion.

A handwritten signature in black ink that reads "Michael Gove". The signature is written in a cursive style with a large initial 'M' and a long, sweeping tail.

MICHAEL GOVE



Rt Hon Michael Gove MP
Secretary of State

Sanctuary Buildings Great Smith Street Westminster London SW1P 3BT
tel: 0370 0002288 ministers@education.gsi.gov.uk

**To: The Chair of Governors of Haringey Sixth Form Centre
Haringey London Borough**

ACADEMY ORDER

1. This is an Academy Order made further to section 4 of the Academies Act 2010.
2. I hereby order that on the conversion date Haringey Sixth Form Centre shall be converted into an Academy.
3. The conversion date shall be the date that the school opens as a Academy further to and as provided for in Academy arrangements made further to section 1 of the Academies Act 2010.
4. On the conversion date Haringey London Borough shall cease to maintain Haringey Sixth Form Centre.
5. The independent school standards (as defined in section 157(2) of the Education Act 2002) are to be treated as met in relation to the Academy on the conversion date.

Signed on behalf of the Secretary of State for Education by:

Signed:.....

A handwritten signature in black ink, appearing to read 'D. H.', written over a dotted line.

Date: 12 October 2012

Dominic Herrington
Director - Academies Delivery Group



Rt Hon Michael Gove MP
Secretary of State

Sanctuary Buildings Great Smith Street Westminster London SW1P 3BT
tel: 0370 0002288 ministers@education.gsi.gov.uk



Libby Blake
Director of Children's Services
Haringey London Borough
The Children's Service
48 Station Road
Wood Green
London
N22 7TY

17 October 2012

To: Libby Blake, Director of Children's Services

Following the recent application of the governing body of St Paul's and All Hallows CofE Junior School to become an Academy, I am delighted to confirm that I am agreeable to the conversion of this school to an Academy.

I enclose a copy of an Academy Order, which will enable the school to convert to an academy. For conversion to take place, I will need to agree, with the Academy Trust that will run the Academy, a Funding Agreement and the Articles of Association of the Academy Trust. The Funding Agreement will record the date on which the school will convert into an Academy.

Formal TUPE consultations with staff, unions, and the employer should start as soon as possible. For schools where the governing body is the employer of staff, the governors will lead on the TUPE process but they may require your support to do so. In all cases, you should ensure that any personnel files which you hold for the schools are fully up-to-date and that you have an accurate record of the staff employed at the schools and the terms and conditions of their employment.

It will be necessary for the land and buildings occupied by the school to be transferred to the Academy Trust so that they are available for use by the Academy from the conversion date. The exact arrangements for achieving this will depend on whether the school is a community, foundation or trust school, or a voluntary school and whether the land used by the school is public land, private land or a combination of the two.

In cases where you own the land and buildings currently occupied by the schools, I am asking you to agree to lease these to the Academy Trust through a 125-year lease similar to that used



Rt Hon Michael Gove MP
Secretary of State

Sanctuary Buildings Great Smith Street Westminster London SW1P 3BT
tel: 0370 0002288 ministers@education.gsi.gov.uk

**To: The Chair of Governors of St Paul's and All Hallows CofE Junior School
Haringey London Borough**

ACADEMY ORDER

1. This is an Academy Order made further to section 4 of the Academies Act 2010.
2. I hereby order that on the conversion date St Paul's and All Hallows CofE Junior School shall be converted into an Academy.
3. The conversion date shall be the date that the school opens as a Academy further to and as provided for in Academy arrangements made further to section 1 of the Academies Act 2010.
4. On the conversion date Haringey London Borough shall cease to maintain St Paul's and All Hallows CofE Junior School.
5. The independent school standards (as defined in section 157(2) of the Education Act 2002) are to be treated as met in relation to the Academy on the conversion date.

Signed on behalf of the Secretary of State for Education by:

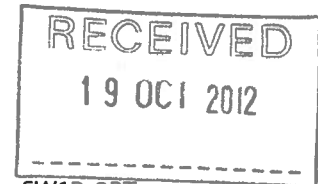
Signed:.....

Date: 17 October 2012

Dominic Herrington
Director - Academies Delivery Group



Rt Hon Michael Gove MP
Secretary of State



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Libby Blake
Director of Children's Services
Haringey London Borough
The Children's Service
48 Station Road
Wood Green
London
N22 7TY

17 October 2012

To: Libby Blake, Director of Children's Services

Following the recent application of the governing body of St Paul's and All Hallows CofE Infant School to become an Academy, I am delighted to confirm that I am agreeable to the conversion of this school to an Academy.

I enclose a copy of an Academy Order, which will enable the school to convert to an academy. For conversion to take place, I will need to agree, with the Academy Trust that will run the Academy, a Funding Agreement and the Articles of Association of the Academy Trust. The Funding Agreement will record the date on which the school will convert into an Academy.

Formal TUPE consultations with staff, unions, and the employer should start as soon as possible. For schools where the governing body is the employer of staff, the governors will lead on the TUPE process but they may require your support to do so. In all cases, you should ensure that any personnel files which you hold for the schools are fully up-to-date and that you have an accurate record of the staff employed at the schools and the terms and conditions of their employment.

It will be necessary for the land and buildings occupied by the school to be transferred to the Academy Trust so that they are available for use by the Academy from the conversion date. The exact arrangements for achieving this will depend on whether the school is a community, foundation or trust school, or a voluntary school and whether the land used by the school is public land, private land or a combination of the two.

In cases where you own the land and buildings currently occupied by the schools, I am asking you to agree to lease these to the Academy Trust through a 125-year lease similar to that used



Rt Hon Michael Gove MP
Secretary of State

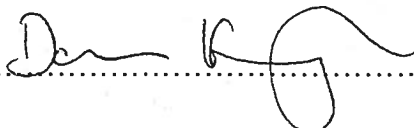
Sanctuary Buildings Great Smith Street Westminster London SW1P 3BT
tel: 0370 0002288 ministers@education.gsi.gov.uk

**To: The Chair of Governors of St Paul's and All Hallows CofE Infant School
Haringey London Borough**

ACADEMY ORDER

1. This is an Academy Order made further to section 4 of the Academies Act 2010.
2. I hereby order that on the conversion date St Paul's and All Hallows CofE Infant School shall be converted into an Academy.
3. The conversion date shall be the date that the school opens as a Academy further to and as provided for in Academy arrangements made further to section 1 of the Academies Act 2010.
4. On the conversion date Haringey London Borough shall cease to maintain St Paul's and All Hallows CofE Infant School.
5. The independent school standards (as defined in section 157(2) of the Education Act 2002) are to be treated as met in relation to the Academy on the conversion date.

Signed on behalf of the Secretary of State for Education by:

Signed:.......... Date: 17 October 2012

Dominic Herrington
Director - Academies Delivery Group



Rt Hon Michael Gove MP
Secretary of State



Sanctuary Buildings Great Smith Street Westminster London SW1P 3BT
tel: 0370 0002288 ministers@education.gsi.gov.uk

Libby Blake
Director of Children's Services
Haringey London Borough
The Children's Service
48 Station Road
Wood Green
London
N22 7TY

17 October 2012

To: Libby Blake, Director of Children's Services

Following the recent application of the governing body of St Ann's CofE Primary School to become an Academy, I am delighted to confirm that I am agreeable to the conversion of this school to an Academy.

I enclose a copy of an Academy Order, which will enable the school to convert to an academy. For conversion to take place, I will need to agree, with the Academy Trust that will run the Academy, a Funding Agreement and the Articles of Association of the Academy Trust. The Funding Agreement will record the date on which the school will convert into an Academy.

Formal TUPE consultations with staff, unions, and the employer should start as soon as possible. For schools where the governing body is the employer of staff, the governors will lead on the TUPE process but they may require your support to do so. In all cases, you should ensure that any personnel files which you hold for the schools are fully up-to-date and that you have an accurate record of the staff employed at the schools and the terms and conditions of their employment.

It will be necessary for the land and buildings occupied by the school to be transferred to the Academy Trust so that they are available for use by the Academy from the conversion date. The exact arrangements for achieving this will depend on whether the school is a community, foundation or trust school, or a voluntary school and whether the land used by the school is public land, private land or a combination of the two.

In cases where you own the land and buildings currently occupied by the schools, I am asking you to agree to lease these to the Academy Trust through a 125-year lease similar to that used



Rt Hon Michael Gove MP
Secretary of State

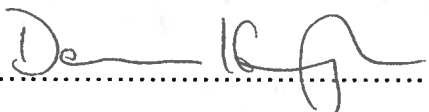
Sanctuary Buildings Great Smith Street Westminster London SW1P 3BT
tel: 0370 0002288 ministers@education.gsi.gov.uk

**To: The Chair of Governors of St Ann's CofE Primary School
Haringey London Borough**

ACADEMY ORDER

1. This is an Academy Order made further to section 4 of the Academies Act 2010.
2. I hereby order that on the conversion date St Ann's CofE Primary School shall be converted into an Academy.
3. The conversion date shall be the date that the school opens as a Academy further to and as provided for in Academy arrangements made further to section 1 of the Academies Act 2010.
4. On the conversion date Haringey London Borough shall cease to maintain St Ann's CofE Primary School.
5. The independent school standards (as defined in section 157(2) of the Education Act 2002) are to be treated as met in relation to the Academy on the conversion date.

Signed on behalf of the Secretary of State for Education by:

Signed:  Date: 17 October 2012

Dominic Herrington
Director - Academies Delivery Group



Rt Hon Michael Gove MP
Secretary of State



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tel: 0370 0002288 ministers@education.gsi.gov.uk

Libby Blake
Director of Children's Services
Haringey London Borough
The Children's Service
48 Station Road
Wood Green
London
N22 7TY

30 October 2012

To: Libby Blake, Director of Children's Services

Following the recent application of the governing body of St Thomas More Catholic School to become an Academy, I am delighted to confirm that I am agreeable to the conversion of this school to an Academy.

I enclose a copy of an Academy Order, which will enable the school to convert to an academy. For conversion to take place, I will need to agree, with the Academy Trust that will run the Academy, a Funding Agreement and the Articles of Association of the Academy Trust. The Funding Agreement will record the date on which the school will convert into an Academy.

Formal TUPE consultations with staff, unions, and the employer should start as soon as possible. For schools where the governing body is the employer of staff, the governors will lead on the TUPE process but they may require your support to do so. In all cases, you should ensure that any personnel files which you hold for the schools are fully up-to-date and that you have an accurate record of the staff employed at the schools and the terms and conditions of their employment.

It will be necessary for the land and buildings occupied by the school to be transferred to the Academy Trust so that they are available for use by the Academy from the conversion date. The exact arrangements for achieving this will depend on whether the school is a community, foundation or trust school, or a voluntary school and whether the land used by the school is public land, private land or a combination of the two.

In cases where you own the land and buildings currently occupied by the schools, I am asking you to agree to lease these to the Academy Trust through a 125-year lease similar to that used

for existing academies. As a first step, you should start to gather land ownership and land registration documentation and information if you have not already done so. My officials will also discuss with you the implications of any schools proposing to convert to academies that are involved in an existing PFI contract or BSF scheme. Model lease documents for Academy Trusts and local authorities to use as the basis for negotiations are available on the Department's website at <http://www.education.gov.uk/schools/leadership/typesofschools/academies>

I am writing to the Chair of Governors, copied to the head teacher, to give my agreement to the conversion.

A handwritten signature in black ink, appearing to read 'Michael Gove', written in a cursive style.

MICHAEL GOVE



Rt Hon Michael Gove MP
Secretary of State

Sanctuary Buildings Great Smith Street Westminster London SW1P 3BT
tel: 0370 0002288 ministers@education.gsi.gov.uk

**To: The Chair of Governors of St Thomas More Catholic School
(Haringey London BoroughName of LA)**

ACADEMY ORDER

1. This is an Academy Order made further to section 4 of the Academies Act 2010.
2. I hereby order that on the conversion date St Thomas More Catholic School shall be converted into an Academy.
3. The conversion date shall be the date that the school opens as a Academy further to and as provided for in Academy arrangements made further to section 1 of the Academies Act 2010.
4. On the conversion date Haringey London Borough shall cease to maintain St Thomas More Catholic School.
5. The independent school standards (as defined in section 157(2) of the Education Act 2002) are to be treated as met in relation to the Academy on the conversion date.

Signed on behalf of the Secretary of State for Education by:

Signed:.....*Anne Jackson*..... Date: 30 October 2012

Anne Jackson
Director – System Reform Group



Rt Hon Michael Gove MP
Secretary of State

Sanctuary Buildings Great Smith Street Westminster London SW1P 3BT
tel: 0370 0002288 ministers@education.gsi.gov.uk

Libby Blake
Director of Children's Services
Haringey London Borough
The Children's Service
48 Station Road
Wood Green
London
N22 7TY

31 October 2012

To: Libby Blake, Director of Children's Services

Following the recent application of the governing body of St Michael's CofE Primary School to become an Academy, I am delighted to confirm that I am agreeable to the conversion of this school to an Academy.

I enclose a copy of an Academy Order, which will enable the school to convert to an academy. For conversion to take place, I will need to agree, with the Academy Trust that will run the Academy, a Funding Agreement and the Articles of Association of the Academy Trust. The Funding Agreement will record the date on which the school will convert into an Academy.

Formal TUPE consultations with staff, unions, and the employer should start as soon as possible. For schools where the governing body is the employer of staff, the governors will lead on the TUPE process but they may require your support to do so. In all cases, you should ensure that any personnel files which you hold for the schools are fully up-to-date and that you have an accurate record of the staff employed at the schools and the terms and conditions of their employment.

It will be necessary for the land and buildings occupied by the school to be transferred to the Academy Trust so that they are available for use by the Academy from the conversion date. The exact arrangements for achieving this will depend on whether the school is a community, foundation or trust school, or a voluntary school and whether the land used by the school is public land, private land or a combination of the two.

In cases where you own the land and buildings currently occupied by the schools, I am asking you to agree to lease these to the Academy Trust through a 125-year lease similar to that used

for existing academies. As a first step, you should start to gather land ownership and land registration documentation and information if you have not already done so. My officials will also discuss with you the implications of any schools proposing to convert to academies that are involved in an existing PFI contract or BSF scheme. Model lease documents for Academy Trusts and local authorities to use as the basis for negotiations are available on the Department's website at

<http://www.education.gov.uk/schools/leadership/typesofschools/academies>

I am writing to the Chair of Governors, copied to the head teacher, to give my agreement to the conversion.

A handwritten signature in black ink, appearing to read 'Michael Gove', written in a cursive style.

MICHAEL GOVE



Rt Hon Michael Gove MP
Secretary of State

Sanctuary Buildings Great Smith Street Westminster London SW1P 3BT
tel: 0370 0002288 ministers@education.gsi.gov.uk

**To: The Chair of Governors of St Michael's CofE Primary School
Haringey London Borough**

ACADEMY ORDER

1. This is an Academy Order made further to section 4 of the Academies Act 2010.
2. I hereby order that on the conversion date St Michael's CofE Primary School shall be converted into an Academy.
3. The conversion date shall be the date that the school opens as a Academy further to and as provided for in Academy arrangements made further to section 1 of the Academies Act 2010.
4. On the conversion date Haringey London Borough shall cease to maintain St Michael's CofE Primary School.
5. The independent school standards (as defined in section 157(2) of the Education Act 2002) are to be treated as met in relation to the Academy on the conversion date.

Signed on behalf of the Secretary of State for Education by:

Signed:.....*Anne Jackson*..... Date: 31 October 2012

Anne Jackson
Director - System Reform Group



Rt Hon Michael Gove MP
Secretary of State

Sanctuary Buildings Great Smith Street Westminster London SW1P 3BT
tel: 0370 0002288 ministers@education.gsi.gov.uk

Libby Blake
Director of Children's Services
Haringey London Borough
The Children's Service
48 Station Road
Wood Green
London
N22 7TY

31 October 2012

To: Libby Blake, Director of Children's Services

I am writing to tell you that I have agreed for The Green CofE Primary School to become an Academy sponsored by the London Diocesan of Schools. I enclose a copy of the Academy Order to enable the Academy to open on 1 April 2013. I also enclose a copy of a letter sent to the Chair of Governors.

The London Diocesan of Schools will now work directly with my officials and The Green CofE Primary School following a fast track process to Academy status.

Academies contain many of the elements that are at the heart of our drive to transform education. This Academy proposal represents the opportunity to enhance the level of attainment among pupils served by The Green CofE Primary School.

To enable the Academy to open I will need to agree, with the Academy Trust, a Funding Agreement and the Articles of Association of the Academy Trust.

Formal TUPE consultations with staff, unions, and the employer should start as soon as possible. For schools where the governing body is the employer of staff, the governors will lead on the TUPE process but they may require your support to do so. In all cases, you should ensure that any personnel files which you hold for the schools are fully up-to-date and that you have an accurate record of the staff employed at the schools and the terms and conditions of their employment.

It will be necessary for the land and buildings occupied by the school to be transferred to the Academy Trust so that they are available for use when the Academy opens. The exact arrangements for achieving this will depend on whether the school is a community, foundation or trust school, or a voluntary school and whether the land used by the school is public land, private land or a combination of the two.

In cases where you own the land and buildings currently occupied by the schools, I am asking you to agree to lease these to the Academy Trust through a 125-year lease similar to that used for existing academies. As a first step, you should start to gather land ownership and land registration documentation and information if you have not already done so. My officials will also discuss with you the implications of any school proposing to become an Academy that is involved in an existing PFI contract or BSF scheme. Model lease documents for Academy Trusts and local authorities to use as the basis for negotiations are available on the Department's website at <http://www.education.gov.uk/schools/leadership/typesofschools/academies>

In line with legislation, any deficit associated with the school will remain with the local authority after the school has become an Academy, and any surplus will be passed to the Academy.

A handwritten signature in black ink that reads "Michael Gove". The signature is written in a cursive style with a large, sweeping initial 'M' and a long, horizontal tail stroke.

MICHAEL GOVE



Rt Hon Michael Gove MP
Secretary of State

Sanctuary Buildings Great Smith Street Westminster London SW1P 3BT
tel: 0370 0002288 ministers@education.gsi.gov.uk

The Green CofE Primary School
Somerset Road
Tottenham
London
N17 9EJ

31 October 2012

To: The Chair of Governors of The Green CofE Primary School

I am writing to confirm that I am content to agree in principle to the proposal for The Green CofE Primary School to open as an Academy sponsored by London Diocesan of Schools.

I enclose an Academy Order to enable your school to open as an Academy on 1 April 2013.

The project will follow a fast track process to Academy status, with a school improvement grant of up to £40k available to London Diocesan of Schools to assist with the support and improvement that The Green CofE Primary School requires. An additional grant of £25k is also available to either The Green CofE Primary School or London Diocesan of Schools to contribute towards expenses incurred in setting up the Academy.

The Academy proposal will be developed by the sponsor, who will be your principal contact. A DfE official will be assigned to the project who will work primarily with London Diocesan of Schools. The next steps to enable your school to become an Academy are set out in the Annex A.

Further information is available on our website at
<http://www.education.gov.uk/schools/leadership/typesofschools/academies>

I am copying this letter to the head teacher and the sponsor, and I will also be writing to Haringey London Borough.

A handwritten signature in black ink that reads 'Michael Gove'.

MICHAEL GOVE



Rt Hon Michael Gove MP
Secretary of State

Sanctuary Buildings Great Smith Street Westminster London SW1P 3BT
tel: 0370 0002288 ministers@education.gsi.gov.uk

To: The Chair of Governors of The Green CofE Primary School

Haringey

ACADEMY ORDER

6. This is an Academy Order made further to section 4 of the Academies Act 2010.
7. I hereby order that on the conversion date The Green CofE Primary School shall be converted into an Academy.
8. The conversion date shall be the date that the school opens as an Academy further to and as provided for in Academy arrangements made further to section 1 of the Academies Act 2010.
9. On the conversion date Haringey shall cease to maintain The Green CofE Primary School.
10. The independent school standards (as defined in section 157(2) of the Education Act 2002) are to be treated as met in relation to the Academy on the conversion date.

Signed on behalf of the Secretary of State for Education by:

Signed:.....*Anne Jackson*..... Date: 31 October 2012

Anne Jackson
Director for Systems Reform Group

THE UNIVERSITY OF CHICAGO

IN THE MATTER OF THE ESTATE OF [Name]

Trust

ACADEMY ORDER

This is an order of the Academy of the [Name] Trust, dated [Date]

and is intended to be read in conjunction with the [Name] Trust Agreement, dated [Date]

and the [Name] Trust Declaration, dated [Date], both of which are attached hereto for reference.

The Academy hereby orders that the [Name] Trust be administered in accordance with the terms and conditions set forth in the [Name] Trust Agreement and the [Name] Trust Declaration.

This order is intended to be read in conjunction with the [Name] Trust Agreement and the [Name] Trust Declaration, and is intended to be read in conjunction with the [Name] Trust Declaration.

Witness my hand and the seal of the Academy of the [Name] Trust, this [Date] day of [Month], [Year].

[Signature]

[Signature]

Academy of the [Name] Trust



Haringey Council

Report for:	Cabinet 18 th Dec 2012	Item Number:	
Title:	Assets of Community Value (Community Right to Bid)		
Report Authorised by:	Lyn Garner, Director of Place and Sustainability		
Lead Officer:	Marc Dorfman, Assistant Director of Planning, Regeneration and Economy		
Ward(s) affected: All	Report for Key/Non Key Decisions: Key Decision		

1. Describe the issue under consideration

- 1.1. The Localism Act 2011 introduced the Community Right to Bid (CRtB), which came into force on 21 September 2012. The Right requires local authorities to maintain a list of 'Assets of Community Value'. Local community groups will be able to nominate local buildings, and, if the nomination is accepted by the local authority, it will be listed; then, when it is put up for sale, the group will have to be informed and will be given time to prepare with a bid.
- 1.2. The Department for Communities and Local Government have not issued statutory guidance however an advice note was published on 4 October, 2012.
- 1.3. This report outlines how the responsibilities under the Act and Regulations can be implemented and seeks delegation of powers to officers to enable the procedures to be undertaken



Haringey Council

2. Cabinet Member introduction

2.1 Legislation requires local authorities to consider nominations for assets of community value under the Community Right to Bid. This paper explains the process by which Haringey will do this.

3. Recommendations

3.1 It is recommended that:

1. Cabinet note the approach to managing the Community Right to Bid pursuant to Regulations under the Localism Act 2011.
2. Cabinet authorise the officers to undertake the functions as specified in Appendix A to this report.
3. Cabinet approve the criteria for assessing nominations as set out in Appendix B.

4. Alternative options considered

4.1 No alternative options. This legislation is now in force and local authorities are required to facilitate the process.

5. Background information

5.1 The Localism Act 2011 imposed a statutory requirement on the Council to administer a system for listing local assets of community value. Details of the scheme are prescribed in Part 5, Chapter 3 of the Localism Act 2011 and The Assets of Community Value (England) Regulations 2012. Officers have developed processes to ensure that the Council is compliant with its statutory duties.

5.2 The CRtB forms part of the Localism Act 2011 and gives community groups, with a local connection, the right to nominate buildings and land as having community value. A full briefing of the requirements and process as set out in the regulations is attached as Appendix C. Haringey is required to consider any nomination. The Council must accept the nomination if the land is in the authority's area, and is considered to be of community value.

5.3 Land is deemed to be of community value if in the Council's opinion:

- The current (non-ancillary) use of the building furthers the social well-being or social interests of the local community, and
- It is realistic to think that there can continue to be a non-ancillary use that will further the social well-being or social interests of the local community.

5.4 Where the above do not apply, but there is a time in the recent past where an actual use of the building has had a community use, or it is realistic to think that there is a time in the next five years that there could be use of the building (whether or not the



Haringey Council

same as before) that would further the social wellbeing or social interests of the local community, this will be considered in the Council's determining of a nomination.

- 5.5 Local authorities must maintain, publish and make available for free public inspection, a list of community assets (and unsuccessful nominations), however, the form and a content of the list is a matter for local discretion. Land is to be removed from the list after five years.
- 5.6 If the owner of a listed asset wants to dispose of the asset, notice must be given to the Council which will trigger a six month moratorium period during which the asset cannot be sold. This window is intended to give community groups an opportunity to organise and raise funds so that they can bid to purchase the asset.
- 5.7 These provisions only apply when the owner wishes to dispose of the asset; there is no compulsion on the owner of a listed asset to sell it. In addition, this is not a community right to buy, only to bid. This means that in some instances the local community may not be the successful purchaser.
- 5.8 The CRtB scheme will cover public and private land. This means that Council property could be listed if the Assessment Panel determines that it meets the criteria. The Council may wish to give further consideration to any impact that this legislation may have on Council assets and any future disposal of such assets. In some instances the Council will be the owner of land that a community wants to nominate. Where this scenario arises, any dialogue by the owner (i.e. Haringey) with the community groups seeking to purchase the land will need to be conducted by appropriate officers operating separately to that of the registration authority – they will be separated by a 'Chinese Wall'.
- 5.9 It should also be noted that owners of listed assets are able to submit a claim to the Council for costs or loss incurred as a direct result of complying with the procedures required under the CRtB. The CRtB could therefore have direct financial implications for Haringey. It is the Council's responsibility for deciding whether and how much compensation is paid, however this is subject to review. The Government has said that it will meet the cost of compensation claims that exceed £20,000 in a financial year, with consideration to follow on funding from 2015 onwards. Further details in respect of financial implications set out in Section 6 of this report.

The Community Right to Bid Process

- 5.10 The proposed approach for allocating functions in respect to managing the process, and proposals for delegated powers, are outlined in Appendix A. The procedure for managing the process including administering nomination and moratorium periods is prescribed in the Localism Act and subsequent regulations and the approach proposed in this report is in line with this. Details of the necessary procedures for managing the Assets of Community are provided in Appendix C.
- 5.11 An overview of functions regarding the CRtB is as follows:
 - a) Planning Policy Team to take the operational lead for managing nominations, the moratorium period and compensation claims. This will include all administrative functions relating to the processes outlined in Appendix C.

**Haringey Council**

- b) Assessment of nominations and compensation claims to be overseen by an assessment panel. It is proposed that this panel is chaired by the Director of Place and Sustainability, or nominated officer and attended by the Head of Legal Services, or nominated officer and the Head of Strategy and Business Intelligence, or nominated officer. The panel may invite other officers with specific expertise to attend as appropriate to advise though all determinations will be vested in the officers with delegated authority.
- c) A review of decisions taken in respecting of listing land as a community asset or in respect of compensation claims requested by the owner of the asset must be undertaken by an officer of appropriate seniority not involved in the initial determination. It is proposed that this officer is the Assistant Chief Executive.

Assessing Nominations

- 5.12 Officers have developed criteria to aid the assessment of nominations; this is attached as Appendix B. The criteria follow the regulations and outline all of the areas that must be considered. Where further clarification is required officers should refer to the Localism Act 2011 (Part 5, Ch. 3) and the Regulations (Statutory Instrument: 2012 No. 2421). The government have also published a non-statutory advice note for local authorities. As stated in section 6 of this report, it is also recommended that an officer from Legal Services is included as a member of the assessment panel to provide advice on application of provisions in the Act and Regulations.
- 5.13 It is proposed that the decisions to accept or reject nominations should be taken by officers. The rationale for this is that the process for managing Assets of Community value is largely procedural and prescribed in Regulations. Appendix A outlines how responsibility for decision-making would be allocated.
- 5.14 The process of designating as asset of community value set out in the regulations is very prescriptive and consequently the approach proposed in this paper reflects that set out by other London boroughs and authorities around the country.
- 5.15 Nominations will be assessed in their appropriate context in line with the Council's key priorities and policies, and taking account of future planning and regeneration proposals on that land.



Haringey Council

6. Comments of the Chief Finance Officer and financial implications

- 6.1 The Council is likely to incur significant additional costs as a result of the need to compile and maintain the list of Community Assets, as well as managing the process of deciding on nominations, dealing with appeals and processing compensation claims. Although the number of claims that will be made can only be estimated at this stage, the Council will be required to produce the initial list in any case and if the Council fails to manage the process correctly it could leave itself at an increased risk of compensation claims or legal challenge. The resource impact of these changes is dealt with as part of the 2013-14 budget process.
- 6.2 If a number of community groups do make nominations and seek to try to raise the funds to purchase a community asset then the Council may well find itself in the position of funding compensation claims from owners due to delays in sales, for any cases where compensation is below the £20,000 minimum limit that will be funded by Central Government. At this point in time it is impossible to estimate how often this will happen.
- 6.3 The Council is not able to claim compensation on any of its own disposals that are delayed due to a nomination, and thus there is a risk the Council will suffer a loss in the form of both reduced and delayed capital receipts which are essential to support the capital programme. There may also be impacts on the timing of regeneration projects if assets affected are within the boundaries of proposed projects

7. Head of Legal Services and legal implications

- 7.1 The Head of Legal Services has been consulted in respect of the establishment of the procedures to handle all aspects of assets of community value and is satisfied that those recommended comply with the requirements of the Localism Act and the attendant Regulations. There are no other immediate legal implications arising from the report.

8. Equalities and Community Cohesion Comments

- 8.1 The Council will need to be mindful of the Public Sector Equality Duty (PSED): s149 Equality Act 2010 when considering nominations for community buildings.

9. Head of Procurement Comments

NA

10. Policy Implication

- 10.1 The Assets of Community Value (Community Right to Bid) provisions form part of a series of community rights introduced by the Localism Act. These include the Community Right to Challenge, the Community Right to Build and Neighbourhood Planning. There is the potential for these rights to intersect. It is foreseeable, for example that a community group may seek to list council buildings as a community asset whilst simultaneously seeking to run a service from it through the right to challenge.



Haringey Council

11. Reasons for Decision

11.1 In line with the Localism Act 2011 and the supporting Assets of Community Value 2012, local authorities are required to facilitate the Assets of Community Value procedures.

12. Use of Appendices

Appendix A: Assets of Community Value – Delegated Authority /Allocation of Functions

Appendix B: Assessment Criteria

Appendix C: Assets of Community Value Briefing

13. Local Government (Access to Information) Act 1985

Appendix A

Assets of Community Value – Delegated Authority /Allocation of Functions

1. It is proposed that the scheme be administered by officers as it is procedural in nature. This will also ensure that decisions are considered independent.
2. It is recommended that Cabinet delegate responsibility for undertaking the statutory procedures and determining nominations for assets of community value under the Localism Act to the Chief Officers and Heads of Services set out below.
3. Allocation of role and functions under the Localism Act is proposed as follows:

Localism Act 2011	Function	Officer
Section 87	Maintain list of assets of community value	Director of Place and Sustainability
Section 87	Remove land from the list after 5 years	Director of Place and Sustainability
Section 90	Determine nominations	Assessment Panel*
Section 91	Give notification of inclusion or removal of land from list	Director of Place and Sustainability
Section 92	Review decision to include land on the list of assets of community value	Assistant Chief Executive
Section 92(4)	Remove entry from the list following a review	Director of Place and Sustainability
Section 93	Maintain a list of land nominated by an unsuccessful community nomination	Director of Place and Sustainability
Section 94	Publish and make available lists	Director of Place and Sustainability
Section 97	Give notice of and to publicise receipt of notice of intended disposal of land	Director of Place and Sustainability
Section 98	Inform owner of request to be treated as a bidder	Director of Place and Sustainability
Section 99	Administer compensation scheme	Director of Place and Sustainability
Section 99	Determine compensation claims	Assessment Panel*
Schedule 2	Review decision not award compensation	Assistant Chief Executive
Section 100	Add the asset to the Local Land Charges Register	Legal Services
Section 102	Cooperate with other local authorities	All

*It is proposed that the Assessment Panel comprise the Director of Place and Sustainability (Chair), or nominated officer, the Head of Legal Services, or nominated officer and the Head of Strategy and Business Intelligence, or nominated officers who are authorised to determine community nominations and compensation claims. The panel may invite other officers with specific expertise to attend as appropriate to advise.

Appendix B
Assets of Community Value Assessment Criteria

Assessment Criteria		Pass/Fail	Information Requirements	Comments
Is the correct information provided?			<p>A community nomination must include:</p> <ul style="list-style-type: none"> • A description of the of the land and proposed boundaries • Details of the current occupants and anyone holding a freehold or leasehold estate in the land • Reasons why the land is of community / value • Evidence that the nominator is eligible under the Act 	<p>Haringey has produced a nomination form to ensure that all of this information is collected however there is no requirement to use the Council form</p>
Status of the relevant body			<p>A voluntary or community body is defined as:</p> <ul style="list-style-type: none"> • A neighbourhood forum • An (not for profit) unincorporated body with 21 local members • A charity • A (not for profit) company limited by guarantee, an industrial and provident society or community interest company. 	<p>Only relevant bodies can nominate. Local authorities cannot list land on their own initiative</p>
Does the relevant body have a local connection?			<p>A local connection is defined as:</p> <ul style="list-style-type: none"> • The body's activity is wholly or partly connected to the local authority's area or a neighbouring authority's area • Any surplus is applied for the benefit of the local authority's area or neighbouring authority's area • The body has at least 21 local members (registered at an address in to the local authority's area or a neighbouring authority's area) 	<p>Nominations must be made by a body with a local connection</p>
Is the land/building subject to nomination under the Act?			<p>The asset must be a building or land. The asset must be in the local authority's area. Exemptions are listed in Schedule 1 of the</p>	

Assessment Criteria	Pass/Fail	Information Requirements	Comments
<p>Either of the following must be met:</p> <p>i. The actual current (non-ancillary) use of the land or building furthers the social well-being or social interests of the local community AND it is realistic to think that this can continue into the near future</p> <p>ii. Use of the land or building has furthered the social well-being or social interests of the local community in the recent past AND it is realistic to consider that it will do so again during the next five years.</p>	<p>regulations and you should refer to this for detail. Assets exempt from listing are:</p> <p>i. A residence together with land connected to that residence, and the land has a single owner</p> <p>ii. Sites covered by the Caravan Sites Act</p> <p>iii. Land used by public utilities as defined in s263 Town & Country Planning Act 1990</p>	<p>Social interests and social well-being could include the following:</p> <ul style="list-style-type: none"> - Education and training - Employment and social enterprises - Sport, recreation and health - Environmental activity - Advocacy services - Arts, craft and culture - Faith and worship - Socialisation <p>Definitions of social value should apply to the purpose for which the building or land is used, rather than the nature of the asset itself, i.e. not in terms of any historical or architectural merit or location.</p> <p>Nominations will be assessed in their appropriate context in line with the Council's key priorities and policies, and taking account of planning and regeneration proposals and land use intentions.</p> <p>The proposed community asset should provide benefits which are not ancillary or insubstantial to the main uses of the nominated building or land.</p>	<p>While it must be realistic to think that the use of the building or land could continue to further the social well-being or social interests of the local community, the type of social use or benefit can change.</p> <p>The guidance note below will be used when assessing the social value of the nominated asset.</p>

Defining Social Value

Which uses might “further the social well-being or social interests of the local community”?

These notes provide guidance when determining nominations and do not constitute binding definitions assets that have social well-being and social interest. Nominations will be assessed on a case by case basis taking account of their appropriate context, while ensuring they meet the legal requirements.

In Haringey ‘Community Use’ entails maximising the use of community buildings and spaces to strengthen the capacity of local communities by providing mixed and multipurpose services to predominantly Haringey residents. Community Use involves providing services, which are inclusive, accessible and affordable, and promote equality of opportunity to meet the needs of the borough’s diverse population; supporting community cohesion, care and support. Community Use encourages independence and empowerment, stimulating innovation, partnership and social empowerment, stimulating innovation, partnership and social well-being; in order to inspire local people to share in the vitality of their community.

The Localism Act notes that “social interests” include “cultural, recreational and sporting interests”, but “social well-being” could apply to a much broader set of activities. This is not an exhaustive list, but examples of assets of community value might include:

<p>Education, health and well-being or community safety – for example:</p> <ul style="list-style-type: none"> • Nurseries and schools • Children’s centres • Health centres, surgeries and hospitals • Day care centres, residential care homes <p><u>NOTE:</u> There are exemptions in the areas of nurseries, schools, health centres, surgeries and hospitals.</p>	<p>Community services – for example:</p> <ul style="list-style-type: none"> • Community centres • Youth centres
<p>Sports, recreation and culture – for example:</p> <ul style="list-style-type: none"> • Woodlands, parks and open green spaces • Sports and leisure centres • Swimming pools/lidos • Libraries 	<p>Local democracy – for example:</p> <ul style="list-style-type: none"> • Town, civic and guild halls

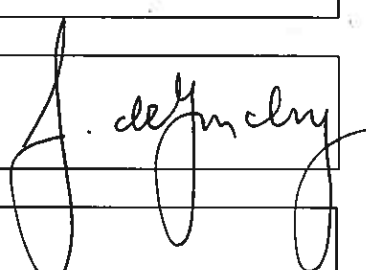
<ul style="list-style-type: none"> • Theatres • Museums, heritage sites • Cinemas <p>Any economic use which also provides an important local social benefit – in these cases, it is the social value of the business that counts, not just the nature of the business – this could include:</p> <ul style="list-style-type: none"> • Village shops • Pubs • Markets 	
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In line with the Council’s definition of community use, designated community assets should aim to:

- Provide services and facilities that are open and accessible to everyone and engage with a wide section of the community;
- Support the development of more cohesive, empowered and active communities by effectively utilising existing space and buildings to create community hubs;
- Provide multiple services and facilities that stimulate community involvement, action and activity that benefit the whole community;
- Strengthen local partnerships and encouraging the building of partnerships between community enterprises
- Support entrepreneurial, innovative and sustainable local organisations;
- Promote sustainability and innovation, which challenges the community to think beyond traditional boundaries;
- Bring local people together, be responsive to local needs and increase empowerment and engagement;
- Deliver social impact and outcomes to achieve a positive and profound change in the community;
- Support respect and diversity;
- Be flexible and adaptable;
- Facilitate economic growth and
- Support mixed and multi-purpose uses that maintain community vitality.



Haringey Council

Report for:	Cabinet 18 th December 2012	
Title:	Public Health Transition (function, staff, contracts and finance)	
Report Authorised by:	Jeanelle de Gruchy, Director of Public Health	
Lead Officer:	Susan Otit, susan.otiti@haringey.gov.uk Marion Morris, marion.morris@haringey.gov.uk	

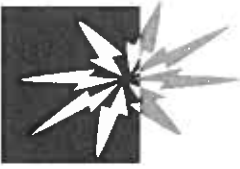
Ward(s) affected: All	Report for Key Decisions
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1. Describe the issue under consideration

- 1.1 The purpose of this report is to advise members that as of April 2013, public health responsibilities (detailed in Appendix 1), together with a ring fenced grant, will transfer from the Department of Health to local government. Local authorities will have a duty to promote the health of their population and will also take on key functions requiring that robust plans are in place to protect the local population and to provide public health advice to NHS commissioners.
- 1.2 This report details the areas of work that are taking place, in conjunction with NHS North Central London, to complete the transfer of the public health function by April 2013. While the transition process is going smoothly, there are specific contracting issues described in this report which will require decision making. It is planned to report to Cabinet on 18 December 2012.

2. Cabinet Member introduction

- 2.1 The report gives the background and information concerning the transfer of the Public Health function to the council from the NHS in April 2013. Work has been ongoing since April 2012 to facilitate the transfer of staff, budget and functions. This transition is



Haringey Council

taking place amid far reaching changes to commissioning structures within the NHS with the removal of PCTs from April 2013 and the setting up of new structures for commissioning services. Not all the required guidance has yet to be issued by the NHS, in particular for moving contracts relating to the transferring functions.

- 2.2 The recommendations of the report focus on the transfer of contracts to the council for services that will become the council's responsibility, and are based on current available NHS guidance and the legal and contracting arrangements required of the council.
- 2.3 As part of this work stream the re-tendering of some of the substance misuse services in the borough will be taking place from December 2012 and completing in December 2013. The re-tender exercise aims to provide better value for money to the council by minimising the number of providers currently contracted, achieve better treatment outcomes for service users by simplifying routes into treatment and integrating drug and alcohol services. It should be noted that funding from the Mayor's Office of Policing and Crime (MOPAC), some of which supports this work, will be reduced by 20% or more in 2013. Practically this means that the Crime Reduction Initiative Contract listed at appendix 2g could be reduced by circa £64,000
- 2.4 Note that guidance on transferring Local Enhanced Services (LES), Directed Enhanced Services (DES) and pan-London HIV contracts as listed in Appendix 2c and 2d and 2e is still to be issued.
- 2.5 Note that the contract values stated in appendix 2 could change as part of the NHS extension negotiations and the process of disaggregating large NHS contracts.
- 2.6 The total value of listed contracts is £8,431,532.00

3. Recommendations

3.1 To transfer NHS contracts to the local authority as follows:

- a) Contracts that expire prior to 1st April 2013, **that are not** affected by the substance misuse re-tender as listed at appendix 2a will be extended by the NHS to March 2014 to ensure continuity of service. These contracts will transfer under statutory transfer scheme arrangements to the council on 1st April 2013.
- b) Contracts that expire prior to 1st April 2013, **that are** affected by the substance misuse re-tender as listed at appendix 2b will be extended by the NHS to December 2013 to ensure continuity of service and alignment with the re-tender process. These contracts will also transfer under statutory transfer scheme arrangements to the Council on 1st April 2013.



Haringey Council

3.2 Extension and Waivers

In order to facilitate the redesign and re-tendering of substance misuse contracts during 2012/13, which will comprise of contracts currently within the council and some contracts that will transfer to the council on 1 April 2013, approval is sought for the following:

- a third waiver of the “Eban” contract for a nine month period from April 2013 to December 2013 under Contract Standing Orders (CSO) 10.01.5.in Appendix 2f;
- a nine month extension of contracts listed in Appendix 2g from April 2013 to December 2013 under CSO 10.02.2 of the council’s Contract Standing Orders.

3.3 To note that NHS contracts moving to the council, which expire after April 2013, will transfer under statutory transfer scheme arrangements on 1 April 2013. These contracts are also contained in Appendix 2a.

3.4 Demand led services

To note that there are financial implications for some sexual health services provided to Haringey residents outside of the borough. There is a statutory requirement to provide genito-urinary medicine (GUM¹) services through national arrangement, whereby anyone can access GUM services in any part of England and Wales. Boroughs are then invoiced monthly by the provider organisation. Haringey will have limited control over the costs incurred under this national open access arrangement.

4. Other options considered

4.1 The transfer of the public health function to the council is required by the Health and Social Care Act 2012 - as a legal requirement, there are no other options to consider.

4.2 Following the transfer of functions and their related contracts, as outlined in this report, there will be opportunities to shape future commissioned services.

5. Background information

5.1 The Health and Social Care Act 2012 creates the legislative framework for the council’s new duty to promote the health of their population, ensure that robust plans are in place to protect the local population and provide public health advice to NHS commissioners.

¹ GUM services have a pivotal role in the network of sexual health services across England, offering comprehensive screening, treatment, partner notification, secondary prevention and health education services for all sexually transmitted infections and related conditions, and are the majority providers of outpatient and inpatient care for HIV/AIDS services. GUM services are open access to all, regardless of residence (including overseas visitors) and provide free testing and treatment for all patients. They have strong educational and training roles across local health economies, and support community services in care pathways as the referral destination for complex and vulnerable patients.



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- 5.2 In January 2011 the Rethinking Haringey report set out the arrangements for setting up the public health function within the council from April 2011 (agreed by Cabinet on 25 January 2011). As a result public health staff have been located in the council since March 2011 and the Director is part of the council's Corporate Board.
- 5.3 In March 2012 Haringey Council and NHS North Central London (NHS NCL) agreed a Memorandum of Understanding for the joint oversight of public health delivery and transition, to cover the period from the date of signing up until the final transfer of statutory duties at April 2013.
- 5.4 A transition plan covers the main areas of work required; progress is monitored by the transition programme board and reported to the Head of Paid Service and Cabinet Member for Health and Adult Services in the council and the Chief Executive of NCL Cluster by the Director of Public Health.
- 5.5 In Haringey considerable progress has been made placing the council in a good position. However, there are areas of risk which need to be addressed. These have included the tight timescales for public health transition, uncertainty on the value of the public health grant, the need to identify the appropriate legal mechanisms for the transfer of NHS contracts to the council and the complexity of sexual health commissioning and contract arrangements.
- 5.6 Transition of the local public health function is taking place as part of large scale change within the NHS with the abolition of PCTs and the setting up of clinical commissioning groups (CCGs) (locally, the Haringey CCG), Public Health England (PHE) and the NHS Commissioning Board (NHSCB), all of which take on their statutory areas of responsibility from April 1st 2013.

Transition planning

- 5.7 The following section of the report, from paragraph 5.8 to 5.26, highlights key areas within the public health transition plan: function, finance, commissioning and contracts and staff.

Transition planning: new local authority responsibilities

- 5.8 Appendix 1 sets out an overview of the new public health responsibilities for local authorities from April 2013. Note that the local public health directorate will be responsible for two new areas of commissioning namely sexual health and school nursing services. Responsibility for commissioning the health visitor service will transfer to the council in April 2015. Also note that the local authority has a duty to continue to provide public health expertise for the commissioning of NHS healthcare services ("healthcare public health"). This public health 'core offer' has been agreed with the Haringey Clinical Commissioning Group (HCCG) as a Memorandum of Understanding.



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5.9 In Haringey, the Director of Public Health and the public health directorate is responsible for delivering the public health function.

Transition planning: finance

5.10 From April 2013 Haringey council will receive a single ring-fenced public health grant composed of three components: mandated (or statutory) services, non-mandated services and the commissioning of drug and alcohol prevention and treatment services which are currently commissioned by DAATs (Drug and Alcohol Action Teams) through the Pooled Treatment Budget (PTB) (also non-mandated). In Haringey the DAAT is part of the public health directorate.

5.11 There is still uncertainty around the precise amount of budget to be allocated. Based on the Department of Health baseline spending estimates, published in February 2012, Haringey's baseline spend was £62 per head of population. This is just above the London average of £57 per head, but low in comparison with other London boroughs with similar levels of deprivation. Actual allocations for councils will not be published until the end of 2012. The indicative budget is in the region of £14 million. While the majority of the spend will be commissioned and therefore controllable to a large extent, Members should note that genitourinary medicine (GUM) services will continue to be provided through the national arrangement, whereby anyone can access GUM services in any part of England and Wales. This presents a budgetary risk to the council. The current estimated spend for GUM is £3.3 million.

5.12 The Department of Health has provided £82,000 for transition cost funding for Haringey.

Transition planning: commissioning and contracts

5.13 This work stream is complex and covers:

- the identification of all NHS contracts that will transfer to the council, their duration, budgets and expenditure for 2011/12;
- the requirement to enter ongoing contracts on the council's contract register;
- moving the contracts to the council by April 2013;
- putting in place contract monitoring arrangements.

5.14 In addition, to facilitate the re-tendering of substance misuse contracts in 2012/13, which includes incorporating those transferring from the NHS and those held by the council, approval is being sought to extend specific council contracts and waive Contract Standing Order tendering requirements on specific contracts. This is a unique circumstance and should not set a precedent.

5.15 Department of Health guidance for contract shift was released on 22nd November. The public health team is working through the guidance with officers from NHS North Central London cluster and the council's legal and procurement teams.

5.16 A full list of contracts is provided in Appendix 2.



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- 5.17 Where the public health directorate is already the lead commissioner for services, as with alcohol and drug misuse, smoking cessation, and health trainers, transfer to the council should be straight forward.
- 5.18 There is still further work to clarify details in other areas and issues remain to be resolved for the 'block contract' with Whittington Health, pan-London contracts, GP practice-delivered 'Local Enhanced Services' (LES) and the community pharmacy LES.
- 5.19 Substance misuse services:**
The planned re-tendering of the majority of the substance misuse contracts commencing in 2012 and ending in December 2013 is underway. Substance misuse contracts are a mixture of NHS and local authority held contracts. The re-tender of these contracts is intended to:
- provide better value for money to the council by minimising the number of providers currently contracted;
 - achieve better treatment outcomes for service users by simplifying routes into treatment;
 - integrate drug and alcohol services in the borough.
- 5.20 The Public Health substance misuse contracts have a commissioning plan for the period December 2012 to December 2013. Commissioning plans will also be developed for other contracts following their transfer in 2013.
- 5.21 From April 2013 the public health directorate will take on new responsibilities for the commissioning of comprehensive sexual health services (including testing and treatment for sexually transmitted infections and the provision of contraception outside of the GP contract) and public health services for children and young people aged 5-19 (school nursing).
- 5.22 Transfer of sexual health services:**
The landscape for sexual health services is complex. There are a number of service providers ranging from hospitals, health and social care community services, community pharmacists, GPs and the voluntary sector. Haringey's commissioned services work at either a local level, in partnership with Enfield or at a pan-London level. Public health is keen to ensure that there is a focus on prevention, early intervention and treatment for Haringey residents.
- 5.23 A significant proportion of the sexual health budget is spent on NHS-provided demand-led GUM services (currently estimated as £3.3 million). GUM services are legally mandated as open access. Patients may attend any GUM service in England and Wales. Providers cross-charge activity according to 'responsible commissioner guidance'. The legal mandate for open access services will continue beyond April 2013. This means the service is vulnerable to cost pressures, especially as the rate of sexually transmitted infections is increasing. Robust activity and financial management will therefore be required.



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- 5.24 Whittington Health is the main provider of Haringey's sexual health services (including GUM). The sexual health services are part of the two-year NHS NCL block contract with Whittington Health (April 2012 to March 2014). For the duration of the block contract there is a £50,000 maximum 'cap' on GUM expenditure that will facilitate a level of budget control. Public health will lead development of the specific sexual health service specification for 2013/14. Public health is entering into discussions with neighbouring host commissioners to place a maximum 'cap' on their GUM services for 2013/14 as this will provide Haringey with further budgetary controls.
- 5.25 Pan-London contracts for HIV prevention finish on the 31 March 2013. Solutions are being sought for these areas and the matter is to be raised through fora, including the NHS NCL cluster and London Councils.

Transition planning: staff transfers to public health within Haringey Council

- 5.26 Since March 2011, public health staff have been located within the council in the public health directorate. Terms and conditions of 19 staff in the public health team will transfer from the NHS to council in April 2013. Transfer will be guided by the legal requirements of the Transfer of Undertakings (Protection of Employment) Regulations (TUPE) and/or Cabinet Office Statement of Practice on Staff Transfers in the Public Sector (COSOP) guidance that is still to be agreed at the national level. Further guidelines on transfer scheme are expected later this year.

6. Comments of the Chief Finance Officer and financial implications

- 6.1 Paragraph 5.11 above refers to the NHS baseline spending estimates for Haringey. The actual allocation for 2013/14 will not be known until the end of 2012 and the government have stated that they will not make any local authority worse off in real terms 2013/14, except in exceptional circumstances.
- 6.2 Attention is drawn to the potential risk around GUM services which are effectively demand led offering little control to the Local Authority in terms of managing down spend.

7. Head of Legal Services and legal implications

- 7.1 The Head of Legal Services notes the contents of the report.
- 7.2 Under the Health and Social Care Act 2012 public health functions will transfer from the health service to local authorities on 1 April 2013, and consequent on this, arrangements needs to be made to transfer contractual obligations to the Council.
- 7.3 The Department of Health guidance on the transfer of contracts is still evolving. Subject to any future guidance to the contrary, Cabinet to note the following arrangements which will apply to contracts which transfer from the Health Service;



Haringey Council

- a) For contracts that continue beyond 1 April 2013, these will transfer under a statutory transfer scheme
- b) For contracts that expire prior to 1 April 2013, the PCT will extend the contract prior to 1 April and these will transfer under a statutory transfer scheme.
- c) The Public Health Directorate has confirmed that it has obtained agreement of the PCT to the extensions referred to in b) above.

7.4 In respect of contracts which are currently commissioned by the Council, a waiver of CSOs is sought in respect of the Eban contract and also a further extension of the contract. A waiver and extension is also sought in respect of the contracts listed in Appendix 2 (f). Cabinet has power to approve the waivers under CSO 10.01.5 and extensions under CSO 10.02.2 (variations over £250,000).

7.5 The services to which these contracts relate are not considered priority activity services under the Public Contracts Regulations 2006 so there is no requirement for them to be tendered in Europe.

7.6 The Head of Legal Services confirms that there are no legal reasons preventing Members from approving the recommendations in this report.

8. Equalities and Community Cohesion Comments

8.1 This is essentially an information report, and as such has no specific equality implications in itself. However, Members should be aware that in exercising its new responsibilities for public health in Haringey from April 2013, the Council will have a public sector equality duty to so with due regard to Section 149 of the Equality Act 2010 (duty of due regard to the need to eliminate discrimination, harassment and victimisation based on any of the 'protected characteristics' specified under Section 4 of that Act; advance equality of opportunity between people who share a protected characteristic and those that do not and; foster good relations between groups in society).

8.2 In addition, the specific duty to develop equality objectives every four years and to report on performance on these will be extended to include the Council's new public health functions. The planning and design of the local public health function in the transition phase and beyond, aims to establish effective public health services, based on an understanding of the needs of the different sections of the population through the Joint Strategic Needs Assessment (JSNA), with the aim of improving and protecting the health of people in Haringey and reducing the health inequalities between communities and the more and less deprived areas of the borough.

9. Head of Procurement Comments

9.1 There has been legal representation at the transition programme board and input into the transition, particularly the contracts work stream.



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9.2 Corporate Procurement have had input into the recommendations in this report and are supportive of them. The waiver and extension recommendations will enable a more efficient and effective service through the redesign and tendering of a combination of council contracts and those transferring from the NHS.

10. Policy Implication

10.1 Haringey Council wants its residents to live healthier lives and the council is committed to tackling health inequalities, childhood obesity and teenage pregnancy. (The Council Plan 2012-15)

10.2 The vision for Haringey's Health and Wellbeing Strategy 2012-2015, is for a healthier Haringey, where health inequalities are reduced through working with communities and residents to improve opportunities for adults and children to enjoy a healthy, safe and fulfilling life.

The new public health arrangements will play a key part in delivering the council priorities to drive local health improvements in Haringey.

11. Reasons for Decision

This information is provided in sections 2 and 3.

12. Use of Appendices

Appendix 1: Overview of the public health function

Appendix 2: Public health - identified contracts and their status

13. Local Government (Access to Information) Act 1985



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Appendix 1: Overview of the public health function and new responsibilities

1. What are the main public health priorities for Haringey?

Haringey is the 4th most deprived borough in London and the 13th most deprived in the country. An estimated 21,595 (36.4%) children live in poverty, largely in the east of the borough. High levels of deprivation, low educational attainment and unhealthy lifestyles (high smoking, low physical activity, high alcohol misuse), primarily in the east of the borough, are all interrelated determinants of poor health outcomes and the considerable health inequalities in the borough. Key priorities are:

- Only 53% of children show satisfactory development at age 5
- Highest teenage pregnancy rate in England
- High child obesity (1 in 3 children aged 10-11 are overweight or obese)
- Inequality in male life expectancy (men in the east die up to 9 years younger than men in the west)
- High smoking (contributes to 50% of the male life expectancy gap) and physical inactivity
- High levels of alcohol and drug misuse
- High levels of common and severe (3rd highest in London) mental health problems

These public health priorities are reflected in the key outcomes of the shadow Health and Well Being Strategy: 1) Giving every child the best start in life; 2) Reducing the life expectancy gap; 3) Improving mental health and well being

2. What are the new responsibilities for public health?

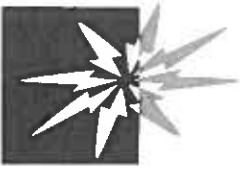
The Health and Social Care Act 2012 is a key step towards the establishment of a new public health system. Local authorities already have important and wide ranging public health functions that will continue. Local authorities will be taking on significant new public health functions. The Director of Public Health (DPH) is the lead officer for delivering the new functions and a statutory member of the Health and wellbeing board. Public Health in Local Government (Department of Health, 2012) sets out the functions:

2.1 Health improvement

A new duty to take appropriate steps to improve the health of the people in its area. Examples include giving information, providing services to promote healthy living or incentives to live more healthily.

2.2 Health protection

The Secretary of State will have a core duty to protect the health of the population in the new system. However local authorities are seen as having a critical role at the local level in ensuring that all the relevant organizations locally are putting plans in place to protect the population against a range of threats and hazards. This is linked to but different from the local authorities' statutory responsibilities for public health aspects of planning. The DPH should lead initial response with Public Health England to local public health incidents and



Haringey Council

outbreaks. They would also provide strategic challenge, escalate concerns and receive local information on incidents and outbreaks (surveillance).

2.3 Healthcare public health

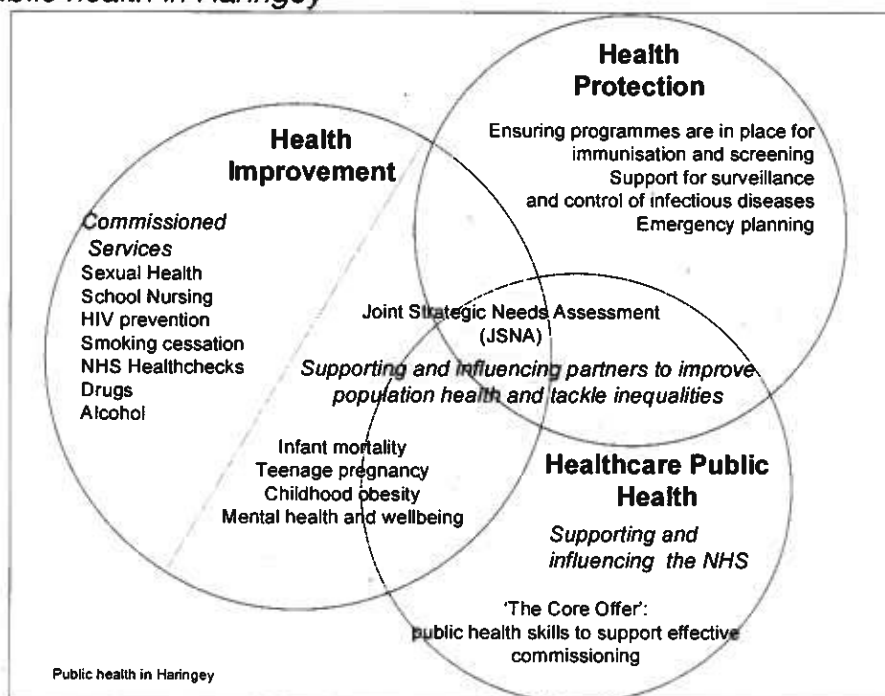
The government intends to make a regulation to require local authorities to provide public health advice to commissioners. There is an opportunity to build and maintain close links with clinical commissioners, complementing health and wellbeing boards. The DPH would have responsibility and funding for a “core offer” of public health advice to the NHS locally. Examples are the Joint Strategic Needs Assessment, evidence based strategies, pathways and service specifications.

Central to these three core areas are new local authority duties to take steps to ensure that it is aware of and has considered what the health needs of its local population are and what evidence suggests the appropriate steps would be to take to address those needs. The DPH and their specialist teams would need access to appropriate information and evidence functions. The DPH would be required to produce an annual report.

Local authorities will have considerable freedom in terms of how they chose to invest their grant to improve their health although they will have to have regard to the Public Health Outcomes Framework and should consider evidence regarding public health measures. It is intended that there will be four mandatory areas: protect the health of the local population, ensure NHS commissioners receive the public health advice they need, appropriate access to sexual health, National Child Measurement Programme and NHS Health Check Assessment.

Figure 1 represents the three public health functions as they apply in Haringey.

Figure 1: Public health in Haringey





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Appendix 2: Public health identified contracts and their status

2. For public health services in NHS contracts that will transfer to the local authority by process of statute.

a. Contracts not affected by the substance misuse tender and will expire March 2014.

Contract	Haringey Public Health Aspect of Annual Contract Value	2012/13 action	2013/14 Plan (TBA)
Whittington Health	£ 2,853,300.00 (Includes contraception and sexual health services, GUM and the school nurse service)	This contract ends March 2014. Will require a Section 75 with Haringey Commissioning Support Unit (CSU).	<ul style="list-style-type: none"> This service if required in 2014/15 will be required to be commissioned in 2013/14 and therefore will require joint commissioning with Haringey Commissioning Support Unit (CSU).
Innovation Health & Wellbeing CIC (stop smoking contract)	Awaiting clarification on a further £284,300 £ 462,150.00	This contract ends March 2014.	<ul style="list-style-type: none"> This service if required in 2014/15 will be required to be need commissioned in 2013/14.
Community Health Trainers	£ 80,000.00	This contract ends March 2014.	<ul style="list-style-type: none"> This service if required in 2014/15 will be required to be need commissioned in 2013/14.
BEH Dual Diagnosis	£ 121,588.00 from Pooled Treatment Budget	This contract will renegotiated locally by Public Health with the NHS to end in March 2014. Will require a Section 75 with Haringey Commissioning Support Unit to support Joint Commissioning (CSU).	<ul style="list-style-type: none"> This service is NOT included in the boroughs re-tendering of its substance misuse services in 2012/13 and therefore will require joint commissioning with Haringey Commissioning Support Unit (CSU).
Streetscene	£ 74,435.00	This contract will renegotiated locally by Public Health with the NHS to end in March 2014.	<ul style="list-style-type: none"> This service is NOT included in the boroughs re-tendering of its substance misuse services in 2012/13
BUBIC	£ 165,950.00	This contract will renegotiated locally by Public Health with the NHS to end in March 2014.	<ul style="list-style-type: none"> This service is NOT included in the boroughs re-tendering of its substance misuse services in 2012/13
Inpatient (Equinox North)	£ 200,000.00	This contract will renegotiated locally by Public Health with the NHS to end in March 2014.	<ul style="list-style-type: none"> This service is NOT included in the boroughs re-tendering of its substance misuse services in 2012/13
Intuitive Recovery	£ 33,040.00	This contract will renegotiated locally by Public Health with the NHS to end in March 2014.	<ul style="list-style-type: none"> This service is NOT included in the boroughs re-tendering of its substance misuse services in 2012/13



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Dr Rohan	£ 14,350.00	This contract will renegotiated locally by Public Health with the NHS to end in March 2014.	<ul style="list-style-type: none"> This service is NOT included in the boroughs re-tendering of its substance misuse services in 2012/13
Dr Lindsey	£ 14,350.00	This contract will renegotiated locally by Public Health with the NHS to end in March 2014.	<ul style="list-style-type: none"> This service is NOT included in the boroughs re-tendering of its substance misuse services in 2012/13
Sexual Health On Call Service	£ 53,000.00	This contract will renegotiated locally by Public Health with the NHS to end in March 2014.	<ul style="list-style-type: none"> This service is NOT included in the boroughs re-tendering of its substance misuse services in 2012/13

b. Contracts affected by the substance misuse tender and expire prior to April 2013

Contract	Haringey Public Health Aspect of Annual Contract Value	2012/13 action	2013/14 Plan (TBA)
Barnet Enfield and Haringey Mental Health Trust: Substance Misuse (DASH)	£1,500,000 from Pooled Treatment Budget And £458,202 from NHS	This contract will be renegotiated locally by Public Health with the NHS to end in December 2013.	<ul style="list-style-type: none"> This service is included in the boroughs re-tendering of its substance misuse services in 2012/13.
HAGA Day Services Contract	£ 402,295.00	This contract will be renegotiated locally by Public Health with the NHS to end in December 2013.	<ul style="list-style-type: none"> This service is included in the boroughs re-tendering of its substance misuse services in 2012/13.

c. Local Enhanced Services (LES): Without further clarification from NHS it appears that the NHS Commissioning Board will commission these services on behalf of the local authority and therefore monies will have to transfer from the local authority to the NHS Commissioning Board. Therefore an agreement will be required with NHS Commissioning Board to transfer monies.

Contract	Haringey Public Health Aspect of Annual Contract Value	2012/13 action	2013/14 Plan (TBA)
NHS Health Check	£ 98, 540/ £80000	Will require a Section 75 with National Commissioning Board (NCB)	Awaiting guidance
Community Pharmacy	£35,000	Will require a Section 75 with National Commissioning Board (NCB)	Awaiting guidance
Drugs Shared Care	£ 27,000	Will require a Section 75 with National Commissioning Board (NCB)	Awaiting guidance
GP LARC – LES	£ 32,000	Will require a Section 75 with National Commissioning Board (NCB)	Awaiting guidance



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- d. Direct Enhanced Services (DES): Without further clarification from NHS it appears that the NHS Commissioning Board will commission these services on behalf of the local authority and therefore monies will have to transfer from the local authority to the NHS Commissioning Board. Therefore an agreement will be required with NHS Commissioning Board to transfer monies.

Contract	Haringey Public Health Aspect of Annual Contract Value	2012/13 action	2013/14 Plan (TBA)
Alcohol	£ 28,000	Will require a Section 75 with National Commissioning Board (NCB)	Awaiting guidance

- e. Public health is awaiting decision on whether these services will continue to be commissioned on a Pan-London basis. The NHS reforms stipulate that these services will become the responsibility of the local authority, with the appropriate budget. Therefore if these services are continued to be commissioned on a Pan-London basis an agreement will be required with the host commissioning agency to transfer monies.

Contract	Haringey Public Health Aspect of Annual Contract Value	2012/13 action	2013/14 Plan (TBA)
Pan London HIV prevention Programme	£ 60,000.00	Awaiting decision on whether this will be commissioned locally or pan-London. If commissioned Pan London will require a Section 75 with commissioning body.	Awaiting guidance
Pan London Positively UK (HIV prevention programme)	£ 4,700.00	Awaiting decision on whether this will be commissioned locally or pan-London. If commissioned Pan London will require a Section 75 with commissioning body.	Awaiting guidance

- f. For Public Health services in council let contracts that have an expiry date prior to 1 April 2013 without an option for extension AND where that service will be included in the retendering of Substance Misuse services in 2012/13.

Contract	Haringey Public Health Aspect of Annual Contract Value	2012/13 action	2013/14 Plan (TBA)
Haringey Stimulant Service: Eban	£417,000	Seek Third waiver and extend existing contract for 9 months	This service is included in the boroughs re-tendering of its substance misuse services in 2012/13.

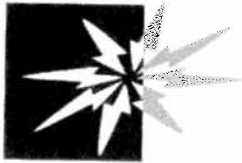
- g. For Public Health services in council let contracts that have an expiry date prior to 1 April 2013 with an option for extension AND where that service will be included in the retendering of Substance Misuse services in 2012/13.



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Contract	Haringey Public Health Aspect of Annual Contract Value	2012/13 action	2013/14 Plan (TBA)
Westminster Drug Project	£352,499	To exercise option to extend contract but for 9 months	This service is included in the boroughs re-tendering of its substance misuse services in 2012/13.
Crime Reduction Initiatives	£659, 833	To exercise option to extend contract but for 9 months	This service is included in the boroughs re-tendering of its substance misuse services in 2012/13.

Total Value: £8,431,532.00



Haringey Council

Report for:	Cabinet 18 th December 2012	Item Number:	
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Title:	Property Review - Council Community Buildings
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Report Authorised by:	Director of Place & Sustainability
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Lead Officer:	Contact: Dinesh Kotecha Position: Head of Corporate Property Tel: 020 8489 2101 e-mail: dinesh.kotecha@haringey.gov.uk
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Ward(s) affected: All Wards	Report for Key Decisions:
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1. Describe the issue under consideration

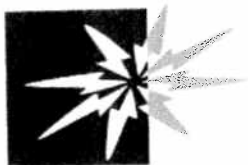
1.1 This report outlines the extent to which the Council's community buildings portfolio is providing good quality community spaces for residents and sets out issues and opportunities for these assets to better support capacity building and sustainability of Haringey's voluntary and community sector (VCS).

1.2 The aim of this review is to refocus the Council's policy, strategy and practice in relation to community buildings and set out recommendations and actions to make better use of the portfolio, improve the quality of the buildings and make them more widely accessible by Haringey's diverse VCS. In effect the review aims to support wider regeneration and align the community buildings portfolio with the recently adopted Voluntary Sector Strategy 2011 -16 - Outcome 5, which promotes:

"Fairer access to assets and community spaces by providing support to enable Voluntary Sector organisations to access and to share high quality premises"

1.3 To achieve the above aim the following key objectives have been set:

- Improve suitability/quality of Council Community Buildings
- Improve use and widen access
- Identify regeneration opportunities



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1.4 The objectives aim to support the following outcomes:

1. Tackling the inadequate state of repair of buildings to ensure a revitalised and 'Fit for Purpose' portfolio.
2. Improving the use and efficiency of community buildings through alignment with the Voluntary Sector Strategy, focusing on accessibility, flexibility and adaptability.
3. Rationalisation of the portfolio whilst still maximising sufficiency of provision.
4. Reducing capital risk.
5. Addressing the complex web of lease arrangements through implementation of the standard model lease and by more effective lease management and enforcement.
6. Establishing criteria for the use and leasing of Council assets for community use and the allocation of rent subsidy.
7. Identifying buildings which are surplus to community use and present alternative viable regeneration/development opportunities, which could be used to contribute to other Council objectives relating to regeneration, housing and employment.
8. Leveraging / influencing the use of other non- Council owned community spaces across the borough.

2. Cabinet Member introduction

- 2.1 The Council's community buildings represent an investment which supports the borough's Voluntary and Community Sector in providing services, particularly to the most vulnerable of our residents, and contributing to a strong and dynamic civic society.
- 2.2 To improve sustainability and ensure that these assets remain relevant to the needs of the community, the Council must exercise effective stewardship as landlord and demonstrate objectivity and transparency in making decisions about use and management of the portfolio.
- 2.3 The community buildings principles outlined in this report aim to widen access to community spaces, particularly to address unmet needs of many of our newer and smaller groups within our diverse communities. The principles also aim to address the issues arising from the review in relation to condition, suitability and utilisation of buildings.
- 2.4 This refocused strategy and methodology for the in depth review will enable informed decision making to meet community needs, support regeneration objectives as well as optimising efficient use of Council's resources.

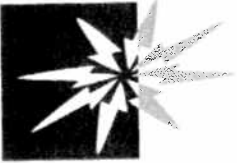
3. Recommendations

- 3.1 Cabinet is asked to approve the following key principles being applied to the Community Building's policy and strategic framework to achieve improvements in the suitability, condition and sustainability of buildings and widen access for Haringey's diverse communities by aligning these to community needs and Council priorities:



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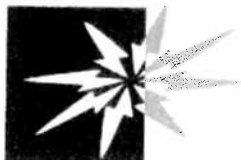
- Community building tenures based on an assessment of community use benefit and tenant sustainability, with formal periodic reviews to be carried out at least every 2 years
 - Tenant sustainability and community use benefits assessed against Council priorities and criteria aligned with the Voluntary Sector Strategy, and a process linked to the Investment Fund criteria
 - Lease conditions to include enforceable requirements for widening community access and promoting shared use of facilities
- 3.2 Cabinet is asked to approve the principle that Council community buildings that are surplus to community use and present opportunities for leveraging wider regeneration and community benefits should be prioritised for redevelopment, alternative use or wider land assembly.
- 3.3 Cabinet is asked to approve the following reforms of circular grant funding for rent, to achieve increased community benefits from the use of available funding and to achieve fairness and transparency – a key principle in the voluntary Sector Strategy:
- The allocation of rent subsidy to be assessed against Council priorities and the Voluntary Sector Strategy with the process aligned to the Investment Fund criteria
 - That all circular grant funding for rent be subject to formal periodic reviews every 2 years
- 3.4 Cabinet is asked to approve the methodology (point 7) and programme (point 12) for the in depth review of community buildings and tenancies in consultation with the tenants and for Property Services to bring forward any recommendations for change to Cabinet during Spring 2013.
- 4. Alternative options considered**
- 4.1 The review has considered options with greater emphasis on regeneration outcomes, income maximisation, revenue savings and releasing capital by adopting principles based solely on best alternative use of assets and financially driven. However, these options have not been developed further as the Council recognises the importance of suitable community spaces where people can meet, socialise, plan and deliver self help and other services as well as providing opportunities for community groups to lease or share suitable community buildings which they can regard as home or base. Consequently and in line with the Council's Voluntary Sector Strategy, in particular outcome 5, the principles being recommended are designed to develop a supply of suitable community buildings which meet the Council's priorities, represent good use of resource and are managed for sustainability.
- 5. Background information**
- 5.1 The Council's community buildings portfolio comprises of properties leased out to provide accommodation for voluntary and community organisations (VCOs) to operate as community centres where local residents can socialise, participate in a range of educational, recreational and general community activities, or access



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information and advice relating to community activities and essential welfare services.

- 5.2 The Council's aim in retaining a portfolio of leased community buildings is to ensure there is an adequate supply of premises available for VCOs to provide local community spaces and facilities in the borough to support the wide range of social, welfare, education, economic and other community and public service requirements. As highlighted in the Voluntary Sector Strategy, the Council recognises and values the role of the VCS in developing a strong civic society and the importance of good community facilities to nurture self help community activities and provision of services through social enterprise.
- 5.3 The current portfolio consists of buildings that were purpose built or adapted for community use as well as some previously in Council use but transferred to community use as an alternative to disposal in order to meet the needs of specific community groups. Historically, variable arrangements - particularly in relation to lease length, rent payable and in some cases building repair responsibilities - have been put in place.
- 5.4 In 2007 the portfolio was reviewed resulting in a new policy framework being agreed to improve the effectiveness of these assets in terms of meeting the needs of Haringey's changing VCS with a view to improving the condition, use and sustainability of the portfolio.
- 5.5 A model community lease was agreed for new tenancies with the aim of migrating existing arrangements to the new model as and when the opportunity arose to negotiate the following revised terms:
- Tenure – maximum five years with any exception subject to a business case e.g. to leverage in significant capital investment for the building.
 - Security of Tenure - Contracted out of the Landlord and Tenant Act 1954 to provide flexibility in future use and occupation.
 - Termination – tenant can give one month's notice, landlord can only terminate if building required for redevelopment giving 6 months notice.
 - Use – restricted to community uses including hiring for same
 - Market rent (based on restrictions to community use)
 - Repairs – tenant responsible for internal services and decorations. Council responsible for fabric and structure subject to recharges to the tenant.
- 5.6 However, in practice there has been no tangible improvement in the condition of buildings or access to meet the demands of smaller and newer community groups. This is because the 2007 review did not seek to proactively migrate legacy leases to the new model lease by reviewing the effectiveness of each building to fully realise community benefits and widen access. Since 2007 only one new building has been added to the community buildings portfolio and this has been leased with terms outlined in the new model lease (summary of new terms outlined in 5.5 above).



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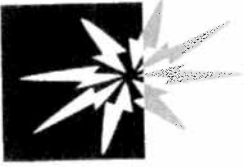
- 5.7 Subsequently, with the focus on borough regeneration the current review presents a real opportunity to achieve alignment with the Council's Voluntary Sector Strategy and recommend options for the future portfolio to meet the objectives set out above.
- 5.8 The review of Council community buildings also provides an opportunity to work with the Voluntary Sector to make best use of all its available community buildings and spaces, in order to achieve a sustainable resource that is fit for purpose and more widely accessible.

6. Scope of the Review

- 6.1 The community buildings portfolio comprises 31 buildings leased to community tenants / voluntary and community organisations for use as community centres, on a variety of arrangements. (Appendix 1)
- 6.2 This part of the review does not include those buildings leased to national organisations such as the Citizens Advice Bureau, Age Concern etc that provide services within a national or regional framework, and do not offer general community facilities. These buildings and their future use will be considered separately and linked back to the community buildings review in so far as there may be opportunities for sharing and rationalisation.
- 6.3 The review also excludes the following Council buildings which have community use provision;
- Council Community Centres (Broadwater Farm Community Centre N17, Neighbourhood Resource Centre N17 and Triangle Young People & Community Centre N15)
 - Tenants rooms and community spaces in housing estates, which are managed by Homes for Haringey
 - Community spaces in schools, libraries, parks and leisure facilities
- 6.4 However, these buildings and spaces will be considered in seeking opportunities to increase their use to widen access by more community groups, as well as helping to mitigate the impact of removing surplus and unsuitable community buildings by relocating uses within these spaces and taking the opportunity to make better use of Council buildings through sharing.
- 6.5 Non-Council community buildings, owned by the voluntary, community and private sectors, will also be considered as part of the ongoing review of alternative community space provision in the borough.

7. Methodology / Approach

- 7.1 The review of Council community buildings has taken the following approach:
- Evaluation of building suitability by determining stock condition, asset value, investment need and utilisation of the resource.



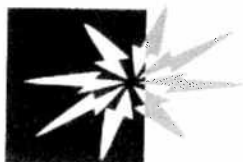
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- Building assessment to determine the best use of the building/site to identify competing or alternative uses, particularly those that would realise regeneration objectives.
- Review of community building leases, which consider the historic arrangements in place covering terms & conditions, rent concessions and their overall impact.
- Analysis of the nature and extent of community use from each building taking into account Council priorities and the supply of alternative Council premises available for community use, in order to identify opportunities for improving utilisation and the provision of community facilities that are more inclusive, flexible and accessible to the wider community.
- Assessment of tenant sustainability by examining the tenant's governance, financial standing and purpose, as it relates to the management and maintenance of the building and beneficial community use that is accessible to the whole community
- Review of Circular Funding to determine its impact in terms of community benefit and sustainability.

7.2 In assessing each building and tenancy, the following criteria have been applied:

- Is the condition of the building in a good state of repair and suitable for its current use as a community centre?
- Is the community building used effectively / utilised by the whole community?
- Is it economical to retain the building in its current form? (eg Is it a good use of resource? What is the Council's financial exposure?)
- Does the centre meet the criteria for community use and benefit the wider community?
- Is the community use / service provision a priority for the Council?
- Is there an alternative supply of community buildings/spaces/facilities within reasonable proximity (to look at mapping and spatial analysis / options for re-provision/ relocation)?
- Are similar services and activities being delivered from other centres locally?
- Does the Tenant or other user of the centre deliver commissioned services?
- Is the Tenant/organisation financially sustainable?
- Does the Tenant/organisation have effective governance and management in place?
- Does the Tenant comply with the terms of the lease with the Council?
- Does the site present better value as an opportunity for wider regeneration priorities, or as a community building?

7.3 Findings from the review will inform a detailed options appraisal of the portfolio, leading to recommendations for the future of each building, by identifying opportunities for regeneration, alternative use or retention, including future investment or removal from the portfolio. The appraisal will also identify opportunities for increasing the efficiency and effectiveness of the retained portfolio and propose an approach for improving shared use, widening access and increasing the flexibility of Council community buildings.



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8. Emerging Review Findings

8.1 The review involves 31 community buildings and tenancies and will highlight the key findings and emerging issues, opportunities and constraints that will promote or hinder opportunities for improvement.

8.2 Supply

8.2.1 There is a concentrated supply of buildings in the central and eastern part of the borough. There is also a concentration in areas with potential strategic value in the medium to long term, including 9 in Tottenham, 6 in the Heartlands / Wood Green area, 3 in St Anns and 2 within Broadwater Farm). In the west, whilst there is a limited supply of Council owned community buildings, there remains a supply of privately owned community spaces.

8.2.2 50% of Council community buildings are leased to organisations of specific ethnic and/or religious origin. However as a majority of the leases were granted many years ago this is not fully representative of the cultural diversity of Haringey today.

8.2.3 Based on broad discussions and on the face of it there appears to be scope for greater sharing between organisations with similar interest and needs. If this is promoted it will create capacity for widening access to spaces for the benefit of the full diversity of the borough and also improve sustainability of the buildings through better use.

8.2.4 The distribution of community buildings across several strategic priority areas presents a number of regeneration opportunities, which could be delivered on in the short, medium or long term. Desktop analysis indicates that nearly 60% of the community buildings are located in priority regeneration areas and present opportunities for development.

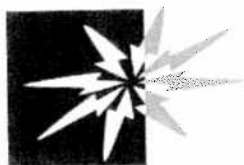
8.3 Community Use / Benefits

8.3.1 The Council's community buildings are utilised for a range of community uses including: welfare, education and training, employment and social enterprise, sport, recreation and health, environmental activity, voice and advocacy, arts, craft, culture, faith and worship, together with more general social activities and services.

8.3.2 Some centres operate mainly to provide space for other organisations, whilst others operate to provide specialist borough wide services.

8.3.3 A desktop analysis of some of the Centres 'community use benefit' measured against Council priorities is set out in the table below:

Indicative:- Community Benefit Rating	No.	%
High (scoring 70% and above)	10	32.3%
Medium (scoring 50% – 69%)	14	45.2%
Low (less than 50%)	3	9.7%
TBC (For Further Analysis)	4	12.9%



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Total	31	100%
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8.4 Condition

8.4.1 Overall, the community building portfolio is in poor condition, with 50% of the stock in either poor or very poor condition. Only 4 out of 24 buildings surveyed are rated to be in good condition.

8.4.2 £14.5 million would be required to sustain the stock overall. Urgent/essential maintenance required immediately is in excess of £3 million with a further £3million required within 3 to 5 years.

Priority 1-4 Site Condition Ratings	No. of Surveyed Buildings	Priority 1 Urgent work required	Priority 2 Essential work within 2 years	Priority 3 Desirable work in 3 to 5 years	Priority 4 Long term work in 5 to 10 years	Total P1 - P3 Costs	Total P1 -P3 Costs
A (Good Condition)	4	£5,400.00	£65,115.67	£38,270.39	£482,091.97	£108,786.06	£590,878.04
B (Satisfactory Condition)	9	£38,319.57	£697,487.24	£799,375.58	£2,873,710.09	£1,535,182.39	£4,408,892.48
C (Poor Condition)	7	£336,414.25	£1,324,987.00	£1,900,785.35	£4,262,514.01	£3,562,186.60	£7,824,700.61
D (Very Poor Condition)	4	£70,700.65	£590,739.83	£341,071.21	£747,483.47	£1,002,511.69	£1,749,995.16
Total No. of Buildings Surveyed	24	£450,834.46	£2,678,329.74	£3,079,502.53	£8,365,799.55	£6,208,666.74	£14,574,466.28

Priority Range	Prioritised Costings
Priority 1	£450,834.46
Priority 1 – Priority 2	£3,129,164.20
Priority 1 – Priority 3	£6,208,666.74
Priority 1 – Priority 4	£14,574,466.28

8.4.3 On average, the long term prioritised costing, is approximately £470,000 per building.

8.5 Utilisation

8.5.1 In terms of the overall size of premises and the amount of space used the portfolio appears to be under-utilised, representing a poor use of our resources.

8.5.2 There are also historical barriers that are contributing to restricted access by wider communities, resulting in perceived and actual inequality derived from limited promotion and silo working, inflexible 'legacy' leases and historic rent subsidy arrangements.

8.5.3 An indicative assessment of building utilisation is set out in the table below:



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Indicative:- Use of Resource / Utilisation Rating	No.	%
High (scoring 70% and above)	11	35.5%
Medium (scoring 50% – 69%)	5	16.1%
Low (less than 50%)	10	32.3%
TBC (For Further Analysis)	5	16.1%
Total	31	100%

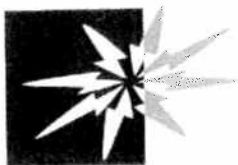
8.6 Tenant Sustainability

- 8.6.1 The majority of the Council's community building tenants are either registered charities or companies limited by guarantee. They vary in terms of their ability and capacity to manage and maintain buildings and in many cases are struggling financially to achieve this.
- 8.6.2 Some tenants do not appear to be as active as they may have been in the past resulting in under use and limited partnership working.
- 8.6.3 Many groups have been affected by cuts in voluntary sector grants. Only 12 of the 31 community building tenants in this review applied for funding from the Council's Voluntary Sector Investment Fund, of which 7 were successful and 5 were unsuccessful.
- 8.6.4 A desktop analysis of tenant sustainability is set out in the table below:

Indicative:- Tenant Sustainability Rating	No.	%
High (scoring 70% and above)	13	41.9%
Medium (scoring 50% – 69%)	7	22.6%
Low (less than 50%)	7	22.6%
TBC (For Further Analysis)	4	12.9%
Total	31	100%

8.7 Lease Conditions and Council Exposure

- 8.7.1 The vast majority of the community building tenancies consist of 'Legacy Leases' with varying lengths, terms and conditions, resulting in perceived and actual inequalities and; a lack of flexibility to meet changing community needs (ie long and/or protected leases).
- 8.7.2 24 leases are protected under the 1954 Landlord & Tenant Act, which includes a statutory right of renewal. Repairing liability for 26 leases is with the tenant and the Council retains repairing liabilities for 5 leases, which presents a financial pressure. In the past 5 years the Council has spent approximately £0.5 million on repairs to community buildings (inc. capital replacements).



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8.7.3 An indicative assessment of the Council's financial exposure as a result of buildings not being maintained and income lost through rent subsidy and constraints from protected long leases, is set out in the table below:

Indicative Lease Evaluation:- Council Exposure Rating	No.	%
High (scoring 70% and above)	13	41.9%
Medium (scoring 50% – 69%)	2	6.5%
Low (less than 50%)	16	51.6%
Total	31	100%

8.8 Rent Subsidy & Circular Funding

8.8.1 Of the 31 community building tenancies, 6 are leased on a peppercorn rent equivalent to a subsidy of £141,800pa, whilst 6 leases are subsidised through circular funding equivalent to a rent subsidy of £365,950pa. This equates to 72% (£507,750) of the total annual rental (£709,913).

8.8.2

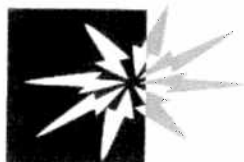
	Community Annual Market Rental	Peppercorn Rent	Circular Funded Rent *	Total Income Subsidy
No. of Tenancies	31	6	6	12
Annual Rental Value	£709,913	£141,800	£365,950	£507,750
Percentage	100%	20%	52%	72%

* In addition to the 6 tenancies receiving circular funding, a further subsidy is provided to one other tenant not included in the 31 (Approx £18k).

8.8.3 The current operation of Circular Funding is perceived to result in a level of inequality by giving an unfair advantage to some community organisations. This is because those organisations who were granted Circular Funding, when it was first introduced, have continued to receive it indefinitely. There is no facility for new organisations to apply as the Council has no budgetary provision. Although the introduction and granting of circular funding was to be subject to periodic reviews alongside other grants, in practice Circular Funding grants have only been reviewed in exceptional or extreme cases (e.g. where the recipient is known to be struggling or where there have been other concerns such as governance issues).

8.8.4 Consequently, it has become questionable what actual benefit the current system has brought the Council in terms of delivering community benefits or supporting Council priorities, since the current model does not appear to:

- incentivise community groups to meet Council objectives
- encourage groups to be innovative in the way they deliver services
- reward groups that perform well, or reduce rewards to those that don't



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8.8.5 It is therefore proposed that the retention and granting of rent subsidy in the future be determined using an assessment process, which is aligned with the Voluntary Sector Strategy principles of fairness and transparency and outlines proposed community uses, benefits and sustainability. Funding should be subject to Council priorities and outcomes and ring fenced to the Council's community building tenants. This would mean that Circular Funding would not be granted in perpetuity, but reviewed periodically against outcomes.

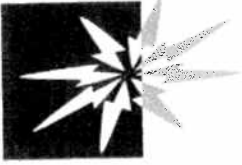
8.9 Summary of Issues Arising

8.9.1 In summary, the review of the Council's community buildings highlights:

- A disconnect between the use and allocation of community buildings and the Council's Voluntary Sector Strategy/Commissioning and Funding Framework and actual outcomes
- A mix of historic lease arrangements, relating to lease length, security of tenure and landlord /tenant obligations
- Inequality and non-transparency in terms of the allocation of rent subsidy (Circular Funding), which is currently benefiting a small number of tenants and remains at historic levels
- The sustainability of portfolio is at risk due to the overall poor condition of the stock and lack of funding for maintaining buildings
- Notwithstanding tenant's repairing liabilities, the Council retains an increasing financial exposure for property repairs
- Historic barriers to access, adding to building under utilisation and resulting in a poor use of assets

8.9.2 Notwithstanding the issues identified above the portfolio presents an opportunity for consolidation and to positively contribute to borough regeneration and priorities. These include:

- Scope for releasing a number of buildings/sites to:
 - generate new homes/jobs by implementing Council led developments
 - contribute to priority regeneration plans through land assembly
 - generate funds to re-invest and improve sustainability of stock and invest in Council priorities
- Consolidated new state of the art community facilities
- Widening access to community spaces for many smaller/newer community organisations.
- Better utilisation, shared use, flexibility and management of community buildings
- A reduction in Council financial exposure through consolidation and rationalisation of the portfolio

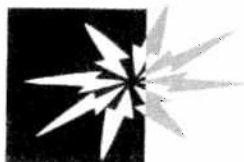


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- Tackling inequality and negative perceptions by introducing greater transparency and objectivity in the decision making process for retaining and renting community leases
- Better use of Council investment (rent subsidy) through reform of Circular Funding based on Council priorities and outcomes

10. Future Portfolio

- 10.1 To meet the Council's priorities and objectives of the review through furthering regeneration and alignment with the Voluntary Sector Strategy, it is proposed that the refocused strategy for community buildings is underpinned by the following principles to widen access, improve use, quality and flexibility:
- Retention and the granting of future community building tenancies / leases to be based on an assessment of community use benefit and tenant sustainability, with formal periodic reviews to be carried out every 2 years
 - Tenant sustainability and community use benefits to be assessed against Council priorities and criteria aligned with Voluntary Sector Strategy and process linked to the Investment Fund criteria
 - Council community buildings that are surplus to community use and present opportunities for leveraging wider regeneration and community benefits should be prioritised for redevelopment, alternative use or wider land assembly
 - All leases reviewed periodically to ensure continued alignment with Council priorities, the extraction of community benefits and the protection of Council assets
 - Placing the financial liability for repairing consistently with tenants, with the Council exercising control to ensure compliance
 - Lease conditions to include enforceable requirements for widening access and promoting shared use of facilities
 - The reform of circular rent funding arrangements on an assessment basis, aligned with Council priorities, Voluntary Sector Strategy and Investment Fund criteria, in order to achieve fairness, transparency and good use of resources, with a view to revised rent subsidy arrangements being implemented for 2014/15
- 10.2 These principles will also apply to any Council buildings that in the future, may be re-designated as community buildings, because they are to be leased to voluntary and community organisation as community centres, for wider community use.
- 10.3 This approach has been endorsed by HAVCO (Haringey Association of Voluntary and Community Organisations), as a workable basis for progress; and one which they endorse in principle.



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10.4 Through implementation of the refocused strategy over the coming years, and subject to the detailed assessment confirming the extent of improvement opportunities indicated from the desktop analysis, the Council has the potential to achieve the following outcomes:

- Improvements in the condition, quality and suitability of community buildings.
- Increased access to community spaces by the smaller and newer/emerging community groups which will improve their chances for capacity building.
- Greater equality through transparent and objective allocation, renewal and rent subsidy policy, aligned with Council priorities
- Better use of community buildings as well as corporate buildings
- Facilitation of regeneration outcomes (homes, jobs and other community facilities) from development of surplus/unsuitable buildings as well as a reduction in the overall maintenance liability through removal of poor buildings.

11. Programme:

Date	Action
December 2012	Further consultation with HAVCO on methodology for detailed review of current portfolio
January 2013 to February 2013	Engage community building tenants on Circular Funding to assess community benefits
January 2013 to March 2013	Engage community building tenants to complete assessment and evaluation of: <ul style="list-style-type: none"> • building condition • tenant sustainability • lease compliance • site options
April 2013	Consultation with tenants and stakeholders on preferred options and potential changes
May 2013	Recommendations for Cabinet approval
May 2013 onwards	Implementation programme

12. Comments of the Chief Finance Officer and financial implications

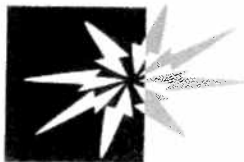
12.1 The Community Buildings Review has examined the position in relation to 31 buildings owned by the Council and let on varying terms to the Voluntary and Community Sector.

12.2 The total estimated capital value of 24 of the 31 buildings examined is £22m (based on market values assuming vacant possession at the end of each lease -



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- subject to planning and tenure mix),. Valuation reports on the remaining 7 buildings are being commissioned. The condition surveys carried out as part of the review note that 11 buildings are in poor or very poor condition, and that total priority backlog repairs of £14.5m are required to bring the portfolio to a good standard, with £6m being required over the next 5 years.
- 12.3 For 26 of the 31 buildings the liability for repairs is with the tenant, but it is clear that many tenants are not in a financial position to afford the level of repairs required to bring their buildings up to standard, and therefore the buildings will continue to deteriorate unless compliance with the lease terms is capable of being enforced.
- 12.4 The Council retains the repairing liability for 5 of the buildings, on which the estimated backlog of repairs is £1.5m. There is currently no provision in the Council's capital programme for meeting these costs.
- 12.5 As stated in the report, the total annual market rental value of the Community Buildings within the review is £710k. However due to a number being leased at a peppercorn, and due to the circular funding of a further 6 tenancies, the actual revenue derived from the portfolio is only £202k per annum, representing a total subsidy to the sector of £508k per annum.
- 12.6 The report recommends that the current method of providing rent support (essentially provided at present to a limited number of groups who enjoy a 100% subsidy via the circular funding regime) is reviewed to ensure fairer access to all eligible groups. This could be achieved via a competitive bid and assessment process, which would allow for the alignment of funding more closely with Council priorities, and would also encourage groups to assess more carefully their occupancy and usage of community building premises. The Council would also have the option to reduce or redirect the current level of rent subsidy.
- 12.7 The application of the criteria described in the report to determine the best options in relation to each community building is likely to result in a number of detailed recommendations that will take some time and resources to implement. A detailed implementation plan should therefore be developed in order to ascertain the related costs of the resources that will be required so that budgetary provision can be made as necessary, and the relevant costs can be assessed against the potential for offsetting against future capital receipts or additional rental income derived from alternative commercial lettings in certain cases.
- 13. Head of Legal Services and legal implications**
- 13.1 Each site appraisal will need to consider legal implications for any proposed changes to the Council's property interests, for example in relation to leasing arrangements and enforcement action, property disposals and any change of use.
- 13.2 The Head of Legal Services confirms that if this is a key decision that decision must not be made unless at least 28 clear days public notice of the intention to make the key decision has been published via the forward plan.



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13.3 There are no further comments on this report at this stage.

14. Equalities and Community Cohesion Comments

14.1 The Council is committed to promote social inclusion in all Council services, making sure that we address the needs of those vulnerable residents who rely most heavily on them. The most socially excluded residents predominantly have the protected characteristics defined in the Equality Act 2010:

- Age
- Disability
- Gender Re-assignment
- Marriage and Civil Partnership
- Pregnancy and Maternity
- Race, Religion or Belief
- Sex (formerly Gender) and
- Sexual Orientation

14.2 In completing the review of Council Community Buildings, the Council has been mindful of the public sector equality duty to have due regard to the need to:

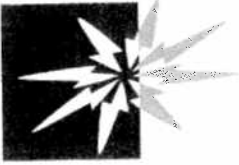
- eliminate discrimination;
- advance equality of opportunity between different groups and;
- foster good relations between groups in Haringey.

14.3 A full Equality Impact Assessment has been undertaken in preparation of this report, the purpose of which is to demonstrably:

- a) Identify whether and to what extent the action being taken could produce disadvantage or enhance opportunity for any groups with the protected characteristics defined in the Equality Act 2010;
- b) Establish whether the potential disadvantage is significant enough to call for special measures to remove or reduce the disadvantage;
- c) Identify and set out the measures that will be taken to remove or reduce the disadvantage;

14.4 Overall, the refocused strategy for Council community buildings will affect a number of equality groups.

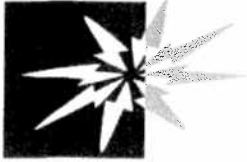
14.5 The proposal to reform Circular Funding would mean community building tenants would have to apply for rent subsidy from the Council, as opposed to receiving it indefinitely under their existing and historic arrangement. An assessment based process could lead to a loss or reduction in Circular Funding for some tenant in the future, however the proposal does presents an opportunity to widen access to rent subsidy by Council community building tenants, who do not currently benefit from the system. The proposal will also improve the process of rent subsidy allocation by applying a fairer, more equitable and transparent approach, one which is based on the delivery of community benefits and outcomes aligned with Council priorities.



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- 14.6 The refocused strategy for Council community buildings provides an opportunity to increase use and widen access to Council community buildings for many of the boroughs newer and smaller communities, including groups with the protected characteristics defined in the Equality Act 2010. Premises sharing and widening access to community building may affect some groups who are more use to working in an insular way, however the change would benefit the Voluntary Sector and community as a whole, by encouraging partnership working between groups and users, which support improved services, more innovation and greater sustainability for voluntary sector organisations.
- 14.7 Further impact assessments may be required as more specific recommendations are developed as part of the site options and tenancy assessment process.
15. **Head of Procurement Comments**
N/A
16. **Policy Implications**
- 16.1 **Corporate Asset Management Plan 2009–12:-** The proposed approach to dealing with the Councils community building portfolio is consistent with existing corporate asset policy as set out in the Council’s Corporate Asset Management Plan 2009 - 12.
- 16.2 **Voluntary Sector Strategy 2011-16:-** One aim of the review is to align with the Voluntary Sector Strategy - outcome 5, which promotes:
- “Fairer access to assets and community spaces by providing support to enable Voluntary Sector organisations to access and to share high quality premises”*
- 16.3 **Corporate Equalities Objectives 2012-16:-** Outcome 5 of the Voluntary Sector Strategy is a key strand of the Councils Corporate Equalities Objectives 2012-16. This is supported by an action plan that has informed the community buildings review.
- 16.4 **Localism Act 2011 - Community Rights to Bid and Challenge:-** The Localism Bill was introduced to Parliament on 13 December 2010, and was given Royal Assent on 15 November 2011, becoming an Act. The Bill came in to force on 21 September 2012 and aims to shift power from central government into the hands of individuals, communities and councils.

The Bill includes new rights for local communities, including the Community Right to Bid and the Community Right to Challenge. Under the Community Right to Bid important local amenities and buildings - such as old town halls, community halls or the last village shop or pub can be nominated for listing by the local authority as assets of community value. If listed assets come up for sale, communities will have



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extra time to prepare a bid to take them over, making it easier to keep such assets in public use.

The Community Right to Bid could have a fundamental impact on any proposals that identify building/sites for disposal or redevelopment.

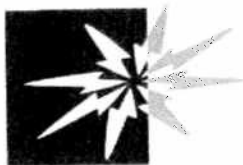
17. Reason for Decision

In line with the recently adopted Voluntary Sector Strategy 2011-2016 (inc Outcome 5), there is a requirement to refocus the Council's policy, strategy and practice in relation to community buildings and set out recommendations and actions to make better use of the portfolio through supporting wider regeneration, improving the quality of buildings and making them more widely accessible by Haringey's diverse Voluntary and Community Sector.

18. Use of Appendices

Appendix 1:- Council Community Buildings

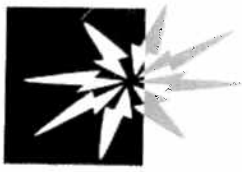
19. Local Government (Access to Information) Act 1985



Haringey Council

Appendix 1:- Council Community Buildings

Ref	Community Building	Community Tenant	Ward
1	Cypriot Community Centre, Earham Grove N22	Association of Cypriot Organisations	Woodside
2	West Indian Cultural Centre, 9 Clarendon Road N8	African Caribbean Leadership Council	Noel Park
3	Jackson's Lane Community Centre, Archway Road N6	Jacksons Lane Community Association	Highgate
4	6 Caxton Road N22	UK Islamic Cultural Centre	Noel Park
5	8 Caxton Road N22	Council Of Asian People	Noel Park
6	10 Caxton Road N22	UK Islamic Cultural Centre	Noel Park
7	Irish Community & Cultural Centre, Pretoria Road N17	Haringey Irish Cultural and Community Centre Ltd	Northumberland Park
8	Fairfax Hall, Portland Gardens N4	Kurdish Community Centre	St Ann's
9	628-630 Green Lanes N8	Turkish Cypriot Community Association	Haringey
10	Selby Centre, Selby Road N17	The Selby Trust	White Hart Lane
11	Chestnuts Community Centre, 280 St. Ann's Road N15	Chestnuts Community & Arts Centre Ltd	St Ann's
12	Lord Morrison Hall, Scales Road N17	Afro International Theatre Productions	Tottenham Hale
13	Stationers Community Centre, Mayfield Road N8	Hornsey Vale Community Centre	Stroud Green
14	Winkfield Road Community Centre, Winkfield Road N22	The Greek Parents Association	Woodside
15	Tottenham Community Sports Centre, 701-703 High Road N17	Tottenham Community Sports Centre Ltd	Northumberland Park
16	Whitehall & Tenterden Community Centre, Whitehall Street N17	GRACE Organisation	Northumberland Park
17	Park Lane Community Centre, 46 Park Lane N17	Trustee Of Cherubim & Seraphim Church	Northumberland Park
18	Northumberland Park Women's & Children Centre, Somerford Grove N17	Ilse Amlot Centre for Women & Children	Northumberland Park
19	Haringey Grove Community Centre, Denmark Road N8	Greek Cypriot Women's Association	Haringey
20	8-10 Bedford Road N22	J.A.N. Trust	Alexandra
21	St. Mary's Community Centre, Birkbeck Road N8	Kurdish Advice Centre	Hornsey
22	157 Gloucester Road N17	Broadwater Community Enterprise Workshops (1992) Limited	West Green
23	Enterprise Centre (Units 1-21) 1a Willan Road N17	Broadwater Community Enterprise Workshops (1992) Limited	West Green
24	Welbourne Community Centre, Chestnut Road N17	Cabinet confirmed approval for disposal on 13 th November 2012	Tottenham Hale
25	Portacabins R/O 33 Winkfield Road N22	The Haringey Phoenix Group	Woodside
26	594 High Road N17	African Women's Welfare Group	Tottenham Hale
27	The Old School House, 136 Tottenham Lane N8	Hornsey Historical Society	Hornsey
28	Milton Road Community Centre, N15	Kori Arts	Tottenham Hale
29	Markfield Road, London N15	Markfield Project	Seven Sisters
30	Mitalee Centre, Stanley Road N15	The Bangladesh Women's Association In Haringey Ltd	St Ann's
31	294 High Road, Wood Green N22 (Former Medical Depot, Woodside Park)	I Can Care Ltd	Woodside



Haringey Council

Report for:	Cabinet Committee 18 th December 2012	Item Number:	
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Title:	Auto-Enrolment (Pensions Act 2008)
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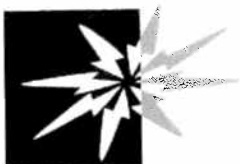
Report Authorised by:	Report Of Stuart Young, Assistant Chief Executive Signed <i>Stuart Young</i> Dated 10/12/12
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Lead Officer:	Steve Davies Head of Human Resources Tel: 0208 489 3172 Email: steve.davies@haringey.gov.uk
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Ward(s) affected:	Report for Key Decisions:
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1. Describe the issue under consideration

- 1.1 The Government passed legislation under the Pensions Act 2008. The Act made provision for auto-enrolment of employees into a workplace pension scheme. This requires employers to auto-enrol eligible job holders into a pension scheme.
- 1.2 The date on which the Council is required to enrol its existing job holders is 1st March 2013. However it is possible to for the Council to temporarily defer auto-enrolment.
- 1.3 This report explains the current legislation as it applies to the Council and the options to
 - defer auto- enrolment for non contributing eligible job holders until 1st October 2017
 - postpone auto enrolment for three months for newly appointed eligible employees from 1st March 2013.
- 1.4 Officers have considered the operational and financial implications arising from auto-enrolment and propose the Council take advantage of the transitional delay period that permits delaying the auto-enrolment of all eligible non contributing job holders until 1st October 2017. This delay will apply to those who have previously opted out of the Local Government Pension Scheme (LGPS) and the Teachers Pension Scheme (TPS).



Haringey Council

1.5 All eligible New Starters will be auto enrolled from 1st March 2013

1.6 Casual 'as and when' workers with a contract of less than three months are not eligible for immediate membership of the LGPS. They can elect to join if they wish. The postponement option will be used for this group of employees to avoid the cost of providing an alternative qualifying scheme.

1.7 Councillors are not workers with a contract of employment and are therefore not affected by the rules on auto-enrolment

2 Cabinet Member introduction

The Pensions Act 2008 requires that employers auto enrol their eligible jobholders into a qualifying pension scheme from the Staging Date which for Haringey is 1st March 2013.. This date is set by the Pensions Regulator based on the size of the Employer's PAYE payroll. The legislation gives employers the option to delay auto-enrolment until 1st October 2017 for those workers who at 1st March 2013 had opted out of their respective schemes.

2.1 There are approximately 564 (FTE) non schools employees that will be eligible to be enrolled on 1st March 2013. Although these employees would then be paying into the pension scheme there is a significant cost to the Council for employer contributions. There is a similar position for staff working in schools whether they be contributors to the Teachers Pension Scheme or the LGPS, but the costs are funded by the Dedicated Schools Grant so do not affect the Council budget.

2.2 The Government advise employers to assume that 75% will remain in the pension scheme after being auto-enrolled. On this basis, the cost to the Council for employer contributions would be an additional £3m per year

2.3 Given the current financial landscape this report recommends that the Council use the option of delaying auto-enrolment of these staff until 1st October 2017 as provided for under the auto-enrolment legislation.

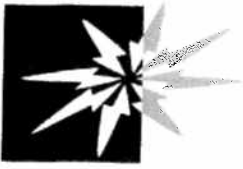
3 Recommendations

3.1 Members are asked:-

- a) to approve delaying auto-enrolment for existing eligible job holders to 1st October 2017.
- b) to approve postponement of auto-enrolment for all newly appointed eligible job holders with a short term contract of less than three months for a period of three months or until the expiration of the contract if sooner.
- c) to note that auto-enrolment will apply to all other newly appointed eligible jobholders with effect from 1st March 2013

4 Alternative options considered

4.1 Consideration was initially given to postponing the date on which auto-enrolment obligations would otherwise apply from 1st March 2013 to 1st June 2013 to bed-in a SAP Payroll upgrade for auto-enrolment.

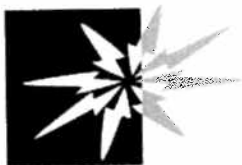


Haringey Council

4.2 The early application of auto-enrolment across the whole workforce was initially considered on the basis that operationally it would be less administratively complex and simpler for employees to understand. It also underlined the Council's commitment to the benefits of membership of the LGPS and TPS and the benefits which both the Council as the employer and the employees enjoy from participation in the scheme. However the budgetary implications outweighed these considerations.

5 Background information

- 5.1 For the Council the LGPS and the TPS are both qualifying pension schemes for the purposes of the Pensions Act 2008. The Secretary of State for Work and Pensions has allocated employers a Staging Date based on the size of the employers' payroll (PAYE employees). The Staging Dates run from 1st October 2012 to 30th April 2017. The larger the employer the earlier the Staging Date. The Council's allocated Staging Date is 1st March 2013
- 5.2 Eligible Job holders are workers who are not already members of the employers pension scheme. They are between ages 22 and State Pension Age and earn at least £8105 p.a. (this is currently the PAYE personal tax allowance). Employees may opt-out if they wish but employers are required to auto-enrol eligible jobholders every three years. The election to opt-out cannot be exercised by the member before being auto-enrolled.
- 5.3 The LGPS and TPS enrol new employees from start of employment. However employees can choose to opt-out. The Pensions Act 2008 requires the Council to auto enrol these opted-out employees on 1st March 2013. This means that approximately 1116 (equivalent fulltime posts) will be auto-enrolled. These are individuals who previously opted not to contribute to the LGPS or TPS and might be expected to do so again. The number likely to opt-out again is unknown but the Government recommend that authorities assume that 75% of those who are auto-enrolled will remain in the scheme.
- 5.4 The Act allows an employer with a defined benefit scheme like the LGPS and the TPS to delay auto-enrolment by electing to apply the transitional delay period. Use of this option will mean that those eligible jobholders in post on 1st March 2013 who had elected not to join the LGPS or TPS on appointment, will not be automatically enrolled into the LGPS or until 1st October 2017.
- 5.5 If the Council decide to apply the transitional delay period, it is nonetheless required to notify those affected and some may decide to exercise their right to opt-in. At the end of the transitional delay period, those eligible jobholders still employed must be enrolled into their appropriate scheme
- 5.6 The Act includes a provision whereby an employer is able to postpone for 3 months the date at which an individual is auto-enrolled. Casual Employees with a contract of less than 3 months are not eligible for immediate membership of the LGPS and cannot be auto-enrolled into the LGPS on starting employment. They can however elect to join. The Council is required to provide a qualifying scheme for all eligible job holders. To avoid the cost of providing a separate scheme, the postponement option can be used for the duration of the 3 month contract. If the contract extends beyond three months, the eligible job holder will be auto-enrolled.



Haringey Council

6 Chief Financial Officer Comments

- 6.1 A budgetary pressure for the Council arises if the non school employees who previously opted out, remain in the pension scheme once they are auto-enrolled and employer contributions become payable. These employees have taken an active decision to opt out of the pension scheme once already, so it is anticipated that a significant number will opt out again, however this is an unknown at present.
- 6.2 If the Council chooses not to defer auto-enrolment until 2017, there would be a budgetary pressure in 2013/14 in the range of £0.9m to £3.7m depending on the number of employees who opt out again. If auto-enrolment is deferred then this pressure is deferred until 2017/18.
- 6.3 If school employees who are auto-enrolled remain in either the Teachers Pension Scheme or the Local Government Pension Scheme, then employer contributions will be payable out of school budgets which are funded by the Dedicated Schools Grant. If the Council chooses not to defer until 2017, then the pressure on school budgets will be in the range of £0.7m to £2.8m, depending on the number of employees who opt out again.

7 Head of Legal Services and legal implications

- 7.1 The Head of Legal Services has been consulted on this report
- 7.2 The Pensions Act 2008, together with the Occupational and Personal Pensions Scheme (Automatic enrolment) Regulations 2010, the Employers Duties (Implementation) Regulations 2010 and the Employers Duties (Registration and Compliance) Regulations 2010 provide the legislative framework for the automatic enrolment of workers into qualifying pension schemes.
- 7.3 In accordance with the Local Authorities (Functions and Responsibilities) (England) Regulations 2000, the obligations created by the Pensions Act 2008 are executive functions for determination by the Cabinet. The Corporate Committee have been updated on the proposals in line with their pensions responsibilities.

8 Equalities and Community Cohesion Comments

- 8.1 The majority of employees who do not belong to the LGPS are Part-time females who are primarily employed in schools. Forcing entry to the pension scheme could cause hardship in managing their cash flows because although they can opt-out again and receive a refund of contributions their pay may be reduced for the initial pay period. Remaining in the scheme will provide immediate life and ill health cover but receipt of a small pension on retirement may impact on means tested State Scheme benefits

9 Head of Procurement Comments

N/a



Haringey Council

10 Policy Implication
N/a

11 Reasons for Decision

- a. The decision to delay auto-enrolment to 1st October 2017 will alleviate an estimated increase in employer contributions amounting to £3m in 2013/14 and each subsequent year thereafter until 2017/2018.
- b. Postponing the auto-enrolment of Casual will remove the requirement for an alternative scheme to be provided for them.

Use of Appendices

No appendices are used in this report

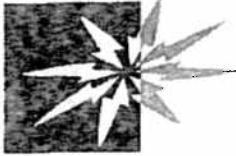
12 Local Government (Access to Information) Act 1985



Haringey Council

Report for:	Cabinet Meeting 18 th December 2012	Item number	
Title:	Award of the Contract for the Provision of a Parent Partnership Service		
Report Authorised by :	Libby Blake, Director for the Children and Young People's Service Signed : <i>Libby Blake</i> .		
Lead Officer:	Phil DiLeo - Head of Services to Children and Young People with Additional Needs Tel: 0208 489 3848 E-mail: phil.diLeo@haringey.gov.uk		
Ward(s) affected: All	Report for Key/Non Key Decision: Non Key		

1. Describe the issue under consideration
 - 1.1 To award the contract for the Provision of a Parent Partnership Service in line with C.S.O 9.07 following a full tendering process.
 - 1.2 This service is Part B residual service and therefore it was not necessary to advertise this requirement in the Official Journal of the European Union (OJEU). This contract opportunity was published on CompeteFor & Delta portal. Tender advert was also published on Haringey's website.
2. Cabinet Member Introduction
 - 2.1 We need to set up a Parent Partnership Service, a service required by statute, to provide support for parents of children with special educational needs. Parents favour an independent organisation to deliver this service, and this is recognised nationally as good practice.
 - 2.2 The contract for the delivery of an independent Parent Partnership Service has been subject to an open tendering process and it is proposed to award the contract to an organisation that will not only provide effective support but will offer particularly good value for money in delivering the contract. I support the recommendation.



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3. Recommendations

3.1 The recommendation is for Cabinet Members to agree the award the contract to the successful Tenderer listed in Part B (exempt information) attached to this report in accordance with the Contract Standing Order (CSO) 9.7.1(d).

3.2 The contract to be awarded for a period of 3 years with an option to extend for further periods of up to 2 years.

4. Alternative options considered

4.1 In-house Provision: consultation with parents/ carers has consistently indicated that their preference is Parent Partnership Service should be provided independent to the Council. Also having arms length contract has been recognised as national good practice.

5. Background Information

5.1 All Local Authorities are required to provide a Parent Partnership Service as set out in the Special Educational Needs and Disability Act 2001. This requirement has been strengthened by subsequent legislation and guidance, most recently through Aiming high: better support for disabled children and their families (DCSF & DOH 2007).

5.2 Parent Partnership Service (hereafter PPS) provides impartial information, advice and support to parents of children and young people with special educational needs aged 0-19 years old. It also provides a consultation forum for parents to formally put their issues and concerns to officers from education, health and social care.

5.3 This service will have a key role in supporting parents/carers in the implementation of the recommendations from the *“Support and aspiration: A new approach to special educational needs and disability - progress and next steps”* DfE 2012.

5.4 A tendering process has been undertaken to encourage fair and transparent competition in line with the Council’s procurement code of practice and Contracts Standing Orders. Tender documents and/or evaluation papers can be obtained from Central Procurement.

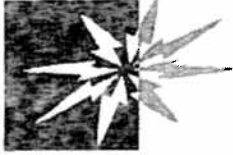
5.5 Procurement Process

5.5.1 A market research exercise was carried out in August / September 2012. Results of the market research indicated that this is a specialist service and the nature of the market for this type of service is limited. Therefore, the open tendering process was selected as the most efficient route to market.



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- 5.5.2 The procurement process started on 1st October 2012 with the placing of an advertisement on CompeteFor, Haringey's website and on Delta (e-tendering portal) inviting bidders to tender for the Provision of a Parent Partnership Service.
- 5.5.3 E-tendering process was used to procure this service. The 'Invitation to Tender' (ITT) and supporting documents were published on Delta (e-tendering portal). By the closing date of the tender 15 organisations registered on Delta and have downloaded the documents.
- 5.5.4 See Part B, Exempt information
- 5.5.5 See Part B, Exempt information
- 5.5.6 See Part B, Exempt information
- 6. Comments of the Chief Financial Officer and Financial Implications
 - 6.1 The costs of the proposed service is fixed for up to the five year duration of the contract and falls below the existing budgetary provision.
 - 6.2 See Part B, Exempt information
 - 6.3 See Part B, Exempt information
- 7. Head of Legal Services and Legal Implications
 - 7.1 The Parent Partnership services are not categorised as priority services so there is no requirement to follow a European tendering exercise under the Public Contracts Regulations 2006.
 - 7.2 Children and Young People's Service followed an open tendering exercise pursuant to Contract Standing Order 9.01.
 - 7.3 Because of the value of the proposed contract, the award needs to be approved by Cabinet in accordance with CSO 9.07,1 (d).
 - 7.4 The Head of Legal Services confirms that there are no legal reasons preventing Members from approving the recommendations in this report.
- 8. Equalities and Community Cohesion Comments
 - 8.1 Equalities principles were incorporated within the procurement process. Also the organisations equalities policy and procedures were evaluated by Haringey's Equalities Officer.



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- 8.2 Equalities monitoring are incorporated as a requirement of the contract and the contract also states that access to the service must be available to the diverse community of the borough and any imbalances must be addressed.
9. Head of Procurement Comments
- 9.1 The procurement process has been carried out in line with the Procurement Code of Practise. Central procurement have been involved in this process and support the recommendation.
- 9.2 Contract monitoring has been put in place to ensure contract compliance and to minimise the risk of service failure.
- 9.3 There is no inflationary provision within the terms of the contract and so the contract price is essentially fixed for the duration of the contract.
10. Policy Implications
- 10.1 This service contributes to the following key priorities:
- Improve outcomes for young people and forge a new relationship with schools and services; and
 - Cultivate a culture of excellence.
- 10.2 Value for Money
- 10.2.1 The Provider identified has been confirmed as being of sufficient quality to meet the service needs and standards identified by the Council. The Provider has been financially assessed to evaluate their financial stability and their submission financially assessed to evaluate value for money issues.
- 10.2.2 The National Parent Partnership Network has carried out a national benchmarking exercise of Parent Partnership Services (PPS) across England in 2011. This identifies that the average cost of PPS in that year was £100,000; suggesting that the price achieved represents value for money as it falls below the benchmarked data.
- 10.2.3 See Part B, Exempt information
- 10.2.4 See Part B, Exempt information
- 10.2.5 See Part B, Exempt information



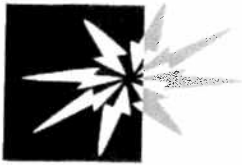
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- 10.3 Contract and Performance Management:
 - 10.3.1 Contract management will be incorporated into the Contract. Key Performance Indicators and Method of Measurements are integrated within the service specification and will be monitored through contract monitoring meetings and reports.
 - 10.3.2 The Provider will be required to supply quarterly report. Monitoring meetings will be held quarterly during the first year and six monthly thereafter. Service User's feedback will be used to inform and improve practice for children with special educational needs and their families. The Service User will contribute to key strategic planning and consultative groups as well as disseminate information to the Parents/carers' Forum and the wider parent /carer network.
- 11. Reasons for Decision
 - 11.1 The proposed service will meet the Council's statutory duty to ensure that parents /carers are well informed and able to understand and manage special education needs process.
 - 11.2 The procurement process has been carried out in line with the Procurement Code of Practise and proposed to award the contract to the successful Tenderer in accordance with the CSO 9.7.1(d).
- 12. Use of Appendices
 - 12.1 None
- 13. Local Government (Access to Information) Act 1985
 - 13.1 This report contains exempt and non exempt information. Exempt information is contained in Part B and is not for publication. The exempt information is under the following category (identified in the amended schedule 12A of the Local Government Act 1972 (3) information in relation to the financial or the business affairs of any particular person (including the authority holding that information).



Haringey Council

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Haringey Council

Report for:	Cabinet Procurement Committee 18 th December 2012	Item number	
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Title:	Award of Print and Associated Services Framework Agreement
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Report authorised by :	Stuart Young Assistant Chief Executive Signed <u>Stuart Young</u>
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Lead Officers:	Bobbi Virgo, Senior Procurement & Contract Officer Tel 0208 489 3348 Bobbi.virgo@haringey.gov.uk Lesley Gordon, Head of Marketing, Tel 0208 489 6943 Lesley.gordon@haringey.gov.uk
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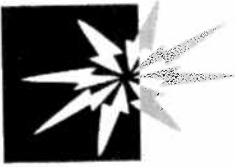
Ward(s) affected:	Report for Key/Non Key Decision: key
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1. Describe the issue under consideration

To obtain Members approval to award a framework agreement for Print and Associated Services.

2. Cabinet Member Introduction

The framework for Print and Associated Services enables us to achieve a coherent and standardised approach to the purchasing of these services for the council. Having a number of suppliers for each type of work ensures competition and drives down prices.



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The continued use of a framework alongside the web based project management system, which aids in the outcome of reducing costs, ensures that council achieves best value for these services and will continue to assist us in achieving cashable savings year on year.

I am satisfied that the procurement process has been followed correctly and would recommend the award as outlined in the report.'

3. Recommendations

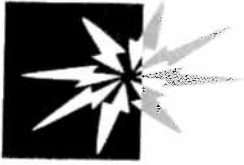
- 3.1 To award the framework agreement for Print and Associated Services to the Contractors identified in the exempt appendix, for a period of 4 years from 1 February 2013 to 31 January 2017, as allowed under CSO 9.07 as the most economically advantageous tenders.
- 3.2 The contract will be monitored by the Council's Communications and Marketing Team via key performance indicators in relation to jobs delivered on time, proportion of jobs declined as well as speed/response to complaints.
- 3.3 Service will continue to receive value for money as Contractors can ensure their prices remain competitive as they are able to update their prices to take advantage of price changes in materials e.g. cost of paper. Additionally, all jobs requested will be automatically subject to mini-competitions via a web-based management system, so best prices per job are obtained on an ongoing basis.

4. Alternative options considered

- 4.1 No other options were available as this is a Part A or 'priority service' and as such is subject to the full requirements of European Union Procurement Regulations. Current suppliers could, therefore, not continue without a tender process taking place.

5. Background information

- 5.1 The Marketing Communications team explains the work of the council and the services available to people through the full range of marketing media. They plan, develop and manage all of the council's corporate integrated marketing campaigns, ensuring media and pr, web communications and consultation input where necessary, and give advice on and organise events. They work closely with a variety of suppliers both internally and externally to ensure that jobs are completed on time and offer real value for money. In order to do this successfully they have to procure services that include print and associated services.

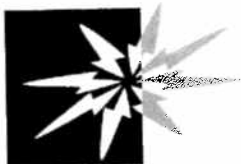


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- 5.2 The current print framework has 11 contractors. The framework has been in place since July 2008 and has run for 3 years with a one year extension. The contractors on the framework currently use the web-based management system to manage their prices ensuring we get instant prices for print work. This eliminates the need to seek individual quotes from suppliers. This process ensures that the council chooses the cheapest quote from the 11 contractors depending on the type of job,
- 5.3 The current framework expired in July 2012, under EU Procurement Regulations it cannot be extended. A restricted, 2-stage tender process was employed in order to replenish contractors and maintain competitive pricing and EU compliance

The Tender Process

- 5.4 On 11th June the Central Procurement Unit (CPU) placed an advert on Competefor the Council's e-procurement portal for suitably qualified print and associated suppliers to complete a Pre Qualification Questionnaire, (PQQ). It was also advertised in the Official Journal of the European Union as required by EU Regulations. The advert enabled the use of the framework by all London Boroughs. 79 organisations expressed an interest in delivering the services as outlined in 11 lots (see appendix i)
- 5.5 By the return date, 11th July, 53 organisations had completed the online PQQ and submitted requisite supporting information. Evaluations were carried out by officers from Central Procurement Unit, Business Continuity, Health and Safety and the Communication and Marketing teams on the following areas in order to test bidders' experience and ability to deliver the services required:
- Health and safety
 - Quality Management System
 - Equalities
 - Environmental
 - Technical and competency questions
 - Finance
- 5.6 A total score of 520 points was available. Bidders were eliminated if they did not achieve a minimum score in financial evaluation or if failed to achieve 60% of points available for quality management and technical and competency questions.



Haringey Council

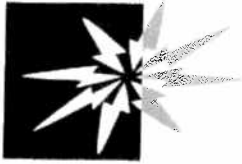
- 5.7 Following evaluation 16 organisations were eliminated either on the basis of finance (3 organisations) if assessed as high or maximum risk as per an Experian credit rating or they did not achieve the minimum score required in technical and competency questions (13 organisations). A further 7 were eliminated as they were not within the top 10 scorers for the lots they applied for.
- 5.8 On 15th August, the remaining 30 organisations were invited to tender via Delta esourcing electronic tender site. Bidders were also given access to a web based project management system 'Panacea' with a site specifically created for the tender process to enable them to upload their prices via price matrices for each lot/s they wanted to bid for. Bidders had the opportunity to test and amend their prices on site prior to the deadline for final prices on tender return day
- 5.9 By tender return date 19th September, 21 bids were received from the organisations identified in the exempt appendix (table 1)
- 5.10 The results of bid Evaluation are contained in the exempt appendix (appendix iii)

6. Comments of the Chief Financial Officer and financial Implications

- 6.1 As part of an earlier value for money review, print and design budgets were centralised within the Communications business unit and this budget is now managed via an annual corporate communications plan. The available budget is just over £0.5m.
- 6.2 The recommended framework agreement should ensure that continued value is delivered to the Council in this area as Contractors can ensure they remain competitive as they are be able to update their prices to take advantage of price changes in materials e.g. cost of paper. Additionally, all jobs requested will be automatically subject to mini- competitions via a web-based management system that the Council uses, so best prices per job are obtained on an ongoing basis.
- 6.3 This should support the delivery of further cashable savings to the Council over the lifetime of the contract.

7. Head of Legal Services and Legal Implications

- 7.1 Print Services is a priority activity service and so must be advertised in Europe in accordance with one of the procedures set out in the Public Contracts Regulations 2006 (the Regulations) .
- 7.2 The Council's Assistant Chief Executive Directorate (the Directorate) followed a restricted tender procedure for appointment to a Framework



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Agreement. for Print and Associated Services. This procedure is compliant with the Regulations

7.3 The Directorate now wishes to award the framework agreement to the contractors named in the exempt appendix. Because of the value of the award, Cabinet needs to approve it in accordance with CSO 9.07.1 d (contracts valued at over £250,000).

7.4 The award criterion is based on that of most economically advantageous tender (see CSO 9.07.1 b).

7.5 The value of the Framework Agreement is over £500,000 and as such is a key decision and must be included in the Forward Plan. The Directorate has confirmed that that has taken place.

8 Equalities and Community Cohesion Comments

8.1 All bidders were asked to submit their Equalities policies, to ensure that they meet Council requirements in demonstrating a commitment to Equal Opportunities and provision of the Equality Act 2012.

9 Head of Procurement Comments

9.1 This Restricted Tender process had been carried out in line with the EU Regulations and the Procurement code of Practise.

9.2 The recommendation follows a competitive process and has tested the market to achieve a Value for Money outcome.

9.3 The Council will continue to obtain best value throughout the life of the contract by the use of mini competition; the web-based project management system returns the cheapest price for all print jobs requested.

9.4 Contract management arrangements and the use of key performance indicators have been put into place to ensure the speedy identification and resolution of any non compliance issues.

10 Policy Implications

10.1 The framework will ensure that the council continues to pay competitive rates for these services and will continue to deliver value for money; not only in terms of achieving cashable efficiencies, but also in reducing resources.



Haringey Council

11 Reasons for Decision

11.1 To award a framework agreement for print and associated services

12 Use of Appendices

12.1 Contained in Part B for exempt information.

13 Local Government (Access to Information) Act 1985

13.1 This report contains exempt and non-exempt information. Exempt information is contained in Part B and is not for publication. The information is exempt under the following category (identified in the amended Schedule 12A of the Local Government Act 1972):
Information relating to the financial or business affairs of any particular person (including the authority holding that information) (Ground 3).

**MINUTES OF THE CORPORATE PARENTING ADVISORY COMMITTEE
MONDAY, 8 OCTOBER 2012**

Councillors Allison, Brabazon, Dogus, Reece, Stennett and Waters (Chair)

Apologies Councillor Solomon

Also Present: Libby Blake, Marion Wheeler, Attracta Craig, Tracy Hutchings, John Lewis, Alex White, Phil Dileo, Wendy Tomlinson.

MINUTE NO.	SUBJECT/DECISION	ACTON BY										
CPAC182	<p>APOLOGIES FOR ABSENCE (IF ANY)</p> <p>Apologies were received from Cllr Solomon.</p>											
CPAC183	<p>URGENT BUSINESS</p> <p>There were no items of urgent business put forward for consideration.</p>											
CPAC184	<p>DECLARATIONS OF INTEREST</p> <p>There were no declarations of interest put forward.</p>											
CPAC185	<p>ACTIONS ARISING FROM THE MEETING WITH ASPIRE</p> <p>The Committee agreed that the notes and actions arising from the informal meeting held with Aspire between 6.30-7.30pm be compiled and distributed to Members of the Committee and Aspire. It was agreed that the actions be added to the formal minutes to allow the Committee to monitor and progress the agreed actions. (These are included below) It was also agreed to invite Aspire to the start of the next Corporate Parenting meeting on 04th December 2012.</p> <p>Actions</p> <table border="1" data-bbox="284 1576 1337 2132"> <thead> <tr> <th data-bbox="284 1576 799 1648">What you told us (Aspire)</th> <th data-bbox="804 1576 1337 1648">What we have done(Council)</th> </tr> </thead> <tbody> <tr> <td data-bbox="284 1655 799 1720">We want a regular budget</td> <td data-bbox="804 1655 1337 1720"></td> </tr> <tr> <td data-bbox="284 1727 799 1872">We want Access to printing and design facilities when advertising our events</td> <td data-bbox="804 1727 1337 1872"></td> </tr> <tr> <td data-bbox="284 1879 799 2024">We want Publicity and promotion of the group and its work</td> <td data-bbox="804 1879 1337 2024"></td> </tr> <tr> <td data-bbox="284 2031 799 2132">We want leadership training for up to 7 people</td> <td data-bbox="804 2031 1337 2132"></td> </tr> </tbody> </table>	What you told us (Aspire)	What we have done(Council)	We want a regular budget		We want Access to printing and design facilities when advertising our events		We want Publicity and promotion of the group and its work		We want leadership training for up to 7 people		Clerk
What you told us (Aspire)	What we have done(Council)											
We want a regular budget												
We want Access to printing and design facilities when advertising our events												
We want Publicity and promotion of the group and its work												
We want leadership training for up to 7 people												

**MINUTES OF THE CORPORATE PARENTING ADVISORY COMMITTEE
MONDAY, 8 OCTOBER 2012**

	We want to cook together			
	We want LAC living outside the borough to know about our events and be given travel expenses to attend Aspire events			
	We want Information about Aspire in training for foster carers			
	We want Leisure Passes for some LAC			
	We want support for learning musical instruments when interest in this type of extracurricular activity is shown			
	We want to know how to complain and take forward a disagreement about our care			
	We want the IT offer made clear to us			
CPAC186	MINUTES The minutes of the 04 th September were agreed as an accurate record. The discussion relating to adoption and the action to provide a letter on the outcome of the adoption diagnostic were omitted from the notes. However, the letter from MP Edward Timpson was tabled for Committee Members to consider.			
CPAC187	MATTERS ARISING The Committee felt it would be useful for the Performance report to distinguish and explain the indicators that were locally set and those which were nationally required.			MW
CPAC188	PERFORMANCE MANAGEMENT : CHILDREN AND FAMILIES The Committee were asked to consider performance figures and trends for an agreed set of measures relating to looked after children, from the start of the year up to August 2012.			

**MINUTES OF THE CORPORATE PARENTING ADVISORY COMMITTEE
MONDAY, 8 OCTOBER 2012**

OP457 (Number of Looked after Children who ceased to be looked after who had been looked after less than a month) The performance in this area was markedly better than this time last year. This change was associated with the use of targeted intervention and change in emphasis, of the service, to managing risk and getting early help to families. One example of this was targeting Youth Service resources to help young people, in families, that are at risk of going into care.

OP389 (Children in care including unaccompanied asylum seeking children)

The number of children in care was steadily reducing with the safety of children and young people still paramount. The Director of the Children's Service was factoring the impact of the housing and council tax benefit changes in the continuing strategy to reduce the number of LAC through prevention initiatives and early help to families and there were plans to mitigate the risks posed by the benefits reforms. Reports close to these matters had been compiled for the LSCB and it was agreed to supply Cllr Brabazon with this information after the meeting.

Dir CS

HY32 (Percentage of Children placed in Haringey provision) The Committee heard about the initiatives to broaden the range of foster carers available to the council. This was through training carers to increase their range of abilities. The Head of Commissioning and Placements was confident that the service was better at matching children and young people to foster carers to ensure that placements were stable and sustained. With regards to the number of young people and children placed outside of the borough and those placed in the borough by other local authorities, the Director for Children's services was starting a dialogue with private residential providers in the borough to ensure that Haringey children were prioritised for any private placements available to enable them to stay local as far as possible.

Some Members expressed frustration at the perceived lack of improvement to the number of foster carers recruited, that were living in the borough, as it was felt that the number of looked after children placed outside of the borough was still too high. These Members continued to question whether past actions, agreed by the Committee in relation to these areas, had been followed through. Understanding continued to be sought on the reasons for the disparate performance in foster care recruitment compared to other local authorities. In response to these concerns, The Head of Commissioning and Placements advised of the increase in the use of independent foster carers. Also a new framework agreement was being worked on by North London Fostering Consortium, in relation to foster care recruitment, and the Head of Commissioning would examine further how this agreement can still better facilitate the placement of children with a foster carer in the borough. The Committee were assured that, although the majority of looked after children were placed outside the borough, they were often in neighbouring boroughs and close to the border with Haringey.

The Committee sought further assurance on how the required momentum to increase foster carers, and decrease LAC could be

**MINUTES OF THE CORPORATE PARENTING ADVISORY COMMITTEE
MONDAY, 8 OCTOBER 2012**

	<p>sustained given the decrease in top level management in the Children's Service. The Committee were advised that the streamlining of management would improve the speed at which decisions were taken in Children's Services, in turn assisting these key areas.</p>	
CPAC189	<p>ACADEMIC PROGRESS REPORT FOR HARINGEY CHILDREN IN CARE 2012</p> <p>The Head of the Virtual School introduced the report which reported on the progress and results for Children in Care: at the end of Reception, Key Stages 1 and 2 and 4, undergraduates and graduates and new university entrants.</p> <p>The Head of the Virtual School had also invited John Lewis, Community Partnerships Director, and the lead for the Chrysalis Accelerator Intervention programme for Looked after Children along with Alex White Community Development Manager at Tottenham Hotspur to talk about their work in partnership with the Virtual School with looked after children and young people.</p> <p>The Virtual School consisted of a head teacher, a small number of teachers and an Education Welfare officer. The Virtual School had been established to tackle the low levels of aspiration seen in young people as well as the carers working with them. The progress set out in the attached report was a summary of their work over the past 12 months. It was important to note that the Virtual School was driven by policy and research to help plan and develop looked after children's learning and respond to their different circumstances.</p> <p>John Lewis, Community Partnerships Director, addressed the Committee and spoke about the work of the Chrysalis Accelerator Programme for looked after children, an intervention programme which had been co-developed by Highgate School and Future Foundation in partnership with the virtual heads of Enfield, Barnet and Camden to raise aspirations, attainment and confidence leading to successful applications to higher education and into work. The Committee learned about the programme's ethos, aims and what it hoped to achieve with young people in care. The programme started from year 6 and supported participants through to year 10. They were also invited to summer school at Highgate School. During the programme there were initiatives to: develop confidence, support young people's transition periods in their teenage years, promote the benefit of extracurricular activities, improve skills in numeracy and literacy, support self development and personal responsibility for learning. The Virtual School in Haringey was essential in facilitating the attendance of children and young people at the events organised by Chrysalis.</p> <p>The Committee commended the work of the Chrysalis project and felt it was a key initiative to be part of, as a council, to support raising the achievement and aspiration of young people in care. The Committee voiced their commitment and support to the project and endorsed its</p>	

**MINUTES OF THE CORPORATE PARENTING ADVISORY COMMITTEE
MONDAY, 8 OCTOBER 2012**

aims and development.

The Chair invited Alex White, Community Development Manager at Tottenham Hotspur Foundation to speak about the Eighteen Project, funded by the GLA and match funded by Haringey and Waltham Forrest councils, aimed at providing 1-2-1 mentoring support and signposting for identified young people in care and care leavers living in Barnet, Haringey and Waltham Forest. Referrals to the project were received from the Virtual School and it had a number of success stories which the local authorities involved were an instrumental part of. The Eighteen Project ultimate aim was to build confidence and get Young people into education and paid employment.

The Eighteen Project was looking to secure funding for its next phase of work and was developing a toolkit to enable the project to be replicated by other football clubs.

The Committee was interested in finding out about how the project was meeting its set milestones and whether there had been an increase in physical participation by young people involved in the project. Also as education was the focus behind receiving the funding, how would the project meet the funding criteria when it was sports based? The Committee learnt that the project was meeting milestones and the GLA were flexible with the sports element of the project as it was seen as a tool to enabling access to education.

Information on potential European funding opportunities was shared. It was explained that, as the project included getting young people into work, it could be eligible to apply for the employment element of European funding .Also the ability to obtain match funding would put the project on a strong position. Information on access to this funding was available from the London Council's website.

The Committee noted that mentoring was a strong component of the scheme and mentors were paid by the project to ensure that this provision was consistently available to young people. There were between twenty and thirty part time mentors who also worked in other areas of the programme.

It was noted that there was a targeted programme for girls and female mentors available to them.

The Committee continued to hear about the initiatives of the Virtual School, such as the local reading scheme supported by local community organisations and the library, aimed at inspiring younger children in care to engage in learning. The Virtual School understood the lifestyle of a child or young person in care and planned events according to them and their carer's availability.

The Virtual School team were congratulated on their work in supporting looked after children and young people in their academic achievements

**MINUTES OF THE CORPORATE PARENTING ADVISORY COMMITTEE
MONDAY, 8 OCTOBER 2012**

	<p>this year. The Committee were interested in comparing these academic performance figures to national figures. This information would be available to the Committee in the New Year when figures were published.</p> <p>The Virtual School were not complacent about these results and saw their role in supporting looked after children in their educational achievement as a continual journey. They were currently focussing on the pathway to key stage 3 to drive up results further.</p> <p>Some housekeeping issues regarding the Virtual School website highlighted were: updating the care matters report and term dates for 2012/13.</p>	<p>AC</p> <p>AC</p>
CPAC190	<p>EXCLUSION OF THE PRESS AND PUBLIC</p> <p>The press and public were excluded from the meeting for consideration of the following items as they contained exempt information as defined in Section 100a of the local government Act 1972(as amended by Section 12A of the Local Government act 1985), paras 1&2 namely information relating to any individual and information likely to reveal the identity of an individual.</p>	
CPAC191	<p>ACADEMIC PROGRESS REPORT FOR HARINGEY CHILDREN IN CARE 2012</p> <p>As per CPAC189</p>	
CPAC192	<p>PROGRESS REPORT FOLLOWING A RECENT OFSTED INSPECTION OF A COUNCIL CHILDREN'S HOME</p> <p>The Committee considered the action plan relating to the findings of a recent OFSTED inspection of the council's short stay children's home.</p>	
CPAC193	<p>ANY OTHER BUSINESS</p> <p>The Director of Children's Services would distribute to Committee Members, by email, research collated on permanency options for them to consider and comment on before the December meeting when the Permanency strategy is considered.</p>	Dir CS

Cllr Ann Waters

Chair

**MINUTES OF THE CABINET MEMBER SIGNING
TUESDAY, 27 NOVEMBER 2012**

Present: Councillor Claire Kober, Leader of the Council

MINUTE NO.	SUBJECT/DECISION	ACTION BY
HSP35.	<p>URGENT BUSINESS</p> <p>There were no items of Urgent Business.</p>	
HSP36.	<p>PROCUREMENT REPORT - WELBOURNE PRIMARY SCHOOL EXPANSION PROJECT</p> <p>The Leader considered a report that sought approval to appoint the recommended contractor (named in the exempt part of the report) for the Welbourne School expansion project.</p> <p>It was noted that expansion of the school was considered necessary on the basis of statistical evidence that projected a high demand for primary school places in the Borough from September 2013 onwards.</p> <p>RESOLVED:</p> <ul style="list-style-type: none"> i. That the contract and contract sum be awarded to the contractor named in the exempt part of the report. ii. That the issuing of a letter of intent, prior to formal contract signature for 10% of the contract value, be approved. <p><u>Alternative Options Considered</u></p> <p>Doing nothing would not achieve the Council's key responsibility to provide sufficient primary school places. In terms of alterations and additions various options were considered at the feasibility assessment stage and one of these was to build over the existing classroom blocks; however, this was deemed to be expensive and the risk attached to it to be too high. The new build option on the vacant land was considered to be less expensive, lower risk and the least disruptive option to the school.</p> <p><u>Reasons for Decision</u></p> <p>The proposed expansion is required due to the indicative statistical evidence that demonstrates the need for additional reception places by August 2013.</p>	<p>Director of Children's Services</p> <p>Director of Children's Services</p>
HSP37.	<p>EXCLUSION OF THE PRESS AND PUBLIC</p> <p>RESOLVED:</p> <p>That members of the press and public present be excluded from the remainder of the meeting as the item below contained exempted information, as defined under paragraph 3, part 1, schedule 12A of the Local Government Act 1972.</p>	

**MINUTES OF THE CABINET MEMBER SIGNING
TUESDAY, 27 NOVEMBER 2012**

HSP38.	PROCUREMENT REPORT - WELBOURNE PRIMARY SCHOOL EXPANSION PROJECT Exempt information pertaining to the report was considered.	
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The meeting closed at 3.50pm.

**MINUTES OF THE CABINET MEMBER SIGNING
TUESDAY, 4 DECEMBER 2012**

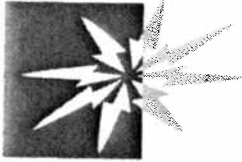
Present: Councillor Claire Kober, Leader of the Council

In Attendance: Xanthe Barker, Principal Committee Coordinator and Graham White,
Principal Project Lawyer

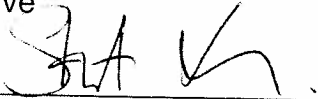
MINUTE NO.	SUBJECT/DECISION	ACTION BY
HSP39.	URGENT BUSINESS There were no items of Urgent Business.	
HSP40.	LONDON HOUSING CONSORTIUM - MEMBERSHIP The Leader considered a report that sought approval to appoint Councillor Bevan and Councillor Egan to the London Housing Consortium Joint Committee for the remainder of the 2012/13 Municipal year. RESOLVED: That Councillor Bevan and Councillor Egan be appointed to the London Housing Consortium Joint Committee for the remainder of the 2012/13 Municipal year. <u>Alternative Options Considered</u> There are no alternative options. If the Members are not reappointed they will not be able to sit on the Joint Committee and Haringey will not be represented. <u>Reasons for Decision</u> To facilitate representation for Haringey Council on the newly established London Housing Consortium Joint Committee.	Head of Local Democracy and Member Services
HSP41.	NEW ITEMS OF URGENT BUSINESS There were no new items of Urgent Business.	

The meeting closed at 4.40pm.

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Haringey Council

Report for:	Cabinet 18 December 2012	Item number	
Title:	Delegated Decisions and Significant Actions		
Report authorised by :	Assistant Chief Executive 		
Lead Officer:	Xanthe Barker (Tel. 020 8489 2957)		
Ward(s) affected: Not applicable	Report for Key/Non Key Decision: For information		

1. Describe the issue under consideration

To inform the Cabinet of delegated decisions and significant actions taken by Directors.

The report details by number and type decisions taken by Directors under delegated powers. Significant actions (decisions involving expenditure of more than £100,000) taken during the same period are also detailed.

2. Cabinet Member Introduction

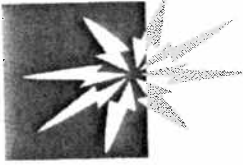
Not applicable

3. Recommendations

That the report be noted.

4. Other options considered

Not applicable



Haringey Council

5. Background information

To inform the Cabinet of delegated decisions and significant actions taken by Directors.

The report details by number and type decisions taken by Directors under delegated powers. Significant actions) decisions involving expenditure of more than £100,000) taken during the same period are also detailed.

6. Comments of the Chief Financial Officer and financial Implications

Where appropriate these are contained in the individual delegations.

7. Head of Legal Services and Legal Implications

Where appropriate these are contained in the individual delegations.

8. Equalities and Community Cohesion Comments

Where appropriate these are contained in the individual delegations.

9. Head of Procurement Comments

Where appropriate these are contained in the individual delegations.

10. Policy Implications

Where appropriate these are contained in the individual delegations.

11. Use of Appendices

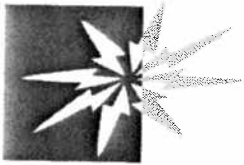
The appendices to the report set out by number and type decisions taken by Directors under delegated powers. Significant actions (decisions involving expenditure of more than £100,000) taken during the same period are also detailed.

12. Local Government (Access to Information) Act 1985

Background Papers

The following background papers were used in the preparation of this report;

Delegated Decisions and Significant Action Forms



Haringey Council

Those marked with ♦ contain exempt information and are not available for public inspection.

The background papers are located at River Park House, 225 High Road, Wood Green, London N22 8HQ.

To inspect them or to discuss this report further, please contact Xanthe Barker on 020 8489 2957.

DIRECTOR OF ADULT AND HOUSING SERVICES

Significant decisions - Delegated Action - 2012

♦ denotes background papers are Exempt.

No	Date approved by Director	Title	Decision
1.	09.10.12	Delegated authority establishment change – Day Service Officer posts	Approved
2.	09.10.12	Delegated authority establishment change – Senior Reablement Worker	Approved
3.	09.10.12	Delegated authority establishment change – Service Support Officer	Approved
4.	09.10.12	Delegated authority establishment change – Catering Contract Manager	Approved

NON-Executive Repeated to Corporat CHL on Page 29.11.2012 481

Delegated Action

Number
29.10.12: CSO 10.02.1[c] Community Meals – Further Variation Sodexo Ltd

Submission authorised by: 
 Mun Thong Phung - Director of Adult and Housing Services

Date: 16th November 2012

DIRECTOR OF CYPs

Significant decisions - Delegated Action 2012/13 – November 2012

♦ denotes background papers are Exempt.

No	Date approved by Director	Title	Decision

Delegated Action

Type		Number
8.02.	Client Caseload Information Support System – functional requirements for tender specification (four borough contract)	£7962 1
9.07	Review of children's Centre Services	£23,396 1

Signed: *Libby Blake*

Libby Blake
Director, CYPs

CORPORATE RESOURCES AND CHIEF EXECUTIVE SERVICE

Significant decisions - Delegated Action 2012/13 – November 2012

◆ denotes background papers are Exempt.

No	Date approved by Director	Title	Decision

Delegated Action

Type	Number
Request for implementation of CSO 10.02.3 contract variation	Whiteowl Ltd DCR 06.11.12
Approval for award of contract under CSO 9.07	Contract for Maintenance of Service Desk Logging System DCR 21.11.12
	Current cost £80,000pa Additional cost £14,000 £28,500

Submission authorised by:

J. Parker 7/12/12

Julie Parker
Director of Corporate Resources

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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