NOTICE OF MEETING

CABINET

Tuesday, 10th December, 2019, 6.30 pm - George Meehan House 294 High Road Wood Green London N22 8YX

Members: Councillors Joseph Ejiofor (Chair), Zena Brabazon (Vice-Chair), Charles Adje, Kaushika Amin, Mark Blake, Gideon Bull, Seema Chandwani, Kirsten Hearn, Emine Ibrahim and Sarah James

Quorum: 4

1. FILMING AT MEETINGS

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

By entering the meeting room and using the public seating area, you are consenting to being filmed and to the possible use of those images and sound recordings.

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

2. APOLOGIES

To receive any apologies for absence.

3. 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 20 below. New items of exempt business will be dealt with at Item 29 below).

4. DECLARATIONS OF INTEREST

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

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

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

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

5. NOTICE OF INTENTION TO CONDUCT BUSINESS IN PRIVATE, ANY REPRESENTATIONS RECEIVED AND THE RESPONSE TO ANY SUCH REPRESENTATIONS

On occasions part of the Cabinet meeting will be held in private and will not be open to the public if an item is being considered that is likely to lead to the disclosure of exempt or confidential information. In accordance with the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 (the "Regulations"), members of the public can make representations about why that part of the meeting should be open to the public.

This agenda contains exempt items as set out at **Item** *[21]* **: Exclusion of the Press and Public.** No representations with regard to these have been received.

<u>This is the formal 5 clear day notice under the Regulations to confirm that this Cabinet meeting will be partly held in private for the reasons set out in this Agenda.</u>

6. MINUTES (PAGES 1 - 42)

To confirm and sign the minutes of the meeting held on 12th November 2019 as a correct record.

7. MATTERS REFERRED TO CABINET BY THE OVERVIEW AND SCRUTINY COMMITTEE

8. DEPUTATIONS/PETITIONS/QUESTIONS

To consider any requests received in accordance with Standing Orders.

9. 2019/20 BUDGET UPDATE (PAGES 43 - 76)

[Report of the Director of Finance. To be introduced by the Cabinet Member for Finance and Strategic Regeneration.]

This report will provide an update on the Quarter 2 budget monitoring and will seek approval for any budget changes required to respond to the changing financial scenario and the delivery of the MTFS.

10. 2020-21 BUDGET AND 2020-2025 MEDIUM TERM FINANCIAL STRATEGY REPORT (PAGES 77 - 160)

[Report of the Director of Finance. To be introduced by the Cabinet Member for Finance and Strategic Regeneration.]

This report sets out details of the draft proposed budget for 2020/21 and MTFS to 2024/25, including budget reductions, growth and capital proposals.

11. FEES & CHARGES 2020-21 (PAGES 161 - 340)

[Report of the Director of Finance. To be introduced by the Cabinet Member for Finance and Strategic Regeneration.]

This report sets out the Fees & Charges that are proposed to be applied to services from the start of 2020/21.

12. LOCAL GOVERNMENT OMBUDSMAN FINDING -NON KEY (PAGES 341 - 362)

[Report of the Assistant Director of Corporate Governance (Monitoring Officer). To be introduced by the Cabinet Member for Corporate and Civic Services.]

This report requests Cabinet consider and respond to the Local Government Ombudsman finding with regard to Ms B – bankruptcy.

13. HARINGEY'S REDUCTION AND RECYCLING PLAN (PAGES 363 - 384)

[Report of the Director of Environment and Neighbourhoods. To be introduced by the Cabinet Member for Neighbourhoods.]

This report presents Haringey's Reduction and Recycling Plan (RRP) for approval. Production of an RRP is a requirement of the Mayor of London's Environment Strategy and applies to all London boroughs.

14. APPOINTMENT OF DESIGN CONSULTANTS FOR BROADWATER FARM ESTATE (PAGES 385 - 396)

[Report of the Director of Housing, Regeneration and Planning. To be introduced by the Cabinet Member for Housing and Estate Renewal.]

This report considers the appointment of a design team to deliver a range of projects on the Broadwater Farm estate, including the development of detailed designs for new homes.

15. ACQUISITION OF COMMERCIAL PROPERTY FOR THE PURPOSES OF BUSINESS SUPPORT IN THE BOROUGH (PAGES 397 - 410)

[Report of the Director of Housing, Regeneration and Planning. To be introduced by the Cabinet Member for Finance and Strategic Regeneration.]

This report seeks approval for the acquisition of a property located at 3 Shaftesbury Road, N18 1SW ("the Property"), to support the relocation of businesses situated within the High Road West regeneration area.

16. ACQUISITION OF HOUSING PORTFOLIO (PAGES 411 - 420)

[Report of the Director of Housing, Regeneration and Planning. To be introduced by the Cabinet Member for Housing and Estate Renewal.]

This report seeks approval from Cabinet to acquire the freehold portfolio of properties in Barnet from the International Bible Student Association (IBSA) and spend the sum specified in the exempt report on these homes.

17. ACQUISITION OF THE HOMES AT 1A ASHLEY GARDENS (PAGES 421 - 430)

[Report of the Director of Housing, Regeneration and Planning. To be introduced by the Cabinet Member for Housing and Estate Renewal.]

This report seeks Cabinet approval for the acquisition from Berkeley Square Developments ARS Limited ("BSD") of the freehold interest of a block of flats to be known as 1A Ashley Gardens

18. AMENDMENT OF RIGHT TO BUY FUNDING AGREEMENT WITH NEWLON HOUSING TRUST FOR DELIVERY OF AFFORDABLE RENTED HOUSING (PAGES 431 - 440)

[Report of the Director of Housing, Regeneration and Planning. To be introduced by the Cabinet Member for Housing and Estate Renewal.]

This report seeks authority to enter into a Deed of Variation based on the draft heads of terms agreed in a proposed Letter from the Council to Newlon set out in Appendix B, enabling the £6.5m RTB funding to be spent on the Ferry Lane garage site and the Monument Way site, and/or other sites in the borough which will result in the delivery of the affordable housing

19. ACQUISITION OF A FORMER NHS PROPERTY IN BURGOYNE ROAD, WOOD GREEN (PAGES 441 - 450)

[Report of the Director of Housing, Regeneration and Planning. To be introduced by the Cabinet Member for Finance and Strategic Regeneration.]

This report sets out the basis of the proposal to acquire the NHS building in Burgoyne Road and the feasibility work required to set up the proposed use as a refuge facility for survivors of domestic abuse

20. NEW ITEMS OF URGENT BUSINESS

To consider any items admitted at Item 3 above.

21. EXCLUSION OF THE PRESS AND PUBLIC

Note from the Acting Democratic Services and Scrutiny Manager

Items 22 to 28 allow for consideration of exempt information in relation to items 14 to 19.

TO RESOLVE

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 and 5, Part 1, schedule 12A of the Local Government Act:

- Information relating to the financial or business affairs of any particular person (including the authority holding that information).
- Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.

22. APPOINTMENT OF DESIGN CONSULTANTS FOR BROADWATER FARM ESTATE (PAGES 451 - 452)

As per item 14.

23. ACQUISITION OF COMMERCIAL PROPERTY FOR THE PURPOSES OF BUSINESS SUPPORT IN THE BOROUGH (PAGES 453 - 462)

As per item 15.

24. ACQUISITION OF HOUSING PORTFOLIO (PAGES 463 - 474)

As per item 16.

25. ACQUISITION OF THE HOMES AT 1A ASHLEY GARDENS (PAGES 475 - 488)

As per item 17.

26. AMENDMENT OF RIGHT TO BUY FUNDING AGREEMENT WITH NEWLON HOUSING TRUST FOR DELIVERY OF AFFORDABLE RENTED HOUSING (PAGES 489 - 576)

As per item 18.

27. ACQUISITION OF A FORMER NHS PROPERTY IN BURGOYNE ROAD, WOOD GREEN (PAGES 577 - 580)

As per item 19.

28. EXEMPT MINUTES (PAGES 581 - 584)

12th November 2019

29. NEW ITEMS OF EXEMPT URGENT BUSINESS

To consider any items admitted at Item 3 above.

Ayshe Simsek, Acting Democratic Services & Scrutiny Manager
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Bernie Ryan
Assistant Director – Corporate Governance and Monitoring Officer
River Park House, 225 High Road, Wood Green, N22 8HQ

Monday, 02 December 2019

Agenda Item 6

MINUTES OF MEETING CABINET HELD ON TUESDAY, 12TH NOVEMBER, 2019, 6.30PM

PRESENT:

Councillors: Joseph Ejiofor (Chair), Zena Brabazon (Vice-Chair), Charles Adje, Kaushika Amin, Mark Blake, Seema Chandwani, Kirsten Hearn, Emine Ibrahim and Sarah James

ALSO ATTENDING: Councillors: Emery, das Neves.

65. FILMING AT MEETINGS

The Leader referred to agenda item 1, as shown on the agenda in respect of filming at meetings and Members noted this information.

66. APOLOGIES

There were apologies for absence from Cllr Bull.

67. URGENT BUSINESS

There were no items of urgent business.

68. DECLARATIONS OF INTEREST

Councillor Chandwani declared a personal interest in agenda items 9&10 as a Homes for Haringey leaseholder.

69. NOTICE OF INTENTION TO CONDUCT BUSINESS IN PRIVATE, ANY REPRESENTATIONS RECEIVED AND THE RESPONSE TO ANY SUCH REPRESENTATIONS

There were no representations received.

70. MINUTES

RESOLVED

1. To approve the minutes of the 8th of October 2019 as an accurate record of the meeting.

2. To agree the clarification to minute resolution 44 as set out in the addendum at page 41 of the attached agenda pack.

71. MATTERS REFERRED TO CABINET BY THE OVERVIEW AND SCRUTINY COMMITTEE

There were no specific matters referred to the cabinet from Overview and Scrutiny Committee.

72. DEPUTATIONS/PETITIONS/QUESTIONS

There were no deputations, petitions or questions put forward.

73. THE NEED FOR ADDITIONAL HOUSING REVENUE ACCOUNT SPEND ON NEW BUILD PROPERTIES AND TEMPORARY ACCOMMODATION ACQUISITIONS

The Cabinet Member for Finance and Strategic Regeneration introduced the report which proposed increasing the Housing Revenue Account's (HRA) Capital Programme funding envelope to finance the construction of new build properties; the acquisition of new build properties for affordable housing and the acquisition of existing properties to house homeless households.

This was an essential step in ensuring that the Council can deliver on key housing commitments. The additional funding would also allow the Council to acquire properties to house homeless households – and re-municipalise former Council homes lost under the right to buy over the past few years.

The Cabinet Member referred to paragraph 4 on the options that were considered when considering these proposals and highlighted the statutory officer comments contained in the report at section 8, including equalities comments.

In response to questions from Cllr das Neves, the following information was provided:

- The Cabinet Member was satisfied with the proposals and referred to section 8.13 which contained a financial table with a breakdown of the proposed allocations of HRA capital funding. The Cabinet Member felt that there were good reasons for this course of action and this would allow the Council to take advantage of certain new acquisitions that come to the Council's attention as well as potential sites, and also enable the acquisition of street properties to increase Council housing stock .The Cabinet Member was confident that the Council would be embarking on a course that was of benefit to people in the borough seeking housing and tackling homelessness.

- Noted that the additional £12.8m funding was for construction of new build properties and the acquisition of new build properties for affordable housing. There was supporting analysis in the paper regarding the two primary components for acquisitions and development.

- In relation to the question on the precise figure for Right to Buy projections and the precise projection on the available funding, the report referred to the sum being adequate but did not reference how much was available. The Director for Finance agreed provide this information in writing to Cllr das Neves.

- With regard to impact on rents for tenants, the change to the HRA capital programme for new homes built and acquisitions was in effect bringing forward what the Council would have spent in later years on housing. The report provided understanding on how the business plan accommodates this by the time the financial year of 2020/21 is reached. With regards to TA accommodation there was a business plan focused on affordability without impacting on tenants.

RESOLVED

To recommend to Full Council that it approves additions to the 2019/20 HRA capital programme of £70.4m to finance: the construction of new build properties (£4.1m); the acquisition of new build properties for affordable housing (£8.7m) and the acquisition of existing properties to house homeless households (£57.6m).

Reasons for decision

On 10 September 2019, Cabinet approved a re-profiled HRA capital budget of £77.8m, for 2019/20. This included £62.8m for existing stock, £2.9m for the Council housing delivery programme and £12m for new homes acquisition. There is also a £41.4m in the General Fund capital budget to acquire existing properties to be used to house homeless households.

The construction of new build properties is now moving at a faster pace than anticipated in February 2019. The current budget provision of £2.9m for new build properties as outlined in the quarter 1 (period 3) budget monitoring report for 2019/20 to Cabinet dated 10 September 2019 has become insufficient to cover the cost of the accelerated works in this year.

Hence, the need for an increase of £4.1m within the 2019/20 HRA budget for the construction of new build properties by the Council. This is following a reassessment of the budget required given the faster speed and greater progress on these projects by the Council than projected in February 2019.

New opportunities have come forward to acquire properties under development by other organisations that were not previously foreseen. Thus, the need for an increase of £8.7m within the 2019/20 HRA budget, for the acquisition of new homes.

In respect of the acquisition of existing properties to be used as temporary accommodation for homeless households, the Council recently received legal advice that acquisitions of such properties should be purchased within the HRA, rather than the General Fund. A decision is needed to regularise the current year's purchases and historic purchases. Further details are outlined in the report to Cabinet on 12 November 2019: 'Update on the Community Benefit Society'.

An additional capital provision of £57.6m within the 2019/20 HRA budget is required for the actioned, identified and potential purchase of existing properties, to be used to house homeless households. Further details are outlined in the report to Cabinet on 12 November 2019: 'Update on the Community Benefit Society'.

This report requests that Cabinet recommends Full Council approves a total sum of £70.4m of additional funding within the 2019/20 HRA budget to finance the activities detailed above and set out in in more detail in section six.

Alternative options considered

Not allowing an increase in the programme of new build or acquisition of new build properties: This option was rejected because there is a need to press ahead rapidly on the 1,000Council homes target and to deliver the interim target of 500 having planning permission and 350 having a start on site by May 2020.

Not allowing additional provision for the purchase of properties to be used to house homeless households: This option was rejected because there is a need to ensure there is a supply of good quality, long term housing for homeless households.

74. AMENDMENTS TO THE COMMUNITY BENEFIT SOCIETY

The Cabinet Member for Housing and Estate Renewal introduced this report which provided an update on progress on the Community Benefit Society (CBS) and noted the amendment to its funding arrangements from being a General Fund supported activity to a Housing Revenue Account supported activity. In addition, the report proposed a change to the agreed leasing arrangements so that properties are leased to CBS for periods of up to seven years instead of up to ten years.

The Cabinet Member highlighted the administration was elected on a manifesto that made it clear that it would act decisively to reduce homelessness and take action to improve the poor quality and precarious temporary accommodation in which nearly 3,000 homeless households in Haringey live. The administration argued*: "Poor housing has knock-on effects everywhere; from education to health to crime. And the regular churn of families and children moving from one temporary tenancy to another makes it difficult to build strong local communities*." The administration promised that it would do housing differently.

The Cabinet Member outlined that in July 2018, Cabinet approved the establishment of the Haringey Community Benefit Society, with its sole aim being to improve the housing available to Haringey's homeless households. Many of these households often ended up in private rented accommodation, which was expensive, insecure and often not of the quality the Council would like. Also, much was provided outside of Haringey. The recommendations in this report were the final steps in putting in place the CBS, which would help the Council ensure homeless families can have a home which is better, more stable and with lower rents than that provided by the market. Meanwhile, the Council would make substantial savings in its annual temporary accommodation budget and, ultimately, re-municipalise stock that was lost under Right to Buy.

RESOLVED

1. To approve the new lease arrangements set out in paras 6.15 to 6.16, with each lease lasting up to seven years and comprising a portfolio of properties.

2. To note that 52 residential units have already been acquired for transfer to the Community Benefit Society on its registration pursuant to the authority given on 17 July 2018 and:

3. To agree to the acquisition of a further 17 residential units up to the end of financial year 2019/2020: and

4. To agree to the acquisition of a further 65 residential units per year from financial year 2020/21; and

5. To agree that this authority replaces that given on 17 July 2018

:

6. To note that properties bought and leased to the CBS should be accounted for in the Housing Revenue Account, rather than the General Fund as set out at 8.15 below.

7. To note that the detail of this change is set out in a report titled 'Approval of additional Housing Revenue Account budget for new build properties and acquisitions of existing properties to house homeless households' to be presented to Cabinet on 12 November 2018. [decision item 73]

8. To give delegated authority to the Director of Housing, Regeneration and Planning, after consultation with the Assistant Director of Corporate Governance and Cabinet Member for Housing and Estate Renewal to make any changes that may be required by the Financial Conduct Authority to the Rules for the CBS so the CBS can be registered.

Reasons for decision

The decision being made is essential to the operation of the CBS.

The approval of seven-year leases and the "batching" of a number of properties into each lease will negate the need to seek approval for the leasing of each individual property from the Secretary of State. Seeking approvals in that way would inevitably significantly increase void times, delay the benefits to the households who would be offered the home and reduce the financial savings to the Council. The change to the purchasing of properties to be leased to the CBS being undertaken in the HRA rather than in the General Fund (proposed in a separate report and noted here) is necessary to comply with statute.

The Cabinet of July 2018 approved the acquisition of the first 100 homes with a further report to be presented to Cabinet for authority to acquire the additional 300 properties. With 52 homes already purchased for the CBS, and a further 17 expected before March 2020, it is anticipated that this target will be reached in the summer of 2020. To avoid a further report in the spring of 2020, or delays in continuing the programme, authority is sought as set out at 3.2.1-3.2.3

The July 2018 report set out expectations that the CBS would have two Council nominated Directors and that the Council would hold two of the CBS's five shares. These rules were approved by the Director for Housing, Regeneration and Planning as delegated by the Cabinet and submitted to the FCA. However, the FCA had concerns about any shareholder having more than one share. These rules have thus been amended and resubmitted and the CBS is currently awaiting a response on

whether these are acceptable to the FCA. A delegated authority is therefore required to deal with any further changes that the FCA may require before the CBS can be registered.

Alternative options considered

To keep the lease at 10 years: This option was rejected because leases of more than seven years on properties purchased through the HRA would require the specific consent of the Secretary of State. That process could be expected to take up to 6 months and may not result in an approval, which will add to void times and undermine the viability of the CBS model.

To return to Cabinet to seek approval any purchased over the first 100 as set out in the July 2018 report: This option was rejected because the sale process can take up to 6 months and with the limit expected to be reached in summer of 2020, this would require a second CBS report in early 2020.

75. SEND TRANSPORT INVEST TO SAVE BUSINESS CASE

The Cabinet Member for Children and Families introduced the report which set out a proactive and positive plan to improve the SEND transport service. There had been a review of the service, partly initiated by the scrutiny review by the Children and Young People's scrutiny Panel on SEND over a year ago where parents highlighted the problems faced in transport services. In responding to this, the service undertook this invest to save project forward to find solutions for this much depended upon service.

The Cabinet Member outlined that with the service currently costing approximately £4.8m per annum, this was a vital service for families with children who have a range of special educational needs and disabilities. It is essential that this vital operational service was efficient, effective, and able to adapt and to accommodate a variety of individual needs. It was noted that this was an in-house service where the management and administration of SEND transport is run directly by the local authority. In addition, the escorts and travel buddies, some 110 staff , were all directly employed by the Council. The transport vehicles were currently provided by a range of contractors.

The proposed transformation had two phases. The first phase is to award a contract for an external transformation business partner who has extensive experience working with other authorities, to improve their SEND transport arrangements. This first phase will have a specific requirement for a team who will work alongside the Council's in-house officers to implement much needed changes.

This work would involve detailed review of how the service is organised and administered to ensure the Council's in-house service meets needs of children and families, and is cost-effective. Once complete, the second phase will be to review the current arrangements for provision of vehicles with a view to insourcing.

This external review would involve parents and carers alongside officers. This was central to delivering the cultural change within the team in relation to service planning and delivery for the longer-term development and sustainability of this essential in-house service.

Payment of this contract was contingent on the savings being made.

In response to questions from Cllr Tucker and Cllr Ibrahim the following information was noted:

- The Cabinet Member outlined that many authorities had problems with SEND transport, including Enfield, Camden and Hillingdon. It was noted that Enfield had worked with this particular organisation and saved £7m. The Cabinet Member had spoken with Hillingdon Council who had commented positively on this initiative and improvement to the contract. Noted that this service area was one of the most technically difficult areas of the Council which required an overhaul. The Children's Services had completed its research on this matter.

- It was clarified that the drivers were not employed by the Council. This was the result of a historical decision when the Council had previously outsourced all their vehicle drivers. To insource these drivers would require an additional process which was not feasible at this stage.

- It was underlined that this was not an outsourcing decision and the services of an external transformation expert were being commissioned to provide specialist support for transforming this service. There was a need to enlist experience of robust delivery of this particular service. The expert team would be working alongside existing officers and would not be taking over the team. This was a particular area of the Council which required transformation activity urgently.

- The contractor would be held to the agreed contract and savings.

Further to considering exempt information at item 29,

RESOLVED

1. To approve the award of a contract for the provision of SEND Transport Transformation Consultancy Services to the successful tenderer in accordance with the Council's Contract Standing Order (CSO) 9.07.1(d), for a period of two (2) years commencing end of October 2019 and at a total value of up to £600,000 over the 2 years period, with a further gainshare reward dependent upon demonstrable value of savings delivered in excess of £635,000 per annum;
2. That the date of commencement of the contract will follow immediately after five working days of the publication of the Cabinet decision to approve, plus a further ten working days standstill period as per public procurement contract regulations; and

3. That exploration of a further phase (phase 2) of transformation to insource vehicles and drivers is considered once the transformation of the SEND transport service and the associated savings is secured.

4. To note that details of the successful tenderer is outlined in Part B (exempt information) of the report.

Reasons for decision

A scoping review of SEND Transport provision was undertaken during April and May 2019 that reported opportunities to improve service, customer focus and confidence, resilience and provide a real and evidenced opportunity to deliver net savings of at least £600,000 per year. The review also found that:

Expectations from parents and schools are (rightly) high and that they wish for their services to be improved if they are to meet need.

In meetings with Headteachers and parents there was strong feedback that suggested poor communication, poor responsiveness and lack of proper consultation on changes, other than big events, by Haringey's Transport team.

An apparent lack of understanding across parents of the Council's obligations and policy in respect of transport.

Having considered the findings of the Scoping Review Report, in specific regard to the potential to improve services for families and to achieve significant sustainable savings, it was agreed to proceed with an Invitation to Tender exercise to identify a suitable external transformation partner.

This decision was reached after due consideration was given to the option of an in-house delivery model, where it was agreed that:

- A lack of SEND transport transformation/change management experience would impact adversely on the delivery of service improvements;
- the necessary step change in cultural and operating practice would not be realised;
- savings would only partially be realised;
- the inability to flex the necessary additional SEND transport related experience during expected 'resource-heavy' periods would impact delivery and incur additional staffing costs; and that
- an external SEND Transport transformation partner would strengthen the service offer to families and the in-house team.

In deciding to seek an experienced external transformation partner, and with due regard to feedback received from the Overview & Scrutiny Committee in July 2019 who requested that 'the voice of users should be at the heart of that service and that it should be co-designed, where possible', it was further agreed that:

- The approach to change must consider and engage appropriately and robustly with both parents and schools and, where possible, with our children and young people;
- the Assistant Director for Schools and Learning will ensure that during the early stages of the partnership with the transformation partner, parents, children and schools will be involved during the transformation process;
- the changes must be sustainable, and robust demand management and innovative travel solutions be established to best deal with new and any increasing demand or need for travel;

- to reduce the financial risk and to achieve best value for money for the Council and our residents, the preferred bidder must provide a guarantee of cost savings by being prepared to place contract fees at risk for non or partial delivery; and that;
- a monthly steering board made up of officers, parents and Members as appropriate, will review progress and provide assurance of 'signed off' savings against target. Savings will be signed off by the Council's financial team every month.

As well as the financial savings, this programme will be tasked to deliver a critical new and high performing travel operation for Haringey which is fit for purpose to meet current and future demand. The service will fit with a wider SEND strategy to improve services and make best use of resources.

In undertaking the restricted tender exercise to identify a suitably experienced external transformation partner to support the change process, prospective bidders needed to demonstrate:

- Evidence of very specific operational knowledge and transformation experience of SEND transport services; and
- guarantee of projected savings that are sustainable, by putting their consultancy fees at risk.

Subsequent to the tendering exercise, a bid has been received from a prospective supplier that promises a sustainable £635,000 per annum saving against a baseline 2018/19 expenditure of approximately £4,800,000 and that is guaranteed against provider delivery costs. This work would transform how the service is delivered and embed strong management and delivery.

The contract value is up to £600,000, subject to the full delivery of agreed savings (as set out in paragraph 8.1 below), with a further gainshare reward dependent upon value of savings delivered in excess of £635,000 per annum.

The contract value is £180,000 below the budget envelope approved by Cabinet in July 2019 of £780,000, representing a 23% saving on the budget envelope.

<u>Outcome of Tender Process</u>

In order to ensure compliance with EU procurement legislation and to ensure value for money, a mini-competition exercise in accordance with CSO 7.01(b) was conducted. The tender was conducted via the Crown Commercial Services (CCS) Management Consultancy Framework 2, lot 1, which contained 275 suppliers. A shortlisting exercise was carried out, based on the Council's minimum requirements for the service, which narrowed the suppliers down to 57. All 57 suppliers were contacted with an invitation to submit an Expression of Interest, of which 11 suppliers expressed interest in bidding for the service. The Competition was in accordance with the framework conditions, which was based on an evaluation weighting of:

- Price 40%
- Quality 60%

Following the receipt of 11 Expressions of Interest, a single bid was received that has been independently evaluated by three Council officers in accordance with the pre-determined evaluation criteria and subsequently moderated with procurement colleagues. The bid passed the minimum requirements and scored a total of 45% from the available 60% for quality.

Assessment of bidder response to the Service Specification

A low number of bids was expected because SEND Transport is a highly specialised service and a prerequisite for any bid to be considered was that the supplier would be able to demonstrate a deep and clear understanding of the service, the depth of the transformation needed and be able to show a proven track record in having delivered the transformation, including stipulated savings, in other local authorities. The examples of this to support the supplier we are recommended as part of this report can be found at Part B of this report.

Alternative options considered

Appendix A details options that were appraised by the Children's Services Directorate, together with the respective advantages and disadvantages of each option.

The recommendation arising from the option appraisal is to:

- Procure a specialist external transformation partner through a competitive restricted tender to support the change process, with:
- sustainable savings guaranteed against consultancy charges; and
- a gainshare agreement regarding additional sustainable savings that may be realised above contractual agreement.

Once transformation is underway and improvements begin to be secured and embedded, officers will begin a 'Phase 2' of the process which will give full consideration as to if and how vehicles might be procured and drivers employed by the Local Authority to further support the transformation process.

76. ADMISSION TO SCHOOLS – PROPOSED ADMISSION ARRANGEMENTS FOR 2021/22

The Cabinet Member for Children and Families introduced this report which sought Cabinet approval to commence a six-week period of statutory consultation. This report and the consultation that would flow from it, if the report's recommendations were agreed, would ensure that the Council's proposed admission arrangements for 2021/22 were consulted upon and the co-ordinated scheme was set in accordance with the mandatory provisions of the School Admissions Code 2014.

In response to questions from Councillor Emery, the following information was provided:

- Officers informed that admission arrangements fully complied with the Schools Admission Code 2014, which meant the Council prioritised looked after children, children with SEND, and children with siblings at the school. The

fourth admission criteria was the distance from home to school which meant the Council prioritised families who lived closer to schools. This ensured the school was made up of children from families who lived locally. Where the Council suspected that families were renting closer to schools in order to gain an advantage over local residents, the Council had a policy to investigate such cases. However, if a family moved close by, bought/rented a home which was their single and only home, then they would be offered a school place in accordance with the fourth criteria based on home distance from the school.

- Officers confirmed that Council tenants living close to schools would not be disadvantaged by potentially wealthier families in the catchment area, insofar as they are able to meet the criteria as set out in the Schools Admission Code 2014.

- The Cabinet Member informed that all schools had a curriculum which included LGBT+ inclusive education.

RESOLVED

1. To agree to consult on the proposed admission arrangements, including the proposed in-year admissions scheme for the academic year 2021/22;

2. To agree to consult on the proposed IYFAP which, if agreed at Cabinet in February 2020, would be come into force from 1 March 2020;

3. To agree that the co-ordinated scheme for the admission of children to maintained primary and secondary schools as set out in Appendices 2 and 3 of this report can be published on the Haringey website on 1 January 2020;

4. To note that consultation on the proposed admission arrangements is scheduled to take place between 26 November 2019 and 7 January 2020;

5. To note that following the consultation, a report will be prepared summarising the representations received from the consultation and a decision on the final admission arrangements and the In-Year Fair Access Protocol will be taken by Cabinet in February 2020.

6. To note that at the November 2019 Cabinet meeting, the Council's Cabinet is due to make a decision in a separate report on whether to agree to the recommendation to publish a statutory notice on the amalgamation of Stamford Hill Primary with Tiverton Primary School. If it were to go ahead, this will result in displaced pupils transferring to Tiverton Primary School.[item 77]

Reasons for decision

Why do we consult? - This report and the consultation that will flow from it if the report's recommendations are agreed will ensure that our proposed admission arrangements for 2021/22 are consulted upon and the co-ordinated scheme is set in accordance with the mandatory provisions of the School Admissions Code 2014.

The School Admissions Code (2014) requires all admission authorities to publicly consult on their admission arrangements where changes are being proposed. The Code stipulates that if no changes are made to admission arrangements, they must be consulted on at least once every 7 years.

We consult on our admission arrangements annually irrespective of whether or not there is a proposed change to the arrangements4. This is to ensure transparency and 3 In July 2019, Cabinet agreed that a formal consultation would be carried out between 9 September and 21 October 2019 on the future of Stamford Hill Primary and the Council's preferred option of amalgamation with Tiverton Primary School. More information can be found on the Haringey website.

The Schools Admission Code 2014 (para 1.42) sets out that when changes are proposed to admission arrangements, all admission authorities must consult on their admission arrangements (including any supplementary information form) that will apply for admission applications the following school year. Where the openness on the contents of our arrangements and to allow parents, carers and other stakeholders who might not previously been interested in admission arrangements (perhaps because they didn't have a child of school age) to make a representation which can then be considered as part of the determination of the arrangements.

Alternative options considered

We are required by the School Admissions Code 2014 (para 1.42 – 1.45 of the Code) to carry out any consultation on our admission arrangements between 1 October and 31 January each year for a minimum period of six weeks. We are not proposing any changes to the proposed admission arrangements for the year 2021/22. As set out in para 4.3 above, we consult annually on our arrangements irrespective of whether we are proposing any changes, to allow transparency and openness in the process.

This year we are not proposing a change to the oversubscription criteria for community and VC schools. While there are other ways admission arrangements can influence the allocation of school places set out in the Schools Admissions Code 2014 (e.g. designated catchment areas, identified feeder schools or giving priority in our oversubscription criteria to children eligible for the early years premium/ pupil premium) no alternative option is being considered at the time of writing this report.

77. OPTIONS FOR THE FUTURE OF STAMFORD HILL PRIMARY SCHOOL

The Cabinet Member introduced the report which updated the Cabinet on the statutory process for the amalgamation of Stamford Hill Primary School with Tiverton Primary School. This was a significant school issue and the Council had to follow a statutory process and this report was another milestone in the process. The Council had completed a further statutory 6 week consultation and came to a view that amalgamation was still the preferred course of action.

Cabinet were asked to note the responses to the consultation contained at appendix 1 and to agree that the Council publish the statutory notices, on the proposal to amalgamate Stamford Hill Primary School with Tiverton Primary School. This included a four-week representation period of statutory consultation which is published, and

which is the final opportunity for people and organisations to express their views about the proposal.

The Cabinet Member emphasised the reasons for pursuing the course of amalgamation, including a drop in the numbers of pupils attending the school and flattening birth rates.

RESOLVED

1. To note the summary of representations from the formal consultation at **Appendix 1**.

2. To note all material considerations listed at para 8.13.

3. To note the summary of benefits in support of amalgamation at para 8.14.

4. To agree to proceed to the publication of the appropriate Statutory Notice on the proposal to amalgamate Stamford Hill Primary School with Tiverton Primary School, which includes four-week representation period of statutory consultation which is published, and which is the final opportunity for people and organisations to express their views about the proposal.

Reasons for decision

There is significant concern over the long-term sustainability of Stamford Hill Primary School and, to a lesser extent, Tiverton Primary School, in terms of their falling rolls and the resultant risk to their financial stability. The former is a result of a flattening birth rate which means that local demand for school places has fallen and is projected to remain broadly static until 2026/27 and possibly beyond.
The Council has a duty of care to ensure children in its schools are able to receive a good education and to access the full curriculum. A school with a declining roll will be challenged to do this effectively because of inevitable financial pressures from reduced funding.

This report provides a summary of the representations received from the recent consultation at Appendix 1 together with representation from the informal consultation at Appendix 2.Cabinet are asked to review the summary of representations and make an informed decision on the next steps based on all material considerations.

Alternative options considered

A number of options on the future of Stamford Hill Primary School were presented to local stakeholders as part of the informal consultation that initially took place between the 27 March and 8 May 2019. Stakeholders were informed of the reasons why these options were less desirable than the Council's preferred option of amalgamation.

a) **Keeping Stamford Hill open:** This option does not provide a long-term sustainable solution to falling local demand and leaves other local schools

vulnerable because demand for school places are falling more widely in the locality.

b) **Federation:** Federation is an option that focuses on improving educational delivery by allowing the governing body to use budget, resources and staff across a federation to improve the educational outcomes for all pupils. This option would need another school to federate with Stamford Hill Primary. Also, under a federation, schools would remain as separate organisations and this would not address the decline in numbers on roll at Stamford Hill (and other local schools) or the financial challenges that other schools are facing. This option is therefore less desirable than amalgamation.

c) **Amalgamation with split site:** This would involve Tiverton Primary School having two permanent sites and would not be desirable because it would involve the overheads of permanently running two sites in a context of falling demand for school places.

d) **Closure of Stamford Hill Primary with pupils moving to other local schools (including Tiverton Primary):** This would involve closing Stamford Hill Primary School and giving parent/carers the opportunity to apply for a school place at any other Haringey primary school (including Tiverton) and in other local authorities. This option provides a less outcome focused solution to those parents with children currently at Stamford Hill Primary and doesn't provide a mechanism for ensuring cohorts of children are, as far as reasonably possible, kept together, which is an outcome some parents expressed as part of the informal consultation.

78. CHILDCARE SUFFICIENCY STRATEGY

The Cabinet Member for Children and Families introduced this report which provided an overview of the many issues related to provision of childcare in Haringey.

The Cabinet Member highlighted the Childcare Act 2006 placed a duty on the Council to ensure there is enough childcare within its area for working parents. Childcare was a service which straddled many different themes- early education; social and emotional support for children and families; early intervention; help for working parents or those seeking employment. As such it was an issue which was important in delivering many priorities within the Borough Plan.

The Cabinet Member noted this childcare sufficiency assessment (CSA) makes plain the complexity supporting the childcare market, where the Council acts as a commissioner, broker and enabler, supporting a wide diversity of providers in a competitive market environment. Government policy in this area imposed many roles on local authorities, and this Childcare Sufficiency Assessment highlighted key areas of development needed to ensure childcare places were taken up, especially by those who were hardest to reach and yet have the free entitlement.

The Cabinet Member informed the CSA sets out many challenges for the local authority, amongst which was the need to support providers in remaining sustainable and viable in a very volatile market. The report highlighted key areas of work and issues raised during this assessment which were at paragraph 6.3. These confirm the cross departmental nature of childcare provision, covering employment support, social regeneration, early intervention and prevention, health and well-being, family support

as well as the critical and central issue of early childhood education. It follows that to achieve the goal of supporting providers in delivering childcare, a high level of inter-departmental and multi-agency working was necessary.

RESOLVED

1. To approve the Childcare Sufficiency Assessment 2019 and key findings attached as Appendix 1.

2. To approve the proposed Childcare Action Plan 2019-2022 attached as Appendix 2.

Reasons for decision

The reason for the recommendation is that a decision to approve the proposed Childcare Action Plan, 2019-2022, will ensure that the Council is fulfilling its statutory duty, under the Childcare Act 2006.

The proposed Childcare Action Plan, 2019-2022, provides a framework for action which should ensure that the Council is proactively addressing some of the key issues and challenges currently having an impact on the accessibility and sufficiency of childcare provision for 0-14 years olds and those aged up to 18 years of age if they have a disability. The implementation of an approved Childcare Action Plan underlines the Council's role as market manager and a drive to continually improve the sufficiency of and the access to childcare across the borough.

A further reason for the recommendation lies in the fact that the Childcare Sufficiency Assessment (CSA) has identified the need for focused work to address sustainability within the childcare market, to tackle barriers in access to, and the affordability of, childcare, to develop plans for future childcare demand in areas of economic growth and to maximise participation in the free early education entitlements. Having a robust Childcare Action Plan in place will enable the Council to further enhance work currently being undertaken with internal and external partners, to bridge gaps in childcare, support parents' childcare needs, support providers to deliver sustainable childcare and improve support to children with special educational needs.

Alternative options considered

The requirement to complete a CSA and produce an Action plan is part of the statutory requirement placed on the Council by the Childcare Act 2006. There are no alternative options to consider.

79. CHARGING FOR MANAGED ACCOUNTS 2018/19 MTFS PROPOSAL: CONSULTATION FINDINGS AND FEEDBACK REPORT.

The Cabinet Member for Adults and Health introduced the report which proposed an introduction of an annual management fee of £650 for the administration of accounts of clients who are self-funders. The report further sought approval to the introduction

of an annual management fee of £650 for the administration of accounts of persons to whom the Council act as Department of Works and Pensions Appointee.

Following consultation in June 2019 , the findings were presented .The Cabinet noted that the set of proposals standardises the Council's approach to the application of management fees where the Council acts on behalf of users to arrange care or to manage their affairs.

The Cabinet Member outlined that this service was currently provided for 180 individuals. The proposal was to charge for these services in line with fees already charged for Deputyships under the court of protection.

In response to a question from Cllr Emery, the Council had not assumed a particular drop off percentage of clients no longer seeking this service. The service had completed considerable work on the financial assessment processes and would be clear with clients on the charging, early on in their care assessment, and support understanding the benefits of this care and highlight the implications for the client in not accessing this service. The Council would be monitoring the impact of the changes on a case by case basis to understand individuals that were having difficulties in paying the fee or where there was impact on care provision to step in where required.

RESOLVED

1. To consider the findings of the consultation, the equalities impact assessment of the proposal on protected groups and the actions proposed to mitigate the impact.

2. To approve the introduction of an annual management fee of £650 for the administration of accounts of clients who are self-funders.

3. To approve the introduction of an annual management fee of £650 for the administration of accounts of persons to whom the Council act as Department of Works and Pensions Appointee. Where the person net savings are below £16,000, the annual fee will not exceed 3.5% of the net savings.

Reasons for decision

As part of the MTFS [Medium Term Financial Strategy] for 2019/20 the Council agreed to take forward the proposals made to introduce a fee for the administration of accounts, which would generate income of approximately £120K p.a. in relation to self-funders and the management of Department for Work and Pension (DWP) Appointeeship clients.

The number of self-funders who approach the Council for support in arranging their care has been increasing and, it is anticipated, will increase further over the coming years. There is currently no arrangement fee in place to cover the Council's administrative costs which therefore are met by the Council and to ensure there is a sustainable arrangement in place to deliver this service for the future. It is notable that

self-funders currently benefit from the preferential rates for care which the Council is able to negotiate on their behalf.

As the number of clients on behalf of whom the Council has DWP Appointeeship also increases, the Council notes that the administrative costs of managing appointee client accounts are growing and that there is no income stream to off-set these costs currently.

The Council already charges administration fees to clients (as set out by the Court) when appointed by the Court of Protection as Deputees to manage their Property & Affairs. The level and type of service provided to Appointeeship clients is similar to that provided to Deputyship clients. The proposal to introduce fees for Appointeeship clients that are comparable for Deputyship client fees would address the current disparity in approach.

Alternative options considered

The alternative not to charge was considered but would leave the service unsustainable given the increasing number of clients requiring the service and the commitment to the continued delivery of high-quality service provision that supports the needs of clients.

The option to charge at different rates from those rates applied to Deputyship clients was also considered but it was felt to be more equitable to apply comparable rates of administration for all clients and which would also enable recovery of the costs of the service supplied.

80. COMMUNITY INFRASTRUCTURE LEVY (CIL) PARTIAL REVIEW: DRAFT CHARGING SCHEDULE (DCS) CONSULTATION

The Cabinet Member for Climate Change and Sustainability introduced this report which sought Cabinet's approval to publish the Draft Charging Schedule and associated evidence base documents for public consultation; and sought that the Director for Housing, Regeneration and Planning be given delegated authority to finalise and approve the proposed Submission documents, and submit the Draft Charging Schedule for examination.

The Cabinet Member informed the Community Infrastructure Levy (CIL) was a charge based on the floor space of new buildings to help fund infrastructure needs arising from new development. CIL can generally be spent in any part of the borough. CIL rates were calculated based on financial viability of development. As financial values of development were different across Haringey CIL rates vary geographically to reflect this. Financial values were also why affordable housing had a big impact on CIL rates. While a private home and a social rented home cost broadly the same amount for a developer to build, a developer can sell a private home for a greater price than a social rent home. This meant that the more affordable housing the Council seeks and the more affordable the tenures are for residents, the lower the financial value of development to a developer and the less money that is available to contribute towards CIL.

The Cabinet Member highlighted that the report proposed to increase CIL rates levied by the Council in the east of the borough for residential development, build to rent and student accommodation. It also proposed to introduce a new rate for warehouse living. Until now, the CIL rate for residential development in the east of the borough had been extremely low at £15 per square metre. This report proposed increasing it to £50. In setting CIL rates the Council was required by national guidance to strike a balance between investment to support development and the potential effect on the financial viability of developments. A comprehensive review had been carried out to decide how much to increase CIL rates in the east of the borough. The proposed rates maximise financial contributions from development towards infrastructure whilst ensuring the economic viability of development and protecting the Council's ability to secure its preferred affordable housing tenures as part of new development.

The Cabinet Member closed by noting the proposed rates were set out in a Draft Charging Schedule for consultation. They were subject to approval by an independent examiner.

In response to a question from Cllr Emery, the Cabinet Member noted that the three strategic development sites already in existence at Tottenham Hale were not affected by the higher CIL rate because the rate increase was not being applied retrospectively. Only new developments would be affected by the revised CIL rates as set out in the Draft Charging Schedule.

RESOLVED

1. To note that following the clarifications set out in Section 8, the proposals were endorsed by Regulatory Committee for approval by Cabinet without any changes for consideration

2. To note the update on the Haringey CIL.

3. To note the next steps outlined in the report for the partial review of the Council's CIL Charging Schedule;

4. To approve for public consultation, in accordance with Regulation 16 of the CIL Regulations 2010, the following Proposed Submission documents, prior to their submission for examination:
    - the Haringey CIL Draft Charging Schedule (Appendix B) as revised and updated from the Preliminary Draft Charging Schedule;
    - Community Infrastructure Levy: Eastern Haringey Viability Update Study prepared by BNP Paribas (October 2019) (Appendix C)

5. To delegate authority to the Director for Housing, Regeneration and Planning, following consultation with the Cabinet Member for Climate Change and Sustainability, to finalise and approve the Proposed Submission documents (as set out in recommendation 4), in accordance with section 212 of the Planning Act 2008 and Regulation 19 of the CIL Regulations 2010 (as amended) for submission for examination, including to:

a. make modifications to the Submission documents arising from consultation and throughout the examination, including undertaking any necessary further consultation, to ensure the legal requirements are met;
b. submit the Draft Charging Schedule, the Council's responses to the representations submitted to the Draft Charging Schedule, and the necessary procedural and evidence base documentation, together with any proposed modifications;

Reasons for decision

In October 2017Cabinet agreed to pause a partial review of the Council's CIL Charging Schedule to ensure that known development within Tottenham Hale was not put at viability risk. The known developments have now been issued with CIL liability notices and consequently the viability risk to them from a change in CIL rates has been mitigated. It is therefore considered appropriate to move forward with a partial review of the Council's CIL Charging Schedule. Specialist consultants BNP Paribas were commissioned to update the Council's viability evidence in relation to CIL rates in the east of the borough. Having regard to the updated viability evidence and BNP Paribas' consequent recommendations, a Draft Charging Schedule has been prepared for consultation setting out the proposed changes to CIL rates in the Eastern Charging Zone. Following consultation, the next step towards implementation of the revised rates will be to submit the Draft Charging Schedule and associated documentation for examination.

Alternative options considered

The alternative options considered are:

Option 1 – To cancel the partial review. The advantage of this is it would not prejudice or restrict new affordable housing planning policies for the emerging new Local Plan and lower-rent tenures could be maximised. The disadvantage would be that CIL rates and therefore the amount of financial contributions from developers for infrastructure would remain the same and may not be maximised.

Option 2 – To publish a Draft Charging Schedule not taking into account the new Appendix C of the Council's Housing Strategy. The advantage of this is that CIL rates and therefore the amount of financial contributions from developers for infrastructure would be higher than if the new Appendix C were taken into consideration. The disadvantage would be that the CIL rates would not be set in accordance with the latest Council preferences for lower-rent affordable housing tenures, there would be a risk that the Draft Charging Schedule would be found unsound at examination, and the increased CIL rates would prejudice and restrict new affordable housing planning policies for the emerging new Local Plan.

Option 3 – To publish a Draft Charging Schedule, taking into account the new Appendix C of the Council's Housing Strategy. The advantage of this is that CIL rates and therefore the amount of financial contributions from developers would be increased but not to a level that would be incompatible with the latest Council preferences for lower-rent affordable housing tenures or that would significantly prejudice and restrict new affordable housing planning policies for the emerging new

Local Plan. The disadvantage would be that CIL rates and therefore the amount of financial contributions from developers would not be as high as for Option 2.

Option 3 is being recommended as it will set an appropriate balance between the rates of CIL to pay for infrastructure required to support the development of the borough and the economic viability of development proposals with the same.

81. UPDATE OF THE HARINGEY LOCAL DEVELOPMENT SCHEME (LDS) 2016 - 2019

The Cabinet Member for Climate Change and Sustainability introduced the Haringey Local Development Scheme which set out a timetable for the preparation of a new Local Plan for the Borough, alongside updates to the timetable for progression of the Wood Green Area Action Plan and the North London Waste Plan through to adoption, which was required by legislation. The LDS does not set out any draft or emerging policy content but provided an important indication to members, the public and businesses when the Council intends to prepare and consult on Planning Policy documents.

RESOLVED

To approve the revised Local Development Scheme (LDS) at Appendix A for publication with immediate effect (12 November 2019) as noted and endorsed by Regulatory Committee.

Reasons for decision

Under Section 15 (1) of the Planning and Compulsory Purchase Act 2004 (as amended), the Council has a statutory duty to maintain an up-to-date LDS. The revised LDS fulfils this duty, reflecting the current timetable for the preparation of the Development Plan Documents (DPDs) that, when adopted, will comprise Haringey's Local Plan.

Alternative options considered

The option of not updating the LDS has been considered but is dismissed. Section 19 (1) of the Planning and Compulsory Purchase Act 2004 (as amended) requires that all DPDs be prepared in accordance with the LDS. This includes complying with the timetable contained in the LDS for each of the relevant DPDs. If the project timetables for preparing a DPD and that in the LDS differ significantly, this is likely to lead to a finding of non-compliance with the statutory legal test at the independent examination of the relevant DPD.

Therefore, the only valid option available is to revise the out-of-date timetable in the LDS to reflect the current timetable to satisfy the legal requirements of the Act.

82. LONDON BOROUGH OF HARINGEY AIR QUALITY ACTION PLAN 2018-22 PUBLIC AND ENFORCEMENT OF ANTI-IDLING REGULATIONS

The Cabinet Member for Climate Change and Sustainability introduced this report which provided an update on the final draft of the Haringey Air Quality Action Plan

2019-24, following public & statutory consultation. Cabinet's approval was sought for the Council to become a designated authority to issue fixed penalty notices for stationary idling engine offences.

The Cabinet Member noted the Air Quality Action Plan 2019-24 laid out the Council's current and future ambitions to reduce air pollution. As, with much of London, improving air quality was a key priority in Haringey and in London because of the negative effect it had on residents health, particularly on older, disabled residents and our children. The air quality was particularly bad in the east of borough. The air quality agenda affects all aspects of the Council's work and our activities go hand in hand with our commitments to combatting climate change, developing walking, cycling and the wider use of public transport.

In response to questions from Councillor Emery, the following information was provided:

- The Cabinet Member confirmed a follow up letter had been sent to the Secretary of State with regard to the joint letter previously sent by Haringey Labour and Liberal Democrat Councillors calling for reform of the restrictive vehicle idling laws.
- The Cabinet Member informed that funding had been set aside in the next Capital Budget to fund new School Streets. Officers added that the School Streets action plan was being compiled would look to reduce children's exposure to poor air quality.

Officers confirmed that the Central Government's Clean Air Strategy 2019 will require the Council to monitor PM2.5. The reason why the Council has not been monitoring PM2.5 levels to date was because London in general was not considered to be breaching the levels that had been previously set by the EU. However, the Council will be monitoring and complying with the legislative requirements of the strategy surrounding PM2.5 by the deadlines within the policy paper. The date of implementation would be provided to Cllr Emery in writing by the Commercial EH & TS Manager.

RESOLVED

1. To consider the outcome of the consultation on the draft AQAP set out in Appendix A of the report and the Equality Impact Assessment screening tool set out in Appendix C.

2. To approve the revised Air Quality Action Plan 2019 - 24 in Appendix B; and

3. To approve the use of fixed penalty notices pursuant to the Road Traffic (Vehicle Emissions) (Fixed Penalty) (England) Regulations 2002 to sanction drivers who have committed a stationary idling offence.

Reasons for Decision

Air Quality Action Plan 2019-24

A copy of the amended AQAP following consultation is attached to this report as Appendix B. The consultation is summarised in section 7 below. The draft AQAP 2019-2024 has been developed with consideration to priority 3 – Place of the Borough Plan 2019-23, in that it will help to deliver an environment that is safe, clean, green and where people can lead active and healthy lives.

Like other London Boroughs, Haringey was declared an Air Quality Management Area (AQMA) in 2001 due to air quality levels for two key pollutants exceeding statutory limits - Nitrogen Dioxide (NO_2) and fine particulates (PM_{10}).

Under Part 4 of the Environment Act 1995, Haringey is required to provide an AQAP to address the areas of poor air quality identified within the AQMA.

There is strong evidence that NO_2 and PM_{10} are harmful to health in the following ways:

- **Short term exposure**: - is associated with worsening symptoms of pre-existing lung disease and asthma, as well as increased risk of cardiovascular events such as myocardial infarctions and stroke;
- **Long term exposure**: - is associated with an increased risk of developing cardiovascular disease, cancer, reduced lung function and low birth weights (higher risk of complications);
- **Vulnerable Groups** – age, the very young and old are high risk groups as well as those with pre-existing conditions i.e. diabetes, respiratory disease and obesity. Poor diet, deprivation and proximity to pollution sources also have an impact on health inequalities.

NO2 is created when fuel is burnt, the main sources have been combustion engines, heating plants and construction plant/vehicles.

PM_{10} is made up from a variety of substances i.e. soot, dust and secondary particles formed by the reaction of other pollutants in the air. The main sources of particulate matter are combustion engines, biomass heating plants (wood fuelled), brake and tyre wear, construction activity and HGVs.

The AQAP 2019-24 aims to tackle these areas of poor air quality. It sets out 25 actions and commitments, developed under the following seven broad themes in order of priority, that propose to reduce air pollution in Haringey over the next five years:

- **Monitoring and other core statutory duties:** maintaining monitoring networks is critical for understanding where pollution is most acute, and what measures are effective to reduce pollution. There are also a number of other very important statutory duties undertaken by local authorities, which form the basis of action to improve pollution;

- **Emissions from developments and buildings:** emissions from buildings account for about 15% of the Nitrogen Oxides (NOX) emissions across London so are important in affecting Nitrogen Dioxide (NO2) concentrations;
- **Public health and awareness:** raising increased awareness can drive behavioural change to lower emissions as well as to reduce exposure to air pollution;
- **Delivery servicing and freight:** vehicles delivering goods and services are usually light and heavy-duty diesel-fuelled vehicles with high primary NO_2 emissions;
- **Borough fleet actions:** our fleet includes light and heavy-duty diesel-fuelled vehicles such as minibuses and refuse collection vehicles with high primary NO_2emissions. Tackling our own fleet means we will be leading by example;
- **Localised solutions:** these seek to improve the environment of neighbourhoods through a combination of measures; and
- **Cleaner transport:** road transport is the main source of air pollution in London. We need to help facilitate a change to walking, cycling and ultra-low emission vehicles (such as electric).

The plan brings together and references several policies and strategies across the Council including:

- Haringey Transport Strategy
- Haringey Carbon Reduction Strategy
- Haringey Development Plan
- Parks and Open Spaces Strategy
- Low Emission Vehicle Strategy Parking Permits Strategy (Ongoing)

In response to the consultation, most respondents favoured traffic reducing interventions such as pedestrianisation, road closures, temporary and permanent car free days as well as green infrastructure. The consultation is summarised in section 7 below.

<u>Fixed penalty notices for idling</u>

The Council has power to authorise the imposition of fixed penalty notices on drivers who commit an idling offence, i.e. leaves their engine running while stationary and fails to stop the engine running when requested to do so.

This had not previously been recommended because research had shown that few fixed penalty notices were served in boroughs where officers have been authorised to issue such notices. Therefore, it did not appear the most cost-effective means of reducing air pollution. However, this position has been reviewed in light of the points outlined below.

Idling was one of the most discussed problems by respondents to the AQAP consultation, with 10% of respondents requesting stricter enforcement measures around schools and other common places for idling. The results of the consultation are summarised in section 7 below.

Fixed penalty notices would be a useful tool as well as a positive message in tackling idling because they would give more weight to existing measures used to promote behavioural change. For example, the Council encouraged drivers to switch off their engines at school gates during Clean Air Day in June 2019. The schools involved were Bounds Green and Coleridge Primary School. The Council has also sent letters to bus and coach companies and mini cab operators within the borough advising them of the health risks associated with idling and requesting that they remind staff not to leave their engines running whilst stationary. It is likely that these measures would be taken more seriously by drivers if officers were authorised to enforce them by way of fixed penalty notices.
The key implication associated with enforcement for idling would be infrastructure and staffing costs.

To help assist, Haringey along with 27 other London Boroughs will take part in a pan-London anti-idling project funded by the Mayors Air Quality Fund (MAQF), coordinated by City of London Corporation and London Borough of Camden. The Fund (£500,000) will provide 2 full time project officers to deliver the following within Haringey:

- Idling action events,
- Workshops for schools; and
- Engage with businesses who have their own fleets

Enforcement to combat idling is a condition of participation in the project. For the purpose of the project, enforcement would include:

- A website page outlining fines and penalties, and a Council contact to report idling.
- Ideally, introducing an order to allow for higher fines than the regulatory minimum (as per Westminster, Islington etc.). Although this is not essential, it is likely that this will make the process easier and more viable for boroughs. The Idling Project will share resources to assist.
- Press release outlining the commitment to enforce against idling and detailing the fines (to be undertaken as a single borough or collectively).
- Dedicated officer/s (as per Westminster's Marshalls scheme) or idling enforcement formally incorporated into the role of street marshals/traffic wardens etc. This does not mean they will be required to routinely enforce to the detriment of their day-to-day roles but, at a minimum, there must be a capability and a public commitment to enforce so that idling problems and complaints can be dealt with effectively.

Each borough will be required to provide the following Enforcement Monitoring data annually:

- The number of staff undertaking on-street enforcement as part of their role.
- The number of idling drivers spoken to by these officers (even if not fined).
- Number of penalty notices served.
- Idling complaints received. This will be recorded in complaints software.

Match funding from boroughs will consist of:

- Purchasing consumables for the idling action days (leaflets, car stickers etc.).
- Officer time for supporting the idling behaviour change project.

- Officer time for the enforcement work (this could be street enforcement officers/traffic wardens etc. as per above).

Therefore, it is recommended that officers be authorised to impose fixed penalty notices because it is now clear that the cost implications would be lower (given the funding from the Mayor of London), residents appear to favour such stricter enforcement measures and it would strengthen the Council's ability to tackle this source of air pollution.

Alternative options considered

The development of an AQAP is a statutory requirement and therefore there are no lawful alternative. The proposed draft plan integrates a number of key strategies and Council services that all have an impact on air quality and therefore it is considered the best option.

Three options have been considered with regard to taking enforcement action against drivers who commit stationary idling offences: i) do nothing ii) continue to encourage behaviour change using existing measures but without enforcement by way of fixed penalty notices iii) authorise the issue of fixed penalty notices as well as encouraging behaviour change. The reasons why options i) and ii) are not recommended are set out in 5.3 and 5.4. below.

<u>Do nothing</u>

Whilst issuing fixed penalty notices against drivers who commit stationary idling offences is unlikely to have significant effect on air quality by itself, it is nevertheless part of a tool kit for changing the behaviour of drivers. Traffic is the main cause of poor air quality in Haringey and so changing drivers' habits is an important step towards improving air quality. In order to change the culture and behaviour of drivers, idling can be tackled through a variety of measures.

The consultation showed that addressing idling is an important issue for Haringey residents. If the Council does nothing, it would not be doing all it reasonably can to tackle air quality issues related to traffic, which is the biggest source of poor air quality in Haringey and a significant concern for its residents.

Therefore, this option is not recommended.

<u>Continue to encourage behaviour change using existing measures but without enforcement by way of fixed penalty notices.</u>

The AQAP (2019-2024) includes a range of measures to tackle air quality within the Borough. Measures include education / behaviour change.

Haringey, like many other local authorities, has encouraged behavioural change in order to reduce idling. Some of our recent actions are outlined in paragraph 4.12 above and similar action could be continued in the future without the use of fixed penalty notices. However, whilst these actions will have some effect, if officers are authorised to issue fixed penalty notices, this will give more weight to such requests

for drivers to switch their engines off whilst stationary and so would be likely to make the existing measures more effective.

Therefore, this option is not recommended.

83. AFFORDABLE ENERGY STRATEGY AND AGREEMENT TO PROCEED WITH PUBLIC CONSULTATION

The Cabinet Member for Climate Change and Sustainability was pleased to introduce Haringey's Affordable Energy Strategy which set out the Council's 5 year plan to improve the energy efficiency of homes in all tenures and a referral network throughout the borough to tackle fuel poverty. Unlike previous Affordable Warmth Strategies, the risk of overheating and the associated health impacts were considered due to the impacts of Climate Change already being felt in Haringey.

The Cabinet Member described tackling fuel poverty as a priority and one which was even more important with the ever-increasing cost of energy. Given the impact of climate change, there was also an urgent need to reduce carbon emissions from homes.

In response to questions from Cllr Brabazon and Cllr Emery, the following was noted:

- Agreed that Cllr Brabazon be provided with a written response outlining the learning from the previous strategy. A key issue was considering fuel poverty and energy use in relation to the cold and heat and this was a significant change from the previous strategy as there was also now increased costs associated with warmer weather and keeping cool in the summer.

- With regards to consideration being given to encouraging properties that cannot connect to the DEN[District Energy Network] to utilise use of solar power, the Council had done some work with N10, a year ago ,and spoke with residents to come forward if they wanted to have solar panels in their home and they were supported to this. The service would look at a whole range of issues to make home more energy efficient.

RESOLVED

1. To approve the draft Affordable Energy Strategy 2020-2025 at appendix 1 for public consultation.

2. To note that following the public consultation the final strategy will come back to Cabinet for approval

Reasons for decision

'Energy vulnerability' is a recognised term that highlights that some households find it difficult to adequately power their homes which adversely affects their daily life and health. It incorporates fuel poverty, which is caused by low incomes, high energy

prices and energy inefficient housing. In England fuel poverty is currently measured using the low income-high cost definition, which states that a household is in fuel poverty if:

- Their income is below the poverty line (taking into account energy costs and;
- Their energy costs are higher than is typical for their household type

Overheating can impact the same groups that are at risk from fuel poverty.

The existing Affordable Warmth Strategy (2009-2019) has now expired. It is estimated that over 15,000 households in Haringey experience fuel poverty. By adopting a new strategy Haringey will have a clear way forward to tackle fuel poverty in the borough and improve the health and wellbeing of its residents.

The proposed revised strategy- the Affordable Energy Strategy (2020-25), has a wider scope to recognise that fuel poverty goes beyond cold homes. The ability to adequately power household appliances, lighting and communication equipment can impact academic attainment, digital inclusion, access to employment opportunities and increase social isolation. The strategy also recognises that in a changing climate, there is a need to keep homes cool during periods of high temperatures as well as warm in winter.

The government's Fuel Poverty Strategy For England (Cutting the Cost of Keeping Warm) 2015 and Fuel Poverty Regulations (England) 2014 set a target to ensure that as many fuel poor homes 'as is reasonably practicable' achieve a minimum energy efficiency rating of Band C by 2030.

Interim milestones have also been set to ensure 'as many fuel poor homes as is reasonably practicable' achieve a minimum energy efficiency rating of Band E by 2020, and Band D by 2025. The phased approach follows a principle of prioritising assistance to those in the deepest levels of fuel poverty.

Public consultation will ensure that residents have the opportunity to reflect on the proposals and provide their views. A key recommendation of the strategy is to develop a referral network to reach those most in need, conducting a public consultation exercise will begin the relationship building process required to develop such a network.

The draft vision is:

> *"To reduce the number of households struggling to afford to adequately power their homes and improve the health and wellbeing of residents by:-*
>
> - *Improving the energy efficiency of housing and reducing overheating risks,*
> - *Connecting residents to support services and initiatives to overcome the many causes of fuel poverty, such as energy prices, low incomes and unemployment."*

This vision will be delivered through the following objectives:-

- Increase the number of struggling households receiving energy advice and expand the support available to create a people-centred solution
- Improve housing energy performance to reduce fuel poverty, cold homes and overheating

- Maximise the funding and resources secured within Haringey to alleviate fuel poverty

Alternative options considered

Do nothing

The strategy would not be redrafted and released. The Council will have no coherent strategy to improve the circumstances of around 15,000 households living in fuel poverty in Haringey and meet the ambitions of the Borough Plan by driving up the quality of housing for everyone and exploring setting up an alternative local or regional energy savings company(s).

Reduce the scope of the strategy

Reducing the scope to address the energy efficiency of homes would not necessarily lift households out of fuel poverty. Ignoring overheating risks could cause problems in the future as periods of hotter weather increase.

84. COUNCIL ENERGY CONTRACT AWARD

The Cabinet Member for Climate Change and Sustainability introduced this report which sought formal approval for use of the LASER Energy Framework Agreement to administer the purchase and supply of the Council's corporate gas and electricity contracts for the period 1 April 2020 to 31 March 2022 with the option to continue with the purchasing arrangements under a rolling forward buying commitment arrangement until 31 March 2025 (unless terminated by the Council).

The Cabinet Member noted the Council's energy consumption represented a significant, but necessary cost to the Council. Haringey Council was committed to mitigating these costs as much as possible through flexible purchasing solutions, transactional efficiencies and energy conservation measures.

The strategy set out in this report ensured the Council reduced exposure to peaks in energy prices by spreading our purchasing over several months. In addition, the aggregation of our consumption with other public sector bodies helps reduce costs further, through economies of scale. And finally, this new contract would enable the Council to purchase green energy for a competitive price and give access to an energy efficiency advice service for all users to reduce carbon and costs.

In response to a question from the Leader, Officers informed LASER was not an acronym but just the name of the company.

Further to considering exempt information at item 30,

RESOLVED

1. To approve the use of the LASER Energy Framework Agreement to administer the purchase and supply of the Council's corporate gas and electricity contracts for the period 1 April 2020 to 31 March 2022 (at an annual cost of £7.2m per annum) with the option to continue under a rolling forward buying arrangement

up to 31 March 2025 (unless terminated by the Council) at an estimated total value of £36m.

2. To approve the use of LASER's appointed energy framework suppliers for the supply of gas and electricity through the framework duration. The breakdown of contract spend between the appointed suppliers is estimated at; Npower (LASER Framework Y18003 - corporate electricity supplies, HRA and street lighting) at £5.2m per annum (up to £26m over 5 years), and Corona Energy (LASER Framework Y18002 - corporate gas supplies) at £2.02m per annum (up to £10m over 5 years); and to authorise the Director of Housing, Regeneration, & Planning to award the contracts and facilitate the execution, implementation and operation of the contract, including the use of ancillary services available under the contract

3. To authorise the Director of Housing, Regeneration, & planning to manage the Council's energy purchasing strategy through price and risk. Reviewing options for alternative price risk management strategies for the supply of energy during this supply period in order to minimise risk and market volatility and obtain best value. This will be undertaken though advice of the LEP, LASER and energy suppliers.

4. To approve the use of a REGO backed 'green' tariff for Corporate Estate (Schools, Civic Buildings, Street Lighting etc.), as part of the Council's commitment to carbon reduction. This will cost approximately £17k per year on top of the £5.2m electricity contract. This cost will be shared among all services who pay for electricity (Schools, Council Buildings.) The green tariff will not cover Homes for Haringey as this would require tenants voting on this policy and its implications.

Reasons for decision

Following a previous failed procurement the LEP accessed an existing LASER National framework which had been awarded in December 2018.

- Y18002 – Flexible Procurement and Supply of Daily and Non-Daily Metered Natural Gas
- Y18003 – Flexible Procurement and Supply of Half Hourly and Non-Half Hourly Metered and Unmetered Electricity

The LEP specification for transactional efficiency, online portal, budget tools, customer service and wider strategic objectives including social value and green energy were embedded as an enhanced Service Level Agreement with the suppliers for LEP members. The social benefit is secured by requiring suppliers to ensure the London Living Wage is delivered through direct employees and being worked towards through their contractors. The suppliers are also required to recognise unions and the right for workers to join them. To demonstrate the green energy supply suppliers are required to produce REGO backed certificates that demonstrate a green energy supply chain has been followed.

The contract to supply Electricity (Half Hourly – covering large electricity sites, Non-Half Hourly – covering small electricity sites, unmetered supplies and street lighting) was awarded directly to the Framework supplier following formal evaluation to ensure the enhanced SLA for LEP members could be fully delivered.

A mini-competition was undertaken between the Framework gas suppliers that assessed the supplier's capability and price to deliver the enhanced pan-LEP SLA. Corona Energy was evaluated to be the most economically advantageous provider following this process. Full details of the evaluation is detailed in the Part II.

In utilising the proposed pan-LEP arrangements, the Council will be able access best practice energy contract arrangements as endorsed by the LEP. Implementing the new arrangements from the 1 April 2020 to:

Address the Council's target to become carbon neutral by 2030 through:

- securing arrangements for the supply of 100% Renewable Energy Guarantee Origin (REGO) sourced energy
- deliver arrangements which facilitate on-site energy generation, demand side response, community engagement, development of district heat networks and Power Purchase Initiatives
- implement energy supply contracts that provide a one-stop route for energy efficiency, financing innovation and carbon reduction measures

Build on Value for Money and efficiencies already achieved in working in collaboration with the London Energy Project (LEP)

- achieve better budget, price and risk management through the continued aggregation of the Council's energy supplies with the rest of the public sector portfolio managed by Central Purchasing Bodies
- adapt to the changing energy supply market, the changing makes up of energy cost and move away from a transactional relationship with the appointed energy suppliers
- implement arrangements where the supplier is required to facilitate better energy consumption data analysis to support energy efficiency measures, improved billing quality and increase efficiency of back office processes

Ensure that the Council's Fairness and Responsible Procurement ambitions are realised.

- The Living-Wage will be applicable for directly employed and sub-contracted staff with respect to the proposed contracts.
- The providers are signatories of the Modern Slavery Act (2015) incorporating a whistleblowing policy and enabling the freedom of employees to join a trade union and not be treated unfairly because of belonging to one.
- Both providers have committed to the provision of Quality Apprenticeships under the contractual arrangements
- Both Providers have more than 250 staff and are signatories of the London Healthy Workplace Charter
- The necessity for rolling arrangements are to allow effective risk management and to accommodate decision making processes and timescales for Cabinet on extensions and terminations. Haringey Council would typically need to serve termination notice by March at least one or two years in advance of the supply period, e.g. in March 2020 to prevent a contract being delivered in April 2022.

For effective management, our recommendation is that call-off contracts can roll forward with a final supply date of 31st March 2025, unless terminated by the Council, which is allowed as per recommendation number 3b).

- If the termination notice is not given the arrangement rolls forward automatically. The contracts allow us to reduce or increase our overall volume requirement each year prior to supply delivery without attracting a financial penalty. During each forward buying commitment period and contract delivery period the Council may remove Sites from the Site Schedule in the event that such Site has been sold or closed, without attracting a take or pay penalty and may add new sites to the contract under the same terms and conditions and non-energy pricing offered by the framework.

Alternative options considered

Spot Buy (Fixed Price Contracts)

This is where the Council would buy short-term contracts for a fixed price over the time period. Although there are savings that could be made, the Council would be more exposed to the vagaries of the wholesale market (a price is fixed on a single day in the year) and could pay higher off-contract prices until an appropriate new contract is in place. It is also not compliant with either Procurement Standing Orders (PSOs) or public procurement legislation. This was ruled out due to the risk of price volatility, lack of in-house expertise and the fact that this does not comply with Council Standing Orders.

Procure our own energy by direct tender

This option is possible, but it would involve a standalone OJEU (Official Journal of the European Union) tender to secure contracts directly with the selected energy provider(s) (or via a broker see option 5.3). This approach is unlikely to produce the best results due to the relatively small scale of the portfolio compared that of most large purchasing organisations. In contrast, a Public Sector Buying Organisation can obtain good wholesale prices through aggregating the demand of a large number of public sector organisations. In addition, a direct tender would require the Council to engage additional resources (skilled energy traders and additional staff for contract management) and provide greater risk of exposure to energy price fluctuations. It was therefore determined as unviable.

Procure through a Private Sector based provider

The Council would require a tender for a private sector Third Party Intermediary (TPI) to procure energy supply (as Option 2), but it would need to be sure that it would be getting best value through a truly aggregated, flexible contract. Full price transparency of all costs, including TPI fees and any commission paid by suppliers to the TPI would be needed. By aggregating the Council's volumes, the TPI could access the wholesale market on our behalf but we may only receive prices based on the supplier's view of the market. A full OJEU tender process would be required to engage with such a provider with all the associated resource and time implications that would be entailed. TPIs may have issues regarding business continuity in the present economic climate are unlikely to be able to aggregate the Council's volume with other

customers in an OJEU compliant manner or to the same level or offer the same additional and social value as the Pan-LEP contracts. Due to this level of complexity and lack of in-house resources to deliver this, this option was dismissed.

Procure from generators

The Council could purchase electricity via an OJEU procedure from nominated generators. Power Purchase Agreements (PPAs) typically facilitate the sale of energy from the operators of small scale off site renewable generation assets including Combined Heat and Power (CHP) plant, wind turbines, solar PVs and anaerobic digestion. It is unlikely that the Council could rely solely on such a source, due to security of supply issues, but could combine such energy with that provided from a conventional supplier. As a customer, this could help increase the Council's environmental credentials through being seen to invest in generation from low carbon and renewable sources. Depending on the type of PPA, it could also reduce the impact of power/price volatility on the organisations as it is possible to fix prices on a long-term basis (typically up to 5 years ahead).

These are usually more attractive if the electricity can be supplied from the generator directly to the user without involving the national grid (i.e. over 'private wires') as this reduces the amount of transmission and distribution charges payable, but a conventional licensed supplier would need to be involved to ensure there is an adequate and consistent source of supply of electricity. It would also remain necessary to make suitable arrangements for the purchase of gas and oil. This type of PPA 'sleeping', will be possible through the Pan-LEP arrangement.

This option was not taken forward due to the complexity, lack of market interest for the Council (we are not a large energy purchaser in the national scale), and as similar environmental outcomes can be delivered through the Pan-LEP agreements.

Generate the Council's own energy

The Council could invest in electricity generating assets and use the output to contribute towards the supply of electricity to Council owned or operated buildings. Such as Combined heat and Power, or renewable technologies. A licensed supplier would still need to be involved to facilitate this and to ensure that the Councils still received an adequate supply of electricity. This option is available within the Pan-LEP contract and was included with the OJEU process to ensure compliance with procurement regulations. And will be delivered as the Council starts to deliver the Decentralised Energy Network (DEN) projects. But due to the high level of investment and timescales this was not taken forward.

Procure via Central Purchasing Bodies (CPB)

The Public Contracts Regulations 2015 define a Central Purchasing Body (CPB) as 'a contracting authority which provides centralised purchasing activities and which may also provide ancillary purchasing activities'. CPBs often set up and operate framework agreements which are accessible to contracting authorities such as the Council.

There are a number of advantages to using a CPB, including better prices through economies of scale, lower transaction costs, improved capacity and expertise. A key role of most CPBs is the conclusion of framework agreements or other consolidated procurement tools. Framework agreements seek to achieve efficiency gains and greater value for money in the public procurement process using the aggregated purchasing power and expertise of CPBs that creates economies of scale in both supply and demand.

Do nothing

This is not an option as the Council and users of its buildings rely on energy to operate. It would place a requirement on schools and Homes for Haringey to procure their own energy supplier or run out of contract which is a cost with a premium.

85. IMPROVEMENTS TO HIGH-SPEED BROADBAND INFRASTRUCTURE AND CONNECTIVITY IN THE BOROUGH

The Leader introduced the report which set out proposals to help improve high-speed broadband infrastructure and connectivity in the borough and thereby maximise the advantages and potential associated with high-speed connectivity for the benefits for the boroughs' residents, businesses and diverse communities.

RESOLVED

1. To seek of expressions of Interest from broadband suppliers to install full fibre high-speed broadband infrastructure and connections to Council-owned social housing stock, commercial properties and community buildings and facilities (at no cost to the Council, residents or businesses), in exchange for the Council entering into a Non-Exclusive Wayleave (Access permission) Agreement with the selected broadband supplier(s).

2. To give delegated authority to the Director of Housing, Regeneration and Planning, after consultation with the Cabinet Members for Local Investment, Economic Growth, Finance and Strategic Regeneration and Housing and Estate Renewal, to enter into the Wayleave Agreement(s) with the appointed broadband supplier(s) and approve the final terms.

3. To note the delivery plans for the £800,000 SIP funding to improve broadband infrastructure and connectivity in North Tottenham (Northumberland Park).

Reasons for decision

Investment in upgrading Haringey's digital infrastructure is of critical importance to allow the borough's residents and businesses benefit fully from the economic and social advantages provided by high-speed internet connectivity.

The proposed Wayleave/Broadband approach is one way the Council can actively incentivise broadband suppliers to provide the much-needed capital investment into broadband connectivity within its estate.

It is hoped the Wayleave/Broadband scheme could result in the following benefits for the Council, residents, businesses and the wider economy:

- 21,000Council social housing properties being connected with full fibre high-speed internet connections
- Council-owned commercial property being connected with full fibre business-grade high-speed broadband connections. This could lead to increased rental income for the Council
- Free high-speed internet connections to community buildings and spaces including libraries, community halls, youth clubs et
- Low internet subscription charges for people on low incomes and the socially excluded
- Employment, digital training and apprenticeship opportunities for local people
- Regeneration, business and wider benefits for the local economy
- Efficiency and savings for the Council, particularly on “Access to online services” and “Housing blocks and other building management services”.

Additional information on the benefits of the Wayleave/Broadband scheme for the Council, residents, businesses and the wider economy, is outlined in Appendix 1

Alternative options considered

Option 1: ‘Do Nothing’

An option would be for the Council not to seek Expressions of Interest for broadband suppliers to upgrade the borough’s digital infrastructure through the Wayleave/broadband investment arrangement.

This would result in the Council not being able to secure external investment to improve its digital infrastructure and connectivity. There is very little public funding currently available to target upgrades to digital infrastructure.

Option 2:

The recommended option is to invite Expressions of Interests from broadband suppliers and for the Council to enter into a Non-Exclusive Wayleave Agreement with the appointed broadband supplier(s) – for them to install full fibre high-speed infrastructure and connectivity to Council-owned social housing stock, commercial properties and community buildings and facilities at no cost the Council. Enabling private sector capital investment, through the Wayleave/Broadband arrangement, is the most viable and cost-effective option – to modernise the borough’s digital infrastructure and connectivity.

86. AGREEMENT TO AWARD OF CONTRACT FOR FERRY LANE PUBLIC REALM SCHEME

The Cabinet Member for Finance and Strategic Regeneration introduced this report which sought approval for the award by Cabinet of the Ferry Lane Public Realm Scheme contract, following a competitive tendering exercise, to Bidder 1 for a total value of £913,115.61 as permitted under CSO 9.07.01(d).

The Cabinet Member noted the ambition for the scheme was for it to be an exemplar project where pedestrian and cycle access was a priority. The improvements that arose from the scheme would benefit local residents.

In response to questions from Cllr Brabazon and Cllr das Neves, the following information was provided:

- Officers noted that all of the different works taking place at Tottenham Hale were being managed by a Construction Logistics Process which saw developers and others undertaking construction work in the area all sharing their work programmes. This was then monitored and enforced with colleagues from the Highways and Planning Authorities. The Ferry Lane Public Realm Scheme was a direct Council project and would feed into that Construction Logistics Process, which sought to help minimise the impact of ongoing works on residents where possible.

- Regarding the ensuring the voices of residents were considered, Officers highlighted that this Scheme had been consulted and designed with the Haringey Cycling Campaign. A feature of the Scheme was a fully segregated cycling path.

Further to considering exempt information at item 31,

RESOLVED

1. To approve the award of the contract for the Ferry Lane Public Realm Scheme to Bidder 1 identified in the exempt report in the sum of £913,115.61 as permitted under CSO 9.07.01(d).

2. To authorise the issue of a Letter of Intent (LOI) for the amount of £91,311, being 10% of the contract price.

Reasons for decision

The appointment of the preferred bidder will enable the Council to deliver significant highway and public realm improvements for residents in accordance with the Council's Green and Open Spaces Strategy for Tottenham Hale.

Officers have undertaken a tendering exercise to secure a contractor to deliver the Ferry Lane Public Realm scheme. Through this process, Bidder 1 have demonstrated that they should be awarded the contract.

In awarding the contract to Bidder 1, the Council is securing delivery of the Ferry Lane Public Realm Scheme.

The scheme will deliver Sustainable Urban Drainage (SUDs), introduction of segregated cycle lanes, improved surfacing, street lighting and minimise maintainenance costs in the long term. There is community support for the project as established through the consultation process.

Alternative options considered

Option 1: Do nothing

Pursuing this option would fail to address the lack of a clear link between Tottenham Hale, The Paddock and The Walthamstow Wetland Centre. It would also fail to resolve the safety concerns around cyclists using the main carriageway with minimal protection. Option not recommended.

Option 2 Direct Award to Term Maintenance Contractor

This option was discounted since the current term Contract expired in October 2019 and it was considered more cost effective to test the market by undertaking a competitive procurement process to secure the most economically advantageous tender to the Council.

Option 3 In-house delivery

This option was discounted as the Council currently do not have the requisite in-house resource and expertise to construct the Scheme.

87. NOVATION OF CONTRACT FOR PROVISION OF SAP MANAGED SERVICE

The Cabinet Member for Civic and Corporate services introduced the report which sought to novate the contract for the SAP managed service to replace the company serving as the Council's main contractor by another company within the HCL group. This will allow for a continuation of the service for Finance, Payroll, HR and Procurement systems until 15/3/20 when the contract expired.

RESOLVED

1. To approve the novation of the SAP Managed Service Contract from Axon Solutions Ltd T/A HCL Axon to HCL Technologies UK Ltd under Contract Standing Orders 10.03 and 9.07.1(d).

2. To note that the contract value over the life of the contract, from the contract start on 16/9/13 until the contract's current 6 month extension expires on 15/3/20, is £4,124,447.00.

Reasons for decision

To make a decision as Axon Solutions T/A HCL Axon is being wound up as part of a restructure to reduce a complicated structure of the European companies within the HCL group and it will no longer exist. Axon Solutions T/A HCL Axon is proposing to novate the contract from them to another company within the HCL group, HCL Technologies UK Ltd, to allow for a continuation of the service provided. HCL's parent company in India, HCL Technologies Ltd is, and would remain after the proposed contract novation, a co-contractor with the relevant HCL subsidiary.

Alternative options considered

Axon Solutions Ltd said that we are required to novate the contract as they are winding down the company due to a restructure.

Contract termination was considered but were unable to terminate as we require their services until the contract end.

88. REGULATION OF INVESTIGATORY POWERS ACT (RIPA) 2000: USE WITHIN THE COUNCIL 2018/19 AND REVIEW OF TO THE COUNCIL'S INVESTIGATORY POWERS POLICIES UNDER RIPA 2000 AND INVESTIGATORY POWERS ACT 2016

The Leader of the Council introduced this report which informed Cabinet of issues relevant to the use of investigatory powers (under the Regulation of Investigatory Powers Act (RIPA) 2000 and Investigatory Powers Act (IPA) 2016) and provide a refreshed policy for approval.

The Leader noted RIPA provided a statutory framework for public authorities to use covert investigatory techniques, such as surveillance, where necessary and proportionate, for the purpose of preventing or detecting crime. The Council used RIPA infrequently but was required to report the use of directed surveillance to members. The Leader was satisfied that the Council uses the powers afforded to it under the RIPA legislation appropriately.

The Leader informed that changes brought in by the IPA provide a new framework for dealing with communications data; previously RIPA covered communications data. On this basis, the Leader recommended that Cabinet approve the revised RIPA policy for covert surveillance and covert human intelligence sources and a new, separate policy specific to communications data under IPA 2016.

In response to a question from Councillor James, the Leader noted that since 2015/16 RIPA had been used only once in the case of covert surveillance to capture evidence of the trade of illegally slaughtered sheep/goat carcasses.

RESOLVED

1. To note the use of RIPA by the Council;

2. To approve the amended RIPA policy at Appendix 1; and

3. To approve the new IPA policy at Appendix 2.

Reasons for decision

The RIPA codes of practice state that members should review the Council's use of investigatory powers at least annually. Therefore, although the powers under RIPA have been used sparsely in recent years, it is nevertheless important for members to be aware of the extent of usage.

There have been multiple legislative changes for investigatory powers since 2018. Therefore, it is important that the existing policy is updated. The proposed new policies reflect the most recent law and codes of practice.

Alternative options considered

Not applicable. If the Council's use of investigatory powers was not noted, the Council would not be complying with the codes of practice and so this alternative has not been considered. Similarly, if the existing policy is not updated as suggested it will not account for changes in the law and codes of practice and so this alternative has not been considered.

89. SUPPLY OF GOODS AND SERVICES FOR CAMERAS REFRESH, UPGRADE AND NETWORK EXTENSION – CONTRACT AWARD

The Cabinet Member for Communities and Equalities introduced the report which sought approval approve the award of contract for the supply of CCTV goods and services .Through this contract award, the Council would double the size of its camera network. The award of the contract included replacement, refresh and extension of the Council's camera network.

It was noted that as well as increasing the number of cameras the Council would take advantage of latest technology, providing high quality evidential footage to support any necessary enforcement and quality real time coverage to manage incidents dynamically. Through this contract award, the Council would also be able to increase coverage to enable better management of the road traffic network.

Noted that there would be an increase to the pool of redeployable cameras to increase the tools available to tackle crime and Anti-social behaviour (ASB) hotspots. This will increase flexibility and capacity, and having solved an issue in one location we can then lift and shift our capability to other areas.

The Cabinet Member expressed that the recommendations would allow for a fit out of a modern new control room, operated jointly with Homes for Haringey and the Metropolitan Police. The new control room would bring together all the key agencies in the borough able to provide a joined up seamless response to crime and ASB as it occurs.

Further to considering the exempt information at item 32,

RESOLVED

That pursuant to Contract Standing Order 9.07.1(d), to approve the award of contract for the supply of CCTV goods and services to the successful bidder named in the exempt report for a period of 4 years under a schedule of rates framework (detailed in the Contract – and Appendix A of the exempt report) up to a maximum spend of £2.1m.

Reasons for decision

The Council initiated a competitive exercise through the Official Journal of the EU (OJEU) and an OJEU notice was issued on 02 August 2019, to invite tenders with submissions due on 04 September 2019. The procurement process followed the Open Procedure in accordance with Regulation 27 of the Public Contract Regulations 2015. A total of seven providers registered interest and one provider submitted a bid for the contract.

The tender procedure consisted of a single stage process, including 'selection questions' and six qualitative questions, assessing the bidders against the broad range of required experience, skills and capabilities as described in the specification. The submitted bid has been evaluated against price and quality to ensure that it delivers value for money.

The successful bidder has demonstrated its ability and capability through responses to the tender requirements and questions, and it is therefore proposed to be the successful provider.

Alternative options considered

Doing nothing – continue as is, repairing the existing frail infrastructure that dates back to 2006.This option was not progressed as ultimately it risks infrastructure failure and loss of CCTV capability. Risks associated with failure include loss of public and key stakeholders' confidence, increased crime and disorder, failures in traffic management and loss of related income.

90. NORTH HILL RETAINING WALL WORKS

The Cabinet Member for Neighbourhoods introduced this report which sought agreement to award of Contract for North Hill Retaining Wall scheme following a competitive procurement process. The scheme forms part of the Council's Sustainable Transport Works Plan (STWP) for 2019/20.

The Cabinet Member informed the North Hill wall was in Highgate N6, between View Road and Storey Road and retains a narrow service road, which is public highway, providing access to private residential properties. The wall had been built around the 1900s and had failed a structural assessment in 2014. It was therefore necessary to replace the wall.

The Cabinet Member noted the scheme was included in the Sustainable Transport Works Plan (STWP) 2019/20 approved at the Cabinet meeting on 18th June 2019.

The Cabinet Member closed by noting the new structure would have a design life of a minimum of 120 years before it would need replacing. Part of the programme delivery included refurbishing and retaining the existing railings as they are of historical interest, resurfacing the carriageway, adding a new brick façade to the retaining wall. Further details of these works can be found at 4.5 of this report.

Further to considering the exempt information at item 33 and noting that the constitution and contract standing orders allow Directors to vary contracts up to the key decision threshold of £500k,

RESOLVED

1. In accordance with Contracting Standing Order 9.07.01(d), to approve the award of a contract for the North Hill Retaining Wall Improvement Works to Bidder 1 in the sum of £897,536.53 + VAT with provision to increase this sum, as necessary, by an amount not exceeding the risk and contingency allowance set out in the exempt report at paragraph 2 but subject to the ability of the Director to agree a variation to the contract in line with the Council's contract standing orders.

2. To authorise the issue of a letter of intent (LOI) for the amount of £89,753.65 + VAT (being 10% of the total contract price), as permitted under CSO 9.07.3.

Reasons for decision

Officers have undertaken a competitive tendering exercise to secure a contractor to deliver the North Hill retaining Wall Works. Through this process Bidder 1 have scored the highest and have demonstrated that they should be awarded the contract.

By awarding the contract to Bidder 1, the Council is securing the delivery of the North Hill retaining Wall Improvement Works. It is the Council's intention for the works to be conducted between January 2020 and October 2020.

The scheme is funded by Haringey Council's Capital expenditure - Highways Structures Budget. This includes all the staff costs, design and statutory undertakers' investigations which have been carried out ahead of the main works to minimise the risks. Other funding is: £20,000 from TfL LIP programme and a £25,000 contribution from Haringey's Maintenance budget for the resurfacing works.

The works delivered by the scheme are essential to replace the existing retaining wall structure that has passed its design life and failed a structural assessment. The works will also result in minimising maintenance costs in the long term.

As part of the scheme delivery, the following works will be carried out:

- erecting vehicle restraints on the elevated service road,
- refurbishing and reusing existing railings that are of historic interest,

- improving the width of the service road, replacing kerbs and resurfacing the service road,
- carriageway resurfacing of the main North Hill road for the full width along the retaining wall;
- adding a new brick façade to the retaining wall, and
- Improving the layout, signing and road marking of the junction of Storey Road/North Hill Road. All of the above measures would ensure Haringey's assets are up to date and would minimise maintenance.

The new structure will also create a better environment for walking by widening the existing service road and will ensure vehicles using it will not overrun the footways.

Alternative options considered

Option 1- Do Nothing: Pursuing this option would fail to address the critical issue that the wall has failed the structural assessment. It would also fail to provide the improvements to this area of Haringey, especially for walking within close proximity of a primary school. This option is not recommended.

Option 2 - Direct Award to Term Maintenance Contractor: this option was discounted as it was the intention to stop issuing works to the current term Contract at the end of October 2019 and it was considered more cost effective to test the market by undertaking a competitive procurement process to secure the most economically advantageous tender to the Council.

91. NEW ITEMS OF URGENT BUSINESS

None

92. EXCLUSION OF THE PRESS AND PUBLIC

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 and 5, Part 1, schedule 12A of the Local Government Act:

- Information relating to the financial or business affairs of any particular person (including the authority holding that information).
- Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.

93. SEND TRANSPORT INVEST TO SAVE BUSINESS CASE

As per item 75.

94. COUNCIL ENERGY CONTRACT AWARD

As per item 84.

95. AGREEMENT TO AWARD OF CONTRACT FOR FERRY LANE PUBLIC REALM SCHEME

As per item 86.

96. SUPPLY OF GOODS AND SERVICES FOR CAMERAS REFRESH, UPGRADE AND NETWORK EXTENSION – CONTRACT AWARD

As per item 89 and exempt minutes.

97. NORTH HILL RETAINING WALL WORKS

As per item 90 and exempt minutes.

98. EXEMPT CABINET MINUTES

RESOLVED

To agree the exempt cabinet minutes of 8th of October 2019.

99. NEW ITEMS OF EXEMPT URGENT BUSINESS

None

CHAIR: Councillor Joseph Ejiofor

Signed by Chair ……..

Date ……

Report for: **Cabinet – 10 December 2019**

Title: 2019/20 Budget Update

Report Authorised by: Jon Warlow – Chief Finance Officer & Section 151 Officer

Lead Officer: Frances Palopoli – Head of Corporate Financial Strategy & Monitoring

Ward(s) Affected: **N**/A

Report for Key/ Non Key Decision Key

1. **Introduction**

1.1 This report will provide an update on the Quarter 2 budget monitoring and will seek approval for any budget changes required to respond to the changing financial scenario and the delivery of the MTFS. A new appendix (6) has been introduced for this report which provides a summary of debt written off since the beginning of the financial year. Moving forward this will be provided on a quarterly basis.

1.2 This report covers the position at Quarter 2 (Period 6) of the 2019/20 financial year including General Fund (GF) Revenue and Capital, Housing Revenue Account (HRA) and Dedicated Schools Grant (DSG) budgets. The report focuses on significant budget variances including those arising as a result of the forecast non-achievement of Cabinet approved MTFS savings.

1.3 Members will remember that the final agreed 2019/20 Budget reflected a number of actions taken to de-risk the base budget position. This mainly focussed on addressing the budget pressures in the two People related services which had been significantly overspent in 2018/19. These actions were intended to provide greater confidence of managing within the agreed budget as well as delivering agreed budget reduction proposals.

1.4 The GF revenue forecast of £5.2m overspend now presented has remained stable at the level reported in Qtr1 and is significantly below the £15.9m reported in the same period in 2018/19 (which was before the application of budget contingencies of £6.6m in that year). This evidences that the approach to setting the budget was sound and is having the intended consequence. Two of the most significant budget pressures driving the forecast overspend have been taken into account in the draft 2020/21 Budget/MTFS 2020-2025 proposals. Officers continue to focus on strategies to bring the in year overspend down with the aim of achieving a balanced outturn by year end.

1.5 The DSG year-end forecast has worsened markedly since Qtr1 and now stands at £5.1m (£1.8m Qtr1). This is due to the on-going pressures in the High Needs Block (HNB) which Members will be aware is a national issue facing the entire local government sector mainly as a consequence of the expansion of age ranges for Education, Health and Care Plan (EHCP) eligibility. Correspondence with the DfE has continued over the past months in an attempt to get confirmation about where this funding risk sits and how it will be accounted for. Until this is clarified, it remains a

significant risk to the authority. The Spending Round 19 announcement of one-off additional funding (c. £4.4m) for the HNB was welcome but does not cover the full estimated overspend and doesn't provide the permanent resolution that we require.

2. Cabinet Member Introduction

2.1 I am pleased to be able to report that the General Fund budget position and delivery of agreed savings is in a more robust position this financial year. I believe that this is due to the decisions taken when setting this year's budget which sought to ensure that these were set to be as realistic as possible within the overall available resource envelope.

2.2 There is still a £5.2m forecast overspend and I must urge officers and Lead members to continue to focus on identifying options to bring the overall General Fund budget back to a balanced position by the end of the year.

2.3 I would draw colleague's attention to two final points. The first is the increased forecast DSG overspend now standing at £5.1m. This is a matter of real concern and pressure needs to be put on Government to recognise this issue and come forward with a sustainable solution. I hope to be able to provide a more favourable update for the next report.

2.4 The second point is that I have now introduced a new appendix to the quarterly budget update reports which provides Members with a record of debt write-offs across the various debt fields.

3. Recommendations

Cabinet is recommended to:

3.1. Note the forecast revenue outturn for the General Fund (GF), including savings pressures, of **£5.2m overspend** (£5.2m Qtr1) (Section 6, Table 1, and Appendix 1).

3.2. Note the net HRA forecast of **£0.4m underspend** (£0.2m Qtr1) (Section 6, Table 2, and Appendix 2).

3.3. Note the net DSG forecast of **£5.1m overspend** (£1.8m Qtr1)**,** the actions being taken to seek to address this and the potential implications for the GF (Section 7 and Table 3).

3.4. Note the forecast budget savings position in 2019/20 which indicates that 10% (£1.295m) will not be achieved. (Section 8, Table 4 and Appendix 3). This is incorporated into the GF budget pressure in recommendation 3.1.

3.5. Approve the proposed budget adjustments, virements and rephasing to the capital programme as set out in table 5 and Appendix 4 and note the forecast expenditure of £249.4m in 2019/20 which equates to 82.9% of the revised capital budget (Section 9, Table 5 and Appendix 4).

3.6. To approve the revenue budget virements (Appendix 5).

3.7. To note the debt write-off approved since April 2019 (Appendix 6).

4. Reason for Decision

4.1 A strong financial management framework, including oversight by Members and senior management, is an essential part of delivering the council's priorities and statutory duties.

5. Alternative Options Considered

5.1 The report of the management of the Council's financial resources is a key part of the role of the Director of Finance (Section 151 Officer) in helping members to exercise their role and no other options have therefore been considered.

6. Revenue Outturn

6.1. The Council's Quarter 2 finance position (including HRA and DSG) is a projected overspend of £9.98m (£6.83m Qtr1) for the year. The General Fund element is £5.2m which includes any non-delivery of savings as planned.

6.2. It is positive that the General Fund position has not worsened since Qtr1 and the most significant pressures driving the underspend are proposed to be addressed as part of the process for setting the budget for 2020/21.

6.3. Table 1 below sets out full year projections at priority level. A detailed analysis at directorate level is attached in Appendix 1.

Table 1 – Revenue Budget Monitoring Forecast for Quarter 2 2019/20

Priority	Revised 2019/20 Budget	Base Budget Pressures	2019/20 Savings Challenges	Q2 Forecast Outturn	Q2 Forecast to Budget Variance	Q1 Forecast to Budget Variance	Forecast Variance Movement Between Q1 and Q2
	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Housing	20,306	(117)	0	20,189	(117)	0	(117)
People - Children's	67,165	156	0	67,322	156	(246)	402
People - Adults	87,239	3,764	0	91,003	3,764	3,577	187
Place	31,222	84	230	31,536	314	1,363	(1,049)
Economy	5,539	(81)	750	6,207	669	(16)	685
Your Council	29,712	148	315	30,175	463	567	(104)
General Fund Total (	**241,182**	**3,954**	**1,295**	**246,431**	**5,249**	**5,245**	**4**
DSG	0	5,118	0	5,118	5,118	1,791	3,327
External Finance	(241,182)	0	0	(241,182)	0	0	0
General Fund Total	**0**	**9,073**	**1,295**	**10,368**	**10,368**	**7,036**	**3,332**
HRA	0	(390)	0	(390)	(390)	(208)	(182)
Haringey Total	**0**	**8,683**	**1,295**	**9,978**	**9,978**	**6,828**	**3,150**

Brief explanations of the forecast variances for each priority are outlined below. These variances include the impact of the forecast non-delivery of MTFS savings which are further discussed in section 8.

PEOPLE : CHILDREN'S & SCHOOLS **Overspend £0.156m**

6.4. The budget for Children's & Schools is £67.1m and at the end of Quarter 2 a small overspend of £0.156m is being forecast. This represents a £0.4m deterioration against the forecast provided in Qtr1 when an underspend of £0.246m was forecast. The two factors driving this change are outlined below.

6.5. There has been an adverse movement of £0.3m in the budget in relation to increased demand for support for children with disabilities.

6.6. There is also an adverse movement of £0.1m in Schools and Learning that is largely as a result of forecasting for the costs of alternative accommodation and the loss of income in relation to the temporary closure of the Pendarren outward bound centre. This forecast is based on the centre being closed until December; if the centre remains closed to the end of the financial year, it estimated that there will be a further £0.250m loss of income. The member led Pendarren Oversight Group has been established, held its first meeting and is reviewing options for the centre. An update will be provided in the next report.

6.7. The pressure in Prevention and Early Intervention arising from the challenges in generating income through the three Children's Centres managed by the service highlighted in Qtr1 continue. The actions being taken to address this include additional income generation through opening rooms for under 2's and reviewing contracts for catering.

6.8. Although the Qtr2 forecast shows a deterioration, it has been driven by some specific tangible pressures and overall is a positive position when compared to the forecast at the same time last year when the service was forecasting a £7.5m overspend. This underlines the impact that re-balancing the Children's budget for 2019/20 has had coupled with a clear operational strategy.

6.9. The majority of the £1.6m agreed savings remain on track to be delivered. Broadly, where there is some slippage, the service have identified mitigations to cover most of the shortfall. The exception is with the SEND transport invest to save saving which is now rated as red as the procurement required to deliver it has yet to be approved by Cabinet and not all of this can be mitigated in year by the service.

PEOPLE : ADULTS & PUBLIC HEALTH **Overspend £3.8m**

6.10. Adults & Public Health is forecasting to spend £91.0m against an approved budget of £87.2m resulting in a projected overspend of £3.8m at Quarter 2 (£3.6m at Qtr1).

6.11. Care packages account for the majority of the forecast overspend - £3.1m overspend compared to £2.7m in Qtr1. The following outlines the adverse variance from budget in the different service areas relating to care packages:

Adults Placements £1.8m (£1.7m Qtr1)
Learning Disabilities Placements £0.3m (£0.6m Qtr1)
Mental Health Placements £1.0m (£0.4m Qtr1)

6.12. The increase in the adverse pressure of £0.4m from Quarter 1 is attributable to a combination of increased pressure in Older People & Physical Disabilities and seasonal fluctuations.

6.13. It should be noted that this demand pressure has been recognised as part of the financial planning process and additional funding has been built into the draft 2020/21 budget.

6.14. Analysis highlights that in Quarter 2 2019/20 the budget position for Adult Social Care (ASC) remains relatively stable and constant;
• The net costs for all service areas are reducing and trending downwards.
• Savings are being delivered across all major service areas which is negating the impact of growth pressures that we would expect to see throughout the year – if savings and efficiencies had not been made then we would have seen a more consistent increase in expenditure over the last 6 months.
• This would suggest that ASC has improved in management of demand and indicates that the service has reached a more stable position.

6.15. Osborne Grove Nursing Home is forecasting an overspend of £0.2m (0.15m Qtr1). Whilst additional funding of £0.3m was allocated to the service in this financial year, delays in consultation regarding the review of the staffing structure, have caused this forecast overspend. There has been a reduction in the amount of income as the client numbers have fallen and no new clients are being placed here. This pressure is currently being offset by an underspend of £0.2m in management costs.

6.16. Commissioning – the overspend remains at £0.4m as reported in Qtr1. The main drivers are staffing overspends in the brokerage team which are being addressed plus an on-going cost pressure arising from providing circular funding of rents to the voluntary community sector.

6.17. Public Health - the overspend remains at £0.3m as reported in Qtr1. This is as a result of overhead charges being higher than anticipated when this year's budget was set. However, we will endeavour to deliver in year mitigations to eliminate the current deficit position, which will be reported upon in subsequent budget monitor reports.

PLACE **Overspend £0.314m**

6.18 The Place priority is forecasting an overspend of £0.314m which is a significantly improved variance compared to the position at Qtr1, which stood at £1.36m. One reason is related to improvements within service spend forecasts, which are described in more detailed below (£0.300m); the other is due to moving the responsibility for delivering the saving in relation to decanting Alexandra house under Strategic Property, part of Economy (£0.800m).

6.19 There has been an improvement in the Commissioning & Client forecast which now shows £20k overspend (£260k Qtr1). The improvement has largely been realised from the allocation of central budget to cover employer pension cost increases, previously forecast as an overspend, coupled with holding vacancies. The underlying pressures reported in Qtr1 remain. These relate to the under achieved income on chargeable waste services: bulk refuse container £100k; green waste £200k; and bulky household waste £200k. These are being partly off-set by over achieved income from schools traded services as well as contractor and efficiency savings. What is the status of the review of green / bulky waste income??

6.20 Community Safely & Enforcement are reporting a reduction in overspend for Qtr2 £0.188m (£0.427m Qtr1). The main driver has been budget realignments including the allocation of budget to cover employer pension costs. The underlying pressures, reported in Qtr1, remain. These are staffing costs above budget in the CCTV team and underachievement of pest control and licensing income which are being partly offset by underspends elsewhere. The service continue to look for strategies to increase the income.

6.22 The majority of the 2019/20 agreed savings programme is on track. Three savings are rated Amber largely due to delays to the planned activity. At the moment the in year pressure is largely being mitigated and all savings should be delivering in full from April 2020.

ECONOMY **Overspend £0.669m**

6.23 Economy is reporting an overspend of £0.669m in Qtr 2 £0.016m in Qtr1. The single biggest change has been the transfer of responsibility for delivering the saving in relation to decanting Alexandra house under Strategic Property, part of Economy (£0.800m). The draft 2020/21 Budget and 2020-2025 MTFS report, also being discussed as part of this Cabinet agenda, proposes to write this saving off as undeliverable.

6.24 The service forecasts have shown an increased underspend of £81k in Quarter 2 (£16k Qtr1). This improvement is mainly attributable to an additional £127k backdated income arising from rent reviews undertaken by Strategic property. This is offset by a £50k projected spend in year on work to start refreshing the Local Plan.

6.25 The delivery of forecast planning income remains one of the biggest budget risks in this Priority as it is sensitive to external factors outside the Council's control, such as Brexit, market buoyancy and the national economic situation. This continues to be monitored closely.

6.26 All other agreed 19/20 savings are planned to deliver in full.

HOUSING (General Fund) **Underspend £0.117m**

6.27 The Housing General Fund budget forecast at Qtr 2 is an underspend of £0.117m, an improvement against the breakeven figure for Qtr1. £0.100m of this is due to income from licencing fees being used to cover costs of administering the Houses in Multiple Occupation (HMO) scheme. The other £0.017m underspend is against the supporting people budget.

6.28. Pressure remains in the temporary accommodation (TA) / homelessness services largely because savings that were projected in the Temporary Accommodation Reduction Plan have failed to materialise due to:

- Increases in demand overall due to the introduction of the Homelessness Reduction Act (HRAct)
- Increased pressures due to the need to urgently rehouse Broadwater Farm (BWF) tenants, which led to a significant but one off reduction in properties available to let to homeless households.
- The inability to deliver the projected savings from the conversion of existing nightly paid accommodation (NPA) into Assured Shorthold Tenancies (ASTs).
- The delay in setting up the Community Benefit Society (CBS), which has resulted in homes being acquired for TA not being let at Local Housing Allowance (LHA) levels, and so failing to realise the additional savings that would have arisen from this.
- The slower than hoped for scaling up of new lettings through the Capital Letters initiative.

6.29. These factors are lessening in their impact. The HRAct has now bedded in, although has resulted in an ongoing increase in workload for the Housing Demand service. The impact of the rehousing at BWF has mostly been dealt with, although there are still a number of households to be rehoused from the Northolt block. The CBS should be up and running shortly. Its first board meeting is scheduled in December.

6.29. The overspend increased to £2.8m in Qtr2 (£1.2m Qtr1) and the full sum is currently assumed to be covered by applying Flexible Housing Support Grant. It is hoped that the overspend figure will stabilise now in light of the points outlined in paragraph 6.29 above.

6.31. Recent announcements confirm that the Flexible Housing Support Grant will continue at 2019/20 levels for next year however, the service must continue to focus on implementing the planned initiatives to create an offer that can operate within the agreed budget.

HOUSING (HRA) **Underspend £0.390m**

6.32. The HRA budget is projecting an underspend of £0.390m at Qtr2 (£0.208m Qtr1) for the year ending March 2020. The HRA outturn summary is set out in Table 2 below.

Table 2 – HRA Budget Forecast (Quarter 2)

HRA Budget (2019/20)	2019/20 Revised Budget	Q2 Forecast Outturn	Q2 Forecast to Budget Variance	Q1 Forecast to Budget Variance	Movement from Q1 to Q2
	£'000	£'000	£'000	£'000	£'000
Managed Services Income	-98,533	-99,653	-1,120	-526	-594
Managed Services Expenditure	7,259	8,018	759	318	442
Retained Services Expenditure	74,913	74,883	-30	-1	-29
Surplus HRA Services (within retained)	16,361	16,361	-0	1	-1
Balance of HRA Account	0	-390	-390	-208	-182

6.33. The main driver for the increased underspend is from increased leaseholder service charge forecasts following the conclusion of the 2018/19 reconciliation of actuals to estimates. The previously reported underspends arising from better than anticipated HRA income due to improved voids rate and less than expected right to buy sales continues. The properties within Tangmere and Northolt blocks on the BWF estate are due to be demolished and thus not included in the rental income budgets.

YOUR COUNCIL **Overspend £0.46m**

6.34. Your Council is projecting an overspend of £463k at Quarter 2 against a total budget of £29.7m. This represents a favourable movement of £104k compared to Quarter 1. The core pressures flagged in Quarter 1 remain and are described below, with only minor movements in the projections over the last quarter.

6.35. **Corporate Finance £164k overspend** due to the continuing necessity to use, albeit a reduced number, of agency staff to fill vacancies in the Business Partnering Team given recruitment difficulties.

6.36. **Corporate Governance £101k overspend** in Electoral Services due to a salary budget deficit and the cost of printing and distributing UC1.EC6 forms for registration in relation to the European Parliamentary election. The draft 2020/21 Budget & 2020-2025 MTFS report, also on this Cabinet agenda, proposes to resolve this funding issue from April 2020.

6.37. **Corporate & Customer Services £244k overspend** as a result of staffing overspends and a shortfall in libraries income where only 25% of the in year saving target is now forecast to be achieved and is flagged as red.

6.38. **HR £232k overspend** due to the Schools traded income shortfall and defunct legacy Schools maternity insurance scheme**.** This is being addressed in the draft 2020/21 budget.

6.39. These pressures are being offset by a projected £343k saving within **Strategy & Communication),** an improvement of £101k on Qtr1 as a result of further staff savings from vacancies and additional income from advertising and events sponsorship.

6.40. The Directorates within Your Council continue to closely monitor staffing levels in an attempt to reduce the overspend in the second half of the year.

7. Dedicated Schools Grant (DSG) Overspend £5.1m

7.1 The DSG estimated overspend is primarily due to the expected on-going pressures in the High Needs Block (HNB). The expansion of age ranges for EHCP eligibility is still impacting budgets particularly as many 16+ placements are costly independent special schools. This is a national issue that is recognised by Central Government.

7.2 The deterioration between Qtr1 and Qtr2 (£3.3m) is driven by the recognition after further challenge that the planned £2.4m savings programme would not be able to deliver this financial year. The position has been further exacerbated by £0.755m of additional special school top up costs. In the context of the increased demand the service is reviewing its savings plan to see how costs can be reduced.

7.3 Based on the Quarter2 forecast, the 2019/20 closing position on the DSG balances will be a deficit of £7.3m. The pressures on the HNB is a national issue and is one of the more significant budget pressures facing the entire local government sector. Since the last report, there has been further communication between the DfE, MHCLG and the London Finance Advisory Committee about both the accounting treatment of these deficits but more important the responsibility for funding them. We currently await the response from DfE so at this time must continue to assume that it remains a local authority issue. This is a serious issue and presents a significant risk to the authority if not resolved at a national level, and pressure must continue to be placed on Government to confirm their position.

Table 3 – DSG Position Quarter 2

Blocks	Opening DSG at 01/04/19 £'000	Rebalancing btwn blocks agreed by Forum	Revised Block Balances	Qtr 2 Year End Forecast	Qtr 2 Forecast Closing DSG Balance	Qtr 1 Year End Forecast	Qtr 1 Forecast Closing DSG Balance	Movement in YE Forecast	Movement in Forecast Closing DSG Balance
Schools Block	(785)	785	0	0	0	0	0	0	0
Central Block	13	(13)	0	0	0	0	0	0	0
Early Years Block	(1,265)	1,265	0	(424)	(424)	(405)	(405)	(19)	(19)
High Needs Block	4,266	(2,037)	2,229	5,543	7,772	2,196	4,425	3,347	3,347
Total	**2,229**	**0**	**2,229**	**5,119**	**7,348**	**1,791**	**4,020**	**3,328**	**3,328**

8 MTFS Savings 2019/20 & 2020/21-2023/24

2019/20

8.1 The MTFS savings target for 2019/20 is £12.876m. As at Quarter 2 of the financial year, it is projected that £11.974m (92.9%) of the target will be achieved (Qtr1 91.9%).

8.2 The main pressure relates to the Alexandra House decant (£1m target) which aims to vacate floors in the building and let them to external tenants to generate an income. To date only £200k of the total has been achieved. The majority of this is being recommended for write off as no longer achievable in the draft 2020/21 Budget report. Table 4 below summarises the current savings position at priority level.

8.3 This is a more positive position than at the same time last year when only 38% was forecast as deliverable. Outside of the above saving, the forecast variance is slippage rather than non-delivery and Directors will continue to look for one-off mitigations to offset the in-year impact and to ensure that the balance remains on track.

Table 4 – Summary – 2019/20 MTFS Savings Delivery by Priority

Priority	2019/20 Savings Target	Period 6 Forecast	P6 Variance	Commentary on 2019-20 Savings
	£'000	£'000	£'000	
People : Childrens	1,602	1,602	0	
People : Adults	4,390	4,390	0	
Place	1,665	1,435	230	Savings will be delivered in 2020/21 & is part of ongoing works on the parking transformation programme.
Economy	1,660	910	750	Pressure against decanting Alex House.
Housing	1,190	1,190	0	
Your Council	2,369	2,054	315	£240k pressure on FOBO savings, & £75k pressure on achieving growth in libraries income.
TOTAL	**12,876**	**11,581**	**1,295**	

2021/22 – 2023/24

8.4 Agreed savings across this period total £16.8m following Cabinet approval in July to write off £740k against the 2020/21 FOBO programme total. These savings are also being monitored to mitigate the risk of any slippage or non-delivery. The current forecast is that more are being given a green status, on schedule to deliver the agreed objectives, outcomes and benefits. There are no red ragged savings, but some still remain amber ragged with only an intermediate level of confidence in delivery. This is generally because the detailed modelling and profiling has yet to be completed thus highlighting a risk either against delivery in full or according to the planned profile. The Qtr3 report will provide an update particularly on the 2020/21 delivery confidence.

8.5 Appendix 3 provides progress on 2019/20 savings delivery on a more detailed level.

9 Capital Expenditure Forecast at Quarter 2

9.1 The 2019/20 budget was revised by Cabinet in September 2019. Since then there have been further proposed adjustments which are reflected in the table below as the revised budget.

9.2 In addition, the government, through the public works loan board (PWLB), raised the interest rates that local authorities could borrow from it. This will have an adverse impact on the Council's finances beyond 2019/20. The effect of the rise in interest rates are contained within the MTFS report elsewhere on the agenda.

Table 5 – Capital Expenditure (Quarter 2)

Priority	2019/20 QTR. 1 Revised Budget £'000	2019/20 Budget Adjustment £'000	2019/20 QTR. 2 Revised Budget £'000	2019/20 QTR. 2 Forecast Outturn £'000	2019/20 Outturn vs Budget Variance £'000	Movement in Forecast Variance £'000
People (Children's)	18,404	0	18,404	13,441	(4,963)	(3,932)
People (Adults)	8,659	250	8,909	4,593	(4,316)	(987)
Place	28,164	(2,384)	25,780	24,534	(1,246)	(3,409)
Economy	71,746	(1,922)	69,825	41,324	(28,501)	13,277
Housing (GF)	51,174	(41,442)	9,732	4,886	(4,846)	(28,220)
Your Council	20,278	(290)	19,988	8,747	(11,240)	(9,895)
General Fund Total	**198,425**	**(45,788)**	**152,637**	**97,526**	**(55,111)**	**(33,167)**
Housing (HRA)	77,757	70,387	148,144	144,535	(3,609)	66,778
Total	**276,182**	**24,599**	**300,782**	**242,061**	**(58,721)**	**33,611**

9.3 At quarter 2, the capital programme is forecasting an under spend of £58.721m. The current actual spend is £32.9m, which is 13.6% of the forecast outturn. Services are projecting an outturn position as follows:

9.4 **People – Children's** is reporting an underspend of £4.963m, which is a reduction of £3.932m since Q1. The current spend is £2.3m which is 17.2% of the forecast outturn. There have been delays to the issuing of client briefs for projects which in turn has meant that the overall programme is delayed. There are no proposed budget changes for the Children's Service capital programme.

9.5 **People - Adults** the overall budget has increased with an allocation from the approved capital programme contingency of £0.25m. This is to fund works at the Waltheof to provide new day opportunities. The programme is projecting an underspend £4.316m, which is a reduction of £0.987m since Q1. The current spend is £0.793m, which is 18.4% of the forecast outturn. The main reason for the movement in the forecast outturn relates to the OGNH scheme which is being redesigned to account for the additional housing accommodation that is proposed to go on the site as part of the redevelopment.

9.6 **Place** - the overall budget has been reduced by £2.384m, primarily as a result of the amendments made by TfL to the amount of local implementation plan funding it is making available, a reduction of £2.102m. The budget is projecting an underspend of £1.246m after the reduction and re-profiling. The reduction in the outturn is composed of a number of movements in a range of budgets.

9.7 **Economy** the overall budget has been reduced by £1.922m. The Tottenham High Road Strategy has been subjected to a detailed review which has led to the need to re-profile £2.726m of budget into future years with the majority, £2.1m, being re-profiled into 2020/21. This has been offset by increases in LIP funding from TfL. The budget is projecting an underspend of £28.501m after re-profiling. The forecast outturn has improved when compared to Q1 by £13.227m. Most of the improvement relates to a revision to the forecast outturn for the Strategic Acquisitions budget of £13.324m. This forecast assumes that all the budget will be spent this financial year.

9.8 **Housing (GF)** the overall budget has been reduced £41.442m which reflects the change in accounting treatment for the temporary acquisition accommodation programme as reported to Cabinet in November 2019. The budget is projecting an underspend of £4.86m after re-profiling, which is a reduction of £28.220m. However, this reduction in the outturn is distorted due to the reduction in the budget of £41.224m as described above. After adjusting for this, the majority of the underspend relates to the Wholly Owned Company (WOC).

9.9 **Priority 5 (HRA)** the overall budget has increased by £70.387m. The budget is projecting a minor underspend of £3.6m after re-profiling and the budget additions agreed by Council. The achievement of the outturn will be dependent upon several significant acquisitions and the letting of a number of construction contracts.

9.10 **Your Council** the overall budget has reduced by £0.290m which relates to the allocation from the contingency to the new day opportunities budget (£0.25m) and a transfer from the contingency to the parking plan budget (£0.040m). The budget is projecting an underspend of £11.240m, which is a reduction of £8.895m. The major changes relate to the Corporate ICT budget (£2.637m), and the Hornsey Library refurbishment project (£1m). There has been a delay in the discharge of planning conditions for the library which has prevented the appointed contractor from starting on site. However, the conditions have been satisfied and the contractor is now on site. A review of the type of expenditure being incurred by the FOBO programme indicates that £1.5m relates to physical assets/IT systems and as such are properly accounted for in the capital programme. Accordingly, a virement of £1m from the approved capital programme contingency to the FOBO programme is required. The balance of

expenditure on the FOBO programme will be met from the use of flexible capital receipts.

Capital Receipts

9.11 There has been no change to the level of capital receipts being generated since Q1.

10 Contributions to Strategic Outcomes

10.1 Adherence to strong and effective financial management will enable the Council to deliver it's stated objectives and priorities.

11 Statutory Officers Comments

Finance

11.1 This is a report of the Director of Finance and therefore all finance implications have been highlighted in the body of the report.

Strategic Procurement:

11.2 Strategic Procurement notes the contents of this report and will continue to work with services to enable cost reductions.

Legal

11.3 The Assistant Director of Corporate Governance has been consulted on this report.

11.4 Section 28 of the Local Government Act 2003 imposes a statutory duty on the Council to monitor during the financial year its expenditure and income against the budget calculations. If the monitoring establishes that the budgetary situation has deteriorated, the Council must take such action as it considers necessary to deal with the situation. This could include, as set out in the report, action to reduce spending in the rest of the year.

11.5 The Council must act reasonably and in accordance with its statutory duties and responsibilities when taking the necessary action to reduce the overspend.

11.6 The Cabinet is responsible for approving virements in excess of certain limits as laid down in the Financial Regulations at Part 4 Section I, and within the Executive's functions at Part 3 Section C, of the Constitution.

Equalities

11.7 The Council has a public sector equality duty under the Equalities Act (2010) to have due regard to:

- Eliminate discrimination, harassment and victimisation and any other conduct prohibited under the Act;
- Advance equality of opportunity between people who share those protected characteristics and people who do not;
- Foster good relations between people who share those characteristics and people who do not.

The three parts of the duty apply to the following protected characteristics: age, disability, gender reassignment, pregnancy/maternity, race, religion/faith, sex and sexual orientation. Marriage and civil partnership status apply to the first part of the duty.

11.8 The report provides an update on the Council's financial position for Quarter 2 and details the required budget changes needed to respond to the changing financial scenario and the delivery of the MTFS. The report highlight both the context and planned mitigations to address current budget overspends.

11.9 With a challenging financial environment and increasing demand for services, it is becoming more difficult to mitigate against negative equality impacts. Ensuring a fair and equal borough is a priority for the Council and this is reflected in the objectives and performance targets set out in the 2019-23 Borough Plan.

11.10 With this in mind, and given the impact on services of savings targets, all agreed MTFS savings (2019/20) were subject to equality impact assessments as part of the report to Full Council in February 2019 The Council continues to assess the equalities impact of budget changes and the associated mitigating actions.

11.11 Any new initiatives or planned mitigating actions that may have an impact beyond that identified within the MTFS impact assessment process should be subject to new equality impact assessments.

12 Use of Appendices

Appendix 1 – Directorate Level Forecast
Appendix 2 – HRA Forecast
Appendix 3 – MTFS Savings Delivery
Appendix 4 – Capital Programme Level Forecast
Appendix 5 – Virements
Appendix 6 – Debt Write-Off

13 Local Government (Access to Information) Act 1985

13.1 For access to the background papers or any further information, please contact Frances Palopoli – Head of Corporate Financial Strategy & Monitoring extn 3896

Directorate Level Forecast Q2 (P6) **Appendix 1**

PRIORITY	2019/20 Revised Budget	Q2 (P6) Outturn Forecast	Q2 (P6) Forecast to Budget Variance	Q1 Forecast to Budget Variance	Movement in Variance from Q1 to Q2
PEOPLE : CHILDREN'S	**67,165,336**	**67,321,760**	**156,424**	**-246,221**	**402,645**
PEO_CY_CH.PR Childrens	55,012,602	55,423,993	411,391	-120,768	532,159
PEO_CY_COM.PR Children's Commissioning	3,245,450	3,159,029	-86,421	-9,730	-76,691
PEO_CY_PH.PR Children's Public Health	5,911,070	5,911,070	0	0	0
PEO_CY_SL.PR Schools & Learning	2,996,214	2,827,667	-168,547	-115,723	-52,824
PEOPLE : ADULTS	**87,238,846**	**91,003,231**	**3,764,385**	**3,577,429**	**186,956**
PEO_AS_ASC.PR Adults Social Care	71,459,676	74,518,416	3,058,740	2,848,737	210,003
PEO_AS_COM.PR Adults Commissioning	4,636,320	5,016,992	380,672	432,240	-51,568
PEO_AS_PH.PR Adults Public Health	11,142,850	11,467,823	324,973	296,452	28,521
PLACE	**31,221,882**	**31,535,569**	**313,687**	**1,362,700**	**-1,049,013**
PLA_COM.PR Environment & Neighbourhood	28,540,732	29,028,989	488,257	1,436,380	-948,123
PLA_COMSIN.PR Commissioning (Culture Museum & Archives)	731,150	556,580	-174,570	-73,680	-100,890
PLA_CFO.PR Chief Finance Officer (Alexandra Palace)	1,950,000	1,950,000	0	0	0
ECONOMY	**5,538,620**	**6,207,155**	**668,535**	**-16,188**	**684,723**
ECO_PRD.PR Housing Regeneration & Planning	240,945	240,945	0	0	0
ECO_HSEGWT.PR Housing	245,040	245,040	0	0	0
ECO_PLAN.PR Planning Building Standards	2,544,955	2,594,955	50,000	0	50,000
ECO_PCP.PR Property & Capital Projects	-1,913,580	-1,291,205	622,375	-29,638	652,013
ECO_REGEN.PR Regeneration & Economic	4,421,260	4,417,420	-3,840	13,450	-17,290
HOUSING	**20,305,676**	**20,188,810**	**-116,866**	**0**	**-116,866**
AH03.PR Housing Demand	9,885,303	12,737,708	2,852,405	1,203,412	1,648,993
AH05.PR Housing Commissioned Services	519,556	-2,332,849	-2,852,405	-1,203,412	-1,648,993
HOU_COMSIN.PR Commissioning	8,742,494	8,725,628	-16,866	0	-16,866
HOU_DEN.PR Environment & Neighbourhood	1,158,323	1,058,323	-100,000	0	-100,000
YOUR COUNCIL	**29,711,640**	**30,174,780**	**463,140**	**567,450**	**-104,310**
COU_CFO.PR Chief Finance Officer	15,685,655	15,849,988	164,333	142,304	22,029
COU_CG.PR Corporate Governance	2,491,590	2,592,090	100,500	123,000	-22,500
COU_CCS.PR Corporate & Customer Services	10,163,863	10,408,214	244,351	204,916	39,435
COU_CE.PR Chief Executive	289,690	272,900	-16,790	-16,484	-306
COU_SCO.PR Strategy & Communication	261,645	-81,488	-343,133	-242,096	-101,037
COU_HR.PR Human Resources	67,926	300,202	232,276	285,963	-53,687
COU_IT.PR IT Digital Services	287,123	287,123	0	0	0
COU_TR.PR Transformation & Resources	650,908	734,442	83,534	70,391	13,143
COU_SP.PR Strategic Procurement	-186,760	-188,692	-1,932	-544	-1,388
PRIORITY TOTAL	**241,182,000**	**246,431,304**	**5,249,304**	**5,245,170**	**4,134**

Appendix 2

HRA BUDGET 2019/20	2019/20 Revised Budget	Q2 2019/20 Actual Spend	Q2 2019/20 Forecast	Q2 2019/20 Forecast Variance	Q1 2019/20 Forecast Variance	Variance Movement Q2 v Q1
UE0721 Managed Services Income	£000's	£000's	£000's	£000's	£000's	£000's
H39001 Rent - Dwellings	-79,091	-39,649	-79,336	-245	(203)	-42
H39101 Rent - Garages	-740	-412	-849	-109	(102)	-7
H39102 Rent - Commercial	-738	-565	-738	0		0
H39201 Income - Heating	-294	-299	-601	-307	(232)	-75
H39202 Income - Light and Power	-1,098	-539	-1,077	21	17	4
H39301 Service Charge Income - Leasehold	-6,842	-7,504	-7,504	-662	(136)	-526
H39401 ServChgInc SuppHousg	-1,495	-746	-1,494	1	()	1
H39402 Service Charge Income - Concierge	-1,668	-774	-1,541	126	97	30
H39405 Grounds Maintenance	-2,525	-1,240	-2,476	48	42	6
H39406 Caretaking	-1,874	-884	-1,794	79	70	10
H39407 Street Sweeping	-2,187	-1,132	-2,260	-74	(77)	4
H40404 Bad Debt Provision - Leaseholders	18	0	18	0		0
UE0721 Managed Services Income TOTAL	(98,533)	(53,744)	(99,653)	(1,120)	(526)	(595)
UE0722 Managed Services Expenditure	£000's	£000's	£000's	£000's	£000's	£000's
H31300 Housing Management WG	23	7	23	0		0
H32300 Housing Management NT	28	25	28	0		0
H33300 Housing Management Hornsey	0	10	0	0		0
H33400 TA Hostels	246	89	246	0		0
H34300 Housing Management ST	9	24	9	0		0
H35300 Housing Management BWF	11	0	11	0		0
H36300 Rent Accounts	0	4	0	0		0
H36400 Accountancy	0	11	0	0		0
H37210 Under Occupation	167	35	167	0	(34)	34
H39002 Rent - Hostels	-1,967	-912	-1,826	141	112	29
H39404 Service Charge Income - Hostels	-332	-159	-319	13	8	5
H40001 Repairs - Central Recharges	2	-16	0	-2		-2
H40004 Responsive Repairs - Hostels	378	50	681	303	(86)	389
H40101 Water Rates Payable	0	16	16	16		16
H40104 HousMgmntRechg Central	107	123	123	16		16
H40111 Other RentCollection	135	33	120	-15		-15
H40201 Management Special - BWF	0	-6	0	0		0
H40202 Management Special - Nth Tott	0	-30	0	0		0
H40203 Management Special - Sth Tott	0	-25	0	0		0
H40204 Management Special - Wood Grn	0	-25	0	0		0
H40205 Management Special - Hornsey	0	-19	0	0		0
H40206 HousMgmntRechg Energ	731	352	731	0		0
H40208 Special Services Cleaning	2,789	34	2,789	0		0
H40209 Special Services Ground Maint	1,838	103	1,838	0		0
H40212 HRA Pest Control	290	97	290	0		0
H40213 Estate Controlled Parking	116	7	85	-30		-30
H40303 Supporting People Payments	1,816	906	1,816	0		0
H40401 Bad Debt Provision - Dwellings	656	0	656	0		0
H40406 Bad Debt Provisions - Hostels	68	-31	68	0		0
H40801 HRA- Council Tax	150	111	467	317	317	0
UE0722 Managed Services Expenditure TOTAL	7,259	812	8,018	760	318	442
UE0731 Retained Services Expenditure	£000's	£000's	£000's	£000's	£000's	£000's
H38002 Anti Social Behaviour Service	778	0	778	0	0	0
H39601 Interest Receivable	-296	0	-296	0	0	0
H40112 Corporate democratic Core	586	557	557	-30	0	-30
H40301 Leasehold Payments	-139	1	-139	0	0	0
H40305 Landlords Insurance - Tenanted	318	0	318	0	0	0
H40306 Landlords - NNDR	135	0	135	0	0	0
H40308 Landlords Insurance - Leasehold	1,530	0	1,530	0	0	0
H40501 Capital Financing Costs	11,872	0	11,872	0	0	0
H40601 Depreciation - Dwellings	15,506	0	15,506	0	0	0
H40805 ALMO HRA Management Fee	40,482	0	40,482	0	0	0
H49000 Housing Revenue Account	16,361	0	16,361	0	0	0
H60002 GF to HRA Recharges	2,973	0	2,973	0	0	0
H60003 Estate Renewal	0	50	0	0	0	0
H60004 HIERS/ Regeneration Team	884	0	884	0	0	0
S14400 Supported Housing Central	284	86	284	0	0	0
UE0731 Retained Services Expenditure TOTAL	91,274	694	91,244	(30)		(30)
Balance of HRA Account		(52,238)	(390)	(390)	(208)	(182)

MTFS Savings Tracker			**Appendix 3**			Green	Saving met in full and on time	
Priority: Children's						Amber	Saving will slip but in year mitigation identified	
Period: 06 (Q2)						Red	Saving fully/partially unachievable - no mitigation	

MTFS Savings Ref	Saving proposal	Description	2019/20 £'000s	2019/20 Projected Full Year Savings £'000s	2019/20 Savings (surplus)/ shortfall £'000s	RAG Status (Delivery of 2019/20 Saving)	Comment on Status
PC1	Reduce the number of agency staff	Reduce the the number of agency staff through delivering an effective recruitment and retention strategy.	196			Green	
PC2	Reduce operational costs	Reduce operational costs through streamlining management and staffing and improving efficiency in teams	69			Green	
			248		3	Green	
			30			Green	
PC3	Reduce the costs of placements	Reduce the costs of placements through an effective inhouse foster carer recruitment and retention strategy and through effective brokerage and negotiation of placements	90		15	Amber	Delayed approval of Invest to Save project has had an impact on this saving. Mitigating savings to be identified
		Timely adaptation of properties for children with disabilities	175		46	Amber	Fewer suitable cases so far this year. Mitigating savings to be identified.
		Commission a range of supported housing services for young care leavers	136			Green	
		Commission respite care following the agreed closure of Haslemere	145			Green	
		Enhance the brokerage teams to improve negotiation of packages and management of direct payments	75			Amber	Further work required to evidence savings delivery.
		Ensure that children with Special Education Needs and Disabilities placed in out-of-borough schools are receiving independent travel training to encourage independence where appropriate	125		65	Red	Delayed approval of Invest to Save project. Savings will be delivered on a reprofiled timescale.
PC4	Safeguarding and Social Care and Early intervention and preventing demand	Prevent demand and costs through an effective prevention and intervention approach that means children and families are supported to avoid the care system and that where children are in care (particularly young adolescents) they are supported to return home safely wherever possible.	290			Green	
PC5	Increase income generation	Increase income through delivering services to schools and work with partners to ensure fair contributions to services for children.	23			Green	
Total: People (Childrens)			**1,602**	**0**	**129**		

MTFS Savings Tracker			**Appendix 3**		**Green**	Saving met in full and on time
Priority: Adults					**Amber**	Saving will slip but in year mitigation identified
Month 6 - Quarter2					Red	Saving fully/partially unachievable - no mitigation
MTFS Savings Ref	**Saving proposal**	**Description**	**2019/20 £'000s**	**2019/20 Projected Full Year Savings £'000s**	**RAG Status (Delivery of 2019/20 Saving)**	**Comments**
People (Adults)						
B2.7	Haringey Learning Disability Partnership	The Haringey Learning Disability Partnership, working jointly with Children's Services and with key partners such as the Clinical Commissioning Group and the London Borough of Islington, will implement a coherent strategy that aims to bring Haringey's demand and spending on adults with learning disabilities in line with our statistical neighbours and limit growth in spending in line with population growth.	1,200	788	**Amber**	Savings are being delivered although delays have occurred. Mitigations are in place to meet the shortfall in projected full year savings.
B2.8	Mental Health	Working with our delivery partner, Barnet, Enfield & Haringey Mental Health Trust, the Clinical Commissioning Group and our communities to strengthen the prevention and 'enablement' pathways for mental health and to ensure the support we provide minimises the long-run dependency of adults with mental health issues. For those whose needs require a social care intervention, we will develop the market and look at new commissioning arrangements to improve value for money as well as promoting choice and control for the service user.	450	390	**Amber**	Savings are being delivered although delays have occurred. Mitigations are in place to meet the shortfall in projected full year savings.
MTFS Savings Ref	**Saving proposal**	**Description**	**2019/20 £'000s**	**2019/20 Projected Full Year Savings £'000s**	**RAG Status (Delivery of 2019/20 Saving)**	
People (Adults)						
B2.9	Adults OP / PS / SS	Working with the CCG, acute providers and primary care to extend independence, choice and control to those with physical support needs and further strengthen the pathways that prevent, reduce and delay the need for social care.	920	920	**Green**	Bulk of savings have already been delivered. Projected to exceed target which will help to mitigate other areas.
PA1	Charging for Managed Accounts	Introduce an administration fee for setting up and maintenance of care packages for Appointeeships and Self Funders. the fee would be comparable to existing charges levied for Deputyship clients.	120	60	**Amber**	Awaiting cabinet decision in P9 before savings can commence.
PA2	Fast tracking financial assessments	Speed up the process of financial assessment so that charging starts as soon after the start of services as possible. The saving lies largely in reducing levels of debt and the costs of recovering overpayments rather than any additional costs to the user of this approach.	140	200	**Green**	Projected to exceed target.

MTFS Savings Tracker			**Appendix 3**			
Priority: Adults						
Month 6 - Quarter2						
MTFS Savings Ref	**Saving proposal**	**Description**	**2019/20 £'000s**	**2019/20 Projected Full Year Savings £'000s**	**RAG Status (Delivery of 2019/20 Saving)**	
People (Adults)						
PA3	Capitalisation of CAS	Capitalise the majority of the operating and equipment costs of the Community Alarms Service. Because installation of a CAS solution can be considered the provision or adaptation of fixed assets for the benefit of our residents, there is scope for capitalisation of associated spending within financial regulations	177	177	**Green**	Savings on target.
PA4	Housing Related support	Fund housing advice and support currently provided from Adult Social Care budgets through the Flexible Homelessness Support Grant whilst we transform these services and create longer term, more sustainable funding routes over the next 3 years.	600	400	**Amber**	Savings being delivered but there is a shortfall.
PA5	In-House Negotiator	Expand in house Care Negotiator capacity to work with providerson reducing the cost of care packages in relation to overcharging against service user needs.	116	141	**Green**	Projected to exceed target.
PA6	Transfer of High Cost Day Opps	Lease three ex-day centre premises to a local provider to support 15-20 service users at reduced cost, and closer to their existing support networks.				
MTFS Savings Ref	**Saving proposal**	**Description**	**2019/20 £'000s**	**2019/20 Projected Full Year Savings £'000s**	**RAG Status (Delivery of 2019/20 Saving)**	
People (Adults)						
PA7	Public Health (Sexual Health)	Realise savings based on efficiencies already achieved in the provision of open access sexual health services	267	267	**Green**	Savings on target.
PA8	Investment of drug and alcohol savings in preventative services for adults and families, targeting health inequalities	Retendering of the three core substance misuse adult contracts has created savings, available from January 2019. Use these savings for investment in areas to improve health and wellbeing, with a split between cashable savings and investments in preventative services that reduce health inequalities	400	400	**Green**	Savings on target.
Total: People (Adults)			**4,390**	**3,743**		

MTFS Savings Tracker

Priority: Place

Period: 06 (Q2)

Appendix 3

Green	Saving met in full and on time
Amber	Saving will slip but in year mitigation identified
Red	Saving fully/partially unachievable - no mitigation

MTFS Savings Ref	Cabinet Decision Date	Saving proposal	Description	2019/20 £'000s	2019/20 Projected Full Year Savings £'000s	2019/20 Savings (surplus)/ shortfall £'000s	RAG Status (Delivery of 2019/20 Saving)	Comment on Delivery RAG Status	Proposed action plan to mitigate shortfall	Value of Mitigation £'000s	Net impact on 2019/20 Budget Monitoring £'000s
Place											
PL1	12-Feb-19	Additional HMO Licensing Scheme for HMO	Extend the current Additional Licensing scheme for HMOs not governed by Mandatory Licensing and introduce a Selective Licensing scheme to 20% of its geographical area for all other private sector dwellings covered by the Housing Act 2004. All licensing schemes are intended to address the impact of poor quality housing, rogue landlords and anti-social tenants.								
PL2	12-Feb-19	Review and Extension of CPZ coverage	The proposal is an accelerated programme this year to 'catch up', which will allow us to deliver to residents and Member expectations, make appropriate provision for running costs , dealing with current budget gaps , while generating a surplus to be treated as new savings.	500	500	0	Green	Ongoing works - CPZ coverage scheduling is part of the Parking Transformation Programme	The additional income is being achieved through new CPZs but not enough at present to also compensate for compliance levels in existing CPZs.		0
PL3	12-Feb-19	Waste, CS & Enforcement: Efficiency Savings on Veolia Contract	Efficiency savings secured in recent contract negotiations with Veolia. Will be delivered with no impact on services or performance.	100	100	0	Green	Achieved through contract delivery			0
PL4	12-Feb-19	Increase in Moving Traffic Enforcement	The parking and traffic enforcement service enforces moving traffic contraventions at a number of locations. Moving traffic enforcement is undertaken by CCTV camera. Capital investment £40k - Infrastructure measures	260	130	130	Amber	Implemented as part of the Parking Transformation Programme - data analysis is being undertaken	New sites are achieving projected savings, but delivered later than anticipated hence part year effect only. However compliance levels are high with a reduction in overall CCTV income levels.		130
PL5	12-Feb-19	Healthmatic Toilets	Savings accruing from removal of two automated WCs (already agreed and achieved)	30	30	0	Green	Delivered			0
PL6	12-Feb-19	Extending parking enforcement	This is an invest to save bid. The parking on-street, off street and CCTV enforcement operations are run in-house. Additional staffing , including management is required. This will increase enforcement capacity , and associated income which will cover staffing costs and mitigate some of the current income deficit.	350	250	100	Amber	Ongoing works - Extending parking enforcement scheduling is part of the Parking Transformation Programme	While recruitment is an issue, those savings are being achieved.		100
PL7	12-Feb-19	Litter Enforcement	The proposal is to consider the option for an in-house service provision based on a pilot with an external contractor, Kingdom, from November 2016 to September 2017. An in-house litter enforcement provision would enable the Council to retain 100% of all Fixed Penalty Notice (FPN) income received.								
PL8	12-Feb-19	Soft FM Efficiency	Re-commissioning of soft FM services and services delivered through Amey contract (e.g. efficiencies in postage & franking, front of house, security).	25	25	0	Green	Achieved through contract delivery			0
PL9	12-Feb-19	Leisure centre concessions	Reduce the number of people eligible for concessionary rates at Fusion Leisure Centres.								
PL10	12-Feb-19	London Construction Programme Revenue	Over-achieved income from subscriptions to the new Dynamic Purchasing System for the London Construction Company, managed by Haringey's Procurement service.	200	200	0	Amber	Income generated throught the LCP/DPS increase in subscriptions. Achived through mitigation			0
PL11	12-Feb-19	Flexible Police Resourcing	The proposal is to not extend the current contract for Flexible Police Resourcing beyond March 2019. The funding for the team enables the tasking of police officers along with the wider partnership i.e. trading standards, CCTV, ASB enforcement to hotspots in the borough. The service also uses the team to deal with Travellers and to support partnership enforcement activities.	200	200	0	Green	Achieved - Funding agreement ceased March 2019			0
PL12	12-Feb-19	Waste Service Programme	Review of all waste and street cleansing services to identify potential savings								
PL13	12-Feb-19	Parking Transformation Programme	Parking Transformation Programme to deliver significant improvements to this service over the coming three years. Includes a CPZ rollout programme taking the borough to 100% coverage, and extending parking permit charging models to tackle emissions from Diesel vehicles								
Total: Place				**1,665**	**1,435**	**230**				**0**	**230**

MTFS Savings Tracker						Green	Saving met in full and on time		**Appendix 3**		
Priority: Economy						Amber	Saving will slip but in year mitigation identified				
Period: 06 (Q2)						Red	Saving fully/partially unachievable - no mitigation				

MTFS Savings Ref	Cabinet Decision Date	Saving proposal	Description	2019/20 £'000s	2019/20 Projected Full Year Savings £'000s	2019/20 Savings (surplus)/ shortfall £'000s	RAG Status (Delivery of 2019/20 Saving)	Comment on Delivery RAG Status	Proposed action plan to mitigate shortfall	Value of Mitigation £'000s	Net impact on 2019/20 Budget Monitoring £'000s
EC1	12-Feb-19	Carbon Management	Saving £60k from the Carbon Management Service's base budget, replacing this with an income of the same amount from Planning Service. The Carbon Management Service will increase its support to the Planning Service through advice and technical specification on planning applications and issues related to carbon reduction, energy and sustainability.	60	60	0	Green	Savings are met and on track			0
EC2	12-Feb-19	Reduction in consultancy budget	Saving £75k from central budget typically allocated to cover large contracts and project delivery requirements. As some Tottenham Regeneration activities shift from a focus on initial strategies and feasibility work to delivery stage, there is increasing scope to explore funding these types of contracts from other sources, including but not limited to capitalisation of costs, utilising both internal and external funding sources.	75	75	0	Green	Savings are achieved			0
EC3	12-Feb-19	Deletion of senior post	The Strategic Director of Regeneration, Planning & Development was re-designated as Director of Housing, Regeneration and Planning, and along with this, it was proposed to delete the Director of Regeneration post.	225	225	0	Amber	There is a risk of a £100k overspend in RPD41 this financial year. This is because a full-year savings of £160k was taken as part of a proposal (which was not submitted by Regen) to delete a senior post; however, the relevant officer remained in post for the first quarter of the year, and there is therefore £47k of unbudgeted costs incurred thus far.	Currently assumed that this will have to be met from within RPD4 revenue		0
EC4	12-Feb-19	Tackling uncrystallised debt	This proposal comprises an opportunity to achieve new income potential by starting a process of tackling the uncrystallised debt in the commercial portfolio	50	50	0	Green	Savings are aachieved			0
EC7	12-Feb-19	Strategic Property Services	This proposal comprises a number of activities to drive out efficiencies in the service, including; better management of Hornsey Town Hall,	500	500	0	Green	This is well on course to be achieved, however we are working closely with legal to ensure lease renewals are completed on a timely basis	Working closely with Legal to ensure further renewals and reviewed are completed as planned		0
A6.8	13-Feb-18	Alexandra House Decant	The proposal is to vacate 5 floors of Alexandra House in 2017 and the remaining floors in the following twelve months. Realisation of savings will depend on renegotiation of rent as we vacate the building or our ability to sub-let those floors we do vacate. Hence, the cost/benefit model assumes savings appearing in 2018/19 and 2019/20.	750	0	750	Red	Alex House Decant remains mostly unachieved. The total saving is £1m (£250k assumed in 18/19). Current agreed subletting will bring in £200k, leaving a net pressure of £800k against the total saving. Efforts to generate tenants for Alex House continue.			750
				1,660	**910**	**750**					**750**

MTFS Savings Tracker

Priority: Housing

Period: 06 (Q2)

Appendix 3

Green	Saving met in full and on time
Amber	Saving will slip but in year mitigation identified
Red	Saving fully/partially unachievable - no mitigation

MTFS Savings Ref	Cabinet Decision Date	Saving proposal	Description	2019/20 £'000s	2019/20 Projected Full Year Savings £'000s	2019/20 Savings (surplus)/ shortfall £'000s	RAG Status (Delivery of 2019/20 Saving)	Comment on Delivery RAG Status
B5.1	13-Feb-18	Housing	Additional savings in 19/20 by recommissioning community based homelessness prevention work.	120	120	0	Green	
HO1	12-Feb-19	Temporary accommodation reduction plan	Reduce TA costs, as detailed in the TA Reduction Plan. Proposals include initiatives to prevent homelessness, improve economic position of those in TA, and help support those in TA to move on. Revenue costs covered by the Flexible Homelessness Support Grant. Plan also includes proposals to increase supply of low cost TA through new purchase, repair and management joint venture partnership, and capital investment in new Community Benefit Society. Please note that due to the additional costs incurred due to unforeseen works at BWF, it may not be possible to meet the projected savings.	920	920	0	Green	The saving has already been taken from the budget, and although it was to be funded by transferring to cheaper accommodation it will now be offset by additional FHSG.
EC6	12-Feb-19	Explore opportunities to capitalise development team costs	Proposal to charge salaries of staff within housing development and enabling team to the Housing Revenue Account, as their work is now focused on bringing forward sites for direct housing development. Approximately 40% of salaries are currently funded by the HRA, and it's proposed to increase this to 100%.	150	150	0	Green	This saving has already been taken from the budget and has been funded by charging council housing project managers to the HRA.
				1,190	**1,190**	**0**		

MTFS Savings Tracker — Appendix 3

Priority: Your Council

Period: 06 (Q2)

Red	Saving fully/partially unachievable
Amber	Saving achievable but full/partial slippage required
Green	Saving met in full and on time

MTFS Savings Ref	Cabinet Decision Date	Saving proposal	Description	2019/20 £'000s	2019/20 Projected Full Year Savings £'000s	2019/20 Savings (surplus)/ shortfall £'000s	RAG Status (Delivery of 2019/20 Saving)	Comment on Delivery RAG Status	Value of Mitigation £'000s	Net impact on 2019/20 Budget Monitoring £'000s
Your Council (incl Council-Wide)										
A6.3/A6.4	13-Feb-18	FOBO - SSC and Customer Services	A series of individual service improvement / efficiency opportunities within SSC and Customer Services.	1,500	1260	240	Amber	The reduction in the in-year saving is mainly due to the acceptance that staff cannot or will not be released by 01-10-19 due to their required notice periods following consultation (most staff are on 3 months' notice) or anticipated delays in fully implementing and measuring the impact of changed processes/technology etc. before releasing staff.	0	240
A6.1	13-Feb-18	Legal Services	Reduction in staffing and other related expenditure - dependent on a reduction in demand for Legal Services in particular in Adult Services, Children Services, Regeneration and Property	150	150	0	Green	The staffing restructure was implemented on time. The additional income is on track to meet the increased income target.		0
YC1	12-Feb-19	Out of home advertising income generation	The proposal is to recommission the street furnishing advertising contract. Moving to digital display to ensure communication messages can be updated quickly, and to remove printing costs.	129	129	0	Green			0
YC2	12-Feb-19	Remove ward budgets	Remove existing provision for Ward Budgets to fund community projects	190	190	0	Green			0
YC3	12-Feb-19	Growing Libraries Income	To grow the level of income from libraries estate as part of a developing libraries strategy.	100	25	75	Red	The planned commercialisation revenue stream from advertising (£40k) will now come on stream in 2020/21. Increased income from public printing is on target but other potential income growth is unlikely to be realised this year.	0	75
		Reduction in SAP Costs	Identify contractual savings in licensing, support and hosting	300	189	111	Amber	SAP licence moved from SAP to Support Revolution saving £189k. The remainder of the saving will be met when the Council moves to a new hosted contract from April 20 (Approved at October Cabinet).	111	0
Total: Your Council				**2,369**	**1,943**	**426**			**111**	**315**

APPENDIX 4:

Priority	Scheme Ref	Scheme Description	2019/20 Original Budget (£'000)	2018/19 Capital Slippage (£'000)	Budget Adjustments (£'000)	2019/20 Revised Budget after Adjustments (£'000)	2020/21 Budget (£'000)	2021/22 Budget (£'000)	2022/23 Budget (£'000)	2023/24 Budget (£'000)	Total (£'000)
People - Children's	101	Primary Sch - repairs & maintenance	1,030	767	0	**1,797**	1,000	1,000	1,000	1,000	**5,797**
People - Children's	102	Primary Sch - mod & enhance (Inc SEN)	5,970	4,408	0	**10,378**	4,800	5,355	1,525	1,480	**23,538**
People - Children's	103	Primary Sch - new places	162	203	0	**365**	39	0	0	0	**404**
People - Children's	104	Early years	93	19	0	**112**	93	0	0	0	**206**
People - Children's	109	Youth Services	14	110	0	**124**	0	0	0	0	**124**
People - Children's	110	Devolved Sch Capital	531	0	(18)	**513**	531	531	531	531	**2,637**
People - Children's	114	Secondary Sch - mod & enhance (Inc SEN)	3,552	200	0	**3,752**	4,200	750	110	0	**8,812**
People - Children's	115	Secondary Estate Mixed Development - Fortismere Secondary School	400	0	0	**400**	10,050	10,050	5,400	10,000	**35,900**
People - Children's	117	Children Safeguarding & Social Care	0	170	0	**170**	0	0	0	0	**170**
People - Children's	118	Special Educational Needs Fund (New Provision Fund)	0	10	213	**223**	0	0	0	0	**223**
People - Children's	199	P1 Other (inc Con't & Social care)	0	571	0	**571**	0	0	0	0	**571**
		People - Children's	**11,752**	**6,457**	**195**	**18,404**	**20,713**	**17,686**	**8,566**	**13,011**	**78,380**

APPENDIX 4:

Priority	Scheme Ref	Scheme Description	2019/20 Original Budget (£'000)	2018/19 Capital Slippage (£'000)	Budget Adjustments (£'000)	2019/20 Revised Budget after Adjustments (£'000)	2020/21 Budget (£'000)	2021/22 Budget (£'000)	2022/23 Budget (£'000)	2023/24 Budget (£'000)	Total (£'000)
People - Adults	201	Aids, Adap's & Assistive Tech -Home Owners (DFG)	2,193	0	168	**2,361**	2,193	2,193	2,193	2,193	**11,133**
People - Adults	207	New Day Opp's Offer	0	27	250	**277**	0	0	0	0	**277**
People - Adults	208	Supported Living Schemes	1,500	745	(304)	**1,941**	1,500	1,500	1,500	0	**6,441**
People - Adults	209	Assistive Technology	500	620	0	**1,120**	500	500	500	0	**2,620**
People - Adults	211	Community Alarm Service	177	0	0	**177**	177	177	177	177	**885**
People - Adults	212	Linden House Assisted Living Development	0	756	420	**1,176**	0	0	0	0	**1,176**
People - Adults	213	Canning Crescent Assisted Living	500	342	0	**842**	4,200	1,750	250	0	**7,042**
People - Adults	214	Osborne Grove Nursing Home	500	156	0	**656**	1,500	6,000	2,250	500	**10,906**
People - Adults	215	Hornsey Town Hall Supported Living	250	0	(250)	**0**	1,750	0	0	0	**1,750**
People - Adults	216	Homelessness Hub	100	259	0	**359**	0	0	0	0	**359**
		People - Adults	**5,720**	**2,905**	**284**	**8,909**	**11,820**	**12,120**	**6,870**	**2,870**	**42,589**

APPENDIX 4:

Priority	Scheme Ref	Scheme Description	2019/20 Original Budget (£'000)	2018/19 Capital Slippage (£'000)	Budget Adjustments (£'000)	2019/20 Revised Budget after Adjustments (£'000)	2020/21 Budget (£'000)	2021/22 Budget (£'000)	2022/23 Budget (£'000)	2023/24 Budget (£'000)	Total (£'000)
Place	301	Street Lighting	1,300	(29)	0	**1,271**	1,300	1,300	1,300	1,300	**6,471**
Place	302	Borough Roads	4,189	(8)	0	**4,181**	3,689	3,689	3,689	3,689	**18,937**
Place	303	Structures(Highways)	394	1,180	(800)	**774**	800	0	0	0	**1,574**
Place	304	Flood Water Management	590	48	0	**638**	620	650	680	710	**3,298**
Place	305	Borough Parking Plan	322	310	518	**1,150**	0	0	0	0	**1,150**
Place	307	CCTV	2,109	(2)	0	**2,107**	0	830	1,000	200	**4,137**
Place	309	Local Implementation Plan(LIP)	2,500	717	934	**4,151**	2,500	2,500	2,500	2,500	**14,151**
Place	310	Developer S106/S278	750	264	0	**1,014**	750	750	750	750	**4,014**
Place	311	Parks Asset Management	300	(74)	282	**508**	300	300	300	300	**1,708**
Place	313	Active Life in Parks:	230	170	(150)	**250**	230	230	230	230	**1,170**
Place	314	Parkland Walk Bridges	1,000	1,258	(1,200)	**1,058**	2,200	0	0	0	**3,258**
Place	316	Asset Management of Council Buildings	4,326	1,218	(116)	**5,428**	1,991	651	331	381	**8,782**
Place	317	Down Lane MUGA	0	415	0	**415**	0	0	0	0	**415**
Place	319	Bull Lane MUGA	2,520	0	(2,520)	**0**	1,080	2,520	0	0	**3,600**
Place	320	LCP - Dynamic Purchasing System	0	157	0	**157**	0	0	0	0	**157**
Place	321	MOPAC - Crime & Disorder Reduction	0	121	90	**211**	0	0	0	0	**211**
Place	322	Finsbury Park Over 8 Play Space	600	566	100	**1,266**	600	600	600	600	**3,666**
Place	323	Parking Strategy	1,000	0	200	**1,200**	321	0	0	0	**1,522**
Place	325	Parks Vehicles	720	0	(720)	**0**	720	0	0	0	**720**
		Place	**22,850**	**6,311**	**(3,381)**	**25,780**	**17,101**	**14,020**	**11,380**	**10,660**	**78,941**

APPENDIX 4:

Priority	Scheme Ref	Scheme Description	2019/20 Original Budget (£'000)	2018/19 Capital Slippage (£'000)	Budget Adjustments (£'000)	2019/20 Revised Budget after Adjustments (£'000)	2020/21 Budget (£'000)	2021/22 Budget (£'000)	2022/23 Budget (£'000)	2023/24 Budget (£'000)	Total (£'000)
Economy	401	Tottenham Hale Green Space	0	5,625	(3,289)	**2,336**	9,235	900	2,680	600	**15,751**
Economy	402	Tottenham Hale Streets	14,007	10,357	(19,527)	**4,837**	27,495	5,097	1,363	450	**39,241**
Economy	406	Opportunity Investment Fund	0	1,093	0	**1,093**	0	0	0	0	**1,093**
Economy	407	Growth on the High Road	0	(32)	32	**0**	0	0	0	0	**0**
Economy	411	Tott High Rd & Bruce Grove stn	150	419	(569)	**0**	569	0	0	0	**569**
Economy	415	North Tott Heritage Initiative	0	826	0	**826**	0	0	0	0	**826**
Economy	418	Heritage building improvements	0	2,500	0	**2,500**	0	0	0	0	**2,500**
Economy	421	HRW business acquisition	54,580	2,564	(45,500)	**11,644**	15,521	61,170	12,770	32,830	**133,935**
Economy	427	White Hart Lane Public Realm (LIP)	500	1,058	(782)	**776**	0	0	0	0	**776**
Economy	429	Site Acq (Tott & Wood Green)	10,000	3,235	0	**13,235**	8,867	0	0	0	**22,102**
Economy	430	Wards Corner CPO	5,000	5,000	(10,000)	**0**	6,500	3,500	0	0	**10,000**
Economy	434	Wood Green Regeneration	100	163	0	**263**	0	0	0	0	**263**
Economy	435	Wood Green Station Road	120	(88)	0	**32**	0	0	0	0	**32**
Economy	438	Vacant possession Civic Centre (Woodside House Refurbishment)	72	347	0	**419**	0	0	0	0	**419**
Economy	444	Marsh Lane	821	163	0	**984**	9,323	4,700	266	0	**15,273**
Economy	447	Alexandra Palace -maintenance	470	0	0	**470**	470	470	470	470	**2,350**
Economy	450	Winkfield Road (Maya Angelou Contact Centre)	0	63	0	**63**	0	0	0	0	**63**
Economy	452	Low Carbon Zones	15	174	118	**307**	0	0	0	0	**307**
Economy	464	Bruce Castle	1,000	119	(900)	**219**	1,400	4,000	6,000	8,500	**20,119**

Priority	Scheme Ref	Scheme Description	2019/20 Original Budget (£'000)	2018/19 Capital Slippage (£'000)	Budget Adjustments (£'000)	2019/20 Revised Budget after Adjustments (£'000)	2020/21 Budget (£'000)	2021/22 Budget (£'000)	2022/23 Budget (£'000)	2023/24 Budget (£'000)	Total (£'000)
Economy	465	District Energy Network (DEN)	800	1,096	(1,460)	**436**	1,460	1,500	6,500	3,500	**13,396**
Economy	468	Keston Road (Community Centre Reprovision)	0	0	75	**75**	0	0	0	0	**75**
Economy	470	Wood Green HQ, Library & Customer Service Centre	950	0	(540)	**410**	2,940	6,000	8,400	10,000	**27,750**
Economy	471	Tailoring Academy Project	0	241	0	**241**	0	0	0	0	**241**
Economy	472	JLAC Match Fund	1,750	0	(1,250)	**500**	500	0	0	0	**1,000**
Economy	473	THRS - ETHR Bruce Grove Public Convenience Scheme	0	0	110	**110**	0	0	0	0	**110**
Economy	474	Tottenham High Road Strategy	1,638	800	(2,438)	**0**	5,402	3,980	2,318	1,027	**12,727**
Economy	475	Tottenham Green Public Realm Scheme Phase 2	0	979	(866)	**113**	156	866	0	0	**1,135**
Economy	477	Strategic Regeneration Initiatives	3,000	2,000	0	**5,000**	3,000	0	0	0	**8,000**
Economy	478	Wood Green Good Growth Fund	0	73	0	**73**	0	0	0	0	**73**
Economy	479	54 Muswell Hill Health Centre	0	1,100	(1,000)	**100**	1,000	0	0	0	**1,100**
Economy	480	Wood Green Regen (2)	500	0	(133)	**367**	7,262	5,901	12,141	13,610	**39,280**
Economy	481	Strategic Investment Pot	2,997	0	(2,047)	**950**	1,400	2,650	0	0	**5,000**
Economy	482	Strategic Property	19,640	0	0	**19,640**	680	1,273	254	3	**21,850**
Economy	483	Production Valley Fund (SIP)	0	0	800	**800**	0	0	0	0	**800**
Economy	484	THRS - ETHR 551B & Morrison Yard	0	0	210	**210**	0	0	0	0	**210**
Economy	485	THRS - ETHR The Trumpery	0	0	80	**80**	0	0	0	0	**80**
Economy	486	THRS - ETHR PitHR	0	0	50	**50**	0	0	0	0	**50**
Economy	487	THRS - Enterprising Tottenham High Road (ETHR) (PM Cost)	0	0	100	**100**	0	0	0	0	**100**
Economy	488	THRS - LSS - Page Green Common	0	0	460	**460**	0	0	0	0	**460**
Economy	492	THRS - LSS - PM and Monitoring	0	0	50	**50**	0	0	0	0	**50**
Economy	496	THRS - BGY - PM and Monitoring	0	0	30	**30**	0	0	0	0	**30**
Economy	4992	THRS - Heart of Tottenham (HOT) PM & Monitoring	0	0	25	**25**	0	0	0	0	**25**
		Economy	**118,110**	**39,875**	**(88,161)**	**69,825**	**103,180**	**102,006**	**53,161**	**70,990**	**399,161**

APPENDIX 4:

Priority	Scheme Ref	Scheme Description	2019/20 Original Budget (£'000)	2018/19 Capital Slippage (£'000)	Budget Adjustments (£'000)	2019/20 Revised Budget after Adjustments (£'000)	2020/21 Budget (£'000)	2021/22 Budget (£'000)	2022/23 Budget (£'000)	2023/24 Budget (£'000)	Total (£'000)
Housing (GF)	505	TA Solutions	0	0	0	**0**	0	0	0	0	**0**
Housing (GF)	506	TA Property Acquisitions Scheme	0	2,416	(2,416)	**0**	0	0	0	0	**0**
Housing (GF)	509	CPO - Empty Homes	650	400	0	**1,050**	1,000	1,000	1,000	1,000	**5,050**
Housing (GF)	510	Temporary Accommodation Acquisition Programme	25,000	14,027	(39,027)	**0**	0	0	0	0	**0**
Housing (GF)	512	Wholly Owned Company	5,000	0	0	**5,000**	8,000	8,000	8,000	8,000	**37,000**
Housing (GF)	513	54 Muswell Hill Flats	712	0	0	**712**	0	0	0	0	**712**
Housing (GF)	514	Notting Hill Housing Group (4 Ashley Road)	2,970	0	0	**2,970**	0	0	0	0	**2,970**
		Housing (GF)	**34,332**	**16,842**	**(41,442)**	**9,732**	**9,000**	**9,000**	**9,000**	**9,000**	**45,732**
Housing (HRA)		Existing Stock Investment (Haringey Standard)	52,293	17,202	(6,683)	**62,812**	63,215	57,663	58,816	59,992	**302,498**
Housing (HRA)		New Homes Build Programme	1,890	6,373	(1,261)	**7,002**	16,569	180,590	27,714	26,036	**257,911**
Housing (HRA)		New Homes Acquisitions	0	0	20,731	**20,731**	39,473	126,962	149,784	104,812	**441,762**
Housing (HRA)		Existing Homes Acquisition	0	0	57,600	**57,600**					**57,600**
		Housing (HRA)	**54,183**	**23,575**	**70,387**	**148,145**	**119,257**	**365,215**	**236,314**	**190,840**	**1,059,771**

APPENDIX 4:

Priority	Scheme Ref	Scheme Description	2019/20 Original Budget (£'000)	2018/19 Capital Slippage (£'000)	Budget Adjustments (£'000)	2019/20 Revised Budget after Adjustments (£'000)	2020/21 Budget (£'000)	2021/22 Budget (£'000)	2022/23 Budget (£'000)	2023/24 Budget (£'000)	Total (£'000)
Your Council	601	Business Imp Programme	0	155	0	**155**	0	0	0	0	**155**
Your Council	602	Corporate IT Board	0	3,546	0	**3,546**	0	0	0	0	**3,546**
Your Council	603	ICT Shared Service - Set up / Seed Money	0	1,684	0	**1,684**	0	0	0	0	**1,684**
Your Council	604	Continuous Improvement	950	2,381	(81)	**3,250**	950	950	950	950	**7,050**
Your Council	605	Customer Services (Digital Transformation)	0	965	0	**965**	0	0	0	0	**965**
Your Council	606	Hornsey Library Refurbishment	1,882	844	0	**2,726**	0	0	0	0	**2,726**
Your Council	607	Financial Management System Replacement	0	0	0	**0**	350	2,000	650	0	**3,000**
Your Council	621	Libraries IT and buildings upgrade	1,056	386	0	**1,442**	25	85	0	0	**1,552**
Your Council	622	FOBO Programme	500	0	1,000	**1,500**	500	500	0	0	**2,500**
Your Council	639	New Ways of Working	252	0	0	**252**	255	255	0	0	**762**
Your Council	698	Responsiveness Fund	2,000	2,000	(2,000)	**2,000**	0	0	0	0	**2,000**
Your Council	699	P6 - Approved Capital Programme Contingency	1,500	1	766	**2,267**	0	0	0	0	**2,268**
Your Council	640	Accommodation Move	0	0	200	**200**	0	0	0	0	**200**
		Your Council	**8,140**	**11,963**	**(115)**	**19,988**	**2,080**	**3,790**	**1,600**	**950**	**28,408**
		TOTAL GENERAL FUND ACCOUNT	**200,904**	**84,354**	**(132,621)**	**152,637**	**163,895**	**158,622**	**90,577**	**107,481**	**673,212**
		TOTAL HRA ACCOUNT	**54,183**	**23,575**	**70,387**	**148,145**	**119,257**	**365,215**	**236,314**	**190,840**	**1,059,771**
		OVERALL TOTAL	**255,087**	**107,929**	**(62,234)**	**300,782**	**283,152**	**523,837**	**326,891**	**298,321**	**1,732,983**

Virements for Cabinet Approval **Appendix 5**

Transfers from Reserves & Contingencies (2019/20) - for noting

Period	Priority	Service/AD Area	Rev/ Cap	In year	Next year	Reason for budget changes	Description
7	Your Council	Human Resources	Revenue	500,000		Transfer from Reserves	Drawdown from Transformation Reserve to fund HR to fund the HR Workforce and Reward transformation teams.

Virements for Approval (2019/20)

Period	Priority	Service/AD Area	Rev/ Cap	In year	Next year	Reason for budget changes	Description
6	All	Council-wide	Revenue	1,600,000	1,600,000	Budget Allocation	Allocation of 19/20 budget for increased employer pension contributions to service staffing budgets.
6	Housing	Housing	Revenue	1,215,000	1,215,000	Budget Realignment	Realignment of budgets to accommodate the Guaranteed Rent Scheme and Assured Secured Tenancies agreement.
7	People	Adults	Revenue	475,000		Budget Realignment	Realignment of Adults Care Improvement budgets to reflect service needs.
7	Place	Highways	Revenue	2,920,218	2,920,218	Budget Realignment	Staffing budget realignment in-line with agreed restructure of Highways Service.
7	People	Commissioning	Revenue	38,997,382		Budget Realignment	Realignment of SEN budgets to reflect updated July DSG allocations.
8	People	Childrens	Revenue	3,180,016		Budget Realignment	Realignment of early years budgets to reflect updated July DSG allocations.
8	People	Childrens	Revenue	1,101,000		Budget Realignment	Realignment of Youth Justice budgets to address service needs.
8	Your Council	Finance	Revenue	5,329,033	5,329,033	Budget Realignment	Realignment of NNDR, Council Tax and Grant income budgets to new account codes that better reflect the income stream being received.
8	People	Childrens	Revenue	1,006,580		Budget Realignment	Realignment of Early Help budgets to address service needs.
8	People	Childrens	Revenue	1,295,907		Budget Realignment	Realignment of DSG funded SEN budgets to address service needs.
8	Economy	Regeneration	Revenue	2,602,700		Budget Realignment	Realignment of staffing, project delivery and grant income and expenditure budgets in line with agreed restructure of Regeneration.

		Total 2019/20		**60,222,836**	**11,064,251**		

Appendix 6

Write off Summary report Quarter 1&2

All Council debt is considered recoverable, the Corporate Debt Recovery Team will make every necessary effort to collect charges due to the Council. However, there are some circumstances when it is appropriate to write off a debt, once all forms of recovery action have been exhausted.

Council Debt is written off in line with the instructions set out within the Financial Regulations, following Court instruction or in accordance with the Limitations Act 1980.

The quarterly summarised report is for information purposes only, the debts that have been written off for the Financial Period 1 April 2019 – 30 September 2019 relate to delinquent accounts, where all forms of recovery action have now been fully exhausted. The charges that have been written off, have been adequately provided for via Bad Debt Provision.

Quarter 1 & 2 Write Off, Financial Period 1 April 2019 - 30 September 2019									
Service	Council Tax	NNDR	HBOP	HRA Rent	Leaseholder	Commercial Rent	Sundry Debt	Parking	Total
Under £25000	£501,409.57	£0.00	£0.00	£164,153.44	£0.00	£0.00	£0.00	£0.00	£665,563.01
Volume	566	0	0	117	0	0	0	0	683
Over £25000	£0.00	£364,769.20	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£364,769.20
Volume	0	7	0	0	0	0	0	0	7
Total Value	£501,409.57	£364,769.20	£0.00	£164,153.44	£0.00	£0.00	£0.00	£0.00	£1,030,332.21
Total Volume	566	7	0	117	0	0	0	0	690
2018/19 Qrt1&2	Council Tax	NNDR	HBOP	HRA Rent	Leaseholder	Commercial Rent	Sundry Debt	Parking	Total
Value	£194,381.00	£331,237.51	£0.00	£66,743.39	£0.00	£0.00	£0.00	£0.00	£592,361.90
Volume	247	75	0	306	0	0	0	0	628

Quarter 1 & 2 Summary: -

The Write off for this period relates to Council Tax, Business Rates and Housing Revenue Account Rent arrears.

The **£501K** Council Tax write off for 'Quarter 1&2 combined' has followed the trend from the previous financial year 2018 - 2019. Approximately **56%** of the Council Tax Write off submitted for this financial year '2019 – 2020' relates to '*absconded charge payers*', with the second largest group (**33%**) being '*Insolvency*'.

Haringey Council, much like our neighbouring authorities has a large proportion of our population living in rental accommodation. Approximately **57%** of Haringey residents rent their homes from either Haringey Council/ Housing Associations or Private sector Landlords.

The transient population within Haringey Council represents a challenge to the Council Tax service, in terms of tracking down residents who have previously been residing within the Borough on short term leases and have now moved within the UK, or in some cases abroad.

The **33%** Council Tax 'Insolvency' write off, relates to debtors who have been made bankrupt, set up an IVA 'Individual Voluntary Arrangement, or have actioned a DRO 'Debt Relief Order.

IVA and DRO's have grown in popularity over the past 4/5 years as a method for debtors to amalgamate all their '*qualifying*' debts into a manageable monthly arrangement, paying back approximately **20 pence** in the pound to all their creditors. Whilst the Council can refuse requests for IVA's, it does need to be the majority Creditor in order for the refusal to be accepted, which is not always the case.

Haringey Council are actively encouraging customers to not go down the IVA route. As part of the Councils commitment to 'ethical debt collection' the Corporate Debt Team are promoting alternative payment solutions, that will not only prevent our constituents from falling into a cycle of debt, but also protect their ability to obtain Credit, therefore improving their Health and Wellbeing.

There are **£364K** of Business Rates write offs, actioned after the Corporate Debt team had completed extensive recovery action, unfortunately the Companies in question have all gone into liquidation. With no available assets to chase through the insolvency process, this left the council with no other option.

The **£164K** Housing Revenue Account write offs relates to Statue barred/Deceased cases and unlawful occupation. An extensive report has been supplied by Homes for Haringey confirming actions taken, prior to the debt being written off by the Director of Finance.

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Report for: Cabinet 10 December 2019

Title: **2020-21 Budget and 2020-2025 Medium Term Financial Strategy**

Report authorised by : Jon Warlow, Director of Finance

Lead Officer: Frances Palopoli, Head of Corporate Financial Strategy & Monitoring

Ward(s) affected: All

Report for Key/ Non Key Decision: Key

1. Describe the issue under consideration

1.1 This report sets out details of the draft Budget for 2020/21 and MTFS to 2024/25, including budget reductions, growth and capital proposals. This includes details of provisional funding for 2020/21 and, where available, the remainder of the planning period and highlights areas of risk. The report recommends that budget proposals are released for public consultation and Scrutiny consideration.

1.2 The report has been prepared after taking into consideration the estimated revenue funding from all available sources together with estimated expenditure requirements. It seeks to address pressures and opportunities identified as part of the in year budget monitoring process. The proposed budget plans are aligned to the agreed Borough Plan 2019-2023 in order that the available resources are directed at supporting delivery of the agreed priorities. The budgetary impact of other significant Council strategies have also been taken into account.

1.3 The Borough plan priorities are:

- **Housing** - a safe, stable and affordable home for everyone, whatever their circumstances
- **People** - our vision is a Haringey where strong families, strong networks and strong communities nurture all residents to live well and achieve their potential
- **Place** - a place with strong, resilient and connected communities where people can lead active and healthy lives in an environment that is safe, clean and green

- **Economy** - a growing economy which provides opportunities for all our residents and supports our businesses to thrive
- **Your Council** - the way the council works

1.4 The 2020/21 Budget and MTFS 2020-25 will continue to be refined between now and mid-February when the final plans will be presented to Cabinet for consideration before presenting to Full Council on 24 February 2020 for ratification. This will include the implications of the final local government funding figures and the Cabinet's response to consultation.

1.5 The draft General Fund Budget 2020/21 presently has a budget gap of £0.6m (this compares to the £7.5m & £6.5m gaps at this same point when preparing the budgets for 2018/19 & 2019/20 respectively); this gap will be addressed in the February Report. An important part of the authority's improved financial position has been the positive impact of last year's budget strategy, when significant additional investment was made into Adults and Children's services (around £7m each). It should be noted that the draft 2020/21 budget strategy does not depend on contributions from reserves in order to balance.

1.6 With regard to Government Grant funding, the Haringey 2020/21 increase in Settlement Funding Assessment (SFA, namely Revenue Support Grant, Retained and Top up Business Rates) mirrors the national position of 1.7%, which the Government states is in line with CPI inflation. However, this of course comes after nine years of reductions in grant funding and is against the background of rising demand for services, particularly Adults, Children's and Housing Services. To an extent Government has recognised the pressures on Social Care by announcing an additional £1bn nationally, which is expected to increase the amount of Social Care Grant receivable to £7m for next year. It is not as yet known whether this will be continued at this level for the years beyond 2020/21. Given the consequences to local authorities, however it has been assumed to continue in our MTFS forecast for year 2 and onwards. Clearly, should this not be so, it would have major ramifications to our future financial and service planning.

1.7 The Spending Round 2019 announcement in September confirmed that local authorities could increase their Council Tax up to 1.99% without referendum and also allowed for an additional 2% ASC precept to be raised. This draft budget proposes that both of these increases be adopted by Haringey.

1.8 The total proposed new General Fund budget reductions for 2020/21 are £6.8m, considerably lower than the £13.2m that were forecast to be necessary last February. Because of the Council's approach to live budgeting, the decisions it made in July and its active use of Invest to Save, the further proposals necessary at this stage come to £5.5m. When added to the reductions already agreed for 2020/21 (£7.4m), the total reductions to be delivered are £14.3m.

1.9 Despite the financial pressure on the Council, it continues to look to respond where it can to the most pressing demands upon it. This year's budget includes additional funding for the extension of the London Living Wage and increase in its capacity to make full use of the apprenticeship opportunities. It also proposes to continue to fund the budget priorities identified in last year's budget.

1.10 The report also sets out substantial proposed additions to the current General Fund Capital Programme, which include: schools conditions work; Adults supported living and nursing home schemes; modernised street lighting; civic buildings; street and greenspace improvements; property acquisitions to expand existing businesses or attract new businesses; an ambitious development to deliver a community focussed housing and mixed-use scheme, and improving access to our libraries.

1.11 The indicative Dedicated Schools Budget (DSB) funding, which is ring fenced for the delivery of education services, is also outlined. This includes the implications of the on-going budget pressure on the High Needs Block (HNB) from legislative changes to service provision responsibilities introduced in the 2014 Children and Families Act. The report recognises that this is, to an extent, addressed by the increase in High Needs DSG grant announced for 2020/21 and onwards, but the council still has a difficult legacy position to be addressed in the form of an overdrawn DSG reserve.

1.12 The report includes the draft Housing Revenue Account (HRA) revenue budget and HRA Capital programme, incorporating the work to date on updating the HRA Business Plan. This is a complex plan and Members should be aware that further changes are anticipated before the final budget package is presented in February, though this will not affect the rent proposals for 2020/21 included here.

1.13 The developments most likely to impact on the 2020/21 Budget plans presented in this report before February are:

- funding changes in the final Local Government Finance settlement
- the outcome of public consultation, equalities impact assessments and any recommendations from Overview and Scrutiny committee
- further refinement of the HRA business plan and consequent changes to the capital programme

2. Cabinet Member Introduction

2.1 The proposals set out in this report contain our initial five-year Medium-Term Financial Strategy (MTFS) for 2020-2025 that will provide a financial plan, best as we can, during this unprecedented period of uncertainty for Local Authority budgeting. This report still has a budget gap of £0.6m for 2020/21 and work will continue over the next two months to identify solutions to bridge this and in order for a legal, balanced budget to be presented to Cabinet in February 2020.

2.2 The budget monitoring reports I have presented this year highlight the progress that has been made on stabilising budgets and confirms that the action we took in setting the 2019/20 Budget was appropriate. Whilst we are still forecasting an in year overspend at Quarter Two, the future impact of the main underlying pressures have been addressed as part of the 2020/21 Budget now proposed. We have also taken advantage of making Live budgeting decisions in year such as the approval of a suite of invest to save proposals in Children's services which are now well underway and will contribute to better outcomes for our young people and their families.

2.3 Last year's budget put in place additional funding for a number of priorities. the Council Tax Reduction Scheme (CTRS) was extended to a maximum of 100% for our least well-off families with children. This came into effect on 1st April 2019 and is proposed here to be continued for 2020/21.

2.4 The 2019/20 Budget also provided ongoing investment into a school meal pilot and a youth services programme, a large portion of which has been used to fund the Summer Holiday Programme which offered more than 150 activities with 19,602 young people taking part.

2.5 While resources continue to be limited, this Draft Budget proposes the introduction from April 2020 of London Living Wage (LLW) rates for Council contracted Homecare staff and also those working in Extra Care Sheltered Housing; additionally, an uplift has been applied to Social Care Direct Payments to individuals in line with LLW rates.

2.6 An additional sum has also been built in to provide ongoing extra capacity to increase apprenticeship numbers within the Council and across other organisations within the Borough.

2.7 The £0.6m gap currently forecast for 2020/21 is a much-improved position to that presented a year ago when we still had £6.5m gap to resolve (£7.5m in 17/18). I believe that we are in a stronger position as a result of the significant work put into the last budget process to write off unachievable savings targets, improved savings delivery and aligning our resources more effectively to reflect the real pressures and growth felt in our two People services. We must also recognise the impact that the additional funding included in the Spending Round 2019 announcement has had, particularly on next year's Budget.

2.8 It becomes ever harder to find solutions to balance our budget while seeking to manage the impact on those with the greatest need of our support. This is why you will see that the new budget reductions proposed in this report focus as much as possible on delivering efficiencies and service re-design or increasing income instead of service cuts.

2.9 The capital strategy recognises the role that local investment has in changing our locality and the lives of our residents. The new proposals included within this report provide a wealth of examples including:

Two decentralised energy networks are proposed which look to provide sustainable energy, contribute to the Carbon reduction targets and tackle fuel poverty;
An enhanced borough wide strategic acquisition budget will enable us to proactively acquire sites which can influence and support delivery particularly of housing and regeneration priorities;
Investment in our Community First programme which, along with our partners including the NHS, will help provide a true early intervention and prevention service and reduce the risk of debt and housing issues escalating and improve wellbeing outcomes for those most at risk.

2.10 In Summary, I believe that the draft Budget proposed here for the General Fund and HRA has been built on solid ground and directs our resources to make the greatest difference to our residents, businesses and other organisations operating in and with Haringey and move us closer to delivering the Borough Plan outcomes. I am confident that between now and February, we will bridge the remaining General Fund gap.

3. Recommendations

3.1 It is recommended that Cabinet:

a) Note the initial General Fund revenue and capital budget proposals and financial planning assumptions set out in this report and note that they will be refined and updated after the final Local Government Finance Settlement is received in January 2020 and also to incorporate further budget changes as required;
b) Note the Draft General Fund 2020/21 Budget and MTFS (2020/21 to 2024/25) detailed in this report and Appendix 1;
c) Note the Draft budget reduction proposals summarised in Section 8 and Appendix 2;
d) Note the Draft General Fund Capital Programme for 2020/21 to 2024/25 as set out in Appendix 4;
e) Note the Draft Housing Revenue Account (HRA) revenue and Capital Programme proposals and HRA business plan as set out in section 9;
f) Note the 2020/21 Draft Dedicated Schools Budget (DSB) and update on the DSG reserve position set out in section 10;
g) Note that the detailed proposals will be submitted to Overview and Scrutiny Committee / Panels in December 2019 and January 2020 for scrutiny and comments;
h) Agree to commence consultation with residents, businesses, partners, staff and other groups on the 2020/21 Budget and MTFS.
i) Note that an updated budget 2020/21 Budget and MTFS (2020/21 – 2024/25) will be put to Cabinet on 11th February 2020 to be recommended for approval to the Full Council meeting taking place on 24th February 2020.

4. Reasons for decision

4.1 The Council has a statutory requirement to set a balanced budget for 2020/21 and this report forms a key part of the budget setting process by setting out the forecast funding and expenditure for that year. Additionally, in order to ensure the Council's finances for the medium term are maintained on a sound basis, this report also sets out the funding and expenditure assumptions for the following four years in the form of a Medium Term Financial Strategy.

5. Alternative options considered

5.1 The Cabinet must consider how to deliver a balanced 2020/21 Budget and sustainable MTFS over the five-year period 2020/25, to be reviewed and ultimately adopted at the meeting of Full Council on 24th February 2020.

5.2 Clearly there are options available to achieve a balanced budget and the Council has developed the proposals contained in this report for determining levels of both income and service provision in this report. These take account of the Council's priorities, the extent of the estimated funding shortfall and the Council's overall financial position.

5.3 These proposals are subject to consultation both externally and through the Overview & Scrutiny process and the outcomes of these will inform the final budget proposals.

6. General Fund Revenue Funding Assumptions

6.1 The Council has access to five main sources of funding:

- Business Rates
- Grants
- Council Tax
- Fees & Charges
- Use of Reserves

The first two are largely driven by the outcome of Spending Rounds and the Local Government Finance settlement.

The following paragraphs provide an update on the Spending Round 2019 (SR19), the Local Government Finance Settlement and then sets out the assumptions made in this draft 2020/21 Budget & MTFS 2020-2025 about each of the five funding streams.

SR19 and Local Government Finance Settlement 2020/21

6.2 A one-year Spending Round for 2020/21 was announced in September 2019. This replaced the expected 3 year Spending Round and allied Fair Funding Review & Review of the Local Business Rates Retention scheme. These are

all now expected to take place next year and lead to a multi-year Spending Round covering the period 2021-2024.

6.3 The announcement provided details regarding Revenue Support Grant (RSG) and other grant funding allocations covering the next financial year. Nationally, the amounts will increase by the September 2019 CPI Figure (1.7%). Although not shown in the table below, it should also be noted that national funding figures have reduced every year since 2010, this being the first increase since then.

Table 6.1 – National Grant Figures – England (inc. assumed Business Rates)

England Totals				
	2017/18 £m	**2018/19 £m**	**2019/20 £m**	**2020/21 £m**
Total SFA	**16,632**	**15,574**	**14,560**	**14,822**
Percentage Change	(10.6%)	(6.4%)	(6.5%)	1.7%
Plus Additional Funding				
S31 Grant (2% cap in NDR)	175	275	400	408
New Homes Bonus (RSG)	1252	948	918	900
Transition Grant	150	-	-	-
Improved Better Care Fund	1115	1499	1837	2077
Rural Services Delivery Grant	65	81	81	81
Levy Account Refund	-	180	0	0
Winter pressures Grant	-	240	240	0
Social Care Support Grant	-	-	410	1410
Adult Social Care Support Grant	241	150	-	-
Total Funding	**19,630**	**18,946**	**18,445**	**19,698**
Percentage Change	(4.2%)	(3.5%)	(2.6%)	6.8%

6.4 Settlement Funding Assessment (SFA) comprises the council's Revenue Support Grant for the year, its retained business rates and top up business rates uprated year on year in line with inflation.

6.5 With regard to Government Grant funding, the Haringey 2020/21 increase in Settlement Funding Assessment (SFA – Revenue Support Grant, Retained and Top up Business Rates) mirrors the national position of 1.7%, which the Government states is in line with CPI inflation. However, this of course comes after nine years of reductions in grant funding and is against the background of rising demand for services, particularly Adults, Children's and Housing Services. To an extent Government has recognised the pressures on Social Care by announcing an additional £1bn nationally, which is expected to increase the amount of Social Care Grant receivable to £7m for next year. It is not as yet known whether this will be continued at this level for the years beyond 2020/21 but given the ramifications to local authorities if this was not to be so, it has been assumed to do so in our MTFS forecast for year 2 and onwards. Clearly, should this not be so, it would have major ramifications to our future financial and service planning.

6.6 The equivalent funding assumptions for Haringey are shown at table 6.2. Based on these draft figures Government funding support to Haringey via SFA will increase by 5.7% in 2020/21.

Table 6.2 – Haringey Grant Forecast (inc. Business Rates)

Haringey Forecast	2017/18 £m	2018/19 £m	2019/20 £m	2020/21 £m
Settlement Funding Assessment	115.2	109.1	102.3	104.0
Percentage Change	-	(5.3%)	(6.2%)	1.7%
Plus Additional Funding				
S31 Grant (2% cap in NDR)	1.2	1.8	2.6	2.7
Improved Better Care Fund	5.4	7.1	8.4	9.5
New Homes Bonus - Local Forecast	5.7	2.7	2.5	2.5
2017-18 ASC Support Grant	1.2	0.7	-	-
Winter Pressure Grant	-	1.1	1.1	-
Social Care Grant	-	-	2.0	7.0
Haringey Corporate Grants	**128.7**	**122.5**	**118.9**	**125.7**
Percentage Change	(4.0%)	(4.7%)	(3.0%)	5.7%

6.7 The difference between the National 6.8% increase and the 5.7% increase forecast for Haringey is caused by the distribution methodology used to allocate the total funding figures between authorities.

6.8 The following were also announced:

- The Fair Funding Review, reform of Business Rates system and full Business Rates reset will be deferred to 2021/22.
- Only the 100% Business Rates Pilot areas will continue in 2020-21; all other pilots will cease.
- Nationally, Core Spending Power is forecast to rise from £46.2 billion to £49.1 billion in 2020-21 (the majority of this increase is from an increase to Council Tax revenue through tax rate and tax base increases);
- An additional £700m for High Needs funding for schools and colleges;
- A real-terms increase in the Public Health Grant (CPI plus 1%); and
- The NHS contribution to the Better Care Fund will increase in line with the planned additional investment in the NHS (3.4%).

Core Spending Power (CSP)

6.9 Core Spending Power describes the expected available revenue to fund expenditure. From 2016/17 onwards CSP is defined as the sum of the Settlement Funding Assessment (comprising NNDR Baseline Funding Level and Revenue Support Grant), estimated Council Tax income, additional

Council Tax income from the Adult Social Care flexibility, Better Care Fund, and the New Homes Bonus.

6.10 The overall headline referred to in the Spending Round document and by the Chancellor is that "additional resources available to local government" will increase by more than £3.5 billion. This includes an increase in existing funding streams and some new funding announcements. Elements of the CSP will increase with inflation (Settlement Funding Assessment) with others maintained at 2019-20 levels (New Homes Bonus, Winter Pressures Grant).

6.11 It is also important to note that RSG payments will be reinstated from 2020/21 as a consequence of the London Business Rates Pool pilot ending at the end of 2019/20. In 2020/21, Haringey are due to receive £22m in RSG funding based on government figures. The Council received £51m of RSG in 2016/17, therefore RSG funding to the Council would have fallen by 59% (£29m) between 2016/17 and 2020/21.

6.12 Historic and draft 2020/21 CSP figures for Haringey are set out in table 6.3 below.

Table 6.3 – Local Forecast of CSP

Local Forecast	2017/18 £m	2018/19 £m	2019/20 £m	2020/21 £m
Settlement Funding Assessment	**115.2**	**109.1**	**102.3**	**104.0**
Plus Additional Funding				
Council Tax Requirement	93.8	101.9	102.0	107.1
S31 Grant (2% cap in NDR)	1.2	1.8	2.6	2.7
Improved Better Care Fund	5.4	7.1	8.4	9.5
New Homes Bonus - Local Forecast	5.5	2.7	2.5	2.5
2017-18 ASC Support Grant	1.2	0.7	-	-
Winter Pressure Grant	-	1.1	1.1	-
Social Care Grant	-	-	2.0	7.0
Core Spending Power	**222.3**	**224.4**	**220.9**	**232.8**
Percentage Change	-	0.9%	(1.6%)	5.4%

Business Rates

6.13 A number of changes were introduced to business rates in April 2017 including a revaluation of the business rates base. Although, the revaluation was revenue neutral nationally, some businesses in Haringey would have seen increases in their business rates charges. For small businesses in this position, relief was provided in the form of a three-year transitional grant that

is administered and distributed to affected businesses in each year during the transition period.

6.14 The intention was for Business Rates Baselines to be reset from April 2020, however the Government has announced, as part of SR19 that this will be delayed until April 2021. As to whether this is advantageous or not will be determined by the level of the baseline funding that government sets in relation to what we are actually able to collect.

6.15 The Council has been part of the London Pool Pilot since 2018/19. In that year, London retained 100% of business rates locally, generating a significant additional benefit to the Council (£6.4m). The estimated financial benefit to Haringey in 2019/20 is £2.7m - £3m. The reduced figure is due to a lower percentage (75%) being retained in London.

6.16 The SR19 announced that the Pilot in London would cease from 2020/21 however it is expected that the London Pool will continue. The ramifications of this are that the percentage retained in London will drop again, to an estimated 67%. This means that the financial benefit from retained growth will be much lower, with the current estimate for Haringey approximately £0.4m. Because of the uncertainty beyond 2020/21, no share of pool growth has been assumed in future years.

6.17 Realisation of business rates income is dependent on collection performance, prevailing economic conditions and decisions on appeal by the Valuation Agency Office and some risk has already been built into the forecast income for future years in recognition of this. Business rates income is expected to decrease by £1.6m in 2020/21, mainly due to any growth in business rates income being offset by the discontinuation of the Pool Pilot as discussed above.

6.18 The current planning assumption across the MTFS period is that there will be no net growth in the business rates taxbase / hereditaments.

6.19 Revenue Support Grant of approximately £22m will be paid in 2020/21 as a consequence of the retention rate reverting to 67%. This grant was reduced to nil in 2018/19 due to Haringey's participation in the London Business Rates Pool Pilot, as the grant was included as part of the payments received from the Pool and MHCLG. As the Pilot is not expected to continue in future years, this grant will be received again by Haringey. It is assumed that this grant will increase in line with CPI across the MTFS period.

6.20 The estimated mandatory reliefs applied to Haringey businesses will be £6m in 2020/21. These reliefs cover, among others, discounts for small businesses and will be fully reimbursed via Section 31 Grants by Central Government. From 2021/22, we expect the Section 31 Grants to be rolled into the SFA.

6.21 The forecast income across the MTFS period from business rates related income, including revenue support grant is shown in table 6.4 below.

Table 6.4 – Business Rates Related Income Forecast

Business Rates Related income Forecast	2019/20 £'000	2020/21 £'000	2021/22 £'000	2022/23 £'000	2023/24 £'000	2024/25 £'000
Revenue Support Grant	-	22,030	22,471	22,920	23,378	23,846
Retained Business Rates	33,484	21,820	23,159	23,577	23,993	24,473
Top up Business Rates	65,196	57,671	62,760	63,892	65,018	66,319
NNDR Levy Surplus 2019/20	1,238	-	-	-	-	-
S31 Grants	6,623	6,018	-	-	-	-
Share of Pool Growth	3,000	400	-	-	-	-
Total	**109,541**	**107,938**	**108,390**	**110,390**	**112,390**	**114,638**

6.22 There are considerable planned and potential changes to the business rates regime beyond 2020/21. These are set out below:

- Business rate baselines are expected to be reset in 2021/22.
- The Government have been consulting on a simplification of the Business Rates Retention scheme including how growth can be incentivised and how it can be measured. No decisions have been made yet either about a new scheme or timing of any implementation.
- The outcome of the Fair Funding Review is still awaited. This will impact on business rates as it derives each authorities baseline funding against which growth is measured.
- The Government has committed to introducing more frequent business rates revaluations and have consulted on bringing forward the date of the next revaluation from 2022 to 2021. Thereafter the Government plan to move to 3 yearly revaluations ensuring rating assessments are more up to date.

6.23 Because of the uncertainty beyond 2020/21, the assumptions in Table 6.4 and their impact on the MTFS will need to be reviewed and, where necessary, updated.

Grants

6.24 The Council will receive a number of grants in addition to its main funding allocation. The Council is mostly allowed to use these grants to fund any council services, but some are ring-fenced, which means they can only be spent on specific services.

Social Care Grants

6.25 As part of SR19 it was announced that an additional £1.5bn of funding for adult and children's social care would be available for Local Authorities to access next year (i.e. £1bn of additional funding and up to £0.5bn from the additional 2% Social Care Precept). It also announced the following in relation to social care related funding:

- Additional Improved Better Care Fund – Expected to remain at 2019/20 levels of £1.6m for Haringey.
- The Improved Better Care Fund and Winter Pressures Grants are expected to continue at 2019/20 levels, however these will be rolled into a single grant.
- Social Care Support Grant is expected to increase from £2m in 2019/20 to £7m in 2020/21 for Haringey, which will incorporate Haringey's share of the new £1bn additional funding.

6.26 The assumptions around social care funding across the MTFS period are set out in the table below. Whilst we only have announcements for 2020/21, the current planning assumptions are that funding of a similar level will be made available across the planning period. This will need to be kept under review and the MTFS updated when further details emerge. Should this not be realised it will have a significant impact on the current forecast gap across those years. This has been highlighted as one of the biggest risks to the current MTFS, explored in more detail in Section 7.13.

6.27 It should also be noted that all of these grants have been netted against the service budget expenditure heads rather than being shown separately (given the changing nature of these grants, it may be that the accounting treatment may need to be revisited in the final February report).

Table 6.5 – Social Care Grants

Original Grant Name	Revised Grant Name (LG Settlement Consultation)	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25
		£'000	£'000	£'000	£'000	£'000	£'000
Better Care Fund (BCF) - (CCG Contribution)		5,819	6,017	6,017	6,017	6,017	6,017
Improved Better Care Fund (iBCF)	Improved Better Care Fund (iBCF)	6,749	6,749	6,749	6,749	6,749	6,749
Additional Improved Better Care Fund (iBCF)		1,621	1,621	1,621	1,621	1,621	1,621
Winter pressure Funding		1,148	1,148	1,148	1,148	1,148	1,148
Social Care Support Grant (ASC/CSC)	Social Care Support Grant	1,962	1,962	1,962	1,962	1,962	1,962
New Funding for Adult & Children's Social Care (SR19)		0	4,998	4,998	4,998	4,998	4,998
	TOTAL	**17,299**	**22,495**	**22,495**	**22,495**	**22,495**	**22,495**

Core Grants

6.28 Based on the SR19, the MTFS assumptions for the Core Grants received by Haringey are as follows:

- Public Health Grant will increase by 1% above inflation to £20.2m in 2020/21. Inflationary increases are expected to be applied to the grant across the MTFS period.
- New Homes Bonus – there are indicative signs that this scheme will be stopped or replaced from 2021/22 however it is assumed that funding at a similar level will continue in some form or other.
- The Council Tax Support and Housing Benefit Admin Grants are expected to continue at 2019/20 levels in 2020/21 (£2m). From 2021/22, the MTFS assumes a drop of £0.5m on the assumption that the Universal Credit programme proceeds with more cases returned to Government.
- Section 31 (S31) grants in relation to mandatory business rate reliefs are expected to continue for 2020/21 but beyond that it is expected that these will be rolled in to the baseline figures and come through as part of the SFA.

6.29 The table below shows assumptions about these grants over the 5-year MTFS period.

Table 6.6 – Core Grants

Grant Name	2019/20 £'000	2020/21 £'000	2021/22 £'000	2022/23 £'000	2023/24 £'000	2024/25 £'000
Council Tax Support Grant	457	457	408	408	408	408
Housing Benefit Admin Grant	1,491	1,491	1,043	1,043	1,043	1,043
Public Health Grant	19,677	20,228	20,632	21,045	21,466	21,466
New Homes Bonus	2,541	2,199	2,199	2,199	2,199	2,199
Additional Improved Better Care Fund *	1,621	-	-	-	-	-
S31 - Business Rates Multiplier Cap	1,134	1,134	-	-	-	-
S31 - Cost of doubling SBRR & threshold changes for 2019-20	3,285	2,666	-	-	-	-
S31 - Retail Discount Relief & Other Grants	2,205	2,219	-	-	-	-
NNDR Levy Surplus 2019/20	1,238	-	-	-	-	-
Local Flood Grant	22	-	-	-	-	-
Total	**33,671**	**30,394**	**24,282**	**24,694**	**25,115**	**25,115**

* this funding continue to be received but will be allocated directly to the service budget from 2020/21

Council Tax

6.30 The key assumptions in the MTFS on Council Tax are:

- A 1.99% increase in Council Tax in 2020/21 and for each subsequent year (subject to the referendum limits set by Government)
- Additionally, an Adult Social Care (ASC) precept of 2% is proposed in 2020/21 (as per SR19), but no subsequent increases are assumed in the years post 2020/21.
- The tax base is forecast to grow by 1% per annum throughout the MTFS planning period
- The collection rate will be at least 96.50% throughout the planning period.
- The Council Tax Collection Fund account has had surpluses of up to £6m over the past few years, largely due to an overestimation of the impact of the Council Tax Reduction Scheme (CTRS) on income levels. The forecasting has been refined and is reflected in a reduced forecast surplus across the MTFS period (£2.15m).

6.31 The resulting projections for Council Tax income and Band D Rates are set out below. These figures are subject to confirmation of the council tax base,

which is due to be finalised in January 2020 and formal Council ratification of Council Tax Rates in February 2020.

Table 6.7 - COUNCIL TAX ASSUMPTIONS						
	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25
Taxbase before collection rate	80,096	80,067	80,868	81,677	82,493	83,318
Taxbase change	0.0%	1.0%	1.0%	1.0%	1.0%	1.0%
Taxbase for year	80,067	80,868	81,677	82,493	83,318	84,152
Collection Rate	96.50%	96.50%	96.50%	96.50%	96.50%	96.50%
Taxbase after collection rate	**77,265**	**78,038**	**78,818**	**79,606**	**80,402**	**81,206**
Council Tax increase	2.99%	1.99%	1.99%	1.99%	1.99%	1.99%
Social Care precept	0%	2.00%	0%	0%	0%	0%
Band D rate	£1,319.89	£1,372.55	£1,399.87	£1,427.72	£1,456.14	£1,485.11
Council Tax Before Surplus (£000)	**£101,981**	**£107,111**	**£110,335**	**£113,656**	**£117,077**	**£120,600**
Previous Year (Estimated) Surplus	£3,850	£2,150	£2,150	£2,150	£2,150	£2,150
Council Tax Yield (£000)	**£105,831**	**£109,261**	**£112,485**	**£115,806**	**£119,227**	**£122,750**

Fees and Charges

6.32 The Council's policy in relation to varying external income requires service managers to review the level of fees and charges annually as part of budget setting and that charges should generally increase by the rate of inflation to maximise allowable income.

6.33 The setting of fees and charges, along with raising essential financial resources, can contribute to meeting the Council's objectives. Through the pricing mechanism and wider market forces, outcomes can be achieved and services can be promoted through variable charging policies and proactive use of fees to promote or dissuade certain behaviours.

6.34 In the main, fees and charges are set at a level where the full cost of provision is recovered through the price structure. However, in many circumstances those charges are reduced through subsidy to meet broader Council priorities.

6.35 Each year the Council reviews the level of its fees and charges through consideration of a report by the Cabinet and its Regulatory Committee where it is a requirement that they are considered and approved outside of the Executive.

6.36 The impact of fees and charges increases have been included in the revenue income projections in the MTFS.

Use of Reserves

6.37 The Council's (Non-Earmarked) General Fund Balance is held to cover the net impact of risks and opportunities and other unforeseen emergencies. The funds held in the General Fund Reserve can only be used once and therefore are not a recurring source of income that can meet permanent budget gaps.

6.38 The February 2020 Cabinet and Full Council reports will provide a more comprehensive review of the overall sufficiency of Council reserves as part of the S151 statement.

Summary of Corporate General Fund Assumptions

6.39 A summary of the of the funding assumptions and breakdown of funding sources is set out in the table.

Table 6.8 – Funding Assumptions

	Source of Funding	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25
		£'000	£'000	£'000	£'000	£'000	£'000
Table 6.4	Revenue Support Grant	-	22,030	22,471	22,920	23,378	23,846
	Retained Business Rates	33,484	21,820	23,158	23,576	23,992	24,472
	Top up Business Rates	65,196	57,671	62,760	63,892	65,018	66,319
	NNDR Growth	3,000	400	-	-	-	-
Table 6.7	Council Tax	101,981	107,111	110,335	113,656	117,077	120,600
	Council Tax Surplus	3,850	2,150	2,150	2,150	2,150	2,150
Table 6.6	New Homes Bonus	2,541	2,199	2,199	2,199	2,199	2,199
	Public Health	19,677	20,228	20,632	21,045	21,466	21,466
	Other Core Grants	11,453	7,967	1,450	1,450	1,450	1,450
	Total (External) Funding	**241,182**	**241,575**	**245,155**	**250,889**	**256,731**	**262,502**

6.40 As mentioned above, the social care Grants previously held as Other Core Grants will be allocated to the service budgets from 2021.

7. General Fund Revenue Expenditure Assumptions

7.1 2019/20 Financial Performance – General Fund Revenue

7.1.1 The 2019/20 Budget Update report, also part of this Cabinet agenda, provides an update on the Quarter 2 budget position. The General Fund (GF) revenue forecast of £5.2m overspend reported has remained stable at the level reported in Qtr1 and is significantly below the £15.9m reported in the same period in 2018/19 (which was before the application of budget contingencies of £6.6m in that year). This evidences that last year's approach to financial planning and setting the budget was sound and is having the intended consequence.

7.1.2 This year's monitoring and financial planning processes have sought to embed the Live Budgeting approach outlined in the February 2019 Budget/MTFS report. There was one write-off of an unachievable saving relating to the Front Office/Back Office (FOBO) programme and approval of a series of Children's services Invest to Save proposals at the July Cabinet. That July Cabinet was also presented with in year budget forecasts which enabled emerging budget pressures to be considered as part of the financial planning process for 2020-2025 at an early stage.

7.1.3 The Qtr1 report provided more detail and further clarity and the draft 2020/21 budget proposed in this report has addressed the two most significant budget pressures driving the forecast overspend. The first is demand growth in Adults, where the additional budget built into 2019/20 base budgets for this service area were not able to fully address the underlying need; the second is a recognition that a pre-agreed savings which planned to achieve income contributions from letting out office space in Council buildings is no longer achievable as intended and the draft 2020/21 Budget includes the proposal that this is written out from April 2020.

7.1.4 Regular review of the progress in delivering the agreed savings proposals is undertaken and focusses on both in year and future years. This enables early interventions to be taken and has proved successful this year in significantly reducing the level of non-delivery seen in previous years. The Qtr2 report recognises that some savings, over and above the one outlined above, will not deliver in year as planned, but this is a profiling issue, rather non-delivery; the budgetary impact is largely being mitigated in year and the savings will deliver early 2020/21.

7.1.5 The Dedicated Schools Grant (DSG) year-end forecast has worsened markedly since Qtr1 and now stands at £5.1m (£1.8m Qtr1). This is due to the on-going pressures in the High Needs Block (HNB) which Members will be aware is a national issue facing the entire local government sector mainly as a consequence of the expansion of age ranges for EHCP eligibility. In the context of the increased demand the service is reviewing its savings plan to see how costs can be reduced

7.1.6 The SR19 announcement of one-off additional funding (c. £4.4m) for the 2020/21 HNB was welcome but does not cover the full estimated future years overspend and doesn't provide the permanent resolution that we require. It also doesn't clear the estimated £7.3m DSG deficit balance at the end of this year. Correspondence with the DfE has continued over the past months in an attempt to get confirmation on when a sustainable funding stream will be announced and until this happens where the existing funding risk sits and how it will be accounted for. Until this is clarified, it remains one of the biggest financial risks to the authority. The Council will need to review how it carries that risk on it's balance sheet at the end of 2019/20, in light of the accounting guidance at that time.

7.1.7 In summary, the major underlying pressures are proposed to be resolved as part of the 2020/21 budget and officers will continue to work on reducing and mitigating the in-year GF forecast overspend to bring it to a balanced position by March 2020.

7.2 Budget Growth / Pressures

7.2.1 The financial planning process has sought to identify, and where possible address, budget pressures and necessary growth in order that the 2020/21 Budget in particular, but also the MTFS 2020-2025 are set are realistically as possible – matching forecast expenditure against forecast income and deliverability of newly proposed savings.

7.2.2 Some growth for the period to 2024 was already built into last year's MTFS and the financial planning work undertaken since May has reviewed the assumptions driving those figures, updated them where appropriate and has also assessed new pressures or identified growth.

7.2.3 The main corporate assumptions across the 2020-2025 period are outlined below followed by a paragraph which focusses on the policy priorities and service specific items.

7.3 Pay Inflation (+£2.5m pa)

7.3.1 The current pay deal ends at 31/03/2020 and negotiations are still underway over the next agreement. Firmer information might be available for the February report but our current planning assumptions are a similar (2%) increase for the next pay round. This has been extended across the period of the MTFS.

7.4 Non-Pay Inflation (+£1m pa)

7.4.1 The assumption continues that the services will broadly have to manage within existing budgets, thus absorbing any inflationary pressures. However, in recognition that (a) some contracts include inflation-linked increases (b) utility costs continue to be volatile and difficult to predict and (c) legislative changes can impact on cost of services, additional budget has been built in across the period.

7.5 Employer Pension Contributions (-£0.5m pa)

7.5.1 The outcome of the most recent triennial valuation, which covers the period 2020/21 – 2022/23, confirms that the Pension Fund has performed well allowing for a decrease to the Council's contribution rate of 0.5% each year for three years.

7.6 Treasury & Capital Financing

7.6.1 The MTFS has been updated to reflect the impact of both the recent 1% increase in the PWLB rates on the existing capital programme as well as the newly proposed investment. The impact of this is estimated at £1m in total over the period of the MTFS.

7.6.2 It also builds in the overall step up in forecast borrowing costs associated with the new capital proposals.

7.6.3 These figures may require revision depending on the outcome of consultation and scrutiny of the capital investment proposals between now and the final Cabinet report in February 2020 & the final Treasury Management Strategy Statement presented to Full Council later that month.

7.7 Levies

7.7.1 The current assumption is that all Levy costs except the North London Waste Authority (NLWA) levy will remain broadly in line with the 2019/20 figures across the period.

7.7.2 The NLWA's North London Heat and Power Project will replace the existing Energy from Waste plant at the Edmonton EcoPark with an Energy Recovery Facility and includes a new Resource Recovery Facility. This major project will have financial implications for each of the 7 London boroughs involved, representing 2 million people. The existing MTFS had assumed a £0.5m p.a. levy increase to commence from 2020/21, due the impact of increased borrowing costs which must be met by the levy. The latest NLWA planning, however, is that this will commence later. This has allowed a one-off amendment to the previous MTFS assumptions for 2020/21. This assumption will be revisited before February, when the NLWA will have announced their intended levy levels for 2020/21.

7.8 Policy Priorities

7.8.1 Last year the Council agreed that the following policy priorities receive additional funding through the 2019/20 budget and it is proposed that this is continued to be funded in each year of the new draft MTFS:

- Youth Services programme - £0.25m
- School meals pilot - £0.05m
- Council Tax Reduction Scheme - £1.6m

7.8.2 The table below shows the policy growth now proposed and built into the draft MTFS.

Table 7.1 Policy Growth Proposals

POLICY GROWTH PROPOSALS	2020/21 £'000	2021/22 £'000	2022/23 £'000	2023/24 £'000	2024/25 £'000
Adult Social Care - London Living Wage for Homecare & Direct Payments (above previous corp funding)	3,507	(1,733)	(1,363)	(411)	-
Adult Social Care - London Living Wage for Extra Care Sheltered Housing	800	-	-	-	-
HR - Apprenticeship Support	134	-	-	-	-
TOTAL	**4,441**	**(1,733)**	**(1,363)**	**(411)**	**0**

7.8.3 This draft Budget proposes the introduction from April 2020 of London Living Wage (LLW) rates for Council contracted Homecare staff and also those working in Extra Care Sheltered Housing; additionally, an uplift has been applied to Social Care Direct Payments to individuals in line with LLW rates.

7.8.4 This addresses a key policy position of the council and also addresses the fact that, when compared to our neighbours, Haringey is paying relatively low rates for Home Care and Direct Payments. The enhanced rates would be implemented in conjunction with the introduction of alternative delivery models including electronic call monitoring, assistive technology, reablement and the associated changes to care plans. These changes are planned to make this programme cost neutral except for the enhancement of Extra Care rates, where the cost cannot be mitigated down.

7.8.5 The additional investment in apprenticeships will create social and economic benefits for residents as well as providing opportunities for current and future Council staff. The investment will enable the creation of a team to form and manage an enhanced approach to apprentice recruitment, support and development, providing training opportunities across the council. Creation of new apprenticeship opportunities will enable the Council to utilise the Apprenticeship Levy to a far greater degree than has been possible at current resourcing levels. The levy can be used to support training for current staff taking up apprenticeships as well as new recruits to the workforce. The availability of an increased number of apprenticeship opportunities will also make the council an attractive employer and help to target groups that are often disadvantaged in the recruitment marketplace, such as young people and people returning to work after a break.

7.9 Service Growth Needs

7.9.1 The table below shows the service specific growth proposals / unachievable savings write-off now proposed and built into the draft MTFS.

Table 7.2 – Service Growth Needs / Write-Off Unachievable Savings

SERVICE GROWTH NEEDS / WRITE OFF UNACHIEVABLE SAVINGS	2020/21 £'000	2021/22 £'000	2022/23 £'000	2023/24 £'000	2024/25 £'000
Net Demographic / inflation growth Adults Social Care (above current MTFS assumption)	2,124	(697)	(813)	2,788	3,102
Inflation growth Children's Social Care	0	500	500	500	500
Rectify HR -Shortfall in schools income	270	-	-	-	-
HR - base budget insufficiency. Long Term resolution via proposed restructure	546	(546)	-	-	-
Rectify historical structural deficit - Electoral Services	120	-	-	-	-
Highways Street Tree Maintenance	95	6	6	6	6
Local Plan Review	50	0	-	-	-
Write-off Alexandra House decant pre-agreed saving	800	-	-	-	-
TOTAL	4,005	(737)	(307)	3,294	3,608

7.9.2 The biggest single growth items relate to Adults and Children's services in recognition of the forecast pressures across the MTFS period over and above the sums already built into the existing plans.

7.9.3 It is forecast that the Adults service will need to address both demographic and inflationary pressures. The figures have been generated by detailed modelling and trend analysis moderated down by the impact of early interventions, reablement and the use of technology, which is hoped will provide an environment of greater resilience amongst the cohort of potentially vulnerable clients. Consequently this should allow clients to remain independent for longer before the need to enter the care system. This additional funding also addresses the £2.7m pressure highlighted in Adults in 2019/20.

7.9.4 Children's services are not expecting demographic growth however, it is prudent to recognise the impact of inflationary growth in the market and therefore some additional funding for this has been assumed from 2021/22.

7.9.5 The remaining growth proposals look to address historic or forecast base budget pressures. All build in additional budget on an on-going basis with the exception of the £0.546m for HR which the service are looking to resolve as part of a forthcoming restructure of that service and therefore the funding is only provided for 2020/21.

7.9.6 The proposed write off of the existing saving associated with realising income from decanting Alexander House to enable rental accounts for the final £0.8m growth.

7.10 Budget Reduction Proposals

7.10.1 The 2019 Budget and MTFS 2019-2024 agreed a total of £29.9m budget reductions to be delivered across that period. Whilst the Council was able to set a balanced budget for 2019/20, the MTFS acknowledged that a forecast of £20.5m additional savings would be required over the years from 2020/21 to match the assumed funding and expenditure plans at that point.

7.10.2 The table below summarises the position included in the February 2019 Budget/MTFS report.

Table 7.3 – Agreed Savings and Forecast Unidentified Savings at February 2019

	2019/20 Pre-Agreed Savings £'000	2019/20 (New) MTFS Savings £'000	2019/20 Total Savings £'000	2020-21 Total Savings £'000	2021-22 Total Savings £'000	2022-23 Total Savings £'000	2023/24 Total Savings £'000	Total Savings (All Years) £'000
Priority 1 - Children Services	0	1,602	**1,602**	401	90	0	0	**2,093**
Priority 2 - Adults Services	2,390	2,000	**4,390**	4,039	3,185	3,270	100	**14,984**
Priority 3 - Environment & Neighbourhood Services	150	1,665	**1,815**	1,565	600	70	70	**4,120**
Priority 4 - Regeneration & Growth	0	910	**910**	15	0	0	0	**925**
Priority 5 - Housing Services	120	1,070	**1,190**	708	573	0	0	**2,471**
Priority X - Corporate Services	2,650	419	**3,069**	1,505	25	6	6	**4,611**
Council Wide	750	0	**750**	0	0	0	0	**750**
Total Agreed Savings	**6,060**	**7,666**	**13,726**	**8,233**	**4,473**	**3,346**	**176**	**29,954**
Unidentified Savings	0	0	**0**	13,171	811	4,112	2,375	**20,469**
Total Savings Requirement	**6,060**	**7,666**	**13,726**	**21,404**	**5,284**	**7,458**	**2,551**	**50,423**

7.10.3 The July 2019 report agreed a couple of changes to this position. It approved the write-off of an unachievable saving and agreed to a set of Invest to Save proposals put forward by the Children's service (£2.5m over the five-year MTFS period).

7.10.4 The net impact of these decisions on the draft 2020-2025 MTFS were built into the financial planning process underway since May this year.

7.11 2020-2025 Approach to Budget Reduction Proposals / Savings

7.11.1 The financial planning process looked to build on the progress made last year where the budgets agreed were more realistic and understood and owned by the wider organisation. As last year, the Council started its budget

process at a very early stage in order to identify and propose the options contained in this report.

7.11.2 The key themes underpinning this planning strategy were:

- Move towards long term sustainable position
- Earlier officer/Member discussion about priority issues, opportunities and risks
- Change orientated
- Better integration of capital and revenue decision making
- More comprehensive resource planning
- Embed the principle of Live budgeting decisions
- Continued integration of in year monitoring with financial planning

7.11.3 The new budget reduction proposals arising from this process are set out in Table 7.4 below, allocated by priority.

Table 7.4 – New Budget Reduction Proposals by Priority

Priority	2020/21	2021/22	2022/23	2023/24	2024/25	Total Savings
	£000	£000	£000	£000	£000	£000
Housing	108	136	136	136	136	**652**
People - Adults	1,034	60	0	(476)	0	**618**
People - Children	225	150	175	100	200	**850**
Place	2,002	1,467	989	0	0	**4,458**
Economy	775	120	130	120	0	**1,145**
Your Council	1,370	517	784	0	0	**2,671**
Total - New Proposals	**5,514**	**2,450**	**2,214**	**(120)**	**336**	**10,394**
Total - Invest to Save	1,335	879	334	-	-	**2,548**
Total Savings Proposals	**6,849**	**3,329**	**2,548**	**(120)**	**336**	**12,942**

7.11.4 The new proposals have been analysed by delivery type;-

Table 7.5 – Budget Reduction Proposals by Delivery Type

Budget Reduction Proposal by Type	2020-21	2021-22	2022-23	2023-24	2024-25	Total	Percentage
	£000	£000	£000	£000	£000	£000	%
Efficiency savings	1,367	399	575	-	-	**2,341**	**18%**
Increase in income	2,383	1,248	653	-	-	**4,284**	**33%**
New Delivery Model	1,310	1,016	678	220	200	**3,424**	**26%**
Service redesign	680	666	567	136	136	**2,185**	**17%**
Stopping / reducing service	1,109	-	75	(476)	-	**708**	**5%**
Total	**6,849**	**3,329**	**2,548**	**(120)**	**336**	**12,942**	**100%**

7.11.5 The total proposed new budget reductions for 2020/21 of £6.8m are considerably lower than the £13.2m that have been forecast to be necessary last February. Because of the Council's approach to live budgeting, the decisions it made in July and its active use of Invest to Save, the new proposals necessary at this stage come to £5.5m. When added to the reductions already agreed for 2020/21 (£7.4m), the total to be delivered is £14.3m. A summary of the future years total savings position including those agreed in previous budget rounds is provided in Appendix 3.

7.11.6 To help de-risk the budget in future years, officers have assessed delivery confidence. Whilst these proposals have yet to be agreed, as they are subject to scrutiny and consultation, work will continue by officers to look to identifying means of amending the status of risk and a final update will be provided in the February report. All proposals have been reviewed by the Policy and Equalities team and have been subject to initial equalities screening. Where these have indicated that full EqIA's will or might be required, work is progressing on completing these.

7.11.7 The monitoring of savings delivery in 2019/20 has provided a growing assurance that services have a greater understanding of and capacity to deliver budget reduction proposals. This, when coupled with the indicative delivery confidence provided for the new proposals, supports a one-off reduction in the budgeted resilience contingency for 2020/21 only (£2m).

7.12 Summary Revenue Budget Position 2020/21 – 2024/25

The summary revenue budget position, including current projected gaps is identified below.

Table 7.6 – Summary Revenue Budget Position

	2019/20 Budget	2020/21 (Draft) Budget	2021/22 Projected	2022/23 Projected	2023/24 Projected	2024/25 Projected
Priority Area	**£'000**	**£'000**	**£'000**	**£'000**	**£'000**	**£'000**
Housing	18,888	18,251	17,542	17,406	17,270	17,134
People - Children	58,310	56,351	55,732	55,723	56,123	56,423
People - Adults	82,312	76,145	74,054	72,329	75,503	78,605
Place	26,652	24,449	22,388	21,335	21,271	21,277
Economy	1,173	1,089	969	839	719	719
Your Council	35,805	36,302	35,214	34,424	34,418	34,418
Non-Service Revenue	23,528	29,600	39,744	50,529	60,069	66,335
Council Cash Limit	**246,668**	**242,187**	**245,643**	**252,586**	**265,373**	**274,911**
Planned Contributions from Reserves	(5,487)	-	-	-	-	-
Further Savings to be Identified	-	(612)	(487)	(1,696)	(8,642)	(12,409)
Total General Fund Budget	**241,182**	**241,575**	**245,156**	**250,889**	**256,731**	**262,503**
Council Tax	101,981	107,111	110,335	113,656	117,077	120,600
Council Tax Surplus	3,850	2,150	2,150	2,150	2,150	2,150
RSG	0	22,030	22,471	22,920	23,378	23,846
Retained Business Rates	33,484	21,820	23,158	23,576	23,992	24,472
Top up Business Rates	65,196	57,671	62,760	63,892	65,018	66,319
NNDR Growth	3,000	400	0	0	0	0
Total (Main Funding)	**207,511**	**211,181**	**220,873**	**226,194**	**231,615**	**237,387**
Core/Other External Grants						
New Homes Bonus	2,541	2,199	2,199	2,199	2,199	2,199
Public Health	19,677	20,228	20,632	21,045	21,466	21,466
Other core grants	11,453	7,967	1,450	1,450	1,450	1,450
TOTAL (Core/Other External Grants)	**33,671**	**30,394**	**24,282**	**24,694**	**25,115**	**25,115**

7.12.1 The draft General Fund Budget 2020/21 presently has a budget gap of £0.6m. This compares to the £7.5m & £6.5m gaps at this point in preparing the budgets for 18/19 & 19/20. The £0.6m gap for next year will be addressed in the February report. A significant change to previous financial planning assumptions beyond 2020/21 is that the Council will continue to receive a similar level of grant funding as was announced in the Spending Round 2019 (SR19), which included a significant step up in the level of social care grants receivable in 2020/21. Should this not be realised it will have a significant impact on the current forecast gap across those years.

7.12.2 In undertaking this multi-year financial planning, the levels of uncertainty and risk increase substantially beyond the immediate budget for next year. Reference has been made above to the scale of the assumption made in regard to future years grants. This report elsewhere highlights the many other risks that may impact and increase the size of the gaps forecasted above for years 2 and beyond. This authority, like all other social care councils, must be

particularly concerned about the risks regarding its care services finances. While the year-on-year cash limit profiles for our care services detailed above have been prepared with reference to best intelligence on future years grants, demographics, savings and other pressures, these need to be kept under closest review.

7.13 Review of assumptions and risks 2020/21 – 2024/25

7.13.1 The Council's Section 151 Officer has a statutory responsibility to assess the robustness of the Council's budget and to ensure that the Council has sufficient contingency/reserves to provide against known risks in respect of both expenditure and income. This formal assessment will be made as part of the final report on the Council's budget in February 2020 and will draw on independent assessments of the Council's financial resilience (CIPFA & London Councils) however, it is critical that this report outlines the assumptions and approach to risk taken when arriving at the budget proposals included in the draft Budget & MTFS.

7.13.2 Given the increased financial pressure that is falling upon this council's budget and the uncertain national political picture, this statutory role is acquiring more and more significance. The number and breadth of potential risks and level of uncertainty, particularly around future funding, underlines the need to maintain both a budgeted resilience contingency and keep general and earmarked reserves at current levels.

7.13.3 The main uncertainties and risks identified to date which my impact on the Council's budget over the period of the MTFS are:

- Funding assumptions for 2020/21 are subject to the final local government settlement expected in January 2020 and therefore there may be changes
- There have been no announcements about funding beyond 2020/21 so professional judgement has had to be used in forecasting funding for the later years of the MTFS. These assume that Government funding of a similar level to that announced in SR19 will continue across the whole period. Should this not be realised it will have a significant impact on the current forecast gap across those years. This will be kept under close review.
- The implications arising from the next Spending Round and the period that will be covered are not known
- The cessation of the London business rates pool pilot and the proposed continuation of the London business rates pool at reduced retained rate of 67% (19/20 75%) with less financial benefit
- The continued pressure on High Needs Block Dedicated Schools Block (DSG) resources, lack of a clear strategy for resolution from the DfE and ongoing uncertainty about where the accounting risk for this overspend sits
- The on-going uncertainty over Brexit and what impact this might have – particularly on staffing in critical social care & health services, on local tax

income levels and potentially numbers presenting as No Recourse To Public Funds (NRPF)

- The expected Fair Funding Review and redesign of the Business Rates Retention scheme did not complete during 2019/20 as expected and are now planned for 2020/21. The impact on funding for the Council on the eventual outcomes of both are not known at this time
- Increases in London Living Wage in future years.
- The impact of pay and general inflation pressures above current assumptions
- General population increases that are expected over the next 5 years and any associated growth in demand - other than specifically allowed for – may lead to financial pressure.
- Planned actions to increase Council managed temporary accommodation options do not progress at the pace expected
- The Council's Transformational Programmes do not deliver the required savings, do not deliver savings quickly enough, or are counteracted by demographic trends particularly in critical areas such as Children's and Adults Social Care and Temporary Accommodation.
- Any further deterioration in the forecast 2019/20 position including non-delivery of in year savings
- The need to balance revenue and capital priorities to ensure the most appropriate use of available resources and the risk that the required skilled workforce to deliver at pace is not available
- Business rates base negatively impacted by any economic slowdown and continuing trend to on-line services

8. Council's Capital Strategy and Capital Programme 2020/21 – 2024/25

8.1 Introduction

8.1.1 This is the second capital strategy report that has been prepared since it became a mandatory requirement of local authorities to produce one. It gives a high-level overview of how capital expenditure, capital financing, and treasury management activities contribute to the provision of public services. It also provides an overview of how the risks of the capital programme are managed and the implications for future financial sustainability.

8.2 Background

8.2.1 Capital expenditure in local government is defined in statute and accounting practices/codes and as such must be complied with. Within these rules, capital budgets and capital expenditure decisions offer the opportunity for the Council to profoundly affect the lives of its residents, businesses, and visitors in both the immediate and the longer term.

8.2.2 Capital programmes can shape the local environment (e.g. through the provision of new housing, traffic schemes or regeneration schemes); positively impact people's lives (e.g. through creating appropriate housing for

adults with learning difficulties or investment in parks and open spaces); transform the way the Council interacts with local residents (e.g. through the libraries investment programme or proposals for a new customer service centre); and deliver fit for purpose schools. The key objectives for the Council's capital programme are to deliver the borough plan and assist the Council in meeting the financial challenges that it continues to face.

8.3 Capital expenditure and financing

8.3.1 Capital expenditure is where the Council spends money on a project, with the view to derive economic benefit from the outcome of the expenditure, for a period longer than twelve months. This also includes spending on assets owned by other bodies, loans and grants to other bodies enabling them to buy assets.

8.3.2 The table below shows a high-level summary of the Council's outline capital spending in the medium term; i.e. for the financial years 2020-25 which shows the continued and growing capital investment that is being undertaken to support the achievement of the borough plan objectives.

Table 8.1: Capital expenditure plans overview 2020/21-2024/25

	2019/20 Budget (£'000)	2020/21 Budget (£'000)	2021/22 Budget (£'000)	2022/23 Budget (£'000)	2023/24 Budget (£'000)	2024/25 Budget (£'000)	Total (£'000)
Previously Agreed							
General Fund Account (GF)	152,637	163,895	158,622	90,577	107,481		**673,212**
Housing Revenue Account (HRA)	148,145	106,470	365,215	236,314	190,840		**1,046,984**
Total	**300,782**	**270,365**	**523,837**	**326,891**	**298,321**		**1,720,196**
Proposed							
General Fund Account (GF)		247,904	236,006	189,961	180,045	44,834	**898,750**
Housing Revenue Account (HRA)		253,641	226,238	218,835	164,431	215,300	**1,078,445**
Total		**501,545**	**462,244**	**408,796**	**344,476**	**260,134**	**1,977,195**

8.3.3 The capital programme is composed of individual priority programmes. Within these priority totals there are schemes and within most schemes there are individual projects. For instance, Scheme 302, Borough Roads, will contain individual projects on individual roads.

8.3.4 The inclusion of a scheme within the capital programme is not necessarily permission to spend. Most schemes will be subject to the completion of an

approved business case that validates the high-level cost and time estimates contained within the programme. An integral part of the business case will be an assessment of the risks that a project faces and once a project is agreed, the review of the risk register is a standing item on the agenda for the project's governance arrangements.

8.3.5 There are a range of schemes within the General Fund capital programme that will only proceed, if they are estimated to result in a net reduction in expenditure. That reduction will include the cost of financing the capital expenditure. These schemes are known as self-financing schemes.

8.3.6 Service managers bid annually as part of the Council's budget setting process. The bids are assessed against their "fit" in relation to the Borough Plan, the asset management plan and meeting the objectives of the medium-term financial strategy (MTFS).

8.3.7 The Housing Revenue Account (HRA) is a ring-fenced account, which ensures that the Council's housing activities are not subsidised by the Council's non-housing activities. It also ensures that the Council's non-housing activities are not subsidised by its HRA. HRA capital expenditure is recorded separately.

The table below details the proposed capital expenditure plans by priority.

Table 8.2: Capital expenditure plans by priority

	2020/21 Budget (£'000)	2021/22 Budget (£'000)	2022/23 Budget (£'000)	2023/24 Budget (£'000)	2024/25 Budget (£'000)	Total (£'000)
People - Children's	31,313	28,286	19,166	23,611	10,600	**112,976**
People - Adults	15,120	24,970	25,720	12,400	2,100	**80,310**
Place	29,230	27,604	17,964	13,244	284	**88,326**
Economy	153,230	140,806	115,661	119,990	31,000	**560,687**
Housing (GF)	9,000	9,000	9,000	9,000	0	**36,000**
Your Council	10,010	5,340	2,450	1,800	850	**20,450**
Total General Fund (GF)	**247,904**	**236,006**	**189,961**	**180,045**	**44,834**	**898,750**
Housing (HRA)	**253,641**	**226,238**	**218,835**	**164,431**	**215,300**	**1,078,445**
Overall Total	**501,545**	**462,244**	**408,796**	**344,476**	**260,134**	**1,977,195**

8.3.8 Appendix 4, includes the previously agreed schemes plus any changes since the last budget (up to and including the November 2019 Cabinet), plus details of the new schemes proposed. Additionally, Appendix 5 provides details of the new schemes. The following paragraphs provide a high-level description of each of the proposed new schemes.

8.3.9 Children's Services

Extensive work has been undertaken during 2019/20 to understand the extent of the investment required in the Children's Services estate. This work has provided comprehensive information on the condition of the estate and provides the foundation of the forthcoming Children's Services asset management plan. The asset management plan will provide a framework for the decisions on where and when the investment in the estate best serves the needs of our young people so that they are educated in facilities that are fit for today and the future. The significant new investment of £50m will be targeted to achieve that maximum effect. This new investment relates to the existing stock rather than any expansion requirements.

School Streets Initiative 2020/21-2024/25 (scheme 119)

The proposal is for streets outside schools that will have a range of physical treatments to change travel patterns and behaviours, to encourage more sustainable modes of travel to school, to improve the air quality and to provide a safer environment for children.

School Condition Works 2020/21-2024/25 (scheme 120)

During 2018/9-2019/20 extensive surveys have been undertaken of the school's estate. This has identified a range of work that needed to be done immediately as they related to H&S issues. These works have been completed and the focus is now on further works to the school estate to ensure that the buildings are fit for purpose.

8.3.10 Adult Services

The continued focus of the Adults Services capital programme is to enhance the lives of disabled and older adults. The new proposals for capital expenditure are based on providing assets and services that enable people to lead fulfilling lives, where possible independently within their own homes.

Burgoyne Road 2020/21-2024/5 (scheme 217)

This proposal is for the conversion of Burgoyne Road (once acquired from the NHS) into a refuge for survivors of domestic abuse.

Social, Emotional & Mental Health provision 2020/21-2024/25 (scheme 218)

This capital proposal is to develop the social, emotional and mental health provision within the borough.

Additional Supported Living scheme 2020/21-2024/25 (scheme 219)

This proposal is to add to the current budget in the light of the successful Linden House project and will provide funding for further supported living schemes.

Osborne Grove Nursing Home 2020/21-2024/25 (scheme 220)

Cabinet considered the outcome of the detailed feasibility study into the expansion of the facility and agreed to proceed to create a new 70 bed unit. This proposal is for the additional funding to meet that decision and to allow for the emerging housing development on the site.

8.3.11 **Place**

The proposed increase in the Place priority capital programme are designed to make the borough a cleaner and safer place where residents can lead active and healthy lives. The proposed investment in the school streets initiative, the street and green space greening programme, the conversion of the street-lights to efficient LED's, when combined with the existing investment programmes will make a significant improvement in the environment.

Additional Asset Management of Council buildings 2020/21-2024/25 (scheme 316)

The need for works to River Park House has been identified to address a range of issues in the building. This proposal is to deal with the highest priority items. An additional allowance has been provided to fund any essential works following a series of proposed condition surveys.

Road Maintenance 2020/21-2024/25 (scheme 326)

This proposal is to enhance the existing budget for road maintenance to undertake essential works to the highway.

Principal Road Maintenance 2020/21 (scheme 327)

This proposal is for additional resources to cover a projected one-year shortfall in funding from TfL.

Street and green space greening programme 2020/21-2024/25 (scheme 328)

This programme seeks to increase the number of trees planted on Haringey's streets which will have several benefits to resident. The early phases of the scheme will concentrate on the east of the borough, where tree canopy cover is less than 20%.

Park Building Improvements & Carbon Reduction 2020/21-2024/25 (scheme 329)

The parks service is responsible for a portfolio of 58 buildings the majority of which are leased to stakeholders within parks. Fourteen of these buildings are used operationally by the parks service either as depots, sports pavilions or plant nursery. All these buildings need improvement to meet current legislative standards, council accommodation standards and energy efficiency.

Civic Centre Refurbishment 2020/21-2024/25 (scheme 330)

Surveys undertaken have identified substantial works being required at the Civic Centre. At this stage the budgetary provision is based on very high-level costings pending further investigations.

Borough Streetlight Conversion to LED's 2020/21-2024/25 (scheme 331)

This proposal is a self-financing one to replace the Council's current stock of inefficient streetlights with state-of-the-art LED bulbs.

8.3.12 **Economy**

The capital programme proposals for the Economy priority directly support wealth creation and regeneration aspirations in the borough. The considerable investment in the Council's own commercial property, along with the potential acquisition of other properties, will allow for the expansion of industrial, commercial and office space. Once invested in or acquired, these can be used to expand existing businesses or to attract new businesses.

Capital Maintenance of Tottenham Green Workshop 2020/21-2024/25 (scheme 4001)

This proposal is to enhance the existing budget for the Tottenham Green Workshop so that economies in upgrading the building are achieved.

Northumberland Park Estate improvements 2020/21-2024/25 (scheme 4002)

This proposal is to provide improvements to the area around Northumberland Park Estate that are not covered by any works funded by the HRA.

Tottenham Hale DCF 2020/21-2024/25 (scheme 4003)

The strategies for the Tottenham Hale district centre framework (CF) were agreed some time ago and since then there has been considerable cost inflation. This proposal is to provide funding to complete the schemes as originally agreed.

Strategic Acquisitions Budget 2020/21-2024/25 (scheme 4004)

This proposal is to expand the coverage of the existing strategic acquisitions programme and to increase the budget. Any acquisitions will be subject to an approved business case.

Expanded or Intensify Employment Space 2020/21-2024/25 (scheme 4005)

This proposal is to expand and/or intensify existing Council workspaces.

Council Acquisition of Head Leases 2020/21-2024/25 (scheme 4006)

The Council's commercial property portfolio includes several industrial estates where the are head leases and freeholds held by third parties. This proposal is to acquire head leases with each acquisition being subject to an approved business case.

Tottenham Hale Decentralised Energy Network 2020/21-2024/25 (scheme 4007)

The proposal is for the construction of a decentralise energy network (DEN) in Tottenham Hale to provide the neighbourhood with affordable low carbon energy.

Wood Green DEN 2020/21-2024/25 (scheme 4008)

The proposal is for the construction of a decentralise energy network (DEN) in Wood Green to provide the neighbourhood with affordable low carbon energy.

Additional Carbon Reduction project 2020/21-2024/25 (scheme 4009)

This proposal is to provide additional funding to other schemes in the approved capital programme as they come forward to move the Council towards achieving its carbon reduction targets. Release of the funding will be subject to an approved business case.

Selby Urban Village project 2020/21-2024/15 (scheme 4010)

The Selby Urban Village project is an ambitious development arising from a shared aspiration between Haringey Council and the Selby Trust to deliver a community focused, mixed-use scheme on the Selby Centre and Bull Lane Playing Field sites and will support the Council's Priorities set out in the Borough Plan.

Further remediation of the commercial property portfolio 2020/21-2024/25 (scheme 4011)

This proposal is to deal with the backlog maintenance of the commercial portfolio to maintain and enhance its letting ability.

8.3.13 **Your Council**

The Communities First initiative will help transform the way in which the Council engages with its residents. The investment in the library stock sits beside the Communities First initiative and will improve the accessibility of libraries and the range of services that they offer.

Community First programme 2020/21-2024/25 (scheme 650)

This proposal is to support the creation of the infrastructure needed to deliver the community first programme.

Further remediation of library condition & accessibility issue 2020/21-2024/25 (scheme 651)

A number of libraries are affected by poor condition and accessibility issues that curtail operations at the various sites. This proposal seeks to remedy these matters.

Re-imagining our library offer 2020/21-2024/25 (scheme 652)

The proposed investment will enable the library service to generate additional income through increased space utilisation.

Capitalisation of infrastructure staff 2021/22-2024/25 (scheme 653)

This proposal will capitalise the cost of staff against ICT assets created so that the true cost of the asset is recognised.

Approved Capital Programme Contingency 2021/22-2024/25 (scheme 699)

It is prudent, given the scale of the proposed capital programme that a contingency is budgeted for.

8.3.14 **Financing**

All capital expenditure must be financed from either external source's (government grant and other contributions), the Council's own resources (revenue, reserves or capital receipts) of debt (borrowing, leasing, Private Finance Initiative). The Council's capital programme is moving to a financing strategy that seeks to ensure that investment via the capital programme is self-financing. The new schemes proposed to be added to the programme for 2020/21-2024/25 are analysed in the table below and show that the majority of schemes being proposed (75%) are self-financing:

Table 8.3: Financing Strategy

	Borrowing (£'000)	Other (£'000)	Self-Financing (£'000)	Total (£'000)
People - Children's	51,500	1,500	0	**53,000**
People - Adults	700	3,510	42,420	**46,630**
Place	24,293	373	10,500	**35,165**
Economy	1,250	6,000	224,100	**231,350**
Your Council	6,380	0	5,650	**12,030**
Total	**84,123**	**11,383**	**282,670**	**378,175**

8.3.15 The self-financing schemes will normally only proceed if they produce a reduction in expenditure that includes reductions enough to cover the cost of financing the investment. This is necessary to ensure that the investment contributes to meeting the financial challenges that the Council faces. It is noted however, that in some limited circumstances, that schemes may proceed even if they do not produce a reduction in expenditure enough to cover the cost of financing the investment.

8.3.16 As debt needs to be repaid the Council is required by statute to set aside from its revenue account an annual amount sufficient to repay borrowings. This is known as the minimum revenue provision (MRP). The MRP for the period is set out below:

Table 8.4: Estimated MRP

	2019/20 Forecast (£'000)	2020/21 Budget (£'000)	2021/22 Budget (£'000)	2022/23 Budget (£'000)	2023/24 Budget (£'000)	2024/25 Budget (£'000)
MRP	3,529	5,718	10,333	16,071	21,731	25,237

8.3.16 The Council's cumulative outstanding amount of debt is measured by the capital financing requirement (CFR). This increases when new debt financed expenditure is incurred and reduces when MRP is made.

Table 8.5: Prudential Indicator: Estimates of Capital Financing Requirement

	2019/20 Forecast (£'000)	2020/21 Budget (£'000)	2021/22 Budget (£'000)	2022/23 Budget (£'000)	2023/24 Budget (£'000)	2024/25 Budget (£'000)
CFR	826,352	1,196,555	1,463,819	1,712,605	1,915,384	2,008,438

Asset Management

8.3.17 The Asset Management Plan will be considered in February.

Asset Disposals

8.3.18 When a capital asset is no longer needed, it may be sold and the proceeds (known as capital receipts) can be spent on new assets or can be used to repay debt. Repayments of grants, loans and non-treasury investments also generate capital receipts. The Council is currently permitted by legislation to spend capital receipts to deliver cost reductions and/or transformation until 2021/22. This is known as the flexible use of capital receipts and this flexibility is currently due to expire on the 31st March 2022.

8.3.19 As stated above, capital receipts can be used to fund capital expenditure or repay debt. The budget assumption is that capital receipts will not fund capital expenditure or debt repayment. It is anticipated that the capital receipts received in the MTFS period covered by the flexibility (up to 31st March 2022) will be used to deliver cost reductions and/or transformation. There is a separate policy statement and schedule of proposed initiatives to utilise capital receipts flexibly.

Treasury Management

8.3.20 The Council has a separate Treasury Management Strategy Statement (TMSS) that deals in detail with treasury management matters. The Capital Strategy document repeats some of the information contained within the

TMSS but places the information in the context of the capital programme and Borough Plan.

8.3.21 Treasury management is concerned with keeping enough but not excessive cash balances available to meet the Council's spending needs, while managing the risks involved. Surplus cash is invested until required, while a shortage of cash will be met by borrowing. This is to avoid excess credit balances or overdrafts at the bank. The Council is typically cash rich in the short term as cash revenue income is received before it is spent but cash poor in the long-term as capital expenditure is incurred before it is financed. The revenue cash surpluses are offset against capital cash shortfalls to reduce borrowing.

Borrowing Strategy

8.3.22 The council's main objectives when borrowing is to achieve a low but certain cost of finance while retaining flexibility should its plans change in the future. These objectives are often in conflict as the Council seeks to strike a balance between cheap short-term loans and long-term fixed loans where the future cost is known, but higher.

8.3.23 Projected levels of the Council's total outstanding debt (which comprises borrowing, PFI liabilities and leasing) are shown below and compared to the capital financing requirement.

Table 8.6: Prudential Indicator: Gross Debt and the Capital Financing Requirement

	31/3/19 Actual (£'000)	31/3/20 Forecast (£'000)	31/3/21 Budget (£'000)	31/3/22 Budget (£'000)	31/3/23 Budget (£'000)	31/3/24 Budget (£'000)	31/3/25 Budget (£'000)
Debt (incl. PFI & leases)	420,562	613,235	983,438	1,250,703	1,499,488	1,702,267	1,794,821
Capital Financing Requirement	633,679	826,352	1,196,555	1,463,819	1,712,605	1,915,384	2,008,438

8.3.24 Statutory guidance is that debt should remain below the capital financing requirement, except in the short-term. As can be seen from the above, the Council expects to comply with this requirement.

Affordable Borrowing Limit

8.3.25 The Council is legally obliged to set an affordable borrowing limit (also termed the authorised limit for external debt) each year. In line with statutory guidance, a lower operational boundary is also set as a warning level should debt approach the limit.

Table 8.7: Prudential Indicator: Authorised limit and operational boundary for external debt

	2019/20 limit (£'000)	2020/21 limit (£'000)	2021/22 limit (£'000)	2022/23 limit (£'000)	2023/24 limit (£'000)	2024/25 limit (£'000)
Authorised limit – borrowing	752,382	1,103,159	1,374,658	1,627,853	1,835,226	1,930,216
Authorised limit – PFI & leases	39,935	30,882	25,293	19,472	13,408	10,852
Authorised limit – total external debt	792,317	1,134,041	1,399,951	1,647,325	1,848,634	1,941,068
Operational boundary - borrowing	702,382	1,053,159	1,324,658	1,577,853	1,785,226	1,880,216
Operational boundary – PFI & leases	36,305	28,075	22,993	17,702	12,189	9,866
Operational boundary – total external debt	738,687	1,081,234	1,347,651	1,595,555	1,797,415	1,890,082

8.3.26 Although capital expenditure is not charged directly to the revenue account, interest payable on loans and MRP are charged to revenue, offset by any investment income receivable. The net annual charge is known as financing costs. This is compared to the net revenue stream i.e. the amount funded from Council Tax, business rates and general government grants.

Table 8.8: Proportion of financing costs to net revenue stream

	2019/20 Forecast (£'000)	2020/21 Budget (£'000)	2021/22 Budget (£'000)	2022/23 Budget (£'000)	2023/24 Budget (£'000)	2024/25 Budget (£'000)
Financing Costs General Fund	7,999	10,149	13,863	18,247	21,887	24,153
Proportion of net revenue stream (%)	3.20%	4.30%	5.80%	7.40%	8.70%	9.60%
Financing Costs HRA	13,034	16,240	22,069	26,976	31,236	35,259

Proportion of net revenue stream (%)	12.90%	15.30%	19.70%	22.60%	24.90%	26.70%

8.3.27 It can be seen that over the MTFS period that the General Fund ratio increases. However, whilst costs of financing investment increases there will be offsetting revenue savings from those schemes which are self-financing, and these savings will be reflected in reduced service area budgets. It is also possible that once business cases are prepared that some of the schemes within the capital programme may well not proceed. The ratio also increases for the HRA. This level of ratio has been modelled into the current version of the evolving HRA business plan and capital programme and is affordable.

Governance

8.3.28 Decisions on treasury management investment and borrowing are made on a daily basis and are delegated to the Director of Finance. There is a further sub-delegation to members of the Director of Finance's staff to facilitate day-to-day operations. Whoever is making the decision(s) will need to act in line with the treasury management strategy as approved by full Council.

Flexible use of capital receipts

8.3.29 This strategy sets out the Council's approach to the flexibility afforded by the government's change to the rules surrounding the use of capital receipts. Capital receipts can only be used for specified purposes and these are set out in Regulation 23 of the Local Authorities (Capital Finance and Accounting) (England) Regulations 2003, which is made under Section 11 of the Local Government Act 2003. The main permitted use of capital receipts is to fund capital expenditure and the use of capital receipts to support revenue expenditure is not permitted by the regulations.

8.3.30 The Secretary of State is empowered to issue directions allowing expenditure incurred by local authorities to be treated as capital expenditure. Were such a direction is made, the specified expenditure can be then be funded by utilising capital receipts.

8.3.31 The then Secretary of State for the Department for Communities and Local Government issued guidance in March 2016, giving local authorities greater freedoms over how capital receipts can be used to finance expenditure. The direction allows for the following expenditure to be financed by utilising capital receipts:

"Expenditure on any project that is designed to generate ongoing revenue savings in the delivery of public services and/or transform service delivery to reduce costs and/or transform service delivery in a way that reduces costs or demand for services in future years for any of the public sector delivery partners."

8.3.32 In order to comply with this direction, the Council must consider the Statutory Guidance issued by the Secretary of State. The guidance requires authorities to prepare, publish and maintain a flexible use of capital receipts strategy with the initial strategy being effective from the 1st April 2016 with future strategies being included within future annual budget document.

8.3.33 The Statutory Guidance for the flexible use of capital receipts strategy states that the strategy should include a list of each project that is intended to be funded via this flexibility, together with the expected savings that the projects will realise. The strategy should also include the impact that the flexibility has on the affordability of borrowing by including updated prudential indicators.

8.3.34 The Secretary of State for Ministry of Housing, Communities and Local Government issued revised directions for the flexible use of capital receipts which extended the period of the flexibility to the financial year 2021/22.

8.3.35 The Council's strategy for the flexible use of capital receipts will be presented in the February 2020 Cabinet Report.

9. Housing Revenue Account (HRA)

9.1 The HRA is the Council's record of the income and revenue expenditure relating to council housing and related services. Under the Local Government and Housing Act 1989, the HRA is ring-fenced and cannot be subsidised by increases in council tax. Equally, any surplus in the HRA or balances held in reserves cannot be transferred to the General Fund. Since April 2012, the HRA has been self-financing. Under self-financing Councils retain all the money they receive from rent and use it to manage and maintain their homes.

HRA 10 Year Financial Plan Overview

9.2 The HRA is made up of the Revenue account (Income and Expenditure) and Capital account (Investments and Financing). In previous years the council's capital programme mainly consist of maintenance of existing stocks. The council's ambition to develop new build in the HRA has been hindered by the HRA borrowing cap. On 28th October 2018, following the abolition of HRA borrowing cap, the council embarked on expansion of the capital programme in the HRA.

9.3 This led to the development of a new 10 years HRA financial plan to assess the affordability of the existing stock maintenance, the new homes build and new homes acquisition programmes. Included in this is also the carbon reduction programmes for both existing stocks and new stocks. The delivery of all these is subject to affordability within the HRA.

9.4 The HRA financial plan allows the housing strategy to be updated and implements long term planning on resources and asset maintenance. The plan contains a long-term assessment of the need for investment in assets, such as Decent Homes and other cyclical maintenance requirements, as well

as forecasts on income streams such as rents, in line with rent standards, and future developments.

The main sources of income to the HRA: rents and service charges.

Housing rents

9.5 Rent limits are set by Government through the guidelines which set the formula for rents. These rents are called formula rent or social rent. Formula Rent is based on property value, number of bedrooms, average earnings in the area, location of the property. The current rent (2019/20) was set at 2018/19 rent minus 1.0%. This is due to the statutory four years social rent reduction imposed by Government from April 2016.

9.6 This statutory 1% social rent reduction ends on 31 March 2020. From 1 April 2020, the government will permit local authorities in England to increase social rents and affordable rents every year by no more than the Consumer Price Index (CPI) at September of the previous year plus 1% for at least five years.

9.7 Individual rents in Haringey are below the formula rent in many properties. This is because historically Haringey rents are lower than the formula rent. Government introduced rent restructuring to converge actual rents to the formula rent. This was abandoned in 2015/16. However, government allows local authorities to charge formula rents in such properties when they are re-let following a vacancy.

9.8 Haringey Council must set housing rents for 2020/21 using the formula set out in the government's policy on social housing rents. Given that the CPI at September 2019 is 1.7%, housing rents in Haringey will increase by no more than 2.7% (CPI plus 1%) from 6 April 2020 (the first Monday in April).

9.9 The 10years HRA financial plan includes annual rent increases of CPI plus 1% in 2020/21 and the next four years and reverts to annual increases of CPI only for the remaining five years of the HRA financial plan.

General needs and sheltered / supported housing

9.10 Provisional rents for general needs and sheltered / supported housing for 2020/21 have been calculated so that the weekly rents paid by tenants increase by no more than 2.7% from 6 April 2020. On this basis, the average weekly rent will increase by £2.75 from £101.82 to £104.57.

9.11 There is a range of rents across different sizes of properties. Table 1 sets out the provisional average weekly rents for 2020/21 and the proposed rent increase by property size.

Table 9.1

Proposed average general needs and sheltered / supported housing rents

Number of Bedrooms	Number of Properties	Current average weekly rent 2019/20	Provisional average weekly rent 2020/21	Proposed average rent increase	Percentage increase
Bedsit	135	£82.61	£84.84	£2.23	2.7%
1	5,383	£87.49	£89.85	£2.36	2.7%
2	5,146	£101.97	£104.72	£2.75	2.7%
3	3,717	£116.76	£119.91	£3.15	2.7%
4	601	£132.93	£136.52	£3.59	2.7%
5	104	£155.51	£159.71	£4.20	2.7%
6	15	£161.60	£165.96	£4.36	2.7%
7	2	£152.91	£157.04	£4.13	2.7%
8	1	£173.10	£177.77	£4.67	2.7%
All dwellings	**15,104**	**£101.82**	**£104.57**	**£2.75**	**2.7%**

9.12 As some properties have not reached the formula rent, the current policy of increasing rents to the formula rents on re-let to new secure tenants will continue.

Affordable rent housing

9.13 There are eighteen homes, built under the New Homes Infill Programme, let at affordable rents.

9.14 From 6 April 2020, affordable rents will increase by 2.7% from their current levels. The current average weekly affordable rent will increase by £6.66 from £246.65 to £253.31. There is a range of affordable rents across different sizes of properties. Table 2 sets out the provisional average weekly affordable rents for 2020/21 by property size.

Table 9.2

Proposed average affordable rents

Number of Bedrooms	Number of Properties	Current average weekly rent 2019/20	Provisional average weekly rent 2020/21	Proposed average rent increase	Percentage increase
1	1	£205.25	£210.79	£5.54	2.7%
2	5	£228.13	£234.29	£6.16	2.7%
3	7	£228.82	£235.00	£6.18	2.7%
4	3	£287.03	£294.78	£7.75	2.7%
5	2	£315.51	£324.03	£8.52	2.7%
All dwellings	**18**	**£246.65**	**£253.31**	**£6.66**	**2.7%**

Temporary accommodation

9.15 Following a recent legal advice that all council acquired properties for housing homeless households should be held in the HRA, the investment in these properties are captured in the HRA capital programme schemes. These properties will be leased to the Community benefit society (CBS) and rental income received from CBS into the HRA for the first seven years. The HRA financial plan includes these rental incomes from 2020/21 to 2026/27. From year eight, it recognises incomes from these properties at formula rent plus CPI as these properties will revert to the HRA

Rent consultation

9.16 The Council must give written notice to tenants at least four weeks before the new rents for 2020/21 start on 6 April 2020. This will follow the consideration by Cabinet in February 2020 and will include:

- Council housing rent charges for 2020/21
- Proposed weekly tenants service charges for 2020/21
- HRA hostel rent charges for 2020/21

Commercial Rents

9.17 Following the Cabinet decision in July 2017, most of the commercial portfolio within the HRA has been transferred to the General Fund. Therefore, most of

the income and expenditure relating to Commercial properties is now accounted for in the General Fund.

Tenants' service charges

9.18 In addition to rents, tenants pay charges for services they receive which are not covered by the rent. The Council's policy has been to set tenants' service charges at the start of each financial year to match budgeted expenditure.

9.19 Service charges must be set at a level that recovers the cost of the service, and no more than this. Charges are calculated by dividing the budgeted cost of providing the service to tenants by the number of tenants receiving the service. Therefore, a flat rate is charged to tenants receiving each service and the weekly amount is fixed. The amount tenants pay increases where the cost of providing the service is anticipated to increase. Equally, charges are reduced when the cost of providing the service reduces or where there has been an over-recovery in the previous year.

9.20 Tenants currently pay for the following property-related services;

- Concierge
- Grounds maintenance
- Caretaking
- Street sweeping (Waste collection)
- Light and power (Communal lighting)
- Heating
- Integrated reception service (Digital TV)
- Estates road maintenance
- Door entry system maintenance
- Sheltered housing cleaning service
- Good neighbour cleaning service
- Converted properties cleaning
- Window cleaning service.
- TV aerial maintenance

Tenants living in sheltered and supported housing also pay the following additional support charges:

- Sheltered Housing Charge
- Good Neighbour Charge
- Additional Good Neighbour Charge

9.21 The applicable charges for 2020/21 will be calculated and presented to Cabinet and Full Council for approval in February 2020.

9.22 As no new charges are being introduced, there is no requirement for tenant consultation. However, a four weeks' written notice will be served on all tenants prior to April 6, 2020.

HRA Expenditure

9.23 The Council's Arms' Length Management Company (ALMO), Homes for Haringey (HfH) manages the dwellings stock and garages on behalf of the Council. The management fee the council pays for these services is budgeted at £43m for 2020/21. This includes £20m for repairs and about £2m for housing demand.

9.24 Other significant items of expenditure include the capital financing charge and depreciation. The capital financing charge is the interest on HRA loans and internal funding and is budgeted at a higher level than 2019/20 due to a recent increase in borrowing rates and increase in the level of capital works programme and New build programme.

Draft Update of HRA 10 Year Financial Plan – Capital Programmes

9.25 The HRA long term financial plan has been updated in order to determine how the council might best use the new HRA borrowing capability (still of course constrained by the prudential borrowing code) to both fulfil its responsibilities in respect of its existing stock and deliver the council's objectives for its provision of additional housing.

9.26 The HRA plan recognises certain risks. For example; the impact of government policy changes in respect of types of tenancy, rent levels, right to buy, and treatment of voids. The recent 1% increase in PWLB interest rate poses another risk to the HRA financial plan.

9.27 The plan, which is being updated, assumes a revenue contribution to capital outlay (RCCO) minimum of £10m. This means that the surplus after expenditure should not be below £10m. It also assumes a working balance of £14.2m.

9.28 The draft Housing Revenue Account (HRA) revenue budget and HRA Capital programme incorporates the work to date on updating the HRA Business Plan. This is a complex plan and Members should be aware that further changes are anticipated before the final budget package is presented in February, though this will not affect the rent proposals for 2020/21 included here.

9.29 A finalised version will be presented to Cabinet and Full Council for approval in February 2020. It should be noted that any changes in the final version will not affect the rent proposal contained in this draft report.

Draft HRA 5 Years MTFS (2020/21-2024/25)

9.30 The HRA budget for 2020/21 is a balanced budget maintaining a reasonable revenue contribution to capital of £10.0m. This report sets out the proposed HRA 5 years Budget/MTFS in the Table below. It accommodates the scale of development presently assumed within the business and financial planning in terms of its impact of the future years HRA revenue position.

Table 9.3 - Draft HRA 5-Year Revenue Budget (2020/21 – 2024/25)

Housing Revenue Account (HRA) Income & Expenditure	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25
	£'000	£'000	£'000	£'000	£'000	£'000
Income						
Dwellings Rent Income	(79,648)	(83,578)	(88,897)	(95,332)	(100,759)	(106,776)
Void Loss	557	585	622	667	705	747
Hostel Rent Income	(2,299)	(2,358)	(2,418)	(2,481)	(2,545)	(2,611)
Service Charge Income	(11,140)	(11,647)	(12,047)	(12,538)	(12,935)	(13,378)
Leaseholder Income	(6,842)	(7,064)	(7,284)	(7,505)	(7,733)	(7,966)
Other Income (Garages /Aerials/Interest)	(1,913)	(1,951)	(1,990)	(2,030)	(2,071)	(2,112)
Total Income	**(101,285)**	**(106,013)**	**(112,014)**	**(119,219)**	**(125,338)**	**(132,096)**
Expenditure						
Repairs	20,020	20,421	20,829	21,246	21,671	22,104
Housing Management	20,461	20,870	21,287	21,713	22,147	22,590
Housing Demand	1,879	1,917	1,955	1,994	2,034	2,075
Management Fee (HfH)*	**42,361**	**43,208**	**44,071**	**44,953**	**45,852**	**46,769**
Estates Costs (Managed)	8,834	9,829	9,822	10,018	10,218	10,422
Provision for Bad Debts (Tenants)	724	837	864	895	922	951
Provision for Bad Debts (Leaseholders)	18	18	19	20	20	21
Total Managed Expenditure	**9,576**	**10,684**	**10,705**	**10,933**	**11,160**	**11,394**
Other Costs (GF Services)	3,626	3,919	3,997	4,077	4,079	4,161
Other Costs (Property/Insurance)	1,983	2,023	2,063	2,104	2,146	2,189
Capital Financing Costs	11,872	16,240	22,069	26,976	31,236	35,259
Contribution to Major Repairs (Depreciat	15,506	19,894	21,500	23,143	24,326	26,366
Revenue Contributions to Capital	16,361	10,045	7,609	7,033	6,539	5,958
Total Expenditure	**101,285**	**106,013**	**112,014**	**119,219**	**125,338**	**132,096**

Draft HRA 5 Years Capital Programme (2020/21 – 2024/25)

9.31 This represents the capital implications of the new HRA financial plan (still subject to finalisation) where there is a strong emphasis on meeting the needs of the existing stock. It also focuses on the delivery of new homes and provision of temporary accommodation. The HRA MTFS is geared towards maximising the use of other available resources and use borrowing as last resort. The MTFS capital programme funding assumes a mix of grant funding, revenue contribution and prudential borrowing. The total capital investment in 2020/21 is £253.6m fully funded from revenue contribution, grants, RTB retained receipt, Major Repairs Reserve and borrowing.

Table 9.4 - Draft HRA 5 Year Capital Programme (2020/21 – 2024/25)

Housing Revenue Account (HRA)	Year 1	Year 2	Year 3	Year 4	Year 5	**Total**
Investment and Financing	**2020-21**	**2021-22**	**2022-23**	**2023-24**	**2024-25**	**5 Years**
	£'000	£'000	£'000	£'000	£'000	**£'000**
Capital Investment						
Existing Stock Investment (Haringey Standard)	120,456	94,829	83,979	64,856	48,532	**412,652**
New Homes Build Programme	41,330	48,429	104,498	68,919	135,484	**398,660**
New Homes Acquisitions	59,628	63,368	10,354	10,252	10,472	**154,074**
TA Acquisitions	32,227	19,612	20,004	20,404	20,812	**113,059**
Total Capital Investment	**253,641**	**226,238**	**218,835**	**164,431**	**215,300**	**1,078,445**
Capital Investment Financing						
Grants (GLA Bid)	8,400	47,900	6,330	0	0	**62,630**
Grants (Additional Bid)	0	0	21,713	20,612	36,187	**78,512**
Major Repairs Reserves	19,894	21,500	23,143	24,326	26,366	**115,229**
Revenue Contributions	10,045	7,609	7,033	6,539	5,958	**37,184**
RTB Capital Receipts	9,668	5,884	6,001	6,121	6,244	**33,918**
Leaseholder Contributions to Major Works	6,190	7,142	7,857	7,437	7,122	**35,748**
Borrowing / (Debt Repayment)	199,444	136,203	146,758	99,396	133,423	**715,224**
Total Capital Financing	**253,641**	**226,238**	**218,835**	**164,431**	**215,300**	**1,078,445**

10 Dedicated Schools Budget (DSB)

10.1 The Dedicated Schools Budget (DSB) is substantially funded from the ring-fenced Dedicated Schools Grant and two other funding streams (Pupil Premium and Post 16 Grant) which are, in effect, passported to schools. Spending must be consistent with the requirements of the prevailing Schools and Early Years Funding Regulations. There are requirements for Schools Forum to act as a decision-making and/or a consultative role in determining budget levels for each year.

10.2 The financial position reported to Schools Forum in October 2019 set out the forecast year end position. This highlighted the budget pressures in the High Needs Block which is estimated to add an additional £5.1m to the existing deficit of £2.228m.

10.3 Table 10.1 below sets out Haringey's Dedicated Schools Grant allocations for 2018-19, the minimum rebased DSG baseline allocation for 2019-20 and Provisional National Funding Formula (NFF) allocation for 2020-21.

Table 10.1 Haringey's Dedicated Schools Grant Allocation Dedicated Schools Grant

Dedicated Schools Grant	2018-19 DSG allocations	2019-20 NFF	2020-21 Provisional NFF
	£m	£m	£m
Schools Block	195.3	196.97	198.45
Central School Services Block	3.09	3.02	2.95
Early Years Block	20.18	20.09	20.09
High Needs Block	35.47	36.14	40.49
Total DSG	254.04	256.22	261.98

10.4 Overall, Haringey's provisional NFF allocation for 2020/21 is an increase of 2.25% equivalent to £5.76m. This is based on 2019 October census pupil numbers which still needs to be confirmed. The impact of this provisional funding by Block is:

- Schools Block - uplift of 0.75% equivalent to £1.48m.
- Central School Services Block - has lost 2% equivalent to £0.070m.
- High Needs Block – uplift of 11% equivalent to £4.35m.
- Early Years Block – to be confirmed

10.4 The actual financial position for the Dedicated Schools Grant is dependent on the final school's finance settlement for 2020-21, which is due in December 2019.

10.5 The Schools Forum will consider these figures at their December 2019 and January 2020 meetings.

DSG Reserves

10.6 As at Quarter 2, the DSG Reserves is expected to close with a cumulative deficit of £7.35m at the end of 2019-20. The pressure is mainly in the High Needs Block and is mainly due to the general increase in pupil numbers with special educational needs within the borough.

Table 10.2 2019/20 Year End DSG reserves forecast

Blocks	Opening DSG at 01/04/19	Schools Forum agreed transfers between blocks	Revised Reserves at 01/04/19	P6 Forecast Outturn Variance	Closing DSG Reserves at P6 2019-20
	£000	£000	£000	£000	£000
Schools Block	(1,265)	1,265	-	-	-
Central Block	13	(13)	-	-	-
Early Years Block	(785)	785	-	(424)	(424)
High Needs Block	4,267	(2,038)	2,229	5,543	7,772
Total	**2,229**	**-**	**2,229**	**5,118**	**7,347**

10.7 It is likely that a three year deficit recovery plan will be required by the EFSA based on the projected out-turn for 2019-20, which is past the 1% overspend threshold.

11 Consultation & Scrutiny

11.1 The Council, as part of the process by which it sets its budget, seeks the views and opinions of residents and service users which is used to inform the final decision of the Council when setting the budget.

11.2 As such a formal consultation is being planned the result of which is expected in January and will be shared with Cabinet to enable them to consider and reflect any amendments into the final February report.

11.3 Statutory consultation with businesses will also take place in January and any feedback will be considered and, where agreed, incorporated into the final February report. A detailed consultation plan is attached at Appendix 6.

11.4 Additionally, the Council's budget proposals will be subject to a rigorous scrutiny review process which will be undertaken by the Overview and Scrutiny Panels and Committee during December/January on a priority themed basis. The Overview and Scrutiny Committee will then meet in January 2019 to finalise its recommendations on the budget package. These will be reported, and included in the report, to Cabinet in February.

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

Finance

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

12.2 Ensuring the robustness of the Council's 2020/21 budget and its MTFS 2020/21 – 2024/25 is a key function for the Council's Section 151 Officer. This includes ensuring that the budget proposals are realistic and deliverable and that they will be achieved in a number of ways including consideration of the budget setting process itself, the quality and extent of both statutory and non-statutory consultation, the assessment and management of risks, feedback and challenge via scrutiny processes, and the coherence of the working papers supporting budget proposals.

12.3 The draft General Fund Budget 2020/21 presently has a budget gap of £0.6m which will need to be addressed before the February report in order that the Council can approve a balanced budget.

12.4 A significant change to previous financial planning assumptions beyond 2020/21 is that the Council will continue to receive a similar level of grant funding as was announced in the Spending Round 2019 (SR19), which included a significant step up in the level of social care grants receivable in 2020/21. Should this not be realised it will have a significant impact on the current forecast gap across those years. This has been highlighted as one of the biggest risks to the current MTFS.

12.5 Another significant change is the further increase in the scale if the Council's capital programme, with it's consequent implications to the Council's balance sheet, including it's level of debt.

12.6 The formal Section 151 Officer assessment of the robustness of the council's budget, including sufficiency of contingency and reserves to provide against future risks will be made as part of the final budget report to Council in February and will draw on independent assessments of the Council's financial resilience. This statutory role is acquiring more and more significance given the increased pressure falling upon this council's budget and uncertain national political picture.

Procurement

12.7 Strategic Procurement notes the contents of this report and will continue to work with services to enable cost reductions.

Assistant Director of Corporate Governance Comments

12.8 The Local Authorities (Standing Orders) (England) (Regulations) 2001 and the Budget and Policy Framework Procedure Rules at Part 4 Section E of the Constitution, set out the process that must be followed when the Council sets its budget. It is for the Cabinet to approve the proposals and submit the same to the Full Council for adoption in order to set the budge. However, the setting of rents and service charges for Council properties is an executive function to be determined by the Cabinet.

12.9 The Council must ensure that it has due regard to its public Sector Equalities Duty under the Equalities Act 2010 in considering whether to adopt the recommendations set out in this report.

12.10 Where detailed savings proposals are yet to be developed, the Cabinet will need to ensure that where necessary, consultation is carried out and equalities impact assessments are undertaken, and the outcomes of these exercises inform any final decisions.

Equality

12.11 The Council has a Public Sector Equality Duty under the Equality Act (2010) to have due regard to the need to:

- Eliminate discrimination, harassment and victimisation and any other conduct prohibited under the Act
- Advance equality of opportunity between people who share those protected characteristics and people who do not
- Foster good relations between people who share those characteristics and people who do not.

12.12 The three parts of the duty applies to the following protected characteristics: age, disability, gender reassignment, pregnancy/maternity, race, religion/faith, sex and sexual orientation. Marriage and civil partnership status applies to the first part of the duty.

12.13 The Haringey Borough Plan 2019-23 sets out Haringey Council's Equalities Objectives. These are:

1. To narrow the gap in outcomes
2. To identify and reduce violence that has a disproportionate impact on particular communities and groups
3. To support the development of strong communities
4. To have a diverse workforce at all levels of the organisation

12.14 The decision proposed in this paper is to commence consultation with residents, businesses, partners, staff and other groups as necessary on the draft MTFS revenue proposals for 2020/21-2024/25. The Council has designed the proposals in this report with reference to these Borough Plan equalities objectives.

12.15 During this consultation exercise, there will be specific focus on considering the implications of the proposals for groups with protected characteristics, including any potential cumulative impact of these decisions. Questions will include a focus on the impact of the budget on inequality.

12.16 The feedback from this consultation will inform the final package of savings proposals presented in February 2020 and feed into Equality Impact Assessments of the Budget and MTFS proposals. Haringey Council believes the Equality Impact Assessment process is an important way of informing our decision making process. At this stage, the assessment of the potential impact of decisions is high level and has not been subjected to detailed analysis. This is a live process and, as plans are developed further, each service area will assess the equality impacts and potential mitigating actions of their proposals in more detail. Final EQIAs will be published alongside decisions on specific proposals.

12.17 Initial Equality Impact Assessments for relevant savings proposals will be published in February 2020 and will reflect feedback regarding potential equality impacts gathered during the consultation period. If a risk of disproportionate adverse impact for any protected group is identified, consideration will be given to measures that would prevent or mitigate that impact. Where there are existing proposals on which decisions have been taken, existing equalities impact assessments will be signposted.

13. Use of Appendices

Appendix 1 – Summary of Draft Revenue 2020/21 Budget and Medium Term Financial Plan 2020-2025
Appendix 2 – Summary of new budget reduction proposals
Appendix 3 – Summary of total budget reduction proposals by year
Appendix 4 – Draft General Fund Capital Programme 2020/21 – 2024/25
Appendix 5 – Summary of new proposed capital investment
Appendix 6 – Budget Consultation Plan

14. Local Government (Access to Information) Act 1985

2019/20 Qtr 1 and Qtr 2 Budget Reports
2019/20 Budget & MTFS 2019-2024

Detailed pro-formas for individual budget reduction proposals are available online at the following location:

http://www.minutes.haringey.gov.uk/ieListDocuments.aspx?CId=118&MId=9155&Ver=4

Appendix I – Haringey General Fund and Medium Term Financial Plan

	2019/20 Budget	Movement	2020/21 (Draft) Budget	Movement	2021/22 Projected	Movement	2022/23 Projected	Movement	2023/24 Projected	Movement	2024/25 Projected
Priority Area	**£'000**	**£'000**	**£'000**	**£'000**	**£'000**	**£'000**	**£'000**	**£'000**	**£'000**	**£'000**	**£'000**
Housing	19,067	(816)	18,251	(709)	17,542	(136)	17,406	(136)	17,270	(136)	17,134
People - Children	59,293	(2,942)	56,351	(619)	55,732	(9)	55,723	400	56,123	300	56,423
People - Adults	83,535	(7,390)	76,145	(2,091)	74,054	(1,724)	72,329	3,174	75,503	3,102	78,605
Place	26,954	(2,505)	24,449	(2,061)	22,388	(1,053)	21,335	(64)	21,271	6	21,277
Economy	1,479	(390)	1,089	(120)	969	(130)	839	(120)	719	-	719
Your Council	37,811	(1,509)	36,302	(1,088)	35,214	(790)	34,424	(6)	34,418	-	34,418
Non-Service Revenue	18,530	11,070	29,600	10,144	39,744	10,785	50,529	9,540	60,069	6,266	66,335
Further Savings to be Identified	-	(612)	(612)	125	(487)	(1,209)	(1,696)	(6,946)	(8,642)	(3,766)	(12,409)
Council Cash Limit	**246,669**	**(5,094)**	**241,575**	**3,580**	**245,156**	**5,734**	**250,889**	**5,842**	**256,731**	**5,772**	**262,503**
Planned Contributions form Reserves	(5,487)	5,487	-	-	-	-	-	-	-	-	-
Total General Fund Budget	**241,182**	**393**	**241,575**	**3,580**	**245,156**	**5,734**	**250,889**	**5,842**	**256,731**	**5,772**	**262,503**
Funding											
Council Tax	(101,981)	(5,130)	(107,111)	(3,224)	(110,335)	(3,321)	(113,656)	(3,421)	(117,077)	(3,524)	(120,600)
Council Tax Surplus	(3,850)	1,700	(2,150)	-	(2,150)	-	(2,150)	-	(2,150)	-	(2,150)
RSG	0	(22,030)	(22,030)	(441)	(22,471)	(449)	(22,920)	(458)	(23,378)	(468)	(23,846)
Retained Business Rates	(33,484)	11,664	(21,820)	(1,339)	(23,158)	(418)	(23,576)	(416)	(23,992)	(480)	(24,472)
Top up Business Rates	(65,196)	7,525	(57,671)	(5,089)	(62,760)	(1,133)	(63,892)	(1,126)	(65,018)	(1,300)	(66,319)
NNDR Growth	(3,084)	2,684	(400)	400	-	-	-	-	-	-	-
Total (Main Funding)	**(207,595)**	**(3,586)**	**(211,181)**	**(9,692)**	**(220,873)**	**(5,321)**	**(226,194)**	**(5,421)**	**(231,615)**	**(5,772)**	**(237,387)**
New Homes Bonus	(2,540)	341	(2,199)	-	(2,199)	-	(2,199)	-	(2,199)	-	(2,199)
Public Health	(19,677)	(551)	(20,228)	(405)	(20,632)	(413)	(21,045)	(421)	(21,466)	-	(21,466)
Other core grants	(11,370)	3,403	(7,967)	6,517	(1,450)	-	(1,450)	-	(1,450)	-	(1,450)
TOTAL (Core/Other External Grants)	**(33,587)**	**3,193**	**(30,394)**	**6,112**	**(24,282)**	**(413)**	**(24,694)**	**(421)**	**(25,115)**	**-**	**(25,115)**

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APPENDIX 2 - Summary of new budget reduction proposals

REF	Priority	Category	Title	Description	2020/21 £'000	2021/22 £'000	2022/23 £'000	2023/24 £'000	2024/25 £'000	Savings Total £'000	Capital Investment £'000
20/25-EC01	Economy	New Delivery Model	Head Lease Acquisition Programme	The proposal is to allocate capital budget to enable the acquisition by the Council of as many head-leases as possible on sites where the Council already owns the freehold, in order for the Council to stop paying rent to these landlords and to receive all of the passing rent from those properties which are tenanted by commercial or other tenants.	100	120	130	120	-	470	-
20/25-EC02	Economy	Stopping / reducing service	Reduction of North Tottenham Regeneration revenue budgets	The proposal is to reduce general fund revenue costs in North Tottenham budgets (Northumberland Park and High Road West) by reducing expenditure on e.g. some community engamenent activities and events.	75	-	-	-	-	75	-
20/25-EC03	Economy	Service redesign	Alternative funding model for sites delivery work	Regeneration officers are engaged in a significant amount of work on the delivery of sites which will result in new housing (including affordable housing). This proposal is to review that activity and identify where general fund revenue could be displaced by either S10 funding or new capital budgets.	100	-	-	-	-	100	-
20/25-EC04	Economy	Service redesign	Use of Strategic Acquisitions budget for sites delivery work	The Regeneration service has submitted a bid for new capital funding for Employment-Led sites delivery. This proposal would seek to offse the impact of these costs on revenue budgets. The proposal is to identify costs within the service that are eligible for this funding, and t apply LBH Capital to offset LBH revenue spend. Achieving these savings will require a corresponding capital allocation.	75	-	-	-	-	75	-
20/25-EC05	Economy	Service redesign	Increased capitalisation of staff time and project costs	As of 19/20, the Regeneration service has rapidly increased its capitalisation of costs, which is now high in all Area Regeneration budgets. The proposal is to capitalise further, using an increased capital budget for Tottenham Hale. A bid to increase the existing Streets & Spaces and Green & Open Spaces capital lines (Schemes 401 and 402) has been submitted, on the grounds of construction inflation and increased capitalisation requirements.	75	-	-	-	-	75	-

20/25-EC06	Economy	Increase in income	Increased recharge to HRA	The service is now engaged in a significant amount of work on estates and on the delivery of new affordable housing, which would be eligibl for HRA spend. The proposal is to increase the amount of revenue funding provided from the HRA each year. A review of the HRA budget is underway, and it is proposed that this work accomodates an increased recharge from Regeneration on a yearly basis, reflecting new workstreams on estates and towards the delivery of affordable housing.	100	-	-	-	-	100	-
20/25-EC07	Economy	Service redesign	HRP Senior Restructure	In June 2019, the S&R commitee approved the senior managment restructure within Housing, Regeneration & Planning. With a number of changes taking place within the Directoraite, the restructure was an opportunity to streamline the structure, align responsibilities to achieve maximum efficiency and eliminate duplication while recognising the need to build a confident and stable approach to Housing, Regeneration and Planning.	30	-	-	-	-	30	-
20/25-EC08	Economy	Increase in income	Strategic Property Unit – New Income Outdoor Media	This proposal comprises an opportunity to achieve new income potential by securing rental payments from outdoor media companies This includes digital billboards and an innovative building wrap with a digital display for advertising purposes and council messages.	100	-	-	-	-	100	-
20/25-EC09	Economy	Increase in income	Strategic Property Unit – New Income Rent Reviews	The saving arises from rent reviews that have been identified a overdue. Two agency employees have achieved the target savings in the years 2018/2020 to date and further savings have been identified and agreed with tenants as rent increases.	100	-	-	-	-	100	-
20/25-EC10	Economy	Increase in income	Strategic Property Unit – New Income 5g	This proposal comprises an opportunity to achieve new income potential by securing rental payments from Mobile Operators and Infrastructure providers.	20	-	-	-	-	20	-
TOTAL - ECONOMY					775	120	130	120	0	1145	0

APPENDIX 2

REF	Priority	Category	Title	Description	2020/21 £'000	2021/22 £'000	2022/23 £'000	2023/24 £'000	2024/25 £'000	Savings Total £'000	Capital Investment £'000
20/25-HO01	Housing	Service redesign	Transferring PSLs to the CBS	Private Sector Leasing properties are leased by the Council from private landlords for between one and five years with a guaranteed rent for the term of the lease. Leases are mainly based on 90% of the 2011 LHA plus a £40 a week management fee (the latter being a transfer from FHSG). The CBS has been established to lease properties purchased by the Council to use them as TA or to discharge homelessness. Unlike the Council, the CBS can charge the current (2019) Local Housing Allowance (LHA) for the area the property is located in. Therefore moving these leases could mean tota additonal rental income of £1.19m if all leases were transferred. This would require, in each case, the landlords agreement to do so and additonal incentives may be required. A reduction in savings of 25% has thus been included to account for this and additonal costs	68	136	136	136	136	612	-
20/25-HO02	Housing	Increase in income	HfH and Council Housing Programme-funding for Carbon Management team time	The Carbon Management Team undertakes a significant amount of work for Homes for Haringey and the Council housing delivery team. This proposal would make provision for the Carbon Management Team to recharge the Housing Revenue Account for this work. This work is undertaken by staff funded through general fund revenue budgets, and as such an equivalent saving can be made to the general fund revenue budget through recharge from the HRA.	40	-	-	-	-	40	-
TOTAL - HOUSING					108	136	136	136	136	652	0

APPENDIX 2

REF	Priority	Category	Title	Description	2020/21 £'000	2021/22 £'000	2022/23 £'000	2023/24 £'000	2024/25 £'000	Savings Total £'000	Capital Investment £'000
20/25-PE01	People - Adults	Service redesign	Public Health Lifestyles	Look for alternative delivery options for lifestyles services (this includes; NHS Health Checks, smoking cessation, weight management and exercise programmes for the inactive), from April 2021 onwards. This proposal suggests alternative ways of delivering these services including: Reducing the capacity of services offered (but keeping services targeted at those who need them most), seekin partial funding from NHS partners, using an alternative delivery partner, joining up with other boroughs to commission the service for economies of scale.	-	60	-	-	-	60	-
20/25-PE02	People - Adults	Stopping / reducing service	Osbourne Grove Redevelopment	The closure of Osborne Grove Nursing Home pending the development of the new expanded facility that will increase the number of beds available from 32 to 70. This proposal contributes to Priority 2: People. People will be supported to live independently at home for longer. Increased intermediate care provision will enable more people to regain the skills and confidence they require to live independently in the community and will deliver improved outcomes for residents. Adults with multiple and complex needs will be supported to achieve improved outcomes through a coordinated partnership approach.	1,034	-	-	(476)	-	558	30,836
TOTAL - PEOPLE - ADULTS					1,034	60	0	(476)	0	618	30,836

20/25-PE03	People - Children's	New Delivery Model	0-19 year old public health commissioned services - a new integrated commissioned service delivery model	Public Health is working with the commissioned service provider to change the current service provision of three separate services into one integrated service model. Currently three commissioned services are within the Council's Section 75 Agreement with the CCG. These are the Health Visiting Service (including the HENRY programme), the School Nursing Service and the Family Nurse Partnership programme All services are provided by Whittington Health NHS Trust.	125	125	-	-	-	250	-
20/25-PE04	People - Children's	New Delivery Model	Reducing placement costs through effective management of the market	This proposal considers ways to shape the local residential care market for children by taking demand off the free market and creating some diversity in the care market. This will be done through reviewing the feasibility of a number of delivery approaches including opening bespoke childrens homes, ring fencing/blocking market purchasing of provision, working alongside the non-profit sector to grow this local offer, joing ownership of accomodation with Adult social Care and shared supported accomodation for young people with disabilities 18-25.	(100)	-	100	100	200	300	-
20/25-PE05	People - Children's	New Delivery Model	UASC Accommodation	Insourcing accommodation for unaccompanied asylum seekers fror expensive private providers to local properties leased directly by Homes for Haringey.	150	-	-	-	-	150	-
20/25-PE06	People - Children's	Service redesign	Reduce operational costs in Schools and Learning and	Identify any residual discretionary spend in Schools and Learning and reduce to deliver savings. Identify and reduce operational costs in Commissioning.	50	25	-	-	-	75	-
20/25-PE07	People - Children's	Stopping / reducing service	Review of spend on transport and taxis	Review of existing transport policy applicable to staff and foster carers to ensure: -Consistent application of policy -Clear statement of eligibility -Improved value for money by considering both transport chosen and cost of time spent travelling by individual staff members	-	-	75	-	-	75	-

				TOTAL - PEOPLE - Children's Services	225	150	175	100	200	850	0

	People - Children's	New Delivery Model	Invest to Save - Edge of Care	Savings Approved at July 2019 Cabinet	857	(48)	-	-	-	809	-
	People - Children's	Service redesign	Invest to Save proposal - In-House Fostering		282	11	-	-	-	293	-
	People - Children's	Efficiency savings	Invest to Save - SEND Transport		168	174	125	-	-	467	-
	People - Children's	New Delivery Model	Invest to Save - Pause Project		(186)	381	119	-	-	314	-
	People - Children's	New Delivery Model	Invest to Save - Family Centre		321	-	-	-	-	321	81
	People - Children's	New Delivery Model	Invest to Save - Foster Carer Room Extension		(107)	361	90	-	-	344	390
TOTAL - PEOPLE - CHILDREN'S PRE-APPROVED SAVINGS					1,335	879	334	0	0	2,548	471

TOTAL - PEOPLE					2,594	1,089	509	(376)	200	4,016	31,307

APPENDIX 2

REF	Priority	Category	Title	Description	2020/21 £'000	2021/22 £'000	2022/23 £'000	2023/24 £'000	2024/25 £'000	Savings Total £'000	Capital Investment £'000
20/25-PL01	Place	New Delivery Model	Selective Licensing	To consider Selective Licensing of the Private Rented sector for 60% of the Borough . The overall aim is to improve living standards and make landlords accountable for the management of their properties. The proposal is for a Selective Licensing fee of £600. Saving assume 60% of the Borough will be licenced. Saving relate to existing costs of established positions (highlighted in yellow on the spreadsheet) . To maximise the use of additional fee income recharges for ancillary services such as ASB enforcement officers (noise, nuisance, waste, anti-social behaviour) and corporate overheads will be charged against the HMO licence fees. Training costs will be applicable during service delivery.	-	-	239	-	-	239	-
20/25-PL02	Place	Increase in income	Debt Recovery	Dedicated team of officers to proactively chase payment of outstanding debts from unpaid PCN's. Use of new IT system, additional CEO's and nuisance vehicle contract to remove offending vehicles and encourage payment of outstanding debt and improve overall recovery rate percentage. PL09 is an invest to save proposal, there is a required £150k Service Revenue investment to generate £360k income, with a net savings of £210k	210	-	-	-	-	210	-
20/25-PL03	Place	Increase in income	CCTV enforcement of weight limits and emissions through ANPR/DVLA check	Use of new technology cameras to record vehicle reg plates and immediately look up DVLA database to establish vehicle weight and emissions. Will require significant investment in infrastructure and back office arrangements.	62	280	300	-	-	642	300
20/25-PL04	Place	Increase in income	Increase permit charges for highest emitting 'petrol' vehicles	A flat fee increase in Permit charge for the most polluting petrol emission band(s). Note a flat fee increase for diesel vehicles is already under consideration within Parking Action Plan and Parking Transformation. The new IT system would allow us to implement more dynamic permit and on street charges. The IT system will also allow us to determine the number of vehicles in each of the emissions band, so we will have accurate data to base decisions	75	25	-	-	-	100	-

20/25-PL05	Place	Increase in income	Increased trade waste	Invest to save model by increasing enforcement of trade waste to drive up compliance and income. Ensure time banding is adhered to and traders do not use residential collection services for their waste. Offending traders to be visited by Veolia-Haringey sales team. A three-month trial is recommended to quantify the overall benefits of this project to LBH . Traders who appear to be without contracts and traders who appear to have insufficient capacity will be visited.	25	-	-	-	-	25	-
20/25-PL06	Place	Efficiency savings	Contact Centre Efficiencies	The Veolia Contact Centre resource consists of ten staff who deal wit reports of missed collections, cleansing requests, complaints and taking payment for charged services (e.g. Green Waste and Bulky collections). This proposal is to reduce the size of the team by two staff, seeking to channel shift customers online but ultimately accepting a lower level of responsiveness to customers (performance is currently high).	-	50	-	-	-	50	-
20/25-PL07	Place	Efficiency savings	Mechanisation of High Street Cleansing	We will move to an outcome based cleansing model that increases the use of machinery and ensures that resources are deployed to maintain streets to a consistent standard across the borough. We need further time to carry out trials in more residential streets, main roads and high roads to ensure any new operating model is robust.	-	150	150	-	-	300	-
20/25-PL08	Place	New Delivery Model	FM Transformation	Terminating the Amey contract for FM Services and bringing Soft FM back in-house, and transferring Hard FM to Homes for Haringey. Approximately 100 staff will be in scope for a TUPE transfer. The proposed saving will be achieved through improved efficiency and returning Amey overhead and profit to the council. The transformatio will include purchase of a new Property IT system, and service improvements particularly relating to building repairs and maintenance.	150	-	-	-	-	150	-
20/25-PL09	Place	New Delivery Model	Hybrid Mail proposal	Provide on-demand service to centralise print streams and optimise stationery and print costs, which will enable outgoing correspondence to be sent electronically to the mailroom, for automated printing and insertion into envelopes, franking and dispatch. The envisage solutio can also handle inserts. It can deal with large scale mail out as well a individual letters. This will provide a more efficient solution for staff sending letters.	-	77	-	-	-	77	50

20/25-PL10	Place	Increase in income	Creamatorium Lease	The council's Parks Service manages the lease on the borough's crematorium operated by Dignity. There is a contractual inflation rise each year in the income on this lease, plus a general increased share of their profits.	20	-	-	-	-	20	-
20/25-PL11	Place	Increase in income	New Lease Income v2	The Parks Service receives income from leases on a range of buildings in parks. Some of these leases have completed recently or will complete in next couple of years. The renegotiation of these leases on new rates could deliver a further £20k saving from 2021/22.	-	20	-	-	-	20	-
20/25-PL12	Place	Efficiency savings	Fuel Savings	There is an existing capital programme scheme to procure a new fleet of 15+ parks vehicles during 2020/21. It anticpated that the majority o all of the new fleet will be fully electric, hence there will be savings within the fuel base budget. This proposal contributes to the council' Zero Carbon targets.	-	25	-	-	-	25	-
20/25-PL13	Place	Increase in income	EV Charging	Lamp Column, Standard and Rapid - will increase this year. Income i based on medium or high uptake of EV charging. 38 CP' shave been installed and work is progressing on Phase 2. Work is also continuing on TfL funded (rapid) charging Points and GULC's funded charging points. However, progress for all EVCPs has stalled because of change in design specification (as per ULEV action plan) to prioritise installation on carriageway and not footways. Suppliers are resistant as this adds c£2000k to costs for a build-out. Carbon Management negotiating with suppliers to fund build-outs.	100	-	-	-	-	100	-
20/25-PL14	Place	Increase in income	Parking Transformation Programme	The Parking Transformation Programme (PTP) is a series of parking related projects and workstreams, which seeks to increase income and provide and more efficient and effective service.	1,360	840	300	-	-	2,500	-
TOTAL - PLACE					2,002	1,467	989	0	0	4,458	350

REF	Priority	Category	Title	Description	2020/21 £'000	2021/22 £'000	2022/23 £'000	2023/24 £'000	2024/25 £'000	Savings Total £'000	Capital Investment £'000
20/25-YC01	Your Council	Efficiency savings	The service will continue to reduce the amount of paper being used, stored and transported and this has lead to financial savings.	The service will continue to reduce the amount of paper being used, stored and transported and this has lead to financial savings.	13	-	-	-	-	13	-
20/25-YC02	Your Council	Increase in income	Income from joining the London Counter Fraud Hub	The London Counter Fraud Hub, managed by CIPFA, is a counter fraud service developed to supply data analytics, investigations and recoveries service for London local authorities and the City of London Corporation. Unlike traditional data matching hubs, this project is an end-to-end service providing expert advice and operational support around sophisticated analytics. The overarching objective for the service is to increase fraud and corruption detection, and improve fraud prevention, share common risks across London, minimise losse and maximise recovery, so that fraud and corruption does not pay. Three data sources (Council Tax - Single Person Discount, Housing Tenancy and Non Domestic Rate records are entered into the analytics part of the Hub through a secure transfer. Using sophisticated technology, the Hub will analyse the data to identify frauds against the 32 London local authorities and the City of London Corporation.	25	25	-	-	-	50	75
20/25-YC03	Your Council	Increase in income	The proposal is to increase the income target of providing legal services to Haringey Clinical Commissioning Group (CCG) by £30K.	The proposal is to increase the income target of providing legal services t Haringey Clinical Commissioning Group (CCG) by £30K. In December 2017, the Council's Legal Services entered into a Service Legal Agreement (SLA) with Haringey CCG to provide legal support with the CCG cases within the Haringey Learning Disability Partnership. These are cases relating to incapacitated patient that requires an application to the Court of Protection to safeguard their welfare. They include cases in the Transforming Care Programme.. Since the SLA, Haringey CCG has been referring cases to Legal Services and the feedback of the support has been positive. The arrangement has enabled the CCG to access the Council's in-house legal expertise which is more cost effective. The support and encouragement of Adult Social Care, Children Services, Commissioning and Public Health for the CCG to utilise our in-house provision is crucial. The proposal compliments the Borough Plan - Priority 2 - People The proposal is dependent on a slight increase in the level of new instructions from CCG to Legal Services.	30	-	-	-	-	30	-

20/25-YC04	Your Council	Efficiency savings	Finance Savings	The proposal seeks to make efficiency savings across the Finance function from a combination of: * Increased income - from providing services to external bodies and further revisions to recharging to non-GF heads * Reductions to the staff establishment enabled by the embedding of the Business Partner model * Longer term staff savings arising from the planned update or replacement of the Council's current finance system. These savings are not expected to be realised until 2022/23	340	-	200	-	-	540	-
20/25-YC05	Your Council	Efficiency savings	Alexandra Palace	The Alexandra Palace & Park Charitable Trust (APPCT) receives a revenue grant from the Council of £1,950k per annum as well as a capital grant of £470k per annum. The grants are given to the APPCT in furtherance of its charitable objectives. In recent years the grant ha remained static at the levels set out above. Cabinet at its meeting in July 2019 agreed to pursue a reduction in the grant level with the APPCT. The APPCT is currently formulating its proposals to deliver the reduction.	195	-	100	-	-	295	-
20/25-YC06	Your Council	Service redesign	Libraries - Re-imaging our Libraries offer for a better future.	It is proposed that a new Library Strategy will shape the direction of the servic for the next 5 years. The proposal includes exploring the full use of the buildings/space, creating community hubs that will enable the locality-based approach to service delivery for other council departments and partner agencies, which can act as a key component to achieving our Borough Plan objectives. Revenue can be generated by either applying an internal recharge for the use of spaces or utilising the space in the libraries as part of the wider Community Asset vision to reduce costs elsewhere in the organisation. Changes to how services are delivered will generate savings, for example developing a coordinated opening hours timetable across all of the libraries, altering location for staff, coordinating joint services. Developing economy opportunities through job fairs, workspace, pop up events and volunteering opportunities.	-	184	181	-	-	365	650
20/25-YC07	Your Council	Service redesign	Extend FOBO approach to Wider Council	Extend FOBO model to all Council services based on analysis made i preparation for the current FOBO programme. The objective is to ensure all residents in need of support can receive it because those requiring straightforward advice and information can have easy access 24/7. An improved digital offer would ensure that the custome journey was straightforward and simple to navigate and automation of back-office processes would both speed up and improve the quality and accuracy of service to residents and reduce cost.	-	250	250	-	-	500	650

20/25-YC08	Your Council	Efficiency savings	The proposal is to use Flexible Capital Receipts to fund ALL posts in the CPMO.	The proposal is to use Flexible Capital Receipts to fund some posts in the CPMO. The justficiation is that, while it is difficult to estimate the proportion of time that each 'delivery' staff member will spend on individual projects in a year, most will by definition be working on change projects for the majority of their time.	92	-	-	-	-	92	92
20/25-YC09	Your Council	Increase in income	Maximising income from filming and venue management	This proposal is in two parts. The first is to make Haringey more attractive to film companies by identifying vacant buildings for meanwhile use as production bases, and by making parking easier in order to generate income. The second is to consider employing staff, as an invest to save bid, to market the council's venues for events (currently uncosted).	6	6	3	-	-	15	-
20/25-YC10	Your Council	Increase in income	Additional sites for on street digital advertising	The proposal is to generate an income from the advertising opportunities in the borough. While we have recently awarded contract for our digital on street advertising, we are now looking at other forms of advertsing, which are sympathetic to the surroundings and maximise the councils commercial returns. This is in the form of street advertising, out of home advertising, and libraries/customer services advertising.	110	52	50	-	-	212	-
20/25-YC11	Your Council	Efficiency savings	Review of Corporate Centre	We are looking at ways to reconfigure the corporate centre in the light of the LGA Corporate Peer Review recommendations as set out in their final report published in February 2019. One aspect of this is the recommendation to bring together the teams with skills in policy and strategy, data analysis, and problem solving, which, the LGA peers argued, would in itself help to provide better support to the organisation. There are currently 5 senior posts leading these teams: Head of Policy and Cabinet Support at Head of Service level, and leads at PO7 and above in Policy, the Leader's office, the Corporate Delivery Unit (CDU), and Performance and Business Intelligence. The proposal is to reduce the number of senior posts to 4.	214	-	-	-	-	214	59
20/25-YC12	Your Council	Efficiency savings	Digital Services - Proposed Contribution	The proposal is for the Capitalisation of infrastructure staff who support the delivery of programmes/projects. This will either be via Captial receipts used to pay for staff who work on tranformative initiatives or Capital funds where staff produce a tangible asset in relation to the work undertaken.	345	-	-	-	-	345	400
				TOTAL - YOUR COUNCIL	1,370	517	784	0	0	2,671	1,926

				TOTAL SAVINGS PROPOSALS	6,849	3,329	2,548	(120)	336	12,942	33,583

Appendix 3:

Priority	Pre-Agreed Savings						New Savings Proposals						Total					
	2020/21	2021/22	2022/23	2023/24	2024/25	Total Pre-agreed Savings	2020/21	2021/22	2022/23	2023/24	2024/25	Total New Savings Proposals	2020/21	2021/22	2022/23	2023/24	2024/25	Total Savings
	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000
Housing	708	573	-	-	-	1,281	108	136	136	136	136	652	816	709	136	136	136	1,933
People - Adults	4,039	3,185	3,270	100	-	10,594	1,034	60	-	(476)	-	618	5,073	3,245	3,270	(376)	-	11,212
People - Children	1,736	969	334	-	-	3,039	225	150	175	100	200	850	1,961	1,119	509	100	200	3,889
Place	1,565	600	70	70	-	2,305	2,002	1,467	989	-	-	4,458	3,567	2,067	1,059	70	-	6,763
Economy	15	-	-	-	-	15	775	120	130	120	-	1,145	790	120	130	120	-	1,160
Your Council	765	25	6	6	-	802	1,370	517	784	-	-	2,671	2,135	542	790	6	-	3,473
Total Savings	8,828	5,352	3,680	176	-	18,036	5,514	2,450	2,214	(120)	336	10,394	14,342	7,802	5,894	56	336	28,430
										Unidentified Savings			612	487	1,696	8,642	12,409	31,903
										Total Savings Requirement			14,954	8,289	7,590	8,698	12,745	60,333

* The following are included in the People - Children pre-agreed line above:						
Total - Invest to Save (Approved July 2019 Cabinet)	1,335	879	334	-	-	2,548

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Appendix 4: Proposed Capital Programme

Priority	Scheme Ref	Scheme Description	2020/21 Budget (£'000)	2021/22 Budget (£'000)	2022/23 Budget (£'000)	2023/24 Budget (£'000)	2024/25 Budget (£'000)	Total (£'000)	Existing / New / Revised
People - Children's	101	Primary Sch - repairs & maintenance	1,000	1,000	1,000	1,000	0	4,000	Existing
People - Children's	102	Primary Sch - mod & enhance (Inc SEN)	4,800	5,355	1,525	1,480	0	13,160	Existing
People - Children's	103	Primary Sch - new places	39	0	0	0	0	39	Existing
People - Children's	104	Early years	93	0	0	0	0	93	Existing
People - Children's	110	Devolved Sch Capital	531	531	531	531	0	2,124	Existing
People - Children's	114	Secondary Sch - mod & enhance (Inc SEN)	4,200	750	110	0	0	5,060	Existing
People - Children's	115	Secondary Estate Mixed Development - Fortismere Secondary School	10,050	10,050	5,400	10,000	0	35,500	Existing
People - Children's	119	School Streets	600	600	600	600	600	3,000	New
People - Children's	120	Children Services Estate Capital Maintenance	10,000	10,000	10,000	10,000	10,000	50,000	New
		People - Children's	**31,313**	**28,286**	**19,166**	**23,611**	**10,600**	**112,976**	

Priority	Scheme Ref	Scheme Description	2020/21 Budget (£'000)	2021/22 Budget (£'000)	2022/23 Budget (£'000)	2023/24 Budget (£'000)	2024/25 Budget (£'000)	Total (£'000)	Existing / New / Revised
People - Adults	201	Aids, Adap's & Assistive Tech -Home Owners (DFG)	2,193	2,193	2,193	2,193	0	8,772	Existing
People - Adults	208	Supported Living Schemes	1,500	1,500	1,500	0	0	4,500	Existing
People - Adults	209	Assistive Technology	500	500	500	0	0	1,500	Existing
People - Adults	211	Community Alarm Service	177	177	177	177	0	708	Existing
People - Adults	213	Canning Crescent Assisted Living	4,200	1,750	250	0	0	6,200	Existing
People - Adults	214	Osborne Grove Nursing Home	1,500	6,000	2,250	500	0	10,250	Existing
People - Adults	215	Hornsey Town Hall Supported Living	1,750	0	0	0	0	1,750	Existing
People - Adults	217	Burgoyne Road (Refuge Adaptations)	500	2,250	250	0	0	3,000	New
People - Adults	218	Social Emotional & Mental Health Provision	300	600	600	600	600	2,700	New
People - Adults	219	Additional Supported Living	1,000	1,000	1,000	1,000	1,000	5,000	New
People - Adults	220	Additional OGNH Funding	1,500	9,000	17,000	7,930	500	35,930	New
		People - Adults	**15,120**	**24,970**	**25,720**	**12,400**	**2,100**	**80,310**	

Priority	Scheme Ref	Scheme Description	2020/21 Budget (£'000)	2021/22 Budget (£'000)	2022/23 Budget (£'000)	2023/24 Budget (£'000)	2024/25 Budget (£'000)	Total (£'000)	Existing / New / Revised
Place	301	Street Lighting	1,300	1,300	1,300	1,300	0	5,200	Existing
Place	302	Borough Roads	3,689	3,689	3,689	3,689	0	14,756	Existing
Place	303	Structures(Highways)	800	0	0	0	0	800	Existing
Place	304	Flood Water Management	620	650	680	710	0	2,660	Existing
Place	307	CCTV	0	830	1,000	200	0	2,030	Existing
Place	309	Local Implementation Plan(LIP)	2,500	2,500	2,500	2,500	0	10,000	Existing
Place	310	Developer S106/S278	750	750	750	750	0	3,000	Existing
Place	311	Parks Asset Management	300	300	300	300	0	1,200	Existing
Place	313	Active Life in Parks:	230	230	230	230	0	920	Existing
Place	314	Parkland Walk Bridges	2,200	0	0	0	0	2,200	Existing
Place	316	Asset Management of Council Buildings	1,991	651	331	381	0	3,354	Existing
Place	319	Bull Lane MUGA	1,080	2,520	0	0	0	3,600	Existing
Place	322	Finsbury Park Over 8 Play Space	600	600	600	600	0	2,400	Existing
Place	323	Parking Strategy	321	0	0	0	0	321	Existing
Place	325	Parks Vehicles	720	0	0	0	0	720	Existing
Place	326	Responsive Maintenance works	184	184	184	184	184	920	New
Place	327	Principal Road Maintenance for 2020/21 (to meet TfL budget reduction)	500	0	0	0	0	500	New
Place	328	Street & Greenspace Greening Programme	345	100	100	100	100	745	New
Place	329	Park Building Carbon Reduction and Improvement Programme	600	800	800	800	0	3,000	New
Place	330	Civic Centre Works	3,000	5,000	1,500	500	0	10,000	New
Place	331	Updating the boroughs street lighting with energy efficient Led light bulbs	3,500	3,500	0	0	0	7,000	New
Place	316	Additional Asset Management of Council Buildings	4,000	4,000	4,000	1,000	0	13,000	New
		Place	**29,230**	**27,604**	**17,964**	**13,244**	**284**	**88,326**	

Priority	Scheme Ref	Scheme Description	2020/21 Budget (£'000)	2021/22 Budget (£'000)	2022/23 Budget (£'000)	2023/24 Budget (£'000)	2024/25 Budget (£'000)	Total (£'000)	Existing / New / Revised
Economy	401	Tottenham Hale Green Space	9,235	900	2,680	600	0	13,415	Existing
Economy	402	Tottenham Hale Streets	27,495	5,097	1,363	450	0	34,404	Existing
Economy	411	Tott High Rd & Bruce Grove stn	569	0	0	0	0	569	Existing
Economy	421	HRW business acquisition	15,521	61,170	12,770	32,830	0	122,291	Existing
Economy	429	Site Acq (Tott & Wood Green)	8,867	0	0	0	0	8,867	Existing
Economy	430	Wards Corner CPO	6,500	3,500	0	0	0	10,000	Existing
Economy	444	Marsh Lane	9,323	4,700	266	0	0	14,289	Existing
Economy	447	Alexandra Palace -maintenance	470	470	470	470	0	1,880	Existing
Economy	464	Bruce Castle	1,400	4,000	6,000	8,500	0	19,900	Existing
Economy	465	District Energy Network (DEN)	1,460	1,500	6,500	3,500	0	12,960	Existing
Economy	470	Wood Green HQ, Library & Customer Service Centre	2,940	6,000	8,400	10,000	0	27,340	Existing
Economy	472	JLAC Match Fund	500	0	0	0	0	500	Existing
Economy	474	Tottenham High Road Strategy	5,402	3,980	2,318	1,027	0	12,727	Existing
Economy	475	Tottenham Green Public Realm Scheme Phase 2	156	866	0	0	0	1,022	Existing
Economy	477	Strategic Regeneration Initiatives	3,000	0	0	0	0	3,000	Existing
Economy	479	54 Muswell Hill Health Centre	1,000	0	0	0	0	1,000	Existing
Economy	480	Wood Green Regen (2)	7,262	5,901	12,141	13,610	0	38,913	Existing
Economy	481	Strategic Investment Pot	1,400	2,650	0	0	0	4,050	Existing
Economy	482	Strategic Property	680	1,273	254	3	0	2,210	Existing
Economy	4001	Maintenance of Tottenham Green Workshops	700	50	0	0	0	750	New
Economy	4002	Northumberland Park estate area public realm	500	500	0	0	0	1,000	New
Economy	4003	The Tottenham Hale DCF schemes	2,000	3,000	0	0	0	5,000	New
Economy	4004	Borough wide Strategic Acquisitions	34,250	14,750	14,000	10,000	12,000	85,000	New
Economy	4005	SME Workspace Intensification	350	2,000	3,500	4,000	0	9,850	New
Economy	4006	Acquisition of head leases	10,000	10,000	12,000	0	0	32,000	New
Economy	4007	Tottenham Hale Decentralised Energy Network (DEN)	0	500	3,000	3,000	0	6,500	New
Economy	4008	Wood Green Decentralised Energy Network (DEN)	0	0	2,000	4,000	1,000	7,000	New
Economy	4009	Additonal Carbon Reduction Project	1,750	3,000	3,000	3,000	3,000	13,750	New
Economy	4010	Selby Urban Village Project	0	5,000	25,000	25,000	15,000	70,000	New
Economy	4011	Commercial Property Remediation	500	0	0	0	0	500	New
		Economy	**153,230**	**140,806**	**115,661**	**119,990**	**31,000**	**560,687**	

Priority	Scheme Ref	Scheme Description	2020/21 Budget (£'000)	2021/22 Budget (£'000)	2022/23 Budget (£'000)	2023/24 Budget (£'000)	2024/25 Budget (£'000)	Total (£'000)	Existing / New / Revised
Housing (GF)	509	CPO - Empty Homes	1,000	1,000	1,000	1,000	0	4,000	Existing
Housing (GF)	512	Wholly Owned Company	8,000	8,000	8,000	8,000	0	32,000	Existing
		Housing (GF)	**9,000**	**9,000**	**9,000**	**9,000**	**0**	**36,000**	

Priority	Scheme Ref	Scheme Description	2020/21 Budget (£'000)	2021/22 Budget (£'000)	2022/23 Budget (£'000)	2023/24 Budget (£'000)	2024/25 Budget (£'000)	Total (£'000)	Existing / New / Revised
Housing (HRA)		Existing Stock Investment	120,456	94,829	83,979	64,856	48,532	412,652	Revised
Housing (HRA)		New Homes Build Programme	41,330	48,429	104,498	68,919	135,484	398,660	Revised
Housing (HRA)		New Homes Acquisitions	59,628	63,368	10,354	10,252	10,472	154,074	Revised
Housing (HRA)		TA Acquisitions	32,227	19,612	20,004	20,404	20,812	113,059	Revised
		Housing (HRA)	**253,641**	**226,238**	**218,835**	**164,431**	**215,300**	**1,078,445**	

Priority	Scheme Ref	Scheme Description	2020/21 Budget (£'000)	2021/22 Budget (£'000)	2022/23 Budget (£'000)	2023/24 Budget (£'000)	2024/25 Budget (£'000)	Total (£'000)	Existing / New / Revised
Your Council	604	Continuous Improvement	950	950	950	950	0	3,800	Existing
Your Council	607	Financial Management System Replacement	350	2,000	650	0	0	3,000	Existing
Your Council	621	Libraries IT and buildings upgrade	25	85	0	0	0	110	Existing
Your Council	622	FOBO Programme	500	500	0	0	0	1,000	Existing
Your Council	639	New Ways of Working	255	255	0	0	0	510	Existing
Your Council	699	P6 - Approved Capital Programme Contingency	4,500	0	0	0	0	4,500	New
Your Council	650	Communities first programme	700	700	0	0	0	1,400	New
Your Council	651	Libraries condition and accessibility works programme	1,230	0	0	0	0	1,230	New
Your Council	652	Libraries - Re-imaging our Libraries offer for a better future	650	0	0	0	0	650	New
Your Council	653	Capital Support for IT Projects	850	850	850	850	850	4,250	New
		Your Council	**10,010**	**5,340**	**2,450**	**1,800**	**850**	**20,450**	
		TOTAL GENERAL FUND ACCOUNT	**247,904**	**236,006**	**189,961**	**180,045**	**44,834**	**898,750**	
		TOTAL HRA ACCOUNT	**253,641**	**226,238**	**218,835**	**164,431**	**215,300**	**1,078,445**	
		OVERALL TOTAL	**501,545**	**462,244**	**408,796**	**344,476**	**260,134**	**1,977,195**	

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Appendix 5: Description of New Capital Proposals

Children's Services

School Condition Works 2020/21-2024/25

Scheme Ref.	Scheme	Borrowing (£'000)	Other (£'000)	Self-Financing (£'000)	Total (£'000)
120	Children Services Estate Capital Maintenance	50,000	0	0	**50,000**

During 2018/9-2019/20 extensive surveys have been undertaken of the school's estate. This has identified a range of work that needed to be done immediately as they related to H&S issues. These works have been completed and the focus is now on further works to the school estate to ensure that the buildings are fit for purpose. Condition and Suitability Surveys have been undertaken on all secondary schools and 75% of primary schools. Based on data received to date it is estimated that the backlog for the school estate could be up to £250m. The surveys are being further refined to develop a detailed asset management plan which will guide where and when investment is put into the school's estate. The investment in the fabric of the school estate will also provide facilities that use less energy and reduce carbon emissions.

School Streets Initiative 2020/21 – 2024/25

Scheme Ref.	Scheme	Borrowing (£'000)	Other (£'000)	Self-Financing (£'000)	Total (£'000)
119	School Streets	1,500	1,500	0	**3,000**

The proposal is for streets outside schools that will have a range of physical treatments to change travel patterns and behaviours to encourage more sustainable modes of travel to school, to improve the air quality and to provide a safer environment for children. These treatments could include some or all the following: have extended pavements, traffic calming measures, and enforcement cameras to stop people from driving to their children to school. It is estimated that on average each street will cost c£0.2m. The budget assumes that the Council's proposed investment will be matched by external funding.

Yearly Investments

People - Children's	2020/21 Budget (£'000)	2021/22 Budget (£'000)	2022/23 Budget (£'000)	2023/24 Budget (£'000)	2024/25 Budget (£'000)	Total (£'000)
Current Capital Budget	20,713	17,686	8,566	13,011	0	**59,976**
New Capital Bids	10,600	10,600	10,600	10,600	10,600	**53,000**
Total	**31,313**	**28,286**	**19,166**	**23,611**	**10,600**	**112,976**

Adult's Services

The continued focus of the Adults Services capital programme is to enhance the lives of disabled and older adults. The new proposals for capital expenditure are based on providing assets and services that enable people to lead fulfilling lives, where possible independently within their own homes. The resources made available in this priority are based on the completion of approved business cases ensuring effective linkage of revenue and capital spending for the Council. At this stage some of the actual detail of the projects is not fully developed but will be over the coming year through working with a range of stakeholders including partners, users and carers.

Burgoyne Road 2020/21 – 2024/25

Scheme Ref.	Scheme Description	Borrowing (£'000)	Other (£'000)	Self-Financing (£'000)	Total (£'000)
217	Burgoyne Road (Refuge Adaptations)	0	2,160	840	**3,000**

This proposal is to undertake conversion works at Burgoyne Road (should it be acquired) so that it can be used as a refuge for 16 families with the current refuges being repurposed either as general needs housing or supported living. Decisions have yet to be made on whether the building should be rebuilt or refurbished. The GLA have indicated support for the scheme and have strongly indicated that for the right scheme they would be prepared to fund a per unit contribution of £0.135m. This level of funding is predicated on an exemplar scheme which strongly points toward a rebuild of the facility. The One Public Estate initiative have made available funding to undertake a feasibility study once the Council's offer has been accepted.

Social, Emotional and Mental Health provision 2020/21 – 2024/25

Scheme Ref.	Scheme Description	Borrowing (£'000)	Other (£'000)	Self-Financing (£'000)	Total (£'000)
218	Social Emotional & Mental Health Provision	700	1,350	650	**2,700**

The capital proposal is to for a budget to move forward the social, emotional and health (SEMH) provision within the borough. At this point the exact building(s) that the provision will be provided in is not known and the budget represents a high-level estimate of potential costs

Additional Supported Living Schemes 2020/21 – 2024/25

Scheme Ref.	Scheme Description	Borrowing (£'000)	Other (£'000)	Self-Financing (£'000)	Total (£'000)
219	Additional Supported Living	0		5,000	**5,000**

Currently there is a supported living budget within the agreed capital programme. This budget has created the Linden House project and there is an unallocated budget of £6.42m left. The proposal is to add to this budget to enable a greater range of projects to be considered. At this stage it is not possible to identify individual schemes as the opportunity to acquire/remodel properties have not arisen yet. Each individual proposal will be subject to a

business case process that will ensure that the investment will generate savings to the revenue account over and above the cost of financing the investment.

Osborne Grove Nursing Home 2020/21 – 2024/25

Scheme Ref.	Scheme Description	Borrowing (£'000)	Other (£'000)	Self-Financing (£'000)	Total (£'000)
220	Additional OGNH Funding	0		35,930	**35,930**

The detailed Feasibility Study, concluded on 31st May 2019, demonstrated that this land offers significant opportunity for development, increasing provision to a 70-bedded nursing unit. The feasibility study provided the council with four potential development options for the future of the site at Osborne Grove. Cabinet considered the outcome of the feasibility at its meeting in July 2019 and agreed to proceed with the 70-bed development. This bid is for the additional funding needed to allow that scheme to proceed within the capital programme as a self-financing scheme. The total requested funding is to deliver the 70-bed new OGNH.

Further work has been undertaken that indicates that there is the potential to incorporate housing into the scheme. The cost of the scheme has been revisited in the light of this development and the additional funding proposed here will enable the scheme to proceed with the housing component.

Yearly Investments

People - Adults	2020/21 Budget (£'000)	2021/22 Budget (£'000)	2022/23 Budget (£'000)	2023/24 Budget (£'000)	2024/25 Budget (£'000)	Total (£'000)
Current Capital Budget	11,820	12,120	6,870	2,870	0	**33,680**
New Capital Bids	3,300	12,850	18,850	9,530	2,100	**46,630**
Total	**15,120**	**24,970**	**25,720**	**12,400**	**2,100**	**80,310**

Place

Additional Asset Management of council Buildings 2020/21 – 2024/25

Scheme Ref.	Scheme Description	Borrowing (£'000)	Other (£'000)	Self-Financing (£'000)	Total (£'000)
316	Additional Asset Management of Council Buildings	13,000		0	**13,000**

The need for works to River Park House has been identified to address a range of issues in the building. This proposal is to deal with the highest priority items. An additional allowance has been provided to fund any essential works following a series of proposed condition surveys.

Road Maintenance 2020/21 – 2024/25

Scheme Ref.	Scheme Description	Borrowing (£'000)	Other (£'000)	Self-Financing (£'000)	Total (£'000)
326	Responsive Maintenance works	920		0	**920**

This scheme is for additional funding for borough roads responsiveness maintenance. This covers additional funding for responsive maintenance of the borough's highway network.

Principal Road Maintenance 2020/21 – 2024/25

Scheme Ref.	Scheme Description	Borrowing (£'000)	Other (£'000)	Self-Financing (£'000)	Total (£'000)
327	Principal Road Maintenance for 2020/21 (to meet TfL budget reduction)			500	**500**

This proposal is for additional resources to cover a projected shortfall in TfL funding. This proposal considers the continued deterioration of the highways network and represents the minimum level required to be able to be able to maintain the operation of Principal Road Network during 2020/21 at which point it is hoped that TfL will reinitiate funding of the programme. The funding is included in the proposals as self-financing now, with the expectation that TfL will reinstate the funding.

Street and green space greening programme 2020/21 – 2024/25

Scheme Ref.	Scheme Description	Borrowing (£'000)	Other (£'000)	Self-Financing (£'000)	Total (£'000)
328	Street & Greenspace Greening Programme	373	372	0	**745**

This programme seeks to increase the number of trees planted on Haringey's streets. This will have several benefits to residents as it will improve the visual amenity of their streets, improve air quality, reduce the heat island effect and slow the fall of rain onto the roads reducing the impact of localised flooding. The tree planting, where possible, will also include localised sustainable urban drainage and phytoremediation planting (plants that clean up the air and water) to increase the benefits of these interventions further. In the initial two-year period, the scheme will predominantly focus on the nine wards in the borough where the tree canopy is less than 20%. Eight of these wards are in the east of the borough. In later years the funding will be used to match fund external funding, when it is available, to deliver the priorities that will be agreed as part of the forthcoming Tree & Woodland Strategy (part of the Parks and Green Space Strategy).

Park building carbon reduction and improvement 2020/21 – 2024/25

Scheme Ref.	Scheme Description	Borrowing (£'000)	Other (£'000)	Self-Financing (£'000)	Total (£'000)
329	Park Building Carbon Reduction and Improvement Programme			3,000	**3,000**

The parks service is responsible for a portfolio of 58 buildings the majority of which are leased to stakeholders within parks. Fourteen of these buildings are used operationally by the parks service either as depots, sports pavilions or plant nursery. All these buildings need improvement to meet current legislative standards, council accommodation standards and energy efficiency. This programme will ensure the parks estate plays it part in meeting the Council's carbon reduction targets. With energy costs predicted to rise between 10-20% per annum it is important that investments seek to future proof the service from most price rises. The programme will also seek to improve the standard of all the buildings to ensure each building meets its intended use and all relevant legislation. Match funding for the programme will be secured on a site by site basis through various sources, such as section 106, event income and external funding for renewable energy and sports lottery funding.

Civic Centre Refurbishment 2020/21 – 2024/25

Scheme Ref.	Scheme Description	Borrowing (£'000)	Other (£'000)	Self-Financing (£'000)	Total (£'000)
330	Civic Centre Works	10,000		0	**10,000**

At this stage the capital proposal is based on a high-level costing which in turn is based on a mid-level refurbishment. Currently, a detailed feasibility study is being undertaken which in conjunction with the accommodation strategy will determine the level of budget required for the Civic Centre. It is highly likely that whatever is decided in relation to the accommodation strategy and the future of the Civic Centre, there will be a need for significant investment.

Borough streetlights conversion to LED's 2020/21 – 2024/25

Scheme Ref.	Scheme Description	Borrowing (£'000)	Other (£'000)	Self-Financing (£'000)	Total (£'000)
331	Updating the boroughs street lighting with energy efficient Led light bulbs	0		7,000	**7,000**

This proposal is a self-financing one to replace the Council's current stock of inefficient streetlights with state-of-the-art LED bulbs. These bulbs have several benefits including, lower running costs, less greenhouse emissions, reduced requirement for night scouting, and central control enabling quicker repair of defective units. The proposal will pay for the investment through a reduced energy bill and further savings through reduced night scouting. The scheme cost also allows for a centralised control and monitoring system which will optimise efficiency.

Yearly Investments

Place	2020/21 Budget (£'000)	2021/22 Budget (£'000)	2022/23 Budget (£'000)	2023/24 Budget (£'000)	2024/25 Budget (£'000)	Total (£'000)
Current Capital Budget	17,101	14,020	11,380	10,660	0	**53,161**
New Capital Bids	12,129	13,584	6,584	2,584	284	**35,165**
Total	**29,230**	**27,604**	**17,964**	**13,244**	**284**	**88,326**

Economy

Capital maintenance of the Tottenham Green Workshop 2020/21 – 2024/25

Scheme Ref.	Scheme Description	Borrowing (£'000)	Other (£'000)	Self-Financing (£'000)	Total (£'000)
4001	Maintenance of Tottenham Green Workshops	750	0	0	**750**

Capital has been allocated to the external repair of the fabric of Tottenham Green Workshops for 2020/21 in the sum of £0.5m. It is evident that further repairs are urgently required to maintain the windows which requires access via scaffolding. An additional allocation of £0.75m (above the £0.5m in the programme for 2021/22) is proposed to address boiler control issues and to refurbish the windows concurrently with the roof renewal that is already in the capital programme to make significant savings on scaffolding by concurrent use.

Northumberland Park Estate public realm improvements

Scheme Ref.	Scheme	Borrowing (£'000)	Other (£'000)	Self-Financing (£'000)	Total (£'000)
4002	Northumberland Park estate area public realm	0	1,000	0	**1,000**

The Council is engaged in refreshing its 'Overarching Approach' to estate improvement plans for Northumberland Park, by clearly defining local priorities and engaging on potential interventions. The first phase of this work will involve master planning and procurement of consultants/architects to undertake a review of opportunities for: Public realm and wayfinding improvements; social and community infrastructure further developments (i.e. garage blocks). Phase 2 will then proceed to procure and deliver identified works. Both phases are now expected to be largely HRA-funded due to the nature of these projects as estate improvement activities. However, other related works fall outside of the scope of HRA funding. These include improvements to the immediate environment around Northumberland Park station, ensuring fit for purpose transport infrastructure and an appropriate 'arrival experience'; public realm works outside the boundaries of the estate, including those on non-estate highways; improvements to local industrial. This proposal would therefore provide funding over the next two financial years towards a series of projects, to be further defined by end of 20/21. This funding could also provide Council match to future funding bids to expand this work.

Tottenham Hale DCF scheme 2020/21 – 2024/25

Scheme Ref.	Scheme	Borrowing (£'000)	Other (£'000)	Self-Financing (£'000)	Total (£'000)
4003	The Tottenham Hale DCF schemes	0	5,000	0	**5,000**

The Tottenham Hale District Centre Framework, alongside the Tottenham Area Action Plan, provides direction for the future development of Tottenham Hale. The DCF is supported by: The Streets and Spaces Strategy, which identifies improvements which create a safe and attractive network of pedestrian and cycle routes, reduces the dominance of cars and traffic, encourages opportunities for community activity, creates easily maintained public realm and introduces street planting, trees and landscaping, and; The Green and Open Spaces Strategy, which seeks to enhance access to nature and the Lea Valley with improved routes and bridges, bring its natural qualities into the area, and invest significantly in the Paddock and Down Lane Park.

However, these strategies were consulted on, formulated and costed from 2014-2016, and costs required to deliver these interventions have since increased due to construction inflation increasing the base cost of delivery.

Strategic Acquisitions Budget 2020/21 – 2024/25

Scheme Ref.	Scheme	Borrowing (£'000)	Other (£'000)	Self-Financing (£'000)	Total (£'000)
4004	Borough wide Strategic Acquisitions	0	0	85,000	**85,000**

There is currently a 'Site Acq (Tott & Wood Green)' line in the capital strategy. In the past this capital budget has been used to acquire sites within these two regeneration areas, where there was an identified benefits, including: the delivery of new housing, including affordable housing; the delivery of new or intensified workspace; achieving 'marriage value' with other nearby sites already in Council ownership and thereby strengthening the Council's position when seeking to make best use of its own land; the opportunity to relocate a given occupant from another site, freeing up other land in Council ownership to deliver against Borough Plan objectives. The proposal is to expand the remit of the budget to cover the whole of the borough and to increase the overall budget.

Expanded or intensified employment space 2020/21 – 2024/25

Scheme Ref.	Scheme	Borrowing (£'000)	Other (£'000)	Self-Financing (£'000)	Total (£'000)
4005	SME Workspace Intensification	0	0	9,850	**9,850**

This proposal would make the best use of Council land where there are suboptimal uses of workspaces and provide for the ability to expand workspace. Income would be generated through an increased rent roll and increased business rates.

Council acquisition of head leases on properties within the commercial portfolio 2020/21 – 2024/25

Scheme Ref.	Scheme	Borrowing (£'000)	Other (£'000)	Self-Financing (£'000)	Total (£'000)
4006	Acquisition of head leases	0	0	32,000	**32,000**

The Council's commercial portfolio includes several industrial estates where head leases and freeholds are held by third parties where a significant proportion of rental income from tenants is paid to the head lessor. Agents have been appointed to review the performance of the commercial portfolio with a view to providing a report with recommendations. The proposal is for funding to acquire the head leases, with each acquisition being subject to the approval of a business case. It may not be possible to acquire all or indeed any of the head leases as it will be a matter of an agreement between the Council and the head lessor.

Tottenham Hale Decentralised Energy Network 2020/21 – 2024/25

Scheme Ref.	Scheme	Borrowing (£'000)	Other (£'000)	Self-Financing (£'000)	Total (£'000)
4007	Tottenham Hale Decentralised Energy Network (DEN)	0	0	6,500	**6,500**

The proposal is for the construction of a decentralised energy network (DEN) in Tottenham Hale to supply the neighbourhood with affordable low carbon energy. The Council has completed feasibility work which suggests an energy centre can be accommodated on council owned premises. Provisional costings pro-rated from North Tottenham OBC Cost Plan and informed by the Tottenham Hale feasibility study have been prepared. Cabinet recently appointed technical advisers to create the OBC for the DEN's and if the OBC is robust they will assist in the procurement. The Council would fit out the energy centre to supply energy to surrounding buildings. This is anticipated to include around 2,000 new homes currently under construction by Argent-Related, Berkeley and Notting Hill Genesis as well as the Council's scheme at Ashley Road Depot. These schemes all have Planning Agreements which require them to negotiate a heat supply arrangement with the Council and pay reasonable connection charges. The DEN programme contributes directly to delivery of the following Borough Plan objectives:

a) to reduce Haringey's carbon emissions by 40% by 2020 against a 2005 baseline;

b) To lead on delivery of an energy network where more sustainable energy is generated for use within the borough;

c) To explore setting up an alternative local or regional energy savings company(s) that would serve our community by helping to tackle fuel poverty;

d) To develop a plan for Haringey to be Zero Carbon by 2050; as well as supporting several other objectives.

Wood Green Decentralised Energy Network 2020/21 – 2024/25

Scheme Ref.	Scheme	Borrowing (£'000)	Other (£'000)	Self-Financing (£'000)	Total (£'000)
4008	Wood Green Decentralised Energy Network (DEN)	0	0	7,000	**7,000**

This budget is for the construction of a decentralised energy network (DEN) in Wood Green to supply the neighbourhood with affordable low carbon energy. The Council has secured an energy centre in the Clarendon Square development through the planning system which must be leased to the Council. The Council would fit out the energy centre to supply energy to surrounding buildings. Provisional costings have been pro-rated from North Tottenham OBC Cost Plan. The DEN programme contributes directly to delivery of the following Borough Plan objectives:

a) to reduce Haringey's carbon emissions by 40% by 2020 against a 2005 baseline;

b) To lead on delivery of an energy network where more sustainable energy is generated for use within the borough;

c) To explore setting up an alternative local or regional energy savings company(s) that would serve our community by helping to tackle fuel poverty;

d) To develop a plan for Haringey to be Zero Carbon by 2050; As well as supporting several other objectives.

Additional Carbon Reduction Project 2020/21 – 2024/25

Scheme Ref.	Scheme	Borrowing (£'000)	Other (£'000)	Self-Financing (£'000)	Total (£'000)
4009	Additional Carbon Reduction Project			13,750	**13,750**

The proposal is to provide additional funding to schemes as they come forward so that they move the Council to achieving its carbon reduction targets. Release of the funding will be subject to the approval of a business case.

Selby Urban Village project 2020/21 – 2024/25

Scheme Ref.	Scheme	Borrowing (£'000)	Other (£'000)	Self-Financing (£'000)	Total (£'000)
4010	Selby Urban Village Project	0	0	70,000	**70,000**

The Selby Urban Village project is an ambitious development arising from a shared aspiration between Haringey Council and the Selby Trust to deliver a community focused, mixed-use scheme on the Selby Centre and Bull Lane Playing Field sites and will support the Council's Priorities set out in the Borough Plan. This scheme is an example of the Council's commitment to building new homes and in particular council homes and improving living standards for, and in partnership with, our local community, to ensure they can participate and benefit from the investment in their neighbourhood. For the Selby Centre this is a great opportunity to improve the existing provision for the community. By being part of the co-design and delivery of a centre, and building, in which the Trust and its users really thrive and continue to be a valued asset to the community. The inclusion of Bull Lane

(Playing field) as part of the re-development, could deliver significant improvements to the area, including state-of-the-art community sporting provisions – enabling local people to participate and enjoy recreational and sports activities.

Both the council and the Selby Trust are committed to the collaborative redevelopment of the site to ensure this best serves the local community by providing housing, community provisions as well as space for businesses to thrive and local people to enjoy and prosper. Cabinet agreed the appointment of a master planner at its meeting of the 8th October 2019.

Further remediation of the condition of the commercial property portfolio 2020/21 – 2024/25

Scheme Ref.	Scheme	Borrowing (£'000)	Other (£'000)	Self-Financing (£'000)	Total (£'000)
4011	Commercial Property Remediation	500	0	0	**500**

The Council's commercial portfolio has been underinvested in in the recent past as its future was uncertain. Now that the Council has decided its future there is a need to invest to maintain and improve it so that the income stream associated with the properties is maintained and possibly improved.

Yearly Investments

Economy	2020/21 Budget (£'000)	2021/22 Budget (£'000)	2022/23 Budget (£'000)	2023/24 Budget (£'000)	2024/25 Budget (£'000)	Total (£'000)
Current Capital Budget	103,180	102,006	53,161	70,990	0	**329,337**
New Capital Bids	50,050	38,800	62,500	49,000	31,000	**231,350**
Total	**153,230**	**140,806**	**115,661**	**119,990**	**31,000**	**560,687**

Your Council

Community First programme 2020/21 – 2024/25

Scheme Ref.	Scheme Description	Borrowing (£'000)	Other (£'000)	Self-Financing (£'000)	Total (£'000)
650	Communities first programme	0	0	1,400	**1,400**

During 2019/20 a proof of concept for a new early intervention and prevention service was developed to test an emerging model that is aimed to provide cost avoidance and improved early intervention for our most vulnerable residents. The proposition is that Community First will identify and resolve the root causes of an individual's or household problems. The purpose of the service will be early intervention and resolution through a multi-disciplinary, multi-agency approach to problem solving to help the resident to become more self-sufficient and resilient. The service will tackle the multiple needs of the household in a joined-up way and at an early stage of the potential crisis point. Community First will work collaboratively with the NHS and community assets available within localities to deliver a true early intervention and prevention service aligned to common positive outcomes for the residents. This early intervention should reduce the risk of debt and housing issues as well as improve self-help options for accessing improved health and wellbeing outcomes.

The exact sites for the delivery of the Community First programme will be identified in the next stage of work.

Further remediation of library condition and accessibility issues 2020/21 – 2024/25

Scheme Ref.	Scheme Description	Borrowing (£'000)	Other (£'000)	Self-Financing (£'000)	Total (£'000)
651	Libraries condition and accessibility works programme	1,230	0	0	**1,230**

A capital investment programme for libraries is underway with £1.3m allocated to enhance internal library spaces at Wood Green Library and 4 of the 6 branch libraries. When the capital was allocated Muswell Hill and Combes Croft were out of scope of the project due to the Tottenham High Road West scheme including a new Library and Learning Centre to replace Combes Croft and proposals to relocate Muswell Hill library. The Tottenham High Road West scheme has not started yet and relocation of Muswell Hill did not take place, so it is now necessary to include both these libraries in the capital programme to ensure that the condition of the library is comparable with the other branch libraries. In addition, at Muswell Hill there are significant accessibility issues as a core part of the library service - the children's library service - is located on the first floor with no lift and no accessible WCs. Works required include the provision of a new passenger lift in the listed building at Muswell Hill and at Coombes Croft the provision of new furniture and new internal arrangements including new glazed and acoustic screens. Three of the branch libraries - Alexandra Park, Stroud Green & Harringay and Highgate have upper floors that are currently under used, or in the case of Stroud Green and Harringay not used at all. This proposal is to remediate these condition and accessibility issues.

Re-imagining of our libraries offer 2020/21 – 2024/25

Scheme Ref.	Scheme Description	Borrowing (£'000)	Other (£'000)	Self-Financing (£'000)	Total (£'000)
652	Libraries - Re-imaging our Libraries offer for a better future	650		0	**650**

It is proposed that a new Library Strategy is developed that will shape and set the direction of the service for the next 5 years and allow for transparent communication of the vision. The intention is to explore ways of developing library services that are closely aligned to the Borough Plan and places libraries as a key enabler for wider Council agendas including early help and prevention.

Haringey Council are one of the few local authorities nationally that have not closed libraries, reduced opening hours or outsourced or supplemented its work force and core offer with volunteers. We have nine libraries open a total of 520 hours per week and average of 57.8 hours per library. A recent Libraries peer review identified opportunities to explore wider engagement with other council services such as Children's, Adults, economic growth to recognise the physical and social value libraries could add. The proposals align to the Borough Plan with respect to; PEOPLE – Libraries have activities and networks within local communities for social interaction, health & well-being, learning and to nurture all residents to live well and achieve their full potential. PLACE - Libraries provide safe, welcoming and accessible places providing a range of activities and resources to support and develop strong resilient connected communities. ECONOMY - Libraries provide safe, welcoming and

accessible places providing a range of activities and resources to support and develop strong resilient connected communities; HOUSING - In times of multi occupancy accommodation & overcrowding Libraries provide spaces for people to work, study reflect and socialise. The view is to create community hubs that will enable the locality-based approach to service delivery for other Council departments and partner agencies. These community hubs can act as a key component to achieving our Borough Plan objectives. Revenue can be generated utilising the space in the libraries as part of the wider Community Asset vision to reduce costs elsewhere in the organisation. For example, the successful Connected Communities project is currently operating from Wood Green library and is set to expand to Marcus Garvey library and other libraries at no cost to the project. However, any space taken up by other departments limits the availability of space for external income generation. Therefore, careful mapping of activities across each site will need to be developed to ensure that the space in each building is being used to its full potential. Income can also be generated through partnership opportunities e.g. Police, rental workspace, event hire etc. Changes to how services are delivered will generate savings, for example developing a coordinated opening hours timetable across all the libraries, altering location for staff, coordinating joint services. Developing economy opportunities through job fairs, workspace, pop up events and volunteering opportunities.

Capitalisation of infrastructure staff 2020/21 – 2024/25

Scheme Ref.	Scheme Description	Borrowing (£'000)	Other (£'000)	Self-Financing (£'000)	Total (£'000)
653	Capital Support for IT Projects	0		4,250	**4,250**

This budget is for the cost of the staff who support the delivery of programmes/projects that deliver assets that deliver transformation and create savings. These costs will be added to each scheme and the investment will pay for the costs of these staff. These costs will be allocated to projects as part of the business case approval process and inform the calculation of savings.

Approved Capital Programme Contingency 2021/22-2024/25

Scheme Ref.	Scheme Description	Borrowing (£'000)	Other (£'000)	Self-Financing (£'000)	Total (£'000)
699	Approved Capital Programme Contingency	4,500			**4,500**

It is prudent, given the scale of the proposed capital programme that a contingency is budgeted for.

Yearly Investments

Your Council	2020/21 Budget (£'000)	2021/22 Budget (£'000)	2022/23 Budget (£'000)	2023/24 Budget (£'000)	2024/25 Budget (£'000)	Total (£'000)
Current Capital Budget	2,080	3,790	1,600	950	0	**8,420**
New Capital Bids	7,930	1,550	850	850	850	**12,030**
Total	**10,010**	**5,340**	**2,450**	**1,800**	**850**	**20,450**

Appendix 6 – 2020/21 Budget Consultation Plan

Consultation Plan on 2020/21 Budget and Medium Term Financial Strategy (MTFS) 2020/21-2024/25

1. Background

The plan for consultation on the 2020/21 draft Budget and Medium Term Financial Strategy (MTFS) for 2020/21-2024/25, builds on the consultation exercise we ran in December/January 2018, 'Our Budget'; the feedback we have from the Residents Survey carried out earlier this year (1900 responses); and a number of formal and informal engagement activities carried out with residents and partners as part of the development of the Borough Plan for 2019-23. These have all contributed to our understanding of the issues facing the borough over the next four years, and the Budget and MTFS are designed to align with, and support the delivery of, the Borough Plan.

2. Approach to consultation

The Council consults local people and businesses on its budget proposals every year before they are approved at full Council in February.

The consultation period will last for 5 weeks, starting on Monday December 16th and finishing on Monday January 20th.

A budget booklet will outline our current financial position, our long-term financial strategy, and budget proposals for 2020-21, linked to the Borough Plan priorities, and previous findings from engagement with residents.

During this consultation exercise, there will be specific focus on considering the implications of the proposals for groups with protected characteristics, including any potential cumulative impact of these decisions.

Consultation Materials	• Budget booklet – print and online. Printed version will be available at local libraries and upon request • Videos for our website and for social media
Questionnaire	• Accompanying questionnaire – print and online • Questionnaire will seek general views on the budget proposals
Publicity and press	We will publicise the consultation and promote participation through: • Press release • Haringey People • Haringey People Extra (4000 subscribers) • Social media platforms – Twitter and Facebook • In Haringey (newsletter for internal staff; will be aimed at those staff who are residents)

	• Feature on homepage
Dedicated webpage	• Consultation booklet • Online questionnaire • Homepage feature on our external site • Section alerts across related webpages
Email consultation	Consultation will be sent directly to key stakeholders: • Resident groups • Traders / business alliances

Report for: Cabinet 10 December 2019

Title: Review of Fees and Charges 2020-21

Report authorised by: Jon Warlow – Director of Finance and Chief Finance Officer

Lead Officer: Frances Palopoli, Head of Corporate Financial Strategy and Monitoring

Ward(s) affected: ALL

Report for Key/ Non Key Decision: Key.

1. Describe the issue under consideration

1.1. The Council's income policy requires as a minimum 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 sets out the Fees & Charges that are proposed to be applied to services from the start of 2020/21. 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 increase the fee or charge rate to those services where an increase is proposed in line with inflation.
- Member's 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 review our fees and charges, as a minimum annually, taking account of issues such as the general economic climate, the Council's overall financial position and delivery of the objectives of the Borough Plan.

2.2. Taking all relevant factors into account I believe that the increases in fees and charges proposed in this report are appropriate. I therefore commend this report to the Cabinet.

3. Recommendations

3.1. The Cabinet is asked:

a) To **agree** the proposed fees and charges to be levied by the Council with effect from 1 April 2020, unless otherwise stated, and as detailed in Section 8 and Appendices I – XIII taking into account the findings of equalities assessments as set out in section 10 of the report.

b) To **note** that the Council's draft 2020/21 Budget and Medium Term Financial Strategy (MTFS) 2020/21-2024/25 assumes that the changes to Fees & Charges set out in this report are agreed.

4. Reasons for Decision

4.1. It is a requirement to review fees and charges as a minimum annually. The financial position of the Council supports the view that levels of fees and charges should be maximised where possible taking into account all relevant factors including the effect on service users and any consequent demand for services.

5. Alternative options considered

5.1. This report summarises the conclusions after consideration of 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 increases have been considered and reflected in this report.

6. Background information

6.1. The Council's External Income Policy in relation to varying external income rates reflects that:

- Service managers should review the level of fees and charges, as a minimum annually, usually as part of the budget setting process;
- Charges should generally increase by the Retail Price Index (RPI) as a minimum where permissible 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.

6.2. The setting of fees and charges, along with raising essential financial resources, can contribute to meeting the Council's objectives. Through the pricing mechanism and wider market forces, outcomes can be achieved and services can be promoted through variable charging policies and proactive use of fees to promote or dissuade certain behaviours. In the main, fees and charges should be set at a level where the full cost of provision is recovered through the price structure. However, in many circumstances those charges are reduced through subsidy to meet broader Council priorities.

6.3. This report meets the requirements of the Council's external income policy for the 2020-21 financial year and as such contains details of the current and proposed levels of fees and charges to take effect as set out during 2020-21.

7. Review of Fees & Charges

7.1. Some fees and charges are set by statute and cannot be changed, such as the amount charged for a marriage or civil partnership ceremony or for a Birth Certificate. Many fees and charges, for example residential care or Building Control, can only recover relevant costs. The level of other fees and charges are at the discretion of the Council or are restricted to cost recovery.

7.2. The Council also has a set of strategic and policy objectives, and fees and charges should be set in accordance with such objectives.

7.3. The general principles underpinning the Council's external income policy are that all fees and charges are reviewed as a minimum annually and that income is maximised within current service and policy objectives. The competitiveness of the market in which the service operates and the effect of price on demand and overall income yield should be considered.

7.4. The draft 2020/21 Budget and MTFS 2020/21-2024/25 assumes that fees and charges increase by a minimum of 2.8% in 2020/21 unless there is good reason not to, which should be explained. This increase represents the underlying RPI rate at July 2019, which was the most recent index available when the annual service review of fees & charges commenced.

7.5. In some cases, where a 2.8% increase would give a very small cost increase and/ or result in a charging rate that would be difficult to administer e.g. a resultant 36p charge might require disproportionate effort of maintaining change floats etc. Services have been asked to take account of factors such as the last time a rise was imposed (i.e. an assessment of the compounded inflationary rate) and make appropriate proposals; the proposed rate can be seen in the appendices.

7.6. 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 considered by that committee before the end of the financial year.

8. Service Specific information

8.1. The Appendices I – XIII detail the services' fees and charges, showing the 2018-19 rate, 2019/20 rate and the proposed 2020-21 rate with the uplift, if any, applied. Each service proposal is also summarised below. Policy or equalities impact of any proposal are covered in Section 10.

Adult Services (See Appendix I)

8.2. Under Section 14 of the Care Act 2014, the Council has the power to charge for meeting care and support needs for adults and carers. The charges are means tested and take into account both income and assets possessed by the individual. This may or may not include an individual's residential home depending on whether the individual is receiving residential or community care. Charges are limited to cost recovery only. The principle of full cost recovery for all care and support services is set out in the Council's Fairer Contributions Policy and should be applied to all services.

8.3. Increases are generally in line with RPI inflation. There are no increases proposed for Haynes and Clarendon Day Centres and Winkfield Resource Centre to ensure these charges remain competitive in current market conditions.

Traffic Management (Operations) (See Appendix II)

8.4. These are charges relating to in the main borough wide parking permits, parking suspensions, highways licences and Traffic management orders. The parking permit charges are made in accordance with the provisions of the Road Traffic Regulation Act 1984. The Secretary of State recommends that authorities set charges at levels which are consistent with the aims of the authority's transport strategy, including its road safety and traffic management strategies. The highway licences charges are set in accordance of the provisions in the Highways Act.

8.5. The service is proposing to increase charges by the RPI 2.8% but due to rounding some increases will be higher. Event Day visitor permits are an exception to this, with an increase of 39.50%, bringing the charge in line with other Local Authorities.

8.6. Charges for Residents & Carers Permits, Engine Size, Essential Service Permits, Business Permits and Pay and Display will not increase in 2020/21. Any potential increases will be addressed as part of the wider Parking Transformation Programme. Any Change in Policy/strategy will be addressed through normal governance.

Libraries (See Appendix IIIa)

8.7. The Library Charges (England and Wales) Regulations 1991 stipulate the items and services that may be charged for. Charges are at the discretion of the authority, and the authority may make different provision for different cases including different provision in relation to different persons, circumstances or localities. There can be no charge for the loan of written material (section 8 of the Public Libraries and Museums Act 1964).

8.8. A library strategy is currently being developed, which, with an increased income target requires the service to do a root and branch review of its fees and charges. Therefore, no changes to the current fees and charges are proposed at this time. Any proposed increases or changes will be included in the wider libraries strategy report, which will be presented to Cabinet in March 2020.

Culture (See Appendix IIIb)

8.9. There were no increases in charges for community and corporate room hire and cultural services in 2019/20 compared to 2018/19. Increases in room hire and other customer paid-for services (e.g. Photocopying) charges are proposed for 2020/21, bringing these more in line with current market rates.

8.10. A different approach to charging is adopted for School Visits, with charges shifting from a per group to a per child basis. This is intended to help schools with smaller classes while maximising income for the service.

8.11. All other services and access to the museum remain free. The service will continue to collect feedback from service users and monitor any barriers to use.

Garage Rents (See Appendix IV)

8.12. The level of garage rent is based on demand, location and size and the income contributes to the Housing Revenue Account (HRA) rather than the General Fund (GF).

8.13. To ensure the garage rents do not impact disproportionately on vulnerable customers a specific concessionary rate is in place for elderly and disabled Haringey residents to ensure they can access the service (see 8.15(a)).

8.14. A specific pricing structure is in place for Tenants and Leaseholders of Haringey Council which is below market rate in recognition of the financial constraints on this group and to ensure they can take advantage of the facilities on their estates (see 8.15(b)).

8.15. The service has reviewed its pricing strategy for 2020/21 and is proposing the following;

a) The Concessionary discount for Haringey residents who are either over state pension age or have a disability (Group 1) will be retained at 2019/20 levels, with a 0% increase.

b) The pricing structure for Tenants and Leaseholders of Haringey Council renting their first garage (Group 2) was simplified from 14 different bands to 6 in 2019/20. It is proposed for the number of bands to be further reduced to 5 (A-E) in 2020/21, with the highest band (F) being removed due to the small number of garages in this band. This re-banding will result in some garages moving onto a lower band and therefore the fee for these units will decrease by 6.7%. Overall, it is expected that the total rent roll for this Group will increase by 3%. Further band consolidation is planned in future years with the long-term aim of achieving a flat rate for all garages.

c) A new flat rate was introduced for private renters, businesses and those Tenants and Leaseholders of Haringey Council renting their second or subsequent garage (Group 3) in 2019/20. This flat rate will increase in line with RPI by 2.8%.

Corporate Landlord (Asset Management) (See Appendix V)

8.16. Most rents for commercial properties are set through commercial negotiations with the tenant as part of the initial lease and subsequent rent reviews. The rents are set using nationally agreed RICS formulae taking into account variables such as location, size and condition of the property. The rent payable at the time of entering into a lease is very much dependent on market forces driving best consideration and once agreed is usually fixed for periods of up to 5 years before review. Commercial rent amounts are therefore not included for approval in this report.

8.17. All other charges such as room hire and staff car parking have increased by 2.8%, which is in line with the rate of inflation.

Court Costs (See Appendix VI)

8.18. Legislation under the Council Tax (Administration and Enforcement) Regulations 1992 and the Non-Domestic Rating (Collection and Enforcement) Regulations 1989 defines that the cost of summons and a liability order is reasonably incurred. The cost of summons and liability orders is reviewed annually to ensure it remains fair and reasonable. Following a challenge in the High Court, the costs of Council Tax summons in Haringey were reviewed by Grant Thornton and the recommendations from that review were built into the charges levied at that time.

8.19. The current charges are broadly in line with other London Boroughs and it remains prudent to keep them at the same level for 2020/21.

8.20. The Authority's court costs are audited and is deemed to reflect the true cost in pursuing non-payers and defaulters.

Waste (See Appendix VII)

8.21. Commercial waste fees and charges are set in consultation with Veolia who manage the joint partnership for commercial waste. The commercial market is very competitive and therefore increases of between 2%-4% were proposed for 2019/20. A further increase of 2% is proposed for 2020/21, primarily based on market information and advice from service partner Veolia.

8.22. New recycling charges were introduced in 2019/20 for paper and card, food and glass as well as a daily bin hire charge. With the exception of the latter, these will increase in line with the other commercial charges (2%).

8.23. For household waste new bulk bin hire and other chargeable waste services were introduced in 2017/18. No increases are proposed at this time, pending the outcome of a comprehensive review of domestic charges. A 20% decrease in bulky waste collection charges is proposed. This is based on comparisons with neighbouring boroughs and aimed at increasing take-up of the service.

Parks Services (See Appendix VIII a)

8.24. Allotment rents were increased by 75% in 2018. It was subsequently agreed with the Allotment Forum that the rent would not be subject to a further increase for three years, but it would be reviewed in 2021.

8.25. The fees charged for use of sports pitches and organised exercise/personal training in parks has mostly been increased in line with inflation. Fees have been rounded up where small amounts are involved, and this may sometimes result in above inflation increases. New charges have been set for school sports day park hire, for the use of anticipated new facilities and tennis court access based on a partial recovery of costs. To encourage those less able to pay to access these facilities off peak hire will be free of charge subject to making an online booking.

Parks Events (See Appendix VIII b)

8.26. The Council operates in a competitive market, particularly for major events that take place in Finsbury Park. With prices having been increased by inflation since 2016/17 market testing now demonstrates that our prices are at the right sort of level compared to nearby boroughs and to attract sufficient business to maximise the income potential. Consequently, most charges will increase in line with inflation, allowing the service to remain competitive.

Registrars (See Appendix IX)

8.27. Most fees in the Registrar's office are set by the General Register Office and were last revised in October 2017 – these cannot be changed by the Council.

8.28. The Council can however set fees for discretionary services. The Registrars service is proposing to make a number of changes to their charges to better recover costs in light of the overall market, as they are in competition with other boroughs / providers, and to stimulate demand. The proposed fee levels aim, as a minimum, to enable current income requirements to be achieved whilst providing a comprehensive service. It is proposed that fees charged for ceremonies at George Meehan House increase by up to 67%. Fees were kept below market rate last year so that George Meehan House could establish itself. Despite the increase, the fees charged will remain below the London market level.

Regulatory Services (See Appendix Xa)

8.29. These charges relate to Pest Control, Environmental Health Mortuary, Environmental permits and Local Authority Pollution Prevention Control (LAPPC) mobile plant charges. Fees are permissible by Acts of parliament. Environmental Permit fees are set by statute.

8.30. Where fee increases have been proposed these are broadly in line with inflation. In a number of cases no increase is proposed in order to remain competitive with the market. There is an established 40% discount for concessions for pest control fees. This discount remains the same as last year.

8.31. For fixed penalty notices, the allowable range for charges is set by statute and no increase applies in 2020/21 except for littering where the Council will continue to levy a penalty of £150, which is the maximum the statute allows.

HMO Licensing (See Appendix Xb)

8.32. Mandatory HMO Licensing is a non-discretionary scheme introduced by Government which came into effect in 2006. The fee for a Mandatory Licence was set at £208.00 per habitable unit with discounts attached for certain aspects of the licensing process. It applies to all HMO occupied by 5 or more persons across the whole borough.

8.33. Current Additional HMO Licensing in Tottenham is a discretionary scheme adopted by Haringey in December 2013. It came into effect in 1st May 2014 and ended 30th April 2019. The fee for Additional HMO Licensing was £208 per habitable unit with the same discount applicable to Mandatory HMO Licencing. It applied to HMO occupied by three or more persons within designated area.

8.34. A proposal for a borough wide additional HMO Licensing scheme which will compliment borough wide Mandatory Licensing was implemented in 2019/20. The fee was set at £1100 per unit based on an average 5 bed let. As the scheme has not been in operation of long enough, a fee change is not proposed at this stage.

8.35. A £50 discount off the licencing fee is offered as a concession to landlords who have received training and are accredited to a landlord association.

8.36. All licensing fee money is ring fenced to be used for the purposes of operating a scheme.

Building Control and Local Land Charges (See Appendix XIa)

8.37. Charges are required to be set so that the Building Regulations service breaks even over a 3-year period.

8.38. Local Land Charges are set so that the service breaks even over a three-year period and also so that we, as a Local Authority, do not set our fees so low as to impact the other private search companies, in accordance with the guidance on fees setting under the Local Land Charges Act 1975.

8.39. There is no proposal to increase the Land Charge fees as these already achieve cost recovery.

Development Management (Planning / Development Control Services) (see Appendix XIb)

8.40. It is proposed that charges will be put up by 2.8% rounded to the nearest £10 but restricting the rounding equating to a 5% increase only, with the exception of the Pre-Application on Site Fee, which is proposed to increase by 5.8%.

8.41. The Self-Build and Custom Housebuilding Regulations 2016 allow the Council to set local eligibility requirements (in addition to the general national requirements) for inclusion on Haringey's Self-Build and Custom Housebuilding Registers. On 31 October 2019 following a Cabinet decision, the Council introduced two local eligibility criteria for registration on the Haringey's Self-Build and Custom Housebuilding Register: a Financial Resources Test and a Local Connection Test. This fee is set at a rate that reflects the staff time that needs to go into the assessment of applications. The fee has to be calculated on the basis of cost recovery.

8.42. It should also be noted that these charges would only apply to those that are carrying out development and these fees would be a very small proportion of the overall cost of a development project.

8.43. Quality Review Panel charges relating to Chair's and Surgery reviews will increase by 25%, according to the terms of the contract. This increase is in line with other boroughs using the same provider. Formal Review charges will remain at 2019/20 levels.

8.44. It is not anticipated that this will increase the income of the Planning Service, rather it is likely that it will offset an expected reduction in planning applications and pre-applications in the current years.

Childcare (see Appendix XII)

8.45. The Council charges for all childcare services that it directly provides. Cabinet agreed to an increase in fees in February 2017 which was implemented in September 2017. The total overspend for the centres is £299k. Centres are in a challenging childcare market. Other nurseries are offering childcare at lower rates enabling parents to have more choice which makes it difficult for our centres to attract fee payers. With less fee payers this will increase the potential overspend.

8.46. The fee charged for 3+ year olds at Stonecroft children's centre is increasing by 1.95% but this will now include the cost of lunch and the separate charge for lunch discontinued. This change should lead to a more desirable offer.

8.47. The Council's Children's Contact Centre moved to the new premises in May 2018 and has begun to offer its services to other local authorities when space is available. This can be by providing a room only, or a room, supervisor and a contact report, or a supervisor for contact in the community. The service has benchmarked other local authorities and has set its rate just below market rate to stimulate demand. No increases in the fees charged are proposed for 2020/21.

Legal External Fees (see Appendix XIII)

8.48. The legal charges are set to secure that, taking one financial year with another, the income from the charges achieves full cost recovery for provision of the legal service. In relation to commercial property charges the client department (Property Services) has the ability to waive some or all the fees if they wish to cover some or all these fees from their legal budget. The same principle applies to the Planning Services department in respect of section 106 agreements.

8.49. Charges to Homes for Haringey and Haringey Clinical Commissioning Group (CCG) are set out in separate Service Level Agreements between Homes for Haringey and Haringey's Legal Services and CCG and Haringey's Legal Services. The rates are set to be beneficial to both Homes for Haringey and the CCG whilst recovering the cost of provision of the Legal support.

9. Contribution to strategic outcomes

9.1. Maximising the Council's resources, in particular in the current financial climate, is a key part of the Councils Medium Term Financial Strategy. In addition, the review of fees and charges has taken into account the Council's strategy and policies regarding that particular service.

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

Finance Comments

10.1. The proposed changes to Fees & Charges outlined in this report and appendices have been taken into account in the Council's proposed 2020/21 budget.

Strategic Procurement Comments

10.2. Strategic Procurement notes the contents of this report.

Legal Comments

10.3. The Assistant Director of Corporate Governance has been consulted on this report**.**

10.4. Certain fees for services provided by the Council are prescribed in statute. In such instances the Council has no discretion as to the level of the charge.

10.5. There is a further range of services where specific legislative provisions allow the Council to decide whether to charge and how much.

10.6. In addition, section 93 Local Government Act 2003 empowers the Council to charge for discretionary services. This power cannot be used where the Council is under a duty to provide the service, or where charging is prohibited or where a specific legislative charging regime applies.

10.7. Statutory guidance published in 2003 outlines how costs and charges should be established. The Council must have regard to the guidance when charging for discretionary services under the 2003 Act. For each discretionary service for which a charge is made, there is duty to secure that, taking one year with another, the income from charges for that service does not exceed the costs of provision. Any over or under recovery that results in a surplus or deficit of income in relation to costs in one period should be addressed by the Council when setting its charges for future periods so that over time income equates to costs.

10.8 Section 93 permits the Council to charge only some persons for providing a discretionary service and to charge different persons different amounts for providing a service.

10.9 Further the Council has power under section 1 of the Localism Act 2011 to do anything that individuals generally may do, subject to specified restrictions and limitations imposed by other statutes. The general power of competence extends to charging for a discretionary service where there is no other power to charge for the service, including the power in section 93 of the 2003 Act. Similarly, under this provision, the Council may not recover more than the cost of providing that service.

10.10 For leisure and recreational facilities, section 19 of the Local Government (Miscellaneous Provisions) Act 1976 permits the Council to charge for these facilities beyond cost recovery limitations.

10.11 In reviewing fees and charges, the Council need to have due regard to the overarching Public Sector Equality Duty as set out in the Equality Act 2010.

10.12 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 are set by the Regulatory Committee

Equalities Comments

10.13 The Council has a public sector equality duty under the Equality Act (2010) to have due regard to:

- Eliminate discrimination, harassment and victimisation and any other conduct prohibited under the Act
- Advance equality of opportunity between people who share those protected characteristics and people who do not

- Foster good relations between people who share those characteristics and people who do not.

10.14 The three parts of the duty applies to the following protected characteristics: age, disability, gender reassignment, pregnancy/maternity, race, religion/faith, sex and sexual orientation. Marriage and civil partnership status applies to the first part of the duty.

10.15 The proposed fee changes set out within this report have all been subject to equalities screening. Where the screening process has identified a potential disproportionate impact for the protected groups, a full EqIA has been completed. This resulted in five full EqIA's being completed for Traffic Management, Legal External Fees, Regulatory Services, Bruce Castle Museum and Registrars. The results of the EqIA process have been highlighted below for each of the proposed changes in section 8 of this report.

Traffic Management (Operations) (see Appendix II)

10.16 The proposal is to increase permit charges proposed for event day-controlled parking zones. The scheme is in alignment with Haringey's Parking Policies and the changes will affect event day visitor parking permits fits in with the objectives of road network management and the parking action plan.

10.17 Local authorities introduce residential event day (previously known as match day) parking schemes in areas where there is extreme parking pressure caused by the matches and events taking place, and where residents have confirmed support for proposals.

10.18 EZ schemes prioritise parking for residents and their visitors in the streets in and around their home. The proposal will mean that residential permit holders can park without restriction throughout the EZ operational hours, but non-permit holders are not permitted to park during the controlled hours. However, residents' visitors can be given visitor permits by the resident that they are visiting. Changes to EZ permit prices do not affect other visitor or resident permit pricing or validity and disabled badge holders may park free of charge for unlimited periods in parking bays.

10.19 Equalities monitoring data was not available for holders of event day parking permits, as data is not captured at the application stage. However, given that residents in any property in an EZ who keep and use a vehicle are eligible for residential and visitor permits, ward level data from ONS were used to evaluate the impact on different equalities groups.

10.20 The EQIA showed that as women are more likely than men to head single parent households, they could be negatively impacted by increase in parking costs for those who need to buy permits on event days. However, they will not be affected if they already hold a resident's parking permit. Furthermore, the proposed increase in event day parking charges is low when compared to the overall cost of running a car.

10.21 The EQIA outlined a neutral impact across all other protected characteristic groups.

Registrars (See Appendix IX)

10.22 The proposal is to change certain fees charged by the Haringey Registration and Citizenship Service (Register Office) for people getting married, forming a civil partnership, registering births and deaths or attending citizenship services. Further detail on the fee changes can be found in the Appendix and EQIA (enclosed).

10.23 Registration data is captured on the national registration system that is controlled by the General Register Office which is part of the Home Office. The service is unable to publish its own data in order to protect the national records. Therefore the EqIA made use of published data, available in the Borough Plan EqIA and 'State of the Borough'.

10.24 The EQIA found that an increase in fees for non-statutory Wedding and Civil Partnership services will have a negative impact on the protected characteristic groups of Age, and Pregnancy/Maternity, and a neutral impact on all other protected characteristic groups. Furthermore, the service conducted an extensive benchmarking exercise to bring their service in line with the London Average.

10.25 For registering life-events, there is likely to be a small negative impact on a fee increase for younger people and those who have retired, as a service fee will take up more of their income than an older working person. Fees are set by government and regardless of impact the same fee applies. However, the services have a discretion to waiver a fee on the grounds of compassion and hardship. Although some data on people coming in to register life events is collected, this information is part of the national registration system and so is not readily available.

10.26 Furthermore, the EQIA found that proposal to change the fees will have a negative impact on the protected characteristic groups of Pregnancy and Maternity and Age. However, this will not be disproportionate, given the small numbers of registration in the borough, as Haringey does not have a Hospital with a maternity unit, meaning that the majority of births for Haringey residents are registered in neighbouring boroughs.

Cultural Services (See Appendix IIIb)

10.27 The EQIA (enclosed) details the charges proposed and predicted equalities impacts. By way of summary, the changes to fees and charges proposed for 2020/21 are the following:

- Increases in room hire;
- Increase in some customer paid-for services;
- A different approach to charging for School Visits, with charges shifting from a per group to a per child basis.

10.28 The proposed changes are predicted to have a neutral impact across all protected characteristic groups and service user feedback will be monitored on an ongoing basis to ensure that there is no negative impact on any one group. This feedback will inform any future review of fees and charges and planning for services at the museum.

10.29 Furthermore, all other services and access to the museum remain free.

Increases in room hire:

10.30 Room hire fees are being increased by up to 6.25%, for community and commercial rates. The service does not collect data on individual attendees of the room hire service as the bookings are made by external organisations, however it is not expected that any protected characteristic group is over-represented among overall attendees, and therefore the fee change is not expected to impact disproportionately on protected characteristic groups.

10.31 There is no service user data for those booking wedding ceremonies, however all weddings are non-religious and open to all for marriages, including same sex. It is not expected any protected characteristic group is over-represented among those booking the venue for weddings, and therefore protected characteristic groups would not be at any disproportionate disadvantage as a result of the proposal.

Increases in other customer paid-for services:

10.32 For reproduction fees for archive materials, service data of archive users for this protected group indicates that females, adults between 30-60 years (as greater users of the service) would potentially be slightly more likely to be impacted by this proposal, however the fee increase is relatively small and the impact would not be disproportionate on either sex. Service data of archive users who described themselves as BAME, LGBT+, or as having a disability, were not over-represented amongst the archive service users, comparative to the wider Haringey population. As the fee increase is relatively small, the impact would not be disproportionately disadvantageous for this protected characteristic group. Although work is currently being undertaken by the service on BAME LGBTQ+ and LGBTQ+ heritage funded projects at Bruce Castle, to make create further access to collections.

A different approach to charging for School visits:

10.33 The Service is not proposing to increase fees for school workshops but has proposed a change to how workshops are charged for – this would be charged at £2 per child, instead of one total fee of £40 for one group. This will particularly be beneficial to those SEN schools with smaller numbers of pupils in the class. Moreover, Haringey schools generally receive a discounted rate for this educational service.

10.34 There is no breakdown of data of service user profile for individual pupils attending on school visits, however there is a roughly even number of male and female pupils in Haringey schools. Each school will have their own assessment for pupils who are entitled to pupil premium support to keep their attendance subsidised for such activities, so they would not be disadvantaged by these proposals. Furthermore, any school is welcome to book for workshops, including single-sex schools, supplementary schools for BAME communities, and is inclusive of all age-groups.

10.35 There are no groups that cross two or more equality strands that are identified as being more likely to use any of the services in this proposal and therefore being more likely to be impacted by the fees and charges increases.

Regulatory Services (See Appendix Xa)

10.36 The EQiA (enclosed) did not contain service level data, at this was unavailable. However, given that those most affected by poverty are most likely to be impacted by certain price increases, the proposals were evaluated in the context of data on poverty and deprivation in Haringey, and how those relate to protected characteristic groups. Based upon census data, it was shown that certain groups are more likely to be in poverty than others, these were: women, those with long term disabilities, and those from BAME communities. It was predicted that there could be a negative impact on these groups, as they are likely to have lower income groups and so are less able to afford increased fees. However, this would be mitigated by concession rates (some of up to 40%), given to lower income groups on means tested benefits.

10.37 The EQiA outlines that the impacts of the proposal can be monitored by comparing monthly take up trend of the service against previous years and full paying customers. Any impact of the change can be monitored and considered against the need for cost recovery of a non-statutory service.

Legal External Fees (see Appendix XIII)

10.38 An EQIA (enclosed) was produced for proposed changes to the external legal fees outlined below. The EQIA predicted an unknown impact across all protected characteristic groups, due to lack of available data.

Commercial Properties

10.39 The external legal fees will mainly affect people who wish to enter into a commercial transaction with the Council, including those taking commercial tenancies of commercial premises, where the Council is disposing of land interests or require a deed over variation. It will also include those who are required to enter into planning obligations.

10.40 With regard to commercial transactions, it is possible that certain protected groups may not be able to pay the fees in which case the client departments would meet these fees or seek to reduce it. The charges are not designed to discriminate against any group.

Haringey Clinical Commissioning Group

10.41 Legal advice is provided to Haringey Clinical Commissioning Group for the provision of advice and representation in the Court of Protection on health and social care matters for which a legal fee is charged.

Homes for Haringey

10.42 Legal fees for the provision of legal advice to Homes for Haringey for the provision of legal advice and representation in respect of the Council's housing management functions.

10.43 The proposed external legal fees are considered alongside and compared with fees and charges for similar legal services/ organisations in other boroughs.

10.44 The legal fees charged by Legal Services to Haringey CCG, (a public body) and Homes for Haringey (a company limited by guarantee) are set out in service level agreements and there are no equalities impact considerations in relation to this.

11. Policy Implication

11.1. The Council's income policy requires that an annual review takes place and this report meets that policy obligation.

12. Use of Appendices

12.1 **Fees & Charges Schedules**

Appendix I	Adults' Services
Appendix II	Traffic Management
Appendix III a	Libraries Charges
Appendix III b	Cultural Services Charges
Appendix IV	Garage Rents
Appendix V	Asset Management
Appendix VI	Court Summons
Appendix VII	Neighbourhood Action – Waste Collection
Appendix VIII a	Parks Services
Appendix VIII b	Parks Events
Appendix IX	Registrars
Appendix X a	Regulatory Services (excl. Licenses etc. set by Reg. Committee)
Appendix X b	HMO Licensing
Appendix XI a	Building Control and Local Land Charges
Appendix XI b	Development Management
Appendix XII	Childcare and Children's Contact Centre
Appendix XIII	Legal External Fees

12.2 **Equalities Impact Assessments**

Appendix XIV	Traffic Management
Appendix XV	Legal External Fees
Appendix XVI	Regulatory Services
Appendix XVII	Cultural Services - Bruce Castle Museum
Appendix XVIII	Registrars

13. Local Government (Access to Information) Act 1985

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Appendix I **Adult Services**

Services that we charge for (1)	**2018/19 Charge** (2)	**2019/20 Charge** (3)	**Proposed 2020/21 Charge** (4)	**Change** (4)
	£	£	£	%
Emergency Response - Weekly Monitoring only	3.89	4.00	4.11	2.75%
Emergency Response - Weekly Monitoring and Visiting	6.65	6.85	7.04	2.77%
Osborne Grove Nursing Home - Weekly Nursing Care	1146.00	1175.79	1208.15	2.75%
Winkfield Resource Centre - Sessional Drop-in	53.75	55.50	55.50	0.00%
Winkfield Resource Centre - Sessional Day Care	43.00	44.00	44.00	0.00%
Clarendon Day Centre - Sessional Day Care	43.00	44.00	0.00	-100.00%
Haynes Day Centre - Sessional Day Care	69.90	69.90	69.90	0.00%

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Appendix II

Services that we charge for	2018/19 charge	2019/20 Charge	Uplift based on RPI	Proposed 2020/21 Charge	Change
(1)	(2)	(3)		(4)	(5)
	£	£		£	%
PARKING PERMITS					
Resident Visitor Permits					
1 Hour residents standard	0.80	0.83	0.02	0.85	2.80%
Daily resident standard	3.50	3.60	0.10	3.70	2.80%
1 Hour residents concessionary	0.40	0.41	0.01	0.42	2.80%
Daily resident concessionary	1.75	1.80	0.05	1.85	2.80%
Monthly residents	30.00	31.00	0.87	32.00	3.23%
Parking Dispensations					
Permission to Park per day charge	n/a	20.00	0.56	20.56	2.80%
Car Club Permit	200.00	200.00	0.00	200.00	0.00%
Doctors Permit	276.50	286.00	8.01	294.00	2.80%
Blue Badge Administration Fee/Lost/Stolen	10.00	10.00	0.00	10.00	0.00%
Companion Badge	30.00	31.00	0.87	32.00	3.23%
Courtesy Car Permit	30.00	31.00	0.87	32.00	3.23%
Residential Administration Fee- Lost/Stolen/Change of vehicle and/or address/replacement	11.80	12.00	0.34	12.50	4.17%
Residents & Carers Permits (12 month charge) - CO2 Based					
Up to 100 CO2 g/km - including electric vehicles)	20.00	21.00	0.00	21.00	0.00%
101-110 CO2 g/km	30.00	31.00	0.00	31.00	0.00%
111-120 CO2 g/km	40.00	41.00	0.00	41.00	0.00%
121-130 CO2 g/km	60.00	62.00	0.00	62.00	0.00%
131-140 CO2 g/km	80.00	83.00	0.00	83.00	0.00%
141-150 CO2 g/km	100.00	103.00	0.00	103.00	0.00%
151-165 CO2 g/km	140.00	145.00	0.00	145.00	0.00%
166-175 CO2 g/km	160.00	165.00	0.00	165.00	0.00%
176-185 CO2 g/km	180.00	186.00	0.00	186.00	0.00%
186-200 CO2 g/km	200.00	207.00	0.00	207.00	0.00%
201-225 CO2 g/km	220.00	227.00	0.00	227.00	0.00%
226-255 CO2 g/km	260.00	269.00	0.00	269.00	0.00%
Over 255 CO2 g/km	280.00	289.00	0.00	289.00	0.00%
Residents & Carers Permits (6 month charge) - CO2 Based					
101-110 CO2 g/km	15.00	16.00	0.00	16.00	0.00%
111-120 CO2 g/km	20.00	21.00	0.00	21.00	0.00%
121-130 CO2 g/km	30.00	31.00	0.00	31.00	0.00%
131-140 CO2 g/km	40.00	41.00	0.00	41.00	0.00%
141-150 CO2 g/km	50.00	52.00	0.00	52.00	0.00%
151-165 CO2 g/km	70.00	72.00	0.00	72.00	0.00%
166-175 CO2 g/km	80.00	83.00	0.00	83.00	0.00%
176-185 CO2 g/km	90.00	93.00	0.00	93.00	0.00%
186-200 CO2 g/km	100.00	103.00	0.00	103.00	0.00%
201-225 CO2 g/km	110.00	114.00	0.00	114.00	0.00%
226-255 CO2 g/km	130.00	134.00	0.00	134.00	0.00%
Over 255 CO2 g/km	140.00	145.00	0.00	145.00	0.00%
Engine Size based pre 23rd March 2001 (12 month charge)					
1549cc or less	70.00	72.00	0.00	72.00	0.00%
1550cc to 3000cc	180.00	186.00	0.00	186.00	0.00%
3001cc and above	280.00	289.00	0.00	289.00	0.00%
Engine Size based pre 23rd March 2001 (6 month charge)					
1549cc or less	35.00	36.00	0.00	36.00	0.00%
1550cc to 3000cc	90.00	93.00	0.00	93.00	0.00%
3001cc and above	140.00	145.00	0.00	145.00	0.00%
Garden Barrier Reader Card for the Gardens N4					
First Reader Card	Free	Free	0.00	0.00	
1st Replacement	100.00	103.00	0.00	0.00	-100.00%
2nd Replacement	200.00	207.00	0.00	0.00	-100.00%
3rd Replacement	300.00	310.00	0.00	0.00	-100.00%
Essential Service Permits (ESPs) for All Zones					
Up to 100 CO2 g/km - including electric vehicles)	160.00	165.00	0.00	165.00	0.00%
101-110 CO2 g/km	200.00	207.00	0.00	207.00	0.00%
111-120 CO2 g/km	240.00	248.00	0.00	248.00	0.00%
121-130 CO2 g/km	280.00	289.00	0.00	289.00	0.00%
131-140 CO2 g/km	320.00	331.00	0.00	331.00	0.00%
141-150 CO2 g/km	360.00	371.88	0.00	371.88	0.00%
151-165 CO2 g/km	500.00	517.00	0.00	517.00	0.00%
166-175 CO2 g/km	540.00	558.00	0.00	558.00	0.00%
176-185 CO2 g/km	580.00	599.00	0.00	599.00	0.00%
186-200 CO2 g/km	620.00	640.00	0.00	640.00	0.00%
201-225 CO2 g/km	660.00	682.00	0.00	682.00	0.00%
226-255 CO2 g/km	700.00	723.00	0.00	723.00	0.00%
Over 255 CO2 g/km	740.00	764.00	0.00	764.00	0.00%

Appendix II

Services that we charge for	2018/19 charge	2019/20 Charge	Uplift based on RPI	Proposed 2020/21 Charge	Change
(1)	(2)	(3)		(4)	(5)
	£	£		£	%
(ESPs) All Zones -Engine Size based pre 23rd March 2001					
1549cc or less	360.00	371.88	0.00	371.88	0.00%
1550cc to 3000cc	580.00	599.14	0.00	599.14	0.00%
3001cc and above	740.00	764.42	0.00	764.42	0.00%
(ESPs) All Zones - Transferable Permit (An organisation or department can apply for up to 10 transferable permits - for council & NHS only)	740.00	764.00	0.00	764.00	0.00%
(ESPs) All Zones -Essential Service Daily Permit (Upper limit of 300 permits for councils & NHS only)	10.00	11.00	0.00	11.00	0.00%
(ESPs) for School and Ministers of Religion					
Up to 100 CO2 g/km	20.00	21.00	0.00	21.00	0.00%
101-110 CO2 g/km	30.00	31.00	0.00	31.00	0.00%
111-120 CO2 g/km	40.00	41.00	0.00	41.00	0.00%
121-130 CO2 g/km	60.00	62.00	0.00	62.00	0.00%
131-140 CO2 g/km	80.00	83.00	0.00	83.00	0.00%
141-150 CO2 g/km	100.00	103.00	0.00	103.00	0.00%
151-165 CO2 g/km	140.00	145.00	0.00	145.00	0.00%
166-175 CO2 g/km	160.00	165.00	0.00	165.00	0.00%
176-185 CO2 g/km	180.00	186.00	0.00	186.00	0.00%
186-200 CO2 g/km	200.00	207.00	0.00	207.00	0.00%
201-225 CO2 g/km	220.00	227.00	0.00	227.00	0.00%
226-255 CO2 g/km	260.00	269.00	0.00	269.00	0.00%
Over 255 CO2 g/km	280.00	289.00	0.00	289.00	0.00%
(ESPs) for School and Ministers of Religion - Engine Size based pre 23rd March 2001					
1549cc or less	70.00	72.00	0.00	72.00	0.00%
1550cc to 3000cc	180.00	186.00	0.00	186.00	0.00%
3001cc and above	280.00	289.00	0.00	289.00	0.00%
Borough Wide & Utility Permits					
Up to 100 CO2 g/km	200.00	207.00	5.80	213.00	2.90%
101-110 CO2 g/km	300.00	310.00	8.68	319.00	2.90%
111-120 CO2 g/km	340.00	351.00	9.83	361.00	2.85%
121-130 CO2 g/km	380.00	393.00	11.00	404.00	2.80%
131-140 CO2 g/km	420.00	434.00	12.15	446.00	2.76%
141-150 CO2 g/km	460.00	475.00	13.30	488.00	2.74%
151-165 CO2 g/km	600.00	620.00	17.36	637.00	2.74%
166-175 CO2 g/km	640.00	661.00	18.51	679.00	2.72%
176-185 CO2 g/km	680.00	702.00	19.66	722.00	2.85%
186-200 CO2 g/km	800.00	826.00	23.13	849.00	2.78%
201-225 CO2 g/km	840.00	868.00	24.30	892.00	2.76%
226-255 CO2 g/km	880.00	909.00	25.45	934.00	2.75%
Over 255 CO2 g/km	920.00	950.00	26.60	977.00	2.84%
Borough Wide & Utility -Engine Size based pre 23rd March 2001					
1549cc or less	460.00	475.00	13.30	488.00	2.74%
1550cc to 3000cc	680.00	702.00	19.66	722.00	2.85%
3001cc and above	920.00	950.00	26.60	977.00	2.84%
Business Permit (CPZ Specific)					
Up to 100 CO2 g/km - including electric vehicles)	100.00	103.00	0.00	103.00	0.00%
101-110 CO2 g/km	140.00	145.00	0.00	145.00	0.00%
111-120 CO2 g/km	180.00	186.00	0.00	186.00	0.00%
121-130 CO2 g/km	200.00	207.00	0.00	207.00	0.00%
131-140 CO2 g/km	220.00	227.00	0.00	227.00	0.00%
141-150 CO2 g/km	240.00	248.00	0.00	248.00	0.00%
151-165 CO2 g/km	300.00	310.00	0.00	310.00	0.00%
166-175 CO2 g/km	320.00	331.00	0.00	331.00	0.00%
176-185 CO2 g/km	340.00	351.00	0.00	351.00	0.00%
186-200 CO2 g/km	400.00	413.00	0.00	413.00	0.00%
201-225 CO2 g/km	420.00	434.00	0.00	434.00	0.00%
226-255 CO2 g/km	440.00	455.00	0.00	455.00	0.00%
Over 255 CO2 g/km	460.00	475.00	0.00	475.00	0.00%
Business Permit (CPZ Specific)- Engine Size based pre 23rd March 2001					
1549cc or less	240.00	248.00	0.00	248.00	0.00%
1550cc to 3000cc	340.00	351.00	0.00	351.00	0.00%
3001cc and above	460.00	475.00	0.00	475.00	0.00%

Appendix II

Services that we charge for	2018/19 charge	2019/20 Charge	Uplift based on RPI	Proposed 2020/21 Charge	Change
(1)	(2)	(3)		(4)	(5)
	£	£		£	%
Event Day Visitor Permits	2.10	2.15	0.85	3.00	39.50%
Event Day Residents Permit	Free	Free	Free	Free	Free
Event Day Business Permit	Free	Free	Free	Free	Free

Appendix II

Services that we charge for	2018/19 charge	2019/20 Charge	Uplift based on RPI	Proposed 2020/21 Charge	Change
(1)	(2)	(3)		(4)	(5)
	£	£		£	%
Car Parks					
Crouch Hall Road, N8 - Annual Season Ticket	256.50	265.00	7.42	272.00	2.64%
Summerland Gardens, N10 - Annual Season Ticket	256.50	265.00	7.42	272.00	2.64%
Westerfield Road, N15 - Annual Season Ticket	256.50	265.00	7.42	272.00	2.64%
Bury Road, N22 - Quarterly Season Ticket	74.00	76.50	2.14	79.00	3.27%
Bury Road, N22 -Annual Season Ticket	284.50	294.00	8.23	302.00	2.72%
Brunswick Road, N17 - Annual Season Ticket	147.50	152.40	4.27	157.00	3.02%
Stoneleigh Road, N17 (A, B & C) - Annual Season Ticket	154.20	159.30	4.46	164.00	2.95%
Lawrence Road Car Park	1130.00	1167.00	32.68	1200.00	2.83%
HIGHWAYS LICENSES					
Scaffolding					
(Includes Initial Site Inspection Fee)	391.50	404.50	11.33	416.00	2.84%
Revisit Fee - per visit	36.05	37.20	1.04	38.20	2.69%
Emergency Inspection	84.40	87.20	2.44	90.00	3.21%
Handling Deposit Fee	73.00	75.00	2.10	77.00	2.67%
Hoarding					
(Includes Initial Site Inspection Fee)	391.50	404.50	11.33	416.00	2.84%
Revisit Fee - per visit	36.05	37.20	1.04	38.00	2.15%
Emergency Inspection	84.40	87.20	2.44	90.00	3.21%
Handling Deposit Fee	73.00	75.00	2.10	77.00	2.67%
Container					
(88.68 per week for storage on carriageway)	180.60	186.60	5.22	192.00	2.89%
Revisit Fee - per visit	36.05	37.20	1.04	38.00	2.15%
Cost of Container on carriageway per week	93.00	96.10	2.69	99.00	3.02%
Mobile Crane					
(includes 60.00 Inspection fee)	433.50	448.00	12.54	461.00	2.90%
Revisit Fee - per visit	36.05	37.20	1.04	38.00	2.15%
Emergency Inspection	84.40	87.20	2.44	90.00	3.21%
Oversail/Static Crane					
License Fee (not including the Initial Site Inspection Fee)	662.00	684.00	19.15	703.00	2.78%
Revisit Fee - per visit	36.05	37.20	1.04	38.00	2.15%
Emergency Inspection	84.40	87.20	2.44	90.00	3.21%
Section 50 notice (Street Works -non utilities)					
(Includes Administration Fee/Inspection Fee/Capitalised Fee in lieu of annual charge)	535.00	553.00	15.48	568.00	2.71%
Crossovers					
Crossovers - Inspection/Estimate Fee	301.20	311.00	8.71	320.00	2.89%
T/TMO's	3528.10	3528.10	0.00	3528.10	0.00%
Emergency TMO	278.50	1400.00	0.00	1400.00	0.00%
Parking Suspensions					
Suspensions - Admin charge	100.00	103.30	2.89	106.00	2.61%
Cancellation Fee	50.00	51.70	1.45	53.00	2.51%
Additional site visit	100.00	103.30	2.89	106.00	2.61%
per bay per day charge	25.00	25.85	0.72	27.00	4.45%
Skips/Materials					
per Skip Licence	84.65	87.45	2.45	90.00	2.92%
Materials Licence	84.65	87.45	2.45	90.00	2.92%
Combined Skip/Materials Licence	96.90	100.10	2.80	102.90	2.80%
Penalty Charge Notice					
PCN - On Street	130.00	130.00	0.00	130.00	0.00%
PCN - CCTV	130.00	130.00	0.00	130.00	0.00%
Car Pound					
Removal Fee	200.00	200.00	0.00	200.00	0.00%
Storage per day	40.00	40.00	0.00	40.00	0.00%
Pay and Display - On street					
Low Tariff - Hourly charge (exclusive of provider service charge)	1.30	1.30	0.00	1.30	0.00%
Medium Tariff - Hourly charge (exclusive of provider service charge)	2.10	2.10	0.00	2.10	0.00%
High Tariff - Hourly charge (exclusive of provider service charge)	3.30	3.30	0.00	3.30	0.00%
Pay and Display - Off Street					
Up to 1 Hour (exclusive of provider service charge)	1.20	1.20	0.00	1.20	0.00%
1 - 3 Hours (exclusive of provider service charge)	2.30	2.30	0.00	2.30	0.00%
3 - 4 Hours (exclusive of provider service charge)	3.70	3.70	0.00	3.70	0.00%
Over 4 Hours (exclusive of provider service charge)	7.00	7.00	0.00	7.00	0.00%

Appendix II

Services that we charge for	2018/19 charge	2019/20 Charge	Uplift based on RPI	Proposed 2020/21 Charge	Change
(1)	(2)	(3)		(4)	(5)
	£	£		£	%
Pay and Display - Garman Road Off Street					
Up to 1 Hour (exclusive of provider service charge)	0.90	0.90	0.00	0.90	0.00%
1 - 3 Hours (exclusive of provider service charge)	2.20	2.20	0.00	2.20	0.00%
Over 3 Hours (exclusive of provider service charge)	3.30	3.30	0.00	3.30	0.00%
Pay and Display - Bury Road- Off Street					
All Day (if charge paid before 10.00am) exclusive of provider service charge	2.20	2.20	0.00	2.20	0.00%
Up to 1 Hour (after 10am) (exclusive of provider service charge)	1.20	1.20	0.00	1.20	0.00%
1 - 3 Hours (after 10am) (exclusive of provider service charge)	2.30	2.30	0.00	2.30	0.00%
3 - 4 Hours (after 10am) (exclusive of provider service charge)	3.70	3.70	0.00	3.70	0.00%
Over 4 Hours (after 10am) (exclusive of provider service charge)	7.00	7.00	0.00	7.00	0.00%
Sunday (exclusive of provider service charge)	1.10	1.10	0.00	1.10	0.00%

Appendix II **Traffic Management**

Services that we charge for	2017/18 charge	2018/19 charge	Proposed 2019/20 Charge	Change
(1)	(2)	(3)	(4)	(5)
	£	£	£	%
PARKING PERMITS				
Resident Visitor Permits				
1 Hour residents standard	0.35	0.80	0.83	3.75%
Daily resident standard	3.50	3.50	3.60	2.86%
1 Hour residents concessionary	0.17	0.40	0.41	2.50%
Daily resident concessionary	1.75	1.75	1.80	2.86%
Monthly residents	23.60	30.00	31.00	3.33%
Parking Dispensations				
Permission to Park per day charge	n/a	n/a	20.00	n/a
Car Club Permit	141.10	200.00	200.00	0.00%
Doctors Permit	269.90	276.50	286.00	3.44%
Blue Badge Administration Fee/Lost/Stolen	10.00	10.00	10.00	0.00%
Companion Badge	23.60	30.00	31.00	3.33%
Courtesy Car Permit	23.60	30.00	31.00	3.33%
Residential Administration Fee- Lost/Stolen/Change of vehicle and/or address/replacement	11.70	11.80	12.00	1.69%
Residents & Carers Permits (12 month charge) - CO2 Based				
Up to 100 CO2 g/km - including electric vehicles)	22.90	20.00	21.00	5.00%
101-110 CO2 g/km	57.10	30.00	31.00	3.33%
111-120 CO2 g/km	57.10	40.00	41.00	2.50%
121-130 CO2 g/km	57.10	60.00	62.00	3.33%
131-140 CO2 g/km	57.10	80.00	83.00	3.75%
141-150 CO2 g/km	57.10	100.00	103.00	3.00%
151-165 CO2 g/km	114.20	140.00	145.00	3.57%
166-175 CO2 g/km	114.20	160.00	165.00	3.13%
176-185 CO2 g/km	114.20	180.00	186.00	3.33%
186-200 CO2 g/km	171.30	200.00	207.00	3.50%
201-225 CO2 g/km	171.30	220.00	227.00	3.18%
226-255 CO2 g/km	171.30	260.00	269.00	3.46%
Over 255 CO2 g/km	171.30	280.00	289.00	3.21%
Residents & Carers Permits (6 month charge) - CO2 Based				
101-110 CO2 g/km	n/a	15.00	16.00	6.67%
111-120 CO2 g/km	n/a	20.00	21.00	5.00%
121-130 CO2 g/km	n/a	30.00	31.00	3.33%
131-140 CO2 g/km	n/a	40.00	41.00	2.50%
141-150 CO2 g/km	n/a	50.00	52.00	4.00%
151-165 CO2 g/km	n/a	70.00	72.00	2.86%
166-175 CO2 g/km	n/a	80.00	83.00	3.75%
176-185 CO2 g/km	n/a	90.00	93.00	3.33%
186-200 CO2 g/km	n/a	100.00	103.00	3.00%
201-225 CO2 g/km	n/a	110.00	114.00	3.64%
226-255 CO2 g/km	n/a	130.00	134.00	3.08%
Over 255 CO2 g/km	n/a	140.00	145.00	3.57%
Engine Size based pre 23rd March 2001 (12 month charge)				
1549cc or less	57.10	70.00	72.00	2.86%
1550cc to 3000cc	114.20	180.00	186.00	3.33%
3001cc and above	171.30	280.00	289.00	3.21%
Engine Size based pre 23rd March 2001 (6 month charge)				
1549cc or less	n/a	35.00	36.00	2.86%
1550cc to 3000cc	n/a	90.00	93.00	3.33%
3001cc and above	n/a	140.00	145.00	3.57%
Garden Barrier Reader Card for the Gardens N4				
First Reader Card	Free	Free	Free	0.0%
1st Replacement	50.00	100.00	103.00	3.00%
2nd Replacement	100.00	200.00	207.00	3.50%
3rd Replacement	250.00	300.00	310.00	3.33%
Essentail Service Permits (ESPs) for All Zones				
Up to 100 CO2 g/km - including electric vehicles)	164.00	160.00	165.00	3.13%
101-110 CO2 g/km	328.00	200.00	207.00	3.50%
111-120 CO2 g/km	328.00	240.00	248.00	3.33%
121-130 CO2 g/km	328.00	280.00	289.00	3.21%
131-140 CO2 g/km	328.00	320.00	331.00	3.44%
141-150 CO2 g/km	328.00	360.00	371.88	3.30%
151-165 CO2 g/km	546.50	500.00	517.00	3.40%
166-175 CO2 g/km	546.50	540.00	558.00	3.33%
176-185 CO2 g/km	546.50	580.00	599.00	3.28%
186-200 CO2 g/km	656.00	620.00	640.00	3.23%

Appendix II **Traffic Management**

Services that we charge for	2017/18 charge	2018/19 charge	Proposed 2019/20 Charge	Change
(1)	(2)	(3)	(4)	(5)
	£	£	£	%
201-225 CO2 g/km	656.00	660.00	682.00	3.33%
226-255 CO2 g/km	656.00	700.00	723.00	3.29%
Over 255 CO2 g/km	656.00	740.00	764.00	3.24%
(ESPs) All Zones -Engine Size based pre 23rd March 2001				
1549cc or less	328.00	360.00	371.88	3.30%
1550cc to 3000cc	546.50	580.00	599.14	3.30%
3001cc and above	656.00	740.00	764.42	3.30%
(ESPs) All Zones - Transferable Permit (An organisation or department can apply for up to 10 transferable permits - for council & NHS only)	636.60	740.00	764.00	3.24%
(ESPs) All Zones -Essential Service Daily Permit (Upper limit of 300 permits for councils & NHS only)	4.30	10.00	11.00	10.00%
(ESPs) for School and Ministers of Religion				
Up to 100 CO2 g/km	22.90	20.00	21.00	5.00%
101-110 CO2 g/km	57.10	30.00	31.00	3.33%
111-120 CO2 g/km	57.10	40.00	41.00	2.50%
121-130 CO2 g/km	57.10	60.00	62.00	3.33%
131-140 CO2 g/km	57.10	80.00	83.00	3.75%
141-150 CO2 g/km	57.10	100.00	103.00	3.00%
151-165 CO2 g/km	114.20	140.00	145.00	3.57%
166-175 CO2 g/km	114.20	160.00	165.00	3.13%
176-185 CO2 g/km	114.20	180.00	186.00	3.33%
186-200 CO2 g/km	171.30	200.00	207.00	3.50%
201-225 CO2 g/km	171.30	220.00	227.00	3.18%
226-255 CO2 g/km	171.30	260.00	269.00	3.46%
Over 255 CO2 g/km	171.30	280.00	289.00	3.21%
(ESPs) for School and Ministers of Religion - Engine Size based pre 23rd March 2001				
1549cc or less	57.10	70.00	72.00	2.86%
1550cc to 3000cc	114.20	180.00	186.00	3.33%
3001cc and above	171.30	280.00	289.00	3.21%
Borough Wide & Utility Permits				
Up to 100 CO2 g/km	206.00	200.00	207.00	3.50%
101-110 CO2 g/km	433.00	300.00	310.00	3.33%
111-120 CO2 g/km	433.00	340.00	351.00	3.24%
121-130 CO2 g/km	433.00	380.00	393.00	3.42%
131-140 CO2 g/km	433.00	420.00	434.00	3.33%
141-150 CO2 g/km	433.00	460.00	475.00	3.26%
151-165 CO2 g/km	618.00	600.00	620.00	3.33%
166-175 CO2 g/km	618.00	640.00	661.00	3.28%
176-185 CO2 g/km	618.00	680.00	702.00	3.24%
186-200 CO2 g/km	824.00	800.00	826.00	3.25%
201-225 CO2 g/km	824.00	840.00	868.00	3.33%
226-255 CO2 g/km	824.00	880.00	909.00	3.30%
Over 255 CO2 g/km	824.00	920.00	950.00	3.26%
Borough Wide & Utility -Engine Size based pre 23rd March 2001				
1549cc or less	433.00	460.00	475.00	3.26%
1550cc to 3000cc	618.00	680.00	702.00	3.24%
3001cc and above	824.00	920.00	950.00	3.26%
Business Permit (CPZ Specific)				
Up to 100 CO2 g/km - including electric vehicles)	103.00	100.00	103.00	3.00%
101-110 CO2 g/km	206.00	140.00	145.00	3.57%
111-120 CO2 g/km	206.00	180.00	186.00	3.33%
121-130 CO2 g/km	206.00	200.00	207.00	3.50%
131-140 CO2 g/km	206.00	220.00	227.00	3.18%
141-150 CO2 g/km	206.00	240.00	248.00	3.33%
151-165 CO2 g/km	309.00	300.00	310.00	3.33%
166-175 CO2 g/km	309.00	320.00	331.00	3.44%
176-185 CO2 g/km	309.00	340.00	351.00	3.24%
186-200 CO2 g/km	412.00	400.00	413.00	3.25%
201-225 CO2 g/km	412.00	420.00	434.00	3.33%
226-255 CO2 g/km	412.00	440.00	455.00	3.41%
Over 255 CO2 g/km	412.00	460.00	475.00	3.26%
Business Permit (CPZ Specific)- Engine Size based pre 23rd March 2001				
1549cc or less	206.00	240.00	248.00	3.33%
1550cc to 3000cc	309.00	340.00	351.00	3.24%
3001cc and above	412.00	460.00	475.00	3.26%

Appendix II **Traffic Management**

Services that we charge for	2017/18 charge	2018/19 charge	Proposed 2019/20 Charge	Change
(1)	(2)	(3)	(4)	(5)
	£	£	£	%
Event Day Visitor Permits	2.10	2.10	2.15	2.38%
Event Day Residents Permit	Free	Free	Free	0.00%
Event Day Business Permit	Free	Free	Free	0.00%

Appendix II **Traffic Management**

Services that we charge for	2017/18 charge	2018/19 charge	Proposed 2019/20 Charge	Change
(1)	(2)	(3)	(4)	(5)
	£	£	£	%
Car Parks				
Crouch Hall Road, N8 - Annual Season Ticket	250.50	256.50	265.00	3.31%
Summerland Gardens, N10 - Annual Season Ticket	250.50	256.50	265.00	3.31%
Westerfield Road, N15 - Annual Season Ticket	250.50	256.50	265.00	3.31%
Bury Road, N22 - Quarterly Season Ticket	72.10	74.00	76.50	3.38%
Bury Road, N22 -Annual Season Ticket	277.80	284.50	294.00	3.34%
Brunswick Road, N17 - Annual Season Ticket	144.10	147.50	152.40	3.32%
Stoneleigh Road, N17 (A, B & C) - Annual Season Ticket	150.60	154.20	159.30	3.31%
Lawrence Road Car Park	1103.10	1130.00	1167.00	3.27%
HIGHWAYS LICENSES				
Scaffolding				
(Includes Initial Site Inspection Fee)	382.50	391.50	404.50	3.32%
Revisit Fee - per visit	35.20	36.05	37.20	3.19%
Emergency Inspection	82.40	84.40	87.20	3.32%
Handling Deposit Fee		73.00	75.00	2.74%
Hoarding				
(Includes Initial Site Inspection Fee)	382.50	391.50	404.50	3.32%
Revisit Fee - per visit	35.20	36.05	37.20	3.19%
Emergency Inspection	82.40	84.40	87.20	3.32%
Handling Deposit Fee		73.00	75.00	2.74%
Container				
(88.68 per week for storage on carriageway)	176.40	180.60	186.60	3.32%
Revisit Fee - per visit	35.20	36.05	37.20	3.19%
Cost of Container on carriageway per week		93.00	96.10	3.33%
Mobile Crane				
(includes 60.00 Inspection fee)	423.30	433.50	448.00	3.34%
Revisit Fee - per visit	35.20	36.05	37.20	3.19%
Emergency Inspection	82.40	84.40	87.20	3.32%
Oversail/Static Crane				
License Fee (not including the Initial Site Inspection Fee)	646.80	662.00	684.00	3.32%
Revisit Fee - per visit	35.20	36.05	37.20	3.19%
Emergency Inspection	82.40	84.40	87.20	3.32%
Section 50 notice (Street Works -non utilities)				
(Includes Administration Fee/Inspection Fee/Capitalised Fee in lieu of annual charge)	522.50	535.00	553.00	3.36%
Crossovers				
Crossovers - Inspection/Estimate Fee	294.10	301.20	311.00	3.25%
T/TMO's	3528.10	3528.10	3528.10	0.00%
Emergency TMO	271.90	278.50	1400.00	402.69%
Parking Suspensions				
Suspensions - Admin charge	80.30	100.00	103.30	3.30%
Cancellation Fee		50.00	51.70	3.40%
Additional site visit		100.00	103.30	3.30%
per bay per day charge	17.30	25.00	25.85	3.40%
Skips/Materials				
per Skip Licence	82.70	84.65	87.45	3.31%
Materials Licence	82.70	84.65	87.45	3.31%
Combined Skip/Materials Licence	94.60	96.90	100.10	3.30%
Penality Charge Notice				
PCN - On Street	130.00	130.00	130.00	0%
PCN - CCTV	130.00	130.00	130.00	0%
Car Pound				
Removal Fee	200.00	200.00	200.00	0%
Storage per day	40.00	40.00	40.00	0%
Pay and Display - On street				
Low Tariff - Hourly charge (exclusive of provider service charge)	1.30	1.30	1.30	0%
Medium Tariff - Hourly charge (exclusive of provider service charge)	2.10	2.10	2.10	0%
High Tariff - Hourly charge (exclusive of provider service charge)	3.30	3.30	3.30	0%
Pay and Display - Off Street				
Up to 1 Hour (exclusive of provider service charge)	1.20	1.20	1.20	0%
1 - 3 Hours (exclusive of provider service charge)	2.30	2.30	2.30	0%
3 - 4 Hours (exclusive of provider service charge)	3.70	3.70	3.70	0%

Appendix II **Traffic Management**

Services that we charge for	2017/18 charge	2018/19 charge	Proposed 2019/20 Charge	Change
(1)	(2)	(3)	(4)	(5)
	£	£	£	%
Over 4 Hours (exclusive of provider service charge)	7.00	7.00	7.00	0%

Appendix II **Traffic Management**

Services that we charge for	2017/18 charge	2018/19 charge	Proposed 2019/20 Charge	Change
(1)	(2)	(3)	(4)	(5)
	£	£	£	%
Pay and Display - Garman Road Off Street				
Up to 1 Hour (exclusive of provider service charge)	0.90	0.90	0.90	0%
1 - 3 Hours (exclusive of provider service charge)	2.20	2.20	2.20	0%
Over 3 Hours (exclusive of provider service charge)	3.30	3.30	3.30	0%
Pay and Display - Bury Road- Off Street				
All Day (if charge paid before 10.00am) exclusive of provider service charge	2.20	2.20	2.20	0%
Up to 1 Hour (after 10am) (exclusive of provider service charge)	1.20	1.20	1.20	0%
1 - 3 Hours (after 10am) (exclusive of provider service charge)	2.30	2.30	2.30	0%
3 - 4 Hours (after 10am) (exclusive of provider service charge)	3.70	3.70	3.70	0%
Over 4 Hours (after 10am) (exclusive of provider service charge)	7.00	7.00	7.00	0%
Sunday (exclusive of provider service charge)	1.10	1.10	1.10	0%

As you will be aware the Council's external income policy requires service managers to review the level of fee process and a paper will be presented to February Cabinet alongside the MTFS. Information from this exercis

In the main, fees and charges should be set at a level where the full cost of provision is recovered through the those charges are reduced through subsidy to meet broader Council priorities. Charges should generally incre but also seek to maximise allowable income through consideration of factors such as:

- Where we can apply a tiered/premium pricing structure
- Where new charges can be introduced
- Public sector market comparison with neighbouring boroughs
- Full recovery of costs (including overheads)
- Using a compounded inflation rate where rises have not been made annually

The current average CPI as at August 2018 is 2.6%

Month	January	February	March	April	May	June	July	August	Average
CPI (%)	3	2.7	2.5	2.4	2.4	2.4	2.5	2.7	2.6

Equalities Impact Assessment

The proposed fee changes will have to be subject to equalities screening. Where the screening process identi

More information on Equalities Impact Assessments including the EqIA template, Screening Tool and guidanc
http://intranet/service-areas/corporate-governance/equalities-and-diversity

Additional data gathering

As part of the process we are gathering additional information on (i) current concessionary pricing to inform c

The tasks

1. Please find attached a template with 17/18 and 18/19 fees and charges and a column for your proposed
2. Please also complete the additional columns on concessionary pricing, your pricing policy and whether th
3. Please complete the Screening/EqIA tool

I will be co-ordinating the process within Finance and will meeting with you over the next couple of weeks to

Timetable

Task	Deadline
Template	26th September
Authorisat	19th October
Submissio	26th October
Resolution	9th November

es and charges annually as part of the budget setting
e may also be included in the December MTFS paper.

e price structure. However, in many circumstances
ease by the Consumer Price Index (CPI) as a minimum

fies a potential disproportionate impact for the protected groups, a full EqIA will need to be completed. Pleas

e can be found on Harinet along with the relevant contact for your Priority area.

discussion with members for 2020/21 and columns have been included in the template; (ii) the basis of your p

19/20 fees and charges for completion.
ıe proposed charges have gone to Cabinet.

assist you and answer any questions you may have. The deadlines are quite tight with key dates as follows:

e note the results of the equalities screening and (if required) EqIA process will be highlighted for each of the p

ricing strategy i.e. whether it is based on full recovery/partial recovery of costs, market rate or governed by st

tatute and (iii) whether your proposed pricing has already been to Cabinet in a previous paper.

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Appendix III a **Library Services**

Services that we charge for (1)	2018/19 charge (2)	2019/20 Charge (3)	Proposed 2020/21 Charge (4)	Change (5)
	£	£	£	%
Reservations (items already in stock)	1.15	1.15	1.15	0.00%
Reservations (items not in stock)	2.50	2.50	2.50	0.00%
Reservations Items Already in Stock (over 60s)	0.60	0.60	0.60	0.00%
Reservations Items not in stock (over 60s)	1.50	1.50	1.50	0.00%
Overdue books – per item per day (except DVDs)	0.25	0.25	0.25	0.00%
Overdue books – per item per day (except DVDs). Over 60s	0.12	0.12	0.12	0.00%
Maximum overdue charge per item (except DVDs) – standard charge	6.80	6.80	6.80	0.00%
Maximum overdue charge per item (except DVDs) – Over 60s charge	3.30	3.30	3.30	0.00%
Lost ticket replacement	2.25	2.25	2.25	0.00%
Lost ticket replacement for over 60s and under 16s	1.12	1.12	1.12	0.00%
DVD/Blu-ray: Blockbuster per loan for one week	3.10	3.10	3.10	0.00%
DVD/Blu-ray hire: films per loan for one week	1.23	1.23	1.23	0.00%
Multi DVDs (sets of 3 or more) per loan for one week	2.00	2.00	2.00	0.00%
Music CD hire per loan for one week.	0.57	0.57	0.57	0.00%
Music CD hire per loan for one week. Over 60s	0.25	0.25	0.25	0.00%
Spoken Word (Talking Books) per loan for 3 weeks	1.00	1.00	1.00	0.00%
Small Ads per 3 weeks	3.00	3.00	3.00	0.00%
Lost or damaged items: Out of print books per book non-fiction	19.00	19.00	19.00	0.00%
Lost or damaged items: Out of print books per book fiction	12.80	12.80	12.80	0.00%
Lost or damaged items: Out of print books per book paperback fic/non-fic	6.65	6.65	6.65	0.00%
Lost or damaged items: Out of production DVD/Blu-ray	12.80	12.80	12.80	0.00%
Scanning	0.05	0.05	0.05	0.00%
Photocopying & Printing charges (from public network)	B&W A4 15p per sheet	B&W A4 15p per sheet	B&W A4 15p per sheet	
	Colour A4 50p per sheet	Colour A4 50p per sheet	50p per sheet	
Average				

Room hire

	2018/19			2019/20 Charge		Proposed 2020/21 Charge				Change		
	Commerical rate	Community rate	Private function	Commercial rate	Community rate	Private function	Commercial rate	Community rate	Private function	Commerical rate	Community rate	Private function
Wood Green	£	£	£	£	£	£	£	£	£	%	%	%
Community room	25.00	12.00		25.00	12.00		25.00	12.00		0%	0%	n/a
2nd floor open space	27.00	12.00		27.00	12.00		27.00	12.00		0%	0%	n/a
Health Suite	22.00	12.00		22.00	12.00		22.00	12.00		0%	0%	n/a
Business Lounge (glass office)	27.00	15.00		27.00	15.00		27.00	15.00		0%	0%	n/a
Business Lounge main area (by special arrangement)	30.00	20.00		30.00	20.00		30.00	20.00		0%	0%	n/a
Hornsey												
Original Gallery (exhibitions per week)	170.00	100.00		170.00	100.00		170.00	100.00		0%	0%	n/a
Original Gallery (events per hour)	27.00	12.00		27.00	12.00		27.00	12.00		0%	0%	n/a
Promenade Gallery (exhibitions per week)	50.00	25.00		50.00	25.00		50.00	25.00		0%	0%	n/a
Meeting Room (per hour)	27.00	12.00		27.00	12.00		27.00	12.00		0%	0%	n/a
Marcus Garvey												
Meeting room Large (per hour)	27.00	15.00		27.00	15.00		27.00	15.00		0%	0%	n/a
Meeting room Medium (per hour)	20.00	12.00		20.00	12.00		20.00	12.00		0%	0%	n/a
Meeting room Small (per hour)	12.00	7.00		12.00	7.00		12.00	7.00		0%	0%	n/a
St Ann's												
Hall (per hour)	35.00	20.00	25.00	35.00	20.00	25.00	35.00	20.00	25.00	0%	0%	0.00
Activity room (per hour)	27.00	15.00	20.00	27.00	15.00	20.00	27.00	15.00	20.00	0%	0%	0.00
Meeting room	20.00	12.00		20.00	12.00		20.00	12.00		0%	0%	n/a
Office	10.00	7.00		10.00	7.00		10.00	7.00		0%	0%	n/a
Highgate												
Meeting room 1 (per hour)	27.00	15.00		27.00	15.00		27.00	15.00		0%	0%	n/a
Meeting room 2	22.00	12.00		22.00	12.00		22.00	12.00		0%	0%	n/a
Meeting room 3	17.00	7.00		17.00	7.00		17.00	7.00		0%	0%	n/a
Coombes Croft												
Meeting room	27.00	12.00		27.00	12.00		27.00	12.00		0%	0%	n/a

All prices are for hire within library opening hours only

Hire outside of library opening hours are subject to:

1. A surcharge of 50% of the room hire cost
2. A **minimum** charge of £100 for out of hours security provision

Appendix III a **Library Services**

Services that we charge for (1)	2017/18 charge (2)	2018/19 charge (3)	Proposed 2019/20 Charge (4)	Change (5)
	£	£	£	%
Reservations (items already in stock)	1.10	1.15	1.15	0.00%
Reservations (items not in stock)	2.50	2.50	2.50	0.00%
Reservations Items Already in Stock (over 60s)	0.70	0.60	0.60	0.00%
Reservations Items not in stock (over 60s)	1.50	1.50	1.50	0.00%
Overdue books – per item per day (except DVDs)	0.22	0.25	0.25	0.00%
Overdue books – per item per day (except DVDs). Over 60s	0.12	0.12	0.12	0.00%
Maximum overdue charge per item (except DVDs) – standard charge	6.60	6.80	6.80	0.00%
Maximum overdue charge per item (except DVDs) – Over 60s charge	3.30	3.30	3.30	0.00%
Lost ticket replacement	2.20	2.25	2.25	0.00%
Lost ticket replacement for over 60s and under 16s	1.10	1.12	1.12	0.00%
DVD/Blu-ray: Blockbuster per loan for one week	3.00	3.10	3.10	0.00%
DVD/Blu-ray hire: films per loan for one week	1.20	1.23	1.23	0.00%
Multi DVDs (sets of 3 or more) per loan for one week	2.00	2.00	2.00	0.00%
Music CD hire per loan for one week.	0.55	0.57	0.57	0.00%
Music CD hire per loan for one week. Over 60s	0.25	0.25	0.25	0.00%
Spoken Word (Talking Books) per loan for 3 weeks	1.00	1.00	1.00	0.00%
Small Ads per 3 weeks	3.00	3.00	3.00	0.00%
Lost or damaged items: Out of print books per book non-fiction	18.50	19.00	19.00	0.00%
Lost or damaged items: Out of print books per book fiction	12.50	12.80	12.80	0.00%
Lost or damaged items: Out of print books per book paperback fic/n	6.50	6.65	6.65	0.00%
Lost or damaged items: Out of production DVD/Blu-ray	12.50	12.80	12.80	0.00%
Scanning	0.05	0.05	0.05	0.00%
Photocopying & Printing charges (from public network)	B&W A4 15p per sheet	B&W A4 15p per sheet	B&W A4 15p per sheet	0.00%
	50p per sheet	50p per sheet	Colour A4 50p per sheet	0.00%
Average				

Room hire

	2017/18		2018/19			Proposed 2019/20 Charge			Change		
	Community rate	Private function	Commerical rate	Community rate	Private function	Commerical rate	Community rate	Private function	Commerical rate	Community rate	Private function
Wood Green	£	£	£	£	£	£	£	£	%	%	%
Community room	10.00		25.00	12.00		25.00	12.00		0.00	0.00	n/a
2nd floor open space	10.00		27.00	12.00		27.00	12.00		0.00	0.00	n/a
Health Suite	10.00		22.00	12.00		22.00	12.00		0.00	0.00	n/a
Business Lounge (glass office)	10.00		27.00	15.00		27.00	15.00		0.00	0.00	n/a
Business Lounge main area (by special arrangement)	10.00		30.00	20.00		30.00	20.00		0.00	0.00	n/a
Hornsey											
Original Gallery (exhibitions per week)	80.00		170.00	100.00		170.00	100.00		0.00	0.00	n/a
Original Gallery (events per hour)	10.00		27.00	12.00		27.00	12.00		0.00	0.00	n/a
Promenade Gallery (exhibitions per week)	20.00		50.00	25.00		50.00	25.00		0.00	0.00	n/a
Meeting Room (per hour)	10.00		27.00	12.00		27.00	12.00		0.00	0.00	n/a
Marcus Garvey											
Meeting room Large (per hour)	7.00		27.00	15.00		27.00	15.00		0.00	0.00	n/a
Meeting room Medium (per hour)	7.00		20.00	12.00		20.00	12.00		0.00	0.00	n/a
Meeting room Small (per hour)	7.00		12.00	7.00		12.00	7.00		0.00	0.00	n/a
St Ann's											
Hall (per hour)	20.00	25.00	35.00	20.00	25.00	35.00	20.00	25.00	0.00	0.00	0.00
Activity room (per hour)	15.00	20.00	27.00	15.00	20.00	27.00	15.00	20.00	0.00	0.00	0.00
Meeting room	10.00		20.00	12.00		20.00	12.00		0.00	0.00	n/a
Office	7.00		10.00	7.00		10.00	7.00		0.00	0.00	n/a
Highgate											
Meeting room 1 (per hour)	10.00		27.00	15.00		27.00	15.00		0.00	0.00	n/a
Meeting room 2	10.00		22.00	12.00		22.00	12.00		0.00	0.00	n/a
Meeting room 3	10.00		17.00	7.00		17.00	7.00		0.00	0.00	n/a
Coombes Croft											
Meeting room	10.00		27.00	12.00		27.00	12.00		0.00	0.00	n/a

All prices are for hire within library opening hours only

Hire outside of library opening hours are subject to:

1. A surcharge of 50% of the room hire cost
2. A **minimum** charge of £100 for out of hours security provision

Appendix III b	Cultural Services			
Services that we charge for	**2018/19 charge**	**2019/20 Charge**	**Proposed 2020/21 Charge**	**Change**
(1)	(2)	(3)	(4)	(5)
	£	£	£	%
BRUCE CASTLE MUSEUM & ARCHIVES SERVICES				
Room Hire - Lecture Hall & Gallery				
1. Community rate - full day	155.00	155.00	155.00	0.00%
2. Community rate - half day	80.00	80.00	85.00	6.25%
3. Corporate rate - full day	310.00	310.00	315.00	1.61%
4. Corporate rate -half day	160.00	160.00	165.00	3.13%
Room Hire - Kitchen and Green Room				
1. Community rate - full day	110.00	110.00	115.00	4.55%
2. Community rate - half day	68.00	68.00	70.00	2.94%
3. Corporate rate - full day	220.00	220.00	225.00	2.27%
4. Corporate rate -half day	110.00	110.00	115.00	4.55%
Photocopying by Archive staff A4 B&W per page	0.40	0.40	0.45	12.50%
Photocopying by Archive staff A4 Colour per page	1.50	1.50	1.60	6.67%
Photocopying by Archive staff A3 B&W per page	1.00	1.00	1.25	25.00%
Photocopying by Archive staff A3 Colour per page	3.00	3.00	3.25	8.33%
Digital scan by Archive staff	2.50	2.50	3.00	20.00%
Provision of information on CD by Archive staff	3.50	3.50	4.00	14.29%
cheque	6.00	6.00	6.00	0.00%
A4 microfilm printout from External Bureau	0.50	0.50	0.60	20.00%
A3 microfilm printout from External Bureau	1.00	1.00	1.20	20.00%
Phones/cameras used to take photos of documents	images	10 images	images	
Out of hours room hire				
1. Community (per hour)	65.00	65.00	65.00	0.00%
2. Commercial (per hour)	110.00	110.00	115.00	4.55%
Ceremonies	400.00	400.00	425.00	6.25%
School workshops	40.00	40.00	(instead of group	
- taught session for up to 30 children	40.00	£30 - self-led	stead of group	
	40.00	Haringey Schools	school £3 per	
Children's parties 2 hr hire incl. Facilitator	40.00	170.00	200.00	17.65%

Appendix III b	Cultural Services			
Services that we charge for	**2017/18 charge**	**2018/19 charge**	**Proposed 2019/20 Charge**	**Change**
(1)	(2)	(3)	(4)	(5)
	£	£	£	%
BRUCE CASTLE MUSEUM & ARCHIVES SERVICES				
Room Hire - Lecture Hall & Gallery				
1. Community rate - full day	155.00	155.00	155.00	0.00%
2. Community rate - half day	78.00	80.00	85.00	6.25%
3. Corporate rate - full day	300.00	310.00	315.00	1.61%
4. Corporate rate -half day	150.00	160.00	165.00	3.13%
Room Hire - Kitchen and Green Room				
1. Community rate - full day	105.00	110.00	115.00	4.55%
2. Community rate - half day	65.00	68.00	70.00	2.94%
3. Corporate rate - full day	210.00	220.00	225.00	2.27%
4. Corporate rate -half day	105.00	110.00	115.00	4.55%
Photocopying by Archive staff A4 B&W per page	0.40	0.40	0.45	12.50%
Photocopying by Archive staff A4 Colour per page	1.50	1.50	1.60	6.67%
Photocopying by Archive staff A3 B&W per page	1.00	1.00	1.25	25.00%
Photocopying by Archive staff A3 Colour per page	3.00	3.00	3.25	8.33%
Digital scan by Archive staff	2.50	2.50	3.00	20.00%
Provision of information on CD by Archive staff	3.50	3.50	4.00	14.29%
cheque	6.00	6.00	6.00	0.00%
A4 microfilm printout from External Bureau	0.50	0.50	0.60	20.00%
A3 microfilm printout from External Bureau	1.00	1.00	1.20	20.00%
Phones/cameras used to take photos of documents	images	£5 for 10images	£6 for10 images	0.00%
Out of hours room hire				
1. Community (per hour)	62.00	65.00	65.00	0.00%
2. Commercial (per hour)	103.00	110.00	115.00	4.55%
Ceremonies	385.00	400.00	425.00	6.25%
School workshops	40.00	40.00	£2 per child	#VALUE!
- taught session for up to 30 children	£30 - self-led	£30 - self-led	£2 per child	0.00%
	Haringey Schools	Haringey Schools	Haringey	0.00%
2 hr hire incl. Facilitator	165.00	170.00	200.00	17.65%

Appendix IV **Garage Rents**

	Rent Categories 2018/19	Rent Categories 2019/20	Rent Categories 2020/21	Let	Charge 2018/19	2019/20 Charge	Proposed 2020/21 Charge
Group 1. Concessionary Discount for Haringey residents disabled or over state pension age	Concession	Concession	Concession	211	£10.65	£10.65	£10.65
Group 2. Haringey Tenant or Leaseholder renting their first garage	Category A	Category A	Category A	161	£11.00	£11.80	£12.20
	Category B			23	£11.40	£11.80	£12.20
	Category C	Category B	Category B	4	£12.20	£12.80	£13.20
	Category D			0	£12.30	£12.80	£13.20
	Category E	Category C	Category C	0	£13.20	£13.80	£14.20
	Category F			19	£13.30	£13.80	£14.20
	Category G	Category D	Category D	0	£14.40	£15.30	£15.75
	Category H			12	£14.80	£15.30	£15.75
	Category I	Category E	Category E	8	£15.30	£16.30	£16.80
	Category J			214	£15.70	£16.30	£16.80
	Category K	Category F		0	£16.80	£18.00	£16.80
	Category L			0	£17.10	£18.00	£16.80
	Category M			5	£17.20	£18.00	£16.80
	Category N			1	£17.40	£18.00	£16.80
Group 3. Haringey Tenant or Leaseholder renting their 2nd or subsequent garages and any private renter or business.	Category A	Category A	Category A	74	£11.00	£25.00	£25.70
	Category B			23	£11.40	£25.00	£25.70
	Category C	Category B	Category B	1	£12.20	£25.00	£25.70
	Category D			0	£12.30	£25.00	£25.70
	Category E	Category C	Category C	0	£13.20	£25.00	£25.70
	Category F			31	£13.30	£25.00	£25.70
	Category G	Category D	Category D	0	£14.40	£25.00	£25.70
	Category H			11	£14.80	£25.00	£25.70
	Category I	Category E	Category E	58	£15.30	£25.00	£25.70
	Category J			198	£15.70	£25.00	£25.70
	Category K	Category F		1	£16.80	£25.00	£25.70
	Category L			0	£17.10	£25.00	£25.70
	Category M			3	£17.20	£25.00	£25.70
	Category N			0	£17.40	£25.00	£25.70
TOTAL (GROUP 1)				211	£10.65	£10.65	£10.65
TOTAL (GROUP 2)				447	£14.44	£15.14	£15.11
TOTAL (GROUP 3)				400	£14.44	£25.00	£25.00
TOTAL (All categories)				**1058**	**£13.17**	**£16.93**	**£16.92**

What has driven your approach to this concession?	Has the proposed change already been agreed by Cabinet and if so when?
This a discount that has been offered for a number of years and is commitment that LBH has made to customers. We have been given no indication that this should be reviewed or removed. We have sought to stabilise the level at 2018/19 rate in recognition that benefit levels for this group have not kept track completely with inflation.	Yes, this discount has been offered to this client group for a number of years and formally agreed by cabinet in, at least, the last 3 annual rent setting reports.
This a discount that has been offered for a number of years and is commitment that LBH has made to customers. We have been given no indication that this should be reviewed or removed.	Yes, this discount has been offered to this client group for a number of years and formally agreed by cabinet in, at least, the last 3 annual rent setting reports.
Not applicable	No this is a new charge rate to be introduced for 2019/20 . Proposal is to move private rents and businesses onto a full market rate which will increase income to deliver the following; 1.Funding to maintain the current concessionary discount for elderly and disabled clients. 2. Funding to maintian rents at below market rates for tenants and leaseholders. 3. Funding to both ensure that garages in use can be maintained and investment capital to bring disused/derelict garage sites back into use. In addition and tenants and leaseholders renting 2 or more garage will be expected to pay full market rent in support of the greenest borough agenda by discouraging residents from owning and storing multiple vehicles.

Appendix V **Asset Management**

Services that we charge for (1)	**2018/19 charge** (2)	**2019/20 Charge @ RPI 3.3%** (3)	**Proposed 2020/21 Charge** (4)	**Change** (5)
	£	£	£	%
Staff Car Parking	379.44	391.92	402.89	2.80%
Room Hire – Civic Centre / River Park House	£23.86- £86.73 per hour	£24.65 - £89.59 per hour	£25.34 - £92.10 per hour	2.8%
Schools FM - annual support charge	Managed centrally	Managed centrally	Managed centrally	n/a
Neighbourhood Resource Centre	£7.68 - £32.56 per hour	£7.93 - £33.63	£8.15 - £34.57 per hour	2.8%

Appendix V **Corporate Landlord**

Services that we charge for (1)	2017/18 charge (2)	2018/19 charge (3)	Proposed 2019/20 Charge @ RPI 3.3% (4)	Change (5)	Profit Centre
	£	£	£	%	
Staff Car Parking	370.80	379.44	391.92	3.29%	
Room Hire – Civic Centre / River Park House	£23.30 - £84.70 per hour	£23.86- £86.73 per hour	£24.65 - £89.59 per hour	3.30%	F47124
Schools FM - annual support charge	Managed centrally	Managed centrally	Managed centrally	n/a	
Neighbourhood Resource Centre	£7.50-£31.80 per hour	£7.68 - £32.56 per hour	£7.93 - £33.63	3.30%	F47238

Appendix VI **Court Summons - CTAX & NNDR**

Services that we charge for (1)		**2018/19 charge** (3)	**2019/20 Charge** (4)	**Proposed 2020/21 Charge** (5)	**Change** (6)
	£		£	£	%
Council tax/NDR Summons and Liability Order charges					
Council tax summon costs	£	102.00	102.00	102.00	0.00%
Council tax Liability Order	£	13.00	13.00	13.00	0.00%
NDR summon costs	£	155.00	155.00	155.00	0.00%
NDR liability order	£	25.00	25.00	25.00	0.00%
Average					0.0%

Appendix VI **Court Summons_CTAX & NNDR**

Services that we charge for (1)	**2017/18 charge** (2)	**2018/19 charge** (3)	**Proposed 2019/20 Charge** (4)	**Change** (5)	**Profit Centre**
	£	£	£	%	
Council tax/NDR Summons and Liability Order charges					
Council tax summon costs	£ 102.00	£ 102.00	102.00	0.00%	f11005
Council tax Liability Order	£ 13.00	£ 13.00	13.00	0.00%	f11005
NDR summon costs	£ 155.00	£ 155.00	155.00	0.00%	f12002
NDR liability order	£ 25.00	£ 25.00	25.00	0.00%	f12002
Average					

Appendix VII **Commercial Waste Collection and Bin Hire**

Refuse				
Charge Description	**2018/19 charges**	**2019/20 Charges**	**Proposed 2020/21 Charges**	**Change**
(1)	(2)	(3)	(4)	(5)
	£	£		%
Sack – refuse	£1.50	£1.56	£1.59	2.00%
Heavy duty sack – refuse*	£1.75	£1.82	£1.86	2.00%
1100 litre bin – refuse	£17.45	£17.80	£18.16	2.00%
660 litre bin – refuse	£10.50	£10.68	£10.89	2.00%
360 litre bin – refuse	£6.00	£6.10	£6.22	2.00%

Recycling				
Charge Description	**2018/19 charges**	**Proposed 2019/20 Charges**		**Change**
Sack – recycling	£1.00	£1.04	£1.06	2.00%
Cardboard bundle tape	£1.00	£1.04	£1.06	2.00%
1100 litre bin – recycling	£9.00	£9.18	£9.36	2.00%
660 litre bin – recycling	£5.40	£5.51	£5.62	2.00%
360 litre bin – recycling	£3.00	£3.06	£3.12	2.00%

New commerical waste fees and charges				
Charge Description	**2018/19 charges**	**Proposed 2019/20 Charges**		**Change**
240 litre bin - Food	n/a	£10.20	£10.40	2.00%
240 litre bin - Glass	n/a	£6.12	£6.24	2.00%
360 litre bin - Paper and Card	n/a	£3.06	£3.12	2.00%
660 litre bin - Paper and Card	n/a	£5.51	£5.62	2.00%
1100 litre bin - Paper and Card	n/a	£9.18	£9.36	2.00%
Daily bin hire charge (660L and above) containers	n/a	£0.40	£0.40	0.00%
Daily bin hire Charge (140L, 240L, 360L) containers	n/a	£0.10	£0.10	0.00%

Household Bulk Waste Bin Hire				
Charge Description (Per week)	**2018/19 charges**	**Proposed 2019/20 Charges**		**Change**
Bulk refuse bin hire	£3.40	3.40	3.40	0.00%
Bulk recycling bin hire	£2.85	2.85	2.85	0.00%
The weekly hire charge enables the council to recover the purchase cost of the asset and pay for any repairs to the				

Charged waste services				
Garden waste	240litre bin £75, 140Litre bin £55, Sack service £55	240litre bin £75, 140Litre bin £55, Sack service £55	240litre bin £75, 140Litre bin £55, Sack service £55	0.00%
Collection of all forms of bulky waste (on demand)	All forms of bulky waste now chargeable. £25 for up to 4 items, £10 per additional item.	All forms of bulky waste now chargeable. £25 for up to 4 items, £10 per additional item.	All forms of bulky waste now chargeable. £20 for up to 5 items, £10 per additional item.	-20.00%
Replacement wheelie bins	£30 per bin	£30 per bin	£30 per bin	0.00%

Appendix VII **Commercial Waste Collection and Bin Hire**

FPNs

FPN Type	2018/19 charges	Proposed 2019/20 Charges		Change
Highways Act, 1980, various offences for example unauthorised marking of the highway, obstruction, skip offences*	£50-100	£50-100		
EPA Section 87 littering	£50-£80	150.00		-100.00%
EPA Section 47 Receptacles for Commercial	£75-£110	£75-£110		
CoPA Section 5 - Waste Carrier*	£300	£300		-100.00%
EPA Section 34 - Fail Waste Transfer Note S34*	£180-300	£180-300		
Health Act Section 7 Smoke free Individual*	50	50		-100.00%
Health Act Section 6 Smoke free Signage*	200	200		-100.00%
LLA Section 34 Breach of St Trad. Licence*	60-100	60-100		
LLA Section 38 Unlicensed Street Trading*	90-150	90-150		
Community Protection Notice FPN	Up to £100 if appropriate	Up to £100 if appropriate		
Public Space Protection Order FPN	Up to £100 if appropriate	Up to £100 if appropriate		
EPA Section 33 (1) fly tipping	Up to £400 if appropriate	Up to £400 if appropriate		

*Fixed by Central Government

Appendix VII **Commercial waste collection and bin hire**

Refuse						
Charge Description	**2017/18 charges**	**2018/19 charges**	**Proposed 2019/20 Charges**	**Change**	**Profit Centre**	**Basis of charge (see drop down menu)**
(1)	(2)	(3)	(4)	(5)		
	£	£	£	%		
Sack – refuse	£1.50	£1.50	£1.56	4.00%		Market Rate
Heavy duty sack – refuse*	£1.75	£1.75	£1.82	4.00%		Market Rate
1100 litre bin – refuse	£17.45	£17.45	£17.80	2.01%		Market Rate
660 litre bin – refuse	£10.50	£10.50	£10.68	1.71%		Market Rate
360 litre bin – refuse	£6.00	£6.00	£6.10	1.67%		Market Rate

Recycling						
Charge Description	**2017/18 charges**	**2018/19 charges**	**Proposed 2019/20 Charges**	**Change**		
Sack – recycling	£1.00	£1.00	£1.04	4.00%		Market Rate
Cardboard bundle tape	£1.00	£1.00	£1.04	4.00%		Market Rate
1100 litre bin – recycling	£9.00	£9.00	£9.18	2.00%		Market Rate
660 litre bin – recycling	£5.40	£5.40	£5.51	2.04%		Market Rate
360 litre bin – recycling	£3.00	£3.00	£3.06	2.00%		Market Rate

New commerical waste fees and charges						
Charge Description	**2017/18 charges**	**2018/19 charges**	**Proposed 2019/20 Charges**	**Change**		
240 litre bin - Food	n/a	n/a	£10.20	n/a		market rate
240 litre bin - Glass	n/a	n/a	£6.12	n/a		market rate
360 litre bin - Paper and Card	n/a	n/a	£3.06	n/a		**market rate**
660 litre bin - Paper and Card	n/a	n/a	£5.51	n/a		market rate
1100 litre bin - Paper and Card	n/a	n/a	£9.18	n/a		market rate
Daily bin hire charge (660L and above) containers	n/a	n/a	£0.40	n/a		market rate
Daily bin hire Charge (140L, 240L, 360L) containers	n/a	n/a	£0.10	n/a		market rate

Household Bulk Waste Bin Hire						
Charge Description (Per week)	**2017/18 charges**	**2018/19 charges**	**Proposed 2019/20 Charges**	**Change**		
Bulk refuse bin hire	£3.40	£3.40	3.40	0.00%		market rate
Bulk recycling bin hire	£2.85	£2.85	2.85	0.00%		market rate
The weekly hire charge enables the council to recover the purchase cost of the asset and pay for any repairs to the container.						

Charged waste services						
Garden waste	240litre bin £75, 140Litre bin £55, Sack service £55	240litre bin £75, 140Litre bin £55, Sack service £55	240litre bin £75, 140Litre bin £55, Sack service £55	0.00%		partial recovery
Collection of all forms of bulky waste (on demand)	All forms of bulky waste now chargeable. £25 for up to 4 items, £10 per additional item.	All forms of bulky waste now chargeable. £25 for up to 4 items, £10 per additional item.	All forms of bulky waste now chargeable. £25 for up to 4 items, £10 per additional item.	0.00%		partial recovery
Replacement wheelie bins	£30 per bin	£30 per bin	£30 per bin	0.00%		partial recovery

Appendix VII **Commercial waste collection and bin hire**

FPNs

FPN Type	Allowed Range	2018/19 charges	Proposed 2019/20 Charges	Change		
Highways Act, 1980, various offences for example unauthorised marking of the highway, obstruction, skip offences*	£50-100	£50-100	£50-100	0.00%		Statutory
EPA Section 87 littering	£50-£80	£50-£80	150.00	88%-200%		Statutory
EPA Section 47 Receptacles for Commercial	£75-£110	£75-£110	£75-£110	0.00%		Statutory
CoPA Section 5 - Waste Carrier*	£300	£300	£300	0.00%		Statutory
EPA Section 34 - Fail Waste Transfer Note S34*	£180-300	£180-300	£180-300	0.00%		Statutory
Health Act Section 7 Smoke free Individual*	50	50	50	0.00%		Statutory
Health Act Section 6 Smoke free Signage*	200	200	200	0.00%		Statutory
LLA Section 34 Breach of St Trad. Licence*	60-100	60-100	60-100	0.00%		Statutory
LLA Section 38 Unlicensed Street Trading*	90-150	90-150	90-150	0.00%		Statutory
Community Protection Notice FPN	Up to £100 if appropriate	Up to £100 if appropriate	Up to £100 if appropriate	0.00%		Statutory
Public Space Protection Order FPN	Up to £100 if appropriate	Up to £100 if appropriate	Up to £100 if appropriate	0.00%		Statutory
EPA Section 33 (1) fly tipping	Up to £400 if appropriate	Up to £400 if appropriate	Up to £400 if appropriate	0.00%		Statutory

Appendix VIII a. Parks Services

Services that we charge for	2018/19 charge	2019/20 Charge	Proposed 2020/21 Charge	Change
(1)	(3)	(4)		(5)
	£	£		%
ALLOTMENTS				
Allotment per 25m2 per year	£ 11.11	11.11	11.11	0.00%
Pension / Disabled concession 50% Discount	£ 5.57	5.57	5.57	0.00%
Out of Borough Surcharge	£ 15.93	15.93	15.93	0.00%
Water Charge per 25m2 per year	£ 3.00	3.00	3.00	0.00%
SPONSORSHIP				
Tree Sponsorship (All Areas)	£ 250.00	250.00	250.00	0.00%
Stainless steel, surface mounted bench plaque	£ 100.00	102.60	105.00	2.34%
Woodfurn Tudor Oak Bench 1.4m	£ 620.00	636.10	650.00	2.19%
Parklane hardwood seat 1.8m	£ 670.00	687.40	710.00	3.29%
PARKS - SPORTS PITCHES				
Non Haringey clubs, unaffiliated clubs and one off bookings. Matches & Training sessions up to 2 hours.				
Football Pitches per Match	104.40	107.85	110.85	2.79%
Grade A Pitches per Match - ex VAT	102.40	105.80	0.00	-100.00%
Grade B Pitches per Match (or Grade A without Changing)	87.10	89.95	0.00	-100.00%
Grade B Pitches per Match - ex VAT (or Grade A without Changing)	84.00	86.75	0.00	-100.00%
Grade B Pitches Per Match no changing	66.50	68.70	0.00	-100.00%
Grade B Pitches Per Match no changing- ext VAT	65.60	67.75	0.00	-100.00%
Mini Soccer per Match (5v5 /7v7)	23.10	23.85	24.50	2.73%
Mini Soccer per Match (5v5 /7v7) - ex VAT	20.50	21.20	0.00	-100.00%
9v9 Soccer per Match	37.90	39.15	40.25	2.81%
9v9 Soccer per Match - ex VAT	31.75	32.80	0.00	-100.00%
Junior Pitch Hire per Match 11 v 11	46.10	47.60	48.95	2.84%
Junior Pitch Hire per Match- ex VAT 11 v 11	45.00	46.50	0.00	-100.00%
Junior Changing	26.65	27.55	28.30	2.72%

Appendix VIII a. Parks Services

Services that we charge for	2018/19 charge	2019/20 Charge	Proposed 2020/21 Charge	Change
(1)	(3)	(4)		(5)
	£	£		%
Active 1				
Grade A Pitches per Match	84.00	86.75	0.00	-100.00%
Grade A Pitches per Match - ex VAT	68.60	70.85	0.00	-100.00%
Grade B Pitches per Match (or Grade A without Changing)	75.80	78.30	0.00	-100.00%
Grade B Pitches per Match - ex VAT (or Grade A without Changing)	63.50	65.60	0.00	-100.00%
Grade B Pitches Per Match no changing	49.10	50.70	0.00	-100.00%
Grade B Pitches Per Match no changing- ext VAT	42.00	43.40	0.00	-100.00%
Mini Soccer per Match (5v5 /7v7)	16.70	17.25	0.00	-100.00%
Mini Soccer per Match (5v5 /7v7) - ex VAT	13.60	14.05	0.00	-100.00%
9v9 Soccer per Match	25.10	25.95	0.00	-100.00%
9v9 Soccer per Match - ex VAT	20.80	21.50	0.00	-100.00%
Junior Pitch Hire per Match 11 v 11	31.75	32.80	0.00	-100.00%
Junior Pitch Hire per Match- ex VAT 11 v 11	26.60	27.50	0.00	-100.00%
Junior Changing	9.75	10.00	0.00	-100.00%
Active 2				
Grade A Pitches per Match - ex VAT	68.60	70.85	0.00	-100.00%
Grade B Pitches per Match - ex VAT (or Grade A without Changing)	61.50	63.55	0.00	-100.00%
Grade B Pitches Per Match no changing- ext VAT	41.00	42.35	0.00	-100.00%
Mini Soccer per Match (5v5 /7v7)	15.65	16.15	0.00	-100.00%
Mini Soccer per Match (5v5 /7v7) - ex VAT	12.60	13.00	0.00	-100.00%
9v9 Soccer per Match	25.10	25.95	0.00	-100.00%
9v9 Soccer per Match - ex VAT	20.80	21.50	0.00	-100.00%
Junior Pitch Hire per Match- ex VAT 11 v 11	25.10	25.95	0.00	-100.00%
Haringey Affiliated Clubs. Matches & Training sessions up to 2 hours				
Football Pitches per Match - ex VAT	60.40	62.40	64.15	2.80%
Grade B Pitches per Match - ex VAT (or Grade A without Changing)	55.30	57.10	0.00	-100.00%
Grade B Pitches Per Match no changing- ext VAT	36.90	38.10	0.00	-100.00%
Mini Soccer per Match (5v5 /7v7)	13.60	14.05	0.00	-100.00%
Mini Soccer per Match (5v5 /7v7)	11.60	12.00	12.35	2.92%
9v9 Soccer per Match	21.80	22.50	0.00	-100.00%
9v9 Soccer per Match	18.70	19.30	19.85	2.85%
Junior Pitch Hire per Match 11 v 11	21.80	22.50	23.15	2.89%
Australian Rules Football per Match- ex VAT	83.00	85.75	0.00	-100.00%
Australian Rules Football per Match	68.60	70.85	72.85	2.82%
Rugby & Gaelic Football per Match	49.20	50.80	0.00	-100.00%
Rugby & Gaelic Football per Match	42.00	43.40	44.60	2.76%

Appendix VIII a. Parks Services

Services that we charge for	2018/19 charge	2019/20 Charge	Proposed 2020/21 Charge	Change
(1)	(3)	(4)		(5)
	£	£		%
PARKS - REGULAR BOOKINGS				
Standard				
Park Based Organised Exercise / personal training up to 500 usage pa annual fee	319.00	330.00	330.00	0.00%
Park Based Organised Exercise / personal training up t0 800 usage pa annual fee	533.00	551.00	551.00	0.00%
Park Based Organised Exercise / personal training up to 2000 usage pa annual fee	1,066.00	1,101.00	1,101.00	0.00%
Park Based Organised Exercise / personal training up to 4000 usage pa annual fee	2,132.00	2,202.00	2,202.00	0.00%
Park Based Organised Exercise / personal training up to 5000 usage pa annual fee	3,198.00	3,304.00	3,304.00	0.00%
Park Based Organised Exercise / personal training - up to 7000 usage pa annual fee	4,264.00	4,405.00	4,405.00	0.00%
Park Based Organised Exercise / personal training - up to 8000 usage pa annual fee	5,332.00	5,508.00	5,508.00	0.00%
Park Based Organised Exercise / personal training - up to 10000 usage pa annual fee	6,395.00	6,606.00	6,606.00	0.00%
Other				
Training Area per session- Adult	46.10	47.60	0.00	-100.00%
Training Area per session - Adult - Block booking	38.90	40.20	0.00	-100.00%
Training Area per session- Junior	33.80	34.90	0.00	-100.00%
Training Area per session Junior - Block booking	27.60	28.50	0.00	-100.00%
MUGA 's & Outdoor Netball/Basketball Courts per session	12.60	13.00	0.00	-100.00%
Try Tag Rugby per week	45.10	46.60	47.90	2.79%
Motorcycle Training on hard ball areas per day	38.90	40.20	41.35	2.86%
South American Football	12.60	13.00		-100.00%
Forest School activities per head per session	£ 1.35	1.40	5% of child day rate charged by hirer	
Environmental activities per session	£ 12.60	12.90	5% of day rate charged by hirer	

Appendix VIII a. Parks Services

Services that we charge for	2018/19 charge	2019/20 Charge	Proposed 2020/21 Charge	Change
(1)	(3)	(4)		(5)
	£	£		%
Parks Car Parking				
Commercial Event Car Parking	11.60	12.00	12.35	2.92%
Coach Parking	55.30	57.10	58.70	2.80%
Car Parking per day	21.50	22.20	22.80	2.70%
In Borough Schools/Education Use				
Active 3				
School Swimming - per child per year	163.00	163.00	160.00	-1.84%
Tennis Courts - Schools per hr per ct	4.40	4.55	4.70	3.30%
Football	25.10	25.95	0.00	-100.00%
Activities not requiring a mark out - area no bigger than a 9v9 football pitch	14.70	15.20	15.65	2.96%
School park hire for sports day e.g. 11v11 football pitch - no mark out	n/a	30.20	31.05	2.81%
School small 3G hire - 55 minutes	n/a	20.00	20.55	2.75%
School MUGA hire - 55 minutes	n/a	12.95	13.30	2.70%
Rounders pitch initial markout	64.60	66.75	68.60	2.77%
Rounders remark	9.50	9.80	10.05	2.55%
Rounders hire	14.70	15.20	15.65	2.96%
Running Track Hire (100 m 6 lane)	91.20	94.20	96.80	2.76%
100m Track Remark	69.70	72.00	74.05	2.85%
Running Track Hire (50m 6 lane)	45.00	46.50	47.80	2.80%
50m Track Remark	35.90	37.10	38.15	2.83%
Running Track Hire (200m 6 lane)	180.00	185.95	191.10	2.77%
200m Remark	139.40	144.00	148.00	2.78%
Running Track Hire (400m 8 lane 100 m straight)	231.60	239.25	245.95	2.80%
400 m remark	169.00	174.60	179.50	2.81%
Parks Pay & Play & Tennis and 3G Artificial				
1 x Tennis Court hire 55 minutes peak	n/a	5.00	5.15	3.00%
1 x Tennis Court hire 55 minutes off peak	n/a	0.00	N/a	N/a
1x Junior Tennis Court Hire 55 minutes peak	n/a	2.50	2.60	4.00%
1x Junior Tennis Court Hire 55 minutes off peak	n/a	0.00	N/a	N/a
1 x small 3G hire 55 minutes peak	n/a	40.00	41.15	2.88%
1 x small 3G hire 55 minutes off peak	n/a	0.00	N/a	N/a
1 x Junior small 3G hire 55 minutes peak	n/a	20.00	20.55	2.75%
1 x Junior small 3G hire 55 minutes off peak	n/a	0.00	N/a	N/a
1 x MUGA 55 minutes peak	n/a	12.95	13.30	2.70%
1 x MUGA hire 55 minutes off peak	n/a	0.00	N/a	N/a
1 x Junior MUGA hire 55 minutes peak	n/a	6.50	6.70	3.08%
1 x Junior MUGA 55 minutes off peak	n/a	0.00	N/a	N/a

Appendix VIII a. **Parks Services**

Services that we charge for	2017/18 charge	2018/19 charge	Proposed 2019/20 Charge @ RPI 3.3%	Change	Profit Centre
(1)	(2)	(3)	(4)	(5)	
	£	£	£	%	
ALLOTMENTS					
Allotment per 25m2 per year	6.35	11.11	11.11	0.00%	V12308
Pension / Disabled concession 50% Discount	3.18	5.57	5.57	0.00%	V12308
Out of Borough Surcharge	9.10	15.93	15.93	0.00%	V12308
Water Charge per 25m2 per year	2.75	3.00	3.00	0.00%	V12308
SPONSORSHIP					
Tree Sponsorship (All Areas)	250.00	250.00	250.00	0.00%	V16400
Stainless steel, surface mounted bench plaque	100.00	100.00	103.30	3.30%	V16400
Woodfurn Tudor Oak Bench 1.4m	620.00	620.00	640.50	3.31%	V16400
Parklane hardwood seat 1.8m	670.00	670.00	692.10	3.30%	V16400
PARKS - SPORTS PITCHES					
Standard					
Grade A Pitches per Match	102.00	104.40	107.85	3.30%	v12100
Grade A Pitches per Match - ex VAT	100.00	102.40	105.80	3.32%	v12100
Grade B Pitches per Match (or Grade A without Changing)	85.00	87.10	89.95	3.27%	v12100
Grade B Pitches per Match - ex VAT (or Grade A without Changing)	82.00	84.00	86.75	3.27%	v12100
Grade B Pitches Per Match no changing	65.00	66.50	68.70	3.31%	v12100
Grade B Pitches Per Match no changing- ext VAT	64.00	65.60	67.75	3.28%	v12100
Mini Soccer per Match (5v5 /7v7)	22.50	23.10	23.85	3.25%	v12100
Mini Soccer per Match (5v5 /7v7) - ex VAT	20.00	20.50	21.20	3.41%	v12100
9v9 Soccer per Match	37.00	37.90	39.15	3.30%	v12100
9v9 Soccer per Match - ex VAT	31.00	31.75	32.80	3.30%	v12100
Junior Pitch Hire per Match 11 v 11	45.00	46.10	47.60	3.25%	v12100
Junior Pitch Hire per Match- ex VAT 11 v 11	44.00	45.00	46.50	3.33%	v12100
Junior Changing	26.00	26.65	27.55	3.38%	v12100
Active 1					
Grade A Pitches per Match	82.00	84.00	86.75	3.27%	v12100
Grade A Pitches per Match - ex VAT	67.00	68.60	70.85	3.28%	v12100
Grade B Pitches per Match (or Grade A without Changing)	74.00	75.80	78.30	3.30%	v12100
Grade B Pitches per Match - ex VAT (or Grade A without Changing)	62.00	63.50	65.60	3.31%	v12100
Grade B Pitches Per Match no changing	48.00	49.10	50.70	3.26%	v12100

Appendix VIII a. **Parks Services**

Services that we charge for	2017/18 charge	2018/19 charge	Proposed 2019/20 Charge @ RPI 3.3%	Change	Profit Centre
(1)	(2)	(3)	(4)	(5)	
	£	£	£	%	
Grade B Pitches Per Match no changing- ext VAT	41.00	42.00	43.40	3.33%	v12100
Mini Soccer per Match (5v5 /7v7)	16.30	16.70	17.25	3.29%	v12100
Mini Soccer per Match (5v5 /7v7) - ex VAT	13.30	13.60	14.05	3.31%	v12100
9v9 Soccer per Match	24.50	25.10	25.95	3.39%	v12100
9v9 Soccer per Match - ex VAT	20.30	20.80	21.50	3.37%	v12100
Junior Pitch Hire per Match 11 v 11	31.00	31.75	32.80	3.31%	v12100
Junior Pitch Hire per Match- ex VAT 11 v 11	26.00	26.60	27.50	3.38%	v12100
Junior Changing	9.50	9.75	10.00	2.56%	v12100
Active 2					
Grade A Pitches per Match - ex VAT	67.00	68.60	70.85	3.28%	v12100
Grade B Pitches per Match - ex VAT (or Grade A without Changing)	60.00	61.50	63.55	3.33%	v12100
Grade B Pitches Per Match no changing- ext VAT	40.00	41.00	42.35	3.29%	v12100
Mini Soccer per Match (5v5 /7v7)	15.30	15.65	16.15	3.19%	v12100
Mini Soccer per Match (5v5 /7v7) - ex VAT	12.30	12.60	13.00	3.17%	v12100
9v9 Soccer per Match	24.50	25.10	25.95	3.39%	v12100
9v9 Soccer per Match - ex VAT	20.30	20.80	21.50	3.37%	v12100
Junior Pitch Hire per Match- ex VAT 11 v 11	24.50	25.10	25.95	3.39%	v12100
Active 3					
Grade A Pitches per Match - ex VAT	59.00	60.40	62.40	3.31%	v12100
Grade B Pitches per Match - ex VAT (or Grade A without Changing)	54.00	55.30	57.10	3.25%	v12100
Grade B Pitches Per Match no changing- ext VAT	36.00	36.90	38.10	3.25%	v12100
Mini Soccer per Match (5v5 /7v7)	13.30	13.60	14.05	3.31%	v12100
Mini Soccer per Match (5v5 /7v7) - ex VAT	11.30	11.60	12.00	3.45%	v12100
9v9 Soccer per Match	21.30	21.80	22.50	3.21%	v12100
9v9 Soccer per Match - ex VAT	18.30	18.70	19.30	3.21%	v12100
Junior Pitch Hire per Match- ex VAT 11 v 11	21.30	21.80	22.50	3.21%	v12100
Australian Rules Football per Match- ex VAT	81.00	83.00	85.75	3.31%	v12100
Australian Rules Football per Match - ex VAT	67.00	68.60	70.85	3.28%	v12100
Rugby & Gaelic Football per Match	48.00	49.20	50.80	3.25%	v12100
Rugby & Gaelic Football per Match - ex VAT	41.00	42.00	43.40	3.33%	v12100
PARKS - REGULAR BOOKINGS					
Standard					
Park Based Organised Exercise / personal training up to 500 usage pa annual fee	312.00	319.00	330.00	3.45%	V15510
Park Based Organised Exercise / personal training up t0 800 usage pa annual fee	520.00	533.00	551.00	3.38%	V15510
Park Based Organised Exercise / personal training up to 2000 usage pa annual fee	1,040.00	1,066.00	1,101.00	3.28%	V15510
Park Based Organised Exercise / personal training up to 4000 usage pa annual fee	2,080.00	2,132.00	2,202.00	3.28%	V15510
Park Based Organised Exercise / personal training up to 5000 usage pa annual fee	3,120.00	3,198.00	3,304.00	3.31%	V15510
Park Based Organised Exercise / personal training - up to 7000 usage pa annual fee	4,160.00	4,264.00	4,405.00	3.31%	V15510
Park Based Organised Exercise / personal training - up to 8000 usage pa annual fee	5,200.00	5,332.00	5,508.00	3.30%	V15510
Park Based Organised Exercise / personal training - up to 10000 usage pa annual fee	6,240.00	6,395.00	6,606.00	3.30%	V15510
Active 3					
Training Area per session- Adult	45.00	46.10	47.60	3.25%	v12100
Training Area per session - Adult - Block booking	38.00	38.90	40.20	3.34%	v12100

Appendix VIII a. **Parks Services**

Services that we charge for	2017/18 charge	2018/19 charge	Proposed 2019/20 Charge @ RPI 3.3%	Change	Profit Centre
(1)	(2)	(3)	(4)	(5)	
	£	£	£	%	
Training Area per session- Junior	33.00	33.80	34.90	3.25%	v12100
Training Area per session Junior - Block booking	27.00	27.60	28.50	3.26%	v12100
MUGA 's & Outdoor Netball/Basketball Courts per session	12.30	12.60	13.00	3.17%	v12100
Try Tag Rugby per week	44.00	45.10	46.60	3.33%	v12100
Motorcycle Training on hard ball areas per day	38.00	38.90	40.20	3.34%	v12100
South American Football	12.30	12.60	13.00	3.17%	v12100
Forest School activities per head	1.30	1.35	1.40	3.70%	v12100
Environmental activities per session	12.30	12.60	13.00	3.17%	v12100
Parks Car Parking					
Commercial Event Car Parking	11.30	11.60	12.00	3.45%	v12100
Coach Parking	54.00	55.30	57.10	3.25%	v12100
Car Parking per day	21.00	21.50	22.20	3.26%	v12100
In Borough Schools/Education Use					
Active 3					
School Swimming - per child per year	163.00	163.00	163.00	0.00%	E41150
Tennis Courts - Schools per hr per ct	4.30	4.40	4.55	3.41%	V12100
Football	24.50	25.10	25.95	3.39%	V12100
Activities not requiring a mark out - area no bigger than a 9v9 football pitch	14.30	14.70	15.20	3.40%	V12100
School park hire for sports day e.g. 11v11 football pitch - no mark out	n/a	n/a	30.20	n/a	V12100
School small 3G hire - 55 minutes	n/a	n/a	20.00	n/a	V12100
School MUGA hire - 55 minutes	n/a	n/a	12.95	n/a	V12100
Rounders pitch initial markout	63.00	64.60	66.75	3.33%	V12100
Rounders remark	9.30	9.50	9.80	3.16%	V12100
Rounders hire	14.30	14.70	15.20	3.40%	V12100
Running Track Hire (100 m 6 lane)	89.00	91.20	94.20	3.29%	V12100
100m Track Remark	68.00	69.70	72.00	3.30%	V12100
Running Track Hire (50m 6 lane)	44.00	45.00	46.50	3.33%	V12100
50m Track Remark	35.00	35.90	37.10	3.34%	V12100
Running Track Hire (200m 6 lane)	176.00	180.00	185.95	3.31%	V12100
200m Remark	136.00	139.40	144.00	3.30%	V12100
Running Track Hire (400m 8 lane 100 m straight)	226.00	231.60	239.25	3.30%	V12100
400 m remark	165.00	169.00	174.60	3.31%	V12100
Parks Pay & Play & Tennis and 3G Artificial					
1 x Tennis Court hire 55 minutes peak	n/a	n/a	5.00	n/a	V12100
1 x Tennis Court hire 55 minutes off peak	n/a	n/a	0.00	n/a	V12100
1x Junior Tennis Court Hire 55 minutes peak	n/a	n/a	2.50	n/a	V12100
1x Junior Tennis Court Hire 55 minutes off peak	n/a	n/a	0.00	n/a	V12100
1 x small 3G hire 55 minutes peak	n/a	n/a	40.00	n/a	V12100

Appendix VIII a. **Parks Services**

Services that we charge for	2017/18 charge	2018/19 charge	Proposed 2019/20 Charge @ RPI 3.3%	Change	Profit Centre
(1)	(2)	(3)	(4)	(5)	
	£	£	£	%	
1 x small 3G hire 55 minutes off peak	n/a	n/a	0.00	n/a	V12100
1 x Junior small 3G hire 55 minutes peak	n/a	n/a	20.00	n/a	V12100
1 x Junior small 3G hire 55 minutes off peak	n/a	n/a	0.00	n/a	V12100
1 x MUGA 55 minutes peak	n/a	n/a	12.95	n/a	
1 x MUGA hire 55 minutes off peak	n/a	n/a	0.00	n/a	V12100
1 x Junior MUGA hire 55 minutes peak	n/a	n/a	6.50	n/a	V12100
1 x Junior MUGA 55 minutes off peak	n/a	n/a	0.00	n/a	V12100

Appendix VIII b **Park Events**

Services that we charge for	2018/19 charge	2019/20 Charge	Proposed 2020/21 Charge	Change
(1)	(2)	(3)	(4)	(5)
	£	£	£	%
Application Fee				
Community & Charity				
Very Small	£ -			
Small	£ 26.60	£ 26.60	£ 26.60	0.00%
Medium	£ 54.25	£ 54.25	£ 54.25	0.00%
Finsbury Park - Medium	£ 54.25	£ 54.25	£ 54.25	0.00%
Large	£ 54.25	£ 54.25	£ 54.25	0.00%
Finsbury Park - Large	£ -			
Funfair and Circus				
Small		£ -		
Medium	£ 129.00	£ 129.00	£ 132.61	2.80%
Large	£ 129.00	£ 129.00	£ 132.61	2.80%
Finsbury Park - Large	£ 129.00	£ 129.00	£ 132.61	2.80%
Corporate Promotions / Roadshows / Media Events				
Small	£ 129.00	£ 129.00	£ 132.61	2.80%
Medium	£ 129.00	£ 129.00	£ 132.61	2.80%
Large	£ 129.00	£ 129.00	£ 132.61	2.80%
(Rates apply where an entry fee is payable)				
Small	£ 129.00	£ 129.00	£ 132.61	2.80%
Medium	£ 129.00	£ 129.00	£ 132.61	2.80%
Large	£ 129.00	£ 129.00	£ 132.61	2.80%
Commercial Events			£ -	
Small	£ 129.00	£ 129.00	£ 132.74	2.90%
Medium	£ 129.00	£ 129.00	£ 132.74	2.90%
Large	£ 129.00	£ 129.00	£ 132.74	2.90%
Major	£ 129.00	£ 129.00	£ 132.74	2.90%
Other Events				
Private Event - not open to the public - Non licensed per sq m	£ 129.00	£ 129.00	£ 132.61	2.80%
Private Event - not open to the public - licensed per sq m	£ 129.00	£ 129.00	£ 132.61	2.80%
Markets - Maximum Stall Holder fee £120 / day	£ 129.00	£ 129.00	£ 132.61	2.80%

Appendix VIII b **Park Events**

Services that we charge for	2018/19 charge	2019/20 Charge	Proposed 2020/21 Charge	Change
(1)	(2)	(3)	(4)	(5)
	£	£	£	%
Booking Fee				
Community & Charity				
Very Small	£ -	£ -	£ -	
Small	£ 26.60	£ 26.60	£ 26.60	0.00%
Medium	£ 54.25	£ 54.25	£ 54.25	0.00%
Finsbury Park - Medium	£ 54.25	£ 54.25	£ 54.25	0.00%
Large	£ 54.25	£ 54.25	£ 54.25	0.00%
Finsbury Park - Large	£ 537.60	£ 537.60	£ 537.60	0.00%
Funfair and Circus				
Small				
Medium	£ 537.60	£ 537.60	£ 552.65	2.80%
Large	£ 537.60	£ 537.60	£ 552.65	2.80%
Finsbury Park - Large	£ 537.60	£ 537.60	£ 552.65	2.80%
Corporate Promotions / Roadshows / Media Events				
Small	£ 537.60	£ 537.60	£ 552.65	2.80%
Medium	£ 1,341.40	£ 1,341.40	£ 1,378.96	2.80%
Large	£ 2,688.00	£ 2,688.00	£ 2,763.26	2.80%
(Rates apply where an entry fee is payable)				
Small	£ 54.25	£ 54.25	£ 55.77	2.80%
Medium	£ 107.50	£ 107.50	£ 110.51	2.80%
Large	£ 537.60	£ 537.60	£ 552.65	2.80%
Commercial Events			£ -	
Small	£ 135.15	£ 135.15	£ 139.07	2.90%
Medium	£ 1,341.40	£ 1,341.40	£ 1,380.30	2.90%
Large	£ 2,688.00	£ 2,688.00	£ 2,765.95	2.90%
Major	£ 6,451.20	£ 6,451.20	£ 6,638.28	2.90%
Other Events				
Private Event - not open to the public - Non licensed per sq m	£ 156.25	£ 156.25	£ 160.63	2.80%
Private Event - not open to the public - licensed per sq m	£ 250.85	£ 250.85	£ 257.87	2.80%
Markets - Maximum Stall Holder fee £120 / day	£ 312.30	£ 312.30	£ 321.04	2.80%

Appendix VIII b **Park Events**

Services that we charge for	2018/19 charge	2019/20 Charge	Proposed 2020/21 Charge	Change
(1)	(2)	(3)	(4)	(5)
	£	£	£	%
Operational day fee/basic hire fee				
Community & Charity				
Very Small	£ -	£ -	£ -	
Small	£ 54.25	£ 54.25	£ 54.25	0.00%
Medium	£ 106.50	£ 106.50	£ 106.50	0.00%
Finsbury Park - Medium	£ 153.60	£ 153.60	£ 153.60	0.00%
Large	£ 532.45	£ 532.45	£ 532.45	0.00%
Finsbury Park - Large	£ 2,662.40	£ 2,662.40	£ 2,662.40	0.00%
Funfair and Circus				
Small	£ -	£ -	£ -	
Medium	£ 580.60	£ 580.60	£ 596.86	2.80%
Large	£ 813.05	£ 813.05	£ 835.82	2.80%
Finsbury Park - Large	£ 928.75	£ 928.75	£ 954.76	2.80%
Corporate Promotions / Roadshows / Media Events				
Small	£ 1,331.20	£ 1,331.20	£ 1,368.47	2.80%
Medium	£ 4,259.90	£ 4,259.90	£ 4,379.18	2.80%
Large	£ 8,519.70	£ 8,519.70	£ 8,758.25	2.80%
Commercial Charity Fundraising (Rates apply where an entry fee is payable)				
Small	£ 133.10	£ 133.10	£ 136.83	2.80%
Medium	£ 532.45	£ 532.45	£ 547.36	2.80%
Large	£ 3,727.35	£ 3,727.35	£ 3,831.72	2.80%
Commercial Events			£ -	
Small	£ 1,332.20	£ 1,332.20	£ 1,370.83	2.90%
Medium	£ 5,325.80	£ 5,325.80	£ 5,480.25	2.90%
Large	£ 26,624.00	£ 26,624.00	£ 27,396.10	2.90%
Major	£ 256,000.00	£ 256,000.00	£ 263,424.00	2.90%
Other Events				
Private Event - not open to the public - Non licensed per sq m	£ 79.85	£ 79.85	£ 82.09	2.80%
Private Event - not open to the public - licensed per sq m	£ 160.75	£ 160.75	£ 165.25	2.80%
Markets - Maximum Stall Holder fee £120 / day	35%	35%	£ 0.36	2.80%
Extra Event Days Fee				
Community & Charity				
Very Small	£ -	£ -	£ -	
Small	£ 26.60	£ 26.60	£ 26.60	0.00%
Medium	£ 53.25	£ 53.25	£ 53.25	0.00%
Finsbury Park - Medium	£ 74.75	£ 74.75	£ 74.75	0.00%
Large	£ 266.25	£ 266.25	£ 266.25	0.00%
Finsbury Park - Large	£ 1,331.20	£ 1,331.20	£ 1,331.20	0.00%
Corporate Promotions / Roadshows / Media Events				
Small	£ 399.35	£ 399.35	£ 410.53	2.80%
Medium	£ 1,277.95	£ 1,277.95	£ 1,313.73	2.80%
Large	£ 2,555.90	£ 2,555.90	£ 2,627.47	2.80%
(Rates apply where an entry fee is payable)				

Appendix VIII b **Park Events**

Services that we charge for	2018/19 charge	2019/20 Charge	Proposed 2020/21 Charge	Change
(1)	(2)	(3)	(4)	(5)
	£	£	£	%
Small	£ 39.95	£ 39.95	£ 41.07	2.80%
Medium	£ 159.75	£ 159.75	£ 164.22	2.80%
Large	£ 1,118.20	£ 1,118.20	£ 1,149.51	2.80%
Commercial Events			£ -	
Small	£ 399.35	£ 399.35	£ 410.93	2.90%
Medium	£ 1,597.45	£ 1,597.45	£ 1,643.78	2.90%
Large	£ 7,987.20	£ 7,987.20	£ 8,218.83	2.90%
Major	£ 76,800.00	£ 76,800.00	£ 79,027.20	2.90%
Set Up / Take Down				
Community & Charity				
Very Small	£ -	£-		
Small	£ 26.60	£ 26.60	£ 26.60	0.00%
Medium	£ 53.25	£ 53.25	£ 53.25	0.00%
Finsbury Park - Medium	£ 76.80	£ 76.80	£ 76.80	0.00%
Large	£ 266.25	£ 266.25	£ 266.25	0.00%
Finsbury Park - Large	£ 1,331.20	£ 1,331.20	£ 1,331.20	0.00%
Funfair and Circus				
Small	£ -	£ -	£ -	
Medium	£ 115.70	£ 115.70	£ 118.94	2.80%
Large	£ 161.80	£ 161.80	£ 166.33	2.80%
Finsbury Park - Large	£ 185.35	£ 185.35	£ 190.54	2.80%

Appendix VIII b **Park Events**

Services that we charge for	2018/19 charge	2019/20 Charge	Proposed 2020/21 Charge	Change
(1)	(2)	(3)	(4)	(5)
	£	£	£	%
Corporate Promotions / Roadshows / Media Events				
Small	£ 665.50	£ 665.50	£ 684.13	2.80%
Medium	£ 2,129.90	£ 2,129.90	£ 2,189.54	2.80%
Large	£ 4,259.85	£ 4,259.85	£ 4,379.13	2.80%
(Rates apply where an entry fee is payable)				
Small	£ 13.30	£ 13.30	£ 13.67	2.80%
Medium	£ 53.25	£ 53.25	£ 54.74	2.80%
Large	£ 372.75	£ 372.75	£ 383.19	2.80%
Commercial Events				
Small	£ 33.80	£ 33.80	£ 34.78	2.90%
Medium	£ 133.10	£ 133.10	£ 136.96	2.90%
Large	£ 665.50	£ 665.50	£ 684.80	2.90%
Major	£ 6,400.00	£ 6,400.00	£ 6,585.60	2.90%
Other Events				
Private Event - not open to the public - Non licensed per sq m	50% of core cost	50% of core cost	50% of core cost	2.80%
Private Event - not open to the public - licensed per sq m	50% of core cost	50% of core cost	50% of core cost	2.80%
Markets - Maximum Stall Holder fee £120 / day	20% of event rate	20% of event rate	20% of event rate	2.80%
Grounds Deposit				
Community & Charity				
Small	£ 103.00	£ 103.00	£ 103.00	0.00%
Medium	£ 309.00	£ 309.00	£ 309.00	0.00%
Finsbury Park - Medium	£ 309.00	£ 309.00	£ 309.00	0.00%
Large	£ 618.00	£ 618.00	£ 618.00	0.00%
Finsbury Park - Large	£ 618.00	£ 618.00	£ 618.00	0.00%
Funfair and Circus				
Small	£ -	£ -		
Medium	£ 2,060.00	£ 2,060.00	£ 2,060.00	0.00%
Large	£ 3,090.00	£ 3,090.00	£ 3,090.00	0.00%
Finsbury Park - Large	£ 3,090.00	£ 3,090.00	£ 3,090.00	0.00%
Corporate Promotions / Roadshows / Media Events				
Small	£ 515.00	£ 515.00	£ 515.00	0.00%
Medium	£ 2,060.00	£ 2,060.00	£ 2,060.00	0.00%
Large	£ 4,120.00	£ 4,120.00	£ 4,120.00	0.00%
(Rates apply where an entry fee is payable)				
Small	£ 103.00	£ 103.00	£ 103.00	0.00%
Medium	£ 309.00	£ 309.00	£ 309.00	0.00%
Large	£ 618.00	£ 618.00	£ 618.00	0.00%
Commercial Events				
Small	£ 258.00	£ 258.00	£ 258.00	0.00%
Medium	£ 1,030.00	£ 1,030.00	£ 1,030.00	0.00%
Large	£ 10,000.00	£ 10,000.00	£ 10,000.00	0.00%
Major	£ 15,000.00	£ 15,000.00	£ 15,000.00	0.00%
Other Events				
Private Event - not open to the public - Non licensed per sq m	£ 500.00	£ 500.00	£ 500.00	0.00%
Private Event - not open to the public - licensed per sq m	£ 3,000.00	£ 3,000.00	£ 3,000.00	0.00%

Appendix VIII b **Park Events**

Services that we charge for	2018/19 charge	2019/20 Charge	Proposed 2020/21 Charge	Change
(1)	(2)	(3)	(4)	(5)
	£	£	£	%
Markets - Maximum Stall Holder fee £120 / day	£ 2,000.00	£ 2,000.00	£ 2,000.00	0.00%

Appendix VIII b **Park Events**

Services that we charge for	2018/19 charge	2019/20 Charge	Proposed 2020/21 Charge	Change
(1)	(2)	(3)	(4)	(5)
	£	£	£	%
Environmental Impact Fee				
Community & Charity				
Medium	£ 108.55	£ 108.55	£ 108.55	0.00%
Finsbury Park - Medium	£ 108.55	£ 108.55	£ 108.55	0.00%
Large	£ 320.50	£ 320.50	£ 320.50	0.00%
Finsbury Park - Large	£ 1,064.95	£ 1,064.95	£ 1,064.95	0.00%
Funfair and Circus				
Small	£ -	£ -	£ -	
Medium	£ 1,236.00	£ 1,236.00	£ 1,270.61	2.80%
Large	£ 1,488.00	£ 1,488.00	£ 1,529.66	2.80%
Finsbury Park - Large	£ 1,852.00	£ 1,852.00	£ 1,903.86	2.80%
Corporate Promotions / Roadshows / Media Events				
Small	£ 532.50	£ 532.50	£ 547.41	2.80%
Medium	£ 1,064.95	£ 1,064.95	£ 1,094.77	2.80%
Large	£ 2,129.90	£ 2,129.90	£ 2,189.54	2.80%
Commercial Charity Fundraising (Rates apply where an entry fee is payable)				
Small	£ -	£ -	£ -	
Medium	£ 532.50	£ 532.50	£ 547.41	2.80%
Large	£ 1,064.95	£ 1,064.95	£ 1,094.77	2.80%
Commercial Events				
Small	£ 108.55	£ 108.55	£ 111.70	2.90%
Medium	£ 423.95	£ 423.95	£ 436.24	2.90%
Large	£ 2,129.90	£ 2,129.90	£ 2,191.67	2.90%
Major *	£ 15,000.00	£ 15,000.00	£ 10,958.50	-73.06%
Other Events				
Private Event - not open to the public - Non licensed per sq m	£ 532.50	£ 532.50	£ 547.41	2.80%
Private Event - not open to the public - licensed per sq m	£ 108.55	£ 108.55	£ 111.59	2.80%
Markets - Maximum Stall Holder fee £120 / day	£ 532.50	£ 532.50	£ 547.41	2.80%
Other costs				
Core Cost				
Finsbury Park - Road closure per half day	£ 286.70	£ 286.70	£ 294.73	2.80%
Event Signage per location per week	£ 27.65	£ 27.65	£ 28.42	2.80%
Event / Promotional Banners per location per week	£ 54.30	£ 54.30	£ 55.82	2.80%
Average				*1.81%*

* Incorrect figure used in 17/18 & 18/19; 2.9% applied to correct figure of £10649.40

Utilities Charged as per usage plus 10% management fee

Disruption Charge as per reasonable costs for each event

Appendix VIII b **Park Events**

Services that we charge for	2017/18 charge	2018/19 charge	Proposed 2019/20 Charge	Change	Profit Centre
(1)	-2	-3	(4)	(5)	
	£	£	£	%	
Application Fee					
Community & Charity					
Very Small	£ -	£ -			V15601
Small	£ 26.00	£ 26.60	£ 26.60	0.00%	V15601
Medium	£ 53.00	£ 54.25	£ 54.25	0.00%	V15601
Finsbury Park - Medium	£ 53.00	£ 54.25	£ 54.25	0.00%	V15601
Large	£ 53.00	£ 54.25	£ 54.25	0.00%	V15601
Finsbury Park - Large	£ 105.00	£ -			V15601
Funfair and Circus					
Small	£ -		£ -		
Medium	£ 126.00	£ 129.00	£ 129.00	0.00%	V15601
Large	£ 126.00	£ 129.00	£ 129.00	0.00%	V15601
Finsbury Park - Large	£ 126.00	£ 129.00	£ 129.00	0.00%	V15601
Corporate Promotions / Roadshows / Media Events					
Small	£ 126.00	£ 129.00	£ 129.00	0.00%	V15601
Medium	£ 126.00	£ 129.00	£ 129.00	0.00%	V15601
Large	£ 126.00	£ 129.00	£ 129.00	0.00%	V15601
(Rates apply where an entry fee is payable)					
Small	£ 126.00	£ 129.00	£ 129.00	0.00%	V15601
Medium	£ 126.00	£ 129.00	£ 129.00	0.00%	V15601
Large	£ 126.00	£ 129.00	£ 129.00	0.00%	V15601
Commercial Events					
Small	£ 126.00	£ 129.00	£ 129.00	0.00%	V15601
Medium	£ 126.00	£ 129.00	£ 129.00	0.00%	V15601
Large	£ 126.00	£ 129.00	£ 129.00	0.00%	V15601
Major	£ 126.00	£ 129.00	£ 129.00	0.00%	V15601
Other Events					
Private Event - not open to the public - Non licensed per sq m	£ 126.00	£ 129.00	£ 129.00	0.00%	V15601
Private Event - not open to the public - licensed per sq m	£ 126.00	£ 129.00	£ 129.00	0.00%	V15601
Markets - Maximum Stall Holder fee £120 / day	£ 126.00	£ 129.00	£ 129.00	0.00%	V15601
Booking Fee					
Community & Charity					
Very Small	£ -	£ -	£ -		V15601
Small	£ 26.00	£ 26.60	£ 26.60	0.00%	V15601
Medium	£ 53.00	£ 54.25	£ 54.25	0.00%	V15601
Finsbury Park - Medium	£ 53.00	£ 54.25	£ 54.25	0.00%	V15601
Large	£ 53.00	£ 54.25	£ 54.25	0.00%	V15601
Finsbury Park - Large	£ 525.00	£ 537.60	£ 537.60	0.00%	V15601
Funfair and Circus					
Small	£ -				V15601
Medium	£ 525.00	£ 537.60	£ 537.60	0.00%	V15601
Large	£ 525.00	£ 537.60	£ 537.60	0.00%	V15601
Finsbury Park - Large	£ 525.00	£ 537.60	£ 537.60	0.00%	V15601
Corporate Promotions / Roadshows / Media Events					
Small	£ 525.00	£ 537.60	£ 537.60	0.00%	V15601
Medium	£ 1,310.00	£ 1,341.40	£ 1,341.40	0.00%	V15601
Large	£ 2,625.00	£ 2,688.00	£ 2,688.00	0.00%	V15601
(Rates apply where an entry fee is payable)					
Small	£ 53.00	£ 54.25	£ 54.25	0.00%	V15601
Medium	£ 105.00	£ 107.50	£ 107.50	0.00%	V15601
Large	£ 525.00	£ 537.60	£ 537.60	0.00%	V15601
Commercial Events					

Appendix VIII b **Park Events**

Services that we charge for	2017/18 charge	2018/19 charge	Proposed 2019/20 Charge	Change	Profit Centre
(1)	-2	-3	(4)	(5)	
	£	£	£	%	
Small	£ 132.00	£ 135.15	£ 135.15	0.00%	V15601
Medium	£ 1,310.00	£ 1,341.40	£ 1,341.40	0.00%	V15601
Large	£ 2,625.00	£ 2,688.00	£ 2,688.00	0.00%	V15601
Major	£ 6,300.00	£ 6,451.20	£ 6,451.20	0.00%	V15601
Other Events					
Private Event - not open to the public - Non licensed per sq m	£ 153.00	£ 156.25	£ 156.25	0.00%	V15601
Private Event - not open to the public - licensed per sq m	£ 245.00	£ 250.85	£ 250.85	0.00%	V15601
Markets - Maximum Stall Holder fee £120 / day	£ 305.00	£ 312.30	£ 312.30	0.00%	V15601
Operational day fee/basic hire fee					
Community & Charity					
Very Small	£ -	£ -	£ -		V15601
Small	£ 53.00	£ 54.25	£ 54.25	0.00%	V15601
Medium	£ 104.00	£ 106.50	£ 106.50	0.00%	V15601
Finsbury Park - Medium	£ 150.00	£ 153.60	£ 153.60	0.00%	V15601
Large	£ 520.00	£ 532.45	£ 532.45	0.00%	V15601
Finsbury Park - Large	£ 2,600.00	£ 2,662.40	£ 2,662.40	0.00%	V15601

Appendix VIII b **Park Events**

Services that we charge for	2017/18 charge	2018/19 charge	Proposed 2019/20 Charge	Change	Profit Centre
(1)	-2	-3	(4)	(5)	
	£	£	£	%	
Funfair and Circus					
Small	£ -	£ -	£ -		V15601
Medium	£ 567.00	£ 580.60	£ 580.60	0.00%	V15601
Large	£ 794.00	£ 813.05	£ 813.05	0.00%	V15601
Finsbury Park - Large	£ 907.00	£ 928.75	£ 928.75	0.00%	V15601
Corporate Promotions / Roadshows / Media Events					
Small	£ 1,300.00	£ 1,331.20	£ 1,331.20	0.00%	V15601
Medium	£ 4,160.00	£ 4,259.90	£ 4,259.90	0.00%	V15601
Large	£ 8,320.00	£ 8,519.70	£ 8,519.70	0.00%	V15601
Commercial Charity Fundraising (Rates apply where an entry fee is payable)					
Small	£ 130.00	£ 133.10	£ 133.10	0.00%	V15601
Medium	£ 520.00	£ 532.45	£ 532.45	0.00%	V15601
Large	£ 3,640.00	£ 3,727.35	£ 3,727.35	0.00%	V15601
Commercial Events					
Small	£ 1,301.00	£ 1,332.20	£ 1,332.20	0.00%	V15601
Medium	£ 5,201.00	£ 5,325.80	£ 5,325.80	0.00%	V15601
Large	£ 26,000.00	£ 26,624.00	£ 26,624.00	0.00%	V15601
Major	£ 250,000.00	£ 256,000.00	£ 256,000.00	0.00%	V15601
Other Events					
Private Event - not open to the public - Non licensed per sq m	£ 78.00	£ 79.85	£ 79.85	0.00%	V15601
Private Event - not open to the public - licensed per sq m	£ 157.00	£ 160.75	£ 160.75	0.00%	V15601
Markets - Maximum Stall Holder fee £120 / day	35%	35%	35%	0.00%	V15601
Extra Event Days Fee					
Community & Charity					
Very Small	£ -	£ -	£ -		
Small	£ 26.00	£ 26.60	£ 26.60	0.00%	V15601
Medium	£ 52.00	£ 53.25	£ 53.25	0.00%	V15601
Finsbury Park - Medium	£ 73.00	£ 74.75	£ 74.75	0.00%	V15601
Large	£ 260.00	£ 266.25	£ 266.25	0.00%	V15601
Finsbury Park - Large	£ 1,300.00	£ 1,331.20	£ 1,331.20	0.00%	V15601
Corporate Promotions / Roadshows / Media Events					
Small	£ 390.00	£ 399.35	£ 399.35	0.00%	V15601
Medium	£ 1,248.00	£ 1,277.95	£ 1,277.95	0.00%	V15601
Large	£ 2,496.00	£ 2,555.90	£ 2,555.90	0.00%	V15601
(Rates apply where an entry fee is payable)					
Small	£ 39.00	£ 39.95	£ 39.95	0.00%	V15601
Medium	£ 156.00	£ 159.75	£ 159.75	0.00%	V15601
Large	£ 1,092.00	£ 1,118.20	£ 1,118.20	0.00%	V15601
Commercial Events					
Small	£ 390.00	£ 399.35	£ 399.35	0.00%	V15601
Medium	£ 1,560.00	£ 1,597.45	£ 1,597.45	0.00%	V15601
Large	£ 7,800.00	£ 7,987.20	£ 7,987.20	0.00%	V15601
Major	£ 75,000.00	£ 76,800.00	£ 76,800.00	0.00%	V15601
Set Up / Take Down					
Community & Charity					
Very Small	£ -				
Small	£ 26.00	£ 26.60	£ 26.60	0.00%	V15601
Medium	£ 52.00	£ 53.25	£ 53.25	0.00%	V15601
Finsbury Park - Medium	£ 75.00	£ 76.80	£ 76.80	0.00%	V15601
Large	£ 260.00	£ 266.25	£ 266.25	0.00%	V15601
Finsbury Park - Large	£ 1,300.00	£ 1,331.20	£ 1,331.20	0.00%	V15601

Appendix VIII b **Park Events**

Services that we charge for	2017/18 charge	2018/19 charge	Proposed 2019/20 Charge	Change	Profit Centre
(1)	-2	-3	(4)	(5)	
	£	£	£	%	
Funfair and Circus					
Small	£ -	£ -	£ -		V15601
Medium	£ 113.00	£ 115.70	£ 115.70	0.00%	V15601
Large	£ 158.00	£ 161.80	£ 161.80	0.00%	V15601
Finsbury Park - Large	£ 181.00	£ 185.35	£ 185.35	0.00%	V15601

Appendix VIII b **Park Events**

Services that we charge for	2017/18 charge	2018/19 charge	Proposed 2019/20 Charge	Change	Profit Centre
(1)	-2	-3	(4)	(5)	
	£	£	£	%	
Corporate Promotions / Roadshows / Media Events					
Small	£ 650.00	£ 665.50	£ 665.50	0.00%	V15601
Medium	£ 2,080.00	£ 2,129.90	£ 2,129.90	0.00%	V15601
Large	£ 4,160.00	£ 4,259.85	£ 4,259.85	0.00%	V15601
(Rates apply where an entry fee is payable)					
Small	£ 13.00	£ 13.30	£ 13.30	0.00%	V15601
Medium	£ 52.00	£ 53.25	£ 53.25	0.00%	V15601
Large	£ 364.00	£ 372.75	£ 372.75	0.00%	V15601
Commercial Events					
Small	£ 33.00	£ 33.80	£ 33.80	0.00%	V15601
Medium	£ 130.00	£ 133.10	£ 133.10	0.00%	V15601
Large	£ 650.00	£ 665.50	£ 665.50	0.00%	V15601
Major	£ 6,250.00	£ 6,400.00	£ 6,400.00	0.00%	V15601
Other Events					
Private Event - not open to the public - Non licensed per sq m	50% of core cost	50% of core cost	50% of core cost		V15601
Private Event - not open to the public - licensed per sq m	50% of core cost	50% of core cost	50% of core cost		V15601
Markets - Maximum Stall Holder fee £120 / day	20% of event rate	20% of event rate	20% of event rate		V15601
Grounds Deposit Community & Charity					
Small	£ 103.00	£ 103.00	£ 103.00	0.00%	V15601
Medium	£ 309.00	£ 309.00	£ 309.00	0.00%	V15601
Finsbury Park - Medium	£ 309.00	£ 309.00	£ 309.00	0.00%	V15601
Large	£ 618.00	£ 618.00	£ 618.00	0.00%	V15601
Finsbury Park - Large	£ 618.00	£ 618.00	£ 618.00	0.00%	V15601
Funfair and Circus					
Small	£ -	£ -	£ -		
Medium	£ 2,060.00	£ 2,060.00	£ 2,060.00	0.00%	V15601
Large	£ 3,090.00	£ 3,090.00	£ 3,090.00	0.00%	V15601
Finsbury Park - Large	£ 3,090.00	£ 3,090.00	£ 3,090.00	0.00%	V15601
Corporate Promotions / Roadshows / Media Events					
Small	£ 515.00	£ 515.00	£ 515.00	0.00%	V15601
Medium	£ 2,060.00	£ 2,060.00	£ 2,060.00	0.00%	V15601
Large	£ 4,120.00	£ 4,120.00	£ 4,120.00	0.00%	V15601
(Rates apply where an entry fee is payable)					
Small	£ 103.00	£ 103.00	£ 103.00	0.00%	V15601
Medium	£ 309.00	£ 309.00	£ 309.00	0.00%	V15601
Large	£ 618.00	£ 618.00	£ 618.00	0.00%	V15601
Commercial Events					
Small	£ 258.00	£ 258.00	£ 258.00	0.00%	V15601
Medium	£ 1,030.00	£ 1,030.00	£ 1,030.00	0.00%	V15601
Large	£ 10,000.00	£ 10,000.00	£ 10,000.00	0.00%	V15601
Major	£ 15,000.00	£ 15,000.00	£ 15,000.00	0.00%	V15601
Other Events					
Private Event - not open to the public - Non licensed per sq m	£ 500.00	£ 500.00	£ 500.00	0.00%	V15601
Private Event - not open to the public - licensed per sq m	£ 3,000.00	£ 3,000.00	£ 3,000.00	0.00%	V15601
Markets - Maximum Stall Holder fee £120 / day	£ 2,000.00	£ 2,000.00	£ 2,000.00	0.00%	V15601

Appendix VIII b **Park Events**

Services that we charge for	2017/18 charge	2018/19 charge	Proposed 2019/20 Charge	Change	Profit Centre
(1)	-2	-3	(4)	(5)	
	£	£	£	%	
Environmental Impact Fee					
Community & Charity					
Medium	£ 106.00	£ 108.55	£ 108.55	0.00%	V15601
Finsbury Park - Medium	£ 106.00	£ 108.55	£ 108.55	0.00%	V15601
Large	£ 313.00	£ 320.50	£ 320.50	0.00%	V15601
Finsbury Park - Large	£ 1,040.00	£ 1,064.95	£ 1,064.95	0.00%	V15601
Funfair and Circus					
Small	£ -	£ -	£ -		
Medium	£ 1,030.00	£ 1,236.00	£ 1,236.00	0.00%	V15601
Large	£ 1,240.00	£ 1,488.00	£ 1,488.00	0.00%	V15601
Finsbury Park - Large	£ 1,550.00	£ 1,852.00	£ 1,852.00	0.00%	V15601
Corporate Promotions / Roadshows / Media Events					
Small	£ 520.00	£ 532.50	£ 532.50	0.00%	V15601
Medium	£ 1,040.00	£ 1,064.95	£ 1,064.95	0.00%	V15601
Large	£ 2,080.00	£ 2,129.90	£ 2,129.90	0.00%	V15601
Commercial Charity Fundraising (Rates apply where an entry fee is payable)					
Small	-	£ -	£ -		
Medium	£ 520.00	£ 532.50	£ 532.50	0.00%	V15601
Large	£ 1,040.00	£ 1,064.95	£ 1,064.95	0.00%	V15601
Commercial Events					
Small	£ 106.00	£ 108.55	£ 108.55	0.00%	V15601
Medium	£ 414.00	£ 423.95	£ 423.95	0.00%	V15601
Large	£ 2,080.00	£ 2,129.90	£ 2,129.90	0.00%	V15601
Major	£ 10,400.00	£ 15,000.00	£ 15,000.00	0.00%	V15601
Other Events					
Private Event - not open to the public - Non licensed per sq m	£ 520.00	£ 532.50	£ 532.50	0.00%	V15601
Private Event - not open to the public - licensed per sq m	£ 106.00	£ 108.55	£ 108.55	0.00%	V15601
Markets - Maximum Stall Holder fee £120 / day	£ 520.00	£ 532.50	£ 532.50	0.00%	V15601
Other costs					
Core Cost					
Finsbury Park - Road closure per half day	£ 280.00	£ 286.70	£ 286.70	0.00%	V15601
Event Signage per location per week	£ 27.00	£ 27.65	£ 27.65	0.00%	V15601
Event / Promotional Banners per location per week	£ 53.00	£ 54.30	£ 54.30	0.00%	V15601
Average				*0.00%*	

Utilities Charged as per usage plus 10% management fee *V15601*

Disruption Charge as per reasonable costs for each event *V15601*

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Appendix IX **Registrars**

Services that we charge for	2017/18 Charge	2018/19 Charge	2019/20 Charge	Proposed 2020/21 Charge	Change
(1)	(2)	(3)	(4)	(5)	(6)
	£	£	£	£	%
Births, Marriages & Deaths - Citizenship - Statutory fees cannot be changed					
Statutory marriage & civil partnership services held in the register office	£ 50.00	£ 50.00	£ 50.00	£ 57.00	14.00%
Civil Partnership Conversion appointment	£ 45.00	£ 45.00	£ 45.00	£ 45.00	0.00%
Civil Partnership Conversion initial appointment - if having a ceremony	£ 27.00	£ 27.00	£ 27.00	£ 27.00	0.00%
Notices for marriage & civil partnership	£ 35.00	£ 35.00	£ 35.00	£ 35.00	0.00%
Notice immigration referral	£ 12.00	£ 12.00	£ 12.00	£ 12.00	0.00%
Birth, death, marriage & civil partnership certificates	£ 10.00	£ 10.00	£ 10.00	£ 11.00	10.00%
Birth, death and marriage certificates at time of registration	£ 4.00	£ 4.00	£ 4.00	£ 11.00	175.00%
Attending religious buildings for marriage and civil partnership ceremonies (CHURCH)	£ 90.00	£ 90.00	£ 90.00	£ 90.00	0.00%
SR Consideration of a divorce obtained outside UK		£ 50.00	£ 50.00	£ 50.00	0.00%
RG Consideration of a divorce obtained outside UK		£ 75.00	£ 75.00	£ 75.00	0.00%
Forename added within 12 months of birth registration		£ 40.00	£ 40.00	£ 40.00	0.00%
Consideration by Registrar of a correction application		£ 75.00	£ 75.00	£ 75.00	0.00%
Consideration by the RG of a correction application		£ 90.00	£ 90.00	£ 90.00	0.00%
Statutory fee per Citizenship Ceremony attendee	£ 80.00	£ 80.00	£ 80.00	£ 80.00	0.00%
Religious building certification inc religious venues for civil partnerships					
- worship	£ 28.00	£ 28.00	£ 28.00	£ 28.00	0.00%
- marriage	£ 120.00	£ 120.00	£ 120.00	£ 120.00	0.00%
Public search of records	£ 18.00	£ 18.00	£ 18.00	£ 18.00	0.00%
Marriage, civil partnership or civil partnership to marriage conversion ceremonies held in the Earlham Room at George Meehan House **Now incorporates Renewal of Vows, Naming and Private Citizenship Ceremonies**					
Monday, Tuesday, Wednesday, Thursday	£ 125.00	£ 130.00	£ 150.00	£ 200.00	33.33%
Friday	£ 165.00	£ 180.00	£ 190.00	£ 210.00	10.53%
Saturday	£ 250.00	£ 255.00	£ 225.00	£ 300.00	33.33%
Sunday up until 6pm This is for an individual ceremony where the building is opened up specially for a couple	£ 700.00	£ 717.00	£ 650.00	£ 668.00	2.77%
Sunday up until 6pm (multiple bookings)			£ 450.00	£ 462.00	2.67%
Bank Holidays up until 6pm	£ 1,200.00	£ 1,230.00	£ 900.00	£ 925.00	2.78%
Monday to Friday from 6pm to 10pm	£ 470.00	£ 480.00	£ 500.00	£ 514.00	2.80%
Saturdays from 6pm to 10pm			£ 900.00	£ 925.00	2.78%
Sundays and Bank Holidays from 6pm to 10pm (new fee)			£ 1,100.00	£ 1,131.00	2.82%
Weddings between 11pm and 8am - Any day at the Civic Centre and George Meehan House - Any room This fee will now apply from 10pm and 8am weekdays, 10pm to 9am Saturdays and 10pm to 10am Sundays and Bank Holidays. The fee will apply for all rooms	£ 3,050.00	£ 1,230.00	£ 2,000.00	£ 2,056.00	2.80%
Council Chamber					
Monday, Tuesday, Wednesday, Thursday			£ 350.00	£ 360.00	2.86%
Friday New fee with a different rate on Friday to correspond with the Civic Suite charging structure			£ 390.00	£ 401.00	2.82%
Council Chamber Monday to Saturday from 6pm to 10pm	£ 900.00	£ 920.00	£ 1,000.00	£ 1,028.00	2.80%
Council Chamber (Saturdays) This fee now applys until 6pm on Saturdays	£ 450.00	£ 460.00	£ 500.00	£ 514.00	2.80%
Council Chamber (Sundays and Bank Holidays up until 6pm) This fee applys for individual ceremonies where the building is opened up specially for the couple	£ 900.00	£ 920.00	£ 1,000.00	£ 1,028.00	2.80%

Appendix IX **Registrars**

Services that we charge for	2017/18 Charge	2018/19 Charge	2019/20 Charge	Proposed 2020/21 Charge	Change
(1)	(2)	(3)	(4)	(5)	(6)
	£	£	£	£	%
Council Chamber Monday to Friday 6pm to 10 pm New fee to correspond to the Civic Suite charging structure			£ 950.00	£ 977.00	2.84%
Council Chamber (Sundays and Bank Holidays from 6pm to 11pm)	£ 2,100.00	£ 1,230.00	£ 1,100.00	£ 1,100.00	0.00%
Marriage, civil partnership or civil partnership to marriage conversion ceremonies held in Committee Rooms and Meehan House Woodside and Westbury rooms. **This fee now incorporates Renewal of Vows, Naming and private Citizenship Ceremonies. Externally sourced ceremony packs are charged cost price**					
Woodside Room or Westbury Room Monday to Friday (Until 6pm)		£ 200.00	£ 210.00	£ 350.00	66.67%
Woodside Room or Westbury Room Saturday (Until 6pm)		£ 300.00	£ 250.00	£ 400.00	60.00%
Woodside Room or Westbury Room Sunday (Until 6pm) Individual ceremony where the building is opened up specially		£ 400.00	£ 695.00	£ 714.00	2.73%
Woodside Room or Westbury Room Sunday (Until 6pm) Multiple ceremonies in the same time period (new fee)			£ 495.00	£ 509.00	2.83%
Woodside Room or Westbury Room Bank Holiday (Until 6pm)		£ 650.00	£ 955.00	£ 982.00	2.83%
Woodside Room or Westbury Room Monday to Friday (6pm to 10pm)		£ 550.00	£ 555.00	£ 571.00	2.88%
Woodside Room or Westbury Room Saturday (6pm to 10pm) (new fee)			£ 955.00	£ 982.00	2.83%
Woodside Room or Westbury Room Sunday and Bank Holidays (6pm to 10pm)			£ 1,100.00	£ 1,131.00	2.82%
Woodside Room or Westbury Room Between 10pm and 9am Saturdays and 10pm and 10am Sundays and Bank Holidays			£ 2,000.00	£ 2,056.00	2.80%
Marriage, civil partnership or civil partnership to marriage conversion ceremonies held at approved premises, for example Alexandra Palace and Bruce Castle					
Monday to Sunday - before 5pm	£ 510.00	£ 520.00	550.00	565.00	2.73%
Bank Holidays - before 6pm - Bank Holidays up until 5pm	£ 700.00	£ 720.00	750.00	771.00	2.80%
Weekday - 5pm to 10pm	£ 1,025.00	£ 1,050.00	1000.00	1028.00	2.80%
Saturday - 5pm to 10pm	£ 1,025.00	£ 1,050.00	1000.00	1028.00	2.80%
Sunday - 5pm to 10pm	£ 1,125.00	£ 1,155.00	1000.00	1028.00	2.80%
Bank Holidays - 5pm to 10pm	£ 1,525.00	£ 1,560.00	1600.00	1645.00	2.81%
Any day - Overnight Ceremonies 10pm to 10am Monday to Saturday and 10pm and 11am Sundays and Bank Holidays	£ 3,050.00	£ 3,125.00	3150.00	3238.00	2.79%
Additional Fees - non Statutory					

Appendix IX **Registrars**

Services that we charge for	2017/18 Charge	2018/19 Charge	2019/20 Charge	Proposed 2020/21 Charge	Change
(1)	(2)	(3)	(4)	(5)	(6)
	£	£	£	£	%
Woodside Room or Westbury Room basic Room hire per hour (minimum 2 hour hire) Between 9am and 5pm Additional costs such as security charged at appropriate rate		£ 50.00	100.00	102.75	2.75%
Woodside Room or Westbury Room basic Room hire per hour (minimum 2 hour hire) Between 5pm to 10pm (new fee) Additional costs such as security charged at appropriate rate			200.00	205.50	2.75%
Ceremony Changing Room hire (1 hour)		£ 20.00	25.00	25.70	2.80%
Room hire damage deposit (new fee)			150.00	154.25	2.83%
Designation or renewal of a private premises as an approved premise for marriages and civil partnerships - Renewal. Council and council linked premises charged advertising cost only (currently £0)	£ 205.00	£ 210.00	300.00	308.50	2.83%
Designation of a private premises as an approved premise. Council and council linked premises charged advertising cost only (currently £0) - First application This fee will now also apply to renewals for small venues with a capacity of <200 The service proposes no longer using this fee	£ 50.00	£ 51.00	25.00		-100.00%
Notices given outside Monday to Friday 8.30am to 6pm The service proposes no longer charging this fee	£ 16.00	£ 16.00	10.00		-100.00%
Issue of Birth, Marriage or Death certificate on day of request (admin fee) The service proposes applying this fee to handwritten certificates which take more time to issue This fee is no longer lawful	£ 16.00	£ 16.00	20.00		-100.00%
One hour service handwritten certificate (admin fee) This fee is no longer lawful	£ 31.00	£ 31.00	35.00		-100.00%
One hour service printed certificate This fee is no longer lawful	£ 21.00	£ 21.00	20.00		-100.00%
Ceremonies late attendance fee - if more than 20 minutes late from agreed arrival time	£ 77.00	£ 80.00	100.00	102.80	2.80%
Ceremony planning meeting in office (non outside weddings)	£ 31.00	£ 32.00	0.00	0.00	0.00%
Ceremony planning fee away from the George Meehan House (per hour) Also includes rehearsals	£ 215.00	£ 220.00	250.00	257.00	2.80%
Booking fee (advance payment) If ceremony fee is less than this fee full payment required at time of booking	£ 125.00	£ 130.00	150.00	200.00	33.33%
Postage fee	£ 1.00	£ 1.00	1.10	1.13	2.73%
Postage fee recorded or overseas	£ 6.00	£ 6.00	6.50	6.68	2.77%
Issuing of a letter on request	£ 26.00	£ 26.00	30.00	30.83	2.77%

Appendix IX **Registrars**

Services that we charge for	2017/18 Charge	2018/19 Charge	Proposed 2019/20 Charge	Change
(1)	(2)	(3)	(4)	(5)
	£	£	£	%
Births, Marriages & Deaths - Citizenship - Statutory fees cannot be changed				
Statutory marriage & civil partnership services held in the register office	£ 50.00	£ 50.00	£ 50.00	0.00%
Civil Partnership Conversion appointment	£ 45.00	£ 45.00	£ 45.00	0.00%
Civil Partnership Conversion initial appointment - if having a ceremony	£ 27.00	£ 27.00	£ 27.00	0.00%
Notices for marriage & civil partnership	£ 35.00	£ 35.00	£ 35.00	0.00%
Notice immigration referral	£ 12.00	£ 12.00	£ 12.00	0.00%
Birth, death, marriage & civil partnership certificates	£ 10.00	£ 10.00	£ 10.00	0.00%
Birth, death and marriage certificates at time of registration	£ 4.00	£ 4.00	£ 4.00	0.00%
Attending religious buildings for marriage and civil partnership ceremonies (CHURCH)	£ 90.00	£ 90.00	£ 90.00	0.00%
SR Consideration of a divorce obtained outside UK		£ 50.00	£ 50.00	0.00%
RG Consideration of a divorce obtained outside UK		£ 75.00	£ 75.00	0.00%
Forename added within 12 months of birth registration		£ 40.00	£ 40.00	0.00%
Consideration by Registrar of a correction application		£ 75.00	£ 75.00	0.00%
Consideration by the RG of a correction application		£ 90.00	£ 90.00	0.00%
Statutory fee per Citizenship Ceremony attendee	£ 80.00	£ 80.00	£ 80.00	0.00%
Religious building certification inc religious venues for civil partnerships				
- worship	£ 28.00	£ 28.00	£ 28.00	0.00%
- marriage	£ 120.00	£ 120.00	£ 120.00	0.00%
Public search of records	£ 18.00	£ 18.00	£ 18.00	0.00%
Marriage, civil partnership or civil partnership to marriage conversion ceremonies held in the Civic Suite and Earlham Room at George Meehan House **Ceremony Room (per slot which is typically 40 minutes)**				
Monday, Tuesday, Wednesday, Thursday	£ 125.00	£ 130.00	£ 150.00	15.38%
Friday	£ 165.00	£ 180.00	£ 190.00	5.56%
Monday to Friday from 6pm to 8pm This fee will now apply from 6pm to 10pm	£ 470.00	£ 480.00	£ 500.00	4.17%
Weddings between 11pm and 8am - Any day at the Civic Centre and George Meehan House - Any room This fee will now apply from 10pm and 8am weekdays, 10pm to 9am Saturdays and 10pm to 10am Sundays and Bank Holidays. The fee will apply for all rooms	£ 3,050.00	£ 1,230.00	£ 2,000.00	62.60%
Saturday AM This fee now covers all Saturday daytime ceremonies	£ 250.00	£ 255.00	£ 225.00	-11.76%
Sunday up until 6pm This is for an individual ceremony where the building is opened up specially for a couple	£ 700.00	£ 717.00	£ 650.00	-9.34%
Sunday up until 6pm (multiple bookings) new fee			£ 450.00	0.00%
Bank Holidays up until 6pm	£ 1,200.00	£ 1,230.00	£ 900.00	-26.83%
Saturdays from 6pm to 10pm new fee			£ 900.00	0.00%
Sundays and Bank Holidays from 6pm to 10pm new fee			£ 1,100.00	0.00%

Appendix IX **Registrars**

Services that we charge for	2017/18 Charge	2018/19 Charge	Proposed 2019/20 Charge	Change
(1)	(2)	(3)	(4)	(5)
	£	£	£	%
Council Chamber				
Monday, Tuesday, Wednesday, Thursday New fee with a different rate on Friday to correspond with the Civic Suite charging structure			£ 350.00	0.00%
Friday New fee with a different rate on Friday to correspond with the Civic Suite charging structure			£ 390.00	0.00%
Council Chamber Monday to Saturday from 6pm to 11pm The service proposes changing the hours from 6pm to 10pm	£ 900.00	£ 920.00	£ 1,000.00	8.70%
Council Chamber (Saturdays) AM This fee now applys until 6pm on Saturdays	£ 450.00	£ 460.00	£ 500.00	8.70%
Council Chamber (Sundays and Bank Holidays up until 6pm) This fee applys for individual ceremonies where the building is opened up specially for the couple	£ 900.00	£ 920.00	£ 1,000.00	8.70%
Council Chamber Monday to Friday 6pm to 10 pm New fee to correspond to the Civic Suite charging structure			£ 950.00	0.00%
Council Chamber Sundays up until 6pm Multiple ceremonies This fee applys should the building be opened up for multiple ceremonies and includes Bank Holidays			£ 750.00	0.00%
Council Chamber (Sundays and Bank Holidays from 6pm to 11pm) The service proposes changing these hours to 6pm to 10pm	£ 2,100.00	£ 1,230.00	£ 1,100.00	-10.57%
Marriage, civil partnership or civil partnership to marriage conversion ceremonies held in Committee Rooms and Meehan House Woodside and Westbury rooms. **This fee now incorporates Renewal of Vows, Naming and private Citizenship Ceremonies. Externally sourced ceremony packs are charged cost price**				
Woodside Room or Westbury Room Monday to Friday (Until 6pm)		£ 200.00	£ 210.00	5.00%
Woodside Room or Westbury Room Saturday (Until 6pm)		£ 300.00	£ 250.00	-16.67%
Woodside Room or Westbury Room Sunday (Until 6pm) Individual ceremony where the building is opened up specially		£ 400.00	£ 695.00	73.75%
Woodside Room or Westbury Room Sunday (Until 6pm) Multiple ceremonies in the same time period New fee			£ 495.00	0.00%
Woodside Room or Westbury Room Bank Holiday (Until 6pm)		£ 650.00	£ 955.00	46.92%
Woodside Room or Westbury Room Monday to Friday (6pm to 10pm)		£ 550.00	£ 555.00	0.91%

Appendix IX **Registrars**

Services that we charge for	2017/18 Charge	2018/19 Charge	Proposed 2019/20 Charge	Change
(1)	(2)	(3)	(4)	(5)
	£	£	£	%
Woodside Room or Westbury Room Saturday (6pm to 10pm) New fee			£ 955.00	0.00%
Woodside Room or Westbury Room Sunday and Bank Holidays (6pm to 10pm) New fee			£ 1,100.00	0.00%
Woodside Room or Westbury Room Between 10pm and 9am Saturdays and 10pm and 10am Sundays and Bank Holidays New fee			£ 2,000.00	0.00%
Marriage, civil partnership or civil partnership to marriage conversion ceremonies held at approved premises, for example Alexandra Palace, Bruce				
Monday to Saturday - before 6pm	£ 510.00	£ 520.00	550.00	5.77%
Sunday - before 6pm Proposed to apply until 5pm	£ 560.00	£ 575.00	550.00	-4.35%
Bank Holidays - before 6pm - Bank Holidays The service proposes to change the time to up until 5pm	£ 700.00	£ 720.00	750.00	4.17%
Easter Sunday, Good Friday and Easter Monday, Christmas Day, Boxing Day, New Years Day and national events causing a bank holiday to be called before 6pm The service proposes incorporating this fee into the Bank Holiday fee	£ 1,025.00	£ 1,050.00	750.00	-28.57%
Weekday - 6pm to 11pm The service proposes changing these hours to 5pm to 10pm	£ 1,025.00	£ 1,050.00	1000.00	-4.76%
Saturday - 6pm to 11pm The service proposes changing these hours to 5pm to 10pm	£ 1,025.00	£ 1,050.00	1000.00	-4.76%
Sunday - 6pm to 11pm The service proposes changing these hours to 5pm to 10pm	£ 1,125.00	£ 1,155.00	1000.00	-13.42%
Bank Holidays - 6pm to 11pm The service proposes changing these hours to 5pm to 10pm	£ 1,525.00	£ 1,560.00	1600.00	2.56%
Any day - 11pm to 8am any day Overnight Ceremonies - The service proposes this fee to cover 10pm to 10am Monday to Saturday and 10pm and 11am Sundays and Bank Holidays	£ 3,050.00	£ 3,125.00	3150.00	0.80%
Easter Sunday and Monday, Christmas Day, Boxing Day, New Years Day and national events causing a bank holiday to be called - between 6pm and 11pm Proposal to not use this fee and use the fee above for Bank Holidays	£ 1,525.00	£ 1,560.00	1600.00	2.56%
Additional Fees - non Statutory				
Woodside Room or Westbury Room basic Room hire per hour (minimum 2 hour hire) Between 9am and 5pm Additional costs such as security charged at appropriate rate		£ 50.00	100.00	100.00%
Woodside Room or Westbury Room basic Room hire per hour (minimum 2 hour hire) Between 5pm to 10pm (new fee) Additional costs such as security charged at appropriate rate			200.00	0.00%
Ceremony Changing Room hire (1 hour)		£ 20.00	25.00	25.00%
Room hire damage deposit new fee			150.00	0.00%

Appendix IX **Registrars**

Services that we charge for	2017/18 Charge	2018/19 Charge	Proposed 2019/20 Charge	Change
(1)	(2)	(3)	(4)	(5)
	£	£	£	%
Designation of a private premises as an approved premise - Renewal. Council and council linked premises charged advertising cost only (currently £0) This fee will now cover designations aswell as renewals. A new reduced fee will apply for venues with a capacity of less than 200 people	£ 205.00	£ 210.00	300.00	42.86%
Designation of a private premises as an approved premise. Council and council linked premises charged advertising cost only (currently £0) - First application	£ 50.00	£ 51.00	25.00	-50.98%
Notices given outside Monday to Friday 8.30am to 6pm	£ 16.00	£ 16.00	10.00	-37.50%
Issue of Birth, Marriage or Death certificate on day of request (admin fee) The service proposes applying this fee to handwritten certificates which take more time to issue	£ 16.00	£ 16.00	20.00	25.00%
One hour service handwritten certificate (admin fee)	£ 31.00	£ 31.00	35.00	12.90%
One hour service printed certificate	£ 21.00	£ 21.00	20.00	-4.76%
Ceremonies late attendance fee - if more than 20 minutes late from agreed arrival time	£ 77.00	£ 80.00	100.00	25.00%
Silver Ceremony Enhancement for Civic Suite weddings Proposal to remove	£ 11.00	£ 11.00	0.00	-100.00%
Ceremony planning meeting in office (non outside weddings)	£ 31.00	£ 32.00	0.00	-100.00%
Ceremony planning fee away from the Civic Centre (per hour) Also includes rehearsals	£ 215.00	£ 220.00	250.00	13.64%
Booking fee (advance payment)	£ 125.00	£ 130.00	150.00	15.38%
Postage fee	£ 1.00	£ 1.00	1.10	10.00%
Postage fee recorded or overseas	£ 6.00	£ 6.00	6.50	8.33%
Issuing of a letter on request	£ 26.00	£ 26.00	30.00	15.38%
Renewal of marriage vows / naming / commitment ceremonies in Civic Suite Ceremony Room **These fees are now incorporated within the ceremony fees section further up this document**				
Monday to Friday (inclusive of VAT)	£ 250.00	£ 255.00		
Saturdays (inclusive of VAT)	£ 305.00	£ 310.00		
Sundays (inclusive of VAT)	£ 700.00	£ 720.00		
Monday to Friday from 6pm to 11pm	£ 500.00	£ 510.00		
Bank Holidays and between 6pm and 11pm at weekends	£ 700.00	£ 720.00		
Renewal of marriage vows / naming / commitment ceremonies away from the Civic Centre				
Monday to Saturday (inclusive of VAT)	£ 570.00	£ 585.00		
Sundays (inclusive of VAT)	£ 620.00	£ 635.00		
Bank Holidays (inclusive of VAT)	£ 1,000.00	£ 1,025.00		
Easter Sunday, Good Friday and Easter Monday, Christmas Day, Boxing Day, New Years Day and national events causing a bank holiday to be called	£ 1,600.00	£ 1,640.00		
Nationality checking service:				
Single Applicant	£ 56.00	£ 60.00		

Appendix IX **Registrars**

Services that we charge for	2017/18 Charge	2018/19 Charge	Proposed 2019/20 Charge	Change
(1)	(2)	(3)	(4)	(5)
	£	£	£	%
Child	£ 46.00	£ 50.00		
Follow up visit	£ 31.00	£ 32.00		
Adult NCS with passport checking service - per person	£ 66.00	£ 70.00		
Citizenship Ceremonies **These fees have now been incorporated into the ceremony fees section further up this document**				
Private Citizenship Ceremony Monday to Thursday. Ceremonies at	£ 148.00	£ 100.00		
Private Citizenship Ceremony Friday	£ 195.00	£ 200.00		
Private Citizenship Ceremony Saturday	£ 295.00	£ 300.00		
Average	Average		**3.0%**	

Appendix X **Regulatory Services**

Services that we charge for	2018/19 charge	2019/20 Charge	Proposed 2020/21 Charge	Change
(1)	(2)	(3)	(4)	(5)
	£	£	£	%
Pest Control				
Domestic Treatment for Rats	£ 134.00	134.00	138.00	2.99%
Concession Per treatment for rats	£ 81.00	81.00	83.00	2.47%
Commercial Per treatment for rats	Price on request	Price on request	Price on request	0.00%
Domestic Per treatment for mice	£ 134.00	134.00	138.00	2.99%
Concession Per treatment for mice	£ 81.00	81.00	83.00	2.47%
Commercial Per treatment for mice	Price on request	Price on request	Price on request	0.00%
Wasps -	£ 79.00	75.00	78.00	4.00%
Wasps - per additional nest	£ 43.00	44.00	46.00	4.55%
Cockroaches - Domestic	£ 188.00	188.00	188.00	0.00%
Cockroaches - Concession	£ 113.00	113.00	113.00	0.00%
Cockroaches - Commercial	Price on request	Price on request	Price on request	0.00%
Fleas - Domestic	£ 125.00	128.00	132.00	3.13%
Fleas - Concession	£ 75.00	77.00	80.00	3.90%
Fleas - Commercial	Price on request	Price on request	Price on request	0.00%

Appendix X **Regulatory Services**

Services that we charge for	2018/19 charge	2019/20 Charge	Proposed 2020/21 Charge	Change
(1)	(2)	(3)	(4)	(5)
	£	£	£	%
Pharaoh's Ants - Domestic (single dwelling)	£ 144.00	148.00	166.00	12.16%
Pharaoh's Ants - Concession	£ 87.00	89.00	100.00	12.36%
Pharaoh's Ants - Commercial	Price on request	Price on request	Price on request	0.00%
Bed bugs - Domestic	£ 200.00	206.00	212.00	2.91%
Bed bugs - concession	£ 120.00	124.00	128.00	3.23%
Bed bugs - Commercial	Price on request	Price on request	Price on request	0.00%
Stored Product Pests - Domestic	£ 136.00	140.00	144.00	2.86%
Stored Product Pests - Commercial	Price on request	Price on request	Price on request	0.00%
Squirrels - Domestic	£ 135.00	140.00	144.00	2.86%
Squirrels - Commercial	Price on request	Price on request	Price on request	0.00%
Other Pests - Domestic	£ 135.00	140.00	144.00	2.86%
Other Pests - Commercial	Price on request	Price on request	Price on request	0.00%
Assessment visit only no treatment carried out	% of total treatment cost subject to minimum missed visit charge	% of total treatment cost subject to minimum missed visit charge	% of total treatment cost subject to minimum missed visit charge	0.00%

Appendix X **Regulatory Services**

Services that we charge for	2018/19 charge	2019/20 Charge	Proposed 2020/21 Charge	Change
(1)	(2)	(3)	(4)	(5)
	£	£	£	%
Missed visit and additional visit charge or less than 48 hours notice				
Domestic	% of loss of full total treatment cost			0.00%
Commercial	% of loss of full total treatment cost			0.00%
Concession	% of loss of full concession treatment cost			0.00%
Cancellation administration Fee	£ 15.00	16.00	17.00	6.25%
Drain Examinations Per examination (unless cases of formal action or involving rodent infestation) excluding use of closed circuit TV inspection.	Price on request	Price on request	Price on request	0.00%
Domestic	Price on request	Price on request	Price on request	0.00%
Commercial	Price on request	Price on request	Price on request	0.00%
Pest Control Not for profit charges	Price on request dependant on size numbers and durations	Price on request dependant on size numbers and durations	Price on request dependant on size numbers and durations	0.00%
Drain Examinations Per examination (unless cases of formal action or involving rodent infestation) excluding use of closed circuit TV inspection.	Price on request	Price on request	Price on request	0.00%
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	£ 302.00	317.00	326.00	2.84%
(b) Reception outside times in (a) above	£ 417.00	438.00	451.00	2.97%
(c) Additional charge to (a) or (b) Special Post Mortem Examination	£ 692.00	726.00	747.00	2.89%
(d) Additional Charges for 2nd or subsequent Post Mortem	£ 720.00	744.00	765.00	2.82%
(B) For retention of bodies with no PME assistance (a) Reception between 08:00 and 16:00 Mon to Fri	£ 95.00	100.00	103.00	3.00%
(b) Reception outside times in (a) above	£ 140.00	147.00	152.00	3.40%
For retention of bodies for National Assistance Burials beyond date of referral to Authority concerned. (Per week or part thereof)	£ 108.00	113.00	117.00	3.54%
Storage of body	Free for first 10 days then £12 per day	Free for first 10 days then £12 per day	Free for first 10 days then £12 per day	0.00%
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% plus VAT	30% plus VAT	30% plus VAT	0.00%
2. For works by agreement	20% plus VAT	20% plus VAT	20% plus VAT	0.00%
3. For arrangement of Burials or Cremations 30% + VAT	30% plus VAT	30% plus VAT	30% plus VAT	0.00%
4. Supervision of works only	30% of cost of works	30% of cost of works	30% of cost of works	0.00%
OFFICER TIME – reports, consultations and investigations				
Minimum charge for up to 2 hours	£ 146.00	151.00	155.00	2.65%
Charge per hour after first 2 hours	£ 73.00	75.50	77.00	1.99%

Appendix X **Regulatory Services**

Services that we charge for	2018/19 charge	2019/20 Charge	Proposed 2020/21 Charge	Change
(1)	(2)	(3)	(4)	(5)
	£	£	£	%
Food Hygiene Rating Revisits				
Charge per visit	£ 160.00	165.00	195.00	18.18%
Health Education Training				
Foundation in Food Safety (per person per course)	£ 70.00	70.00	70.00	0.00%
Health Certificates (no vat applicable)				
Food - one Copy Sampling requiring analysis	£ 133.00	137.00	137.00	0.00%
Movements of bodies				
Certification for sealing of coffins for dispatch overseas - first two hours	Price on request	Price on request	Price on request	0.00%
Plus per hours thereafter Freedom from Infection Certificate for movement of bodies outside UK	Price on request	Price on request	Price on request	0.00%
CONSUMER RIGHTS ACT 2015 – DUTY OF AGENT TO DISPLAY FEES				
Non Display of Landlord Fees	N/A	5000.00	5000.00	0.00%
Non Display of Tenants Fees	N/A	5000.00	5000.00	0.00%
Client money Protection Status	N/A	5000.00	5000.00	0.00%
REDRESS SCHEME FOR LETTING AGENCY WORK AND PROPERTY MANAGEMENT WORK (REQUIREMENT TO BELONG TO A SCHEME ETC) ORDER 2014				
Not belonging to a Redress Scheme	N/A	5000.00	5000.00	0.00%
Private Water Supplies				
Risk assessment minimum charge for up to 2 hours	£ 146.00	151.00	156.00	3.31%
Risk Assessment each additional hour	£ 73.00	75.50	78.00	3.31%
Authorisation	£ 100.00	100.00	100.00	0.00%
Investigation - Sampling Visits:	£ 100.00	100.00	100.00	0.00%
Sample taken under S.10 routine compliance	£ 25.00	25.00	25.00	0.00%
Sample Analysis - check Monitoring	£ 100.00	100.00	100.00	0.00%
Sample Analysis -Audit monitoring	£ 500.00	500.00	500.00	0.00%
Contaminated land				
Application for information in respect of potentially contaminated sites.	£ 100.00	105.00	118.00	12.38%
Copy of documents and files.	Price on request	Price on request	Price on request	0.00%
(*) ENVIRONMENTAL PERMITTING (statutory fees & charges - reviewed periodically by				
Application Fees				
Standard process	£ 1,650.00	£ 1,650.00	£ 1,650.00	0.00%
Additional fee for operating without a permit	£ 1,188.00	£ 1,188.00	£ 1,188.00	0.00%
reduced fee activity (except VRs)	£ 155.00	£ 155.00	£ 155.00	0.00%
PVR1&11 combined	£ 257.00	£ 257.00	£ 257.00	0.00%
Vehicle refinishers (VRs) & other reduced fee activities	£ 362.00	£ 362.00	£ 362.00	0.00%
Reduced fee activity: Additional fee for operating without a permit	£ 71.00	£ 71.00	£ 71.00	0.00%
mobile screening and crushing plant 1st and 2nd	£ 1,650.00	£ 1,650.00	£ 1,650.00	0.00%
for the 3rd to 7th applications	£ 985.00	£ 985.00	£ 985.00	0.00%
for the 8th and subsequent apps	£ 498.00	£ 498.00	£ 498.00	0.00%
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				

Appendix X **Regulatory Services**

Services that we charge for	2018/19 charge	2019/20 Charge	Proposed 2020/21 Charge	Change
(1)	(2)	(3)	(4)	(5)
	£	£	£	%
Annual Subsistence Charge				
Standard process low	£772 (+£104)	£772 (+£104)	£772 (+£104)	0.00%
standard process medium	£1161 (+£156)	£1161 (+£156)	£1161 (+£156)	0.00%
Standard process high	£1747 (+£207)	£1747 (+£207)	£1747 (+£207)	0.00%
reduced fee activities L/M/H	£79/£158/£237	£79/£158/£237	£79/£158/£237	0.00%
PVR1&11 combined L/M/H	£113/£226/£341	£113/£226/£341	£113/£226/£341	0.00%
vehicle refinishers L/M/H	£228/£365/£548	£228/£365/£548	£228/£365/£548	0.00%
Mobile screening and crushing plant for 1st and 2nd permits L/M/H	£626/£1034/£1551	£626/£1034/£1551	£626/£1034/£1551	0.00%
for the 3rd-7th permit L/m/H	£385/£617/£924	£385/£617/£924	£385/£617/£924	0.00%
8th-subsequent permits L/M/H	£198/£316/£473	£198/£316/£473	£198/£316/£473	0.00%
Late payment fee	£ 52.00	54.00	57.00	5.56%
*** 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 EPRTR Regulation, add an extra £104 to the above amounts				
Transfer and Surrender				
Standard process transfer	£ 169.00	169.00	169.00	0.00%
Standard process partial transfer	£ 497.00	£ 497.00	£ 497.00	0.00%
New operator at low risk reduced fee activity	£ 78.00	£ 78.00	£ 78.00	0.00%
Surrender: all Part B activities	No fee applicable	No fee applicable	No fee applicable	0.00%
Reduced fee activities: total transfer	No fee applicable	No fee applicable	No fee applicable	0.00%
Reduced Fee Activities: partial transfer	£ 47.00	£ 47.00	£ 47.00	0.00%
Temporary transfer for mobiles				
first transfer	£ 53.00	£ 53.00	£ 53.00	0.00%
repeat following enforcement or warning	£ 53.00	£ 53.00	£ 53.00	0.00%
Substantial Change				
Standard process	£ 1,050.00	£ 1,050.00	£ 1,050.00	0.00%
Standard process where the substantial change results in a new PPC activity	£ 1,650.00	£ 1,650.00	£ 1,650.00	0.00%
Reduced fee activities	£ 102.00	£ 102.00	£ 102.00	0.00%

Appendix X **Regulatory Services**

Services that we charge for	2018/19 charge	2019/20 Charge	Proposed 2020/21 Charge	Change
(1)	(2)	(3)	(4)	(5)
	£	£	£	%
LAPPC Mobile Plant charges (statutory fees & charges - reviewed periodically by				

Number of permits

	Medium	High
1	£ 1,034.00	£ 1,506.00
2	£ 1,034.00	£ 1,506.00
3	£ 617.00	£ 924.00
4	£ 617.00	£ 924.00
5	£ 617.00	£ 924.00
6	£ 617.00	£ 924.00
7	£ 617.00	£ 924.00
8 and over	£ 316.00	£ 473.00

FPN Type*	Allowed Range	2018/19 charges	2019/20 Charges	Proposed 20/21 Charges
Highways Act, 1980, various offences for example unauthorised marking of the highway, obstruction, skip offences*	£50-100	£50-100	£50-100	£50-100
EPA Section 87 littering	£50-£80	150.00	150.00	150.00
EPA Section 47 Receptacles for Commercial	£75-£110	£75-£110	£75-£110	£110
CoPA Section 5 - Waste Carrier*	£300	£300	£300	£300
EPA Section 34 - Fail Waste Transfer Note S34*	£180-300	£180-300	£180-300	£300
Health Act Section 7 Smoke free Individual*	50	50	50	£30 - £50
Health Act Section 6 Smoke free Signage*	200	200	200	£150 - £200
LLA Section 34 Breach of St Trad. Licence*	60-100	60-100	60-100	£60 - £100
LLA Section 38 Unlicensed Street Trading*	90-150	90-150	90-150	£90 - £150
Community Protection Notice FPN	Up to £100 if appropriate	Up to £100 if appropriate	Up to £100 if appropriate	£100
Public Space Protection Order FPN	Up to £100 if appropriate	Up to £100 if appropriate	Up to £100 if appropriate	£100
Road Traffic (Vehicle Emissions) (Fixed Penalty) (England) Regulations 2002	20-40	n/a	n/a	£20-40

Appendix X **Regulatory Services**

Services that we charge for	2018/19 charge	2019/20 Charge	Proposed 2020/21 Charge	Change
(1)	(2)	(3)	(4)	(5)
	£	£	£	%
EPA Section 33 (1) fly tipping	Up to £400 if appropriate	Up to £400 if appropriate	Up to £400 if appropriate	£400

*FPN Type has been transferred from Waste Submission from 19-20; due to re-alignment of services.

Appendix X **Regulatory Services**

Services that we charge for	2017/18 charge	2018/19 charge	Proposed 2019/20 Charge
(1)	(2)	(3)	(4)
	£	£	£
Pest Control			
Domestic Treatment for Rats	£ 130.00	£ 134.00	134.00
Concession Per treatment for rats	£ 65.00	£ 81.00	81.00
Commercial Per treatment for rats	Price on request	Price on request	Price on request
Domestic Per treatment for mice	£ 130.00	£ 134.00	134.00
Concession Per treatment for mice	£ 65.00	£ 81.00	81.00
Commercial Per treatment for mice	Price on request	Price on request	Price on request
Wasps -	£ 77.00	£ 79.00	75.00
Wasps - per additional nest	£ 42.00	£ 43.00	44.00
Cockroaches - Domestic	£ 183.00	£ 188.00	188.00
Cockroaches - Concession	£ 92.00	£ 113.00	113.00
Cockroaches - Commercial	Price on request	Price on request	Price on request
Fleas - Domestic	£ 122.00	£ 125.00	128.00
Fleas - Concession	£ 61.00	£ 75.00	77.00
Fleas - Commercial	Price on request	Price on request	Price on request
Pharaoh's Ants - Domestic (single dwelling)	£ 140.00	£ 144.00	148.00
Pharaoh's Ants - Concession	£ 70.00	£ 87.00	89.00
Pharaoh's Ants - Commercial	Price on request	Price on request	Price on request
Bed bugs - Domestic	£ 236.00	£ 200.00	206.00
Bed bugs - concession	£ 118.00	£ 120.00	124.00
Bed bugs - Commercial	Price on request	Price on request	Price on request
Stored Product Pests - Domestic	£ 132.00	£ 136.00	140.00
Stored Product Pests - Commercial	Price on request	Price on request	Price on request
Squirrels - Domestic	£ 132.00	£ 135.00	140.00
Squirrels - Commercial	Price on request	Price on request	Price on request
Other Pests - Domestic	£ 132.00	£ 135.00	140.00
Other Pests - Commercial	Price on request	Price on request	Price on request
Assessment visit only no treatment carried out	% of total treatment cost subject to minimum missed visit charge	% of total treatment cost subject to minimum missed visit charge	% of total treatment cost subject to minimum missed visit charge
Missed visit and additional visit charge or less than 48 hours notice			
Domestic	£ 43.00	% of loss of full total treatment cost	
Commercial	Price on request	% of loss of full total treatment cost	
Concession	£ 25.00	% of loss of full concession treatment cost	
Cancellation administration Fee	N/A	£ 15.00	16.00
Drain Examinations Per examination (unless cases of formal action or involving rodent infestation) excluding use of closed circuit TV inspection.	Price on request	Price on request	Price on request
Domestic	Price on request	Price on request	Price on request
Commercial	Price on request	Price on request	Price on request
Pest Control Not for profit charges	Price on request dependant on size numbers and durations	Price on request dependant on size numbers and durations	Price on request dependant on size numbers and durations

Appendix X **Regulatory Services**

Services that we charge for	2017/18 charge	2018/19 charge	Proposed 2019/20 Charge
(1)	(2)	(3)	(4)
	£	£	£
Drain Examinations Per examination (unless cases of formal action or involving rodent infestation) excluding use of closed circuit TV inspection.	Price on request	Price on request	Price on request
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	£ 265.00	£ 302.00	317.00
(b) Reception outside times in (a) above	£ 366.00	£ 417.00	438.00
(c) Additional charge to (a) or (b) Special Post Mortem Examination	£ 607.00	£ 692.00	726.00
(d) Additional Charges for 2nd or subsequent Post Mortem	£ 700.00	£ 720.00	740.00
(B) For retention of bodies with no PME assistance (a) Reception between 08:00 and 16:00 Mon to Fri	£ 83.00	£ 95.00	100.00
(b) Reception outside times in (a) above	£ 123.00	£ 140.00	147.00
For retention of bodies for National Assistance Burials beyond date of referral to Authority concerned. (Per week or part thereof)	£ 95.00	£ 108.00	113.00
Storage of body	Free for first 10 days then £12 per day	Free for first 10 days then £12 per day	Free for first 10 days then £12 per day
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% plus VAT	30% plus VAT	30% plus VAT
2. For works by agreement	20% plus VAT	20% plus VAT	20% plus VAT
3. For arrangement of Burials or Cremations 30% + VAT	30% plus VAT	30% plus VAT	30% plus VAT
4. Supervision of works only	30% of cost of works	30% of cost of works	30% of cost of works
OFFICER TIME – reports, consultations and investigations			
Minimum charge for up to 2 hours	£ 142.60	£ 146.00	150.00
Charge per hour after first 2 hours	£ 71.30	£ 73.00	75.00
Food Hygiene Rating Revisits			
Charge per visit		£ 160.00	164.00
Health Education Training			
Foundation in Food Safety (per person per course)	£ 68.00	£ 70.00	70.00

Appendix X **Regulatory Services**

Services that we charge for	2017/18 charge	2018/19 charge	Proposed 2019/20 Charge
(1)	(2)	(3)	(4)
	£	£	£
Health Certificates (no vat applicable)			
Food - one Copy Sampling requiring analysis	£ 129.00	£ 133.00	137.00
Movements of bodies			
Certification for sealing of coffins for dispatch overseas - first two hours	Price on request	Price on request	Price on request
Plus per hours thereafter Freedom from Infection Certificate for movement of bodies outside UK	Price on request	Price on request	Price on request
CONSUMER RIGHTS ACT 2015 – DUTY OF AGENT TO DISPLAY FEES			
Non Display of Landlord Fees	N/A	N/A	5000.00
Non Display of Tenants Fees	N/A	N/A	5000.00
Client money Protection Status	N/A	N/A	5000.00
REDRESS SCHEME FOR LETTING AGENCY WORK AND PROPERTY MANAGEMENT WORK (REQUIREMENT TO BELONG TO A SCHEME ETC) ORDER 2014			
Not belonging to a Redress Scheme	N/A	N/A	5000.00
Private Water Supplies			
Risk assessment minimum charge for up to 2 hours	£ 142.60	£ 146.00	150.00
Risk Assessment each additional hour	£ 71.30	£ 73.00	75.00
Authorisation	£ 100.00	£ 100.00	100.00
Investigation - Sampling Visits:	£ 100.00	£ 100.00	100.00
Sample taken under S.10 routine compliance	£ 25.00	£ 25.00	25.00
Sample Analysis - check Monitoring	£ 100.00	£ 100.00	100.00
Sample Analysis -Audit monitoring	£ 500.00	£ 500.00	500.00
Contaminated land			
Application for information in respect of potentially contaminated sites.	£ 85.00	£ 100.00	105.00
Copy of documents and files.	Price on request	Price on request	Price on request
(*) ENVIRONMENTAL PERMITTING (statutory fees & charges - reviewed periodically by Government may be			
Application Fees			
Standard process	£ 1,579.00	£ 1,650.00	£ 1,650.00
Additional fee for operating without a permit	£ 1,137.00	£ 1,188.00	£ 1,188.00
reduced fee activity (except VRs)	£ 148.00	£ 155.00	£ 155.00
PVR1&11 combined	£ 246.00	£ 257.00	£ 257.00
Vehicle refinishers (VRs) & other reduced fee activities	£ 346.00	£ 362.00	£ 362.00
Reduced fee activity: Additional fee for operating without a permit	£ 68.00	£ 71.00	£ 71.00
mobile screening and crushing plant 1st and 2nd	£ 1,579.00	£ 1,650.00	£ 1,650.00
for the 3rd to 7th applications	£ 943.00	£ 985.00	£ 985.00
for the 8th and subsequent apps	£ 477.00	£ 498.00	£ 498.00
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			
Annual Subsistence Charge			

Appendix X **Regulatory Services**

Services that we charge for	**2017/18 charge**	**2018/19 charge**	**Proposed 2019/20 Charge**
(1)	(2)	(3)	(4)
	£	£	£
Standard process low	739*(99)	£772 (+£104)	£772 (+£104)
standard process medium	£1,111 (+£149)*	£1161 (+£156)	£1161 (+£156)
Standard process high	£1,672 (+£198)*	£1747 (+£207)	£1747 (+£207)
reduced fee activities L/M/H	£76/£151/£227	£79/£158/£237	£79/£158/£237
PVR1&11 combined L/M/H	£108/£216/£326	£113/£226/£341	£113/£226/£341
vehicle refinishers L/M/H	£218/£349/£524	£228/£365/£548	£228/£365/£548
Mobile screening and crushing plant for 1st and 2nd permits L/M/H	£618/£989/£1,484	£626/£1034/£1551	£626/£1034/£1551
for the 3rd-7th permit L/m/H	£368/£590/£884	£385/£617/£924	£385/£617/£924
8th-subsequent permits L/M/H	£109/£302/£453	£198/£316/£473	£198/£316/£473
Late payment fee	£ 50.00	£ 52.00	54.00

*** 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 EPRTR Regulation, add an extra £104 to the above amounts

Transfer and Surrender			
Standard process transfer	£ 162.00	£ 169.00	169.00
Standard process partial transfer	£ 476.00	£ 497.00	£ 497.00
New operator at low risk reduced fee activity	£ 75.00	£ 78.00	£ 78.00
Surrender: all Part B activities	No fee applicable	No fee applicable	No fee applicable
Reduced fee activities: total transfer	No fee applicable	No fee applicable	No fee applicable
Reduced Fee Activities: partial transfer	£ 45.00	£ 47.00	£ 47.00
Temporary transfer for mobiles			
first transfer	£ 51.00	£ 53.00	£ 53.00
repeat following enforcement or warning	£ 51.00	£ 53.00	£ 53.00
Substantial Change			
Standard process	£ 1,005.00	£ 1,050.00	£ 1,050.00
Standard process where the substantial change results in a new PPC activity	£ 1,579.00	£ 1,650.00	£ 1,650.00
Reduced fee activities	£ 98.00	£ 102.00	£ 102.00

LAPPC Mobile Plant charges (statutory fees & charges - reviewed periodically by Government may be subject

Number of permits	**Subsistence Fee 2017/18**		
	Low	Medium	High
1	£ 646.00	£ 1,034.00	£ 1,506.00
2	£ 646.00	£ 1,034.00	£ 1,506.00
3	£ 385.00	£ 617.00	£ 924.00
4	£ 385.00	£ 617.00	£ 924.00
5	£ 385.00	£ 617.00	£ 924.00
6	£ 385.00	£ 617.00	£ 924.00
7	£ 385.00	£ 617.00	£ 924.00
8 and over	£ 198.00	£ 316.00	£ 473.00

Change	Profit Centre
(5)	
%	
0.00%	v31500
0.00%	v31500
0.00%	v31500
0.00%	v31500
0.00%	v31500
0.00%	v31500
-5.06%	v31500
2.33%	v31500
0.00%	v31500
0.00%	v31500
0.00%	v31500
2.40%	v31500
2.67%	v31500
0.00%	v31500
2.78%	v31500
2.30%	v31500
0.00%	v31500
3.00%	v31500
3.33%	v31500
0.00%	v31500
2.94%	v31500
0.00%	v31500
3.70%	v31500
0.00%	v31500
3.70%	v31500
0.00%	v31500
0.00%	v31500
0.00%	v31500
0.00%	v31500
0.00%	v31500
6.67%	v31500
0.00%	v31500
0.00%	v31500
0.00%	v31500
0.00%	v31500

Change	Profit Centre
(5)	
%	
0.00%	v31500
4.97%	v32700
5.04%	v32700
4.91%	v32700
2.78%	v32700
5.26%	v32700
5.00%	v32700
4.63%	v32700
0.00%	v32700
0.00%	
0.00%	
0.00%	
0.00%	
2.74%	v32100
2.74%	v32100
2.50%	v32100
0.00%	v32100

Change	Profit Centre
(5)	
%	
3.01%	v32100
0.00%	v32100
0.00%	v32100
#VALUE!	V32200
#VALUE!	V32200
#VALUE!	V32200
#VALUE!	V32200
2.74%	v32100
2.74%	v32100
0.00%	v32100
0.00%	v32100
0.00%	v32100
0.00%	v32100
0.00%	v32100
5.00%	v32800
0.00%	v32800
0.00%	v32800
0.00%	v32800
0.00%	v32800
0.00%	v32800
0.00%	v32800
0.00%	v32800
0.00%	v32800
0.00%	v32800
0.00%	v32800

Change	Profit Centre
(5)	
%	
0.00%	v32800
0.00%	v32800
0.00%	v32800
0.00%	v32800
0.00%	v32800
0.00%	v32800
0.00%	v32800
0.00%	v32800
0.00%	v32800
3.85%	v32800
0.00%	v32800
0.00%	v32800
0.00%	v32800
0.00%	v32800
0.00%	v32800
0.00%	v32800
0.00%	v32800
0.00%	v32800
0.00%	v32800
0.00%	v32800
0.00%	v32800

	Statutory
	Statutory
	Statutory
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	Statutory
	Statutory
	Statutory

Services that we charge for (1)	2018/19 Charge (2)	2019/20 Charge (3)	Proposed 2020/21 Charge (4)	Change (5)	Profit Centre	Basis of charge (see drop down menu)	Comments if different to RPI	Is this a concessionary rate?	If yes, please explain in more detail who qualifies for the concession and how you are defining the criteria	What is the rate of discount (%)?	What has driven your approach to this concession?	Has the proposed change already been agreed by Cabinet and if so when
£	£	£	£	%								
Mandatory HMO Licensing*	1040.00	1100.00	1100.00	0.00%	V31100	Statutory	no fee changed as the scheme has not been in operation long enough to warrant a fee change	No				
Additional HMO Licencing (Tottenham)*	208.00	208.00	0.00	-100.00%			remove The scheme is no longer in operation					
HMO Licensing	N/A	1100.00	1100.00	0.00%	V31100	Statutory	no fee changed as the scheme has not been in operation long enough to warrant a fee change	No				
Provision of scale drawing with application	-50.00	0.00	0.00	#DIV/0!			remove We no longer offer this servce					

Appendix Xb **HMO's**

Services that we charge for	2017/18 Charge	2018/19 Charge	Proposed 2019/20 Charge	Change
(1)	(2)	(3)	(4)	(5)
	£	£	£	%
Mandatory HMO Licensing*	1040.00	1040.00	1100.00	5.77%
Additional HMO Licencing (Tottenham)*	208.00	208.00	208.00	0.00%
HMO Licensing	N/A	N/A	1100.00	N/A
Provision of scale drawing with application	-50.00	-50.00	N/A	N/A
Local Authority to provide Scale drawings	£230	£230	N/A	N/A
Being an Accrediated members (Discount)	-100	-100	-50	-50.00%

*Mandatory HMO Licencing - please note that in 2017/18 & 2018/19 this was charged at £208 per unit (average of £1,040 per property); which compares to per building charge of £1,100 from 2019/20.

Appendix XI a. Building Control

Services that we charge for (1)	**2018/19 charge** (2)	**2019/20 Charge** (3)	**2.80%**	**Proposed 2020/21 Charge** (4)	**%Change** (5)
	£	£		£	%
Building Control pre-app meetings on site	95.00	100.00	5.00	105.00	5.00%
SCHEDULE A					
Extension <10m²	460.00	480.00	20.00	500.00	4.17%
Extension 10m² - 40m²	550.00	580.00	20.00	600.00	3.45%
Extension 40m² - 60m²	620.00	650.00	20.00	670.00	3.08%
Over 60m²					-
Loft Conversion without dormer(s)	460.00	480.00	20.00	500.00	4.17%
Loft Conversion with dormer(s)	620.00	650.00	20.00	670.00	3.08%
Detached garage 30m² - 60m²	460.00	480.00	20.00	500.00	4.17%
Recovering roof (per dwelling)	275.00	290.00	10.00	300.00	3.45%
Replacement of windows/doors for every five windows or part thereof	210.00	220.00	10.00	230.00	4.55%
Electrical works (non competent person)	275.00	300.00	10.00	310.00	3.33%
Green Deal works £180.00 £180.00 No change	190.00	200.00	10.00	210.00	5.00%
Shop Fit out each 100m² or part there of	265.00	300.00	10.00	310.00	3.33%
New Shop front (up to 10m)	230.00	250.00	10.00	260.00	4.00%
NEW BUILD DWELLINGS (houses and flats, three stories without basements)					
1 new dwelling	720.00	800.00	30.00	830.00	3.75%
2 - 5 dwellings (per additional dwelling - in addition to the charge for one dwelling)	230.00	240.00	10.00	250.00	4.17%
6 - 20 new dwellings (per additional dwelling over 5 - in addition to the charge for five dwellings (plan charge - £514.50+VAT and inspection charge £1,470+VAT))	190.00	200.00	10.00	210.00	5.00%
Over 20 dwellings					-
ALL OTHER WORKS Estimated cost of works					
up to £2000	210.00	225.00	5.00	230.00	2.22%
up to £5000 (£2,001 - £5,000)	235.00	250.00	10.00	260.00	4.00%
£5001 - £10,000	290.00	300.00	10.00	310.00	3.33%
£10,001 - £20,000	400.00	410.00	20.00	430.00	4.88%
£20,001 - £30,000	515.00	530.00	20.00	550.00	3.77%
£30,001 - £40,000	615.00	640.00	20.00	660.00	3.13%
£40,001 - £50,000	725.00	750.00	30.00	780.00	4.00%
£50,001 - £60,000	840.00	870.00	30.00	900.00	3.45%
£60,001 - £70,000	950.00	980.00	30.00	1,010.00	3.06%
£70,001 - £80,000	1,030.00	1,060.00	30.00	1,090.00	2.83%
£80,001 - £90,000	1,140.00	1,180.00	40.00	1,220.00	3.39%
£90,001 - £100,000	1,250.00	1,290.00	40.00	1,330.00	3.10%
£100,001 - £120,000	1,350.00	1,390.00	40.00	1,430.00	2.88%
£120,001 - £140,000					-

Appendix XI a. Building Control

Services that we charge for (1)	**2018/19 charge** (2)	**2019/20 Charge** (3)	**2.80%**	**Proposed 2020/21 Charge** (4)	**%Change** (5)
	£	£		£	%
Additional charges					
Completion Certificates	48.00	50.00	0.00	50.00	0.00%
Copy Documents	20.50	22.50	0.50	23.00	2.22%
Copy Plans A3 (where permissible) - first page		25.00	1.00	25.00	0.00%
Subsequent page(s)					-
Research fee	40.00	50.00	0.00	50.00	0.00%
Surveyor hourly charge (08:00 - 18:0	95.00	100.00	5.00	105.00	5.00%
Surveyor hourly charge (18:00 - 08:0	142.50	150.00	5.00	155.00	3.33%
Technical Support charge	47.50	50.00	0.00	50.00	0.00%
Other Building Control services					
Dangerous Structures	95 or 142.50	100 or 150			-
Demolition Notices	200.00	250.00	10.00	260.00	4.00%
Safety at Sports Grounds					-
Local Land Charges					
Official Search (LLC1)	25.00	25.00	1.00	25.00	0.00%
LLC1 Additional Parcel Fee (each)	5.00	5.00	1.00	5.00	0.00%
Local Enquiries Form CON29R only	85.00	85.00	3.00	85.00	0.00%
Additional Parcel Fee (each)	22.00	22.00	10.00	22.00	0.00%
Local Search and Enquiries (LLC1 and CON29R)	110.00	110.00	10.00	110.00	0.00%
Additional parcel of land (LLC1 and CON29R)	27.00	27.00	1.00	27.00	0.00%
Individual Enquiries CON29O (per question)	5.00	5.00	1.00	5.00	0.00%
VAT applies @ 20% on CON29R & CON29O element of the charges.					

Street Naming & Numbering	**2018/19 charge**	**Proposed 2019/20 Charge**			**Change**
Type of Application	**Unit cost**				
Application up to 10 units	11.38	12.00	10.00	12.00	0.00%
Each additional unit	5.69	6.00	1.00	6.00	0.00%
New Street					-
Naming/re-naming existing Building					-
Application where address exists but not officially registered	13.71	15.00	1.00	15.00	0.00%
Additional units over 10	6.86	7.00	1.00	7.00	0.00%

Appendix XI b. **Development Management Charges**

Services that we charge for	2018/19 charge	2019/20 Charge	2.80%	Proposed 2020/21 Charge	Change
(1)	(2)	(3)		(4)	(5)
	£	£		£	%
Householder advice (including VAT)	307.00	320.00	10.00	330.00	3.13%
Pre-application on-site fee (plus VAT)	n/a	142.00	10.00	150.00	5.63%
Minors 1-5 residential units (plus VAT)	696.00	1,171.00	40.00	1,210.00	3.33%
Change of use 100m2 - 499m2 (plus VAT)	696.00	1,171.00	40.00	1,210.00	3.33%
Minor commercial space up to 499 m2 (plus VAT)	696.00	1,171.00	40.00	1,210.00	3.33%
Minors 6-9 residential units (plus VAT)	804.00	1,745.50	50.00	1,800.00	3.12%
Minor commercial space 500m2 - 999m2 (plus VAT)	788.00	1,745.50	50.00	1,800.00	3.12%
Majors 10-24 residential units (plus VAT)	2,458.00	4,555.50	130.00	4,690.00	2.95%
Major commercial space 1000m2-1999m2 (plus VAT)	2,427.00	4,555.50	130.00	4,690.00	2.95%
Majors 25 residential units and above (plus VAT)	2,970.00	6,318.00	180.00	6,500.00	2.88%
Major commercial space 2000m2 and above (plus VAT)	2,918.00	6,318.00	180.00	6,500.00	2.88%
Mixed use developments in any category will be a combination of the above fees	n/a				-
Development Management Forum (plus VAT)	800.00	1,125.00	40.00	1,170.00	4.00%
Basement advice fee (plus VAT)	500.00	526.00	20.00	550.00	4.56%
Pre-Application Committee Briefing (plus VAT)	900.00	1,280.50	40.00	1,320.00	3.08%
Drainage meeting for a major (plus VAT)	1,000.00	1,030.00	30.00	1,060.00	2.91%
Energy meeting for a major (plus VAT)	1,000.00	1,030.00	30.00	1,060.00	2.91%
Air quality meeting for a major (plus VAT)	1,000.00	1,030.00	30.00	1,060.00	2.91%
Self- Build Register re-registration	0.00	0.00		144.00	
PPA (Planning Performance Agreements) initial meeting inc VAT	6,840.00	7,581.00	220.00	7,800.00	2.89%
Quality Review Panels					
Quality Review Panel - Formal Review (plus VAT, includes room hire)	4,500.00	4,500.00	0.00	4,500.00	0.00%
Quality review panel- Chair's review (plus VAT, includes room hire)	2,000.00	2,000.00	0.00	2,500.00	25.00%
Surgery Review (plus VAT)	1,200.00	1,200.00	0.00	1,500.00	25.00%

Appendix XI b. **Development Management Charges**

Services that we charge for	2017/18 charge	2018/19 charge	Proposed 2019/20 Charge	Change	Profit Centre
(1)	(2)	(3)	(4)	(5)	
	£	£	£	%	
Householder advice (including VAT)	300.00	307.00	320.00	4.23%	
Pre-application on-site fee (plus VAT)	n/a	n/a	142.00	n/a	
Minors 1-5 residential units (plus VAT)	680.00	696.00	1,171.00	68.25%	
Change of use 100m2 - 499m2 (plus VAT)	680.00	696.00	1,171.00	68.25%	
Minor commercial space up to 499 m2 (plus VAT)	680.00	696.00	1,171.00	68.25%	
Minors 6-9 residential units (plus VAT)	785.00	804.00	1,745.50	117.10%	
Minor commercial space 500m2 - 999m2 (plus VAT)	770.00	788.00	1,745.50	121.51%	
Majors 10-24 residential units (plus VAT)	2,400.00	2,458.00	4,555.50	85.33%	
Major commercial space 1000m2-1999m2 (plus VAT)	2,370.00	2,427.00	4,555.50	87.70%	
Majors 25 residential units and above (plus VAT)	2,900.00	2,970.00	6,318.00	112.73%	
Major commercial space 2000m2 and above (plus VAT)	2,900.00	2,918.00	6,318.00	116.52%	
Mixed use developments in any category will be a combination of the above fees	n/a	n/a		n/a	
Development Management Forum (plus VAT)	n/a	800.00	1,125.00	4.00%	
Basement advice fee (plus VAT)	n/a	500.00	526.00	4.00%	
Pre-Application Committee Briefing (plus VAT)	n/a	900.00	1,280.50	4.00%	
Drainage meeting for a major (plus VAT)	n/a	1,000.00	1,030.00	3.00%	
Energy meeting for a major (plus VAT)	n/a	1,000.00	1,030.00	3.00%	
Air quality meeting for a major (plus VAT)	n/a	1,000.00	1,030.00	3.00%	
PPA (Planning Performance Agreements) initial meeting inc VAT		6,840.00	7,581.00	11.00%	
Quality Review Panels					
Quality Review Panel - Formal Review (plus VAT, includes room hire)	4,500.00	4,500.00	4,500.00	0.00%	
Quality review panel- Chair's review (plus VAT, includes room hire)	2,000.00	2,000.00	2,000.00	0.00%	
Surgery Review (plus VAT)	1,200.00	1,200.00	1,200.00	0.00%	

Appendix XIIa **Children's Centres (Triangle and Woodside) - Childcare**

Services that we charge for	2018/19 charge	2019/20 Charge	Proposed 2020/21 Charge	Change
(1)	(2)	(3)	(4)	(5)
	£	£	£	%
CHARGES FOR CHILDCARE PLACES				
Haringey Residents				
Age range				
Under 2s	332.00	332.00	332.00	0.00%
2-3 year olds	332.00	332.00	332.00	0.00%
3+ year olds	244.00	244.00	244.00	0.00%
lunch	17.00	17.00	17.00	0.00%
Out of Borough Residents				
Age range				
Under 2s	N/A	336.00	336.00	0.00%
2-3 year olds	336.00	336.00	336.00	0.00%
3+ year olds	244.00	244.00	244.00	0.00%
* All charges shown are weekly (vat not chargeable)				

Appendix XIIb **Children's Centres (Park Lane) - Childcare**

Services that we charge for	2018/19 charge	2019/20 Charge	Proposed 2020/21 Charge	Change
(1)	(2)	(3)	(4)	(5)
	£	£	£	%
CHARGES FOR CHILDCARE PLACES				
Haringey Residents				
Age range				
Under 2s	N/A	N/A		N/A
2-3 year olds	205.00	205.00	205.00	0.00%
3+ year olds	179.00	179.00	179.00	0.00%
lunch	17.00	17.00	N/A	N/A
Out of Borough Residents				
Age range				
Under 2s	N/A	N/A		N/A
2-3 year olds	205.00	205.00	205.00	0.00%
3+ year olds	179.00	179.00	179.00	0.00%
* All charges shown are weekly (vat not chargeable)				

Appendix XIIc **Children's Centres (Stonecroft)**

Services that we charge for	2018/19 charge	2019/20 Charge	Proposed 2020/21 Charge	Change
(1)	(2)	(3)	(4)	(5)
	£	£	£	%
CHARGES FOR CHILDCARE PLACES				
Haringey Residents				
Age range				
Under 2s	n/a	n/a	n/a	n/a
2-3 year olds	334.00	334.00	334.00	0.00%
3+ year olds	244.00	256.00	261.00	1.95%
lunch	17.00	17.00	0.00	-100.00%
Out of Borough Residents				
Age range				
Under 2s	n/a	n/a	n/a	n/a
2-3 year olds	334.00	334.00	334.00	0.00%
3+ year olds	244.00	256.00	261.00	1.95%
* All charges shown are weekly (vat not chargeable)				

Appendix XIId **Children's Contact Centre - new charges**

Services that we charge for	2018/19 Charge	2019/20 Charge	Proposed 2020/21 Charge	Change
(1)	(2)	(3)	(4)	(5)
	£	£	£	%
Contact Planning and Arrangement Meeting - one-off charge	n/a	20.00	20.00	0.00%
Room Only Hire (other Local Authority Supervisor - hourly rate	n/a	45.00	45.00	0.00%
Supervised room hire; with summary report produced - hourly rate	n/a	75.00	75.00	0.00%
Supported Contact in community; with summary report - hourly rate	n/a	60.00	60.00	0.00%

Appendix XIIa	Children's Centres (Triangle and Woodside) - Childcare							Additional Information				
Services that we charge for	**2017/18 charge**	**2018/19 charge**	**Proposed 2019/20 Charge**	**Change**	**Profit Centre**	**Basis of charge (see drop down menu)**	**Comments if different to CPI**	**Is this a concessionary rate?**	**If yes, please explain in more detail who qualifies for the concession and how you are defining the criteria**	**What is the rate of discount (%)?**	**What has driven your approach to this concession?**	**Has the proposed change already been agreed by Cabinet and if so when**
(1)	(3)	(4)	(4)	(5)								
	£	£	£	%								
CHILDCARE PLACES Residents												
Age range												
Under 2s	230.18	332.00	332.00	0.00%	E42107,	Partial recovery						
2-3 year olds	204.60	332.00	332.00	0.00%	E42107, E42110	Market Rate		no				
3+ year olds	179.03	244.00	244.00	0.00%		Market Rate		no				
lunch		17.00	17.00	0.00%		Full Cost Recovery		no				
Out of Borough Residents												
Age range												
Under 2s	N/A	N/A	N/A	N/A								
2-3 year olds	228.13	336.00	336.00	0.00%	E42107, E42110	Market Rate		no				
3+ year olds	179.03	244.00	244.00	0.00%		Market Rate		no				
shown are weekly (vat not												

Appendix XIIb	Children's Centres (Park Lane) - Childcare							Additional Information				
Services that we charge for	**2017/18 charge**	**2018/19 charge**	**Proposed 2019/20 Charge**	**Change**	**Profit Centre**	**Basis of charge (see drop down menu)**	**Comments if different to CPI**	**Is this a concessionary rate?**	**If yes, please explain in more detail who qualifies for the concession and how you are defining the criteria**	**What is the rate of discount (%)?**	**What has driven your approach to this concession?**	**Has the proposed change already been agreed by Cabinet and if so when**
(1)	(3)	(4)	(4)	(5)								
	£	£	£	%								
CHILDCARE PLACES Residents												
Age range												
Under 2s	230.18	N/A	N/A	N/A								

2-3 year olds	204.60	205.00	205.00	0.00%	E42108	Partial recovery		no					
3+ year olds	179.03	179.00	179.00	0.00%		Partial recovery		no					
lunch		17.00	17.00	0.00%		Full Cost Recovery		no					

Residents

Age range													
Under 2s	N/A	N/A	N/A	N/A									
2-3 year olds	228.13	205.00	205.00	0.00%	E42108	Partial recovery		no					
3+ year olds	179.03	179.00	179.00	0.00%		Partial recovery		no					
* All charges shown are weekly (vat not chargeable)													

Appendix XIIc **Children's Centres (Stonecroft)**

Services that we charge for	**2017/18 charge**	**2018/19 charge**	**Proposed 2019/20 Charge**	**Change**	**Profit Centre**	**Basis of charge (see drop down menu)**	**Comments if different to CPI**	**Additional Information**				
								Is this a concessionary rate?	**If yes, please explain in more detail who qualifies for the concession and how you are defining the criteria**	**What is the rate of discount (%)?**	**What has driven your approach to this concession?**	**Has the proposed change already been agreed by Cabinet and if so when**
(1)	(2)	(3)	(4)	(5)								
	£	£	£	%								
CHARGES FOR **Residents**												
Age range												
Under 2s	230.18	n/a	n/a	n/a								
2-3 year olds	204.60	334.00	334.00	0.00%	E42109	Market Rate		no				
3+ year olds	179.03	244.00	256.00	4.92%		Market Rate	Increased in line with the hourly rate paid by the local authority for funded children	no				
lunch		17.00	17.50	2.94%		Full Cost Recovery	based RPI - 3.3%	no				
Out of Borough												
Age range												
Under 2s	n/a	n/a	n/a	n/a								
2-3 year olds	228.13	334.00	334.00	0.00%	E42109	Market Rate		no				

3+ year olds	179.03	244.00	256.00	4.92%		Market Rate		no				
* All charges shown are weekly (vat not chargeable)												

Appendix XIId **Children's Contact Centre - new charges**

Names of Manager	Services that we charge for (1)	2017/18 Charge (2)	2018/19 Charge (3)	Proposed 2019/20 Charge (4)	Change (5)	Profit Centre	Basis of charge (see drop down menu)	Comments if different to CPI	Additional Information: Is this a concessionary rate?	If yes, please explain in more detail who qualifies for the concession and how you are defining the criteria	What is the rate of discount (%)?	What has driven your approach to this concession?	Has the proposed change already been agreed by Cabinet and if so when
		£	£	£	%								
Annie Walker	Contact Planning and Arrangement Meeting - one-off charge	n/a	n/a	20.00	n/a	S31800			No				
Annie Walker	Room Only Hire (other Local Authority Supervisor - hourly rate	n/a	n/a	45.00	n/a	S31800			No				
Annie Walker	Supervised room hire; with summary report produced - hourly rate	n/a	n/a	75.00	n/a	S31800			No				
Annie Walker	Supported Contact in community; with summary report - hourly rate	n/a	n/a	60.00	n/a	S31800			No				

Appendix XIII. Legal External Fees

Services that we charge for	2018/19 Charge	2019/20 Charge	Proposed 2020/21 Charge	Change
(1)	(3)	(3)	(4)	(5)
	£	£	£	%
Legal external fees				
Granting of new commercial leases and renewal of commercial leases not within the Act:				
Fixed fee if annual rent is less than £20k pa:	£ 1,200.00	£ 1,200.00	£1,500.00	25.00%
Hourly rate after fixed fee when annual rent is more than £20K pa (7.5 hours work for a Lawyer or 6 hours work at Principal Lawyer):				
Lawyer			£200 / hour	0.00%
Principal Lawyer			£250 / hour	0.00%
Annual rent above £20k pa:	10% of annual rent	10% of annual rent		N/A
Licences: Assign, Alter, Occupy, Sublet, etc.	£ 850.00	£ 850.00	£ 950.00	11.76%
Deed of Variation, Surrender, Rectification, Substitution	£ 850.00	£ 850.00	£ 950.00	11.76%
Notices of Transfer, Assignment, Charge, Subletting, etc. (if the lease does not state another amount)	£ 100.00	£ 100.00	£ 100.00	0.00%
Telecommunication Agreement	£ 1,200.00	£ 1,200.00	£ 1,500.00	25.00%
Deed of Easement	£ 1,200.00	£ 1,200.00	£ 1,500.00	25.00%
Removal of charge	£ 200.00	£ 200.00	£ 200.00	0.00%
Letter of Consent (if all documents are included)	£ 100.00	£ 100.00	£ 100.00	0.00%
Disposal of land freehold or leasehold				
Minimum fee	£ 1,200.00	£ 1,200.00	£ 1,500.00	25.00%
Hourly rate after minimum fee has been reached (7.5 hours work for a Lawyer or 6 hours work at Principal Lawyer)				

Appendix XIII. Legal External Fees

Services that we charge for	2018/19 Charge	2019/20 Charge	Proposed 2020/21 Charge	Change
(1)	(3)	(3)	(4)	(5)
	£	£	£	%
Lawyer			£200 / hour	0.00%
Principal Lawyer			£250 / hour	0.00%
Percentage of land value	2% of land value	2% of land value		0.00%
Voluntary transfers under enfranchisement legislations as percentage of land value subject to a minimum fee				
Minimum fee	£ 1,200.00	£ 1,200.00	£ 1,500.00	25.00%
Hourly rate after minimum fee has been reached (7.5 hours work for a Lawyer or 6 hours work at Principal Lawyer)				
Lawyer			£200 / hour	0.00%
Principal Lawyer			£250 / hour	0.00%
Percentage of land value	2% of land value	2% of land value		0.00%
Copy of deed	£ 100.00	£ 100.00	£ 100.00	0.00%
S106 Agreements				
Senior Lawyer	£200 / hour	£200 / hour	£200 / hour	0.00%
Principal Lawyer	£250 / hour	£250 / hour	£250 / hour	0.00%
Any other commercial property or planning work not within the set fee structure				
Senior Lawyer / Lawyer	£200 / hour	£200 / hour	£200 / hour	0.00%
Principal Lawyer	£250 / hour	£250 / hour	£250 / hour	0.00%

Appendix XIII. Legal External Fees

Services that we charge for	2018/19 Charge	2019/20 Charge	Proposed 2020/21 Charge	Change
(1)	(3)	(3)	(4)	(5)
	£	£	£	%
Other legal charging arrangements				
Charge for legal support provided to the Haringey Clinical Commissioning Group				
Trainee Solicitor	£50.00 / hour	£50.00 / hour	£50.00 / hour	0.00%
Legal Assistant	£45.00 / hour	£47.25 / hour	£47.25 / hour	0.00%
Lawyer	£75.00 / hour	£78.75 / hour	£78.75 / hour	0.00%
Senior Lawyer	£82.00 / hour	£86.00 / hour	£86.00 / hour	0.00%
Principal Lawyer	£90.00 / hour	£94.50 / hour	£94.50 / hour	0.00%
Head of Legal Services	£102.50 / hour	£108.00 / hour	£108.00 / hour	0.00%
Charge for legal support provided to the Homes for Haringey				
Trainee Solicitor	£50.00 / hour	£50.00 / hour	£50.00 / hour	0.00%
Legal Assistant	£47.25 / hour	£47.25 / hour	£47.25 / hour	0.00%
Lawyer	£78.75 / hour	£78.75 / hour	£78.75 / hour	0.00%
Senior Lawyer	£86.00 / hour	£86.00 / hour	£86.00 / hour	0.00%
Principal Lawyer	£94.50 / hour	£94.50 / hour	£94.50 / hour	0.00%
Head of Legal Services	£108.00 / hour	£108.00 / hour	£108.00 / hour	0.00%

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EQUALITY IMPACT ASSESSMENT

The Equality Act 2010 places a 'General Duty' on all public bodies to have 'due regard' to:

- Eliminating discrimination, harassment and victimisation and any other conduct prohibited under the Act
- Advancing equality of opportunity for those with 'protected characteristics' and those without them
- Fostering good relations between those with 'protected characteristics' and those without them.

In addition the Council complies with the Marriage (same sex couples) Act 2013.

Stage 1 – Screening

Please complete the equalities screening form. If screening identifies that your proposal is likely to impact on the Public Sector Equality Duty, please proceed to stage 2 and complete a full Equality Impact Assessment.

Stage 2 – Full Equality Impact Assessment

An Equality Impact Assessment provides evidence for meeting the Council's commitment to equality and the responsibilities under the Public Sector Equality Duty.

When an Equality Impact Assessment has been undertaken, it should be submitted as an attachment/appendix to the final decision making report. This is so the decision maker (e.g. Cabinet, Committee, senior leader) can use the EqIA to help inform their final decision. The EqIA once submitted will become a public document, published alongside the minutes and record of the decision.

Please read the council's Equality Impact Assessment guidance before beginning the EIA **1. Responsibility for the Equality Impact Assessment** **Name of proposal** — Operations fees and Charges review process. **Service area**	Environment and Neighbourhoods
Officer completing assessment	Ann Cunningham
Equalities/ HR Advisor	Alisha Muhmood and Louise HoptonBeatty
Cabinet meeting date (if applicable)	10 December 2019
Assistant Director	Eubert Malcom

2. Summary of the proposal and its relevance to the equality duty

Please outline in no more than 3 paragraphs

- *The proposal which is being assessed*
- *The key stakeholders who may be affected by the policy or proposal*

- *The decision-making route being taken*

Increase in permit charges proposed for event day-controlled parking zones.
The scheme is in alignment with Haringey's Parking Policies and the changes will affect event day visitor parking permits fits in with the objectives of road network management and the parking action plan.

The proposal will help to bring event day permit charges more in line with standard visitor permit prices and will encourage off-street parking. In addition, the scheme will help to tackle congestion and manage kerbside usage on Haringey's road network.

Local authorities introduce residential event day (previously known as match day) parking schemes, also known as event day-controlled parking zones (EZ), in areas where there is extreme parking pressure caused by the matches and events taking place, and where residents have confirmed support for proposals.

EZ schemes prioritise parking for residents and their visitors in the streets in and around their home. Residential permit holders can park without restriction throughout the EZ operational hours, but non-permit holders are not permitted to park during the controlled hours. However, residents' visitors can be given visitor permits by the resident that they are visiting. Changes to EZ permit prices do not affect other visitor or resident permit pricing or validity. Disabled badge holders may park free of charge for unlimited periods in parking bays.

EZ charges also have no effect on business permit holders. Provision for businesses operating in the borough includes business permits for specific CPZs or borough wide for those who travel throughout the borough. Motorists visiting the borough may use Stop and Shop parking facilities (formerly known as 'pay & display') without being affected by changes to EZ permit charges.

When setting or reviewing parking charges the Council considers:

- The Council's transport and wider policy objectives
- Statutory or legal requirements that may affect the setting of fees
- Car ownership patterns
- Department for Transport policy guidance
- The increasing demand for parking
- Traffic management issues
- Market conditions – (parking charges in other boroughs)
- Cost of delivering the service

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3. What data will you use to inform your assessment of the impact of the proposal on protected groups of service users and/or staff?

Identify the main sources of evidence, both quantitative and qualitative, that supports your analysis. Please include any gaps and how you will address these

This could include, for example, data on the Council's workforce, equalities profile of service users, recent surveys, research, results of relevant consultations, Haringey Borough Profile, Haringey Joint Strategic Needs Assessment and any other sources of relevant information, local, regional or national. For restructures, please complete the restructure EqIA which is available on the HR pages.

Protected group	Service users	Staff
Sex	*Haringey Equalities Profile http://www.haringey.gov.uk/sites/haringeygovuk/files/equalities_profile_of_haringey.pdf*	*No impact*
Gender Reassignment	*Haringey Equalities Profile http://www.haringey.gov.uk/sites/haringeygovuk/files/equalities_profile_of_haringey.pdf*	*No impact*
Age	*Haringey Equalities Profile http://www.haringey.gov.uk/sites/haringeygovuk/files/equalities_profile_of_haringey.pdf*	*No impact*
Disability	*Haringey Equalities Profile http://www.haringey.gov.uk/sites/haringeygovuk/files/equalities_profile_of_haringey.pdf*	*No impact*
Race & Ethnicity	*Haringey Equalities Profile http://www.haringey.gov.uk/sites/haringeygovuk/files/equalities_profile_of_haringey.pdf*	*No impact*
Sexual Orientation	*Haringey Equalities Profile http://www.haringey.gov.uk/sites/haringeygovuk/files/equalities_profile_of_haringey.pdf*	*No impact*
Religion or Belief (or No Belief)	*Haringey Equalities Profile http://www.haringey.gov.uk/sites/haringeygovuk/files/equalities_profile_of_haringey.pdf*	*No impact*
Pregnancy & Maternity	*Not available*	*No impact*
Marriage and Civil Partnership	*Haringey Equalities Profile http://www.haringey.gov.uk/sites/haringeygovuk/files/equalities_profile_of_haringey.pdf*	*No impact*

Outline the key findings of your data analysis. Which groups are disproportionately affected by the proposal? How does this compare with the impact on wider service users and/or the borough's demographic profile? Have any inequalities been identified?

Explain how you will overcome this within the proposal.

Further information on how to do data analysis can be found in the guidance.

Equalities monitoring data is not available for holders of event day parking permits. Data is not captured at the application stage. However, given that residents in any property in an EZ who keep and use a vehicle are eligible for residential and visitor permits, ward level data from ONS are used to evaluate the impact on different equalities groups. The changes to event day (EZ) permit prices are not assessed as offering either beneficial or negative impacts on any of the protected characteristics. Charges will remain lower than those applied for visitor permits

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- **Sex:** Women make up 51% of Haringey's population.
- **Gender Reassignment:** This data is not held at a borough level. The Equality and Human Rights Commission estimate that there is between 300,000-500,000 transgender people in the UK
- **Age:** Haringey has a relatively young population - a quarter of the population is under the age of 20. The changes proposed to the event day permit scheme will have no differential impact by age, as the changes to permit prices only affect residents in event day zones.
- **Disability:** This shows that 14% of residents have a long-term health problem that limits their day to day activity, lower than England but in line with London.
- **Race and Ethnicity:** Haringey is the fifth most ethnically diverse borough in the country and one of the top four London boroughs for Eastern European incomers. Over 65% of residents come from non-White British communities, compared to 20% in England, 55% for London and nearly 81% of our school children.
- **Sexual Orientation:** 3.2% of London residents aged 16 or over identified themselves as lesbian, gay or bisexual in 2013 (ONS Integrated Household Survey). In Haringey this equates to 6,491 residents.
- **Religion:** Haringey is one of the most religiously diverse places in the UK. The most common religion was Christianity, accounting for 45% of residents, less than London (48.4) and less than England (59.4%). The next most common religions were Muslim (14.3%) – higher than London (12.3%) - and Jewish (3%). Haringey had a lower percentage of residents who were Hindu (1.8%) and Sikh (0.3%) than London (5.0% and 1.5%, respectively). A quarter of Haringey residents stated that they did not have a religion, higher than London (20.7%).
- **Marriage and Civil Partnership:** Haringey has a higher proportion of couples in a registered same sex civil partnership than England and London. 0.6% (or 1,191 residents), compared to 0.2% for England and 0.4% for London.

Increase in event day permit charges; Residents on low incomes with vehicles registered to their address and who are on lower incomes may be negatively impacted by the increase in parking permit costs on event days. This may include single parent households – more likely to be women – and BAME households (who have lower incomes than non-BAME households do in Haringey).

4. a) How will consultation and/or engagement inform your assessment of the impact of the proposal on protected groups of residents, service users and/or staff?

Please provide a brief outline of:

- *How you intend to consult with those affected by your proposal including those that share the protected characteristics*

Further information on consultation is contained within accompanying EqIA guidance (part 9)

Charge increased will be by notification only. There is no legal requirement to formally consult on increases to those charges.

4. b) Outline the key findings of your consultation / engagement activities once completed, particularly in terms of how this relates to groups that share the protected characteristics

Explain how will the consultation's findings will shape and inform your proposal and the decision making process, and any modifications made?

N/A

5. What is the likely impact of the proposal on groups of service users and/or staff that share the protected characteristics?

Please explain the likely differential impact on each of the 9 equality strands, whether positive or negative. Where it is anticipated there will be no impact from the proposal, please outline the evidence that supports this conclusion.

Further information on assessing impact on different groups is contained within accompanying EqIA guidance (part 10)

1. **Sex** *(Please outline a summary of the impact the proposal will have on this protected characteristic and cross the box below on your assessment of the overall impact of this proposal on this protected characteristic)*

Women are more likely than men to head single parent households. They could be negatively impacted by increase in parking costs for those who need to buy permits on event days, but will not be affected if they already hold a resident's parking permit. Furthermore, the proposed increase in event day parking charges is low when compared to the overall cost of running a car.

Positive		Negative	X	Neutral impact		Unknown Impact	

2. **Gender reassignment** *(Please outline a summary of the impact the proposal will have on this protected characteristic and cross the box below on your assessment of the overall impact of this proposal on this protected characteristic)*

There is insufficient data on whether people undergoing or who have undergone gender reassignment; however it is anticipated that the impact on people undergoing or who have undergone gender reassignment will be the same as for people who do not share this protected characteristic.

Positive		Negative		Neutral impact		Unknown Impact	X

3. **Age** *(Please outline a summary of the impact the proposal will have on this protected characteristic and cross the box below on your assessment of the overall impact of this proposal on this protected characteristic)*

People aged 65+ will continue to benefit from concessionary discounts on visitors parking charges. Those aged 60 and over continue to qualify for free public transport.

Positive		Negative	X	Neutral impact	X	Unknown Impact	

4. **Disability** *(Please outline a summary of the impact the proposal will have on this*

protected characteristic and cross the box below on your assessment of the overall impact of this proposal on this protected characteristic)

The scheme will apply equally to all motorists and road users. Disabled badge holders are already allowed to park free of charge in restricted areas and this scheme will have no impact on this.

Positive		Negative		Neutral impact	X	Unknown Impact	

5. **Race and ethnicity** *(Please outline a summary of the impact the proposal will have on this protected characteristic and cross the box below on your assessment of the overall impact of this proposal on this protected characteristic)*

It is anticipated that the impact of these recommendations on people from Black and Minority Ethnic backgrounds will be the same as for people who do not share this protected characteristic.

Positive		Negative		Neutral impact	X	Unknown Impact	

6. **Sexual orientation** *(Please outline a summary of the impact the proposal will have on this protected characteristic and cross the box below on your assessment of the overall impact of this proposal on this protected characteristic)*

It is anticipated that the impact of these recommendations on people who identify as LGB will be the same as for people who do not share this protected characteristic.

Positive		Negative		Neutral impact	X	Unknown Impact	

7. **Religion or belief (or no belief)** *(Please outline a summary of the impact the proposal will have on this protected characteristic and cross the box below on your assessment of the overall impact of this proposal on this protected characteristic)*

It is anticipated that the impact of these recommendations on people in this protected group will be the same as for people who do not share this protected characteristic.

Positive		Negative		Neutral impact	X	Unknown Impact	

8. **Pregnancy and maternity** *(Please outline a summary of the impact the proposal will have on this protected characteristic and cross the box below on your assessment of the overall impact of this proposal on this protected characteristic)*

Pregnant women and women with babies younger than 6 months old are more likely to be reliant on cars for travel. They may therefore be negatively impacted by increase in event day parking costs. However, they will benefit from reduced parking congestion and increased availability of kerbside parking space. The increase in permit charges is relatively low when compared to the overall cost of keeping and using a car and the charge remains lower than that applied to visitor parking permits.

Positive		Negative	X	Neutral impact	X	Unknown Impact	

9. **Marriage and Civil Partnership** *(Consideration is only needed to ensure there is no*

discrimination between people in a marriage and people in a civil partnership)

It is anticipated that the impact of these recommendations on people in a civil partnership will be the same as for people who are married.

Positive		Negative		Neutral impact	X	Unknown Impact	

10. Groups that cross two or more equality strands e.g. young black women

Groups that may be negatively affected include BAME households, single parent households, and women. Intersectional impacts may occur for individuals who fall into more than two of these groups.

Outline the overall impact of the policy for the Public Sector Equality Duty:

- **Could the proposal result in any direct/indirect discrimination for any group that shares the protected characteristics?**
- **Will the proposal help to advance equality of opportunity between groups who share a protected characteristic and those who do not?**
- **Will the proposal help to foster good relations between groups who share a protected characteristic and those who do not?**

People aged 60 and over who are more reliant on cars may be affected by the inflationary increase to event days parking permit charges. This increase still keeps charges lower than those for visitor permits, and those aged 60+ are also entitled to free public transport services.

Households with lower incomes may be affected by the increase in parking charges. This is more likely to include single parent households – more likely to be headed by women – and BAME households (who in Haringey generally have lower incomes than non-BAME households). In addition, women are more likely to depend on cars due to pregnancy or because they are more likely to be primary carers to small children.
The proposed increase in parking charges is very low, when compared to the overall cost of keeping and using a car.

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6. a) What changes if any do you plan to make to your proposal as a result of the equality impact assessment?

Further information on responding to identified impacts is contained within accompanying EqIA guidance (part 11)

Outcome	Y/N
No major change: the EIA demonstrates the policy is robust and there is no potential for discrimination or adverse impact. All opportunities to promote equality have been taken.	Y
Adjust the policy: the EIA identifies potential problems or missed opportunities. Adjust the policy to remove barriers or better promote equality. Clearly set out below the key adjustments you plan to make to the policy.	N
Continue the policy: the EIA identifies the potential for adverse impact or missed opportunities to promote equality. Clearly set out below the **justifications for continuing** with it. For the most important relevant policies, **compelling reasons** will be needed.	N
Stop and remove the policy: the policy shows actual or potential unlawful discrimination. It must be stopped and removed or changed.	N

6 b) Summarise the specific actions you plan to take to remove or mitigate any actual or potential negative impact and to further the aims of the Equality Duty

Impact	Action	Lead officer	Timescale

6 c) Summarise the measures you intend to put in place to monitor the equalities impact of the proposal as it is implemented:

The impact will be monitored through feedback from residents, Ward Councillors and other representative groups.

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7. Authorisation	
EIA approved by Eubert Malcolm (Assistant Director/ Director)	Date 29 November 2019

8. Publication *Please ensure the completed EIA is published in accordance with the Council's policy.*

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EQUALITY IMPACT ASSESSMENT

The **Equality Act 2010** places a '**General Duty'** on all public bodies to have '**due regard'** to the need to:

- Eliminating discrimination, harassment and victimisation and any other conduct prohibited under the Act;
- Advancing equality of opportunity between those with a 'relevant protected characteristic' and those without one;
- Fostering good relations between those with a 'relevant protected characteristic' and those without one.

In addition the Council complies with the Marriage (same sex couples) Act 2013.

Stage 1 – Screening

Please complete the equalities screening form. If screening identifies that your proposal is likely to impact on protect characteristics, please proceed to stage 2 and complete a full Equality Impact Assessment (EqIA).

Stage 2 – Full Equality Impact Assessment

An EqIA provides evidence for meeting the Council's commitment to equality and the responsibilities under the Public Sector Equality Duty.

When an EqIA has been undertaken, it should be submitted as an attachment/appendix to the final decision making report. This is so the decision maker (e.g. Cabinet, Committee, senior leader) can use the EqIA to help inform their final decision. The EqIA once submitted will become a public document, published alongside the minutes and record of the decision.

Please read the Council's Equality Impact Assessment Guidance before beginning the EqIA process.

1. Responsibility for the Equality Impact Assessment	
Name of proposal	External legal fees 2020/2021
Service area	Legal Services
Officer completing assessment	Patrick Uzice
Equalities/ HR Advisor	Emma Carroll
Cabinet meeting date (if applicable)	10 December 2018
Director/Assistant Director	Bernie Ryan

2. Summary of the proposal

Please outline in no more than 3 paragraphs

- *The proposal which is being assessed*
- *The key stakeholders who may be affected by the policy or proposal*
- *The decision-making route being taken*

The assessment focuses on the proposed external legal fees is for the following :

Commercial Properties
The Council has a number of commercial properties in the borough which are leased or licenced to mainly small businesses. Business owners are required to pay the legal fees to be incurred by the Council in certain circumstances. The legal fees will be charged where the client department has agreed that such legal fees should be paid by the business owner. The fees being charged would, where applicable, be cost neutral for the client departments as they would not be recharged for these services.

The external legal fees will mainly affect people who wish to enter into a commercial transactions with the Council, including those taking commercial tenancies of commercial premises, where the Council is disposing of land interests or require a deed over variation. It will also include those who are required to enter into planning obligations.

Haringey Clinical Commissioning Group
Legal advice is provided to Haringey Clinical Commissioning Group for the provision of advice and representation in the Court of Protection on health and social care matters for which a legal fee is charged.

Homes for Haringey
Legal fees for the provision of legal advice to Homes for Haringey for the provision of legal advice and representation in respect of the Council's housing management functions.

The proposed external legal fees are considered alongside and compared with fees and charges for similar legal services/ organisations in other boroughs

3. What data will you use to inform your assessment of the impact of the proposal on protected groups of service users and/or staff?

Identify the main sources of evidence, both quantitative and qualitative, that supports your analysis. Please include any gaps and how you will address these

This could include, for example, data on the Council's workforce, equalities profile of service users, recent surveys, research, results of relevant consultations, Haringey Borough Profile, Haringey Joint Strategic Needs Assessment and any other sources of relevant information, local, regional or national. For restructures, please complete the restructure EqIA which is available on the HR pages.

Protected group	Service users	Staff
Sex	Although there are slightly more	*N/A*

	male residents than female residents in Haringey, there is a roughly 50/50 split; In all age groups up to age 49, males outnumber females, however at aged 50+ this trend is reversed and females outnumber males in each bracket. This is particularly evident among those aged 85+, where 62% of residents are female and 38% of residents are male; In most wards the roughly 50/50 trend of males to females is repeated. White Hart Lane stands out as an exception, with 54% female residents and 46% male residents. Small Business Survey 2018: An estimated 17% of SME employers were majority-led by women, defined as controlled by a single woman or having a management team of which a majority were women. This figure was consistent with those from the LSBS surveys from 2015 to 2017. There are no data to show the number of people from each gender who might be entering into commercial transactions with the Council.	
Gender Reassignment	There is very little robust data on Haringey or the UK's trans population. However it is estimated that there are between 200,000 and 500,000 people who identify as trans in the UK. According to the LGBT Survey 2018, younger trans people are more likely to identify as non-binary, with 57% of all trans respondents aged under 35	*N/A*

	identifying as non-binary. The age at which transitioning is started tends to be younger, with 81% of people starting transitioning at 34 or younger, compared to 19% transitioning at 35 and over. Of those who identify as trans in the UK the largest group are of White ethnicity, representing 90% of this group. The proportion of those who identify as a trans woman and trans man is even at 20%. However the majority of those identifying as trans consider their gender as non-binary (52%). There are no data to show the number of people with gender reassignment who might be entering into commercial transactions with the Council.	
Age	Overall Haringey has a relatively large child population with 20% of the population being under 16 years old. The age population of Haringey is similar in most wards. However, Seven Sisters and Northumberland Park wards have a larger than average proportion of under-16 year olds at 26% and 25%. These wards also have the 3rd (Seven Sisters) and 5th (Northumberland Park) smallest proportion of working age population. Over two thirds of the Haringey population are of working age (70.1%). There are no data as to the ages	*N/A*

	of people who might be entering into commercial transactions with the Council. However, for commercial transactions, generally will be aged over 18	
Disability	Over 19,500 people aged 16 to 64 in Haringey have a physical disability; this equates to approximately 10% of the population aged 16-64. In Haringey 4,500 people have a serious physical disability; 15,700 adults have a moderate or severe hearing impairment; and almost 5,000 people have sight loss which impacts on daily life. An estimated 5,700 Haringey residents aged 14 and over are estimated to have a learning disability, and around 2,100 residents are estimated to have autism. There are no data to show the number of people considered disabled who might be entering into commercial transactions with the Council.	*N/A*
Race & Ethnicity	People of White and White Other ethnicity make up the largest proportion of Haringey's population, followed by those of Black, Mixed/other and Asian ethnicity. This differs greatly by ward, for example in Northumberland Park where there is a slightly larger proportion of residents of Black ethnicity (40%) compared to people of White ethnicity (39%), as well as Tottenham Hale, Bruce Grove and Tottenham Green where more than half of the population is BAME. By contrast, Muswell Hill, Crouch	*N/A*

	End and Highgate have a substantially larger proportion of residents that are of White and White Other ethnicity. In all wards there is a relatively even spread of male to female population of each ethnic group. Small Business Survey 2018: An estimated 5% of SME employers were minority ethnic group led (MEG-led), defined as having a person from an ethnic minority in sole control of the business or having a management team with at least half of its members from an ethnic minority. There was no significant difference in the overall proportion of MEG-led businesses since 2015. There are no data as to the race and ethnicity of people who might be entering into commercial transactions with the Council.	
Sexual Orientation	3.6% of residents in Haringey identify as Gay, Lesbian, Bisexual or another non-Heterosexual sexuality. Within this group just over half identify as Gay or Lesbian, just over one in four identify as Bisexual, and around one in seven identify as 'Other'. While these figures are broadly in line with the rest of London, compared to the UK Haringey has a larger population identifying in every category except Heterosexual. Across England, younger people are more likely to identify as Gay, Lesbian or Bisexual with 2.5% of those aged 16 to 34 identifying themselves in this group, and less	*N/A*

	than 1% identifying themselves in this group among those aged over 60. There are no data as to the sexual orientation of people who might be entering into commercial transactions with the Council.	
Religion or Belief (or No Belief)	Two out of three residents in Haringey are practicing a religion with Christians (45%) and Muslims (14%) being the largest resident groups; The proportion of residents practicing a religion is highest among residents aged 75+, with 81.8% of this age group identifying as following a faith. Residents aged 25-34 report the highest proportion of no religion at 33.1%, compared to just 9% of residents aged 75+ with no religion; Wards in the East of Haringey have a higher proportion of residents with a religion than wards in the West, with those in the West having 34% or more residents reporting having no religion, compared to as little as 13% saying the same in some eastern wards. There are no data to show the religion and/or belief of people who might be entering into commercial transactions with the Council.	*N/A*
Pregnancy & Maternity	Haringey's General Birth Rate (GBR) has generally decreased in line with London since 2001. The sharpest decrease was between 2010 and 2017 (26%). Northumberland Park has the highest birth rate, at 83 births per	*N/A*

	1,000 women aged 15 to 44. The lowest birth rate was in Muswell Hill. Over half the infants born in Haringey in 2017/18 were being breastfed at 6-8 weeks after birth. There are no data to show the number of people who are pregnant or on maternity that might be entering into commercial transactions with the Council.	
Marriage and Civil Partnership	According to the 2011 census, 1,191 residents were in a same-sex civil partnership. ONS Census 2011 33.3% of residents aged over 16 are married. ONS Census 2011 Since 2014, when same-sex marriage was legalised, the proportion of same-sex marriages taking place in Haringey has remained constant at just over 2%, substantially lower than the proportion of same-sex marriages taking place in London overall. Of the same-sex marriages that took place in 2015 there was a year-on-year increase in male same-sex marriages compared to a reduction in female same-sex marriages. This may have been impacted by the fact that same-sex marriage was legalised at the end of March 2014, and so the data for the full year was not comparative. Year on year the number of Civil Partnerships for same-sex couples have been decreasing since 2006. The sharpest decline was between 2013 and 2014 when civil partnerships in Haringey decreased by 75%. This	*N/A*

	may have been due to the legalisation of same-sex marriage in 2014. Overall the ratio of male same-sex civil partnerships is greater than female same-sex civil partnerships. There are no data as to the marital status of people who might be entering into commercial transactions with the Council.	

Outline the key findings of your data analysis. Which groups are disproportionately affected by the proposal? How does this compare with the impact on wider service users and/or the borough's demographic profile? Have any inequalities been identified?

Explain how you will overcome this within the proposal.

Further information on how to do data analysis can be found in the guidance.

Whilst data is available on protected characteristics in the borough, no data is captured on the protected characteristics for monitoring purposes when people enter into a commercial lease or licence with the Council, dispose of land freehold or leasehold or require a deed of variation.
However, as not all of the people who enter into commercial transactions are likely to reside in the borough National Data has been used where relevant for the purposes of this assessment.

Available data does not show what effect if any that anyone within the protected characteristics entering into commercial transactions with the Council and planning obligations where there are development would be affected by this proposal. The fees when charged would affect only those who are adult and or are shareholders in other legal entities such as companies.

Also it is not known whether the legal fees charged to individuals and companies who have commercial dealings with the authority and fall within any of the protected characteristics are disproportionately affected by the proposal.

The charging of legal fees may affect businesses or individuals on low income if that is what the client department agrees. Who pays the legal fees are a matter for negotiation between the client department and the businesses and individuals concern. The legal fees are only charged where the client department has agreed that this should be the case. Legal Services client department has the ability to waiver some or the entire fee. The fee does not affect individuals from groups of protected characteristics unfairly or differently.

The rates between Haringey CCG, Homes for Haringey and the Legal Services set out in service level agreements and there are no equalities impact considerations in relation

to this.

However, the fees will have the same impact individual under any protected characteristic and there is no group which will be disproportionately affected by the proposal.

4. a) How will consultation and/or engagement inform your assessment of the impact of the proposal on protected groups of residents, service users and/or staff?

Please outline which groups you may target and how you will have targeted them

Further information on consultation is contained within accompanying EqIA guidance

Not applicable.

4. b) Outline the key findings of your consultation / engagement activities once completed, particularly in terms of how this relates to groups that share the protected characteristics

Explain how will the consultation's findings will shape and inform your proposal and the decision making process, and any modifications made?

N/A see above

5. What is the likely impact of the proposal on groups of service users and/or staff that share the protected characteristics?

Please explain the likely differential impact on each of the 9 equality strands, whether positive or negative. Where it is anticipated there will be no impact from the proposal, please outline the evidence that supports this conclusion.

Further information on assessing impact on different groups is contained within accompanying EqIA guidance

1. Sex Unknown impact. Currently there is not data available to undertake an assessment of the overall impact of this proposal on this protected characteristic

Positive		Negative		Neutral impact		Unknown Impact	x

2. Gender reassignment Unknown impact. Currently there is not data available to undertake an assessment of the overall impact of this proposal on this protected characteristic

Positive		Negative		Neutral impact		Unknown Impact	x

3. Age Unknown impact. Currently there is not data available to undertake an assessment of the overall impact of this proposal on this protected characteristic

Positive		Negative		Neutral impact		Unknown Impact	x

4. Disability Unknown impact. Currently there is not data available to undertake an assessment of the overall impact of this proposal on this protected characteristic

Positive		Negative		Neutral impact		Unknown Impact	x

5. Race and ethnicity Unknown impact. Currently there is not data available to undertake an assessment of the overall impact of this proposal on this protected characteristic

Positive		Negative		Neutral impact		Unknown Impact	x

6. Sexual orientation Unknown impact. Currently there is not data available to undertake an assessment of the overall impact of this proposal on this protected characteristic

Positive		Negative		Neutral impact		Unknown Impact	x

7. Religion or belief (or no belief) Unknown impact. Currently there is not data available to undertake an assessment of the overall impact of this proposal on this protected characteristic

Positive		Negative		Neutral impact		Unknown Impact	x

8. Pregnancy and maternity Unknown impact. Currently there is not data available to undertake an assessment of the overall impact of this proposal on this protected characteristic

Positive		Negative		Neutral impact		Unknown Impact	x

9. Marriage and Civil Partnership Unknown impact. Currently there is not data available to undertake an assessment of the overall impact of this proposal on this protected characteristic

Positive		Negative		Neutral impact		Unknown Impact	x

10. Groups that cross two or more equality strands e.g. young black women

The proposed fees would have an unknown impact as there is no data available to determine the overall likely impact.

Outline the overall impact of the policy for the Public Sector Equality Duty:

- **Could the proposal result in any direct/indirect discrimination for any group that shares the relevant protected characteristics?**
- **Will the proposal help to advance equality of opportunity between groups who share a relevant protected characteristic and those who do not?**
  This includes:
  a) **Remove or minimise disadvantage suffered by persons protected under the Equality Act**
  b) **Take steps to meet the needs of persons protected under the Equality Act that are different from the needs of other groups**
  c) **Encourage persons protected under the Equality Act to participate in public life or in any other activity in which participation by such persons is disproportionately low**
- **Will the proposal help to foster good relations between groups who share a relevant protected characteristic and those who do not?**

There is no data available that shows that the legal fees set will result in direct or indirect discrimination for any group that shares the protected characteristics and those who do not.

In relation to the commercial transactions, it is possible that certain protected groups may not be able to pay the fees in which case the client departments would meet these fees or seek to reduce it. The charges are not designed to discriminate against any group.

The legal fees are reviewed annually and is set to secure that the income from the fees achieves full cost recovery for provision of the legal service and the fees affects all groups that shares the protected characteristics and those who do not the same way.

The legal fees charged by Legal Services to Haringey CCG, (a public body) and Homes for Haringey (a company limited by guarantee) are set out in service level agreements and

there are no equalities impact considerations in relation to this.

6. a) What changes if any do you plan to make to your proposal as a result of the Equality Impact Assessment?

Further information on responding to identified impacts is contained within accompanying EqIA guidance

Outcome	Y/N
No major change to the proposal: the EqIA demonstrates the proposal is robust and there is no potential for discrimination or adverse impact. All opportunities to promote equality have been taken. If you have found any inequalities or negative impacts that you are unable to mitigate, please provide a compelling reason below why you are unable to mitigate them.	N
Adjust the proposal: the EqIA identifies potential problems or missed opportunities. Adjust the proposal to remove barriers or better promote equality. Clearly set out below the key adjustments you plan to make to the policy. If there are any adverse impacts you cannot mitigate, please provide a compelling reason below	N
Stop and remove the proposal: the proposal shows actual or potential avoidable adverse impacts on different protected characteristics. The decision maker must not make this decision.	N

6 b) Summarise the specific actions you plan to take to remove or mitigate any actual or potential negative impact and to further the aims of the Equality Duty

Impact and which relevant protected characteristics are impacted?	Action	Lead officer	Timescale
Unknown due to the lack of data in respect of the commercial fees.	There will be a need to review both the level and recharging of the fees for commercial transactions and its impact on any particular group.	Business Manager Legal Services	Annual review

Please outline any areas you have identified where negative impacts will happen as a result of the proposal but it is not possible to mitigate them. Please provide a complete and honest justification on why it is not possible to mitigate them.			
Not known as no local data currently available to identify whether there are any negative impacts will happen as a result of the proposal in relation to commercial transactions.			
6 c) Summarise the measures you intend to put in place to monitor the equalities impact of the proposal as it is implemented:			
Feedback will be sought from the client department as to the impact the commercial legal fees will have on these transactions and how it affects any of those with protected characteristics. This will enable Legal Services to assess and monitor the effect of the payment of Council's legal fees by third parties to assess the impact of the proposal and to inform on future reviews			

7. Authorisation	
EqIA approved by ..... (Assistant Director/ Director)	Date .....

8. Publication *Please ensure the completed EqIA is published in accordance with the Council's policy.*

Please contact the Policy & Strategy Team for any feedback on the EqIA process.

EQUALITY IMPACT ASSESSMENT

The **Equality Act 2010** places a '**General Duty'** on all public bodies to have '**due regard'** to the need to:

- Eliminating discrimination, harassment and victimisation and any other conduct prohibited under the Act
- Advancing equality of opportunity for those with 'protected characteristics' and those without them
- Fostering good relations between those with 'protected characteristics' and those without them.

In addition the Council complies with the Marriage (same sex couples) Act 2013.

Stage 1 – Screening

Please complete the equalities screening form. If screening identifies that your proposal is likely to impact on protect characteristics, please proceed to stage 2 and complete a full Equality Impact Assessment (EqIA).

Stage 2 – Full Equality Impact Assessment

An EqIA provides evidence for meeting the Council's commitment to equality and the responsibilities under the Public Sector Equality Duty.

When an EqIA has been undertaken, it should be submitted as an attachment/appendix to the final decision making report. This is so the decision maker (e.g. Cabinet, Committee, senior leader) can use the EqIA to help inform their final decision. The EqIA once submitted will become a public document, published alongside the minutes and record of the decision.

Please read the Council's Equality Impact Assessment Guidance before beginning the EqIA process.

1. Responsibility for the Equality Impact Assessment	
Name of proposal	Increase in fees and Charges Regulatory Services
Service area	Environment and Neighbourhoods Regulatory Services
Officer completing assessment	Gavin Douglas
Equalities/ HR Advisor	Lucy Fisher
Cabinet meeting date (if applicable)	
Director/Assistant Director	Stephen McDonnell/ Eubert Malcolm

2. Summary of the proposal

Please outline in no more than 3 paragraphs

- *The proposal which is being assessed*
- *The key stakeholders who may be affected by the policy or proposal*
- *The decision-making route being taken*

Regulatory Services cover a range of enforcement and Licensing services including Trading Standards, Pollution Control, Licensing (The Licensing Act 2003, Gambling Act 2005) London Local Authorities Act, Food Safety, Mortuary Services and Pest Control. Most fees are permissible by Acts of parliament. Some are fixed which cannot be varied and some must be in a range up to a maximum. The four main discretionary services relates to pest control, food hygiene, contaminated land and mortuary fees. Pest Control and food hygiene have public health benefits.

Pest Control

The proposal is for pest control charges in general to be competitive with the market and ensure cost recovery. The service is not mandatory.

Increases to pest control charges are all in line with inflation, except for the Pharaoh Ants charge (12%). This was found to be uncompetitive with the market.

There is no change to the current concession reduction rate of 40% reduction, which is granted via those on benefits. These benefits are means tested and include: Income support, pension credit, working tax credit, council tax credit and housing benefit. These reductions go some way to cover marginal costs only and reflects an overall commitment to reducing negative impacts on those on benefits in the lower income groups.
The scoping exercise showed that the proposed concession rate, even taking into account the fee increase, is mainly lower than the average offered by neighbouring boroughs. Findings showed that many neighbouring boroughs either do not have concessions in pest control or have a higher charge.

Mortuary

Regulatory increase in fees in the Mortuary are in line with inflation. These fees are charged to the London Borough of Enfield for the use of our mortuary services. This increase is to ensure cost recovery of managing the service and delivery of the service. This has been screened using the equalities monitoring tool and, given that the changes are in line with inflation, there are no equalities concerns. The proposal is not expected to have a disproportionate impact on any protected group, and additionally the costs are paid for by London Borough of Enfield rather than an individual.

Contaminated Land Search

Contaminated land search fees have been screened using the equalities monitoring tool. The fee increase of 12% will have a low impact overall and is not expected to have a disproportionate impact on any protected groups. Fees will be generally paid by developers when purchasing land. There are only around 12 requests in one year.

Food Hygiene Rating Revisits
Food Hygiene rating revisits are not mandatory service and businesses can choose this service. The increase is 18%. This has been screened using the equalities monitoring tool and is not expected to have a disproportionate impact on protected groups.

Other fees related to pollution and food have been increased in line with inflation to the nearest pound and are therefore not expected to have a disproportionate effect on any protected characteristic group.

3. What data will you use to inform your assessment of the impact of the proposal on protected groups of service users and/or staff?

Identify the main sources of evidence, both quantitative and qualitative, that supports your analysis. Please include any gaps and how you will address these

This could include, for example, data on the Council's workforce, equalities profile of service users, recent surveys, research, results of relevant consultations, Haringey Borough Profile, Haringey Joint Strategic Needs Assessment and any other sources of relevant information, local, regional or national. For restructures, please complete the restructure EqIA which is available on the HR pages.

Protected group	Service users	Staff
Sex	*Census 2011 data*	*n/a*
Gender Reassignment	*No data collected nationally or locally available*	n/a
Age	*Census 2011 data*	n/a
Disability	*Census 2011 data*	n/a
Race & Ethnicity	*Census 2011 data*	n/a
Sexual Orientation	*No data collected nationally or locally available*	n/a
Religion or Belief (or No Belief)	*Census 2011 data*	n/a
Pregnancy & Maternity	*Census 2011 data*	n/a
Marriage and Civil Partnership	*Census 2011 data*	n/a

Outline the key findings of your data analysis. Which groups are disproportionately affected by the proposal? How does this compare with the impact on wider service users and/or the borough's demographic profile? Have any inequalities been identified?

Explain how you will overcome this within the proposal.

Further information on how to do data analysis can be found in the guidance.

Equalities monitoring data is currently not collected for people using these services, and nor is this data available at the regional or national level. However, given that those most affected by poverty are most likely to be impacted by certain price increases, the proposals are evaluated in the context of data on poverty and deprivation in Haringey, and how those relate to protected characteristic groups.

Based upon the general population census data of Haringey, we are aware that Haringey have a slightly younger than average population with high ethnic diversity. Therefore, it is likely that any changes to fees and charges will impact on these groups.

Pest Control
Based upon census analysis, we can see that females are more likely to be in poverty than males[1]. In addition to this, those with long term disabilities[2] and from BAME communities[3] are more likely to have lower income, and so are less able to afford increased fees. While this means females may be more likely to be impacted by the increased costs for pharaoh ants treatment, the concession rate acts as a way to mitigate this as concessions are given to lower income groups on means tested benefits and those in work through credits.

Mortuary
No discrimination identified. The fees charged to the London Borough of Enfield reflect the cost of the Mortuary. The London Borough of Enfield like all local government collects its income from a range of services including Council Tax and Business rates. Fees are only increasing by inflation and Enfield have the discretion to use Haringey Mortuary or consider best value for its residents elsewhere. There is no equality monitoring data related to the mortuary service. Fees are not paid by individuals.

Contaminated land fees
No discrimination identified. The service does not collect equality monitoring data from people using these services, however it is not expected that any protected characteristic group would be disproportionately affected, as typically, fees will be paid by developers when purchasing land for development. There are only around 12 requests in one year.

Food Hygiene revisits
The service does not currently collect equalities monitoring data of Businesses using this service. While certain protected characteristic groups may be more likely to be business owners in Haringey, there are currently 3 businesses that request the service a year in Haringey, and therefore it is not expected that there will be a disproportionate impact on any one group.

[1] *https://www.nomisweb.co.uk/census/2011/DC6203EW*
[2] *https://www.nomisweb.co.uk/census/2011/KS106EW/view/1946157250?cols=measures*

[33] *http://www.poverty.org.uk/06/index.shtml*

4. a) How will consultation and/or engagement inform your assessment of the impact of the proposal on protected groups of residents, service users and/or staff?

Please outline which groups you may target and how you will have targeted them

Further information on consultation is contained within accompanying EqIA guidance

No consultation undertaken. We have used information was gathered from existing costs, charges and concessions rates across boroughs via the internet to compare.

4. b) Outline the key findings of your consultation / engagement activities once completed, particularly in terms of how this relates to groups that share the protected characteristics

Explain how will the consultation's findings will shape and inform your proposal and the decision making process, and any modifications made?

N/A as no consultation was undertaken.

5. What is the likely impact of the proposal on groups of service users and/or staff that share the protected characteristics?

Please explain the likely differential impact on each of the 9 equality strands, whether positive or negative. Where it is anticipated there will be no impact from the proposal, please outline the evidence that supports this conclusion.

Further information on assessing impact on different groups is contained within accompanying EqIA guidance

As noted above, equalities monitoring data is not currently collected for people using these services, and nor is this data available at the regional or national level. However, given that those most affected by poverty are most likely to be impacted by certain price increases, the proposals are evaluated in the context of data on poverty and deprivation in Haringey, and how those relate to protected characteristic groups.

1. **Sex**

Pest control
Women are more likely to be in lower income groups and therefore will more likely be impacted by a change in fees and charges. However, the Council has taken appropriate steps to mitigate any financial disadvantage for individuals while making sure the service is financially sustainable by offering a concessionary rate of 40% for those on benefits.

Concessions, include those in in-work poverty who will experience the increase in fees and charges. The Council has made every effort to minimise the negative impact on those who are not eligible for concessions, by keeping the charges at market rates and ensuring a quality, transparently costed service that is discretionary.

Mortuary
There is no evidence of impact. Fees are not increasing above inflation and are not paid for by a user that has a protected characteristic.

Contaminated Land fees and Food Hygiene revisits

These are fees charged to Businesses. This is not expected to have a disproportionate impact on protected characteristic groups.

Positive		Negative	X	Neutral impact		Unknown Impact	

2. Gender reassignment
Data on gender reassignment is not currently collected in the census or locally. Nevertheless, LGBT+ residents are more likely to be impacted by unemployment and poverty, and as such are more likely to be negatively impacted by this proposal.

The Council has taken appropriate steps to mitigate any financial disadvantage for individuals while making sure the service is financially sustainable by offering a concessionary rate and keeping increase to inflation rates. Concessions rates also apply to those in in-work poverty, helping to minimise the impact of the increase in fees and charges. The Council has made every effort to minimise the negative impact on those who are not eligible for concessions, by keeping the charges at market rates and ensuring a quality, transparently costed service that is discretionary.

Positive		Negative	X	Neutral impact		Unknown Impact	

3. Age
Pest Control
Both young people and older people are more likely to be in lower income groups and therefore will more likely be impacted by a change in fees and charges. However, the Council has taken appropriate steps to mitigate any financial disadvantage for individuals while making sure the service is financially sustainable by offering a concessionary rate at a 40% reduction to those on benefits. Concessions rates also apply to those in in-work poverty, helping to minimise the impact of the increase in fees and charges. The Council has made every effort to minimise the negative impact on those who are not eligible for concessions, by keeping the charges at market rates and ensuring a quality, transparently costed service that is discretionary.

<u>Mortuary</u>
There is no evidence of impact. Fees are not increasing above inflation and are not paid for by a user that has a protected characteristic

<u>Contaminated Land fees and Food Hygiene revisits</u>

These are fees charged to Businesses. This is not expected to have a disproportionate impact on protected characteristic groups.

Positive		Negative	X	Neutral impact		Unknown Impact	

4. Disability
Pest Control
Disabled people are more likely to be in lower income groups and therefore will more likely be impacted by a change in fees and charges. However, the Council has taken appropriate steps to mitigate any financial disadvantage for individuals while making sure the service is financially sustainable by offering a concessionary rate and keeping increase to inflation rates. Concessions rates also apply to those in in-work poverty, helping to minimise the impact of the increase in fees and charges. The Council has made every effort to minimise the negative impact on those who are not eligible for concessions, by keeping the charges at market rates and ensuring a quality, transparently costed service that is discretionary.

Mortuary

There is no evidence of impact. Fees are not increasing above inflation and are not paid for by a user that has a protected characteristic.

Contaminated Land fees and Food Hygiene revisits

These are fees charged to Businesses. This is not expected to have a disproportionate impact on protected characteristic groups.

Positive		Negative	X	Neutral impact		Unknown Impact	

5. Race and ethnicity
Certain ethnic groups are more likely to be in lower income groups and therefore will more likely be impacted by a change in fees and charges. However, the Council has taken appropriate steps to mitigate any financial disadvantage for individuals while making sure the service is financially sustainable by offering a concessionary rate of 40% for those on benefits Concessions rates also apply to those in in-work poverty, helping to minimise the impact of the increase in fees and charges. The Council has made every effort to minimise the negative impact on those who are not eligible for concessions, by keeping the charges at market rates and ensuring a quality, transparently costed service that is discretionary.

Mortuary

There is evidence of impact. Fees are not increasing above inflation and are not paid for by a user that has a protected characteristic

Contaminated Land fees and Food Hygiene revisits

These are fees charged to Businesses. This is not expected to have a disproportionate impact on protected characteristic groups.

Positive		Negative	X	Neutral impact		Unknown Impact	

6. Sexual orientation

Data on sexual orientation is not collected in the census or locally. Nevertheless, LGBT+ residents are more likely to be impacted by unemployment and poverty, and as such are more likely to be negatively impacted by this proposal.

The Council has taken appropriate steps to mitigate any financial disadvantage for individuals while making sure the service is financially sustainable by offering a concessionary rate and keeping increase to inflation rates. Concessions rates also apply to those in in-work poverty, helping to minimise the impact of the increase in fees and charges. The Council has made every effort to minimise the negative impact on those who are not eligible for concessions, by keeping the charges at market rates and ensuring a quality, transparently costed service that is discretionary.

Positive		Negative	X	Neutral impact		Unknown Impact	

7. Religion or belief (or no belief)

Haringey has a diverse religious population, with large Christian, Jewish and Muslim communities. Residents from certain religious groups are more likely to be impacted by unemployment and poverty, and as such will benefit from mitigating measures taken by the Council, such as concessionary fees and maintaining fees below market rates.

The Council has taken appropriate steps to mitigate any financial disadvantage for individuals while making sure the service is financially sustainable by offering a concessionary rate and keeping increase to inflation rates. Concessions rates also apply to those in in-work poverty, helping to minimise the impact of the increase in fees and charges. The Council has made every effort to minimise the negative impact on those who are not eligible for concessions, by keeping the charges at market rates and ensuring a quality, transparently costed service that is discretionary.

Positive		Negative	X	Neutral impact		Unknown Impact	

8. Pregnancy and maternity

Pest Control

As women are more likely to be on low incomes, this is likely to impact on women under this protected characteristic. However, the Council has taken appropriate steps to mitigate any financial disadvantage for individuals while making sure the service is financially sustainable by offering a concessionary rate of a 40% reduction of the full rate. Concessions rates, include those in in-work poverty who will experience the increase in fees and charges. The Council has made every effort to minimise the negative impact on those who are not eligible for concessions, by keeping the charges at market rates and

ensuring a quality, transparently costed service that is discretionary.
Mortuary

There is evidence of any impact directly or indirectly. Fees are not increasing above inflation and are not paid for directly by a user that has a protected characteristic

Contaminated Land fees and Food Hygiene revisits

These are fees charged to Businesses. This is not expected to have a disproportionate impact on protected characteristic groups.

Positive		Negative	X	Neutral impact		Unknown Impact	

9. Marriage and Civil Partnership
The service will continue to treat those in a civil partnership the same as those in a marriage. It is not anticipated that either group will be disproportionately affected by these proposals.

Positive		Negative	X	Neutral impact		Unknown Impact	

10. Groups that cross two or more equality strands e.g. young black women
It is likely that there is an intersectional impact between race, sex, age and disability because these are the groups most likely to be in poverty. However, the Council's steps to mitigate any financial disadvantage for individuals should lessen this impact, through the concessionary rate of a 40% reduction of the full rate. Concessions rates also apply to those in in-work poverty, helping to minimise the impact of the increase in fees and charges.

Outline the overall impact of the policy for the Public Sector Equality Duty:

- **Could the proposal result in any direct/indirect discrimination for any group that shares the protected characteristics?**
- **Will the proposal help to advance equality of opportunity between groups who share a protected characteristic and those who do not?**
  This includes:
  a) **Remove or minimise disadvantage suffered by persons protected under the Equality Act**
  b) **Take steps to meet the needs of persons protected under the Equality Act that are different from the needs of other groups**
  c) **Encourage persons protected under the Equality Act to participate in public life or in any other activity in which participation by such persons is disproportionately low**
- **Will the proposal help to foster good relations between groups who share a protected characteristic and those who do not?**

Pest Control

The concession % discount of 40% of the standard full rate means overall concessions rates still remain and are below cost price, below benchmarked concessions and below the market rate. Having a concessions rate of public health pests means that a take up of service is less likely to be reduced. Public Health pests can spread across all types of housing tenure which have different protected characteristics or groups and therefore it could help reduce any tensions between those effected by pests and their neighbour or adjoined properties.

Mortuary
There is no evidence of impact. Fees are not increasing above inflation and are not paid for by a user that has a protected characteristic. No indirect discrimination is thought to affect protected characteristics. This fee is discretionary, and Enfield are free to use other services

Contaminated Land fees and Food Hygiene revisits

These are fees charged to Businesses. This is not expected to have a disproportionate impact on protected characteristic groups.

6. a) What changes if any do you plan to make to your proposal as a result of the Equality Impact Assessment?

Further information on responding to identified impacts is contained within accompanying EqIA guidance

Outcome	Y/N
No major change to the proposal: the EqIA demonstrates the proposal is robust and there is no potential for discrimination or adverse impact. All opportunities to promote equality have been taken. If you have found any inequalities or negative impacts that you are unable to mitigate, please provide a compelling reason below why you are unable to mitigate them. negative impacts have been mitigated for those on means related concessions (both in and out of work benefits. We have also minimised the impact by providing a clearly costed quality service at market rates).	y
Adjust the proposal: the EqIA identifies potential problems or missed opportunities. Adjust the proposal to remove barriers or better promote equality. Clearly set out below the key adjustments you plan to make to the policy. If there are any adverse impacts you cannot mitigate, please provide a compelling reason below	*n*
Stop and remove the proposal: the proposal shows actual or potential avoidable adverse impacts on different protected characteristics. The decision maker must not make this decision.	n

6 b) Summarise the specific actions you plan to take to remove or mitigate any

actual or potential negative impact and to further the aims of the Equality Duty			
Impact and which protected characteristics are impacted?	**Action**	**Lead officer**	**Timescale**

Please outline any areas you have identified where negative impacts will happen as a result of the proposal but it is not possible to mitigate them. Please provide a complete and honest justification on why it is not possible to mitigate them.

6 c) Summarise the measures you intend to put in place to monitor the equalities impact of the proposal as it is implemented:
Impacts can be monitored by comparing monthly take up trend of the service against previous years and full paying customers. Any impact of the change can be monitored and considered against the need for cost recovery of a non-statutory service.

7. Authorisation	
EqIA approved by ..... (Assistant Director/ Director)	Date .....

8. Publication *Please ensure the completed EqIA is published in accordance with the Council's policy.*

Please contact the Policy & Strategy Team for any feedback on the EqIA process.

EQUALITY IMPACT ASSESSMENT

The **Equality Act 2010** places a '**General Duty'** on all public bodies to have '**due regard'** to:

- Eliminating discrimination, harassment and victimisation and any other conduct prohibited under the Act
- Advancing equality of opportunity for those with 'protected characteristics' and those without them
- Fostering good relations between those with 'protected characteristics' and those without them.

In addition the Council complies with the Marriage (same sex couples) Act 2013.

Stage 1 – Screening

Please complete the equalities screening form. If screening identifies that your proposal is likely to impact on the Public Sector Equality Duty, please proceed to stage 2 and complete a full Equality Impact Assessment.

Stage 2 – Full Equality Impact Assessment

An Equality Impact Assessment provides evidence for meeting the Council's commitment to equality and the responsibilities under the Public Sector Equality Duty.

When an Equality Impact Assessment has been undertaken, it should be submitted as an attachment/appendix to the final decision making report. This is so the decision maker (e.g. Cabinet, Committee, senior leader) can use the EqIA to help inform their final decision. The EqIA once submitted will become a public document, published alongside the minutes and record of the decision.

Please read the council's Equality Impact Assessment guidance before beginning the EIA process.

1. Responsibility for the Equality Impact Assessment	
Name of proposal	Fees and charges 2020/21
Service area	Bruce Castle Museum and Haringey Archive
Officer completing assessment	Deborah Hedgecock
Equalities/ HR Advisor	Lucy Fisher
Cabinet meeting date (if applicable)	
Director/Assistant Director	Charlotte Pomery

2. Summary of the proposal and its relevance to the equality duty

Please outline in no more than 3 paragraphs

- *The proposal which is being assessed*
- *The key stakeholders who may be affected by the policy or proposal*
- *Its relevance to the Public Sector equality duty and the protected groups*

Annual consideration to increase **fees and charges** for the museum and archive income-generating services at Bruce Castle for a range of users – including the general visiting public, researchers, schools, and organisations, community groups and local residents booking for non-public events or training.

The services include: reproduction fees charged for copying archive and museum collections (carried out by staff on behalf of the public to ensure careful handling and preservation of original historical material); room hire; weddings; booked school workshops.

This year's proposed increases apply mainly to room hire and wedding ceremony fees.

- **Room Hire**

Increases are being proposed to some room hire charges. There are two rates – the concessionary community rate (applicable for not-for-profit community groups and organisations) and the corporate rate. The proposed new charges reflect the market rate (comparing fees charged for room hire at other similar heritage organisations in London) and are increased depending on the size of the room at Bruce Castle and/ or the length of time of the room hire, up to an increase of 6.25%. The community rate will remain at approximately 50% of the full cost of the corporate rate.

Community rate-charged bookings reflect 75% of the room hire income each year, and the proposed increases seek to ensure that this use is protected through providing a concessionary offer.

- **Wedding Ceremonies room hire**

The proposed increase for the wedding ceremony fee is 6.25% above the previous charge. The proposal brings the rate more in line with the market rate. The proposed wedding ceremony costs have been compared with other venues for similar hire; at Bruce Castle, the charges are lower. The number of wedding ceremonies at Bruce Castle is usually small as they are held according to availability of the rooms when they are not in public use or when it would have minimal impact on the free public programme of exhibitions and events. Wedding ceremonies room hire is also subject to the availability of the Registrars Department who oversee the ceremony; all weddings are non-religious and open to all.

DRAFT

- **Reproduction fees for archive materials**

Additional proposed increases concern the range of reproduction fees, e.g. the photocopying or scanning for the public carried out by staff of archival material. These fees are already low; however the suggested increase in prices is modest, at between 10 pence and 50 pence (an increase of between 8% and 25%). This is not expected to have a significant impact on service users, due to the small quantities of printing that are undertaken by individual service users. Although the percentage increase is above inflation, it is low in real terms and in comparison to what is charged by other heritage organisations. The process of increasing fees for reproduction services of archive materials has involved looking at and comparing those charges made by other heritage organisations offering the same paid-for services.

Archive Service user data
Users to the Archive Search Room and remote enquiries are adults, and not under 18 years

Archive users:
42% - male visitors
58% - female visitors

34% - BAME
66% - white British or white European

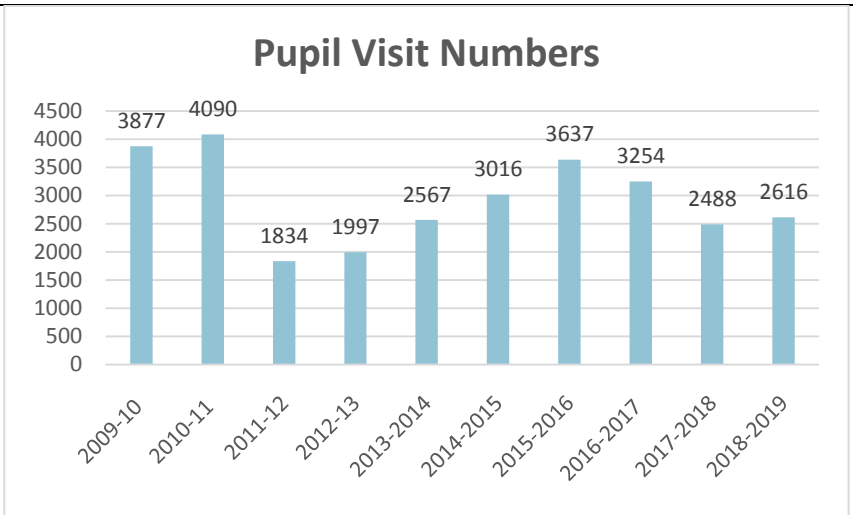
4.9% - described themselves as having a disability

24% - older adults
57% - adults
19% - young adults

- **School workshops**

Charges for school workshops have been changed to adopt a different approach to charging that will be fairer and more beneficial in particular for smaller class sizes or smaller visiting groups. This is in response to feedback from schools, where funding available for school visits since 2017 is now far less and has impacted on the number of schools now visiting the museum. Instead of charging all school groups the same amount as a group fee, charges will now be made per pupil. This will help in particular those schools that have smaller class sizes and so they will not be disproportionately affected.

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There above table shows the numbers of primary school-age children attending annually on taught school workshop visits. There is no further breakdown of data of service user profile for individual pupils attending on school visits; each school will have their own assessment for pupils who are entitled to pupil premium support to keep their attendance subsidised for such activities, so they would not be disadvantaged by these proposals.

In 2018-2019, there were 109 school workshop visits to the museum. Of these, 20% of workshops represented SEN classes, Nursery/ EYFS, one home-tuition group and two independent faith schools, where pupil numbers attending are far less than 20 per group. The other 80% represent community schools (to also include voluntary aided, mainstream academy schools), where the average class size was 26 pupils. Of these schools the average pupil premium subsidy per school was 35.27% (with 77% of these schools receiving pupil premium subsidy above the 35.27% average). As the museum is working as part of the Arts Council Museums and Schools programme, 11% of these schools were also eligible for a free workshop as part of the 'buy-one, get one free' funded grant arrangement, to encourage those schools to attend more cultural activities where their take-up is low, and to provide additional opportunities at the museum.

The new actual cost to schools if paying £2 per pupil would be an average of £34, which is lower than the previous flat fee of £40 per class. There is also a one third average subsidy for those pupils receiving pupil premium to bring down costs; payment for the remaining pupils would possibly be borne by the parents for such extra-curricular activities (as each school has different arrangements). The Arts Council Museums and Schools programme will continue and will support and subsidise eligible school visits as well, to encourage more diversity in cultural activity.

The remaining services identified in the fees and charges report are not being increased.

Other services and access to other information in the museum remain free.

Proposed increases are considered alongside and compared with fees and charges for similar heritage services/ organisations in other boroughs and in line with similar services/ organisations within the borough.

DRAFT

Any increases above the 2.8% inflation rate are subject to an equalities impact assessment, and their impact is evaluated below.

3. What data will you use to inform your assessment of the impact of the proposal on protected groups of service users and/or staff?

Identify the main sources of evidence, both quantitative and qualitative, that supports your analysis. This could include, for example, data on the Council's workforce, equalities profile of service users, recent surveys, research, results of relevant consultations, Haringey Borough Profile, Haringey Joint Strategic Needs Assessment and any other sources of relevant information, local, regional or national.

Further information on data sources is contained within accompanying EqIA guidance.(part 8)

Protected group	Service users	Staff
Sex	*Haringey State of the Borough Profile; also Service User data*	N/A
Gender Reassignment	*Haringey State of the Borough Profile; no Service User data available*	N/A
Age	*Haringey State of the Borough Profile; also Service User data*	N/A
Disability	*Haringey State of the Borough Profile; also Service User data*	N/A
Race & Ethnicity	*Haringey State of the Borough Profile; also Service User data*	N/A
Sexual Orientation	*Haringey State of the Borough Profile; no Service user data available*	N/A
Religion or Belief (or No Belief)	*Haringey State of the Borough Profile; no Service User data available*	N/A
Pregnancy & Maternity	*No service data is available*	N/A
Marriage and Civil Partnership	*No data is available on the marriage and civil partnership status of current service users.*	N/A

If there are any gaps in the data for particular groups or no data is available, please explain how you will address this gap

The charges have been proposed after taking into consideration the fees and charges made by other similar providers within the borough/ in neighbouring boroughs. The Service will continue to monitor the effect of the increases and any impact. Monitoring and feedback is actively sought, e.g., through feedback forms from schools and through customer satisfaction comments from organisations and individuals booking our venue for room hire or wedding ceremonies.

DRAFT

The increase in charges proposed have been designed to apply equitably.

4. a) How will consultation and/or engagement inform your assessment of the impact of the proposal on protected groups of residents, service users and/or staff?

Please provide a brief outline of:

- *How you intend to consult with those affected by your proposal including those that share the protected characteristics*

Further information on consultation is contained within accompanying EqIA guidance (part 9)

The museum has monitored feedback from service users of charged-for services, and will continue to monitor feedback to identify any potential impact on the numbers taking up the service. This feedback will inform any future review of fees and charges and planning for services at the museum.

4. b) Outline the key findings of your consultation / engagement activities once completed, particularly in terms of how this relates to groups that share the protected characteristics

Explain how will the consultation's findings will shape and inform your proposal and the decision making process, and any modifications made?

Not Applicable

5. What is the likely impact of the proposal on groups of service users and/or staff that share the protected characteristics?

Please explain the likely differential impact on each of the 9 equality strands, whether positive or negative. Where it is anticipated there will be no impact from the proposal, please outline the evidence that supports this conclusion.

Further information on assessing impact on different groups is contained within accompanying EqIA guidance (part 10)

1. Sex

Room hire fees are being increased by up to 6.25%, for community and commercial rates. The service does not collect data on individual attendees of the **room hire service** as the bookings are made by external organisations, however it is not expected that either sex is over-represented among our overall attendees, and therefore the fee change is not expected to impact disproportionately on either sex.

There is no service user data for those booking **wedding ceremonies;** the number of weddings is small; it is overseen by the Registrars Department; all weddings are non-religious and open to all for marriages, including same-sex. It is not expected that either sex is over-represented among those booking the venue for weddings, and therefore this

protected characteristic group would not be at any disproportionate disadvantage as a result of the proposal.

For **reproduction fees for archive materials**, service data of archive users for this protected group (42% - male visitors; 58% - female visitors) indicates that females would potentially be slightly more likely to be impacted by this proposal, however the fee increase is relatively small and the impact would not be disproportionate on either sex.

There is no breakdown of data of service user profile for individual pupils attending on **school visits**, however there is a roughly even number of male and female pupils in Haringey schools**;** each school will have their own assessment for pupils who are entitled to pupil premium support to keep their attendance subsidised for such activities, so they would not be disadvantaged by these proposals. Any school is welcome to book for workshops, including single-sex schools.

While fees are being increased slightly above inflation, every effort has been made to keep the increases as low as possible in real terms to minimise the impact on service users, and the increases are considered necessary to cover the costs of running the service. The fee increases are assessed as having a neutral impact on this protected characteristic group, however service user feedback will be monitored on an ongoing basis to ensure that there is no negative impact on any one group.

Positive		Negative		Neutral impact	√	Unknown Impact	

2. Gender reassignment

Room hire fees are being increased by up to 6.25%, for community and commercial rates. The service does not collect data on individual attendees of the **room hire service** as the bookings are made by external organisations, however it is not expected that those who have undergone or are undergoing gender reassignment are over-represented amongst overall attendees, and therefore the fee change is not expected to impact disproportionately on this protected characteristic group. All groups are welcome, including those from LGBTQ+ groups and organisations.

There is no service user data for those booking **wedding ceremonies;** the number of weddings is small; it is overseen by the Registrars Department; all weddings are non-religious and open to all for marriages, including same-sex. It is not expected that those who have undergone or are undergoing gender reassignment are over-represented amongst those booking the venue for weddings, and therefore this protected characteristic group would not be at any disproportionate disadvantage as a result of the proposal.

For **reproduction fees for archive materials**, the service does not have any data amongst its archive users for this protected group for this proposal. However the fee increase is relatively small and the impact would not be disproportionate for this protected characteristic group.

There is no breakdown of data of service user profile for individual pupils attending on **school visits.** Each school will have their own information for individual pupils, and will

have assessments, including those who are entitled to pupil premium support to keep their attendance subsidised for such activities, so they would not be disadvantaged by these proposals. Any school is welcome to book for workshops, including single-sex schools.

While fees are being increased slightly above inflation, every effort has been made to keep the increases as low as possible in real terms to minimise the impact on service users, and the increases are considered necessary to cover the costs of running the service. The fee increases are assessed as having a neutral impact on this protected characteristic group, however service user feedback will be monitored on an ongoing basis to ensure that there is no negative impact on any one group.

Positive		Negative		Neutral impact	√	Unknown Impact	

3. Age

Room hire fees are being increased by up to 6.25%, for community and commercial rates. The service does not collect data on individual attendees of the **room hire service** as the bookings are made by external organisations, however it is not expected that any age group is over-represented amongst overall attendees, and therefore the fee change is not expected to impact disproportionately on this protected characteristic group.

There is no service user data for those booking **wedding ceremonies;** the number of weddings is small; it is overseen by the Registrars Department; all weddings are non-religious and open to all for marriages, including same-sex. It has not been observed that any particular age-group is over-represented amongst those booking the venue for weddings, and therefore this protected characteristic would not be at any disproportionate disadvantage as a result of the proposal.

For **reproduction fees for archive materials**, service data of archive users for this protected group, (24% - older adults; 57% - adults; 19% - young adults) indicates that adults between 30 – 60 years would potentially be more likely to be impacted by this proposal. However, the fee increase is relatively small and the impact would be low for this age group and protected characteristic.

There is no breakdown of data of service user profile for individual pupils attending on **school visits;** each school will have their own assessment for pupils who are entitled to pupil premium support to keep their attendance subsidised for such activities, so they would not be disadvantaged by these proposals. Any school is welcome to book for workshops, including single-sex schools, and the workshops offer is inclusive of all age-groups from Early Years to primary schools and secondary schools. The Service is not proposing to increase fees for school workshops but has proposed a change to how workshops are charged for – this would be charged at £2 per child, instead of one total fee of £40 for one group. This will particularly help those schools with smaller classes, such as EYFS and nurseries. Moreover, Haringey schools receive a discounted rate for this educational service.

While fees are being increased slightly above inflation, every effort has been made to keep the increases as low as possible in real terms to minimise the impact on service users, and

the increases are considered necessary to cover the costs of running the service. The fee increases are assessed as having a neutral impact on this protected characteristic group, however service user feedback will be monitored on an ongoing basis to ensure that there is no negative impact on any one group.

Positive		Negative		Neutral impact	√	Unknown Impact	

4. Disability

Room hire fees are being increased by up to 6.25%, for community and commercial rates. The service does not collect data on individual attendees of the **room hire service** as the bookings are made by external organisations, however it is not expected that those with disabilities are over-represented amongst overall attendees, and therefore the fee change is not expected to impact disproportionately on this protected characteristic. All groups are welcome to book the facilities, if the venue is suitable for their needs.

There is no service user data for those booking **wedding ceremonies;** the number of weddings is small; it is overseen by the Registrars Department; all weddings are non-religious and open to all for marriages, including same-sex. It is not expected that those with disabilities are over-represented amongst those booking the venue for weddings, and therefore this protected characteristic would not be at any disproportionate disadvantage as a result of the proposal.

For **reproduction fees for archive materials**, service data of archive users for this protected group, (4.9% - described themselves as having a disability), indicates that this protected characteristic is not over-represented amongst the archive service users, comparative to the wider Haringey population. As the fee increase is relatively small, the impact would not be disproportionately disadvantageous for this protected characteristic group.

There is no breakdown of data of service user profile for individual pupils attending on **school visits;** each school will have their own information and assessment for pupils, including those who are entitled to pupil premium support to keep their attendance subsidised for such activities, so they would not be disadvantaged by these proposals. Any school is welcome to book for workshops, including single-sex schools, and is inclusive of all age-groups. The Service is not proposing to increase fees for school workshops but has proposed a change to how workshops are charged for – this would be charged at £2 per child, instead of one total fee of £40 for one group. This will particularly be beneficial to those SEN schools with smaller numbers of pupils in the class. Moreover, Haringey schools generally receive a discounted rate for this educational service.

While fees are being increased slightly above inflation, every effort has been made to keep the increases as low as possible in real terms to minimise the impact on service users, and the increases are considered necessary to cover the costs of running the service. The fee increases are assessed as having a neutral impact on this protected characteristic group, however service user feedback will be monitored on an ongoing basis to ensure that there is no negative impact on any one group.

Positive		Negative		Neutral impact	√	Unknown Impact	

5. Race and ethnicity

Room hire fees are being increased by up to 6.25%, for community and commercial rates. The service does not collect data on individual attendees of the **room hire service** as the bookings are made by external organisations, however it is not expected that any ethnic group is over-represented amongst overall attendees, and therefore the fee change is not expected to impact disproportionately on this protected characteristic.

There is no service user data for those booking **wedding ceremonies;** the number of weddings is small; it is overseen by the Registrars Department; all weddings are non-religious and open to all for marriages, including same-sex. It is not expected that any particular ethnic group is over-represented amongst those booking the venue for weddings, and therefore this protected characteristic group would not be at any disproportionate disadvantage as a result of the proposal.

For **reproduction fees for archive materials**, service data of archive users for this protected group, (34% - BAME; 66% - white British or white European), indicates that those using the service are broadly reflective of the wider borough population in terms of ethnicity. The fee increase is relatively small and the impact would not be disproportionately disadvantageous for this protected characteristic group.

There is no breakdown of data of service user profile for individual pupils attending on **school visits;** each school will have their own information and assessment for pupils, including those who are entitled to pupil premium support to keep their attendance subsidised for such activities, so they would not be disadvantaged by these proposals. Any school is welcome to book for workshops, including supplementary schools for BAME communities. The Service is not proposing to increase fees for school workshops but has proposed a change to how workshops are charged for – this would be charged at £2 per child, instead of one total fee of £40 for one group. Moreover, Haringey schools generally receive a discounted rate for this educational service.

While fees are being increased slightly above inflation, every effort has been made to keep the increases as low as possible in real terms to minimise the impact on service users, and the increases are considered necessary to cover the costs of running the service. The fee increases are assessed as having a neutral impact on this protected characteristic group, however service user feedback will be monitored on an ongoing basis to ensure that there is no negative impact on any one group.

Positive		Negative		Neutral impact	√	Unknown Impact	

6. Sexual orientation

Room hire fees are being increased by up to 6.25%, for community and commercial rates. The service does not collect data on individual attendees of the **room hire service** as the

bookings are made by external organisations, however it is not expected that this protected characteristic group is over-represented amongst overall attendees, and therefore the fee change is not expected to put this group at a disproportionate disadvantage. All groups are welcome to book the facilities including LGBTQ+ groups and organisations.

There is no service user data for those booking **wedding ceremonies;** the number of weddings is small; it is overseen by the Registrars Department; all weddings are non-religious and open to all for marriages, including same-sex. It is not expected that this protected characteristic group is over-represented amongst those booking the venue for weddings, and therefore this group would not be at any disproportionate disadvantage as a result of the proposal.

For **reproduction fees for archive materials**, there is no service data of archive users for this protected group at the moment. However the fee increase is relatively small and the impact would not be disproportionately disadvantageous to this protected characteristic. Work is currently being undertaken on BAME LGBTQ+ and LGBTQ+ heritage funded projects at Bruce Castle, to make create further access to collections. All users are welcome.

There is no breakdown of data of service user profile for individual pupils attending on **school visits**, each school will have their own information and assessment for pupils, including for those who are entitled to pupil premium support to keep their attendance subsidised for such activities, so they would not be disadvantaged by these proposals. Any school is welcome to book for workshops.

While fees are being increased slightly above inflation, every effort has been made to keep the increases as low as possible in real terms to minimise the impact on service users, and the increases are considered necessary to cover the costs of running the service. The fee increases are assessed as having a neutral impact on this protected characteristic group, however service user feedback will be monitored on an ongoing basis to ensure that there is no negative impact on any one group.

Positive		Negative		Neutral impact	√	Unknown Impact	

7. Religion or belief (or no belief)

Room hire fees are being increased by up to 6.25%, for community and commercial rates. The service does not collect data on individual attendees of the **room hire service** as the bookings are made by external organisations, however it is not expected that any one religious group is over-represented amongst overall attendees, and therefore the fee change is not expected to put any one religious group at a disproportionate disadvantage. All groups are welcome to book the facilities if the venue is suitable for their needs.

There is no service user data for those booking **wedding ceremonies;** the number of weddings is small; it is overseen by the Registrars Department; all weddings are non-religious and open to all for marriages, including same-sex. It is not expected that any one protected characteristic group is over-represented amongst those booking the venue for

weddings, and therefore this group would not be at any disproportionate disadvantage as a result of the proposal.

For **reproduction fees for archive materials**, there is no service data of archive users for this protected group at the moment. However the fee increase is relatively small and the impact would not be disproportionately disadvantageous to this protected characteristic. All users are welcome.

There is no breakdown of data of service user profile for individual pupils attending on **school visits**, each school will have their own information and assessment for pupils, including for those who are entitled to pupil premium support to keep their attendance subsidised for such activities, so they would not be disadvantaged by these proposals. Any school is welcome to book for workshops, including single-sex schools, and faith schools.

While fees are being increased slightly above inflation, every effort has been made to keep the increases as low as possible in real terms to minimise the impact on service users, and the increases are considered necessary to cover the costs of running the service. The fee increases are assessed as having a neutral impact on this protected characteristic group, however service user feedback will be monitored on an ongoing basis to ensure that there is no negative impact on any one group.

Positive		Negative		Neutral impact	√	Unknown Impact	

8. Pregnancy and maternity

Room hire fees are being increased by up to 6.25%, for community and commercial rates. The service does not collect data on individual attendees of the **room hire service** as the bookings are made by external organisations, however it is not expected that those women who are pregnant or on maternity are over-represented amongst overall attendees, and therefore the fee change is not expected to impact disproportionately for this protected characteristic. All groups are welcome, including those mother/ mother-to-be and baby groups and organisations, if the venue is suitable for their needs.

There is no service user data for those booking **wedding ceremonies;** the number of weddings is small; it is overseen by the Registrars Department; all weddings are non-religious and open to all for marriages, including same-sex. It is not expected that those in this protected characteristic are over-represented amongst those booking the venue for weddings, and therefore this group would not be at any disproportionate disadvantage as a result of the proposal.

For **reproduction fees for archive materials**, the service does not have any data amongst its archive users for this protected group for this proposal. However the fee increase is relatively small and the impact would not be disproportionately disadvantageous for this protected characteristic. All users are welcome and those with babies are welcome to attend in the search room with their babies.

There is no breakdown of data of service user profile for teachers or individual pupils attending on **school visits.** Each school will have their own information for teachers who

may be pregnant or even individual pupils, should any of their parents be pregnant or having had a baby. Schools also have assessments for those who are entitled to pupil premium support to keep their attendance subsidised for such activities, so they would not be disadvantaged by these proposals. Any school is welcome to book for workshops.

While fees are being increased slightly above inflation, every effort has been made to keep the increases as low as possible in real terms to minimise the impact on service users, and the increases are considered necessary to cover the costs of running the service. The fee increases are assessed as having a neutral impact on this protected characteristic group, however service user feedback will be monitored on an ongoing basis to ensure that there is no negative impact on any one group.

Positive		Negative		Neutral impact	√	Unknown Impact	

9. Marriage and Civil Partnership

Room hire fees are being increased by up to 6.25%, for community and commercial rates. The service does not collect data on individual attendees of the **room hire service** as the bookings are made by external organisations, however it is not expected that this protected characteristic is over-represented amongst overall attendees, and therefore the fee change is not expected to put this group at a disproportionate disadvantage. All groups are welcome to book the facilities, if it is suitable for their needs.

There is no service user data for those booking **wedding ceremonies;** the number of weddings is small; it is overseen by the Registrars Department; all weddings are non-religious and open to all for marriages, including same-sex. It is not expected that this protected group would not be at any disproportionate disadvantage as a result of the proposal.

For **reproduction fees for archive materials**, there is no service data of archive users for this protected group. However the fee increase is relatively small and the impact would not be disproportionately disadvantageous to this protected characteristic. All users are welcome.

There is no breakdown of data of service user profile for individual pupils attending on **school visits**. However, for this protected characteristic, this would affect only those people over 16 years of age and would not be applicable to visiting school groups with pupils under 16.

While fees are being increased slightly above inflation, every effort has been made to keep the increases as low as possible in real terms to minimise the impact on service users, and the increases are considered necessary to cover the costs of running the service. The fee increases are assessed as having a neutral impact on this protected characteristic group, however service user feedback will be monitored on an ongoing basis to ensure that there is no negative impact on any one group

Positive		Negative		Neutral	√	Unknown	

				impact		Impact	

10. Groups that cross two or more equality strands e.g. young black women –

There are no groups that cross two or more equality strands that are identified as being more likely to use any of the services in this proposal and therefore being more likely to be impacted by the fees and charges increases.

Positive		Negative		Neutral impact	√	Unknown Impact	

Outline the overall impact of the policy for the Public Sector Equality Duty:

- **Could the proposal result in any direct/indirect discrimination for any group that shares the protected characteristics?**
- **Will the proposal help to advance equality of opportunity between groups who share a protected characteristic and those who do not?**
- **Will the proposal help to foster good relations between groups who share a protected characteristic and those who do not?**

There is an annual appraisal of the fees and charges at Bruce Castle. The 2020/21 fees and charges increases mainly relate to room hire and wedding ceremonies, increased by up to 6.25%. Other fees identified in this report (relating to e.g. photocopying for the public carried out by staff of archival material) are low, although the increase in price looks high percentage-wise (at between 10 pence and 50 pence, an increase of between 8% and 25%). This is nevertheless a small increase in real terms, and is a low price compared to other heritage organisations with comparable fee-based services.

There are existing community rates for room hire, which support community groups that encompass many of the protected groups identified in this report. The community rates are at a concessionary reduced rate at 50% reduction of the corporate rate. While fees are being increased slightly above inflation, every effort has been made to keep the increases as low as possible in real terms to minimise the impact on service users, and the increases are considered necessary to cover the costs of running the service. No one protected characteristic group is likely to be disproportionately impacted by the fee increases, and as such the proposal is assessed as having a neutral impact on all protected characteristic groups.

Service user feedback will be monitored on an ongoing basis to ensure that there is no negative impact on any one group and to ensure that any barriers to the use of services is identified and addressed. The vast majority of services and information at the museum remains free.

6. a) What changes if any do you plan to make to your proposal as a result of the equality impact assessment? Further information on responding to identified impacts is contained within accompanying EqIA guidance (part 11)	
Outcome	Y/N
No major change: the EIA demonstrates the policy is robust and there is no potential for discrimination or adverse impact. All opportunities to promote equality have been taken.	Y
Adjust the policy: the EIA identifies potential problems or missed opportunities. Adjust the policy to remove barriers or better promote equality. Clearly set out below the key adjustments you plan to make to the policy.	N
Continue the policy: the EIA identifies the potential for adverse impact or missed opportunities to promote equality. Clearly set out below the **justifications for continuing** with it. For the most important relevant policies, **compelling reasons** will be needed.	N
Stop and remove the policy: the policy shows actual or potential unlawful discrimination. It must be stopped and removed or changed.	N

6 b) Summarise the specific actions you plan to take to remove or mitigate any actual or potential negative impact and to further the aims of the Equality Duty

Impact	Action	Lead officer	Timescale
N/A			

6 c) Summarise the measures you intend to put in place to monitor the equalities impact of the proposal as it is implemented:

Feedback will be sought from users of the services and impact will be monitored on usage to ensure that any barriers to use is assessed.

The Service will continue to assess and monitor the effect of the propose increase of fees and charges to assess impact of the proposal and to inform on future reviews.

7. Authorisation

EIA approved by	Date 30.09.2019
Charlotte Tanner	

Charlotte Pomery (Assistant Director)	

8. Publication *Please ensure the completed EIA is published in accordance with the Council's policy.*

DRAFT

EQUALITY IMPACT ASSESSMENT

The **Equality Act 2010** places a '**General Duty'** on all public bodies to have '**due regard'** to the need to:

- Eliminating discrimination, harassment and victimisation and any other conduct prohibited under the Act
- Advancing equality of opportunity for those with 'protected characteristics' and those without them
- Fostering good relations between those with 'protected characteristics' and those without them.

In addition the Council complies with the Marriage (same sex couples) Act 2013.

Stage 1 – Screening

Please complete the equalities screening form. If screening identifies that your proposal is likely to impact on protect characteristics, please proceed to stage 2 and complete a full Equality Impact Assessment (EqIA).

Stage 2 – Full Equality Impact Assessment

An EqIA provides evidence for meeting the Council's commitment to equality and the responsibilities under the Public Sector Equality Duty.

When an EqIA has been undertaken, it should be submitted as an attachment/appendix to the final decision making report. This is so the decision maker (e.g. Cabinet, Committee, senior leader) can use the EqIA to help inform their final decision. The EqIA once submitted will become a public document, published alongside the minutes and record of the decision.

Please read the Council's Equality Impact Assessment Guidance before beginning the EqIA process.

1. Responsibility for the Equality Impact Assessment	
Name of proposal	Registrars fees review
Service area	Registrars
Officer completing assessment	Paul Oram
Equalities/ HR Advisor	Emma Carroll
Cabinet meeting date (if applicable)	
Director/Assistant Director	Bernie Ryan

2. Summary of the proposal

Please outline in no more than 3 paragraphs

- *The proposal which is being assessed*
- *The key stakeholders who may be affected by the policy or proposal*
- *The decision-making route being taken*

The proposal is to change some of the fees charged by the Haringey Registration and Citizenship Service (Register Office) for people getting married, forming a civil partnership, registering births and deaths or attending citizenship services. A summary of the key fee changes can be found in the following table:

Fee	Key changes
Statutory Fees	Most fees charged by the service are statutory and set by Central Government. Each service area has at least one statutory fee, these include: ceremonies and certificates. The local service does not have the ability to change these fees but can exercise discretion on the basis of compassion and hardship. Statutory fees ensure that every person has access to the service for an equal reasonable fee. Statutory fees are complimented by other fees, should a person require a more enhanced service
Certificates	All fees for certificates were increased by government to a standard fee of £11 during the 2019/20 financial year, previously the fee ranged from £4 at the time of registration through £7 to £10 once a register is full. The service cannot change this fee but there is an option to issue a certificate for free on the grounds of compassion and hardship.
Wedding fees	Central Government increased the cost of a basic statutory wedding or civil partnership from £50 to £57 (including £11 for one certificate) during the 2019/20 financial year. There is no obligation to purchase a certificate meaning the basic cost of a statutory registration is £46. The fee for Weddings and Civil Partnerships, held at George Meehan House, are proposed to increase by up to 33.33% for 2020/21. E.g. the Saturday service fee is proposed to increase from

	£225.00 to £300.00. The proposed fee increase has been informed through benchmarking for fees charged across London Boroughs. While the Haringey registrar service are proposing a fee increase for non-statutory ceremonies, the fee increase remains below the London average. All benchmarking information is published in the public domain and available on the relevant Local Authority websites. The fee increase will allow the service to stabilise its budget which has traditionally been loss making and help protect the supply of appointments for statutory services. The service move from the Civic Centre to the newly refurbished George Meehan House, has seen an increased demand for services. At the time of transition, the registrar's service continued to charge the old Civic Centre fee structure. Now that the building is established at George Meehan House it is in a position to charge market rates fees. Charging market rate fees will allow the service to compete whilst allowing statutory services to be delivered at a frequency that meets customer needs. These fees are essential for ensuring accessibility and sustainability within the service. Fees for ceremonies at venues away from the register office are being increased by inflation only as these fees are already competitively priced. The service continues to offer excellent access to people needing a ceremony, with a range of times and options. If adopted the increased fees will enable this choice to continue
Fees for corrections and divorce processing	These are statutory fees and are not changing in 2020/2.

All service areas have a statutory fee that ensures that every person is able to access services for an affordable price. A range of legislation governs the setting of statutory fees including the Births and Deaths Registration Act 1953 and the Marriage Act 1949. Marriage laws give scope for the service to set its own fees at cost recovery levels for non-statutory wedding and civil partnership ceremonies.

The service has not been able to cover its costs for successive years and is not permitted to make a profit, any additional income by increasing fees will be used to ensure that the service remains sustainable, is able to fulfil its statutory obligations, remain accessible and recover its costs. The service is continuously evolving in response to customer feedback and requests and adjustments are made to make service provision as personalised as is practical to deliver. The service continues to offer choice far beyond what is offered in many areas including the option to choose different scripts and make ceremony entrances (which in many areas is a charged add on). The result of this flexibility is that the service attracts customers from a wide area extending far beyond the borough boundary.

The fees structure aims to be fair and proportionate and to enable the delivery of a sustainable and competitive service. The diversity of actual and possible future demands on the service, including the introduction of opposite sex civil partnerships and changes to how ceremonies are registered has been considered when setting the fees.

The Register Office serves a diverse range of customers consisting of both Haringey residents and people who live outside the borough. Life events must be registered in the area where the event occurred and statutory fees for services are the same across all register offices in England and Wales. People can get married or form a civil partnership in any area of their choosing and the service anticipates continuing to attract customers from a diverse range of backgrounds. The service does not anticipate this fees proposal affecting the diverse mix of customers that the service serves.

3. What data will you use to inform your assessment of the impact of the proposal on protected groups of service users and/or staff?

Identify the main sources of evidence, both quantitative and qualitative, that supports your analysis. Please include any gaps and how you will address these

This could include, for example, data on the Council's workforce, equalities profile of service users, recent surveys, research, results of relevant consultations, Haringey Borough Profile, Haringey Joint Strategic Needs Assessment and any other sources of relevant information, local, regional or national. For restructures, please complete the restructure EqIA which is available on the HR pages.

Registration data is captured on the national registration system that is controlled by the General Register Office which is part of the Home Office. A range of data is captured and locked into the national registration system including customer nationality, age and occupation. Access to this data is controlled by the Registrar General and is shared with the Office of National Statistics. The service is unable to publish its own data in order to protect the national records. This EqIA will therefore make use of published data, available in the Borough Plan EqIA and 'State of the Borough'

Haringey does not have a hospital and a consequence of this is that the service registers

very few births and deaths, the majority of the services business relates to ceremonies and the administration of ceremonies. A birth or death is registered in the area where the event occurred and not where the person lived. The fee for these certificates is collected by the borough where the event occurred. Data on birth and death registrations cannot be shared as it is the property of HM Government.		
Protected group	**Service users**	**Staff**
Sex	Data from Haringey at a glance – State of the Borough, July 2018	N/A
Gender Reassignment	The General Registrar's Office sets out and expects compliance from the local service (LB Haringey) in the use of their technology and systems to record registration data. There is no requirement to record gender reassignment data, however, the service is aware of transgender people using the service. Data from Haringey at a glance- State of the Borough, July 2018 is used to give an overall borough perspective.	N/A
Age	Data from Haringey at a glance – State of the Borough, July 2018	N/A
Disability	Data from Haringey at a glance – State of the Borough, July 2018	N/A
Race & Ethnicity	Data from Haringey at a glance – State of the Borough, July 2018 Observations from the Notice Book	N/A
Sexual Orientation	Data from Haringey at a glance – State of the Borough, July 2018 Borough Plan EQIA	N/A
Religion or Belief (or No Belief)	Office for National Statistics Borough Plan EQIA	N/A
Pregnancy &	Census 2011	N/A

Maternity		
Marriage and Civil Partnership	Census 2011	N/A

Outline the key findings of your data analysis. Which groups are disproportionately affected by the proposal? How does this compare with the impact on wider service users and/or the borough's demographic profile? Have any inequalities been identified?

Explain how you will overcome this within the proposal.

Further information on how to do data analysis can be found in the guidance.

The proposal to change the fees will have a negative impact of the protected characteristic of Pregnancy and Maternity, as well as Age, however this will not be disproportionate, given the small numbers of registration in the borough.

An increase in fees for non-statutory Wedding and Civil Partnership services will have a negative impact on a range of groups, across all protected characteristics. However, this proposal has been formed through extensive benchmarking to bring their service in line with the London Average. It is worth noting that the service cannot be profit making, and the increase in fees charged will be used to develop and expand the existing service offer.

Services are offered in accordance with registration legislation and Haringey equalities procedures and principles are followed. The services are fully accessible, adjustments made as required. These include the use of translations and low-level desks.

Haringey is unique in that it does not have a hospital, as a consequence it registers very few deaths and even fewer births. The majority of the services business is registering marriages and civil partnerships, with a large of amount of this work relating to couples that are subject to immigration.

4. a) How will consultation and/or engagement inform your assessment of the impact of the proposal on protected groups of residents, service users and/or staff?

Please outline which groups you may target and how you will have targeted them

Further information on consultation is contained within accompanying EqIA guidance

The service interacts with all groups that need to register a birth, death, marriage or civil partnership under its statutory obligation to provide registration services. As life events affect all groups equally any consultation or engagement covers all sections of society.

Services are delivered in accordance with rules, regulations and processes set by statute and are underpinned by statutory fees to ensure accessibility and fairness to all service users and the proposal does not affect the basic statutory fees for these services. A change of fees will have no impact on staff.

The service has a customer engagement strategy which is agreed with the General Register to cover engagement with its customers. The strategy includes reviewing complaints, analysing government / official data and customer feedback.

Services is continuously evolving in response to customer feedback, with examples including website information being updated when a customer finds a webpage is unclear.

4. b) Outline the key findings of your consultation / engagement activities once completed, particularly in terms of how this relates to groups that share the protected characteristics

Explain how will the consultation's findings will shape and inform your proposal and the decision making process, and any modifications made?

The service has high rates of customer compliance with their obligations to register life events, which indicates that the service is accessible to all groups. Customer satisfaction is high and complaint rates are low. The General Register Office, that oversees registration, is satisfied with the services performance and current customer engagement strategy.

5. What is the likely impact of the proposal on groups of service users and/or staff that share the protected characteristics?

Please explain the likely differential impact on each of the 9 equality strands, whether positive or negative. Where it is anticipated there will be no impact from the proposal, please outline the evidence that supports this conclusion.

Further information on assessing impact on different groups is contained within accompanying EqIA guidance

The collection of data on people coming in to register life events is governed by the procedures, rules and regulations that the General Register Office requires a registrar to follow. There is no routine statutory obligation to capture details on the protected characteristics of a person coming in to register a life event and any information collected is not accessible for analysis afterwards owing to the data being locked into the national registration system.

Any person coming in to register a birth, death, marriage or civil partnership is required to do so by law.The General Register Office provides data on the public's compliance with their statutory obligations and Haringey has good performance levels which indicates that

the service is accessible. The service is flexible and allows people to register deaths as a walk-in in addition to a wide range of short notice appointments over six days a week. Individual adjustments will always be made to facilitate any particular customer need and to compensate for any protected characteristics if applicable and permissible by law.

1. Sex

Haringey has slightly more male residents than female residents, however there is a roughly 50/50 split. *There is a statutory obligation for all people to register life events and this this proposal will have a neutral impact on the protected characteristic of sex.*

Positive		Negative		Neutral impact	X	Unknown Impact	

2. Gender reassignment

There is very little robust data on Haringey or the UK's trans population. However, it is estimated that there are between 200,000 and 500,000 people who identify as trans in the UK.

There is a statutory obligation to register life events regardless of a person protected characteristics or not, however due to a lack of data this impact of those with the protected characteristic of gender reassignment is unknown.

Positive		Negative		Neutral impact		Unknown Impact	X

3. Age

There is a statutory obligation to register life events regardless of a persons protected characteristics.

There is likely to be a small negative impact on a fee increase for younger people and those who have retired, as a service fee will take up more of their income than an older working person.

Fees are set by government and regardless of impact the same fee applies. The services does have discretion to waiver a fee on the grounds of compassion and hardship. Although some data on people coming in to register life events is collected this information is locked into the national registration system and so is not readily available.

Typically, those registering births are in the age range of the 20s and 30s. As Haringey does not have a hospital it registers very few deaths but as a percentage Haringey's ratio of trauma or unexpected deaths to expected and elderly person deaths is higher. A consequence of this is that the average age of people coming in to register deaths is lower in Haringey than in other boroughs.

Positive		Negative	X	Neutral impact		Unknown Impact	

4. Disability

Over 19,500 people aged 16 to 64 in Haringey have a physical disability; this equates to approximately 10% of the population aged 16-64.

In Haringey 4,500 people have a serious physical disability; 15,700 adults have a moderate or severe hearing impairment; and almost 5,000 people have sight loss which impacts on daily life.

An estimated 5,700 Haringey residents aged 14 and over are estimated to have a learning disability, and around 2,100 residents are estimated to have autism.

There is a statutory obligation to register life events regardless of disability. The service provides a range of appointment times and days. As George Meehan House has been recently opened its refurbishment was done to take into account the councils statutory obligations under the Equalities Act 2010. A range of statutory provision is provided including the ability to register and conduct marriage and civil partnership ceremonies in a person's home to meet accessibility needs. The service will always do whatever it can to meet the needs of customers including waiving fees on the grounds of compassion and hardship when required.

Positive		Negative		Neutral impact	X	Unknown Impact	

5. Race and ethnicity

There is a statutory obligation to register life events regardless of race or ethnicity. The service provides a range of support tools including scripts in different languages and of varying complexities. Services are provided on different days and times to meet individual needs; a faith burial service is also provided at weekends and bank holidays. The proposal will have a neutral impact on people registering from all faith and ethnic groups.

Positive		Negative		Neutral impact	X	Unknown Impact	

6. Sexual orientation

There is a statutory obligation to register life events regardless of a persons protected characteristics or not. Marriages and Civil Partnerships are open to all same sex couples and from 31/12/19 Civil Partnerships will be open to heterosexual couples because of a change in the law. The service charges the same fee for a marriage and a civil partnership.

According to the 2011 census, 1,191 residents were in a same-sex civil partnership. ONS Census 2011

Since 2014, when same-sex marriage was legalised, the proportion of same-sex marriages taking place in Haringey has remained constant at just over 2%, substantially lower than the proportion of same-sex marriages taking place in London overall.

Of the same-sex marriages that took place in 2015 there was a year-on-year increase in male same-sex marriages compared to a reduction in female same-sex marriages. This may have been impacted by the fact that same-sex marriage was legalised at the end of March 2014, and so the data for the full year was not comparative.

Year on year the number of Civil Partnerships for same-sex couples have been decreasing since 2006. The sharpest decline was between 2013 and 2014 when civil partnerships in Haringey decreased by 75%. This may have been due to the legalisation of same-sex marriage in 2014. Overall the ratio of male same-sex civil partnerships is greater than female same-sex civil partnerships.

There is no cost differentiation between a civil partnership and marriage ceremony, meaning the increase in fees will have a neutral impact on the protected characteristic of sexual orientation.

Positive		Negative		Neutral impact	X	Unknown Impact	

7. Religion or belief (or no belief)

Two out of three residents in Haringey are practicing a religion with Christians (45%) and Muslims (14%) being the largest resident groups. (Borough Plan EqIA)
There is a statutory obligation to register life events regardless of religion or belief, this proposal relates to fees for civil services with no religious content with the exception of the statutory fee to go out and register a wedding in a religious building. The service provides a range of services to support people of different religions or beliefs including a faith out of hour's death support service, responding to the diverse population of Haringey and those wishing to access services in the borough. Appointments are available at different times and days to meet individual needs and preferences. All services are provided in a civil non-religious manner except when registering at a religious venue where the service is open to all faiths.

Positive		Negative		Neutral impact	X	Unknown Impact	

8. Pregnancy and maternity There is no maternity hospital in Haringey and as births are registered where a baby is born and not where the parent(s) very few births are registered in Haringey (approximately 60 per year)**.** *The service provides a range of appointment times and days to be as flexible as possible towards those coming in to register. There is an obligation to register a birth within 42 days and the service will allow people to register a birth as a walk-in in order to allow a person's statutory obligation to register to be met.*

While an increase in fees for birth certificates will have a negative impact of the protected characteristic of pregnancy and maternity, it is important to note that the impact of this in

Haringey is minimal. Haringey does not have a Hospital with a maternity unit, meaning that the majority of births for Haringey residents are registered in neighbouring boroughs. Haringey does however register a small number of home births per year. *It must also be noted that the fee increase for a certificate was made by government and is a statutory fee. The fee increase has already taken effect.*

Numbers are broadly consistent with the national percentage for home births which is 2.1%.[1] While the increase in fees is the result of national legislation, the service will continue to provide a flexible and welcoming service for residents registering home births. The excellent availability of appointments that this fees proposal will help protect will ensure that any couple needing to marry or enter into a civil partnership before a baby is born will be able to get their wish in the majority of cases.

Positive		Negative	X	Neutral impact		Unknown Impact	

9. Marriage and Civil Partnership

There *is a statutory obligation to register life events regardless of a person's marital status or not.*

The service is opening up civil partnerships to all couples once they become law and all couples are charged the same fee for the same ceremony category. This means the proposal will have a neutral impact on the protected characteristic of Marriage and Civil Partnership.

Will the increase in fees for non-statutory Wedding and Civil Partnership services will have a negative impact on a range of people (both within and outside Haringey), the fee increase does not differentiate between Marriage and Civil Partnership.

Positive		Negative		Neutral impact	X	Unknown Impact	

10. Groups that cross two or more equality strands e.g. young black women

Our groups of customers are very diverse with many people covering multiple protected characteristic areas, the service aims to be accessible to all, with the fee increase used to develop the service offer.

Outline the overall impact of the policy for the Public Sector Equality Duty:

- **Could the proposal result in any direct/indirect discrimination for any group that shares the protected characteristics?**

[1] Birth Characteristic in England and Wales. 2017. Available from: https://www.ons.gov.uk/peoplepopulationandcommunity/birthsdeathsandmarriages/livebirths/bulletins/birthcharacteristicsinenglandandwales/2017

- **Will the proposal help to advance equality of opportunity between groups who share a protected characteristic and those who do not?**
  This includes:
  a) **Remove or minimise disadvantage suffered by persons protected under the Equality Act**
  b) **Take steps to meet the needs of persons protected under the Equality Act that are different from the needs of other groups**
  c) **Encourage persons protected under the Equality Act to participate in public life or in any other activity in which participation by such persons is disproportionately low**
- **Will the proposal help to foster good relations between groups who share a protected characteristic and those who do not?**

This proposal will not have a disproportionate impact for any group that shares a protected characteristic, registration services are delivered in compliance with government rules, regulation and law. While the fee increase will have a negative impact for the protected characteristic of pregnancy and maternity and age, the small numbers being registered in the borough suggest the impact will be minimal.

Statutory fees are available to ensure accessibility and amending some the fees will not affect the statutory provision for the services offered by the registration team.
All fees are charged the same regardless of group although statutory fees are available to ensure accessibility. This fees proposal will enable a fair and sustainable service to be delivered with a range of appointment days, times and variation of services to meet specific needs.

On a different aspect, new laws enabling opposite sex civil partnerships will address the final pieces of potential discrimination in relation to registration.

6. a) What changes if any do you plan to make to your proposal as a result of the Equality Impact Assessment?

Further information on responding to identified impacts is contained within accompanying EqIA guidance

Outcome	Y/N
No major change to the proposal: the EqIA demonstrates the proposal is robust and there is no potential for discrimination or adverse impact. All opportunities to promote equality have been taken. If you have found any inequalities or negative impacts that you are unable to mitigate, please provide a compelling reason below why you are unable to mitigate them.	Y
Adjust the proposal: the EqIA identifies potential problems or missed opportunities. Adjust the proposal to remove barriers or better promote equality. Clearly set out below the key adjustments you plan to make to the policy. If there are any adverse impacts you cannot mitigate, please provide a compelling reason below	N

Stop and remove the proposal: the proposal shows actual or potential avoidable adverse impacts on different protected characteristics. The decision maker must not make this decision.	N

6 b) Summarise the specific actions you plan to take to remove or mitigate any actual or potential negative impact and to further the aims of the Equality Duty

Impact and which protected characteristics are impacted?	Action	Lead officer	Timescale
Age, Ethnicity, Pregnancy and Maternity	*The registrars service will continue to provide and accessible and affordable service to all those who are required by law to access the service.* *While the price for non-statutory wedding and civil partnerships will increase this remains below the London average and does not discriminated between service type.*		

Please outline any areas you have identified where negative impacts will happen as a result of the proposal but it is not possible to mitigate them. Please provide a complete and honest justification on why it is not possible to mitigate them.
N/A

6 c) Summarise the measures you intend to put in place to monitor the equalities impact of the proposal as it is implemented:
The service will continue to monitor the mix of customers coming in to use the service and customer engagement strategy will be amended as necessary and scrutinised and approved by the General Register Office. **Any areas of concern will be addressed in accordance with legislation, equality policy and in agreement with the General Register Office where necessary.**

7. Authorisation	
EqIA approved by ..... (Assistant Director/ Director)	Date .....

8. Publication *Please ensure the completed EqIA is published in accordance with the Council's policy.*

Please contact the Policy & Strategy Team for any feedback on the EqIA process.

Report for: Cabinet 10th December 2019

Title: **Report by the Local Government and Social Care Ombudsman into complaint by Ms B against Haringey Council.**

Report authorised by : Bernie Ryan, Monitoring Officer and Assistant Director Corporate Governance

Lead Officer: Bernie Ryan, Monitoring Officer and Assistant Director Corporate Governance

Ward(s) affected: N/A

Report for Key/ Non Key Decision: Non Key decision

1. Describe the issue under consideration

1.1 Ms B complained about the Council to the Local Government and Social Care Ombudsman ("the Ombudsman"). Her complaint related to the Council making her bankrupt following her non-payment of approximately £57,000 in unpaid business rates.

1.2 On 17th September 2019, the Ombudsman published a report finding fault with the Council and making recommendations as to the steps to be taken by the Council as a result.

1.3 It is for Cabinet to consider the report and the steps taken so far, and decide what further steps should be taken.

2. Cabinet Member Introduction

2.1 The Ombudsman has made a report finding fault with the Council in relation to a complaint made by Ms B and has asked the Council to take certain steps to remedy that fault.

2.2 This report summarises the Ombudsman's report and the steps that have aready been taken. It also proposes further steps to be taken by the Council in response to the report.

2.3 The service have apologised for the mistakes made and is determined to learn from them.

2.4 Cabinet must consider the Ombudsman's report (shown at Appendix 1)and the steps it is proposed to take in response. I further recommend that the findings, recommendations and compensation payments be approved.

3. Recommendations

That Cabinet:

3.1 Accept the findings and recommendations of the Ombudsman in the report dated 17th September 2019, as shown at Appendix 1.

3.2 Authorise officers' reduction of Ms B's debt by £3,400 as compensation, as set out in paragraphs 4.2 and 4.8 below.

3.3 Authorise officers to compensate Ms B by applying to annul her bankruptcy and paying the court and trustee costs of doing so up a value of £20,000, as set out in paragraph 4.6 below.

3.4 Adopt this report as the Council's formal response under s.31 Local Government Act 1974, to be communicated to the Ombudsman.

3.5 Adopt this report as the Cabinet's formal response as required by s.5A Local Government and Housing Act 1989, to be distributed to all members and the Monitoring Officer.

4. Reasons for Decision

Overview

4.1 As set out in the Ombudsman's report, Ms B has been found to have suffered injustices as a result of faults on behalf of the Council. In summary:

- The Council's procedure was to consider bankruptcy only if there were sufficient assets to pay the debt and costs incurred.
- Ms B's property was mistakenly assessed as having sufficient equity to allow the Council's debts and costs to be recovered. However, there was in fact insufficient equity.
- Therefore, bankruptcy was pursued contrary to the Council's procedure.
- As part of good practice, the Council contacted the local authority where Ms B lives to ascertain any vulnerabilities Ms B might have. However, Ms B worked for her local authority and her colleagues were informed of her debt to the Council, causing her considerable professional embarrassment. The Council should have identified that Ms B worked for her local authority because this had been evident from her email signature.

- Ms B made a subject access request to the Council. The Information Commissioner has found that the Council did not respond promptly or provide all of the relevant information held.

4.2 The Ombudsman's findings are accepted. The service has apologised for the mistakes made and is determined to learn from them. Apologies have been given to Ms B, as set out at paragraph 36 of the Ombudsman's report. The Ombudsman has also recommended further ways the Council should try to remedy the mistakes for Ms B, and it is proposed that these are followed.

Recommendations

4.3 The Ombudsman has recommended that action be taken to remedy the injustice to Ms B. The recommendations are to:

- apply to annul the bankruptcy and pay the court and trustee costs to do this;
- make a financial payment of £3,000 to Ms B to reflect the distress she suffered because of the Council's decision to start bankruptcy proceedings;
- make a financial payment of £400 to Ms B to reflect the distress she suffered because of the Council's breaches of the Data Protection Act; and
- write and send a letter to Ms B saying if it intends to recover the debt, the amount it is seeking to recover and how it is going to do this.

4.4 The Ombudsman has stated that the Council may offset the payments against the debt Ms B owes the Council.

Reasons

4.5 The Ombudsman's recommendations are considered to be appropriate for the following reasons.

4.6 The initial view of officers liaising with the Ombudsman was that the Council should not apply to annul Ms B's bankruptcy because Ms B continues to owe the Council money and bankruptcy was legally permissible. However, it is now recommended that the Council do so in accordance with the Ombudsman's recommendations. This is because the Council's pursuit of bankruptcy was contrary to its procedure at that time which was only to consider bankruptcy if there were sufficient assets to pay the debt and costs incurred (ie the full debt and costs incurred). Therefore, bankruptcy would not have been pursued if the equity in Ms B's property had been correctly calculated. The procedure has since been updated to provide that bankruptcy may be appropriate even if the Council cannot recover the entirety of its debt and costs.

4.7 Ms B should not be expected to pay costs that have arisen because of fault on the part of the Council and so the costs of applying to annul the bankruptcy should be paid by the Council. The Council has been informed that the trustee's costs will be under £15,000. The cost of applying to the court is estimated to be no more than £5,000.

4.8 The trustee in bankruptcy has informed the Council that it would not oppose an application to annul Ms B's bankruptcy. However, the final decision as to whether to annul Ms B's bankruptcy would be made by the court and is at the court's discretion.

4.9 It is appropriate to pay compensation to Ms B given the Ombudsman's findings of injustice. However, given that Ms B continues to owe a significant sum to the Council, it is also appropriate for such compensation to be offset against that debt. Ms B would otherwise receive £3,400 from the Council despite owing the Council more than £50,000. Therefore, in accordance with the Ombudsman's recommendations, it is proposed to compensate Ms B by reducing her debt by £3,400.

4.10 The Information Commissioner has found that the Council should have identified that Ms B was likely to still be an employee of her local authority and there was potential for disclosure of her personal data to colleagues who would not necessarily need to know about the Council's investigation. As set out in the Ombudsman's report, Ms B had written to the Council between December 2014 and July 2015 using her local authority work email account with a signature that set out her job title.

4.11 The Information Commissioner found that the Council responded to a subject access request from Ms B late and did not conduct an adequate search to ensure all information was provided to Ms B. Ms B had made a subject access request in mid-March 2018 and this was responded to by the Council on 4 June 2018. A subject access request should normally be complied with within 1 month, unless the request is particularly complex.

Action already taken

4.12 Two public notice advertisements were placed in newspapers: (i) the Enfield and Haringey Independent and (ii) the Ham and High, stating that copies of the Ombudsman's report were available to inspect by the public at the Council's offices for a period of three weeks.

4.13 Officers have written to Ms B confirming that the outstanding debt has been reduced by £3,400 in accordance with the Ombudsman's recommendations.

Action it is proposed to take

4.14 It is proposed that the Council apply to annul the bankruptcy and pay the court and trustee costs of doing so.

4.15 Ms B would be informed of the effect on the recovery of the debt.

Views of senior officers

4.16 The Monitoring Officer has consulted with the Chief Executive and Chief Finance Officer, and they agree with the recommendations within this report.

5. Alternative Options Considered

5.1 The Ombudsman cannot force local authorities to follow its recommendations, but local authorities generally do follow them.

5.2 If the Ombudsman is not satisfied with the Council's response, he will make a further report explaining this and making recommendations. He can also require the Council to make a public statement about the matter.

5.3 Therefore, Cabinet could choose to reject any of the recommendations made by the Ombudsman.

5.4 However, this alternative is not recommended because the Ombudsman's recommendations represent an appropriate remedy for the reasons set out above.

6. Background Information

6.1 The full background is set out in the Ombudsman's report, as shown at Appendix 1.

6.2 Ms B accrued debts to the Council for unpaid business rates. In 2009 the Council obtained a liability order for unpaid business rates totalling over £20,000.

6.3 Ms B informed the Council that her business had failed and she had lost her home. The debt was pursued and passed to enforcement agents but the debts were not recovered.

6.4 In late 2017, the Council completed the checklist for bankruptcy proceedings. The Council's procedural document stated that: *"Any cases should be considered for bankruptcy only if: They have sufficient realisable assets e.g. equity in a property to pay the debt and all costs incurred"*. Therefore, the process involved an assessment of Ms B's assets.

6.5 Ms B owned a property on shared ownership terms. The Council obtained the amount of Ms B's mortgage debt and assessed the value of her property using the values of another property sold in her neighbourhood.

6.6 However, the property used for comparison was a 5-bed detached house and Ms B's property was a 2-bed terraced house. This was not identified and so the value of Ms B's property was significantly overestimated. This meant that Ms B's property was thought to have equity of £230,000 whereas in reality the equity was just over £17,000.

6.7 As good practice, local authorities should assess whether an individual has any underlying health issues or vulnerabilities before pursuing bankruptcy. Therefore, officers contacted Ms B's local authority to find out whether she was known to their social services.

6.8 Ms B worked for her local authority. Although this had been evident from emails Ms B had sent to officers of the Council in the past, it was not identified at the relevant time. Therefore, when the Council contacted her local authority, information about Ms B's debt to the Council was shared with Ms B's colleagues. Ms B has stated that this caused her considerable professional embarrassment.

6.9 Bankruptcy was considered appropriate in light of the information obtained. Therefore, in January 2018, the Council served a statutory demand on Ms B for the outstanding sum of just over £57,000. Ms B challenged this in court but was not successful. As the debt was not paid, the Council issued a bankruptcy petition. Ms B attended the court hearing and objected but the court nevertheless made a bankruptcy order.

6.10 Ms B complained to the Ombudsman. The Ombudsman found fault on the part of the Council causing injustice to Ms B. The faults were identified as being the decision to take bankruptcy proceedings based on an incorrect assessment of the value of Ms B's property and the way the Council contacted Ms B's employer and handled her subject access request. The injustice was considered to be the significant impact of bankruptcy proceedings, resulting in Ms B's bank account being suspended and her being at risk of losing her home. Ms B was also caused distress as a result of the way her employer was contacted and the way her subject access request was handled.

6.11 The Council was also considered to be at fault for failing to contact Ms B about the debt between July 2015 and December 2017. However, the Ombudsman identified that the Council was always likely to resume recovery action because of the significant size of the debt, and so this was not found to have caused Ms B significant injustice.

7. Contribution to Strategic Outcomes

7.1 There is a legal obligation to consider such reports from the Ombudsman. Therefore, this report is necessary.

7.2 It is also part of the good administration of the Council to learn from any mistakes.

8. Statutory Officers Comments

Finance Comments

8.1 The Chief Finance Officer notes the contents of this report and supports the proposed recommendations. Taking action and amending processes in response to this type of investigation will help minimise the likelihood of similar complaints in the future.

8.2 The costs of applying to annul Ms B's bankruptcy and paying the court and trustee costs is estimated to be up to a value of £20,000. This cost will be

charged to the Council's corporate budget and funded from in-year savings within the corporate centre.

Legal Comments

8.3 The Council is required to give public notice by advertisements in newspapers stating that copies of the Ombudsman's report will be available to inspect by the public at the Council's offices for a period of three weeks (s.30 Local Government Act 1974).

8.4 Where a report such as this is made by the Ombudsman, it must be laid before the authority (s.31 Local Government Act 1974). In cases such as this where the Council is operating executive arrangements, "the authority" means the executive, i.e. Cabinet (s.25(4ZA) Local Government Act 1974).

8.5 The monitoring officer is obliged to consult with the head of paid service and chief finance officer, and prepare a report to Cabinet. This report must be sent to each member of the authority and Cabinet must meet within 21 days thereafter. Implementation of the proposal or decision must be suspended until after the report has been considered by Cabinet (s.5A Local Government and Housing Act 1989).

8.6 Where Cabinet considers an Ombudsman's report and it is considered that a payment should be made or other benefit given to a person who has suffered injustice, such expenditure may be incurred as appears appropriate (s.31(3) Local Government Act 1974).

8.7 The Ombudsman must be informed of the action taken by the Council and any action it is proposed to take within 3 months of the date on which the Council received the report, or such longer period as may be agreed by the Ombudsman in writing (s.31(2) Local Government Act 1974).

8.8 If the Ombudsman does not receive notification of such action or is not satisfied with it, he will make a further report explaining this and making recommendations. He can also require the Council to make a public statement in any two editions of a newspaper circulating the area within a fortnight (s.31(2A) and (2D) Local Government Act 1974).

8.9 An Ombudsman's report should not normally name or identify any person (s.30 Local Government Act 1974). Therefore, the complainant is referred to as 'Ms B' and officers have not been identified.

Procurement Comments

8.10 There are no specific procurement implications that arise from this report.

Equality Comments

8.11 The Council has a Public Sector Equality Duty under the Equality Act 2010 to have due regard to the need to:

- Eliminate discrimination, harassment and victimisation and any other conduct prohibited under the Act;

- Advance equality of opportunity between people who share those protected characteristics and people who do not; and
- Foster good relations between people who share those characteristics and people who do not.

The three parts of the duty applies to the following protected characteristics: age, disability, gender reassignment, pregnancy/maternity, race, religion/faith, sex and sexual orientation. Marriage and civil partnership status applies to the first part of the duty.

8.12 The report outlines the plan to adopt the Ombudman's recommendations for Ms B, taking into consideration distress suffered through the breach of the Data Protection Act and decision to start bankruptcy.

8.13 The Ombudsman's report did not find the Council to be in breach of the Equality Act 2010. The Equaty Act 2010 legally protects people from discrimination on the basic of protected characteristics (including age and sex) from discrimination in the workplace and wider society.

8.14 In response to the Ombudsman report and recommendations, the Council has commited to learn from and improve the practice for debt recovey, in line with the principles of the Equality Act 2010.

9. Use of Appendices

9.1 Appendix 1: Report by the Local Government and Social Care Ombudsman, Investigation into a complaint against London Borough of Haringey (reference number: 18 004 520).

10. Local Government (Access to Information) Act 1985

10.1 N/A

Local Government & Social Care OMBUDSMAN

Report by the Local Government and Social Care Ombudsman

Investigation into a complaint against London Borough of Haringey (reference number: 18 004 520)

17 September 2019

The Ombudsman's role

For more than 40 years the Ombudsman has independently and impartially investigated complaints. We effectively resolve disputes about councils and other bodies in our jurisdiction by recommending redress which is proportionate, appropriate and reasonable based on all the facts of the complaint. Our service is free of charge.

Each case which comes to the Ombudsman is different and we take the individual needs and circumstances of the person complaining to us into account when we make recommendations to remedy injustice caused by fault.

We have no legal power to force councils to follow our recommendations, but they almost always do. Some of the things we might ask a council to do are:

- apologise
- pay a financial remedy
- improve its procedures so similar problems don't happen again.

Section 30 of the 1974 Local Government Act says that a report should not normally name or identify any person. The people involved in this complaint are referred to by a letter or job role.

Key to names used

Ms B	The complainant

Report summary

Benefits and Taxation

Ms B complains about the Council's handling of a business rates debt and its decision to start bankruptcy proceedings against her

Finding

Fault found causing injustice and recommendations made.

Recommendations

To remedy the injustice caused by the fault identified in this report, we recommend the Council should:

- apply to annul the bankruptcy and pay the court and trustee costs to do this;
- make a financial payment of £3,000 to Ms B to reflect the distress she suffered because of the Council's decision to start bankruptcy proceedings;
- make a financial payment of £400 to Ms B to reflect the distress she suffered because of the Council's breaches of the Data Protection Act; and
- write and send a letter to Ms B saying if it intends to recover the debt, the amount it is seeking to recover and how it is going to do this.

The Council may offset the payments against the debt Ms B owes the Council.

The Council must consider the report and confirm within three months the action it has taken or proposes to take. The Council should consider the report at its full Council, Cabinet or other appropriately delegated committee of elected members and we will require evidence of this. ***(Local Government Act 1974, section 31(2), as amended)***

The complaint

1. Ms B complains about the Council's handling of a business rates debt and its decision to start bankruptcy proceedings against her. Specifically, Ms B complains the Council:
   - wrongly decided she was liable for the business rates debt and did not serve the liability orders properly;
   - did not contact her about the debt between mid-2015, when it said it would be reviewing the case due to her extenuating circumstances, and December 2017, when the Council threatened her with bankruptcy and said she must pay £50,000 immediately;
   - wrongly contacted her employer about the debt;
   - delayed responding to her subject access request and did not provide all the information she requested; and,
   - did not consider alternatives to bankruptcy proceedings.
2. Ms B says fault by the Council caused a deterioration to her mental health and she cannot pay the money demanded by the Council. Ms B says the Council's contact with her employer has caused her substantial damage, distress and embarrassment.

What I have investigated

3. We have investigated all Ms B's complaint with the exception of Ms B's complaint that she was not liable for the business rates debt.
4. We have not investigated this part of the complaint because the courts have decided that Ms B is liable for the debt. We cannot investigate matters which have already been decided by the courts.

Legal and administrative background

The Ombudsman's role

5. The Local Government Act 1974 sets out our powers but also imposes restrictions on what we can investigate.
6. We investigate complaints about 'maladministration' and 'service failure'. In this report, we have used the word 'fault' to refer to these. We must also consider whether any fault has had an adverse impact on the person making the complaint. We refer to this as 'injustice'. If there has been fault which has caused an injustice, we may suggest a remedy. ***(Local Government Act 1974, sections 26(1) and 26A(1), as amended)***
7. We normally expect someone to refer the matter to the Information Commissioner if they have a complaint about data protection. However, we may decide to investigate if we think there are good reasons. ***(Local Government Act 1974, section 24A(6), as amended)***
8. The law says we cannot normally investigate a complaint when someone could take the matter to court. However, we may decide to investigate if we consider it would be unreasonable to expect the person to go to court. ***(Local Government Act 1974, section 26(6)(c), as amended)***
9. We cannot investigate a complaint about the start of court action or what happened in court. ***(Local Government Act 1974, Schedule 5/5A, paragraph 1/3, as amended)***

The Council's procedure for bankruptcy

10. The Council has a Council tax and Business Rates Procedure for Bankruptcy.

11. The Procedure says:

> "The Council can decide to take bankruptcy action if a taxpayer/business rate payer has liability orders for a debt of more than £5,000.00. Bankruptcy should only be considered if all other methods of recovery have failed or are considered inappropriate. It is considered to be a last resort in most cases. Any cases should be considered for bankruptcy only if:
>
> - They have sufficient realisable assets e.g. equity in a property to pay the debt and all costs incurred.
> - Are not considered to be vulnerable
> - All other practicable enforcement remedies have been exhausted.
>
> IMPORTANT NOTE: The effects of bankruptcy may result in the taxpayer losing his/her home and the process can be costly to administer. All officers considering insolvency must complete the checklist and must prepare the statement of account for each case. The authorisation to undertake insolvency action will be undertaken by a senior officer.
>
> In considering the most appropriate form of recovery including insolvency it is important to build up as much information as possible about the taxpayer."

12. The Procedure sets out the process the Council must follow when starting bankruptcy proceedings. It includes the following stages:

> "Carry out the necessary checks with Adult Services (Integrated Access Team) to check whether the taxpayer is known to them in respect of any issues of vulnerability (this will include mental health and elderly care).
>
> If the ratepayer/taxpayer lives outside the borough contact the appropriate Council Social Services Team to check any possible vulnerabilities and whether the person is currently known to be receiving any care or support from the service."

13. The Procedure includes a checklist which must be completed. The Procedure says:

> "This must be completed for each case and must be signed by the officer completing the form before being passed to a senior officer for authorisation. In general the senior officers for the process will be the Court Officers, in their absence the Service Manager."

14. The checklist form used by the Council says the following:

> "For the use of bankruptcy as a successful recovery tool there has to be enough 'equity' in the property. It is important that points 14,15 and 16 [relating to the estimated value of the person's property] are completed and estimates of property value conservative."

How we considered this complaint

15. We produced this report after examining relevant documents and interviewing the complainant.

What we found

What happened

16. In 2009 the Council obtained a liability order against Ms B for unpaid business rates totalling over £20,000.

17. The Council says between 2009 and 2015 it used three different enforcement agents to try to recover the debt but was not successful.

18. Between December 2014 and July 2015 Ms B was in email contact with the Council's Service Manager about the debt. Ms B said her business had failed and she had lost her home, but she had managed to get a job with a local authority (not the Council). Ms B sent emails to the Council from her local authority work email account. Ms B's emails included her job title in her email 'signature'.

19. During this period the Service Manager told Ms B the Council had put enforcement action on hold. The last email Ms B received from the Service Manager was sent on 31 July 2015. It said:

> "I am sorry that this matter has not been resolved. However, as [you] will appreciate the sum involved is substantial and a decision is still pending as to how to resolve the matter. I will contact you further in the near future but please rest assured the matter does remain on hold with our Enforcement Agents."

20. In December 2016 Ms B bought her current home from a housing association on shared ownership terms. Ms B says she borrowed £12,000 from a friend to pay the deposit. It is a two bedroom property. Ms B says the property was valued at £285,000 when she bought it and she bought a 50% share, which was the minimum share she could buy. Ms B got a mortgage to pay for the property.

21. Ms B did not hear anything further from the Council about the debt until December 2017 when she received a letter from the Council. The letter said the following.

- The Council was writing about Ms B's unpaid business rates amounting to £55,625.33 of which £20,471.87 was subject to liability orders.
- Unless she settled the debt within seven days, it was the Council's intention to issue a statutory demand in bankruptcy against her without further delay.
- This means on service of the demand, if Ms B failed to pay the debt, she may be subject to bankruptcy proceedings.
- Ms B could avoid this action by making immediate payment or making a suitable arrangement to settle the account within seven days.

22. The letter summarised what could happen if Ms B was declared bankrupt.

23. The Council's records show that when it wrote to Ms B, it completed the checklist for bankruptcy proceedings. The following sections of the checklist set out how the Council assessed Ms B's equity in her property.

- Section 14 is about the total debts against the property. The Council recorded this as £124,232.
- Section 15 says "Use Google maps and search the address – use street view to check the condition of the property to help in guiding your valuation. Note type of property and condition of windows etc." This section of the form is left blank and was not completed for Ms B's case.

- Section 16 says “Use rightmove.com or nethouseprices.com to establish if property is up for sale or what the property (or neighbouring/similar) last sold for and when”. In this section, the Council recorded ‘Sold date: Aug 17 Price: £585,000’. This was the sold price for a neighbouring property.
- Section 17 is used to estimate the person’s equity based on the figures for section 14 and 16. It says “Equity Estimate value (section 16) less secured debts (14)”. It also says “Joint owners? Divide equally e.g. 2 owners 50% each.” In this section the Council calculated Ms B’s equity as follows: The property value of £585,000 minus Ms B’s debt against the property of £124,232 equals £460,768. The Council then divided this figure in half because it was aware it was a shared ownership property. This meant the Council assessed Ms B’s equity in the property to be £230,384.

24. In December, the Council sent an email to the local authority where Ms B lives (and which is also her employer) asking for personal information about her and about the debt. This email was sent to the local authority’s social services team email address. Ms B became aware of the email because she works for the local authority and the email was forwarded to her team to deal with. Ms B said the email caused her considerable professional embarrassment.

25. Ms B says she asked the Council what it considered to be a reasonable time period for her to repay the debt and the Council replied by saying two months. Ms B says she could not believe the Council expected her to pay around £50,000 in two months.

26. The Council, via its legal representatives, wrote to Ms B again in early 2018. The Council said the letter was a formal demand for payment of £55,625.33. The Council said if it did not receive payment in full of this sum within seven days it would start bankruptcy proceedings against Ms B.

27. In mid-January the Council served Ms B in person with a statutory demand. The debt stated on the statutory demand was £57,368.58. This amount included summonsed debts totalling £35,153.46. Ms B later put in an application to the court for the statutory demand to be set aside.

28. In mid-March Ms B put in a subject access request to the Council.

29. The Council then served a bankruptcy petition on Ms B. The petition was for a total debt of £57,368.58.

30. The court heard Ms B’s application for the statutory demand to be set aside. The court dismissed Ms B’s application. A bankruptcy petition hearing was then scheduled for summer 2018.

31. In June Ms B complained to us.

32. The Council responded to Ms B’s subject access request on 4 June. Ms B complained to the Information Commissioner that the Council had not provided all the information she requested. Ms B also complained to the Information Commissioner about the Council sending an email about the debt to her employer.

33. The bankruptcy order hearing took place as scheduled. Ms B attended the hearing and made representations. The court granted the bankruptcy order.

34. During this period, the Information Commissioner decided Ms B’s data protection complaint. The Information Commissioner decided that:

- the Council was entitled to contact the local authority where Ms B lives to ask for information about her. But, the Council should have identified it was likely that Ms B remained an employee of the local authority and there was the potential for disclosure of her personal data to colleagues who would not necessarily need to know about the Council's investigation; and
- it was unlikely the Council had complied with the Data Protection Act because it responded to Ms B's request late and did not conduct an adequate search to ensure all information was provided to Ms B.

35. The Information Commissioner recommended the Council take action in response to its findings.

36. In response to our enquires the Council said the following.

- It identified this case in late 2017 and considered how best to recover the debt. The service manager who was in email contact with Ms B until July 2015 has since left the Council. At the time the emails were sent from the service manager's personal email account and were not put onto the Council's system. The Council expressed its sincere apology to Ms B for not having details on its system at the relevant time of the correspondence between her and the service manager. The Council said it would have still referred the debt to its agents to recover.
- It contacted the local authority where Ms B lives to request basic information about whether Ms B was known to social services. This was in line with the Council's procedure. The Council did not know Ms B worked for the local authority. The Council apologised for the distress and any harm to her professional dignity caused by the situation.
- When cases are referred for insolvency action the Council checks what information is generally available about the estimated price of the property where relevant information is known. This is not a precise calculation because this would involve a surveyor to inspect the property, which is not generally viable.
- The Council aims to find a neighbouring property of similar size and character as far as that is possible to estimate the price. This was done in Ms B's case.
- The price paid by Ms B according to the Land Registry was £142,000.
- The Council discovered that a neighbouring property was sold for £585,000 in 2017 (this property is the next number up from Ms B's property - we have called it Property A and Ms B's property, Property B).
- Similar properties on the road were sold in 2017 for £565,000 and £570,000, so this was a reasonable estimate. The Council had no other means available to estimate the value of the property.
- The Council obtained details from the housing association website which said that the usual share customers buy is a minimum of 50% in the property and often more. So, it was calculated that around £230,000 was the minimum available equity share available to Ms B.

37. We have shared the Council's comments on how it valued the property with Ms B. In response, Ms B said:

- Property A is a five bedroom detached house with off street parking and a double garage.

- Property B is a two bedroom terraced house built for social housing.

38. Ms B provided us photographs of both properties. We have shared this information with the Council. The Council responded by saying the Official Receiver will assess the value of the property and advise the Council of the way forward.

39. Ms B says the bankruptcy order has significantly affected her and her family. Ms B says:

- in January 2019 her bank account was suspended;
- her physical and mental health has got worse;
- her mortgage payments have increased;
- she does not have any credit cards so has struggled to make essential purchases for her children;
- relationships within the family have become strained; and,
- she has been inundated with letters and calls from companies contacting her about the bankruptcy.

40. In February the Council sent Ms B a letter saying she had fallen behind with her business rates and must pay £35,153.46 within seven days. The Council later confirmed it sent this letter in error.

Analysis

41. We will first address Ms B's complaint about the Council's decision to start bankruptcy proceedings, before addressing Ms B's additional complaints under separate headings.

42. The Council has explained that it had not been successful trying to recover the debt using enforcement agents and it was not appropriate to start committal proceedings. Although Ms B is no longer self-employed, an attachment of earnings order cannot be used to recover business rates debts. So, the Council was not at fault for considering whether to start bankruptcy proceedings.

43. Ms B complains the Council added debts which were not subject to a liability order to the bankruptcy petition. But, the law allows local authorities to do this. The Council and its agent were consistent about the debt which was subject to bankruptcy proceedings.

44. However, our view is the Council's decision to start bankruptcy proceedings was taken with fault.

45. The Council's bankruptcy procedure makes it clear that bankruptcy proceedings are a last resort and should only be started where the person has sufficient realisable assets such as equity in a property to pay the debt and all costs incurred. The Council's bankruptcy checklist also says that estimates of property value should be conservative.

46. The Council's assessment of Ms B's equity in her property is set out in the checklist which the Council completed. We are satisfied this assessment was taken with fault.

47. To assess the value of Ms B's home the Council used the sale price for Property A which sold for £585,000 in 2017. Based on this valuation figure, the Council considered Ms B's property to be of a similar value. So, the Council decided Ms B had sufficient equity in the property to pay the debt and all costs.

48. It is clear from the information provided by Ms B, including photographs, that her property and Property A are significantly different.

49. The Council says other properties on the road sold for a similar price, so it was reasonable to estimate Ms B's property to be of a similar value. But, information online shows that some properties on the road have sold for much less - around £350,000.

50. Also, the relevant section of the checklist about using Google maps and Streetview to view the property online has not been completed.

51. This is important because the notes say: "use street view to check the condition of the property to help in guiding your valuation. Note type of property and condition of windows etc." This shows the Council is aware that using sold prices alone is not enough to make a sound estimate of a property's value.

52. It is possible the Council did not complete this section because the road is not available to view on Google Streetview. The Council should have undertaken further enquiries to be satisfied it had correctly assessed the value of Ms B's home. The Council could have asked Ms B to confirm the size of the property and if needed, visited the area to view the property. The Council could also have asked Ms B to confirm the purchase price and mortgage amount. The implications of bankruptcy are serious, so the Council should have made sure it got this decision right. All the information shows the Council was not aware of the size or type of Ms B's property when it estimated the property's value.

53. Even without any information about the size of Ms B's property, the Council says it got information from the Land Registry which showed Ms B paid £142,000 for the property. So, the Council should have been aware the value of Ms B's property was significantly less than £585,000, and her equity was far less than the Council had estimated.

54. We are satisfied the Council's valuation of Ms B's property was affected by fault.

55. We also consider it more likely than not the Council would not have started bankruptcy proceedings if it undertook this assessment correctly. This is because, as we have already showed, the information does not suggest Ms B had enough equity in her property to pay the total debt and all costs.

56. Ms B paid £142,000 for her 50% share in the property. As identified by the Council when it completed the checklist, her total debt against the property was £124,232.

57. This means Ms B's equity in the property at the time the Council made its decision was £17,768. This was not enough to pay the total debt of £57,368.58 owed to the Council and the Council's costs. The Council's bankruptcy procedure says the Council will not start bankruptcy proceedings in such circumstances.

58. We find the Council's decision to start bankruptcy proceedings was affected by fault.

59. Ms B has suffered a significant injustice because of the fault we have identified. As the Council recognises, the impact of being made bankrupt is significant. Ms B is at risk of losing her home. Ms B has also suffered considerable distress because of the Council's decision and has had her bank account suspended.

60. We have asked the Council to take action to put right the injustice suffered by Ms B. The Council has agreed to make a payment to Ms B but has not agreed to our recommendation to apply to annul the bankruptcy.

61. The Council says Ms B said at the bankruptcy hearing she could not pay the debt. The Council also says it is satisfied with its decision to make Ms B bankrupt.

62. But, the Council's decision was not in line with the Council's own bankruptcy procedure. The Council's decision to start bankruptcy proceedings was flawed. If the Council had followed its procedure Ms B would not have been made bankrupt. So, the Council should put this right by applying to annul the bankruptcy.

63. The Council says as part of the business rates reduction programme it reviewed its criteria for bankruptcy to include insolvency as a factor. But, the Council says it did not update the checklist to include this. If the Council did such a review it should have implemented it properly to ensure all procedures were updated.

64. The Council says it is not acceptable for it to pay the costs of annulling the bankruptcy. But, Ms B should not be expected to pay costs that have arisen because of fault by the Council.

65. The Council says if it annulled the bankruptcy Ms B would be in a worse financial position. Ms B does not accept this and we are not persuaded by the Council's argument.

66. We will now address each of Ms B's further complaints.

The lack of contact between July 2015 and December 2017

67. Our view is the Council was at fault for not contacting Ms B about the debt between July 2015 and December 2017. It appears this was the result of the service manager who was handling the case leaving the Council's employment. It is likely arrangements were not put in place to transfer the case to another officer, and this meant the Council did not take any further action until December 2017.

68. It appears the service manager's use of a personal email account without uploading the correspondence to the Council's system made the matter worse.

69. If the service manager had sent any further emails to Ms B after July 2015 we would expect Ms B to have received these.

70. However, Ms B would have been aware during this period that she owed the Council a large debt dating back several years. It would have been open to Ms B to have chased the Council to find out what was happening with the debt. In addition, while the letter sent in December 2017 caused Ms B distress, it would have been reasonable for her to expect the Council to pursue the debt again.

71. Because of the significant amount of time that had passed since the Council had last been in contact, we find the Council should have given Ms B more time to respond before starting bankruptcy proceedings. The Council's letter only gave Ms B seven days to pay the debt in full. This was unreasonable given the Council had not been in contact for around two and a half years.

72. However, because of the significant size of the debt, the Council was always likely to resume recovery action if it had allowed Ms B more time to pay the debt. This means we cannot say the fault by the Council caused Ms B a significant injustice.

The Council's contact with Ms B's employer and its handling of Ms B's subject access request

73. Ms B complained to the Information Commissioner about both these matters. The Information Commissioner decided the Council had breached the Data Protection Act, both by its handling of Ms B's subject access request and the way it contacted her employer.

74. But, the Information Commissioner decided the Council was entitled in principle to contact Ms B's employer about the debt.

75. The Information Commissioner cannot award compensation, but Ms B has the right to take the Council to court to seek compensation for the distress caused by the way it has used her personal data. We have placed weight on Ms B's comments that she does not have the time, energy or money to pursue this at court. Given Ms B has been made bankrupt we do not consider it is reasonable for Ms B to take the Council to court to pursue a compensation claim.

76. So, we have asked the Council to make a payment to reflect the avoidable distress Ms B suffered because of colleagues in her department being aware of the debt. But, we find it likely that some of Ms B's colleagues in the social services department would have become aware of the debt, even if the Council had taken the steps recommended by the Information Commissioner.

77. We have also asked the Council to make a payment to reflect the distress Ms B suffered because of the Council's failure to promptly respond to her subject access request or provide all the information it held. This meant Ms B did not have all the information she was entitled to during a very stressful period.

Conclusions

78. The Council's decision to start bankruptcy proceedings against Ms B was affected by fault. We find the Council would not have started bankruptcy proceedings if it had given proper consideration to the value and amount of equity in Ms B's property. This decision to start bankruptcy proceedings caused Ms B considerable distress and has had significant implications for her.

79. In addition, the Council was at fault for the way it contacted Ms B's employer about the debt and its handling of Ms B's subject access request. This also caused Ms B avoidable distress.

Recommendations

80. To remedy the injustice caused by the fault identified in this report, we recommend the Council should:

- apply to annul the bankruptcy and pay the court and trustees costs to do this;
- make a financial payment of £3,000 to Ms B to reflect the distress she suffered because of the Council's decision to start bankruptcy proceedings;
- make a financial payment of £400 to Ms B to reflect the distress she suffered because of the Council's breaches of the Data Protection Act; and
- write and send a letter to Ms B saying if it intends to recover the debt, the amount it is seeking to recover and how it is going to do this.

81. The Council may offset the payments against the debt Ms B owes the Council.

82. The Council must consider the report and confirm within three months the action it has taken or proposes to take. The Council should consider the report at its full Council, Cabinet or other appropriately delegated committee of elected members and we will require evidence of this. ***(Local Government Act 1974, section 31(2), as amended)***

Decision

83. We have completed our investigation into this complaint. There was fault by the Council which caused injustice to Ms B. The Council should take the action we have recommended to remedy that injustice.

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Report for: **Cabinet, 10th December 2019**

Title: **Haringey's Reduction and Recycling Plan**

Report authorised by: Director of Environment & Neighbourhoods

Lead Officer: Ian Kershaw, x.1578, Ian.kershaw@haringey.gov.uk

Ward(s) affected: All

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

1. Describe the issue under consideration

1.1 This report presents Haringey's Reduction and Recycling Plan (RRP) for approval. Production of an RRP is a requirement of the Mayor of London's Environment Strategy and applies to all London boroughs. The RRP has to outline:

- How boroughs will contribute to London-wide targets for the reduction and recycling of household and municipal waste, and reducing the impacts of waste, covering the period to 2022.
- How our service complies with the Mayor's recommended service delivery model.

1.2 The report describes the key features of our RRP, and confirms compliance with the above criteria, as summarised in Table 1.

1.4 The approved plan will be submitted to the Mayor of London. The Mayor has said he expects RRPs to be public documents.

2. Cabinet Member Introduction

2.1 Haringey has led the way in recycling and was an early adopter of fortnightly residual waste collection and weekly food waste collections for both kerbside and high-rise properties. More recently performance has declined following changes in national regulations and the global market for recyclates. To reverse this trend, we need to improve communications and make sure they are fit for a high turnover population and increase our focus on food waste.

2.2 Our proposed Reduction and Recycling Plan shows how we would meet best practice as set out by the Mayor and takes account of advice from Resource London.

2.3 The targets seen in the context of continued pressures on council services and budgets, demographic growth and high turnover of population are challenging. The population of Haringey is growing – using GLA projection methods, the population is estimated to reach 286,900 by 2020, an increase of 5.9% from 2015. By 2025, Haringey's population is estimated to reach over 300,000 an increase of 10.9% from 2015. The already high proportion of flatted and multiple occupancy properties is set to increase, which in turn increases the challenges of improving recycling.

2.4 Planning and regeneration also offer opportunities to improve management of waste in the borough and increase recycling. We will also make sure we can respond swiftly to changing markets and legislation as national government policy changes concerning issues such as consistency of collections, Extended Producer Responsibility and a Deposit Return Scheme.

3. Recommendations

3.1 Cabinet is recommended to:

- Approve the RRP for submission to the Greater London Authority;
- Amend the Borough Plan targets to be consistent with the RRP; specifically, that the Borough Plan target to reduce annual residual waste per household to 494kg in 2022/23 is revised to 460kg.
- Delegate authority to the Director of Environment & Neighbourhoods, in consultation with the Cabinet Member, to make changes as necessary to the Reduction & Recycling Plan following any further feedback from the Greater London Authority.

4. Reasons for decision

4.1 The recommendation to approve the RRP for submission to the Greater London Authority is based on the below points.

4.1.1 London boroughs have a statutory duty to act in general conformity with the London Environment Strategy prepared by the Mayor of London. The London Environment Plan requires London boroughs to produce a RRP to set out how they each will make a contribution to the Mayor of London's Environment Strategy targets and comply with minimum service standards. The Mayor expects RRPs to be submitted to him for approval by 20 December 2019.

4.1.2 The Mayor has provided a template for RRPs and this has been used for the proposed RRP at Appendix A. The draft plan reflects how the Mayor's policies, proposals and objectives will translate into action at the local level. It sets out the direction of travel that Haringey will take to contribute to those Strategy priorities and objectives, taking into account guidance issued by the GLA, our current services and performance and wider benchmarking.

4.1.3 The RRP will therefore provide a robust framework for managing the borough's waste in an environmentally and financially sustainable way. It contains

ambitious but achievable targets for the council's recycling rate and associated measures, whilst recognising local circumstances.

4.1.4 A summary of the key requirements of the RRPs and Haringey's compliance is provided below.

Table 1: Summary of compliance with RRP requirements

Key Mayoral requirements of Boroughs	**Does Haringey comply**	**Comments**
All properties with kerbside recycling collections to receive a separate weekly food waste collection service	Yes. Residents currently present food and garden waste separately which is then mixed in the vehicle. From April 2020 operational changes will be made to keep the food and garden waste separate.	Haringey also provides weekly food for estates and high-rise properties with communal collections. We will work with landlords to expand uptake.
All properties to receive a collection of, at a minimum, the six main dry materials: glass, cans, paper, card, plastic bottles and mixed rigid plastics (pots, tubs and trays)	Yes	We will work to reduce the level of contamination in our recycling collections.
For London to achieve a 45 per cent recycling rate for household waste and a 50 per cent rate for all local authority-collected waste (LACW) by 2025.	Yes	Haringey's contribution toward the household rate target is modelled at 38% in line with modelling used for the Environment Strategy (and 33% for LACW). We have already committed to the household waste target in previous plans and this is consistent with contract targets.

4.1.5 The Mayor has commissioned Resource London (the partnership between the Mayor's waste advisory board and national body WRAP) to provide support and challenge to boroughs in the RRP process. Through this support, consultants have been commissioned to carry out a review of Haringey's recycling performance and identify opportunities for improving rates. This review has completed its first stage and findings are detailed later in this report and have informed the final RRP submission to Cabinet. In addition to the detailed review

GLA officers have also provided direct feedback on our draft RRP. This feedback is also addressed below.

4.2 To amend the Borough Plan targets to be consistent with the RRP, specifically that the Borough Plan target to reduce annual residual waste per household to 494kg in 2022/23 is revised to 460kg.

4.2.1 The RRP asks boroughs to set targets for a number of common performance measures including annual residual waste per household. The proposed new target for this measure has been arrived at through a more detailed modelling process. The existing target in the Borough Plan is based on a 1% reduction/year, resulting in a target for 2022/23 of 494kg whereas the RRP target is based on modelled tonnage scenarios that reach Haringey's 38% recycling target.

4.2.2 The target in the existing Borough Plan is less stretching and so this would represent an increased target. However, it is consistent with the overall action plan for reducing residual waste. Accordingly, it is proposed to amend the Borough Plan to match the Mayor and RRP targets.

4.3 To delegate authority to the Director of Environment and Neighbourhoods, in consultation with the Cabinet Member, to make changes as necessary to the RRP following any further feedback from the GLA.

4.3.1 The GLAs feedback on the draft RRP so far has been overwhelmingly positive (see paragraphs 8.1-8.3 below). However, the Council's RRP may need to take account of any further comments from the GLA or changes introduced by DEFRA. For example, we expect DEFRA to develop its plans to introduce a Deposit Return Scheme for drinks containers within the period of the RRP.

4.3.2 Consequently, authority is sought for the Director of Environment and Neighbourhoods to make any further necessary changes to the RRP in response to comments from the GLA.

5. Mayor of London's Environment Strategy

5.1 In May 2018 the Mayor published his London Environment Strategy. The Strategy sets out objectives, targets and policies for the effective management of London's municipal waste and to accelerate the transition to a circular economy.

5.2 The Strategy's waste objectives are:

- Objective 7.1 - Drive resource efficiency to significantly reduce waste focusing on food waste and single use packaging;
- Objective 7.2 – Maximise recycling rates;
- Objective 7.3 - Reduce the environmental impact of waste activities (greenhouse gas emissions and air pollutants);
- Objective 7.4 - Maximise local waste sites and ensure London has sufficient infrastructure to manage all the waste it produces.

5.3 The two most prominent requirements of the Strategy concern the household recycling targets and minimum service levels for London:

- By 2025 London as a whole must recycle 45% of household waste and 50% of local authority collected waste (this includes all municipal waste collected by the council, including from businesses, parks and fly tips). By 2030 these targets increase to 50% of household waste and 65% of local authority collected waste. These targets are to be delivered collectively by local authorities. The Mayor recognises that authorities will contribute differently to these targets.

- A minimum recycling collection service provision to be provided by all boroughs by 2020 incorporating the collection of the six key dry recycling materials (including pots, tubs and trays) for all properties and separate weekly food waste collections for all kerbside properties (and also flats where feasible).

5.4 Other targets are:

- To cut food waste and associated packaging waste by 50 per cent per person by 2030;
- To send zero biodegradable or recyclable waste to landfill by 2026;
- London to manage net 100 per cent of all the waste it produces by 2026.

5.5 The Mayor's recycling targets are predicated upon all London Boroughs having introduced residual waste restrictions. The guidance for completing the RRPs encourages boroughs to set out how they will deliver a "Package of recycling and residual waste services or planned service changes which have reviewed household residual waste bin capacity, frequency of collections and side waste collections" or consult on such measures. Haringey complies fully as we have already introduced a boroughwide fortnightly residual waste collection from 'street level' properties. Reducing residual waste capacity incentivises residents to increase their reuse and recycling. Additionally, we tell residents in communications that all their waste has to fit in their bins to encourage good waste management. We have conducted surveys that show side waste is not something happening at scale in the borough. We will review this periodically to check our approach remains appropriate.

5.6 The London-wide 2025 target for household waste recycling target of 45% is underpinned by analysis produced by the national advisory body, the Waste and Resources Action programme (WRAP). Their modelling attempted to show the maximum contribution that London could make to the 50% national household waste recycling target. The study found that, with specified service changes/improvements applied in each London Borough in 2020, an overall recycling rate of 42% could be achieved by 2022 for London.

5.7 WRAP also modelled a 'business as usual' scenario to reflect the recycling rate that WRAP believed would be achieved on the current trajectory. The modelled (differential) recycling rates were published for each London borough in the supporting evidence for the London Environment Strategy.

5.8 The modelling took into account variants between boroughs such as waste contract requirements and renewals, housing stock type and joint borough working arrangements.

5.9 The service changes/improvements modelled to achieve the London-wide 42% household waste recycling rate are:

a. Intervention for kerbside properties (street level) – Reduced residual collections, weekly separate food waste collection, adding all six dry materials to kerbside collections where not currently collected (glass, cans, paper, card, plastic bottles and household plastic packaging);

b. Intervention for flats (high rise) - All high-rise properties receive, as a minimum, the collection of five main dry recyclable materials (glass, cans, paper, card and plastic bottles) with an expected 40 per cent performance increase.

5.10 This modelling showed for Haringey a resultant recycling rate of 38%, which is consistent with the targets in our waste contract. It should be noted that the original modelling contained errors for Haringey and predicted a higher potential rate. This has been acknowledged by the Mayor and WRAP.

5.11 In reviewing RRPs, the Mayor has stated that he will take into account the following factors:

- contractual constraints that restrict the introduction of new services;
- the proportion of flats with lack of easily accessible and/or sufficient storage space for recycling;
- the proportion of rented accommodation (which can have an impact on participation in recycling services) and levels of deprivation; and
- the number of households with gardens (noting boroughs with fewer gardens produce less green waste for composting).

6. Recycling performance and benchmarking

6.1 In order to arrive at the services and activities in the RRP, initial data analysis and benchmarking has been undertaken, and key points detailed below.

6.2 Recycling performance has grown from very low levels in 2000 to the comprehensive collections of food and dry recycling for all street level and estate properties that we have today. Performance was 26% in 2011/12 and reached 37.4% in 2014/15 following the introduction of fortnightly residual waste collections in 2012/13.

6.3 The rate has since dropped (to 32.9% in 2017/18, the last year for which official statistics are available; data submitted to government for 2018/19 gives a rate of 30.2%, and 32.2% for quarter 1 of 19/20) due primarily to changes in the recycling market and relevant legislation that have led to much stricter controls on what can be accepted for recycling. We estimate these changes have had a 4% impact on the recycling rate compared to 2014/15.

6.4 Increasing the rate to its previous level and beyond requires significant investment in communications and compliance activities to increase uptake and correct use of services.

6.5 In complying with the Mayor's model we are already preforming well against comparable boroughs. This is confirmed by benchmarking from the consultant's review.

7. Haringey's Reduction & Recycling Plan

7.1 The Mayor issued a template for RRPs which has been completed at Appendix A. The various sections of the RRP are explained below. Each section outlines key policy areas relating to the particular objective, core service provisions, behaviour change activities, with associated impact forecasts, and milestones to achieve targets (where appropriate). We have engaged with a range of internal and external stakeholders to complete our plan including North London Waste Authority and Veolia externally, and internally our Procurement, Planning and Carbon Management teams.

7.2 Key objectives of our plan are to:

- Increase the recycling rate to 38% by 2022 in line with the target set out in our waste contract and Borough Plan;
- Reduce fly-tipping and the deposit of waste on the streets, in line with our Fly Tipping Strategy;
- Grow the number of garden waste service users;
- Educate residents and businesses to reduce their waste and dispose of it properly;
- Halt the loss of any further tonnage from contamination through effective policies and procedures;
- Encourage more food waste recycling from all properties;
- Improve the management of waste from HMOs;
- Embed circular economy principles into the council and our partners'/suppliers' operations;
- Engage with emerging national policy change to ensure the council is optimally positioned.

7.4 The impact of future government policies such as extended producer responsibility, consistency in collections and deposit return schemes have not been taken into account in setting targets.

7.5 Waste reduction addresses the policy objective to drive resource efficiency and cut waste. In this section the following main areas have been set out:

- Fortnightly collections of residual waste from all kerbside properties have been in place since 2012/13;
- Active participation in the North London-wide Waste prevention programme coordinated by NLWA;
- Modelling of options to redesign waste collection services to drive efficiencies;
- Review of trade waste collection service;

- Encouraging behaviour change to reduce, reuse and recycle;
- Key policies to be confirmed as part of our Procurement Strategy 2020-2025.

7.6 Maximising recycling rates explains that the Mayor of London's minimum service standards are being met for the majority of households within Haringey. It further details:

- Delivering other recycling services, notably commercial waste and educational establishments;
- Testing ways to reduce the contamination of dry recycling and scaling up where shown to be cost effective;
- Maximising recycling from all streams including street cleansing arisings;
- Targeting low performance areas including on estates and kerbside food waste through innovative behaviour change approaches and communications;
- Maximising recycling from NLWA activities including public Reuse & Recycling Centres and the segregation of recycling from the bulky waste we collect.

7.7 Reducing the Council's environmental impact outlines:

- How and when HGV waste fleets will be ULEZ compliant;
- A new depot being constructed at Marsh Lane N17 with plans to construct to BREAMM 'very good' standard with 20 Electric vehicle charging points and photovoltaic and battery storage included on site;
- Current local configuration of disposal and bulking sites minimising emissions;
- Exploration of consolidated commercial waste collections;
- Results using the GLA's online tool to determine performance of new proposed waste service options against the Mayor's CO2 equivalent emissions performance standard (EPS) and carbon intensity floor (CIF).

7.8 The section of maximising local waste sites outlines:

- Contribution of the NLWA's network of Reuse and Recycling Centres (RRC) to our recycling rate, including the site at Western Road site in the centre of Haringey.
- Plans to develop a new covered RRC that can accept business waste, being developed by the NLWA as part of the wider redevelopment of the Edmonton EcoPark site.
- How the seven North London boroughs, in their capacity as planning authorities, have jointly designated sufficient sites for waste management to ensure the region is net 100% self-sufficient.

7.9 In summary, Haringey has a comprehensive waste and recycling service supported by a number of initiatives, which as a minimum is needed to maintain the current recycling rate, as well as working towards improving it. Details of these are included in the RRP to demonstrate the positive contribution that is already being made by the council to London's environmental performance.

8. Initial GLA feedback

8.1 As part of the submission process for all boroughs, GLA officers provided an initial response to Haringey's draft RRP. This is overwhelmingly positive, referencing the delivery of the Mayor's minimum level of service for household recycling, with collections of the six main dry materials (paper, card, glass, tins, plastic bottles and mixed rigid plastic) as a minimum from all properties and separate weekly food waste from kerbside properties.

8.2 In addition it acknowledges:

- Our focus on contamination policies to boost recycling rates;
- Participation in national and regional communications campaigns;
- Activities focused on waste reduction and reuse in the community, including food waste, textiles and bulky waste events;
- Boosting participation in the garden waste collection service to increase recycling tonnages;
- Modelling options to redesign waste collection services to drive efficiencies;
- Offering recycling collections of the six main dry materials and separate food waste to non-domestic customers, including schools and businesses;
- Exploring consolidated commercial waste collections with local BIDs and business groups;
- Transitioning to low pollution fleets with 100% of waste fleet vehicles to be ULEZ compliant by 2020;
- Reference to the requirement for new developments to have suitable storage space for recycling.

8.3 The GLA also asked "Could the council go further with its LACW recycling target (of 33%) to at least match the household waste recycling target (of 38%)?" This is the recycling performance measure for the entirety of the waste collected by Haringey Council (our current rate is 28.5%). This includes all business and other non-household waste including flytipping. We have less control over how much of this is recycled or composted in comparison with household waste (for this reason the traditional national performance indicator for recycling has always been based on household waste only).

8.4 The Mayor foresees reaching his higher targets for LACW (over household waste) through boroughs being able to drive up recycling from trade waste customers. However, in Haringey we have a relatively small share of the trade waste market in the borough through which to drive up LACW recycling levels. Additionally, we would have the challenge of achieving higher levels of recycling from flytips which would be extremely difficult. Over time our strategy will be to convert more flytipping into paid for trade waste, and encourage recycling of this waste where possible, but at present there is no detailed modelling currently available to quantify this. Accordingly, we have advised the GLA that we will not amend the target at this stage.

9. External Review of Recycling

9.1 As well as the high-level GLA feedback detailed above, the Mayor has also made support available to boroughs for preparation of their RRP through

Resource London. Resource London is a partnership between the Mayor's London Waste and Advisory Board (LWARB) and the national advisory body, WRAP (Waste and Resource Action Programme). Resource London is funding the support. This has taken the form of them jointly commissioning with Haringey an external review of the council's approach to recycling, and opportunities for improving recycling rates. This is in the context of the drop in the recycling rate described above and the fact that our service closely matches the Mayor's optimal service configuration. Our plan presented here takes account of the external review recommendations. There is no suggestion that significant actions beyond the Mayor's model are being missed by Haringey.

9.2 The review, carried out by consultants Ricardo, began in September and includes:

- Analysis of existing data and information to enable benchmarking;
- Review of key policies and communications;
- Interviews with key staff;
- An operational review;
- Site visits – collection service and the Material Recovery Facility for separating dry recycling;
- Final report to be issued by end of January 2020.

9.3 A summary of the stage 1 review is below:

"Ricardo Energy & Environment has been commissioned by Resource London to conduct a waste and recycling service review for Haringey Council. The review is being conducted in two stages:

Stage 1: Service Review - A review of recycling rate performance over the last five years, identifying areas for improvement in line with the requirements of the Council's Reduction and Recycling Plan (RRP) submission to the GLA;

Stage 2: Improvement Plan and Commercial Waste Review - A more detailed review into selected areas including the performance of the commercial waste service to determine potential improvements, opportunities to drive efficiencies and generate additional revenue.

"The Stage 1 review work began in September and comprehensive review work has been carried out, including reviewing service performance data, meetings with various members of Council staff, observations of the recycling collection systems in action and a visit to the Materials Recovery Facility to which Haringey's mixed dry recycling is delivered. A key element of this stage of work has been to review Haringey's RRP and the Council's current suite of waste services within the context of the Mayor of London's Environment Strategy (LES) minimum service delivery level requirements, namely: -

- All properties with kerbside recycling collections to receive a separate weekly food waste collection service;
- All properties to receive a collection of, at a minimum, the six main dry materials, glass, cans, paper, card, plastic bottles and mixed rigid plastics (pots, tubs and trays); and

- For councils to set reduction and recycling targets that 'should be stretching and recognise local circumstances' which will contribute to the Mayor's targets of achieving a 45 per cent recycling rate for household waste by 2025 and a 50 per cent recycling rate for local authority collected waste (LACW) by 2025.

"The conclusions and recommendations from Stage 1 demonstrate that the Council's recycling collection services and future plans for the separate treatment of food waste (currently mixed with garden waste) are in line with the requirements of the LES recycling collection service model. In addition, the review has confirmed key actions the council is taking to improve dry recycling performance by tackling contamination levels. This and other initiatives such as increasing garden waste service uptake, will enable the Council to work towards the target commitments set out in the Council's RRP.

"The Stage 2 work is due to completed by the end of January 2019."

9.4 The GLA are happy for the RRP to be recommended to Cabinet in advance of the completion of the Stage 2 review. Based on initial feedback, the Stage 2 report is not expected to significantly alter Haringey's RRP, rather strengthen the existing framework for actions to improve waste reduction and recycling.

10. Alternative options considered

10.1 The Council must submit an RRP to meet its statutory duty to be in general conformity with the Mayor of London's Environment Strategy. Failure to produce a RRP may lead to the Mayor using his powers to direct a Waste Authority in London where he considers that it is necessary for the purposes of the implementation of the municipal waste elements of the Environment Strategy. Therefore, the option of not submitting an RRP has not been considered further and is not recommended.

10.2 The RRP is expected to demonstrate an appropriate contribution to the Mayor's London-wide targets. We are confident that we have proposed targets that are stretching and appropriate to our local circumstances. A plan with less ambitious targets would be liable to challenge from the Mayor. Therefore, an alternative RRP is not recommended.

11. Background information

11.1 The Mayor of London's Environment Strategy requires all boroughs to submit a Reduction and Recycling Plan (RRP) to the GLA for the period to 2022. The RRP has to outline how borough targets will contribute to London-wide targets for waste reduction, recycling and reducing the impacts of waste. RRPs are intended as working documents that can be updated throughout the RRP period.

11.2 RRPs should be short, focussed documents (5-6 pages, for which a template was provided) setting out key actions or packages of actions to be undertaken within the first RRP period being 2018 to May 2025. The RRP should focus on activities aiming to reduce waste and deliver the Mayor's minimum recycling service levels. RRPs are intended to be light touch documents, briefly setting

out local actions for effective waste management building on existing local waste strategies and plans.

11.3 Boroughs have been grouped for submission by either March, June or October 2019. Haringey was included in the second tranche and accordingly submitted our draft RRP to the GLA in June. We have received initial feedback from the GLA but the RRP remains draft until it is formally approved by Cabinet.

11.4 The RRP confirms targets to be achieved by 2022 and 2025 for:

- Household waste recycling rate;
- Residual waste per household;
- Minimum service standards;
- Local Authority Collected Waste (LACW) recycling rate;
- Annual household avoidable (edible) food waste;
- Carbon impact (Emissions Performance Standard) for LACW; and
- Ultra Low Emissions Zone compliance of waste fleet.

11.5 The GLA will expect targets to be suitably stretching and contribute toward the achievement of London-wide targets.

11.6 The RRP is also required to set out how we will:

- Reduce waste, focusing on food waste and single use packaging;
- Maximise recycling rates;
- Reduce the environmental impact of waste activities (greenhouse gas emissions and air pollutants); and
- Maximise local waste sites and ensure London has sufficient infrastructure to manage all the waste it produces (Planning duty / NLWA function for Recycling Centres).

11.7 We are also required to model the Greenhouse Gas (GHG) and Carbon Emissions impact of our waste services. This is an entirely new area of modelling and reporting for boroughs that requires modelling of the carbon impact of the current service and any future actions/scenarios we reference in the RRP.

12. Contribution to strategic outcomes

12.1 Place – Outcome 10, A Cleaner, Accesible and Attractive Place:
c) Minimise the amount of waste generated by our residents and businesses and increase levels of recycling.

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

13.1 Finance

13.1.1 This paper seeks Cabinet approval of the Reduction and Recycling Plan (RRP) for submission to GLA and two other recommendations as outlined in section 3 the recommendations section.

13.1.2 The current Waste Transformation Strategy (WTS) details how the service is going to be delivered and is intrinsically aligned with the RRP.

13.1.3 The associated costs is already contained within the existing service budget and medium-term financial strategy (MTFS).

13.1.4 The Council's MTFS includes pre-agreed savings targets which is being delivered by the overall waste transformation strategy (WTS).

13.2 Procurement, Mike Molony, Procurement Strategic Partner

13.2.1 The RRP is a high-level strategic document setting out overarching principles and targets. As such it outlines the boroughs approach to waste reduction and recycling but does not contain any new procurement commitments at this point. Any specific procurement requirements would be specified at implementation and new proposals will require separate approval as and when they may be developed.

13.3 Legal, Vivienne Sedgley, Corporate Lawyer

13.3.1 Pursuant to s.355 of the Greater London Authority Act 1999, the Council must:

- Act in general conformity with the provisions of the London Environment Strategy dealing with municipal waste management, save to the extent that compliance does not impose excessive additional costs on the authority.

- Act in accordance with any guidance from the Secretary of State for determining what is to be regarded as acting in general conformity or imposing excessive additional costs.

13.3.2 Pursuant to s.356 of the Greater London Authority Act 1999, the Mayor of London can give a direction requiring the Council to take action if he considers it necessary for the purposes of the implementation of the London Environment Strategy. The Council must comply with any such direction.

13.3.3 A Cabinet decision can be delegated under Part 3 Section C paragraph 1.4 of the Council's constitution.

13.4 Equality, Hugh Smith, Policy and Equalities Officer

13.4.1 The Council has a Public Sector Equality Duty under the Equality Act (2010) to have due regard to the need to:

a. Eliminate discrimination, harassment and victimisation and any other conduct prohibited under the Act
b. Advance equality of opportunity between people who share those protected characteristics and people who do not
c. Foster good relations between people who share those characteristics and people who do not.

13.4.2 The three parts of the duty applies to the following protected characteristics: age, disability, gender reassignment, pregnancy/maternity, race, religion/faith,

sex and sexual orientation. Marriage and civil partnership status applies to the first part of the duty.

13.4.3 The proposal is to approve the Reduction & Recycling Plan for submission to the Greater London Authority. The Plan contains non-binding targets for household and municipal waste, sets out Haringey's contribution to the Mayor of London's Environment Strategy targets, and demonstrate general conformity with his Strategy. The strategic objective of the Plan is to provide a robust framework for managing the borough's waste in an environmentally and financially sustainable way.

13.4.4 Certain objectives of the Plan have notable equalities implications. Firstly, meeting the objective to reduce fly-tipping and the deposit of waste on the streets, in line with our Fly Tipping Strategy, can be expected to have a positive impact for a higher proportion of residents who share the protected characteristics of race and ethnicity due to the demographic profile of the localities most affected by fly tipping. Moreover, reduction of fly tipping can be expected to have a positive impact for children, individuals with limited mobility and visual impairments, and parents/carers of young children due to clearer and more accessible streets.

13.4.5 Secondly, the objective to improve the management of waste from HMOs can be expected to have a positive impact for younger and BAME residents due to the profile of HMO residents in Haringey.

13.4.6 Thirdly, the objective to embed circular economy principles into the council and our partners'/suppliers' operations can be expected to have a positive impact to the extent that it results in reduced air pollution, which is known to have a disproportionate negative impact on children, older people BAME communities, those with disabilities and/or long-term health conditions, and pregnant women.

14. Use of Appendices

14.1 Appendix A: Proposed Reduction & Recycling Plan.

15. Local Government (Access to Information) Act 1985

15.1 Mayor of London's London Environment Strategy: https://www.london.gov.uk/sites/default/files/london_environment_strategy_0.pdf

15.2 Mayor of London's guidance note for local Authority reduction and recycling Plans: https://www.london.gov.uk/sites/default/files/rrp_guidance_note_v1.1.pdf

Introduction

Haringey is an exceptionally diverse and fast-changing borough. We have a population of 272,864 (2015 mid-year estimates). This is the 17th most populated borough in London (out of 33). Almost two-thirds of our population, and over 70% of our young people, are from ethnic minority backgrounds, and over 100 languages are spoken in the borough. Our population is the eighth most ethnically diverse in the country. The borough ranks among the most deprived in the country with pockets of extreme deprivation in the east. Haringey is the 21st most deprived borough in England and the 7th most deprived in London.

The population of Haringey is growing. Under the 2015 GLA round Strategic Housing Land Availability Assessment population projection method, the population is estimated to reach 286,900 by 2020, an increase of 5.9% from 2015. By 2025, Haringey's population is estimated to reach 300,600, an increase of 10.9% from 2015. Population growth locally is due to higher annual births than annual deaths and net migration gain driven by international migration. The top three countries for new international migrant national insurance number allocations are Romania, Bulgaria and Italy.

Haringey has a high proportion of flatted properties, and a high proportion of rented versus owner occupier. The turnover of tenancies is high and HMOs make up a large proportion of our properties. Over the next five years our population will continue to increase sharply and the proportion of flatted properties will increase significantly.

Key objectives of this plan are to:
- increase the recycling rate to 38% by 2024 (contract target)
- reduce flytipping and the deposit of waste on the streets
- grow the number of garden waste service users
- educate residents and businesses to reduce their waste and dispose of it properly
- halt the loss of any further tonnage from contamination through effective policies and procedures
- establish a workable contamination policy which balances maximising recycling through engagement and, where necessary, enforcement, with maintenance of the streetscene
- encourage more food waste recycling from all properties
- improve the management of waste from HMOs
- embed circular economy principles into the council and our partners'/suppliers' operations
- engage with emerging policy change to ensure the council is optimally positioned.

This draft plan is presented in the knowledge that the GLA are commissioning an audit of Haringey's approach to recycling, and our final plan will need to take account of this, the outcomes of recent national government consultation on waste issues (consistency, EPR, deposit/return) and Haringey's overall budgetary position. We also note that the London Environment Strategy relied on incorrect data for Haringey resulting in unrealistic projections for recycling rates. The GLA has said it would provide all boroughs with details of their modelling (WRAP modelling from a few years earlier detailing what rates boroughs might expect to reach). GLA has orally acknowledged that Haringey's modelling contained errors that indicated Haringey could reach 45% when this should have been 38%. However we are awaiting formal written confirmation from the GLA that this error has been corrected. The GLA's carbon emission calculator is a new tool and measures arising from it are treated with caution due to potential inconsistencies in supporting data.

DASHBOARD

London Borough of Haringey

Baseline (2017/18) performance against common reporting metrics

Metric	Performance (2017/18)	
Total annual household waste per head (kgs/head)	297	
Total annual household residual waste collected per household (kgs/household)	515	
Total annual household avoidable (edible) food waste (kgs/head)	55	
Annual household waste recycling rate (% by weight)	32.90%	
Annual LACW recycling rate (% by weight)	28.5%	
Proportion (%) of properties receiving the Mayor's minimum level of service for household recycling:		
% of kerbside properties (all households on a kerbside collection) collecting six main dry materials and separate food waste	100%	
% of flats (communal collections and flats within commercial buildings) collecting six main dry materials	100%	
% of flats (communal collections and flats within commercial buildings) collecting six main dry materials and separate food waste	60%	
Proportion (%) of waste fleet heavy vehicles that are ULEZ compliant (Euro VI diesel)	32.90%	
Performance of LACW activities against the Mayor's EPS (tonnes of CO2eq per tonne of waste managed). Use tool found here:	0.015	
Waste policy | London City Hall		
Set Common Performance Targets	**Target years**	
	2022	**2025**
Total annual household waste per head (kgs/head)	290	280
Total annual household residual waste collected per household (kgs/household)	460	440
Total annual household avoidable (edible) food waste (kgs/head)	53	50
	2022	**2025**
Annual household waste recycling rate (% by weight)	**38%**	**38.40%**

Annual LACW recycling rate (% by weight)	**33%**	**33.40%**
	2020	
Proportion (%) of properties receiving the Mayor's minimum level of service for household recycling (by 2020):		
% of kerbside properties (all households on a kerbside collection) collecting six main dry materials and separate food waste	**100%**	
% of flats (communal collections and flats within commercial buildings) collecting six main dry materials	**100%**	
% of flats (communal collections and flats within commercial buildings) collecting six main dry materials and separate food waste	**70%**	
	2020	**2025**
Proportion (%) of waste fleet heavy vehicles that are ULEZ compliant (Euro VI diesel)	100%	100%
Performance of LACW activities against the Mayor's EPS (tonnes of CO2eq per tonne of waste managed). Use tool found here:	-0.035	-0.05
Waste policy | London City Hall		

London Environment Strategy Objective Reference	Key action – local policy or waste contract commitment	Key actions – core service provision	Key actions – behaviour change activities	Expected impact towards achieving local targets	Key milestones (including progress updates)
7.1 Drive resource efficiency to cut waste	Fortnightly residual waste collections policy (Cabinet decision 2011).	Fortnightly collections of residual waste from all kerbside properties since 2012/13			
	Borough Plan 2019-2023: Outcome 10: A Cleaner, Accessible, and Attractive Place. Objective c) Minimise the amount of waste generated by our residents and businesses and increase levels of recycling.	• Model options to redesign waste collection services to drive efficiencies • Review of trade waste collection service • Encouraging behaviour change to reduce, reuse and recycle • Providing guidance to residents and businesses to minimise waste and increase recycling • Ensuring more residents are using recycling services, in particular for food waste • Reducing contamination of recyclables. • Require new development to have integrated, well-designed waste and recycling facilities, recognising the scale and nature of housing growth in the borough. With the North London Waste Authority: • Provide accurate baseline data for recycling and waste projections in order to shape the design of new disposal facilities • Consider efficiencies in waste collections across North London • Develop a North London Recycling Strategy (renew Joint Waste	• Deliver the Waste Services Transformation Programme, which includes modelling options to redesign waste collection services to drive efficiencies; review of collection service configuration, efficiency of rounds, and residual 'squeeze' policies; and consultation with residents. • Review arrangements for trade waste collection including widening recycling offer (including separate card and glass) and consolidated collections. • Review options for increasing reuse, as a minimum continuing to promote third sector reuse services, eg. reuse shops within borough, partnership with third sector • Continue to refresh and improve the efficiency and effectiveness of waste hierarchy communications. • Review the efficacy of textile collection services.	The Haringey Reduction and Recycling plan assumes a trajectory from current reycling rate of 30.2% (18/19) to 38% by 2022. Our service model is already in line with best practice recommended by the Mayor. Further progress will be incremental and arise from the accumulation of all actions (34% by 19/20 36% by 20/21 and 38% by 21/22). All targets are subject to review and in particular following consideration of the GLA-commissioned review of our plans and processes.	• Collection review December 2019 • GLA commissioned review - stage 1 by Dec 2019; stage 2 by Feb 2020 • Review of trade waste Feb 2020
	North London Waste Prevention Plan 2018 to 2020	The development of the Waste Prevention Plan is led by the NLWA Waste Prevention Team working alongside borough colleagues and funded through the NLWA levy on the boroughs. Quarterly Waste Prevention Officer meetings are held between relevant Borough and NLWA officers. The NLWA waste prevention team liaises with local government in London and more widely, including with Resource London and the GLA. The Waste Prevention Team delivers an annual conference, the North London Waste Prevention Exchange, with the purpose of sharing best practice on waste prevention across a wider area; most recently 'Re-imaging waste, moving away from single use towards a circular economy'.	**Food -** outreach activity, Waste Less and Lunch Free events, themed food waste events and promotion of food waste reduction messages. **Bulky waste** (Furniture and Waste Electrical and Electronic Equipment (WEEE)) - community exchange events, the London Upcycling Show, Repair Cafes. **Textiles** (clothing and non-clothing) - reuse and repair events. Recycle for London – liaison with Resource London, 'Save Our Stuff' recycling campaign (joint North London campaign), input into Recycle for London communications. Love Food Hate Waste/Wise Up To Waste food waste prevention initiatives. Love Your Clothes campaign. Trifocal project.	It is estimated that through the two-year waste prevention programme, approximately 10,000 tonnes per year (20,000 for 2018-20) tonnes of waste will be diverted from disposal, representing 1.2% of 2016-17's waste arisings. The evaluation regime is consistent with that outlined in 'Pre-waste', an EU-funded project designed to improve the effectiveness of waste prevention policies in EU territories.	This is a two year plan from 2018-2020 reviewed annually; Consideration of 2020-22 plan due in Feb 2020.

London Environment Strategy Objective Reference	Key action – local policy or waste contract commitment	Key actions – core service provision	Key actions – behaviour change activities	Expected impact towards achieving local targets	Key milestones (including progress updates)
7.2 – Maximise recycling rates	Haringey integrated waste management contract 2011-2025. North London Joint Waste Strategy, 2004 - 2020. Borough Plan 2019-2023 Outcome 10: A Cleaner, Accessible, and Attractive Place Objective c) Minimise the amount of waste generated by our residents and businesses and increase levels of recycling.	**Core Domestic Service offer** Haringey provides at least weekly collections of recyling and food waste to c.100,000 households. Refuse collections are fortnightly as a means of encouraging positive recycling behaviour. Every property can recycle the same range of dry recycling which exceed the 6 core items. Food waste collections are available to all kerbside and communal bin properties.	Annual service calendar delivered to all kerbside housholds. Ongoing communications through traditional and digital media. Outreach officers to visit contaminating properties, assesses appropriate facilities, encourage participation	The Haringey Reduction and Recycling plan assumes a trajectory from current reycling rate of 30.2% (18/19) to 38% by 2022. Our service model is in line with the Mayor's model. Progress will be incremental and cumulative of all actions (34% by 19/20 36% by 20/21 and 38% by 21/22). Targets are subject to review and in particular following the GLA-commissioned review of our plans and processes. Where possible estimates of impacts of individual actions or activities are given below.	
		• Council buildings, libraries and community centres receive a collection of more than the six main dry recycling materials. Council premises had refreshed internal dry recycling facilities in 2015.	Promote recycling in council offices via intranet, signage and posters. Internal 'Leadership' project currently reviewing council office system.		
		Schools and community hubs - dry and food recycling • Schools and other educational establishments receive a collection of more than the six main dry recycling materials, as well as a separate collection of food waste. • Charities and community buildings (eg. places of worship) are able to receive a collection of more than the six main dry recycling materials.	Complete an audit of schools to review refuse:recycling ratio; Write to all schools at start of school year		Audit August 2019. Write to schools September 2019
		Contamination A contamination policy is in place involving the tagging of bins to inform residents what items can be recycled, escalating to doorstep engagement and potential enforcement	Reduce contamination levels through testing different communication and compliance measures and scaling up cost-effective solutions	1% increase on rate by reducing contamination by 800T	Review of trial enforcement approach - by autumn 2019. Start of Resource London funded 'Contamination hit squad' project - autumn 19
		Food waste uptake • All properties with kerbside recycling collections receive a weekly food waste collection using separate food waste containers.	Increase usage of the food waste service from kerbside properties through trials of behaviour change measures	0.5% increase on rate by increasing capture of food waste by 400 tonnnes	Devise measures for trial - Jan 2020 Test measures and evaluate - April 2020
		Garden Waste uptake • A charged weekly garden waste recycling service operates.	Increase usage of the charged Garden Waste Service	Increase service users by 1000 households leading to an increase in garden waste of 200 tonnes.	Review sales data on ongoing basis and target communications to areas with high concentration of non-users.
		Street cleansing recycling Reinvigorate recycling from street cleansing (segregation of litter arisings)	Internal communications with Veolia workforce	0.15% increase / 100 tonnes	Review current performance - Sept 19 Work with Veolia to incentivise workforce and monitor usage of recyling sacks - Dec 19
		Trade Waste and Flytipping • Commercial waste offer exceeds six main dry recyclable materials and separate food. We will increase our share of the trade waste market and consequently recycling and food services. • Consider option for separate collection of cardboard and glass for business customers.	Review of trade waste collection operation and marketing		Review of trade waste Feb 2020
		Bin allocation and signage Survey kerbside properties to establish appropriate ratio of refuse:recycling and test different bin signage options (eg. 'no black bag' stickers on recycling bins, 'no food waste' on refuse bins)	Kerbside bin audit Communications trial		By December 2019

		Estates recycling and food waste improvements Survey communal properties to establish appropriate ratio of refuse:recycling, container condition and upgrade/refresh signage/bins. Review collection round data to identify any properties that do not receive full service (eg. opted not to have food bins in the past)	Develop plans based on learning from other boroughs on Peabody pilot Trial reverse lids on communal recycling bins Engage with landlords and managing agents		By April 2020
	North London Waste Authority - contract with London Energy Ltd	• **Reuse and Recycling centre and a number of bring sites** are located in the borough to capture materials not recycled through kerbside collections such as small electrical items, textiles and footwear.			
		Bulky Waste Segregation of bulky waste recyclables (wood, metal, card) pre-incineration			

London Environment Strategy Objective Reference	Key action – local policy or waste contract commitment	Key actions – core service provision	Key actions – behaviour change activities	Expected impact towards achieving local targets	Key milestones (including progress updates)
7.3 – Reducing environmental impact	Reprovision of Haringey's waste collection depot.	A new depot is being constructed at Marsh Lane N17. Plans are to construct to BREAMM very good with 20 Electric vehicle charging points, and photovoltaic and battery storage included on site. Plans are now at design freeze.	Planning approval	CO2 reduction to be modelled once plans are approved	Planning approval July 2019. Contract award November 2019 Construction January 2020 to December 2020 Relocation from existing Ashley Road depot to new Marsh Lane depot March 2021.
	Veolia fleet collection arrangements	The fleet will be ULEZ compliant by 2021. This will mainly be achieved thorugh EURO VI for larger vehicles and a combination of electric and hybrid for mid and smaller vehicles	-	CO2 reduction to be modelled	-
	Sustainable procurement (Procurement Strategy 2020-2025)	Development of policies to embed environmental sustainability in procurement of goods and services and supply chain.	Reduce single use plastics use within council operations and, with NLWA and the community, support the establishment of Low Plastic Zones		Approval of Procurement Strategy 2020-2025 October 2019
	North London Waste Authority disposal arrangements	The vehicle fleet of the NLWA's current main waste transfer, treatment and disposal contractor, London Energy Ltd (LEL), and those of LEL's subcontractors are currently transitioning to ULEZ compliance. This is also a condition of the NLWA's new commingled dry recycling processing contracts which start December 2019.	-	-	-
		Waste reception points available to the NLWA Boroughs reflect a good geographical spread within the NLWA area. The majority of residual waste hauled by road within the NLWA area is subject to thermal treatment at Edmonton EcoPark.	-	-	-
	Consolidated collections	As part of our waste transformation programme we will explore the creation of consolidated commercial waste collections with the Wood Green BID and other local business groups.	Dependent on engagement with business	CO2 reduction to be modelled.	

London Environment Strategy Objective Reference	Key action – local policy or waste contract commitment	Key actions – core service provision	Key actions – behaviour change activities	Expected impact towards achieving local targets	Key milestones (including progress updates)
7.4 Maximising local waste sites	North London Waste Plan	The seven North London Boroughs of Barnet, Camden, Enfield, Hackney, Haringey, Islington and Waltham Forest are working together to produce the North London Waste Plan (the 'NLWP') which will ensure adequate provision of land for waste use in the area up to 2035 and provide policies against which waste planning applications will be assessed. The NLWP was submitted to the Secretary of State in August 2019 and is currently going through its Examination Hearing, with adoption scheduled for Autumn 2020. The NLWP pools the apportionment targets set out in London Plan Policy S18.	-	-	Adoption of NLWP Autumn 2020.
	Reuse & Recycling Centres (NLWA)	RRCs are operated by the NLWA. This includes the Western Road site in the centre of Haringey. Haringey residents are free to use any of the 8 RRCs in the NLWA area which accept a wide range of materials. There are restrictions in place for access to sites by vans and on the quantities of soil and rubble that can be deposited. A further covered RRC will be developed by the NLWA as part of the wider redevelopment of the Edmonton EcoPark site. Residents can dispose of - amongst other things - WEEE, batteries, light bulbs and fluorescent tubes, printer cartridges, selected paints, mineral oils and cooking oils.	-	-	-

Report for: Cabinet 10th December 2019

Title: Appointment of Design Consultants for Broadwater Farm Estate

Report authorised by: Dan Hawthorn, Director of Housing, Regeneration and Planning

Lead Officer: Peter O'Brien, Assistant Director, Regeneration & Economic Development

Ward(s) affected: West Green Ward

Report for Key/ Non-Key Decision: Key Decision

1. Describe the issue under consideration

1.1. This report considers the appointment of a design team to deliver a range of projects on the Broadwater Farm estate, including the development of detailed designs for new homes.

1.2. Submissions to the tender were based on a detailed brief that was developed internally by officers. The brief included the following key outputs:

1.2.1. Detailed designs for replacement homes on Tangmere and Northolt
1.2.2. Design briefs for new homes on three opportunity sites
1.2.3. An urban design framework and new public realm strategy for the estate

1.3. This work is necessary following the Cabinet decision in November 2018 where Cabinet agreed, following extensive resident consultation, to demolish Tangmere and Northolt. Alongside that decision Cabinet committed to building at least as many council homes at council rents as those that were being demolished.

1.4. The designs will be developed through extensive resident and stakeholder engagement and will ultimately be subject to a resident ballot later in 2020.

1.5. This work is being done alongside various other projects on the estate, more detail of which is provided within the background section of this report.

2. Cabinet Member Introduction

2.1. When we took the difficult decision to rehouse residents on the Broadwater Farm estate following safety concerns we also committed to re-providing all homes lost through demolition with new council homes at council rents.

2.2. This report follows detailed work by officers to develop a comprehensive brief to appoint designers to support us in this ambition. Through this work we will not only develop designs for high quality new homes on the estate, but we will bring forward proposals to enhance the public realm and maximise the value of existing community assets, such as the community and health centres.

2.3. Residents and our partners will play a key role in this work taking forward an iterative design process, which will require their input from the start and through each design stage to achieve the right outcomes. This will ensure that our plans have resident support which we have committed to put to the test through a resident ballot once plans are ready.

2.4. Alongside commending this report to my cabinet colleagues, I would like to extend my thanks to members of the Broadwater Farm Residents' Association who provided resident input to officers when evaluating the tender submissions.

3. Recommendations

It is recommended that Cabinet:

3.1. Approves the award of the contract for the Broadwater Farm Design Architects - Urban Design Framework to Bidder A for the maximum sum of £1,396,357.60, in accordance with the provisions of the Council's Contract Standing Order (CSO) 7.01 (B));

3.2. Authorises the issue of a Letter of Intent for an amount not to exceed 10% of the value of the contract;

3.3. Approves a contingency allowance in the amount set out in paragraph 2.1 of the exempt report delegates power to the Director of Housing, Regeneration and Planning to approve any necessary variations to the contract to accommodate unavoidable cost increases within the contingency allowance.

4. Reasons for decision

4.1. The appointment of the preferred bidder will enable the Council to progress with the delivery of new replacement homes for Tangmere and Northolt sites in accordance with Cabinet commitments made in November 2018.

4.2. Alongside the design of new homes, this decision will bring forward the development of a new urban design framework for the estate. The purpose of this framework is to ensure that the design team considers the estate and surrounding areas a whole when developing designs. This means that:

4.2.1. New housing developments take account of the existing estate and estate infrastructure (such as existing roads and pedestrian footpaths etc).

4.2.2. Ground floor usage on the estate can be explored in more detail, with the possibility (subject to consultation) of infilling some areas to provide community amenity, additional homes, or commercial space.

4.2.3. A strategy for public realm enhancements on the estate can be brought forward to enhance the existing green spaces and connections to the park

4.3. Finally, the appointment will allow the council to develop design briefs for three opportunity sites on the periphery of the estate. This aligns to the council's commitment to develop a significant pipeline of new council housing developments in this administration and beyond.

5. Alternative options considered

5.1. Doing nothing was not considered acceptable as the Council has made a commitment to build new homes on the estate.

5.2. Consideration was given to procuring architects for the detailed design of the Tangmere and Northolt blocks only and then procure the remaining work separately. However, this approach would miss the opportunity to consider the wider benefits of the new build, could fetter future opportunities and options and, in the longer term, could cost more in both time and money. As an example, when the wider Public Realm Strategy is considered, this could result in the replacement homes being on a different footprint to the existing blocks to maximise the impact of any improvements. For these reasons, a single procurement exercise was undertaken.

6. Background information

Broadwater Farm Background

6.1. The preparation of the procurement brief follows work from 2017 and 2018, when the Council and Homes for Haringey undertook structural surveys on Broadwater Farm following advice and guidance from the Department of Communities and Local Government (DCLG).

6.2. These surveys identified structural issues on the estate related to the Large Panel System build methodology used when the estate was built. Large Panel System buildings are required to pass a number of tests that prove they are not at risk of progressive collapse in the unlikely event of an explosion within a flat caused by a gas leak or faulty gas/oxygen bottles.

6.3. 11 of the 12 blocks on the estate failed one or more of these tests which has led to a number of risk mitigation exercises to ensure the buildings are safe for residents.

6.4. The costs of rectification of Tangmere and Northolt blocks was particularly high so in 2018 the Council undertook a section 105 consultation with residents asking whether residents felt the council should seek to refurbish the buildings or demolish and build new council homes.

6.5. The consultation results favoured demolition and in November 2018 the Cabinet agreed to take forward a programme of rehousing, demolition and new build.

6.6. Alongside the Tangmere and Northolt rehousing programmes, the Council and Homes for Haringey have developed a broader programme of works on the estate led by a joint team of officers from both organisations. This programme includes the following workstreams:

- New build homes and urban design framework – this workstream is the subject of this report
- District heating – this programme of works has removed all gas supplies from flats on the estate and replaced it with a new district energy system. This work was necessary as the structural surveys identified that the buildings were not suitable to have individual gas supplies
- Strengthening and refurbishment – this programme will design and deliver structural works required to the flank walls of some blocks as well as renewal of other building components that have reached the end of their serviceable life. This scheme is currently in design and further proposals will be brought forward for Cabinet approval in 2020.
- Demolition – this programme will procure contractors to demolish the Tangmere and Northolt buildings once they are vacant
- Estate and Housing management – Homes for Haringey are working to improve the quality of the core housing management service, focussing in particular on the quality of estate cleaning and communal repairs
- Socio-economic programme – through this programme the council is running multiple projects focussed on socio-economic issues, including positive activities for young people and employment and skills
- Community and non-housing assets – through this programme we will be looking at how we can maximise the existing amenities on the estate such as community and health centres
- Communications and engagement – this work ensures residents are well communicated with and engaged in our work

The Project Brief and Proposed Outputs

6.7. The Brief outlines the following key deliverables or outputs:

a. **Developed Designs for Phase one Sites:** Detailed design and planning applications for new housing on two sites following the demolition of the Tangmere and Northolt blocks.

b. **Design Briefs for Phase two Sites:** Briefs for the three Opportunity Development Sites; these being former Moselle School, Broadwater Lodge and Brookside

c. **A Site-wide Urban Design Framework**: which will consider the whole area of Broadwater Farm Estate, including the two Cleared Sites (Phase 1) and the three Opportunity Development Sites (Phase 2). This will provide an opportunity to consider the estate in a

comprehensive way instead of focussing narrowly on specific development sites.

d. **Public Realm Strategy:** This will consider improvements to public realm, providing proposals for a range of projects to enhance the spaces around homes.

Procurement Process

6.8. The competitive tendering exercise was led by the Regeneration Team and moderated by the Council's Strategic Procurement Team.

A Tender Brief was developed seeking a suitable bidder to act as Lead Consultant to undertake the work as set out in the brief and referenced within this report.

6.9. The procurement was undertaken through LOT 4 of the GLA's and TfL's Architecture Design and Urban Panel (ADUP) Framework. Consideration was given to using the Council's Dynamic Purchasing System (DPS) for Architectural Design Services but due to time constraints, and consideration of potential bidders available on both options at the time, it was decided to proceed by way of calling off a contract from the ADUP Framework.

6.10. An Invitation to Tender was issued via the Haringey Procurement and Contract System (HPCS) on the 6th August 2019. 12 suppliers are listed on the Framework and were invited to tender by a two-stage tender process.

6.11. A two-stage tender process was followed to allow greater emphasis to be placed on the quality of design and previous experience through the evaluation process. The scoring and weighting of the first stage of the process was designed to draw out the design quality aspects and proven track record for delivery of potential bidders at an early point. The second stage of the process required more detailed design principles along with price and social value responses.

6.12. An Evaluation Panel was established and consisted of:

- Director of Broadwater Farm, Homes for Haringey
- Regeneration Manager, Regeneration, Haringey Council
- Strategic Urban Design Manager, Regeneration, Haringey Council
- Senior Urban Designer, Regeneration, Haringey Council
- Broadwater Farm Residents' Association, Chair – advisory capacity
- Broadwater Farm Residents'' Association, Secretary – advisory capacity

6.13. The deadline for Stage One was set at 9th September 2019. Stage One included seven questions to demonstrate appropriate responses to the brief for overall

design and examples of previous experience. The table below shows the evaluation criteria and weighting for Stage One.

CRITERIA		MAXIMUM SCORE	WEIGHTING
	QUALITY		
1	Understanding of the estate and its context	5	15%
2	Design principles to guide regeneration	5	15%
3	Outline approach to the public realm across the whole estate	5	10%
4	Outline architectural approach for the new build	5	10%
5	Key principles of a consultation approach	5	5%
6	Possible approaches to repurpose the ground floor under crofts of the existing buildings	5	5%
	SUB TOTAL	**30**	**60%**
	PREVIOUS EXPERIENCE		
7	Previous Relevant Experience	5	40%
	SUB TOTAL	**5**	**40%**
	TOTAL	**35**	**100%**

6.14. At the close of the Stage One process, one completed tender was returned although eight companies reviewed the Invitation to Tender on the HPCS portal, and three companies actively engaged with the process by asking clarification questions. This necessitated a review of options to consider the best way forward, in order to consider all relevant issues including value for money, quality of the returned tender and the integrity of the procurement process.

6.15. The Evaluation Panel proceeded to evaluate the Stage One Tender submission, once it was confirmed that it was a compliant bid.

6.16. The table below details the evaluation scores for Stage One:

Tenderer	Quality % Score (60% Total)	Previous Experience %Score (40% Total)	Total Score
Bidder A:	52%	40%	92%

6.17. Following consideration of the options, Bidder A, having scored highly in the Stage One evaluation process, was invited to return a full tender for Stage Two. The revised deadline for Stage Two was set for 29th October. Stage Two had eight questions to demonstrate suitability, experience and price.

6.18. The table below shows the evaluation criteria and weighting for Stage Two.

CRITERIA		**TOTAL POSSIBLE SCORE**	**WEIGHTING***
	QUALITY		
1	Overarching Principles of the Urban Design Framework	5	20%
2	Public Realm and Landscaping	5	10%
3	Architecture	5	10%
4	Consultation strategy	5	10%
5	Sustainability	5	5%
6	Social Value (Equality, Diversity and Inclusion)	5	5%
7	Relevant Previous Experience	5	10%
	SUB TOTAL	**35**	**70%**
	PRICE AND RESOURCES		
8	Price	5	30%
	SUB TOTAL	**5**	**30%**
	TOTAL	**40**	**100%**

6.19. The table below details the evaluation scores for Stage Two

Tenderer	**Quality % Score (70% Total)**	**Price %Score (30% Total)**	**Total Score**
Bidder A:	61%	30%	91%

6.20. Following Stage Two Tender Evaluations, it is the recommendation of the Evaluation Panel that the contract is awarded to Bidder A.

6.21. Subject to the recommendations being approved, the aim is to give notice of the contract award on 9th January 2020 following a standstill period. Soon after this, an Inception Meeting with the Design and Engagement Team will be held to consider the delivery programme, supported by an appropriate engagement and consultation strategy.

6.22. The work being commissioned through this award of contract is complex, requiring the successful bidder to also be responsive to a number of factors including other work ongoing across the estate. The bid has been submitted

based on an assessment of days required to deliver this. However, whilst it is recommended to award the contract based on this bid submission, costs will only be incurred for actual days worked. There will be robust contract management procedures in place to monitor performance and outcomes and to ensure costs are controlled within the deliverables required.

6.23. The delivery programme will be agreed following the Inception Meeting, which will be held once the contract is awarded. It is expected that expenditure in this financial year will not exceed £150,000. This will be funded from the existing new build programme capital budget.

6.24. The remainder of the contract cost has been factored into next year's budget.

7. Contribution to Strategic Outcomes

7.1. The works outlined in this report will contribute to achieving Priority 1 of the Borough Plan 2019 – 2023, which is "Housing: A safe, stable and affordable home for everyone, whatever their circumstances".

7.2. The works outlined in this report will directly meet the first set of outcome and objectives identified for Priority 1 within the Borough Plan; these being:

"1. We will work together to deliver the new homes Haringey needs, especially new affordable homes -

a) Deliver as many new, good quality homes of all kinds as we can, in good quality neighbourhoods, getting as close as possible to the Mayor's emerging target for Haringey of 1,958 new homes every year.

b) Ensure that new developments provide affordable homes with the right mix of tenures to meet the wide range of needs across the Borough, prioritising new social rented homes.

c) Deliver 1,000 new Council homes at Council rents by 2022.

d) Secure the delivery of supported housing that meets the needs of older, disabled and vulnerable people in the borough."

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

8.1. **Finance**

8.1.1. The total cost of this project is estimated at the amount indicated in paragraph 3.1 of the exempt report. This includes the maximum contract

sum of £1.4m and the contingency allowance indicated in paragraph 2.1 of the exempt report.

8.1.2. The procurement was based on a two-stage process. Stage 1 based on quality and previous experience. Stage 2 based on quality and price.

8.1.3. Only one bid was received during the stage 1. Following a stage two evaluation, it is recommended to award the contract to this sole bidder.

8.1.4. It is estimated that £0.2m will be spent in this financial year if approved. The estimated spend in 2019/20 will be met from the new homes programme budget.

8.1.5. The remaining estimated cost has been built into the current HRA financial plan and HRA budget/MTFS 2020/21-25; subject to full council approval in February 2020.

8.1.6. However, there is an inherent risk that if the capital works associated to this contract do not proceed then capitalised costs will be written off, which could result in an unbudgeted charge to revenue.

8.2. **Strategic Procurement**

8.2.1. Strategic Procurement are fully supportive of this award from ADUP in compliance with paragraph 7.01 (B) of the CSOs.

8.2.2. It is confirmed that we can access ADUP and assurance is given on the process to call off from ADUP framework.

8.2.3. It is agreed that the single tender return is acceptable and to continue with a single supplier.

8.2.4. We can also confirm that this route offers value for money through comparing rates on LCP frameworks.

8.3. **Legal / Comments of the Assistant Director of Corporate Governance**

8.3.1. This report is proposing the award of a contract called off by way of a mini-competition procedure under a framework agreement established by the GLA/TfL.

8.3.2. Pursuant to Contract Standing Order (CSO) 7.01(b) and Regulation 33 of the Public Contract Regulations 2015 the Council may award contracts called off under a framework duly established by another public sector body.

8.3.3. Strategic Procurement have given assurance on the framework agreement process followed and that the process offers value for money.

8.3.4. Pursuant to CSO 9.07.1(d), contracts valued at £500,000 or more may be awarded by Cabinet.

8.3.5. Pursuant to CSO 9.07.3, approval may also be granted for the issuance of a letter of intent for a sum not exceeding £100,000 or 10% of the total contract price pending the execution of a formal contract if it is in the best interest of the Council to do so.

8.3.6. The Assistant Director of Corporate Governance is not aware of any legal reason preventing Cabinet approving the recommendations in this report.

8.4. **Equalities**

8.4.1. The Council has a Public Sector Equality Duty under the Equality Act (2010) to have due regard to the need to:

- Eliminate discrimination, harassment and victimisation and any other conduct prohibited under the Act
- Advance equality of opportunity between people who share those protected characteristics and people who do not
- Foster good relations between people who share those characteristics and people who do not.

8.4.2. The three parts of the duty apply to the following protected characteristics: age, disability, gender reassignment, pregnancy/maternity, race, religion/faith, sex and sexual orientation. Marriage and civil partnership status apply to the first part of the duty.

8.4.3. Criterion 6 of the Evaluation Criteria was on Social Value (Equality, Diversity and Inclusion). Bidders were scored against this criterion to assess their consideration and application in respect of social value and equalities matters.

9. Use of Appendices

9.1. **Appendix 1 Exempt** - The exempt information is not for publication as it contains information classified as exempt under the following categories (identified in the amended Schedule 12A of the Local Government Act 1972):

Paragraph (3) Information relating to the financial or business affairs of any particular person (including the authority holding that information).

10. Local Government (Access to Information) Act 1985

10.1. Background documents - The following documents were used in the preparation of this report:

- Borough Plan 2019 – 2023

10.2. Cabinet Reports and Previous Decisions Taken

- Cabinet decision to demolish Tangmere and Northolt and sign off Rehousing and Repayments policy (BWF) (November 2018) http://www.minutes.haringey.gov.uk/mgConvert2PDF.aspx?ID=104902&ISATT=1#search=%22broadwater%20farm%20estate%20november%202018%20cabinet%22

- Cabinet decision to demolish Tangmere and Northolt (December 2018) following Overview and Scrutiny call in http://www.minutes.haringey.gov.uk/documents/s105370/Monitoring%20Officer%20Report%20for%20OSC%206%20Dec%202018%20re%20BWF%20call%20in%20FINAL.pdf

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Report for: CABINET 10th December 2019

Title: Acquisition of third party property to support economic development in the borough
(3 Shaftesbury Road, N18 1SW)

Report authorised by: Dan Hawthorn, Director of Housing, Regeneration and Planning

Lead Officer: Matthew Maple, High Road West Lead and Christine Addison, Assistant Director for Capital Projects & Property

Ward(s) affected: Northumberland Park

Report for Key/ Non-Key Decision: Key

1. Describe the issue under consideration

1.1. This report seeks approval for the acquisition of a property located at 3 Shaftesbury Road, N18 1SW ("the Property"). It is proposed to use the Property to support the relocation of businesses situated within the High Road West (the "Scheme") regeneration area.

1.2. The High Road West Masterplan was approved by Cabinet in December 2014, setting an ambitious vision for North Tottenham. The High Road West Scheme brings significant benefits to the area including the delivery of approximately 2,500 high quality homes, community facilities, a range of employment spaces and over £10m of funding for social and economic support for businesses and residents.

1.3. In order to deliver the wider benefits of the Scheme, it is necessary for businesses within the site boundary to be relocated, either within the Scheme or elsewhere. The High Road West Business Charter sets out a commitment to meet high standards in its undertaking with businesses during this relocation.

1.4. Where relocation within the scheme is not possible, the Council is committed to keep impacted businesses in the area, recognising the importance of the employment provided and their historic links to Tottenham. The Council's community wealth-building approach, agreed by Cabinet in October 2019, underpins this commitment by seeking to grow local economies which have broader and more embedded roots in their local areas.

1.5. The Council is engaging with businesses and has agreed terms for the acquisition of four commercial properties within the Scheme boundary to date. However, some businesses have raised issues which are affecting their ability to

move, including availability of suitable property in the local area, and particularly the preference for freehold tenure expressed by some businesses.

1.6. To help to realise its commitment to businesses, the Council is exploring opportunities for suitable freehold interests provided by sites available in the local area. The Property is close to the High Road West site and provides an opportunity for the Council to acquire a property which is larger than that required by any individual business, and subdivide it to suit the needs of more than one business affected by the Scheme. The costs and reimbursement of this process is described in section 6. By taking this proactive approach, the Council can extend the commitments set out in the Business Charter, and ultimately further support the delivery of the Scheme and its wider benefits.

1.7. The Property has been assessed to be a positive commercial acquisition for the Council, representing a valuable asset as part of its commercial portfolio. This provides the scope for the Council, should any part, or the whole of Property, not be required for relocation of businesses from the High Road West scheme, to financially benefit from the Property as a commercial asset marketed in the open market. This is described further in Section 6 in the exempt part of the report.

2. Cabinet Member Introduction

2.1. The Council is committed to working with residents and businesses in delivering High Road West and providing the new council homes, library and learning centre, high quality public realm and community park and community benefits that are required in the area. Acquisition of this property demonstrates a strong commitment by the Council to respond to the needs of businesses and provide the opportunity for them to continue in the local area, supporting the local economy and employment.

3. Recommendations

3.1. It is recommended that Cabinet agree to:

a) The purchase of the freehold interest in the Property known as "3 Shaftesbury Road, N18 1SW" (and shown edged red on the plan in Appendix 1) for the purchase price [referred to in the exempt part of the report] to be held in the General Fund and agree a total sum (referred to in the exempt part of the report) for the acquisition from the Strategic Acquisitions Budget **[this paragraph includes information in the exempt part of the report]**

b) Give delegated authority to the Director of Housing, Regeneration and Planning after consultation with the Leader and the Cabinet Member for Finance and Strategic Regeneration, to agree the final contract for the acquisition of the Property.

c) Give delegated authority to the Director of Housing, Regeneration and Planning after consultation with the Leader and the Cabinet Member for Finance and Strategic Regeneration, to agree the disposal of the Property to any businesses affected by the High Road West scheme, on the basis

of progressing the objectives of the scheme, including Heads of Terms and final contract for its disposal and any works and fees required to facilitate that disposal.

4. Reasons for decision

4.1 The Council owns approximately a third of the land within the High Road West masterplan area and needs to acquire the outstanding land currently in third party ownership to deliver the wider benefits of the Scheme. The Scheme will address issues of deprivation which affect many residents living in the Northumberland Park ward and north Tottenham more widely. The relocation of existing businesses is therefore a requirement for the land assembly process and ultimately to the success of the wider Scheme.

4.2 As set out on the Business Charter, the Council recognises the value of retaining the existing businesses and jobs in the vicinity in order to achieve a robust economic and employment portfolio. The Scheme will include a range of commercial space, which will be available for lease to many of the existing businesses which operate in the area. However, the Council has committed to working with those that cannot be accommodated within the Scheme to identify suitable alternative premises.

4.3 Several businesses have communicated that retaining their freehold status is a key relocation requirement, particularly those on the Peacock Industrial Estate, located in the northern section of the masterplan area. There is currently substantial demand for industrial space in London and limited vacancy, and therefore businesses are finding it difficult to secure suitable premises in the surrounding area, particularly freehold land interests.

4.4 The acquisition of the Property offers an opportunity for the Council to purchase a suitable site and alter it to suit the individual needs of several local businesses within the Scheme area. The intention is that at least part of the site would be subsequently disposed of to one or more businesses affected by the High Road West scheme. This would respond to the desire by some landowners for freehold property, and extend the support offered by the Council to the local business community. Without Council intervention, it is less likely that businesses would be able to find property suitable for their individual needs, and preference for freehold tenure, within the local area.

4.5 While the intention is for the Property to act as a relocation opportunity for those businesses and to primarily support the objectives of the Scheme, the Property represents a strategic acquisition for the Council. Should businesses within the regeneration area not wish to relocate to the Property, the Council would retain the Property as part of its commercial portfolio, generating longer-term revenue income. This would be on an invest to save basis, seeking to intensify the property and furthering the objectives of the Borough Plan and emerging Economic Development Strategy. Property advice indicates that this scenario would result in a net positive financial position for the Council, therefore representing a good value for money investment.

5. Alternative options considered

Option 1 – Do not acquire the property

5.1. The Council has the option to not acquire the property. The Council would continue the land assembly process as set out in the Compulsory Purchase Order Indemnity Agreement ("CPOIA"), to facilitate the delivery of the Scheme. The CPOIA, signed by the Council and its development partner for the scheme, Lendlease, on 20th December 2017, stipulates that the Council secures all third-party land interests within the Scheme, by private treaty through negotiation if possible.

5.2. This would involve supporting businesses throughout the regeneration process, helping those who cannot be accommodated within the scheme to identify alternative sites. However, due to a low supply and high demand of industrial land, generally businesses may be unable to find suitable alternative premises without Council intervention and the Council would find it more difficult to support businesses as set out in the Business Charter.

6. Background information

High Road West Regeneration Scheme

6.1 The High Road West Masterplan, agreed by Cabinet in December 2014, was developed through an extensive community engagement and consultation programme over a three-year period to ensure a shared vision for High Road West was achieved. The principles set out in the agreed Masterplan have been embedded into the Tottenham Area Action Plan (2017), a statutory planning document which guides future development in Tottenham.

6.2 The Scheme will support the Council in delivering the priorities set out in the Borough Plan by delivering much needed housing, creating employment opportunities and providing improved community facilities and public space.

6.3 More recently, the Council has sought to significantly increase the number of Council owned social rent homes as part of the scheme in accordance with the priorities of the Council and new Borough Plan.

Business Relocation

6.4 The Council's Business Charter for High Road West, adopted in 2014, comprises the following commitments:

- Ensuring opportunities to participate in regeneration and supporting businesses through the process
- Enabling businesses to remain as viable as possible during the regeneration and exercise choice in their future options
- Fair and equitable valuation and compensation process
- Endeavouring to keep businesses and jobs within the area or borough

6.5 Over sixty businesses would need to relocate in order to deliver the Scheme and unlock the benefits outlined above. Approximately half of these are located in industrial areas, primarily on the Peacock Industrial Estate. The remaining businesses are located on the High Road and White Hart Lane, and are made up of predominantly shops, cafes and take-aways.

6.6 To date, the Council has acquired four commercial properties within the Scheme area. Two of these are located within the Peacock Industrial Estate, and two of these located on the High Road.

Property Description

6.7 The Property is situated on the border of London Borough of Haringey in the London Borough of Enfield, part of a wider industrial area situated just north of the High Road West development site and White Hart Lane station. During discussions with business owners on the Peacock Industrial Estate, some have made it clear that good accessibility and remaining in the locality is a requirement for any potential relocation site.

6.8 The Property is approximately 37,000 sqft in floorspace. It comprises a north-lit factory in six bays with modern extensions at the side and rear. There are showrooms and offices at first floor, with parking for around 15 cars at the front of the site, and loading via a covered yard with two loading bays. The Property is currently occupied by the vendor. The acquisition is subject to vacant possession upon completion.

6.9 It is estimated that this space could accommodate between three to six existing businesses on the Peacock Industrial Estate, based on the size of the existing industrial units on the estate. Further feasibility work is ongoing in relation to the opportunities to subdivide the property and to assess the capability of selling parts of the building. This will need to reflect access and loading on the site together with car parking.

6.10 Property advice received by Avison Young states that the Property represents good value for money at the agreed purchase price with the vendor. **[this paragraph includes information in the exempt part of report]** The Council will be commissioning a Red Book valuation to confirm best value is being obtained by the Council in acquiring the Property prior to completion which will include the potential for splitting the unit up for sale.

6.11 The report also notes the strength of the industrial market for units under 100,000sqft, where rental values and levels of demand are continuing to grow. Demand has been particularly high around the Tottenham area in recent years due to large amounts of residential redevelopment projects and the redevelopment of the Tottenham Hotspur Football Club stadium. These wider speculative trends have put industrial property supply under pressure. **[this paragraph includes information in the exempt part of report]**

Acquisition and Funding

6.12 **[This paragraph includes information in the exempt part of the report]**

6.13 **[This paragraph includes information in the exempt part of the report]**

6.14 **[This paragraph includes information in the exempt part of the report]**

6.15 **[This paragraph includes information in the exempt part of the report]**

6.16 **[This paragraph includes information in the exempt part of the report]**

6.17 **[This paragraph includes information in the exempt part of the report]**

6.18 [This paragraph includes information in the exempt part of the report]

6.19 **[This paragraph includes information in the exempt part of the report]**

6.20 [This paragraph includes information in the exempt part of the report]

6.21 **[This paragraph includes information in the exempt part of the report]**

6.22 **[This paragraph includes information in the exempt part of the report]**

Timeline

6.23 The indicative timeline is as follows **[This paragraph includes information in the exempt part of the report]**:

10th December 2019	Cabinet approval for acquisition with exchange of contracts to follow
January 2020	Property advertised to businesses within the Scheme area
31st March 2020	Completion of contracts and vacant possession of Property

Risks

6.24 A risk assessment has been undertaken for the acquisition, which identifies the following:

Ensuring a fair process - The primary purpose of the acquisition is to provide a relocation site for businesses impacted by the Scheme. In January 2020, all businesses who are potentially suitable for the Property will be contacted. The opportunity will be offered on a first come, first served basis.

Limited interest in Property from businesses within the Scheme area – The Council believes that the Property will be an attractive relocation site for

businesses, particularly due to its close proximity to the Scheme area. The Council's ability to subdivide the space will help businesses to agree an appropriate or like-for-like replacement to their existing premises. However, there remains a risk that businesses do not wish to relocate to the site in which case the Council can market the property more widely. Property advice states that there is a high demand for commercial properties in the North Tottenham area, which suggests that the Property would be attractive on the open market, creating an opportunity to generate income for the Council.

[This paragraph includes information in the exempt part of the report]

7. Contribution to strategic outcomes

7.1 The delivery of the High Road West Scheme will support the Council in delivering its corporate priorities, as well as supporting the progression of objectives in the London Plan to support regional growth in North London.

7.2 The regeneration at High Road West will help to enhance the area in relation to the following four priorities set out in the Council's Borough Plan (2019-2023):

- Priority 1 – Housing – "A safe, stable and affordable home for everyone, whatever their circumstances"
- Priority 2 – People – "Strong families, strong networks and strong communities nurture all residents to live well and achieve their potential"
- Priority 3 – Place – " A place with strong, resilient and connected communities where people can lead active and healthy lives in an environment that is safe, clean and green"
- Priority 4 - Economy – "A growing economy which provides opportunities for all our residents and supports our businesses to thrive"

7.3 The acquisition of the Property would particularly support Priority 4 (Economy) of the Borough Plan through the delivery of High Road West:-

- A growing economy which provides opportunities for all our residents and supports our businesses to thrive
- Emerging community wealth-building strategy including public organisations promoting local trade and employment; and investment ensuring social value
- A borough where all residents have access to training and skills development opportunities and more people are supported into work
- A borough with more quality jobs with opportunities for progression

7.4 While genuinely affordable housing should be the priority for High Road West, the success of a neighbourhood will be dependent upon investment in socio-economic regeneration and the presence of a diverse range of employment and business opportunities and essential community facilities and support networks in an attractive, 'liveable' environment. High Road West aims to reinforce existing

networks, with a scheme which provides land uses and activities which complements areas such as north Tottenham town centre and surrounding industrial and commercial sites. In this way, High Road West not only delivers jobs and business opportunities through the scheme, but enhances the economy and business strength around the wider area. This requires a careful approach to distributing the different types of activities so that they are compatible with each other.

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

Finance

8.1 The recommendation of the report is to acquire the property known as 3 Shaftesbury Road. The acquisition is being made in order to provide options for the relocation of businesses from the HRW scheme, and in particular the Peacock Industrial Estate occupiers. As the acquisition is formally outside the terms of the HRW scheme the acquisition will be funded from the Strategic Acquisitions scheme.

8.2 The Strategic Acquisitions scheme has a budget of £13.235m for the financial year 2019/20. There has been no expenditure to date against this budget. The Strategic Acquisitions scheme is in the approved capital programme to acquire properties in the Tottenham and Wood Green regeneration areas and is assumed to be self-financing. The utilisation of this budget for this acquisition meets the purposes of the budget.

8.3 -8.10 **[Detailed financial comments on the acquisition are provided in the exempt part b report]**

Legal

8.11 The Council has the power under section 120 of the Local Government Act 1972 to acquire by agreement for the purposes of any of its functions under any enactment, or for the benefit, improvement or development of its area any land, whether situated inside or outside its area.

8.12 The Council may also acquire by agreement any land for any purpose for which it is authorised by any enactment to acquire land, notwithstanding that the land is not immediately required for that purpose; and, until it is required for the purpose for which it was acquired, any land so acquired may be used for the purpose of any of the Council's functions.

8.13 The Council therefore has the power to acquire the Property for the purposes set out in this report.

Procurement

8.14 There are no procurement comments required for this report.

Equality

8.15 The Council has a Public Sector Equality Duty under the Equality Act (2010) to have due regard to the need to:

- Eliminate discrimination, harassment and victimisation and any other conduct prohibited under the Act
- Advance equality of opportunity between people who share those protected characteristics and people who do not
- Foster good relations between people who share those characteristics and people who do not.

8.16 The three parts of the duty applies to the following protected characteristics: age, disability, gender reassignment, pregnancy/maternity, race, religion/faith, sex and sexual orientation. Marriage and civil partnership status applies to the first part of the duty.

8.17 The proposal is to purchase a property located at 3 Shaftesbury Road, N18 1SW. The purchase of the property does not have any particular equalities implications. However, the objective of the purchase is to facilitate relocation of businesses situated within the High Road West regeneration area and this has equalities implications to the extent that the businesses are owned and/or operated by individuals who share the protected characteristics. In such cases the Council will have a duty to prevent discrimination, harassment, and victimisation of business owners in the implementation of the relocation. Before and during the relocation, the Council will have a duty to engage with those affected to identify any equalities impacts relating to the relocation. The Council will also have a duty to take steps to meet the needs of affected individuals who share protected characteristics where these needs are different from those of others.

8.18 It is notable that the High Road West Regeneration Scheme Masterplan has been subject to an Equalities Impact Assessment. (link)

9. Use of Appendices

9.1 The following appendices are included:

Appendix 1 - Plan of the Property
Appendix 2 – Heads of Terms **(EXEMPT)**

10. Local Government (Access to Information) Act 1985

High Road West Cabinet papers:

- 8th March 2018 Cabinet Report- High Road West Regeneration Scheme – approval of the next steps for the Love Lane Leaseholder Offer and for

delegated authority to agree all valuation and compensation packages for the land interests due to be acquired (link)

- 12th September 2017 Cabinet Report- High Road West Regeneration Scheme – appointment of a preferred bidder and next steps (link)
- 13th September 2016 Cabinet Report- Tottenham Housing Zone Phase 2- North Tottenham (link)
- 15th December 2015 Cabinet Report- High Road West Regeneration Scheme Update and Next Steps (link)
- 20th January 2015 Cabinet Report - Site Acquisitions Fund – approval for decisions under Delegated Authority (link)
- 16th December 2014 Cabinet Report- High Road West Regeneration Scheme- Masterplan and Next Steps (link)
- 15th July 2014 Cabinet Report- High Road West Regeneration Scheme Consultation. (link)
- 28th November 2013- High Road West Regeneration Project - Master Plan Option Consultation Feedback and Next Steps. (link)

Other relevant Cabinet papers:

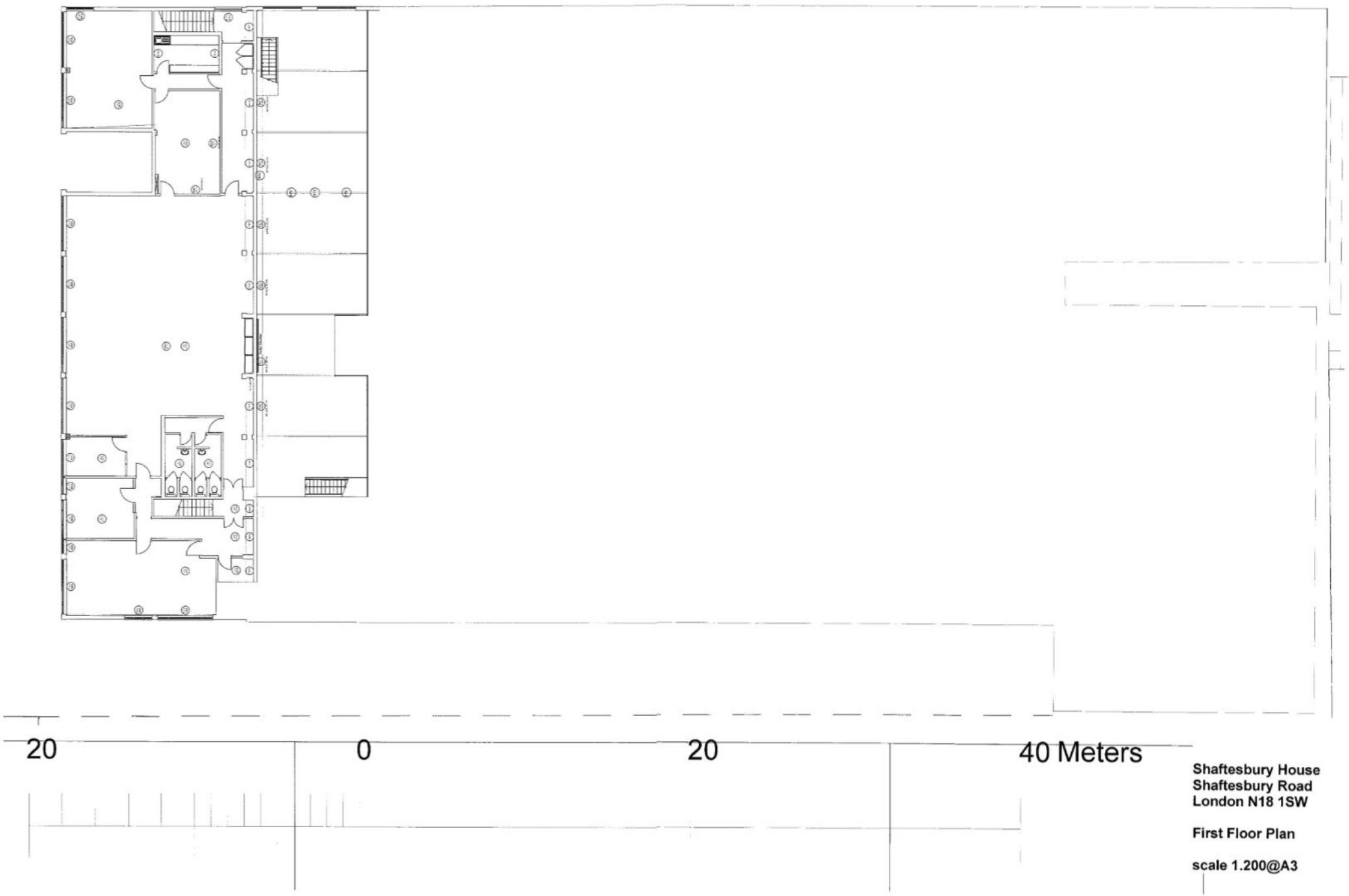
- 8th October 2019 Cabinet Report - Community Wealth Building Approach (link)



Shaftesbury House
Shaftesbury Road
London N18 1SW

Ground Floor Plan

scale 1.200@A3



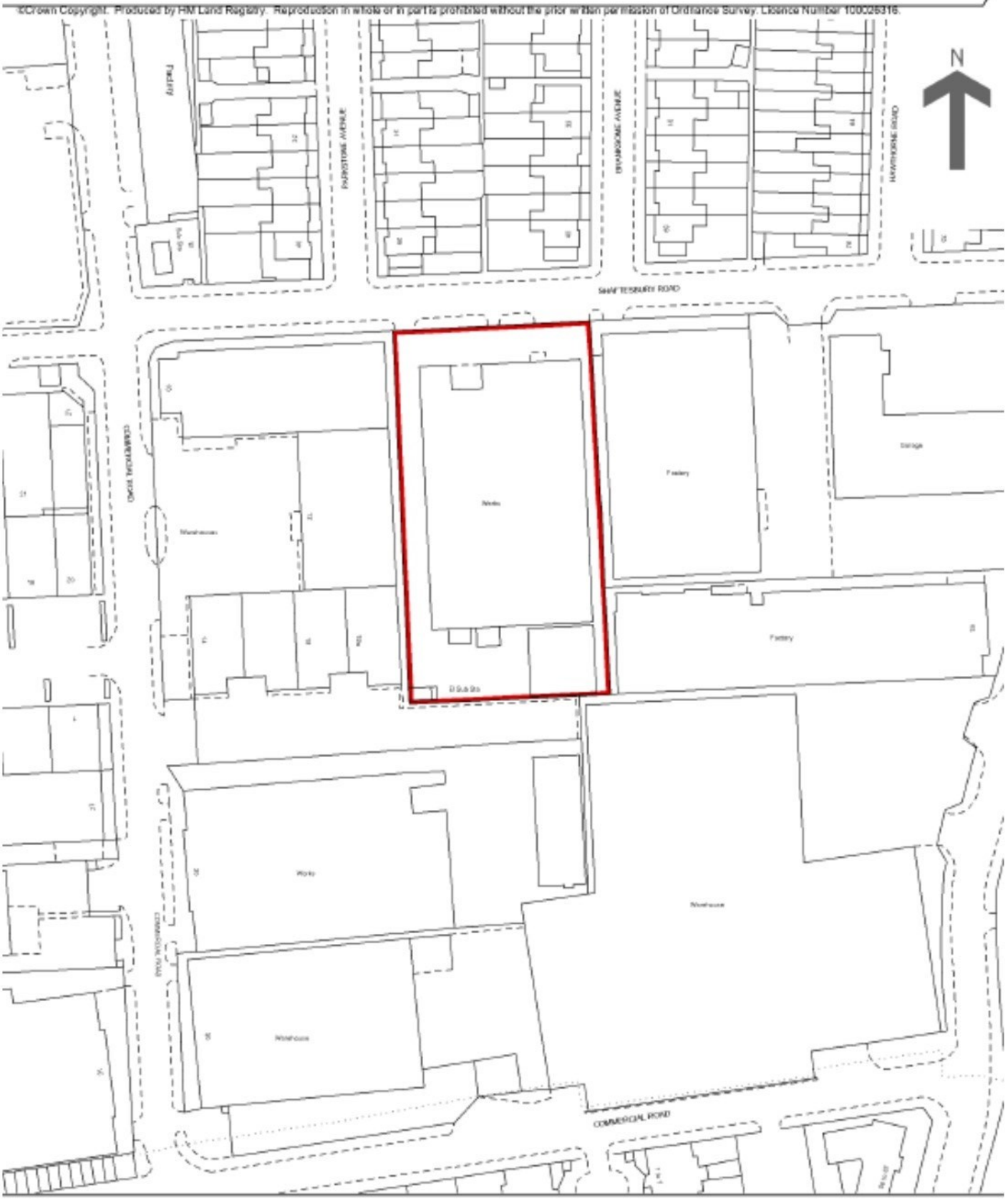
Shaftesbury House
Shaftesbury Road
London N18 1SW

First Floor Plan

scale 1.200@A3

HM Land Registry
Current title plan

Title number **AGL87336**
Ordnance Survey map reference **TQ3391NE**
Scale **1:1250**
Administrative area **Enfield**



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Report for: Cabinet 10 December 2019

Title: Acquisition of housing portfolio

Report authorised by: Dan Hawthorn, Director of Housing, Regeneration and Planning

Lead Officers: Alan Benson, Interim Assistant Director Housing
Christine Addison, Interim Assistant Director Capital Projects & Property

Ward(s) affected: All

Report for Key/ Non-Key Decision: Key

1. Describe the issue under consideration

1.1. After consulting the Leader and Cabinet Member for Housing, a bid was submitted by the Council (subject to legal and financial due diligence and expressly on condition of Cabinet approval) to acquire a freehold portfolio of properties). Following the competitive bidding process, the Council's bid was accepted, subject to contract, on 19 August 2019. Further details of the location of the properties and the Seller are included in the exempt report.

1.2. This acquisition would represent an opportunity for the Council to secure a large portfolio of freehold residential blocks of 92 homes to provide the Council with high quality, individual and family sized housing that the Council could use both to house homeless households and, where it is also financially viable, to offer supported housing.

1.3. If the acquisition is approved, these properties will be leased to the Haringey Community Benefit Society (the CBS) for a period of seven years to provide homes for homeless households or used to deliver supported housing for those with additional support needs.

1.4. This report seeks approval from Cabinet to acquire the properties and spend the sum specified in the exempt report on these homes.

2. Cabinet Member Introduction

2.1. I am delighted that Haringey has the chance to acquire these homes. They are good quality, they are for the most part family-sized and they will provide homeless households, or those needing supported housing, with somewhere to live that is safe, stable and well maintained – a place where individuals and families will have a better chance.

3. Recommendations

It is recommended that Cabinet:

3.1. Approves the purchase, for the price set out in the exempt part of the report, of the freehold interest in a portfolio of 92 properties from the Seller, for housing purposes and subject to satisfactory Legal and Strategic Property Unit due diligence processes, such as title checks, building condition surveys, servicing records and statutory compliance and agrees that the total sum to be spent on the purchase shall be the amount set out in the exempt part of the report.

3.2. Delegates authority to the Director of Housing, Regeneration and Planning, after consultation with the Director of Finance and the Lead Member for Housing and Estate Renewal, to agree the final terms of the acquisition.

3.3. Agrees that these homes be leased to the CBS for a period of up to seven years unless the Director of Housing, Regeneration and Planning agrees their retention in Council stock for use as supported housing pursuant to 3.4.

3.4. Agrees that officers investigate the feasibility of using a number of the homes as supported housing and delegates authority to the Director of Housing, Regeneration and Planning after consultation with the Director of Finance, the Director of Adults and Health, the Lead Member for Housing and the Lead Member for Adults and Health, on presentation of a business case to agree their use as such.

4. Reasons for decision

4.1. This acquisition represents an opportunity for the Council to secure 92 good-quality homes with a high proportion of family sized accommodation. These can be used to provide homeless households with temporary accommodation or long-term settled homes but may also be used for residents with support needs, subject to completion of the appropriate business case.

4.2. The portfolio consists of 20 one-bedroom, 64 two-bedroom, 2 three-bedroom and 6 four-bedroom properties. Once acquired the properties will be leased to the CBS and allocated to households under a Nominations Agreement.

4.3. These homes will represent a substantial improvement in the accommodation available to homeless households because they are significantly better in terms of quality and location than much of the temporary accommodation these households currently live in.

4.4. The nature of the tenancy that will be offered is also an improvement in the longer-term on some of the current offer, which is often limited to a two-year private sector tenancy with potential rent increases at the end of the tenancy.

4.5. The biggest demand in temporary accommodation is for two and three-bedroom properties. This portfolio significantly helps meet this demand.

4.6. While financial viability of this purchase is based on the provision of accommodation to households currently in temporary accommodation, there is also significant demand for supported housing which is either in or close to Haringey, so that residents can access local support networks. Where a business

case can be made to use some of these properties in this way, this purchase could also offer a much-needed opportunity to secure sustainable supported accommodation, which provides users with stable housing to support increased independence.

4.7. The proposal to lease these properties to the CBS means the properties could be let (by the CBS) at current Government-set Local Housing Allowance rates which are below average market rent. These would be eligible for Housing Benefit and more affordable to working tenants than much of their current accommodation. Using the properties to reduce the need for temporary accommodation would also reduce the financial burden on the General Fund, representing a year on year budget saving to the Council. Similarly, the provision of supported accommodation in or close to the borough is a cost-effective way to support residents who would otherwise require more intensive care and support through adult social care, also funded from the General Fund.

4.8. The freehold acquisition of the properties would mean that the Council would not be charged any ground rent by a third-party freeholder. It would also ensure in the long term that all property and assets would remain within Council control. The nature of the portfolio provides the Council with a range of exit strategies at the end of the seven-year lease, in addition to bringing them into use as Council tenancies. These include potential changes to the tenure of the properties and/or disposing of all or part of the portfolio at the end of the seven-year period to ensure the viability of the homes in the HRA.

4.9. The acquisition of this portfolio also provides the Council with an opportunity to use its retained Right to Buy (RTB) receipts to acquire homes to use as social housing. Such receipts could otherwise become repayable to the Ministry of Housing, Communities and Local Government (MHCLG) if they are not spent within the statutory timescales. The Council's RTB receipts are not being used to fund new build properties, because they cannot be used in conjunction with the Greater London Authority (GLA) grant secured for this programme.

5. Alternative options considered

5.1. **Not completing the contract to acquire the properties:** This option was rejected because of the quality of the portfolio. They are excellent quality homes which the Seller is bringing up to a good standard comparable to the Council's Decent Homes plus standard. They also provide a good mix of family homes in locations close to public transport and local shops and facilities.

6. Background information

Housing need

6.1. As a Local Housing Authority, the Council has a duty to provide temporary accommodation to households accepted as homeless while they await an offer of a settled home and to households awaiting an assessment. The Council currently has 2,930 households living in temporary accommodation and this figure is expected to remain in excess of 2,000 for the next two years.

6.2. Due to a chronic shortage of social housing in Haringey (and across London), a large amount of the temporary accommodation in which the Council accommodates households is sourced from the private sector. There is often a shortfall between the rents that are charged on these homes and the amount the households to which they are allocated are able to pay (which is generally the amount of Housing Benefit they are receiving). This gap has been widening since housing benefit rates were frozen in 2016 for four years. This shortfall is paid by the Council and is a significant cost to the General Fund. The cost in 2018/19 was approximately £8.7 million.

6.3. As well as the financial burden to homeless households and the Council, the housing used as temporary accommodation is sometimes of low-quality, both in terms of the home itself and the management. This is because the Council is limited by the resources available which limit purchases to homes in the bottom quartile of the market.

6.4. The biggest need within Haringey's homeless households is for two- and three-bed properties. This portfolio would therefore significantly help to meet demand for family accommodation for homeless households. It would enable 92 homeless households currently living in temporary accommodation procured across London to move into better quality homes much closer to Haringey.

6.5. In addition to the Council's temporary accommodation need, there is a shortage of appropriate supported and specialist housing for single households with identified care and support needs to whom the Council owes a duty. In particular, it is considered that one or more of these blocks (subject to the completion of the appropriate business case(s) demonstrating viability) could help to address the need to provide long-term designated accommodation for people with enduring mental health needs and interrelated issues with homelessness, criminal justice involvement and frequent acute hospital admissions.

6.6. Such a proposed use, if agreed following completion of the necessary modelling, would turn the accommodation into designated long-term housing for this group, with enhanced housing management funded through additional service charges.

Funding

6.7. The offer is based on the proposal to lease these properties to the Haringey CBS which means the properties would be let by the CBS at current Government set Local Housing Allowance rents which are affordable to those in receipt of Housing Benefit.

6.8. The properties once purchased will be housing land and therefore are to be accounted for through the HRA. The finance implications for the HRA is discussed below.

6.9. The General Fund would benefit from a reduction in the costs of providing temporary accommodation for the 92 households housed in these properties which would represent a year on year budget saving to the General Fund. As outlined above, there would also be long term revenue benefits to the General Fund through the use of some properties for supported housing.

Haringey CBS

6.10. On 17 July 2018, Cabinet agreed to the establishment of a Community Benefit Society (CBS). The CBS called "Haringey Community Benefit Society" was registered on 26 November 2019. The CBS is a body, governed by charitable principles, whose purpose is to acquire and hold homes which can be used by the Council either as temporary accommodation or as a long term settled home.

6.11. Tenants of the CBS can claim Housing Benefit up to the Government set Local Housing Allowance. Although these rates are relatively low in relation to the market, they are higher than the benefit claimable when these are owned or managed by the Council. These higher rents unlock additional borrowing to the Council, allowing it to purchase more, and better quality, properties for homeless households. The use of CBS properties to house homeless households means that the shortfall in rent, which the Council currently incurs providing temporary accommodation to households directly using private sector leases and nightly rate properties, will reduce. These savings will reduce the cost to the Council's General Fund, albeit indirectly.

6.12. The Council will be leasing a number of properties to the CBS and these properties will then be used to house households nominated by the Council as either temporary accommodation with a license, or long term settled accommodation with an Assured Shorthold Tenancy, including for those with additional support needs. CBS properties will be managed by Homes for Haringey under a management agreement.

6.13. The leases to be granted to the CBS will require the CBS to hand the properties back to the Council at the end of the term with vacant possession. The intended - and maximum term - is 7 years. There are then several options available:

- To retain the properties for housing stock and use them for social rented housing.
- To let them again after a gap of one year as temporary accommodation with rents at social rent level.
- To seek Secretary of State authorisation to extend the lease to the CBS beyond seven years.
- To sell all or some of the properties on the open market at market value and retain the remainder.
- To sell the properties to the CBS, or a local authority housing company who would keep and let these properties.

6.14. The Council could also apply a mixture of these exit strategies across the portfolio.

6.15. The financial viability of purchasing these properties is dependent on most if not all of them being leased to the CBS for an initial term of seven years. This is because, as an independent body, the CBS can charge rents at the Local Housing Allowance, which is affordable to those receiving Housing Benefit. This in turn, generates sufficient income for the CBS to pay the Council the higher lease charges it requires to make the acquisition viable.

6.16. The CBS received its Financial Conduct Authority registration on 26 November 2019 and held its first board meeting on 2 December 2019 which approved the key documents to be entered into with the Council including the Lease, Nominations Agreement and Option Agreement.

The purchase

6.17. The Council's Strategic Property team has been involved in the negotiation and have provided advice throughout the process. The portfolio has been valued by an external valuer and an internal cash flow appraisal of the portfolio was carried out. Both of these assessments provided the basis for the Council's bid. Following a competitive bidding process, the Council's bid was accepted, subject to contract.

6.18. The proposed acquisition price is below the Council's valuation and the quality of the buildings and the surrounding land would be a positive acquisition for the Council. Should market conditions change and in circumstances where the Council needed to dispose of any of the properties in the future then disposal will be subject to market values prevailing at the time.

6.19. The acquisition of freehold interests gives the Council greater control over the assets making management easier.

6.20. The properties are being bought with vacant possession. Therefore, no tenants will be evicted.

6.21. The exchange of contract for the purchase will be subject to:

- Cabinet approval
- Financial due diligence
- Property and Legal due diligence

6.22. The purchase of these properties is in addition to the 100 properties and funding previously approved for leasing to the CBS by Cabinet.

7. Contribution to strategic outcomes

7.1. This housing portfolio purchase will support the delivery of the first two of the three outcomes for the Housing Priority in the Borough Plan. In the first instance, "it supports the aims that *"We will work together to prevent people from becoming homeless, and to reduce existing homelessness"*. This proposal will deliver the objective that "*where temporary accommodation can't be avoided, improve the experience of homeless families and minimise costs by reducing the Council's reliance on providers of nightly paid emergency accommodation".*

7.2. The second outcome this proposal supports is, subject to a viable supported housing option being identified, that: "*We will work together to deliver the new homes Haringey needs, especially new affordable homes"* and that the Council will: "*Secure the delivery of supported housing that meets the needs of older, disabled and vulnerable people in the borough*".

7.3. This housing portfolio purchase will also assist in the delivery of the Council's Statutory Homelessness Strategy 2018 by improving the suitability, affordability and location of both temporary accommodation and private tenancies, a key aim of that strategy.

8. Statutory Officers comments

Finance

8.1. The budget for the acquisition of the property is contained within the current HRA capital programme. The acquisition and associated costs will be met through the application of retained RTB receipts and Council borrowing in the HRA. It is anticipated that the leasing of these properties to the CBS for seven years will generate a small HRA surplus and the surplus will be placed in a HRA reserve.

8.2. The General Fund will benefit from the acquisition of the properties as it is estimated that placing households currently in private sector temporary accommodation into these properties will generate a saving of £207,000 per annum for the seven years of the lease.

8.3. Further detailed finance comments are included within the exempt part b report.

Procurement

8.4. Procurement note the contents of this report; however, procurement comments are not necessary for property and land transactions as they sit outside of the Procurement Contract Regulations.

Legal

8.5. The Assistant Director of Corporate Governance has been consulted in the drafting of this report.

8.6. The Council has the power under section 120 of the Local Government Act 1972 to acquire land for any purpose for which it is authorised under any enactment to acquire land or for any of its functions.

8.7. The properties are being acquired for Housing purposes and under section 17 of the Housing Act 1985 a local housing authority may for the purposes of providing housing accommodation (inter alia) acquire houses, or buildings which may be made suitable as houses, together with any land occupied with the houses or buildings. That includes the power to acquire land for the purpose of disposing of houses provided, or to be provided, on the land or of disposing of the land to a person who intends to provide housing accommodation on it or facilities which serve a beneficial purpose in connection with the requirements of persons for whom housing accommodation is provided.

8.8. The Council is proposing to grant leases to the CBS. The Properties would be bought for housing purposes and would therefore fall under section 32 of the Housing Act 1985 if the Council seeks to dispose of them. The granting of a lease would be a disposal for the purpose of Section 32. Although the Council can dispose in any manner it wishes it can only dispose with the consent of the

Secretary of State. The Council does not have to ask for specific consent where it can rely on the General Housing Consent 2013 for section 32 issued by the Secretary of State.

8.9. The General Housing Consent permits the Council to grant up to 5 leases of its housing land for up to seven years to bodies in which it has an interest; which description includes the CBS by virtue of the Council's ownership of a share in it. Each such lease can include a portfolio – a batch - of properties.

8.10. The Council is permitted under its Retention Agreement with the Secretary of State to use retained RTB receipts to meet 30% of the development (including acquisition) costs of the provision of social housing for the benefit of the borough. It is immaterial whether the social housing is provided by the Council or by a third party. For present purposes, social housing is housing let (i) at sub-market rents and (ii) in accordance with rules designed to ensure that it is made available to people whose needs are not adequately served by the commercial housing market. The CBS's grant of 100% nomination rights to the Council, which the Council will use to house the homeless, satisfies this condition.

8.11. Other legal comments are contained in the body of the report.

Equality

8.12. The Council has a Public Sector Equality Duty under the Equality Act (2010) to have due regard to the need to:

- Eliminate discrimination, harassment and victimisation and any other conduct prohibited under the Act.
- Advance equality of opportunity between people who share those protected characteristics and people who do not.
- Foster good relations between people who share those characteristics and people who do not.

8.13. The three parts of the duty applies to the following protected characteristics: age, disability, gender reassignment, pregnancy/maternity, race, religion/faith, sex and sexual orientation. Marriage and civil partnership status applies to the first part of the duty.

8.14. It is proposed that these purchases are leased to the CBS to provide homes for homeless households. A full EqIA was undertaken as part of the original approval of the CBS and published alongside the Cabinet report of 17 July 2018.

8.15. The decision to purchase these blocks and lease them to the CBS will provide better quality accommodation for homeless applicants which will be closer to the borough and of better quality than some available private sector accommodation. The decision will therefore primarily have a positive impact on individuals and households living in temporary accommodation and those who are most at risk of homelessness.

8.16. Data held by the Council suggests that women, young people and BAME communities are over-represented among those living in temporary

accommodation. Furthermore, individuals with these protected characteristics as well as those who identify as LGBT+ and individuals with disabilities are known to be vulnerable to homelessness, as detailed in the Equalities Impact Assessment of the Council's Homelessness Strategy.

8.17. As such, it is reasonable to anticipate a positive impact on residents with these protected characteristics.

9. Use of Appendices

There are no appendices to the public report

10. Local Government (Access to Information) Act 1985

a. Homelessness Strategy EqIA / item 12 of the March 2018 Cabinet Pack

http://www.minutes.haringey.gov.uk/documents/g8295/Public%20reports%20pack%2006th-Mar-2018%2018.30%20Cabinet.pdf?T=10

b. Minutes of Cabinet meeting of 17 July 2018 approving the creation of the CBS and approval of the report "*Setting up a Community Benefit Society and a Purchase, Repair and Management Partnership to deliver Temporary Accommodation solutions".*

http://www.minutes.haringey.gov.uk/documents/g8824/Printed%20minutes%2017th-Jul-2018%2018.30%20Cabinet.pdf?T=1

c. Minutes of Cabinet meeting of 12 November 2018 approving the two reports '*Amendments to the Community Benefit Society*' and '*The need for additional Housing Revenue Account spend on new build properties and Temporary Accommodation acquisitions*'

http://www.minutes.haringey.gov.uk/documents/g9154/Public%20reports%20pack%2012th-Nov-2019%2018.30%20Cabinet.pdf?T=10

d. Report presented to Full Council on 26 November 2019 '*The need for additional Housing Revenue Account spend on new build properties and Temporary Accommodation acquisitions*'

http://www.minutes.haringey.gov.uk/documents/g9147/Public%20reports%20pack%2026th-Nov-2019%2019.30%20Full%20Council.pdf?T=10

e. This report contains exempt and non-exempt information. Exempt information is contained within Part B and **is not for publication.** The exempt information is under the following category (identified in amended schedule 12A of the Local Government Act 1972): S. (3) Information relating to financial or business affairs of any particular person (including the authority holding that information).

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Report for: Cabinet 10 December 2019

Title: The acquisition of freehold and homes at 1A Ashley Gardens

Report authorised by: Dan Hawthorn, Director of Housing, Regeneration and Planning

Lead Officer: Alan Benson, Interim Assistant Director for Housing
Christine Addison, Interim Assistant Director for Capital Projects and Property

Ward(s) affected: Tottenham Hale

Report for Key/ Non Key Decision: Key

1. Describe the issue under consideration

1.1. The purpose of this report is to seek approval for the acquisition from Berkeley Square Developments ARS Limited ("BSD") of the freehold interest of a block of flats to be known as 1A Ashley Gardens. Subject to approval from the Planning Authority, to valuation and to contract, this will incorporate a new development of 108 homes and two commercial units. This site is being developed as part of a wider Berkeley Square Developments scheme across the whole of Ashley Gardens sites comprising 423 homes in Tottenham Hale.

1.2. The developers currently have planning consent for 97 homes and two commercial units on the site. On 4 October 2019, BSD submitted an application to amend this planning consent. If approved by the Planning Authority, that application would have the effect of increasing the number of affordable homes from 97 to 104; increasing the number of three and four-bedroom affordable homes whilst reducing the number of one-bedroom affordable homes; and introducing four additional homes for market sale. The Council would acquire the freehold of the whole block, which, subject to approval from the Planning Authority, would therefore comprise 108 homes and two commercial units.

1.3. The terms for the acquisition are set out in the draft Heads of Terms attached as Appendix 2. As agreed, BSD will retain through lease back the two commercial units and the four market sale homes contained within the block at 1A Ashley Gardens. The Council would therefore be acquiring the 104 Council homes for Council rent in that block.

1.4. Through the acquisition of the new homes on the 1A Ashley Gardens site, the Council will be able to meet the needs of local people by maximising the delivery of council homes at Council rents in Tottenham Hale. It will be a significant part of the Council's commitment to deliver a thousand new council homes during this administration, with a start on site expected in April 2020 and practical completion by May 2022.

2. Cabinet Member Introduction

2.1. 1A Ashley Gardens will provide 104 high quality new Council homes at Council rents by May 2022.

3. Recommendations

3.1 Cabinet are asked:

a) To approve the acquisition of the freehold of the property known as 1A Ashley Gardens, Tottenham Hale (shown edged red on the plan attached as Appendix 1) from Berkeley Square Developments ARS Limited for a sum of [EXEMPT], subject to a Red Book valuation and final Heads of Terms. The acquisition will comprise of the development of 108 new build homes, of which 104 will be Council homes for Council rent, plus two commercial units. Four homes and the two non-residential units will be leased back to BSD on 999-year leases. There are nine car spaces also included as part of the proposed package. The acquisition will be based on the draft Heads of Terms (subject to the final version) attached at Appendix 2. The total costs for the acquisition are [EXEMPT] which include SDLT and legal and property costs as set out in the Finance comments at section 8 of this report.

b) To delegate authority to agree the final Heads of Terms and the final documentation, including the Development Agreement, to the Director of Housing, Planning and Regeneration after consultation with the Cabinet Member for Housing and Estate Renewal and the Cabinet Member for Finance and Strategic Regeneration, and with advice from the Director of Finance and the Assistant Director for Corporate Governance

4. Reasons for decision

4.1 The freehold acquisition of the 1A Ashley Gardens site will allow the Council to secure the rapid delivery of Council homes at Council rents.

4.2 This responds to local aspirations to see an increase in the number of new social rented homes delivered. By delivering ten per cent of the Borough Plan target of one thousand Council homes at Council rents by May 2022, it helps meet a key commitment of the Administration. It also delivers an improved mix of affordable housing within the scheme and in Tottenham Hale, which better meets the needs of local people.

5. Alternative options considered

5.1 **Not to acquire the homes**. This would require Berkeley Square Developments ARS Limited (BSD) to dispose of the homes to a Private Registered Provider on the basis of the current consented scheme which comprises 64 Shared Ownership homes and 33 homes at London Affordable Rent. This option was dismissed for three reasons:

- The borough would lose 64 homes for social rent because they would be sold on a Shared Ownership basis as per current planning permission.

- If the Council does not acquire these properties, the developer may delay the delivery of this scheme significantly until it could dispose to a registered provider.
- The Council would lose the benefit of having negotiated a revised mix that includes a reduction in one-bedroom flats and an increase in family-sized two- and three-bedroom homes. This is a need for those within the borough on the Housing Register.

5.2 **Acquiring the 33 rented homes and 64 Shared Ownership homes as approved by the Planning Authority**. This option was dismissed because it would not allow the Council to address as effectively the urgent need for more affordable rented accommodation; and the council would need to remodel to achieve the desired mix of housing size. It would also adversely affect progress towards meeting the Council's target of delivering 1,000 new Council homes by 2022.

6. Background information

6.1 The 1A Ashley Gardens site is shown edged in red on the plan attached at Appendix 2. The site will comprise a single block, building 1A, that forms part of the detailed planning permission (ref HGY/2017/2045, granted on 8 June 2018). The Ashley Gardens, Ashley Road scheme comprises a total of 423 residential units to be constructed on a larger site of which this is part. This scheme is in turn part of the Ashley Road Masterplan that will deliver 826 new homes and a mix of retail and office space. The site to be acquired is 200 metres from Tottenham Hale Station and part of the wider regeneration of Tottenham Hale Housing Zone.

6.2 Berkeley Square Developments ARS Limited (BSD) has planning permission on 1A Ashley Gardens for two commercial units and 97 affordable homes. In the current planning permission, these affordable homes comprise 64 shared ownership and 33 London Affordable Rent homes.

6.3 BSD invited bids for the affordable homes in May 2019 after the withdrawal of the Registered Provider that had agreed to purchase the affordable housing. On this basis the Council offered to acquire these homes subject to required changes to the unit sizes to create family homes, and to its own due diligence including valuation.

6.4 The Council negotiated with BSD in order to acquire the freehold of the entire block rather than acquiring the affordable homes on a leasehold basis. Not only does this comply with the Council's commitment to develop Council homes on our own land, but it is also prudent in management and maintenance terms. Acquiring the freehold interest of the whole site means the Council will own and manage the entire building and avoid complex service charge arrangements and management issues with third parties.

6.5 The Council wishes to maximise the number of homes for social rent and to meet housing need and therefore stipulated that BSD should seek to improve the number and mix of affordable homes at 1A Ashley Gardens. As such, on 4 October 2019 BSD submitted an application to the Planning Authority to vary the existing planning permission. Whereas the 97 homes currently consented

comprise 44 one-bedroom, 38 two-bedroom and 15 three-bedroom homes, the revised application, for 108 homes, increases the number of affordable homes from 97 to 104, and adjusts the mix of bedroom sizes to 37 one-bedroom, 39 two-bedroom and 28 three-bedroom homes. The size of all the three-bedroom homes also increase from four-person to six-person homes. The proposal also includes nine car spaces located on the development site.

6.6 In the application to vary the planning consent, BSD proposed four flats for private sale on the top floor of 1A Ashley Gardens. The four flats will be kept by BSD through leasing them back from the Council on 999-year leases.

6.7 Initial advice on the value of the acquisition has been provided by the Council's property advisers, Carter Jonas which confirmed that the package price proposed was in line with market expectations. A formal, confirmatory, RICS Red Book valuation is in preparation which is expected to support the package price proposed as best value for the Council. The delegated authority sought by the Director of HRP to sign off the final documentation and package price will be based on advice following the red book valuation. Further details are incorporated in the Finance comments in section 8 of this report.

6.8 The Council has been awarded an allocation of Building Council Homes for Londoners (BCHfL) grant from the Greater London Authority (GLA). It is intended that grant funding from this allocation is utilised towards the cost of the acquisition. The application of this funding is dependent on agreement with the GLA to ensure no double counting with Housing Zone funding which has already been applied to the 33 homes initially consented for London Affordable Rent. The final amount of BCHfL grant to be applied is therefore not confirmed but is expected to be [EXEMPT] depending upon the approved scheme.

6.9 The terms for the acquisition are contained in draft Heads of Terms attached in the exempt Appendix 2 which when agreed will allow the Council to enter into contract. The Council will enter into an agreement with BSD which will be subject to two main conditions precedent. These are for BSD to: (1) obtain a revised planning permission and (2) enter into a construction contract for the works. The draft Heads of Terms also includes other key conditions that will be captured in the agreement including key dates for delivery, the payment provisions, collateral warranties and step in rights. Once these two conditions are satisfied the Council will acquire the freehold and BSD will carry out the development within the agreed time frame and in accordance with the planning permission and agreed Council specification. The payments are as set out in the exempt part of the report.

6.10 The Council's Arm's Length Management Organisation, Homes for Haringey (HfH), will be responsible for the management and maintenance of the homes following their practical completion.

6.11 BSD's detailed specification of the homes is being checked by HfH and the Housing Delivery Team to ensure that they are commensurate with HfH's property and housing management operations, align with manageable life-cycle costings, and meet the Council's insurance requirements. Council officers and Homes for Haringey are content that the designs meet the standards the Council expects for new Council homes.

6.12 The approved planning submission designs and strategies cannot be amended at this stage. However, the draft specification and defects procedures attached to the application to vary that planning permission have been developed and contain design amendments to reflect the change of the building's use. The Council has supplied Employer's Requirements and specification criteria to BSD and BSD has agreed that these standards will be met.

6.13 Work on site to construct the homes is scheduled to commence in April 2020, with practical completion scheduled by May 2022. Key dates and a long stop date will be captured in the development agreement and are reflected in the draft Heads of Terms attached.

6.14 Subject to the development of a viable business case, the Council intends to let a number of the homes at 1A Ashley Gardens as supported housing.

Risks

6.15 The proposed deal structure does involve the Council taking on some of the development risks in the development. These include financing the works from start to finish and ensuring the building is constructed to the agreed specification and standard. The Council will set up a monitoring and payments process to ensure that payments are made only for the work undertaken and that they are made to the correct standards. A retention will be held until practical completion for each payment.

6.16 The Council will be acquiring the freehold in the land initially and then will be funding the costs of development as the building is constructed. The development agreement will need to ensure that the Council's commercial position is protected in the event of developer default through its step-in rights, appropriate payment arrangements and other mechanisms such as acceptable performance bonds and parent company guarantees being provided. The price agreed for the development reflects the structure agreed in the draft Heads of Terms.

6.17 Delegated authority is being sought from Cabinet for the Director of Housing, Planning and Regeneration (subject to the agreement of the draft Heads of terms) to agree the final documentation including the Development Agreement after consultation with the Leader of the Council and the Cabinet Member for Finance and Strategic Regeneration, and with advice from the Director of Finance and the Assistant Director for Corporate Governance.

7. Contribution to strategic outcomes

7.1 The recommendations in this report will support the delivery of the Housing Priority in the new Borough plan, which sets out in its first outcome that *"We will work together to deliver the new homes Haringey needs, especially new affordable homes"*. Within this outcome, the Borough Plan sets the aim to *"Ensure that new developments provide affordable homes with the right mix of*

tenures to meet the wide range of needs across the borough, prioritising new social rented homes".

7.2 In particular, the recommendations in this report are explicitly about delivering the aim *"to deliver 1,000 new council homes at council rents by 2022"*. The proposals in this report contribute directly to the strategic outcomes on new housing supply that are at the core of the aims of the Council as expressed in the Borough Plan.

8. Statutory Officers comments

Finance

8.1 The total cost of this acquisition represents the purchase price of 104 units. There is planning permission for 97 units at present with a revised planning permission for 104 units having been submitted. The price reflects the revised planning permission.

8.2 The cost of the acquisition, the estimated associated cost, and the potential GLA grant are set out in the exempt report.

8.3 The net unit cost is in line with the HRA financial plan.

8.4 The total cost of acquiring these 104 social rented homes, with potential GLA grant, is in line with the HRA financial plan which is still subject to cabinet approval.

8.5 There is a potential to make an initial payment of £1.7m in this financial year. This cost will be met from the existing new homes acquisition budget as revised in September 2019.

8.6 This remainder of the cost of this scheme has been built into the current HRA financial plan which will underpin the budget/MTFS 2020/21-25 currently being prepared for Full council approval in February 2020.

8.7 The current update of the current HRA business plan is identifying that the viability of the Council delivering the level of its new housing intentions will be dependent on achieving the assumptions of the HRA business plan. The proposal for this scheme is for 104 properties to be acquired and provided on a social rent basis. This has been recognised in the update to the HRA financial plan and the mix of subsequent schemes in the HRA financial plan will need to be designed taking this into account.

8.8 There are other risks to the council associated with this development as highlighted above. These will be adequately monitored, and mitigations inserted into the contract where applicable.

Procurement

8.9 Strategic Procurement note the contents of this report. The Council has to comply with the Public Contracts Regulations 2015 when entering into

agreements of this nature. Please refer to the Legal comments contained in this report.

Legal

8.10 The Council has the power under section 120 of the Local Government Act 1972 for the purposes of any of its functions under that Act or any other enactment, or the benefit, improvement or development of their area, to acquire by agreement any land, whether situated inside or outside its area.

8.11 The property will be acquired for housing purposes and therefore will be held in the Housing Revenue Account. Under section 17 of the Housing Act 1985 the Council as a local housing authority may for housing purposes acquire land as a site for the erection of houses, or acquire houses, or buildings which may be made suitable as houses, together with any land occupied with the houses or buildings.

8.12 For further comments, please see the exempt report.

Equalities

8.13 The Council has a Public Sector Equality Duty under the Equality Act (2010) to have due regard to the need to:

- Eliminate discrimination, harassment and victimisation and any other conduct prohibited under the Act.
- Advance equality of opportunity between people who share those protected characteristics and people who do not.
- Foster good relations between people who share those characteristics and people who do not.
- The three parts of the duty applies to the following protected characteristics: age, disability, gender reassignment, pregnancy/maternity, race, religion/faith, sex and sexual orientation. Marriage and civil partnership status apply to the first part of the duty.

8.14 The purpose of this report is to seek approval for the acquisition of the freehold interest at 1A Ashley Gardens. This is for at least 97 homes and two commercial units that will be constructed on the site by Berkeley Square Developments (BSD) as part of the Tottenham Hale regeneration programme.

8.15 The objective of the decision is to increase the supply of Council housing in Haringey. The groups that the decision is most likely to directly affect are Haringey residents living in temporary accommodation and Haringey residents who are at risk of homelessness. Data held by the Council suggests that women, young people and BAME communities are over-represented among those living in temporary accommodation. Individuals with these protected characteristics as well as those who identify as LGBT+ and individuals with disabilities are also known to be vulnerable to homelessness, as detailed in the Equalities Impact Assessment of the Council's Draft Homelessness Strategy. As such, it is reasonable to anticipate a positive impact on residents with these protected characteristics.

9. Use of Appendices

- Appendix 1 – Red Line Drawing
- Appendix 2 – Exempt Appendix: Draft Heads of Terms
- Appendix 3 – Exempt Report: Financial and Legal Information

10. Local Government (Access to Information) Act 1985

10.1. Appendices 2 and 3 are NOT FOR PUBLICATION by virtue of paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972 in that they contain information relating to the financial or business affairs of any particular person (including the authority holding that information).

10.2. Planning permission for the site (ref HGY/2017/2045) granted on 8 June 2018 can be viewed on the Council's website:

http://www.planningservices.haringey.gov.uk/portal/servlets/ApplicationSearchServlet?PKID=314494

10.3. The Section 73 application for minor material amendments to the approved scheme (HGY/2019/2804) can be viewed on the Council's website:

http://www.planningservices.haringey.gov.uk/portal/servlets/ApplicationSearchServlet?PKID=381026

Project Logo

Notes
Do not scale from this drawing.

All dimensions are to be checked on site and any discrepancies noted in writing to the Project Manager.

All dimensions are in millimeters unless noted otherwise.

The design in this drawing has been prepared with limited survey information and input from structural, services and other consultants and should be read as design intent only.

Rev	Date	Description	Drawn	Checked

1 - 250

0m 5m 10m 20m

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Architect
Landscape

Key Plan

N

Ashley Gardens Site

Site Plan - Ownership Boundary B1A

Scale At A1:	1 : 250	Job Number:	1824
Date:	01/05/18	Drawing:	LP
Status:	FOR APPROVAL	Checked:	LP
Drawing No:	1824 -JMP- 01 -RF-DR-A -3512	Revision:	

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Report for: **Cabinet – 10th December 2019**

Title: **Amendment of a Right to Buy funding agreement with Newlon Housing Trust for the delivery of Affordable Rented Housing**

Authorised by: **Dan Hawthorn, Director of Housing, Regeneration & Planning**

Lead Officer: **Peter O'Brien, Assistant Director Area Regeneration**

Ward(s) affected: **Tottenham Hale**

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

1. Describe the issue under consideration

1.1 On 21st December 2017 a funding agreement was entered into with Newlon Housing Trust (Newlon) for £6.5m Right To Buy (RTB) receipts for the delivery of 54 affordable rented homes on the Monument Way site, and on the same date the Council released the £6.5m RTB funding.

1.2 At the time the original allocation of RTB funding to the Monument Way site was made, the Council did not have a direct delivery programme in place, and utilising RTB funding in this way therefore allowed this funding to be retained and spent within the borough, rather than returned to the Government. Newlon was to have spent the £6.5m RTB funding by 31st March 2018.

1.3 The delivery of the Monument Way scheme, by Newlon, has been delayed, with spend on this development not materialising as previously estimated. The Original Funding Agreement (clause 40.4; see Appendix A) allows for the funding to be spent on other schemes in the borough for the provision of affordable housing. The Council has worked in partnership with Newlon to identify other areas of spend towards the delivery of affordable housing, and to refine estimates of spend at the Monument Way site up to the end of the 2019/20 financial year. Consequently, it was identified that significant spend was incurred towards the acquisition of the Ferry Lane Garage Site, which is intended to deliver affordable housing in due course.

1.4 This report seeks authority to enter into a Deed of Variation based on the draft heads of terms agreed in a proposed Letter from the Council to Newlon set out in Appendix B, enabling the £6.5m RTB funding to be spent on the Ferry Lane garage site and the Monument Way site, and/or other sites in the borough

which will result in the delivery of the affordable housing, rather than be returned to Government, which would be the only alternative.

2. Cabinet Member Introduction

2.1 The Council's Borough Plan includes objectives to increase the supply of new affordable housing, which is also reflected in our Housing Strategy.

2.2 The Council has now put in place a direct delivery programme to work towards building 1,000 new Council homes at Council rents by 2022. This represents a positive use of current RTB receipts, which we would no longer choose to allocate to delivery by external partners, as was done in March 2016. However, the amendment of that Original Funding Agreement will ensure that those funds are spent within the borough of Haringey and not returned to Government.

2.3 In this way, the Council is demonstrating its commitment to the development of new, high-quality affordable rented homes for local people.

3. Recommendations

3.1 Cabinet agrees:

(i) To the reallocation of the £6.5m RTB funding from use solely on the Monument Way site, to also include use on the Ferry Lane garage site and any other sites, and for the provision of 54 affordable rented homes to be provided on other sites (including Monument Way site, Ferry Lane garage site and other sites in the borough) as set out in paragraph 6.4 of this report, and for the Council to enter into a Deed of Variation based on the draft heads of terms contained in a proposed Letter from the Council to Newlon attached at Appendix B to vary the Original Funding Agreement, dated 21st December 2017, with Newlon Housing Trust, to give effect to the recommendation

(ii) To give delegated authority to the Director of Housing, Regeneration and Planning after consultation with the Director of Finance and the Assistant Director of Corporate Governance to agree the final Heads of Terms and the final terms of the Deed of Variation, and to agree any further reallocation of any part of the £6.5m funding to best enable the delivery of 54 affordable-rented units.

4. Reasons for decision

4.1 Under the terms of current arrangements under the Local Government Act 2003, local authorities are required to spend retained Right to Buy receipts within three years, and for the receipts to fund no more than 30% of total development costs. Where a local authority is unable to spend receipts within

three years they have to be returned to the MHCLG, together with interest of 4% above base rate.

4.2 In March 2016, Cabinet decided to allocate up to £5m RTB funding to Newlon. The Council did not have a direct delivery programme in place at that time, and therefore chose to work closely with housing associations in order to ensure that RTB funds were retained within the borough. Through a further Cabinet Member decision in October 2017, and a Leader's Decision in January 2018, this was increased to £6.5m, due to an increase in units and an increase in costs, respectively.

4.3 On 21st December 2017, the Original Funding Agreement was entered into and £6.5m of RTB funding was released to Newlon. The Original Funding Agreement contained a milestone condition requiring Newlon to commence on site by 30th September 2018. Also on 21st December 2017, Newlon had also satisfied the conditions of the Agreement for Lease, which allowed the Council to grant the 250-year Lease of the Monument Way site to Newlon. The Lease was subject to a legal charge in favour of the Council as security for the £6.5m RTB funding provided to Newlon. The Original Funding Agreement allows the release of the legal charge over the Lease once Newlon has delivered the 54 units of affordable rent.

4.4 The reason for the delay is the need to deliver significant infrastructural works, including the realignment of Fairbanks Road in order to release developable land within the Chesnut Estate. It has also had to be delivered within a challenging environment, with construction logistics coordinated between a number of developments around Tottenham Hale simultaneously.

4.5 The Ferry Lane Garage site is owned by Newlon and is a designated site in the Tottenham Area Action Plan (AAP). It is part of the Hale Wharf site designation, but it is outside the boundary of a development which is being delivered on site currently. The AAP recommends 'appropriate development of the garage site', enabling better access to and use of The Paddock, a local underused green space. It is currently designated as Green Belt land, but the AAP notes that consideration would be given to previous developments on the site. It is therefore considered appropriate for the delivery of new housing, including affordable homes, subject to Green Belt guidance in the National Planning Policy Framework.

4.6 Due to delays at the Monument Way site, and in order to minimise the risk of returning the £6.5m RTB funding to MHCLG, it is recommended that the existing funding agreement is varied to allow for the £6.5m RTB funding to be reallocated and applied to multiple sites within the borough.

5. Alternative options considered

5.1 An alternative option is to not amend the Original Funding Agreement and for the Council to clawback the £6.5m from Newlon. However, this would mean that the Council is unable to identify sufficient qualifying spend before March 2018, and the Council would be required to repay these funds to MHCLG, with additional interest at 4% above base rate.

6. Background information

6.1 On 15th March 2016, Cabinet agreed to dispose of the Monument Way site to Newlon and grant a sum of a maximum of £5,000,000 from right to buy receipts to Newlon as a contribution towards the provision of a minimum of 44 affordable rented units and subject to Newlon entering into a funding agreement and 100% Nominations Rights for those homes. Newlon are a strategic Registered Provider partner and have the necessary development capacity and expertise to efficiently deliver affordable housing, as well as the financial capacity to provide the necessary 70% match funding for relevant schemes.

6.2 The scheme was later expected to deliver 54 units and those additional 10 units had raised the overall scheme costs. On 5th October 2017 Cabinet Member for Housing, Regeneration and Planning agreed a further allocation of £800,000 making a total RTB funding allocation of £5.8m to the scheme.

6.3 The final amount of RTB funding to be allocated was still then under negotiation and subject to the planning process (approving the number of rented dwellings) and finalisation of scheme costs by Newlon Housing Trust as the project progressed. The delivery of 100% affordable rented housing presents particular viability challenges even with these funding supports in place. The Council and Newlon had agreed in principle for the Council to cover 30% of scheme costs for this project in line with the rules governing the allocation of funding from RTB receipts. Due to an increase in scheme costs, the Leader therefore agreed on 19th January 2018 to allocate a further sum of £700,000 RTB receipts, making a total grant funding of up to £6.5m. The Original Funding Agreement between the Council and Newlon was for the RTB funding of £6.5m. At the same time, the Leader agreed to an allocation of up to £1.5m for the delivery of infrastructure works relating to the realignment of Fairbanks Road, required to complete the Monument Way scheme. This funding has not yet been released to Newlon.

6.4 The recommendations set out in this report will allow the £6.5m RTB funding, currently only allocated to be spent by Newlon on the Monument Way site, to be spent on the Ferry Lane garage site, and any other sites in the borough for the

delivery of the 54 units of affordable housing. The £6.5m funding is being allocated as indicated in the exempt version of the report.

6.5 If there remains an unallocated portion of the £6.5m, recommendation (ii) seeks delegated authority to approve any unallocated spend which best allows the delivery of the 54 affordable rented units.

7. Contribution to strategic outcomes

7.1 The delivery of new affordable homes contributes to the Housing Priority of the Council's Borough Plan 2019-2023:

Outcome 1: We will work together to deliver the new homes Haringey needs, especially new affordable homes

a) Deliver as many new, good quality homes of all kinds as we can, in good quality neighbourhoods, getting as close as possible to the Mayor's emerging target for Haringey of 1,502 new homes every year

b) Ensure that new developments provide affordable homes with the right mix of tenures to meet the wide range of needs across the borough, prioritising new social rented homes

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

Finance

8.1 This report recommends Cabinet approval of:

A. The reallocation of the £6.5m RTB funding from the Monument Way site to the Ferry Land garage site and any other site in the borough for the provision of 54 affordable rented homes.

B. The Council entering into a Deed of Variation, to amend the original funding agreement dated 21st December 2017 with Newlon Housing Trust.

8.2 The £6.5m RTB receipts were meant to have been utilised by March 2018. Any RTB receipt not utilised by this date will be returned to MHCLG with interest at 4% above base rate. It is therefore vital that Newlon allocates this funding to the Ferry Lane garage site, and other sites where they have already demonstrated spend.

8.3 Newlon has spent considerable sums at the Ferry Lane garage site and some of the £6.5m can be allocated to this site, and other sites in the borough. In return, the Council will receive 100% nomination rights in perpetuity on 54 units.

8.4 The recommendation in this report is expected to minimise the risks associated with this project.

8.5 The Council's financial commitments (£6.5m) and expected outputs with respect to nomination rights, and the number of units (54) remains unchanged.

8.6 Further Finance comments are set out in the exempt part of the report.

Procurement

8.7 Strategic Procurement notes the contents of this report and has no objections to the recommendations made herein. Strategic Procurement confirms there are no procurement regulatory requirements that would prevent the recommendation in this report being implemented.

Legal

8.8 The Council released under the Original Funding Agreement dated 21st December 2017 a total of £6.5m RTB funding to Newlon in return for Newlon constructing a minimum of 54 of affordable rented units on the Monument Way site. The £6.5m RTB funding was agreed on the basis that it is must be no more that 30% of the development costs (as defined in the Agreement with the Secretary of State for Communities and Local Government dated 27 June 2012 (as subsequently varied on 14 June 2013) pursuant to Section 11(6) of the Local Government act 2003.

8.9 The Original Funding Agreement sets out the milestones for Newlon to meet during the development. A milestone was to commence works on the Monument Way site by the 30 September 2018. Newlon failed to meet this milestone, which meant they are in breach of the Original Funding Agreement. The Council was also required to have 'spent' the £6.5m of RTB receipts funding prior to March 2018 under the Retention Agreement dated 25 September 2012 with the Secretary of State ("The Retention Agreement"). The Retention Agreement sets out the terms by which RTB receipts are to be 'spent' by a local authority otherwise the RTB receipt is required to be paid back to MHCLG.

8.10 As a result of Newlon failing to meet the milestone to commence works on site, the Council would be required to repay the £6.5m to MHCLG as set in the Retention Agreement. However, clause 40.4 of the Original Funding Agreement allows for the funding to be spent on other schemes in the borough for the

provision of affordable housing. In accordance with this clause 40.4, Newlon have been able to confirm in a letter to the Council (attached at Appendix B) that all the £6.5m RTB funding was 'spent' between both Ferry Lane garage site and Monument Way site on development costs for the provision of social housing, meeting the Council's obligations under the Retention Agreement. To allow Newlon to include the Ferry Lane garage site as part of the spend of the £6.5m and to change the sites where units will be delivered, the terms of the Original Funding Agreement requires amendment by a deed of variation. Those terms have been agreed by the parties in the attached draft heads of terms of the deed of variation to the Original Funding Agreement.

8.11 The main terms that will form the basis of the deed of variation are as follows:

- allow Newlon to spend the £6.5m RTB funding on both the Ferry Garage site and the Monument Way site
- allow the delivery of a minimum of 54 affordable rented units is to be across the Ferry Lane garage site, Monument Site and / or other sites in the borough. allow the release the legal charge the Council has as security for the £6.5m RTB funding currently on the Monument Way site under the Original Funding Agreement and move the legal charge to the Ferry Lane garage site or another delivery site belonging to Newlon Housing Trust providing similar security for the £6.5m RTB funding.
- to waive any prior breaches by Newlon of its obligations under the Original Funding Agreement from the date of the deed of variation as new terms to the funding agreement will now be agreed between the parties.

Equality

8.12 The Council has a Public Sector Equality Duty under the Equality Act (2010) to have due regard to the need to:

- Eliminate discrimination, harassment and victimisation and any other conduct prohibited under the Act
- Advance equality of opportunity between people who share those protected characteristics and people who do not
- Foster good relations between people who share those characteristics and people who do not.

8.13 The three parts of the duty applies to the following protected characteristics: age, disability, gender reassignment, pregnancy/maternity, race, religion/faith, sex and sexual orientation. Marriage and civil partnership status applies to the first part of the duty.

8.14 The proposed decision secures Right to Buy receipts to facilitate the development of 54 affordable rented housing units by the local housing association Newlon Housing Trust. Without this additional funding, the Monument Way scheme, the Ferry Lane garage site and other developments

including affordable rented housing would be less likely to proceed. RTB receipts can only be spent on replacement affordable housing within three years, or the funds must be returned with interest to MHCLG. This would further limit the Council's ability to build additional housing available for below-market cost.

8.15 As set out in the Housing Strategy 2017-22 there is both a shortage of overall housing supply, and especially affordable housing for those on lower incomes. In Haringey households in the east of the borough are more likely to have a lower than average income, making market rents unaffordable. In addition, households from BAME communities; single parent households, the vast majority of which are headed by women; and households with a member who has a disability or long-term health condition are more likely to have a lower than average income. This decision should benefit residents on lower incomes by enabling them to access housing in the borough at below-market cost. Additionally, residents on Haringey's Housing Register, among whom BAME communities and women are over-represented, could benefit from this development going ahead by increasing the housing options available. Overall, the decision represents a step to advance equality of opportunity for groups who share protected characteristics by enabling access to affordable housing that would not otherwise be available.

9. Use of Appendices

A. Original Funding Agreement (exempt from publishing)

B. Letter from the Council to Newlon containing draft heads of terms of the deed of variation (exempt from publishing)

Background reports:

Cabinet report, 15th March 2016, "Monument Way Disposal"

Cabinet member signing, 5th October 2017, "Allocation of Right to Buy Receipts over £500,000 to identified Development Projects to part-fund delivery of Affordable Rented Housing"

Leader signing, 19th January 2018, "Allocation of Right to Buy Receipts and Capital funding towards the delivery of Affordable Rented Housing and Infrastructure at Monument Way"

10. Local Government (Access to Information) Act 1985

Exempt portions of the report and both appendices are NOT FOR PUBLICATION by virtue of paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972.
Part of this report is not for publication as it contains information classified as exempt under Schedule 12A of the Local Government Act 1972 in that it contains

information relating to the financial or business affairs of any particular person (including the authority holding that information).

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Agenda Item 19

Report for: Cabinet 10th December 2019

Title: The Acquisition of a former NHS building in Burgoyne Road, Wood Green

Report authorised by : Dan Hawthorn, Director Housing, Regeneration and Planning
Beverley Tarka, Director of Adults and Health

Lead Officer: Christine Addision, Assistant Director Capital Projects and Property (Interim)
Charlotte Pomery, Assistant Director Commissioning

Ward(s) affected: All

Report for Key/
Non Key Decision: Key decision

1. Describe the issue under consideration

1.1 The former NHS building in Burgoyne Road ("Property"), is a former Clinic located in Wood Green which has been listed and advertised for disposal by Barnet Enfield and Haringey Mental Health National Health Service Trust. The Property is shown edged red on the plan attached at Appendix A and has been offered for sale to the Council on the basis of Freehold with vacant possession subject to contract.

1.2 The acquisition will be held in the General Fund and will benefit the Council by enabling the delivery of a refuge facility for survivors of domestic abuse to serve the need in the Borough.

1.3 This report sets out the basis of the proposal to acquire the Property and the feasibility work required to set up the proposed use as a refuge facility for survivors of domestic abuse.

2. Cabinet Member Introduction

2.1 I am delighted to present this report which offers an opportunity for the Council to acquire a building from a local NHS Trust, which is currently unused, in order to create a refuge facility for survivors of domestic abuse and so to better meet local needs. The model of refuge provision proposed here is progressive and will change the local response to women escaping domestic abuse over time.

2.2 Haringey is keen to meet residents' needs by creating more borough based support and investing in new models of support for those who are affected by domestic abuse. By acquiring this building and securing a continued community use in the heart of Harringay, specifically targeting support on those who often face barriers to achieving positive outcomes, we believe we will have a positive impact on the wider population of Haringey to the benefit of all residents.

Haringey LONDON

3. Recommendations

3.1 Cabinet are requested to:

a) Agree the acquisition of the freehold interest in the property known as the former NHS Cinic, Burgoyne Road, Wood Green (as shown edged in red on the plan in Appendix A) from the Barnet Enfield and Haringey Mental Health National Health Service Trust for the purposes set out in section 6. of this report and for a sum set out in Part B of the report plus estimated costs of acquisition set out in Part B of the report.

b) note that following a period of options appraisal, cost and development planning, a futher report will be brought back to Cabinet for approval of the final business case for the site. This will include a plan which will include detailed designs, capital and revenue costs for the preferred option and a funding, delivery and operation strategy.

4. Reasons for decision

4.1 The Council are in a position to acquire the freehold of the building from the NHS Trust prior to the property being marketed for sale in the open market. A price has been agreed on the basis that the price represents best consideration to the NHS. Should the Council withdraw then the site is likely to be marketed on the open market.

4.2 The acquisition of the property will enable the Council to take forward the proposal to refurbish or develop the site for a new facility to provide a refuge facility for survivors of domestic abuse. This will bring a currently vacant NHS building into use for an important Council service need supporting the Council's current Borough Plan needs.

5. Alternative options considered

5.1 The alternative is not to acquire the freehold interest in the property. This would forfeit the opportunity to provide a much needed refuge facility for survivors of domestic abuse at this site.

6. Background information

The property

6.1 The NHS Trust have declared this site surplus to requirements and have expressed a desire to sell the site. The Council have been in discussion with the NHS Trust and have agreed terms to acquire the site. The building is located roughly halfway along Burgoyne Road, which runs east to west between Green Lanes/A105 and Wightman Road/B138. Harringay Green Lanes station is located 0.12 miles southeast of the subject property and Harringay Station 0.19 miles to the southwest. There is a strong secondary retail offering on Green Lanes with a number of local retailers and restaurants. Currently, the site accommodates a two-storey health clinic constructed in the 1960s. It is of a brick construction with a flat roof and features a service alley/parking to the east side. The site comprises an approximate total of 0.0545 hectares / 0.135 acres with the existing building comprising a net internal area of 3,809 sq. ft. The gross internal area is approximately 4,133 sq. ft.

Overview of proposed use

6.2 Haringey has one of the highest rates of reported domestic abuse across London. In the rolling year to March 2019, there were 5,204 domestic incidents with 3,304 domestic abuse offences reported to the police. Haringey currently has the sixth highest incident rate per 1000 population (18.9 per 1000); Barking and Dagenham has the highest with 22.8 per 1000. In the same period, 776 sexual offences (with 346 of those being rape) were recorded, which represents a nearly 10% increase in sexual offences from the previous 12-month period. It is estimated that nearly 3,500 women and girls are affected by Female Genital Mutilation in Haringey with 110 new cases reported between April 2017 and March 2018. There are high but hidden levels of forced marriage and crimes committed in the name of 'honour', with 37 cases identified during the audit in 2018.

6.3 Against that backdrop the borough has a strong commitment to tackle gender-based violence as set out inthe Borough Plan (2019-2023).

Refuge provision

6.4 As well as supporting survivors directly, refuge services provide significant added value. Refuges deliver a wide range of services that are not part of the contracted work, such as prevention and awareness-raising in local communities and supporting women through the criminal justice system and in court. They provide critical training and strategic advice to the NHS, to police, and to social care agencies. This enables statutory organisations to not only identify victims of domestic abuse, but to also ensure that women and their children are able to seek support and access refuge safely and appropriately. Refuges are integral to a holistic 'whole housing' response to domestic abuse and underpin robust responses from statutory agencies, who rely on these services to refer families in need of support. For women, they offer a safe haven which thereby avoids further harm and the need for costly interventions, often initially through the NHS and Police.

6.5 Many refuges are provided in buildings that are no longer fit for purpose and the sector is concerned about its ability to respond to the needs of women with physical disabilities or mobility issues. Data on vacancies collected by Women's Aid between April 2017 and March 2018 showed that only 1.7% of total refuge vacancies are fully wheelchair accessible. Capital investment is urgently required to build new and refurbish old accommodation. This is essential if the refuge network is to meet the needs of all women and allow all women to be able to access any refuge with good quality responsive accommodation, which is, for example, wheelchair accessible, and has dedicated play and therapy spaces and interview rooms/office space in all refuges.

Benefits

6.6 As referenced above, refuges are an integral part of a holistic service response to the needs of women experiencing domestic violence. Whilst refuges are fully funded by local authorities, the benefits of their existence do not accrue only to local government but across the public sector, including flowing directly to the NHS.

Financial considerations

6.7 Violence against women and girls is estimated to cost the borough £27.6 million a year, which does not include the human and emotional costs (estimated at £47.6m).

6.8 Physical and mental health care are estimated to cost £8.3 million directly to the NHS through attendances at Emergency Departments, admissions following emergency attendances, primary and secondary care mental health services and primary care physical health services.

6.9 A recent study carried out at North Middlesex University Hospital of 10,000 patient records, identified 743 injured women aged 16-65 as experiencing domestic abuse. A similar study in the Royal Free Hospital identified that for 833 patients screened positive for domestic abuse across community gynaecology, the ED found overall attendance rates at ED were higher for those identified as experiencing domestic abuse than for those screening negative (RR 1.63). This meant 25,829 attendances per 100,000 as against 15,836 per 100,000 in the general population. In the same population, there were more emergency inpatient admissions in the 3 years preceding the screening for those screened as positive compared with those screened negative – RR 2.27. Day case admissions were also higher – RR2.03. (Warren-Gash, C., Bartley, A., Bayly, J. *et al*. (2016) 'Outcomes of domestic violence screening at an acute London trust: are there missed opportunities for intervention? *British Medical Journal*.

6.10 The expectation of a fully functioning and fit for purpose refuge site and service, is that identification and implementation of immediate support will reduce both ED attendances and any requirement for emergency inpatient admissions, as well as the number of outpatient appointments. Based on an estimated cost of £400 per outpatient appointment, and given that Emergency admissions have increased by 48% from 2005/2006 to 2015/2016 in the UK (Steventon, A. *et al.* 2017), and given that North Middlesex Hospital Trust (NMUH) reported 171,840 (52% female patients) attendances in 2015/2016 to their Emergency Department alone, the direct financial benefits and indeed savings quickly add up.

6.11 The knock-on impact for children and wider family members of domestic abuse should also be considered – 73% of all children's social care referrals involve domestic abuse with future impacts for CAMHS and other NHS provision.

6.12 In addition, domestic violence has costs across the public sector including to: Social Services £1.4 million, housing at £0.9 million and lost economic output as £9.2 million. Research conducted by the Home Office[1] as recently as this year has shown that domestic abuse has even higher costs – with £34,015 per victim/survivor of VAWG meaning that in Haringey the costs of domestic abuse is actually likely to be in excess of £140 million. This figure does not include the costs of domestic abuse involving children. Improving our response to addressing violence against women and girls through a strategic approach will improve women and girls lives and also reduce costs to Haringey.

6.13 The Social Return on Investment (SROI) for Refuge is calculated to be 4.94:1. This means that for every £1 invested, clients, their families and society-at-large reap a reward equivalent to £4.94. (Refuge SRoI). For every £1 on MARAC, £6 public funding saved , up to £740m in the UK every year. (Safe Lives report)

6.14 The proposed use will attract capital grant from the GLA, which has provisionally been agreed as set out in Part B of the report dependent on the number of units. Revenue funding is already committed and is held in Commissioning/Public Health. This project would create a new physical environment to replace three existing services.

Operational considerations

6.15 Exploring new models of refuge provision is a key aspect of our aspirations for Burgoyne Road. In particular, the intention is to develop the provision as an 'Open Refuge', this means that unlike the majority of other refuge provision in England it will not be at a secret address and will provide refuge accommodation and support as an early intervention for local residents, not for those who we fear are at risk of extreme violence who would be supported to leave the borough.

6.16 The delivery of a trauma-informed service on the site is key, and this will flow from building design and layout to the support available and how security is managed. As such our intention is to develop the service in collaboration with survivors of domestic abuse who have previously lived in refuge accommodation, to embed their experiences and insights at the heart of building and service design.

Best Value

6.17 The Council has been advised by its property adviser Carter Jonas on the transaction. They are of the view that the agreed figure as set out in Part B of the report reflects a reasonable price reflecting the current use and the off market nature of the deal. There are acquisition costs as set out in Part B of the report for the transaction covering SDLT and estimated internal costs.

Feasibility study

6.18 A condition survey of the building is being undertaken and will inform a feasibility appraisal for the building. This will include options for the refurbishment and remodelling of the building and the redevelopment of the site. Once the study has been completed a further report obtaining options appraisal, cost planning and development planningwill be brought to Cabinet with a proposal for the refurbishment or redevelopment of the building. Should the proposal prove unviable the site would be suitable for a residential development to be carried out.

7. Contribution to strategic outcomes

7.1 The acquisition of the building will contribute to the Council's strategic outcomes as follows:

People - our vision is a Haringey where strong families, strong networks and strong communities nurture all residents to live well and achieve their potential – this is achieved through the provision of the refuge centre

Place - a place with strong, resilient and connected communities where people can lead active and healthy lives in an environment that is safe, clean and green– through continuity in the provision of the refuge centre

Economy - a growing economy which provides opportunities for all our residents and supports our businesses to thrive – Enabling employment in the refuge centre

Housing - a safe, stable and affordable home for everyone, whatever their circumstances Through the potential provision of new supported housing/extra care.

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

Finance

8.1 The report is recommending that Burgoyne Road is acquired for the sum set out in Part B of the report plus associated transaction costs. The acquisition will be funded from the approved capital programme scheme 482 Strategic Property. The Strategic Property budget is included in the capital programme on the basis that it is self-financing and todate has not incurred any expenditure. The overall budget of £19.640m contains provision for this acquisition as set out in Part B of the report.

8.2 It is anticipated that the property will be used as a refuge for survivors of domestic abuse. At this stage it is not clear whether or not the facility will be refurbished or rebuilt. Within the Council's draft capital programme for 2020/21 elsewhere on the agenda there is an allowance of £3.0m for the works required to the property to make it fit for purpose.The decision on refurbishment versus rebuild will be the subject of a further report to Cabinet which will include both the revenue and capital cost of the proposed provision. It appears likely that the development will attract grant from the GLA which will contribute to the scheme being self-financing.

8.3 Currently the provision of refuge services is undertaken from three sites, two of which the Council owns in the HRA. Should the decision be taken to rebuild/refurbish the facility then the two Council owned buildings would become available for use.

8.4 However, if the conclusion of the study is that neither rebuild/refurbishment is viable then the property could be appropriated to the HRA. The appropriation to the HRA would also be subject to an approved business case to ensure its viability in the HRA.

8.5 Finally, should the HRA business conclude that the appropriation is not viable, then alternative an alternative use will need to be found (including sale).

Procurement

8.6 Procurement comments are not applicable for property and land transactions, as they sit outside of the Procurement Contract Regulations.

Legal

8.7 The Council has the power under section 120 of the Local Government Act 1972 to acquire by agreement for the purposes of the benefit, improvement or development of its area any land, whether situated inside or outside its area. The property will be held in the General Fund and should the Council then decides to use the property for housing purposes then it will have to be appropriated for that purpose.

Equality

8.8 The Council has a Public Sector Equality Duty under the Equality Act (2010) to have due regard to the need to:

- Eliminate discrimination, harassment and victimisation and any other conduct prohibited under the Act
- Advance equality of opportunity between people who share those protected characteristics and people who do not
- Foster good relations between people who share those characteristics and people who do not.

8.9 The three parts of the duty applies to the following protected characteristics: age, disability, gender reassignment, pregnancy/maternity, race, religion/faith, sex and sexual orientation. Marriage and civil partnership status applies to the first part of the duty.

8.10 The proposed decision is for the Council to acquire the freehold interest in the property known as the former NHS Cinic, Burgoyne Road, Wood Green. The acquisition will enable the delivery of a refuge facility for survivors of domestic abuse to serve the need in the Borough. This represents a step to address an inequality that affects women and girls and is likely to lead to positive outcomes for women and children. Steps will be taken to ensure that the premises is accessible to all women who share the protected characteristics.

8.11 The proposed decision represents a means of supporting the delivery of Haringey's Violence against Women and Girls Strategy. An Equalities Impact

Assessment for the strategy was published online in 2016 and is accessible here: http://www.minutes.haringey.gov.uk/documents/s88952/EQIA.pdf. It notes that the majority of MARAC referrals are for women from BAME backgrounds, that women with disabilities are more likely to be victims of domestic abuse than women without disabilities, and that the risks of experiencing violence increase during pregnancy. The proposed decision can therefore be expected to benefit women who share the protected characteristics of disability, race/ethnicity, and pregnancy and meternity to the extent that these characteristics increase their vulnerability to experiencing domestic abuse.

9. Use of Appendices

Appendix A – Site Plan
Appendix B – Heads of terms - exempt

10. Local Government (Access to Information) Act 1985

a. No background papers
b. This report contains exempt and non exempt information. Exempt information is contained within Part B and **is not for publication.** The exempt information is under the following category (identified in amended schedule 12A of the Local Government Act 1972):

10. S. (3) Information relating to financial or business affairs of any particular person (including the authority holding that information.

Appendix A – Site Plan



Appendix B -Heads of terms

Set out in Part B of the report.

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of the Local Government Act 1972.

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