



**LONDON BOROUGH OF ENFIELD**

**AGENDA FOR THE COUNCIL MEETING  
TO BE HELD ON WEDNESDAY, 27TH  
FEBRUARY, 2019 AT 7.00 PM**

## MEETINGS THAT HAVE TAKEN PLACE SINCE THE LAST COUNCIL (30 January 2019)

Set out below is a list of meetings that will have taken place since the last Council Meeting: The contact names for the relevant officers are included.

Name of Meeting	Date	Officer	Contact Telephone
Overview and Scrutiny Committee Budget Meeting	30 January 2019	Elaine Huckell	020 8379 3530
Jubilee Ward Forum	4 February 2019	Tariq Soomauroo	020 8379 1872
Joint Consultative Group for Teachers and Staff Forum	5 February 2019	Sarah Fryer	020 8379 3372
Public Transport Consultative Group	5 February 2019	Dominic Millen	020 8379 3398
Enfield North Area Forum - Local Plan	6 February 2019	Tariq Soomauroo	020 8379 1872
Overview and Scrutiny Committee	12 February 2019	Stacey Gilmour	020 8379 4187
Local Plan Southgate Ward Forum	12 February 2019	Tariq Soomauroo	020 8379 1872
Transition of Children Leaving Care Scrutiny Workstream	13 February 2019	Susan O'Connell	020 8379 6151
Cabinet	13 February 2019	Jacqui Hurst	020 8379 4096
Bowes Ward Forum	18 February 2019	Tariq Soomauroo	020 8379 1872
Conservation Advisory Group	19 February 2019	Bridget Pereira	020 8379 2103
Overview and Scrutiny Committee	19 February 2019	Elaine Huckell	020 8379 3530
Ponders End Ward Forum	19 February 2019	Tariq Soomauroo	020 8379 1872
Enfield Highway Ward Forum	20 February 2019	Tariq Soomauroo	020 8379 1872
Local Plan – Enfield South	22 February 2019	Tariq Soomauroo	020 8379 1872
Planning Committee	26 February 2019	Jane Creer	020 8379 4093

**THE WORSHIPFUL THE MAYOR  
AND COUNCILLORS OF THE  
LONDON BOROUGH OF ENFIELD**

**Please  
Reply to:** Penelope Williams

**Phone:** (020) 8379 4098

**E-mail:** Penelope.Williams@enfield.gov.uk  
**My Ref:** DST/PW

**Date:** 19 February 2019

Dear Councillor,

You are summoned to attend the meeting of the Council of the London Borough of Enfield to be held at the Civic Centre, Silver Street, Enfield on Wednesday, 27th February, 2019 at 7.00 pm for the purpose of transacting the business set out below.

Yours sincerely

*Jeremy Chambers*

Director Law & Governance

1. **THE MAYOR'S CHAPLAIN TO GIVE A BLESSING**
2. **MAYOR'S ANNOUNCEMENTS IN CONNECTION WITH THE ORDINARY BUSINESS OF THE COUNCIL**
3. **MINUTES OF THE MEETING HELD ON 30 JANUARY 2019** (Pages 1 - 20)

To receive and agree the minutes of the meeting held on 30 January 2019.

4. **APOLOGIES**
5. **DECLARATION OF INTERESTS**

Members of the Council are invited to identify any disclosable pecuniary, other pecuniary or non pecuniary interests relating to items on the agenda.

6. **BUDGET REPORT 2019/20 AND MEDIUM TERM FINANCIAL PLAN 2019/20 TO 2022/23 (GENERAL FUND)** (Pages 21 - 180)

To receive the report of the Director of Finance, presenting for approval the Budget for 2019/20 and Medium-Term Financial Plan 2019/20 to 2022/23 (General Fund).

(Report No:160)  
**(Key Decision – Reference No: 4744)**

The report will need to be considered in conjunction with Report No: 172 on the Part Two Council agenda.

Members are asked to note that Cabinet considered the report at their meeting on 13 February 2019 and recommended it to Council.

**7. TREASURY MANAGEMENT STRATEGY 2019/20** (Pages 181 - 212)

To receive a report from the Director of Finance seeking approval of the Council's Treasury Management Strategy 2019/20. (Report No: 161)  
**(Key Decision Reference: KD: 4829)**

Members are asked to note that Cabinet considered the report at their meeting on 13 February 2019 and recommended it to Council.

**8. CAPITAL STRATEGY (2019/20) AND FOUR- YEAR CAPITAL PROGRAMME (2019/20 -2022/23)** (Pages 213 - 236)

To receive the report of the Director of Finance asking Council to agree the Capital Strategy 2019/20 and set the four-year Capital Programme (2019/20 – 2022/23). (Report No: 163A)  
**(Key Decision Reference: KD: 4828)**

Members are asked to note that this report was considered by Cabinet on 13 February 2019 and recommended to Council.

**9. HOUSING REVENUE ACCOUNT (HRA) 30 YEAR BUSINESS PLAN, BUDGET 2018/19, RENT SETTING AND SERVICE CHARGES** (Pages 237 - 256)

To receive the joint report of the Executive Director of Place and Director of Finance Services presenting for approval the revenue estimates of the Housing Revenue Account (HRA) for 2019/20, Business Plan Budget 2019/20 and rent setting and service charges. (Report No: 163)  
**(Key Decision – Reference No: 4741)**

Members are asked to note that this report was considered by Cabinet on 13 February 2019 and recommended to Council.

**10. REVIEW AND ADOPTION OF PAY POLICY STATEMENT - 2019** (Pages 257 - 276)

To receive the report of the Director of Law and Governance presenting the Council's Statutory Pay Policy Statement for consideration and approval. (Report No: 181)

Members are asked to note that the Pay Policy Statement was considered and

approved for recommendation onto Council by the Remuneration Committee on 21 January 2019.

## **11. MOTIONS**

### **Motion 11.1 in the name of Councillor Joanne Laban**

“The officers who work in the group offices do an exceptional job supporting past and present councillors. Enfield Council wishes to thank officers in both groups for their tireless dedication to the borough and its residents over many years. Their work has been greatly appreciated by councillors and residents.”

### **Motion 11.2 in the name of Councillor Joanne Laban**

“Female Genital Mutilation is a cruel practice and has no place in our country. Enfield Council supports the Let Us Protect Our Girls campaign which is being carried out in partnership between HM Government and the NSPCC. FGM, including pricking, piercing and cutting, has lifelong consequences. This chamber agrees that it is crucial that we continue to raise awareness of this issue and support those women and girls who have undergone this practice in our borough.”

### **Motion 11.3 in the name of Councillor Joanne Laban**

“Enfield Council is committed to delivering fairness and equality. However, it currently has one of the highest levels of nepotism in Local Government. This council agrees to deliver on its promise to tackling inequality by reducing the level of nepotism that exists within the organisation. This act will give a strong signal to the local community as well as Officers that we are truly committed to delivering fairness and equality.”

### **Motion 11.4 in the name of Councillor Joanne Laban**

“The current and draft London Plans both advocate strong protection of the green belt and do not support the re-designation of it. Enfield Council agrees with this view and commits to supporting the green belt so that future generations can enjoy it.”

### **Motion 11.5 in the name Councillor Joanne Laban**

“The small sites project has been an unmitigated disaster for Enfield Council. Nine years on from the start of the scheme it has yet to be finished. Enfield Council’s incompetent management of it has led to delays and overspends with residents picking up the bill for them. This Chamber agrees that an Enfield Council housing scheme should never be mismanaged in this way again and action will be taken to prevent this reoccurring.”

### **Motion 11.6 in the name of Councillor Chris Dey**

“Enfield has the worst crime rates in London, of particular concern is the

volume and increase of serious youth violence which is the highest of any other London borough. That the Council writes to the Mayor of London asking that he stops wasting money on public relations and funds additional police officers to address this as outlined by Mayoral Candidate Shaun Bailey.”

#### **Motion 11.7 in the name of Councillor Stephanos Ioannou**

“In light of the uncertainty felt amongst schools in our borough about increased petty crime, particularly against young people, will the Council look to set up a new ‘Youth and Crime Committee’- for an initial period that allows pupils from across our borough to come together, raise the concerns they have about crime, and provide potential solutions to fix the challenges our borough faces?”

#### **Motion 11.8 in the name of Councillor Vicki Pite**

“More than a dozen councils, including the London Assembly, have passed ‘climate emergency’ motions since the IPCC (Intergovernmental Panel on Climate Change) “Special Report on Global Warming of 1.5O C”, published in October 2018, described the enormous harm that a 2°C rise in world temperature is likely to cause, urging instead that governments and authorities world-wide seek to limit global warming to 1.5O C.

The London Assembly, in a unanimous vote, called on the Mayor of London to put an emergency plan in place and declare a climate emergency in London.

Reflecting the will of the London Assembly, Enfield Council:

- Notes the IPCC’s Special Report on Global Warming of 1.5°C and endorses the proposal that limiting Global Warming to 1.5°C may still be possible with ambitious action from national and sub-national authorities and others.
- Notes the Mayor’s climate change mitigation and adaptation responsibilities and recognises that he aims to make London a zero-carbon city by 2050 and would welcome, and support, further ambitious steps.
- Welcomes actions by Bristol city council and other city councils around the world to declare and commit resources to tackling a ‘Climate Emergency’
- Requests cabinet and officers to examine what more can be done locally to further this agenda and to publish a plan setting out these actions for debate.

Enfield Council further asks, in line with the unanimous vote of the London Assembly, that the leaders of both parties write to:

- The Mayor of London to support the Mayor’s declaration of a climate emergency, supported by specific emergency plans with the actions

needed to make London carbon neutral by 2030, and, as vice chair of the C40 Cities network, to be a leader on this agenda.

- The Secretary of State for the Environment, Food and Rural Affairs urging him to give the Mayor of London the powers and funding to make this possible.”

### **Motion 11.9 in the name of Councillor Nesil Caliskan**

“London Borough of Enfield has significant inequalities. Enfield Council serves a complex borough with extremes of poverty and affluence and one of the most diverse areas in England.

This Council is committed to delivering high quality public services to create a borough of opportunity for all residents with vibrant, inclusive and economically strong communities.

Outstanding and responsive council services provide residents with an excellent quality of life. They are a catalyst to tackling deep rooted inequalities to ensure every resident can achieve their full potential. Public services also provide an essential safety net to support the most vulnerable from the worst excesses of Tory-imposed austerity.

Outsourcing a local authority in its entirety is a long-held Tory municipal fantasy, first articulated by Margaret Thatcher in the late 1980s. Large Tory-run authorities in Cornwall, Suffolk and Barnet embarked on their own high-profile versions of this Thatcherite model, claiming that impoverishment gave them no choice but to pursue large-scale privatisation.

Enfield Council rejects this failed Tory model of municipalism.

By 2019, local government funding will have been cut by 70% since 2010, and further cuts are planned. Local authorities are, therefore, reviewing how they deliver services in the light of severe budgetary pressure. There is evidence that many councils are bringing a significant number and range of services back in-house to gain maximum value from decreasing resources.

Enfield Council believes that bringing services back in-house is desirable. The benefits of insourcing or direct council provision include:

- Improving efficiency and reducing costs
- Involving local people in the design of services
- Delivering better satisfaction levels and outcomes
- Enhanced public accountability and ownership
- Delivering genuine social impact
- The ability to integrate a range of services
- Reducing cost and time spent managing contracts
- Greater staff motivation and improved service quality
- Creating expertise and capacity in the Council

This Council will conduct a realistic analysis on a service-by-service basis to determine the best option whether it be insourcing or direct council provision, contracted services, co-operatives, mutuals and trusts, as well as partnerships with other boroughs.

This Council welcomes the recent decisions to insource services and resolves to support the renewed commitment from the Cabinet to recognise the benefits of direct council provision when routinely considering options as contracts end.”

**Motion 11.10 in the name of Councillor Ian Barnes**

“Enfield Council congratulates the GMB Union on its ground-breaking deal to give Hermes couriers an improved voice in their workplace. The couriers will now have the right to benefits such as holiday pay and individually negotiated pay rates that will allow them to earn at least £8.55 per hour over the year.

The often enormous profits of companies in the 'gig economy' are made on the back of their workers who are experiencing increased insecurity, low pay and long hours meaning many end up paid below the minimum wage.

At least 1.3 million people are engaged in ‘gig work’ and basic employment rights do not exist for many. Enfield employers should now review their approach to their workforce with the intention to enhance protection and rights and Enfield Council calls for urgent action.”

**Motion 11.11 in the name of Councillor Achilleas Georgiou**

“This Council believes:

1. Children in Enfield receive a good education in good schools.
2. Schools, and the education of children, are best served when they are part of the local authority working collectively and collaboratively.
3. Support should be given to schools to remain with the local authority, as opposed to seeking academy status.
4. The government should reinstate the education services grant to local authorities to ensure children get the education they deserve.”

**Motion 11.12 in the name of Councillor Doug Taylor**

“Council notes the modern-day challenge of plastic to the world environment and how our behaviours are deeply ingrained. Business and consumers can all play their part to safeguard the future. Council agrees to hold an ‘Enfield Planet of Plastic’ week working with schools, businesses, and Council departments to highlight the impact of plastic use and what can be done by us all to reduce the environmental impact.”



### **Motion 11.13 in the name of Councillor Doug Taylor**

“Council notes the Bank of England prediction that growth in the UK in 2019 will be the slowest since 2019. This is an indictment of Government economic policy and Brexit planning failure and impacts on all of our residents. In the face of economic uncertainty, continuing austerity can only reduce protection for those most vulnerable to economic shocks. Council should continue to monitor how the national economy may drive strategic policy changes in the Council and lobby Government where required.”

### **Motion 11.14 in the name of Councillor Doug Taylor**

“The last Labour government introduced a free TV licence to all over-75s regardless of income. Support for the welfare state is dependent upon targeted benefits and universal benefits that cover everyone. The free TV licence Labour introduced in 1999 is a benefit available to all more elderly pensioners in Enfield regardless of wealth and is particularly important in combating loneliness and isolation. Television is a window onto the world and a steady companion.

The free licence appears to be under threat and Enfield Council calls upon the Government to ensure that it remains.”

### **Motion 11.15 in the name of Councillor Edward Smith**

“The Council expresses serious concern over the slow progress of the Meridian Water Scheme and the increasing financial risk to the Council caused by excessive borrowing and various unresolved strategic obstacles relating to the scheme and seeks clarification as to the alternative options with regard to this project that the Council should be pursuing.”

## **12. COUNCILLOR QUESTION TIME**

11.1 Urgent Questions (Part 4 - Paragraph 9.2.(b) of Constitution – Page 4-9)

With the permission of the Mayor, questions on urgent issues may be tabled with the proviso of a subsequent written response if the issue requires research or is considered by the Mayor to be minor.

Please note that the Mayor will decide whether a question is urgent or not.

The definition of an urgent question is “An issue which could not reasonably have been foreseen or anticipated prior to the deadline for the submission of questions and which needs to be considered before the next meeting of the Council.”

Submission of urgent questions to Council requires the Member when submitting the question to specify why the issue could not have been reasonably foreseen prior to the deadline and why it has to be considered before the next meeting.

11.2 Councillors' Questions (Part 4 – Paragraph 9.2(a) of Constitution – Page 4 - 8)

Please note that the list of questions and their written responses will be published on Tuesday 26 February 2019.

### **13. COMMITTEE MEMBERSHIP**

To confirm any changes to Committee memberships:

No changes have been received to date. Please note that any changes received once the agenda has been published will be tabled on the Council update sheet at the meeting.

### **14. NOMINATIONS TO OUTSIDE BODIES**

To confirm the following changes to the nominations to outside bodies:

- Royal Free NHS Foundation Hospital Trust – Council of Governors – Councillor Christine Hamilton to replace Councillor Elif Erbil.

Please note that any changes notified after the agenda has been published will be reported to Council on the update sheet tabled at the meeting.

### **15. DATE OF NEXT MEETING**

To note the date agreed for the next Council meeting, Annual Council:

- Wednesday 8 May 2019 at 7pm at Enfield Civic Centre.

### **16. EXCLUSION OF PRESS AND PUBLIC**

To pass a resolution under Section 100A(4) of the Local Government Act 1972 excluding the press and public from the meeting for any items of business moved to part 2 on the grounds that it involves the likely disclosure of exempt information as defined in those paragraphs of Part 1 of Schedule 12A to the Act (as amended by the Local Government (Access to Information) (Variation) Order 2006) as listed on the agenda.

## **PART 2**

### **17. BUDGET 2019/20 AND MEDIUM TERM FINANCIAL PLAN 2019/20 TO 2022/23 (GENERAL FUND) (Pages 277 - 298)**

To receive a report from the Director of Finance, seeking approval, as part of the 2019/20 Budget and Medium-Term Financial Plan 2019/20 – 2022/23, to fees and charges.

The report will need to be considered in conjunction with Report No:160 on the Part One Council agenda. (Report No: 172)

**(Key decision – reference number KD: 4744)**

Members are asked to note that this report was considered by Cabinet on 13 February 2019 and recommended to Council.

(This document contains exempt information as defined in Paragraph 3 (information relating to the financial or business affairs of any particular person (including the authority holding that information)) of Schedule 12A to the Local Government Act 1972 as amended).

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COUNCIL - 30.1.2019

**MINUTES OF THE MEETING OF THE COUNCIL  
HELD ON WEDNESDAY, 30 JANUARY 2019**

**COUNCILLORS**

**PRESENT** Saray Karakus (Mayor), Kate Anolue (Deputy Mayor), Huseyin Akpinar, Mahmut Aksanoglu, Maria Alexandrou, Daniel Anderson, Tolga Aramaz, Guner Aydin, Dinah Barry, Ian Barnes, Mahym Bedekova, Chris Bond, Sinan Boztas, Yasemin Brett, Anne Brown, Alev Cazimoglu, Nesil Caliskan, Mustafa Cetinkaya, Katherine Chibah, Will Coleshill, Lee David-Sanders, Birsen Demirel, Clare De Silva, Chris Dey, Guney Dogan, Elif Erbil, Ergin Erbil, Susan Erbil, Ergun Eren, Achilleas Georgiou, Alessandro Georgiou, Charith Gunawardena, Christine Hamilton, Ahmet Hasan, Elaine Hayward, Stephanos Ioannou, Rick Jewell, Joanne Laban, Bernadette Lappage, Dino Lemonides, Tim Leaver, Derek Levy, Mary Maguire, Andy Milne, Gina Needs, Terence Neville OBE JP, Ayfer Orhan, Ahmet Oykenner, Sabri Ozaydin, Vicki Pite, Lindsay Rawlings, Michael Rye OBE, George Savva MBE, Edward Smith, Jim Steven, Claire Stewart, Doug Taylor, Mahtab Uddin, Glynis Vince and Hass Yusuf

**ABSENT** Margaret Greer and Nneka Keazor

**1****THE MAYOR'S CHAPLAIN TO GIVE A BLESSING**

A group of children from the Platinum Performing Arts School gave a brief performance in place of the Mayor's blessing.

**2****MAYOR'S ANNOUNCEMENTS IN CONNECTION WITH THE ORDINARY BUSINESS OF THE COUNCIL**

The Mayor began by saying "Good evening councillors, and members of the public and welcome to the first Council meeting of 2019".

She took the opportunity of wishing everyone a very Happy New Year and trusted that they all had had an enjoyable and peaceful Christmas.

**1. Mayoral Engagements****1.1 Winter Gala**

The Mayoral Winter Gala had taken place on 23 November 2018 and had been very successful. Everyone had had an enjoyable time. Money had been raised for the mayoral charities and the Mayor had thanked everyone for their support, which was received with gratitude.

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**1.2 Ward Surgeries**

The Mayor said that she had been overwhelmed by the wonderful people she had met since becoming Mayor. She said that it was evident that many of the residents of Enfield often needed the support of their local Council, especially the elderly, vulnerable and disabled. She urged as many as possible to visit their ward surgeries where ward councillors offered support and acted as representatives on behalf of residents. Local surgeries are advertised on the Council's website.

**1.3 Citizenship Ceremonies**

The Mayor said that she was always so honoured to be present at the Citizenship ceremonies, where those who attended were thrilled and proud to be present.

**1.4 Christmas Parade of Lights**

The Christmas Parade of Lights was extremely well attended, and she congratulated the organisers for another successful year.

**1.5 New Year's Day Parade**

The Mayor had been proud to represent Enfield at New Years' Day parade and to carry the Enfield flag throughout the whole parade. The theatre group St Monica's Players, from Enfield had been amazing. She hoped to be able to share her ideas and experiences with the new year parade team to help make next year even more successful.

**2. Future Events**

**2.1 Play - Together we are Enfield**

The "Together We are Enfield" play has now gone on sale and tickets could be purchased from Millfield Theatre box office, Millfield website, from the Mayors' office or from the Mayor herself. The Mayor said that it would be wonderful if as many people as possible came to see this piece of work with family members and or friends.

The main character of this starts a project which will highlight Enfield, as a vibrant town, full of wonderful people, achieving great successes.

The play introduces many aspects of Enfield that the Mayor felt sometimes got forgotten and the many people who lived there who were not always recognised for the wonderful work they provided to those who need it the most and to protect the beauties of Enfield. As well as providing positive outcomes for the community. This project hopes to encourage integration and community spirit, which she felt often got lost in daily life.

The play will be on the 26th February 2019 at 7pm at the Millfield Theatre.

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Tickets are £10 each and this money will be going to the Mayor's local charities.

She hoped that it would be a wonderful evening.

**3**

**MINUTES OF THE MEETING HELD ON 21 NOVEMBER 2018**

The minutes of the meeting held on 21 November 2018 were agreed as a correct record with the following amendment:

Councillor Dey had not attended the Courbevoie visit referred to in the Mayor's Announcements. (Item 2 Para 3)

**4**

**APOLOGIES**

Apologies for absence were received from Councillors Greer and Keazor and for lateness from Councillors Boztas and Bedekova.

**5**

**DECLARATION OF INTERESTS**

NOTED the statement from Jeremy Chambers, Monitoring Officer and Director of Law and Governance as follows:

"In accordance with guidance from the Department for Communities and Local Government, there is no requirement for members to declare a disclosable pecuniary interest in relation to item 7.

The exception to this being any councillor who is two or more months in arrears on their Council Tax, in which case they will need to declare this and not take part in the vote."

Councillors Rawlings declared a non-pecuniary interest in item 11 motion 11.10 as a member of Greenpeace and Friends of the Earth. Councillor Laban also declared a non-pecuniary interest in this item.

**6**

**OPPOSITION PRIORITY BUSINESS - WASTE COLLECTION SERVICES**

Councillor Rawlings introduced the issues paper, prepared by the Opposition Group.

1. Issues highlighted by Councillor Rawlings were as follows:

- This was a topic of local importance that feeds into the Local Plan.

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- Everyone wanted clean, litter free streets, and no one wanted an increase in the number of dumped black sacks on the streets. The proposals included in the waste services consultation jeopardise these aims.
- The decision on the waste consultation was recently called in and considered at a meeting of the Overview and Scrutiny Committee. Overview and Scrutiny sent the decision back to the portfolio holder for review, but the consultation went ahead three days later unchanged. Three of the proposals put forward did not align with the Labour Mayor of London's waste policies for ensuring all boroughs had a weekly green waste collection.
- In her opinion residents had shown their support for weekly collections when they voted Conservative in the recent Bush Hill Park byelection.
- In her view any savings made through these proposals would be negated by an increase in dumped rubbish.
- Confidence that recycling rates could be increased, maintaining weekly collections, but improving communication and promotions.
- People living in flats could recycle far more if more amenities were in place.
- Concern that pedestrians were not permitted to take recycling into Barrowell Green on foot which could put people off.
- Reuse was a better option than recycling and she felt that more publicity should be given to initiatives such as the recent Give and Take Day in Winchmore Hill and the Repair Café to be held at St Paul's Centre in March.
- Concern about the lack of provision for enabling people to opt for larger black general waste bins.
- Money could be saved by reducing the numbers of agency staff.
- If collection times were to change, there would be a need to ensure that people were well informed to prevent more waste being dumped on the street particularly in the East of the Borough.
- The Overview and Scrutiny Committee would be receiving a presentation on the outcomes from the consultation on the following evening.

2. Councillor Caliskan, the Leader of the Council, responded on behalf of the Majority Group highlighting:

- Welcome for the chance to discuss the waste collection issue.
- The choices being put forward were a direct consequence of the attack by the Conservative Government on the Council's budget.
- Service cuts had a direct impact on the poor and vulnerable.
- The Labour Council was committed to do the best it could with the limited resources available. The decision to make these proposals had not been taken lightly, but because of the £18m worth of cuts to the Council budget, they were necessary.
- The administration supported the aspiration for a clean and green borough. But was also committed to translating that aspiration into



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outcomes. High standards and providing quality services were important. As was improving the street scene.

- But it was necessary to be up front and honest. The consultation responses would be considered carefully in the current context. The final choice would be made on the basis of the best way to preserve services within the available budget.
- The option proposals were well thought through and properly designed to avoid salami slicing.
- Fly-tipping was an issue and steps were being taken to address it as part of this review of the waste services.
- New 2.5 litre bins were being installed on council housing estates. A new waste strategy for estates was also being put together and would be available soon.
- The consultation had three clear criteria for changing the waste collection service: financial savings achievable, conformity with the Mayor's Environment Strategy and consideration of the responses from the consultation.
- Maintaining services at the current level would involve extra costs of £1.5m because of increases in the cost of dry recycling amongst other things. The only alternative would be to increase the Council tax or cut other essential services. The leader pointed out that the opposition did not state which other Council services they would cut.
- The Government had also cut the £2.5m grant for weekly collections.
- Costs had to be reduced and new ways to encourage recycling found as rates have flattened out over the last few years.
- Four of the options involved a separate food waste weekly collection and there are options to continue with the fortnightly garden waste which is not statutory.
- There has been a ten-week consultation exercise and the administration would consider the responses received. It was likely, because of the cuts to government funding, that changes would have to be made.

3. Other issues highlighted during the debate were as follows:

a. The need highlighted by the members of the Opposition Group:

- To acknowledge that the public wanted weekly collections as suggested by the election of Councillor Hockney in the recent Bush Hill Park byelection.
- To accept that three of the options put forward in the consultation did not comply with the Mayor of London's Waste Strategy or the Guidelines from the Department for Food and Rural Affairs (DEFRA).
- Money wasted on projects like the small housing sites could have been spent to keep the weekly collections.

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- To recognise the view that any savings made could be wiped out by the increased costs incurred as a result of increased fly-tipping.
  - The use of shared services was an option which could be explored.
  - To acknowledge that £1.5m was a small part of the Council's over all budget.
  - That a more lateral approach was needed to improve recycling rates including a programme to provide decent facilities for recycling on Council estates and to address the vast problem of food waste in the commercial sector.
- b. The need highlighted by members of the Majority Group:
- To acknowledge that recycling and waste disposal costs were increasing, partly because of the need to replace the North London Waste facility.
  - To agree that it would be irresponsible not to review the way that the waste services were provided, knowing that costs are going up, savings needed to be made and government grants were being withdrawn.
  - If services were to be maintained at the current level, then savings would need to be made in other services.
  - The consultation had closed, and a large number of responses had been received, even over the Christmas period. Officers were working hard on the results and a final proposal would be put to Cabinet for agreement on 13 February 2019.
  - To recognise that all Councils across the country were having to make similar choices, because of the lack of funding.
  - Communication and education were important in trying to keep the streets clean and safe.
  - Fly-tipping was a modern day scourge which needed addressing.
  - More needed to be done by the supermarkets to reduce packaging waste.

4. At the end of the debate Councillor Laban summed up on behalf of the Opposition Group as follows:

Councillor Laban was concerned that the administration was prepared to cut essential waste services and not to invest in keeping the environment of the borough clean and tidy. She had been shocked that not all the options in the consultation had included the weekly kerbside food waste collection, in line with the Mayor of London's Environment policy. If recycling rates could be increased, she felt that this would help bring costs down. Residents wanted to keep the weekly collections, and she hoped members would read the Opposition Business Paper thoroughly and would take forward the recommendations in it.

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5. Councillor Caliskan then summed up on behalf of the majority group responding to the recommendations in the Opposition Priority Business Paper:

What mattered in Councillor Caliskan's view was adequately funded public and environmental services. Why had the Conservative Government cut the grant for weekly collections, if they wanted to preserve services at the same level. There was no evidence of a link between fortnightly collections and increases in fly-tipping. This administration would not make commitments that it could not fund.

After the debate, the Leader's response to the Conservative Opposition Business paper, was agreed by a vote with the following result:

For: 40

Against: 17

Abstentions: 0

**7**

**COUNCIL TAX SUPPORT AND COLLECTION FUND**

Councillor Maguire moved and Councillor Caliskan seconded the report of the Director of Finance reviewing and seeking approval to changes in the local Council Tax Support Scheme for 2019/20 and recommending the 2019/20 council tax and business rate basses. (Report No: 131)

**NOTED**

1. Councillor Maguire advised members that it was proposed that the scheme for 2019/20 would be kept at the same level as the preceding year, with updates to take account of legislative changes.
2. Exemptions remained the same as detailed in appendix A.
3. The empty homes premium would be increased by 50% with a view to helping bring empty properties back into use.
4. The council tax collection rate was currently at 97.6%. The target for 2019/20 was to increase this to 98%.
5. Some help was also being offered to small businesses, with discounts on discretionary business rates.
6. The opposition support for this report, but with some reservations on the increase to the empty homes' premium. Appreciative of housing shortages, it was felt that more should be done to bring homes back into use, before implementing a levy.
7. The 97% collection rate was exceptional reflecting the excellent work of officers who were be congratulated.
8. The view that more support should have been provided to those who needed it most including housing the homeless and finishing the small sites and Meridian Water projects.
9. Councillor Maguire's summing up that it was right to do something to bring empty homes back into use when people were desperate for housing and properties were lying empty.

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The recommendations in the report were agreed without a vote.

**AGREED**

1. The Local Council Tax Support Scheme for 2019/20 as summarised in Appendix A to provide financial support for households on low incomes in paying their Council Tax taking into account the Equality Impact Assessment (Appendix B). The 2019/20 scheme is based on the 2018/19 scheme, updated for legislative amendments, income uprating and administrative changes.

For the 2019/20 scheme:

- The minimum contribution for working age households not in a protected group will be maintained at 26.5%.
  - The maximum earned income for Universal Credit claimants to receive council tax support will be £1,264.99 net per month for 2019/20
  - Administrative changes set out in paragraph 5.1 be incorporated into the scheme to improve service delivery
- B Agree the higher amount to be charged for council tax in respect of long- term empty dwellings (Appendix C)
- C Pursuant to this report (see Appendix D) and in accordance with the Local Authorities (Calculation of the Tax Base) (England) Regulations 2012, the amount calculated by the London Borough of Enfield as its Council Tax Base for 2018/19 shall be 97,074 Band D equivalents.
- D Agree the Ministry of Housing, Communities and Local Government NNDR1 Business Rate base return for 2019/20 (Appendix E).
- E Agree the amendment to the discretionary rate relief scheme as set out at 2.2 of Appendix E.

**8**

**MERIDIAN WATER FINANCIAL REVIEW**

Councillor Caliskan moved and Councillor Maguire seconded the report of the Executive Director Place seeking approval for a new short-term capital budget for Meridian Water. (Report No: 153)

**NOTED**

1. To note that this report should be considered in conjunction with report number 154 on the part 2 agenda.
2. The report sought approval for the budget allocation covering the next 6 months to July 2019: actual expenditure will be subject to further reports.

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3. This report was the first of a series of four to be presented this year which would also include a business strategy report for Cabinet, a two-year budget report for Council in July and a master plan report to Cabinet in the Autumn.
4. This report included a breakdown of how the £34m budget would be spent as well as a two-year indicative budget which would be subject to the Council report in July.
5. Officers were preparing a new financial model, showing how the Council's investment would not only be recovered, but would create a £200m return on investment for new affordable homes.
6. Meridian Water would generate a continuing revenue stream for the Council to spend on essential services.
7. The Council had decided to own all the ground floor retail, community and business space at Meridian Water to ensure that the development would promote public health and support local business enterprises.
8. Meridian Water was about providing new homes, ensuring that 40-50% of the properties were affordable, and were offered to local people, not sold overseas, providing good jobs and meeting the diverse needs of local residents.
9. Key milestones were in place for the next 6 months including the appointment of a partner for Phase 1 and a programme of live music, culture, film and festivals. The milestones would send a clear message that the project was firmly under the stewardship of the Council.
10. Two thirds of the land had been purchased, a new station almost completed, remediation works undertaken, planning consents obtained, a new school and park built.
11. Three sites had been prioritised for early development. The two-year budget would enable the Council to provide key infrastructure projects.
12. Concern from the Opposition about the lack of progress on the Meridian Water Project over the past 10 years, the repeated delays, the absence of homes and the fact that only 67% of the land had been purchased.
13. Concern that the Council had yet to find a partner for phase 1 following the two failed master developer procurements.
14. Concern that the project could become a huge white elephant and that the Council could incur massive fines for delays.
15. Concern that properties had been purchased for more than they were worth, resulting in impairment losses.
16. Concern about a perceived lack of planning, if the bid to the GLA Housing Infrastructure Fund (HIF) was not successful and that the Council would be unable to obtain alternative funding for the projects.
17. That the wards were some of the most deprived in the country which desperately needed the investment in homes and jobs that the project would bring.
18. Welcome for the proposed music and cultural events planned this summer, the developments in the night time economy and for young people. In the past Enfield had been judged to have the least exciting nightlife in London

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19. Concern about the lack of leadership and the capacity of officers to deliver the projects planned and the huge amounts of borrowing involved.
20. Concern that there was too much talk about strategy and not enough on outcomes. Homes were needed now.
21. Concern that the Council's compulsory purchase powers had not been used.
22. In a similar period of time Camden, another Labour authority, had managed the huge redevelopment around Kings Cross Station.
23. Councillor Caliskan summed up by saying that the three sites in phase 1 were not dependent on HIF funding, 700 houses were being planned and the Council had four potential development partners. All interest costs would be covered by the projects. Meridian Water was about more than homes, it was about creating a sense of place, economic growth and decent jobs to be able to transform the lives of local people.

During the debate Councillor Ergin Erbil moved and Councillor Nesil Caliskan seconded a proposal to move to the vote twice.

This was not agreed by the Mayor and the debate continued.

Following the debate, the report was put to the vote and the recommendations agreed with the following result:

For: 39  
Against: 16  
Abstentions: 0

Councillor Terry Neville asked for his name to be recorded as voting against.

**AGREED**

1. To approve the new short term capital budget (as set out in section 3.2 of the Part 2 report), noting that decisions to spend the allocated budget will be subject to existing rules and procedures as set out in the constitution.
2. To note the indicative capital budget from July 2019 to April 2021.
3. To note the forward programme of work for the project.

**9**

**DURATION OF TIME ALLOWED FOR REPORTS**

The Mayor advised that the duration of the time allowed for reports had expired.

Councillor Vince moved and Councillor Ergin Erbil seconded the proposal to allow an additional 5 minutes to discuss the reports on safeguarding. This was agreed without a vote.

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**10**

**ENFIELD SAFEGUARDING CHILDREN'S BOARD ANNUAL REPORT 2017/18**

Councillor Achilleas Georgiou moved and Councillor Vince seconded the report of the Executive Director of People including the Enfield Safeguarding Children's Board Annual Report. (Report No: 120).

**NOTED**

1. That this was the final report under the current arrangements which highlighted the successes of 2017/18.
2. The successes included the work done on the Missing from Home, Care, Education and/or Health protocol and on the new Violence Against Women and Girls Strategy.
3. The thanks to all the people and agencies involved including in schools, the police, the Council, Councillors Ayfer Orhan, Glynis Vince and Rick Jewell, Bernie Lappage, Irene Ridley from the community and Tony Theodolou.
4. The report was commended to Council and the work done applauded.
5. Members were encouraged to read the report as safeguarding was the responsibility of every member.
6. There was special thanks to Geraldine Gavin, the chair who had worked hard and been challenging in her approach. Members wished her well for the future.

**AGREED** to note the progress being made to safeguard children and young people and the Enfield Safeguarding Children Board Annual Report 2017/18.

**11**

**ADULTS SAFEGUARDING STRATEGY 2018/23 AND ADULT SAFEGUARDING BOARD ANNUAL REPORT 2017/18**

Councillor Cazimoglu moved and Councillor Savva seconded the report of the Executive Director People on the Adult Safeguarding Strategy 2018/23 and the Adult Safeguarding Board Annual Report 2017/18. (Report No: 121A)

**NOTED**

1. The Strategy and the Annual Report had been recommended for approval at Cabinet at their meeting on 12 December 2018.
2. The Care Act had placed a duty on authorities to publish a strategic plan for adult safeguarding for each financial year.
3. The aims of the board are focused on using best practice to prevent abuse, to protect adults at risk, to learn from experience and service users and carers.
4. The new report has been laid out in a way that is clearer and easier to understand.

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5. Eighty percent of those responding to the consultation on the strategy agreed with the priorities.
6. The annual report sets out the key achievements of 2017/18 including managing the increase in reports of concerns, fire safety work, work with nursing homes and the communications project.
7. The work is ambitious. The Board will not tolerate abuse and will take meaningful steps to address it, despite Government cuts and austerity.
8. Thanks to everyone involved including social workers, the police, volunteers and officers for their hard work and commitment. Special mention was made of the quality checkers who work unpaid to check on provision.
9. Councillor De Silva's support of the broad range of aspirations, the importance of creating a safe environment, the way service users were involved but concern about the lack of milestones and about the need to make vulnerable people feel more empowered. One third of those surveyed did not feel in control. She felt that there was more to be done to improve the service.
10. Councillor Cazimoglu summed up by saying that safeguarding was about learning and that she would take on board the suggestions made. Seventy five percent of Enfield provision was rated good or outstanding which well above the London average. There had been a 33% increase in referrals as a result of cuts. Enfield also had one of the highest number of people on personal budgets which was liberating. If there was more funding from Government more could be done.

The recommendations in the report were agreed after a vote with the following result:

For: 52  
Against: 0  
Abstentions: 2

**AGREED**

1. To approve the Safeguarding Adults Strategy 2018/23.
2. To note the work detailed in the Safeguarding Adults Annual Report 2017-18 to keep adults at risk in Enfield safe.

**12**

**CHANGE IN THE ORDER OF BUSINESS**

Councillor Ergin Erbil moved and Councillor Caliskan seconded a proposal under paragraph 2.2(B) of the Council procedure rules to change the order of items on the agenda to take the following motions in the following order:

- 11.5 Motion in the name of Councillor Caliskan
- 11.4 Motion in the name of Councillor Keazor
- 11.6 Motion in the name of Councillor Caliskan



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The change in the order was agreed without a vote.

The minutes reflect the order of the meeting.

**13**

**MOTIONS**

**Motion 11.5 in the name of Councillor Nesil Caliskan**

Councillor Nesil Caliskan moved and Councillor Joanne Laban seconded the following motion:

“Enfield Council recognises the International Holocaust Remembrance Alliance (IHRA) guidelines on antisemitism which define antisemitism thus:

“Antisemitism is a certain perception of Jews, which may be expressed as hatred toward Jews. Rhetorical and physical manifestations of antisemitism are directed toward Jewish or non-Jewish individuals and/or their property, toward Jewish community institutions and religious facilities.”

This Council welcomes the cross-party support within the Council for combating antisemitism in all its manifestations. This Council adopts the IHRA definition and pledges to combat this pernicious form of racism.”

Councillor Nesil Caliskan altered her motion to read:

“Enfield Council is proud to stand up against anti-Semitism towards our Jewish community in Enfield – and elsewhere.

Enfield Council adopts the International Holocaust Remembrance Alliance (IHRA) guidelines on antisemitism which defines antisemitism thus:

“Antisemitism is a certain perception of Jews, which may be expressed as hatred toward Jews. Rhetorical and physical manifestations of antisemitism are directed toward Jewish or non-Jewish individuals and/or their property, toward Jewish community institutions and religious facilities.”

This Council welcomes the cross-party support within the Council for combating antisemitism in all its manifestations. This Council adopts the IHRA definition and pledges to combat this pernicious form or racism.”

Following the debate, the altered motion was agreed unanimously, without a vote.

**Motion 11.4 in the name of Councillor Nneka Keazor**

Councillor Uddin moved and Councillor Barnes seconded the following motion:

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“Enfield Council condemns Government police funding which cuts frontline Policing. Enfield Council is particularly concerned about the Government’s cutting of Police Numbers which puts Enfield at serious risk of increased crime.

We note that since 2010 the Met Police’s Budget has been cut by £850M (a further £263M) resulting in loss of 3,000 police officers (21,000 police officers nationally) and 3,000 police community support officers (PCSOs) across London including 97 Officers and 144 PCSOs from Enfield.

Council notes that crime in Enfield has increased especially since end of last year. We are challenging Government to give local police the funding they need to safeguard Enfield streets.

We call on the Government to prioritise the safety of Londoners and residents of Enfield and increase police funding and police numbers in our borough.”

During the debate Councillor Ergin Erbil moved and Councillor Caliskan seconded a motion to extend the time set aside for motions by 10 minutes. This was agreed without a vote.

Following the debate, the motion was agreed after a vote with the following result:

For: 39  
Against: 16  
Abstentions: 0

**14  
COUNCILLOR QUESTION TIME**

**1. Urgent Questions**

The Mayor agreed to accept the following urgent questions:

**Urgent Question 1 from Councillor Ian Barnes to Council Nesil Caliskan, Leader of the Council**

The Intimate Theatre in Winchmore Hill has been a huge asset to the people of Enfield for many generations. Indeed, the theatre has recently been granted the status of ‘Asset of Community Value’. Despite this however, the doors of the theatre are now locked, and the owners are no longer taking any bookings.

Can the Leader tell us what steps the Council can take to support the efforts of the ‘Save The Intimate Theatre’ group who are asking the owners of building to permit English Heritage to undertake an assessment for a national listing?

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**Reply from Councillor Nesil Caliskan:**

The Intimate Theatre is an Asset of Community Value and Locally Listed building. I am aware that a nomination for statutory listing is currently under consideration by Historic England and the building has also been included on the Theatres Trust, Theatres at Risk Register. I understand that the Heritage and Urban Design Team have been in contact with Historic England in regard to providing further information on the theatre building and the Theatres Trust have also been given the opportunity to comment.

I can confirm that pre-application advice has been submitted to planning by the site owners, regarding potential proposals for the site, however at this stage nothing has been concluded regarding any potential use of the site. Officers are arranging a site visit to undertake an inspection of the interior of the building.

Whilst local listing gives no additional planning protection, the fact that a building or site is on the Local List means that the Council considers that its conservation as a heritage asset is an objective of the National Planning Policy Framework and therefore a material consideration when determining the outcome of a planning application. In addition, an asset's status as an Asset of Community Value should be treated as a material consideration in the determination of any planning application for any development that would involve its loss.

If the building were to be statutory listed that would provide greater planning protection. The Council has no property interest in the building so has no control of its use from that perspective.

From a personal perspective I know how cherished the theatre is to the people of Winchmore Hill and Enfield as a Borough. The theatre has been a training ground and inspired many professionals in the entertainment industry – David Bowie and Steven Berkoff to name two, and still does today!

**Reason for Urgency**

The reason for urgency was because the situation was time dependent. English Heritage was trying to gain access to the theatre, but the owner, the Church was refusing entry. It would be a terrible shame to lose this historic theatre and have it replaced by another bland structure and flats.

**Urgent Question 2 from Councillor Terry Neville to Councillor Dino Lemonides, Cabinet Member for Housing**

On Monday 28 January 2019 ITV London News reported on two broken lifts at Bliss House, which is coincidentally in your ward. Viewers saw at least two tenants interviewed, (one of whom was disabled and living on top floor), who told of one of the lifts having been out of service since November, while the second has been breaking down intermittently since early December, resulting

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in dreadful inconvenience for most tenants and in the worse cases, residents being marooned on the upper floors.

It was also said that residents had been complaining about a leaking roof for two years and nothing had been done, while scaffolding had surrounded the block “ for months with no work taking place”.

The Mayor of London was interviewed, and for once I wholly endorse what he said:

“No one should have to live in accommodation where the lifts aren't working, maintenance is poor and they're suffering. So, it's really important - councils, housing associations, landlords, developers look after those in their housing.”  
– SADIQ KHAN, MAYOR OF LONDON”

ITV showed the following statement from the Council: “Lift breakdowns are always treated as an emergency. In most cases, we are able to repair malfunctioning lifts expediently, but in this particular case, some work has had to be undertaken off-site. We are sorry for the inconvenience this has caused some residents.

ENFIELD COUNCIL”

Accordingly would the Cabinet Member for Housing answer the following questions:

- When did he become aware of this situation?
- Given the importance of lifts, particularly in high rise, when were these lifts last serviced, and how often does servicing take place?
- When will these lifts be working again?
- Does he agree that the Council's statement to ITV was in the circumstances pretty pathetic and did nothing to reassure Enfield Council's tenants that their landlord, was, after nine years of Labour control, in Sadiq Khan's words, “looking after them”?

**Reply from Councillor Dino Lemonides:**

**When did he become aware of this situation?**

The Councils housing service processes in excess of 50,000 repairs jobs each year. I receive a weekly update on problem repair cases and their progress. I have asked that progress on these repairs be added to this list. As ward Councillors we were aware of the issues and have been in dialogue with the residents.

**Given the importance of lifts, particularly in high rise, when were these lifts last serviced, and how often does servicing take place?**

The lifts at Bliss House are on a monthly servicing schedule (last serviced 15th January) and an annual inspection regime by our insurer, last inspection 26th November 2018.

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The lift which has not been working since the 27/11/18 was damaged by vandals who glued the entire control panel and was damaged beyond repair. Due to the age of the lift this has had to be completely manufactured new and this has taken some time. We are expecting this back in the next couple of weeks.

Our staff regularly visit the property. The second lift has had some intermittent faults, our contractor is on a two-hour response time and has been dealing with issues as they arise and this lift has not been out of service for any significant period.

**When will these lifts be working again?**

As above one lift is in service and the other we expect to be fixed within the next two weeks.

Both lifts are scheduled to be replaced as part of our Better Council Homes programme in 2019/20. Bliss House is included as part of the holistic works programme, which will include significant fire improvement works, replacement cladding, upgrade of service pipes, and decent homes work. We will also work with residents to address anti-social behaviour issues and identify and support residents with special needs. The first resident engagement event is scheduled for early February.

**Does he agree that the Council's statement to ITV was in the circumstances pretty pathetic and did nothing to reassure Enfield Council's tenants that their landlord, was, after nine years of Labour control, in Sadiq Khan's words, "looking after them"?**

The statement was an extract of our full statement below:

"As part of Enfield Council's £40 million Major Works Programme, Bliss House is scheduled to have its lifts replaced in the next financial year (2019/20) as well as have other significant works carried out to renovate the block and improve the quality of life for residents living there.

"Other works scheduled include the installation of external insulation, rendering and the replacement of pipework.

"We will continue to make sure the block is safe, secure and emergency repairs are undertaken in a timely manner. Lift break downs are always treated as an emergency and we aim to fix them as quickly as possible. In most cases, we are able to repair malfunctioning lifts expediently, but in this particular case, some work has had to be undertaken off-site.

"We are sorry for the inconvenience this has caused some residents and we would like to reassure them that we are here to help, particularly those who are in need of extra assistance.

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“In the meantime, in order to prepare the building for the works in the near-future, cladding is already being removed. Residents have been offered additional payments to help with fuel bills over the winter period whilst the cladding is taken down. We communicate regularly on ongoing and future works and will continue to talk to residents so they are aware of the improvements that are being made to their block.

“Enfield Council is committed to providing good-quality homes in thriving, well-connected neighbourhoods and we look forward to working closely with our residents to achieving those goals.”

**Reason for Urgency**

The matters disclosed were causing considerable distress to the occupants of Bliss House. We needed some proper reassurance from those responsible for Council Housing in the borough that the problems will be resolved as a matter of urgency.

The reason this question could not have been submitted with the normal timeframe was that it only became public knowledge on a TV news broadcast on the evening of Monday 28 January 2019.

**Supplementary Question**

Councillor Neville asked Councillor Lemonides the following supplementary question:

Could Councillor Lemonides let the Council know when he became aware of the matter?

Councillor Lemonides agreed to provide a written response.

**2. Questions by Councillors**

NOTED

1. the forty questions on the Council agenda and the written responses provided by the relevant Cabinet Members.

2. A supplementary question to Question 7

Councillor Laban asked Councillor Anderson, Deputy Leader:

“To provide a date for the sign off of the departmental action plans.”

Councillor Anderson agreed to provide a written response.

3. A supplementary question to Question 9.

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Councillor David Sanders asked Councillor Maguire, Cabinet Member for Finance

“To provide the amount in figures of the money spent on consultants since 2010”.

Councillor Maguire agreed to provide a written response.

**15**

**DURATION OF TIME ALLOWED FOR THE COUNCIL MEETING**

The Mayor advised, at this stage of the meeting, that the time available to complete the agenda had now elapsed so Council Procedure Rule 9 would apply. No further contributions or replies were permitted.

NOTED that in accordance with Council Procedure Rule 9 (page 4-8 – Part 4), the remaining items of business on the Council agenda were considered without debate.

**16**

**COMMITTEE MEMBERSHIP**

Council agreed to confirm the following changes to Committee memberships:

- Member Governor Forum - Councillor Ioannou to replace Councillor Rye
- Standing Advisory Council for Religious Education (SACRE) - Councillor Hockney to replace Councillor Laban
- London Borough of Enfield/Enfield Racial Equality Council – Councillor Hockney to replace Councillor Laban

**17**

**NOMINATIONS TO OUTSIDE BODIES**

Council agreed to confirm the following change to the nominations to outside bodies:

- Enfield Racial Equality Council (EREC) – Councillor Hockney to replace Councillor Laban.

**18**

**DATE OF NEXT MEETINGS**

NOTED that the next meeting of the Council would take place on Wednesday 27 February 2019 at 7pm.

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**19**

**EXCLUSION OF PRESS AND PUBLIC**

**AGREED** in accordance with Section 100(A) of the Local Government Act 1972 to exclude the press and public from the meeting for consideration of Items 20 and 21 listed on Part 2 of the agenda on the grounds that it involves the likely disclosure of exempt information as defined in Paragraph 3 (information relating to the financial or business affairs of any particular person (including the authority holding that information) of Part 1 of Schedule 12A to the Act (as amended by the Local Government (Access to Information) (Variation) Order 2006).

**20**

**PART 2 AGENDA**

**21**

**MERIDIAN WATER FINANCIAL REVIEW**

**AGREED**

1. To authorise an addition to the capital program of the proposed short term capital budget from February 2019 to July 2019 as detailed in section 3.2 of the report.
2. To note the indicative capital budget for August 2019 - May 2021.

Councillor Laban advised that the opposition would not have voted in support of these recommendations as they did not feel that enough information had been provided.



**MUNICIPAL YEAR 2018/19 REPORT NO:****160****MEETING TITLE AND DATE:**

Cabinet: 13 February 2019

Council: 27 February 2019

**REPORT OF:**

Director of Finance

<b>Agenda – Part: 1</b>	<b>Item: 6</b>
<b>Subject: Budget 2019/20 and Medium Term Financial Plan 2019/20 to 2022/23 (General Fund)</b>	
<b>Key Decision No: 4744</b>	
<b>Wards: All</b>	

**Contact Officers:**

Jayne Fitzgerald Tel: 0208 379 5571

Tim Finney Tel: 0208 379 3912

**1. EXECUTIVE SUMMARY**

1.1. The purpose of this report is to set the general revenue budget and council tax for the 2019/20 financial year. It also updates the Council's Medium Term Financial Plan in the light of those decisions. In summary, it recommends:

- A net revenue budget of £230.988m, a 1.37% increase when compared with 2018/19.
- A core council tax of £1,218.51 at band D, a 2.99% increase (£37.70) on 2018/19.
- A further total of £92.97 at band D to pay for Adult Social Care as allowed by Central Government, a 1.00% increase (£12.61) on 2018/19.

This results in a charge for Enfield Council of £1,311.48 at Band D, a 3.99% increase; equivalent to an increase of £0.97p per week for a Band D property.

Additionally, the Council will levy a council tax of £320.51 at Band D on behalf of the Greater London Authority which is an 8.93% increase on last year.

In total the impact of these proposals will be total council tax of £1,631.99 at Band D, a 4.92% increase on the 2018/19 level, equivalent to an increase of £1.47p per week for a Band D property.

1.2. These proposals are the culmination of the 2019/20 budget planning process and provide information on:

- the outcome of the recent budget consultation
- the details of the Local Government Finance Settlement
- the details of the Council Tax
- the Council's Medium Term Financial Plan over the next four years including savings proposals and pressures included in the Medium Term Financial Plan

- the financial outlook for the Council and its services

1.3. The report also makes recommendations regarding the Schools' Budget.

1.4. Please note, the Capital Strategy (2019/20) and 4-Year Capital Programme (2019/20 to 2022/23) and Treasury Management Strategy 2019/20 are now contained in separate reports on this agenda.

1.5. Finally, the report includes recommendations on the appropriate level for the Council's contingencies, balances and earmarked reserves undertaken in the context of the risks and uncertainties associated with the budget and Medium Term Financial Plan.

1.6 The report is structured as follows:

	Section
Recommendations	2
National Context and Local Government Finance Settlement	3
Local Context and Budget Process 2019/20	4
Budget Consultation	5
Budget Summary	6
Grant Funding (including Schools Budget)	7
Council Tax Base, Business Rates and Collection Fund	8
Revenue Budget Proposals (pressures, savings and income generation proposals, service impact, flexible use of capital receipts)	9
Medium Term Financial Plan (MTFP)	10
Budget Risks, Uncertainties and Opportunities	11
Contingencies, Reserves and Balances	12
Outlook and Budget Process 2020/21	13
Comments of the Director of Finance and other Departments	14
Alternative Options Considered	15
Reasons for Recommendations	16
Key Risks	17
Impact on Council Priorities	18
Equalities Impact Implications	19

**Budget & Council Tax Report Tables and Appendices <sup>1</sup>**

<b>No.</b>	<b>Table Title</b>	<b>Section</b>
1	Reductions in Government Spending 2010/11 – 2019/20	3
2	Government Funding Allocations for Enfield	3
3	Budget Position & Council Tax 2019/20	6
4	Council Tax Band D Charge 2019/20	6
5	Council Tax Base 2019/20	8
6	Enfield Collection Fund	8
7	Pressures by Category	9
8	Pressures by Department	9
9	Phase 4 Savings	9
10	New Savings Proposals by Department	9
11	New Income Generation Proposals by Department	9
12	Full Year Effects of Savings Agreed in Prior Years	9
13	Summary Medium Term Financial Plan 2019/20 to 2022/23	10
14	Sensitivity Indicators	11
15	Medium Term Financial Plan Budget Gap 2019/20 to 2022/23	13
<b>No.</b>	<b>Appendices</b>	
1a	Budget Consultation - Summary of Results	
1b	Budget Consultation – Minutes of OSC Budget Meeting	
2a	New Budget Savings and Income Generation Proposals	
2b	Full Year Effects of Prior Year Savings	
3	Pressures in the MTFP	
4	Draft Budget – Departmental Control Totals	
5	Schools Budget	
6	Budget Risks	
7a	Earmarked Reserves	
7b	Estimated Movements in Earmarked Reserves	
8a	Statement of Robustness of Budget Estimates	
8b	Adequacy of Reserves – Risk Evaluation	
9	Specific Grants 2019/20 to 2022/23	
10	Capital Receipts Flexibility Efficiency Statement	
11	Place Department Fees and Charges	
12	Adult Social Care Fees and Charges	
13a	Chief Executive's Fees and Charges	
13b	Resources Fees and Charges	
14	People (Children's) Fees and Charges	
15	Statutory Calculations and Resolutions	

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<sup>1</sup> Tables may not sum exactly due to rounding

## 2. RECOMMENDATIONS

### **Council is asked to make the following resolutions:**

- 2.1 With regard to the revenue budget for 2019/20 to agree to:
- (i) Set the Council Tax Requirement for Enfield at £127.311m in 2019/20;
  - (ii) Set the Council Tax at Band D for Enfield's services for 2019/20 at £1,311.48 (section 6), being a 2.99% general Council Tax increase and a 1.00% Adult Social Care Precept.
  - (iii) Approve the statutory calculations and resolutions set out in Appendix 15.
- 2.2 To agree the Medium Term Financial Plan (MTFP), including:
- (i) the pressures set out in Appendix 3, £26.8m in 2019/20, which includes:
    - an investment of £1m for Children's Social Workers in order to reduce caseloads
    - an additional £11.4m allocated in 2019/20 to address Adults and Children's Social Care pressures, partly funded from the new Social Care Support Grant and increased Better Care Fund totalling £5.3m.
  - (ii) an allocation of £0.5m per annum within the 2019/20 and 2020/21 budgets which is recommended to provide mentoring related to serious youth violence and improve data to better target resources (para 9.1.4).
  - (iii) the savings of £10.7m and income proposals of £2.4m in 2019/20 set out in Appendix 2a.
  - (iv) full year effects of prior year savings and income generation totalling £3.4m set out in Appendix 2b.
  - (v) adopt the key principles set out in section 10.
  - (vi) note the additional £0.3m capital budget needed to deliver an annual saving of £0.4m on the CCTV budget, which will be recommended as part of the Capital Strategy (2019/20) and 4 year Capital Programme (2019/20 – 2022/23) report on this agenda.
- 2.3 With regard to the robustness of the 2019/20 budget and the adequacy of the Council's earmarked reserves and balances to:
- (i) note the risks and uncertainties inherent in the 2019/20 budget and the MTFP (section 11) and agree the actions in hand to mitigate them;
  - (ii) note the advice of the Director of Finance regarding the recommended levels of contingencies, balances and earmarked reserves (section 12 and Appendix 8a) and have regard to the comments of the Director of Finance (section 14) when making final decisions on the 2019/20 budget;
  - (iii) agree the recommended levels of central contingency and general balances (section 12).

- 2.4 To agree the Schools Budget for 2019/20 (Section 7.6 and Appendix 5).
- 2.5 To agree the changes in Fees and Charges for 2019/20 as set out in Sections 9.3 to 9.8 and Appendices 11 to 14.
- 2.6 To note the gap remaining in the MTFP for 2020/21 to 2022/23 and the actions being taken to address this (Section 13).
- 2.7 To agree that the New Homes Bonus £1.594m is applied as a one-off contribution to the General Fund in 2019/20.
- 2.8 To agree the planned flexible use of capital receipts in 2018/19 being £4.212m and approve the planned flexible use of capital receipts in 2019/20, being £1.851m (Section 9.9 and Appendix 10).
- 2.9 To note the feedback and minutes from the Budget Consultation and Overview and Scrutiny Committee Budget Meeting on 31<sup>st</sup> January 2019 as set out in Appendices 1a and 1b.
- 2.10 To approve the financial implications reported to Cabinet on 13<sup>th</sup> February regarding changes to the Waste and Recycling Service and to delegate authority to the Director of Finance to make necessary changes to the approved 2019/20 budget, which has no impact on the 2019/20 council tax recommendations and reflect the changes in the medium term financial plan for 2020/21 and beyond. (see paragraph 9.2.4)

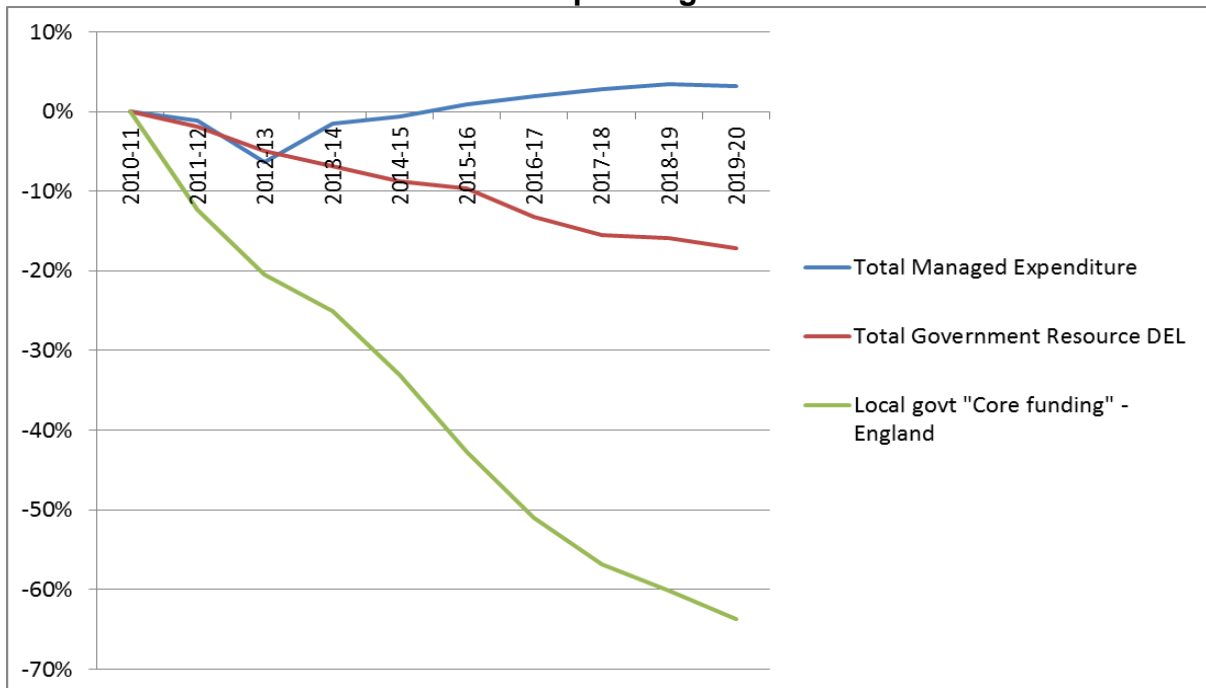
**2.11 Section 106 of the Local Government Finance Act 1992 requires any Member who is two months or more in arrears on their Council Tax to declare their position and not to vote on any issue that could affect the calculation of the budget or the Council Tax. Any Member affected by Section 106 who fails to declare this could be subject to prosecution.**

### 3. NATIONAL CONTEXT AND LOCAL GOVERNMENT FINANCE SETTLEMENT

3.1 The Final Local Government Finance Settlement (LGFS) 2019/20 was announced on 29<sup>th</sup> January 2019. The settlement announcement outlines the Settlement Funding Assessment (SFA) and Core Spending Power (CSP) allocations for local authorities for 2019/20, which is the final year of the current Spending Review period and the last year of the four-year settlement for 2016/17 to 2019/20. The settlement confirms real terms cuts to Settlement Funding Assessment (SFA) of 6.5% across London and nationally in 2019/20 and cumulative real terms cuts to core funding of 63% across London between 2010 and 2020.

3.2 Table 1 below compares the like-for-like cumulative cuts to core funding with total public and departmental spending, clearly showing that Local Government has shouldered a disproportionate share of funding reductions. Further details of 2019/20 funding are set out in Section 7.

**Table 1. Reductions in Government Spending 2010/11 – 2019/20**



3.3 The four-year funding deal runs out in March 2020. Beyond this date, there is no clarity over funding levels, for both the national and local allocations. This hampers meaningful financial planning at a time when central government grant funding is the lowest it has been for decades and demand pressures are increasing. The four-year settlement, whilst the most challenging in decades, provided some certainty over the medium term. For the coming four-year period, the budget and medium-term plan are prepared in the context of continued financial uncertainty and risk for Local Government.

3.4 Enfield’s Settlement Funding Assessment is £90.3m for 2019/20, £92.6m including compensation for under-indexing the business rates multiplier (s31 grant). This represents a further reduction of £6.3m (6%) over 2018/19.

3.5 Table 2 below shows the impact of the four-year settlement on Enfield over the period from 2016/17 to 2019/20. It shows the annual and cumulative impact of government funding reductions in the core funding of Revenue Support Grant and Business Rates Baselines, with a cumulative cash reduction of £38.1m, which is 29%, at the end of the four-year period.

**Table 2: Government Funding Allocations for Enfield**

	2015/16	2016/17	2017/18	2018/19	2019/20
	£m	£m	£m	£m	£m
Settlement Funding Assessment*	130.5	115.4	104.3	98.7	92.6
Annual cash reduction on the previous year		-15.1	-11.1	-5.6	-6.3
Annual percentage reduction on the previous year		-12%	-10%	-5%	-6%
Cumulative cash reduction on 2015/16 settlement		-15.1	-26.2	-31.8	-38.1
Cumulative percentage reduction on the 2015/16 settlement		-12%	-20%	-24%	-29%
Source: Provisional Local Government Financial Settlement, December 2019, Core Spending Power					

\* Settlement Funding Assessment is composed of the Government's estimate of locally retained business rates, the business rates top up, and revenue support grant (RSG). These elements vary in presentation over financial years to reflect the change to the 100% pool in 2018/19, and 75% pool in 2019/20, in which years RSG is rolled into the retained rates. Therefore, for comparison, the combined total figures for the settlement funding assessment rather than the component elements, are shown here. Figures include compensation for under-indexing the business rates multiplier (s31 grant)

3.6 Alongside the Local Government Finance Settlement (LGFS), the Government published two consultations on the future funding of local government: A technical consultation on the assessment of local authorities' relative needs, relative resources and transitional arrangements and a consultation on business rates retention reform. The reform of the business rates retention system will sit alongside wider changes to the local government finance system which the Government aims to introduce in 2020. There will be a full reset of the business rates system in 2020/21. This will allow full implementation of both reforms to the business rates retention system and the outcome of the review into relative needs and resources. The outcome of the review into local authorities' relative needs and resources will give all local authorities new funding allocations. The consultation seeks views on how business rates baselines should be reset and the Ministry of Housing, Communities and Local Government (MHCLG) have promised to work with the sector on the design of the future business rates retention system through 2019.

3.7 Further consultations will follow in the year on transition arrangements. The results of the consultations and the proposed changes will not be known until the autumn of 2019 when the Spending Review 2019 is also due to be published. This will make planning for 2020/21 and beyond very difficult.

#### 4. LOCAL CONTEXT AND BUDGET PROCESS 2019/20

4.1 Cabinet on 12th December 2018 received a report on the progress of the 2019/20 budget and updates of the Medium Term Financial Plan. At the start of the budget process a budget gap of £18m was identified and savings workstreams were established to develop savings and income generation proposals to bridge the gap. Phase 1 – 3 savings were reported to Cabinet for approval during the year. Executive Directors, in consultation with their portfolio holders and working with the Director of Finance, have finalised next years' service budget requirements and put forward savings and additional income proposals to balance the overall budget for 2019/20. Details are set out in Section 9.2 and Appendix 2 and summarised in Table 10.

4.2 Work has also been carried out to identify ongoing pressures within the budget and allocate resources to address these in the 2019/20 budget. Details are set out in section 9.1 and Appendix 3 and are summarised in Tables 7 and 8. Recognition of these pressures in the budget will put the budget on a more resilient and sustainable footing by reducing reliance on one-off resources such as capital receipts whilst giving some protection to front line services and investing in key projects and priorities. However, the remaining funding gap in future years demonstrates the difficult service decisions ahead if funding resources continue at 2019/20 levels.

4.3 London's population is growing twice as fast as that of the rest of the country, and the cost of meeting this demand is rising at a time of ever decreasing resources for doing so. This has created pressure across core services. The very real pressures in Adult Social Care (ASC) have been much publicised, but it is important to recognise that other growing demands, including services for children and the homeless, continue to present as great or greater financial threats. London Councils estimate that London Boroughs face a total funding shortfall of at least £1.5 billion per annum by 2020.

4.4 The budget process 2019/20 has taken into account:

- The Council's Corporate Strategy
- The Chancellor's 2015 Spending Review and the 2018 Autumn Budget
- The Final Local Government Finance Settlement for 2019/20
- The forecast and prioritisation of the Council's revenue and capital resource requirements over the next four years

Budget Consultation feedback is provided for Council's consideration in finalising the budget – see section 5.

4.5 The budget decisions in this report are aligned with the Administration's vision and priorities for Enfield. The Council's Corporate Plan, "A lifetime of opportunities in Enfield" sets out Enfield Council's vision, aims and priorities for the next four years, naming the key priorities as:

- Good homes in well-connected neighbourhoods



- Sustain strong and healthy communities
- Build our local economy to create a thriving place

4.6 The Council's commercial strategy is an integral part of helping to deliver a sustainable budget going forward. This starts from understanding needs and how we meet them, through to designing services and delivery models that improve outcomes and value for money. Integral to all of this is preventing spend or reducing unit cost, generating income, maximising the utilisation of our assets and shaping the market. The current focus is to build on our strengths and get the basics right. To do this we need to embed commercial thinking and skills throughout the organisation in the way we deliver services and procure and manage contracts, as well as ensuring current income budgets are realised and good governance of our companies. In the 2019/20 budget additional income of £2.4m has been included as part of the contribution towards closing the budget gap. The approach to fees and charges set out in section 9.3 of the report has also been improved this year.

## **5. BUDGET CONSULTATION**

5.1 The Council's 2019/20 Budget Consultation was open from 26<sup>th</sup> October 2018 to 8<sup>th</sup> January 2019 (10 weeks). This year residents' views were collected through a questionnaire available online as well as a budget simulator exercise which challenged respondents to find £18m of savings.

5.2 A number of different communication channels were used to raise awareness of the consultation and budget simulator including a feature in Our Enfield magazine, story in the Enfield Independent, press adverts, posters/flyers in libraries, information sent to community organisations, e-newsletters and social media. Meetings were also held with interest groups including Enfield Disability Action.

5.3 Residents were given information on our 2018/19 budget including the pressures the Council faces and some of the achievements the Council have delivered despite the financial pressures.

In total 388 responses were received through the online questionnaire and 61 via the Budget Simulator. All comments have been considered and common themes have been taken out and categorised under 3 headings:

- How the Council should prioritise spending
- In which areas the Council should look to make savings
- How the Council could raise extra income

5.4 The feedback from the consultation was presented to the Overview and Scrutiny Committee Budget Meeting on 31<sup>st</sup> January 2019. Appendix 1a to this report provides a summary of the findings from the consultation and the simulator. The minutes and recommendations of the OSC Budget Meeting are included in Appendix 1b.

## 6 SUMMARY OF BUDGET PROPOSALS AND IMPACT ON COUNCIL TAX

6.1 The Localism Act requires Council approval of the Council Tax Requirement.

Table 3 sets out the Council's budget position and council tax requirement after taking into account the proposed changes detailed in this report:

**Table 3: Budget Position & Council Tax 2019/20**

	2018/19	2019/20
	£000's	£000's
<b>Net revenue budget</b>		
Schools Budget	331,541	334,187
Other Services (base budget)	228,425	227,861
Dedicated Schools' Grant	(331,541)	(334,187)
	<b>228,425</b>	<b>227,861</b>
<b>Budget Movements:</b>		
New Demographic and Cost Pressures	2,600	25,267
Investment in Services	1,000	1,500
Social Care Support Grant & iBCF		(5,339)
Flexible Use of Capital Receipts		(1,851)
Full Year Effect of previous budget decisions	4,443	(3,370)
Proposals for New Savings ( <b>Appendix 2</b> )	(8,607)	(13,080)
<b>Net Budget</b>	<b>227,861</b>	<b>230,988</b>
<b>Less Corporate Funding:</b>		
Business Rates Top Up	(25,885)	(35,649)
Retained Local Business Rates <sup>1</sup>	(72,515)	(58,961)
London Pilot Pool Growth		(2,950)
Reserves		(1,000)
Corporate Specific Grants	(4,178)	(3,803)
Collection Fund Net (Surplus) / Deficit <sup>2</sup>	(4,204)	(1,314)
<b>Corporate Funding</b>	<b>(106,782)</b>	<b>(103,677)</b>
<b>Council Tax Requirement</b>	<b>121,079</b>	<b>127,311</b>
Tax Base (Band D equivalents)	96,005	97,074
<b>Council Tax (Band D)</b>	<b>£1,261.17</b>	<b>£1,311.48</b>

<sup>1</sup> includes s31 grants

<sup>2</sup> breakdown found in table 6

6.2 The GLA Assembly reviewed the Mayor's draft GLA budget on 20<sup>th</sup> December 2018 with the final draft budget due to be agreed by the London Assembly on 25<sup>th</sup> February 2019. This is after the publication of the budget report to Council and so any changes to the GLA precept will be reported as revised statutory calculations and resolutions for approval by Council. The budget was recommended with an increase in the Band D precept from £294.23 to £320.51. The Band D Council Tax

payable by Enfield residents for 2019/20 based on the budget proposals (including GLA precept) is £1,631.99. This is made up as set out in Table 4:

### 6.3 Table 4: Council Tax Band D Charge 2019/20

	2018/19 £	2019/20 £	2019/20 Change	Change* %
Core Council Tax	1,180.81	1,218.51	£37.70	2.99%
Adult Social Care Precept	80.36	92.97	£12.61	1.00%
<b>London Borough of Enfield Total</b>	<b>1,261.17</b>	<b>1,311.48</b>	<b>£50.31</b>	<b>3.99%</b>
Greater London Authority	294.23	320.51	£26.28	8.93%
<b>Total</b>	<b>1,555.40</b>	<b>1,631.99</b>	<b>£76.59</b>	<b>4.92%</b>

\*The percentage change shown is calculated in reference to the total 2018/19 LBE Total Band D charge of £1,261.17 not the individual elements shown.

- 6.4 The statutory calculations of the proposed Council Tax for each property band and the formal Council resolutions required under the 1992 Local Government Finance Act will be reported to Full Council on the 27<sup>th</sup> February 2019 for approval.

## 7 GRANT FUNDING

### 7.1 Non-Ring-Fenced Grants

The local government finance system distributes much of government funding. As noted above, participation in the business rates retention pilot pool for London means that Revenue Support Grant, which was the main source of government funding, is no longer received. Other significant “stand-alone” or specific government grants are set out in detail in Appendix 9. The non-ring-fenced revenue grants can be used to fund the Council’s annual budget in the same way as the Revenue Support Grant, even though the grants may refer to specific services such as benefit administration. Further information on specific funding for certain areas is set out below.

### 7.2 Adult and Children’s Social Care Funding

- 7.2.1 Additional funding for Adult Social Care (ASC), in the form of Improved Better Care Fund (BCF) allocations was announced in the Spring 2017 budget. Enfield’s additional allocations were £5.7m for 2017/18, £3.7m in 2018/19, and £1.8m in 2019/20. The profile of the allocations is intended to even out the allocations in the original BCF allocations, which were back loaded towards the end of the four-year settlement period. The conditions of the additional improved BCF include meeting social care needs, reducing pressures on the NHS by supporting more people to be discharged from hospital when they are ready; and ensuring that the local social care provider market is supported. The budgets of the improved BCF must be agreed with the Clinical Commissioning Group (CCG) and signed off by the Health and Wellbeing board. Enfield’s older adult population (over 65s) is increasing at the rate of about 3,000 people per year (ONS). The funding will also fund additional costs from increased demographics from older people and adults with Learning Disabilities and Mental Health.

7.2.2 In addition, the Autumn budget 2018 confirmed a national allocation of £240m for Winter Pressures in both 2018/19 and 2019/20 and announced further one-off funding of £410m nationally for Social Care (Social Care Support Grant), which can be used to address Adults or Children's Social Care pressures. Enfield's allocation from these pots was confirmed in the LGFS as £1.3m in each year for Winter Pressures and £2.2m for the Social Care Support Grant, which has been allocated 50:50 to Adults' and Children's services in the 2019/20 draft budget. In addition, £1.2m has been allocated to Adult Social Care in respect of the additional council tax raised from increasing the ASC precept by 1%.

### 7.3 **New Homes Bonus**

The New Homes Bonus (NHB) is awarded on the basis of new properties eligible for council tax in the borough, and is not ring-fenced, so can be used to support the general budget. For 2019/20 Enfield's allocation is as expected, a forecast grant of £1.6m. The methodology for calculating the New Homes Bonus changed in 2018/19 resulting in falling levels of funding in future years. Changes included reducing the number of years that councils would receive funding for eligible increases in the council tax base and reviewing the base line threshold for growth, below which NHB is no longer paid.

### 7.4 **Public Health Grant**

The Public Health Grant is ring fenced for use on public health functions exclusively, for all ages. This grant has reduced by 8.4% since 2016/17 and by 3.6% in 2019/20. Per head of the population, Enfield's grant is 10<sup>th</sup> lowest in London at £47 per head. If Enfield had the London average Public Health Grant per head, £73, this would be the equivalent of an extra £9m per year.

### 7.5 **Flexible Homelessness Support Grant**

The grant is reducing by £1.253m in 2019/20, giving a new total of £7.163m. This grant is aimed at reducing homelessness which is a key priority for the borough.

### 7.6 **Ring-Fenced Grants**

The main ring-fenced grants are Housing Benefits Grant, which is passported directly to claimants, and Dedicated Schools Grant which is ring-fenced to set the schools budget as detailed below and summarised in Appendices 5a & 5b for approval.

### 7.7 **Dedicated Schools Grant and the Schools Budget**

7.7.1 The Dedicated Schools Grant (DSG) allocation in Enfield is £334.187m for 2019/20, which represents a 0.8% increase on the 2018/19 DSG and 4.2% increase on the 2017/18 DSG. Key issues impacting on the DSG are

- The implementation of a National Funding Formula for Schools
- High Needs Cost pressures relating to pupils with SEN
- Deficit DSG Position
- Schools Forum Budget Setting Process

7.7.2 In August 2017, the Government confirmed that they would continue with their proposal to implement a National Funding Formula (NFF) for the Schools and High Needs Blocks. The Government provided £1.3m over 2 years to support

this implementation and Enfield received an additional £7m in 2018/19 and £3m in 2019/20. Overall Enfield is a net gainer from the NFF (2%) but this varies on an individual school basis as the NFF targets funding to deprivation factors and moves funding from primary to secondary sectors.

7.7.3 In 2018/19 a 'soft' NFF was introduced so local authorities' allocations were based on the NFF, but authorities had some local flexibility regarding the distribution of these funds. There is, however, very limited flexibility to move funds between block and other than an allowable 0.5% transfer to the High Needs Block, funding received in the Schools Block must all be delegated to schools.

7.7.4 In Enfield various funding formula options were considered and following a consultation process with schools we moved approximately 50% towards NFF unit rates. In July 2018, the Department for Education confirmed that they would continue with the use of a 'soft' NFF for 2019/20 and 2020/21 as they were satisfied with the progress that individual local authorities had made in moving towards the NFF. Following a second consultation exercise with schools, Schools Forum agreed at their meeting on 16 January 2019 to move further towards NFF values in 2019/20 with full implementation in 2020/21. To support a smooth transition to the NFF, the 2019/20 formula allocations include a -0.6% minimum funding guarantee and 2.5% gains cap, so no school will lose more than 0.6% per pupil between 2018/19 and 2019/20. The draft budget and further details of the funding blocks are included in Appendix 5 for approval.

7.7.5 There are ongoing risks in the school's budget for 2019/20 mainly due to the ongoing increase in numbers of children presenting with special educational needs (SEN). This has resulted in a brought forward DSG deficit of £1.5m in 2018/19 but following the announcement of additional DfE funding of £1.8m over 2 years we expect the current projected deficit to significantly reduce. The authority is working on various initiatives to develop additional in borough special education provision which will reduce the number of children being educated in independent out borough provision and reduce costs.

## **7.8 Other Schools' Funding**

### **7.8.1 Pupil Premium Grant**

The Pupil Premium is allocated in addition to the DSG to enable schools to work with pupils who have been registered for free school meals (FSM) at any point in the last six years (known as 'Ever 6 FSM'). The Government has confirmed that the rates for 2019/20 will remain at 2018/19 levels i.e. £1,320 for primary FSM 'Ever 6' and £935 for secondary FSM 'Ever 6' pupils.

Looked After Children (LAC), and children who have been adopted from care, will continue to attract a higher rate of funding than children from low-income families and this will continue at the 2018/19 rate of £2,300 in 2019/20. The NFF does not include a LAC factor and this increase in pupil premium funding will help to compensate schools who previously received formula funding for LAC.

Children who have parents in the armed forces are supported through the Service Child Premium, which remains at £300 per pupil in 2019/20.

The Pupil Premium is a specific grant that the council has to passport directly on to schools, who can then decide how they will use the additional funding to achieve improved outcomes for this group of children. The latest pupil premium allocation for 2018/19 totals £12.1m but this is expected to reduce in 2019/20 due to reductions in FSM eligibility and schools who have converted to academy status and will receive this funding direct from the Education, Skills and Funding Agency. Allocations for 2019/20 will be based on January 2019 pupil data and will be published in June 2019.

#### **7.8.2 Early Years Pupil Premium (EYPP)**

EYPP was introduced in 2015/16 with schools, nurseries and child-minders receiving £300 for every 3 and 4-year-old from a low-income family, to enable these children to start school on an equal footing to their peers. This is based on the 3 and 4-year olds taking up their full entitlement of 570 hours. This will continue at the same rate in 2019/20.

#### **7.8.3 Sixth Form Funding**

The Education, Skills and Funding Agency (ESFA) is responsible for the funding of 16-19 provision in academies, general further education colleges, sixth-form colleges and independent provision. The EFA also distributes resources to local authorities for them to pass on to maintained schools.

In 2019/20 funding is being maintained at 2018/19 rates i.e. base rate of £4,000 for full time students aged 16-17 years (£3,300 for 18 year olds). School sixth forms will receive their 2019/20 indicative allocations by the end of January 2019 followed by final allocations in March 2019. Similarly to 2018/19 the ESFA will set a deadline in April to receive business cases where exceptional circumstances have affected their 2019/20 indicative allocation. Considerations will be given to:

- Cases where there has been a major error in the data submitted by the institution via the school census
- Cases where exceptional growth has been experienced based on a minimum threshold of 5% of students or a minimum of 50 students, whichever is lower
- other cases not covered above, reviewed individually

#### **7.8.4 Universal Infant Free School Meals**

Funding for free school meals for infant pupils will continue in 2019/20 based on a rate of £2.30 per day.

#### **7.8.5 Primary PE and Sport Premium**

This grant will continue in 2019/20 for schools with pupils in years 1 to 6. The funding rates are expected to continue as a lump sum of £16,000 plus £10 per pupil.

## **8 COUNCIL TAX BASE, BUSINESS RATES AND COLLECTION FUND**

### **8.1 Local Referendums on Council Tax Increases**

The Localism Act requires councils to hold a referendum for proposed Council Tax increases in excess of a threshold set annually by the Secretary of State for Communities and Local Government. The Referendums Relating to Council Tax Increases (Principles) (England) Report 2019/20, published with the settlement, sets out the principles which the Secretary of State has determined will apply to local authorities in England in 2019/20.

For 2019/20, the increase in the relevant basic amount of council tax is excessive if the increase in the authority's relevant basic amount of council tax for 2019/20 is 3% or more above the relevant basic amount of council tax for 2018/19. In addition to this, an additional amount, known as the Adult Social Care Precept, can be raised for expenditure on Adult Social Care, which should not exceed 6% over the period 2017/18 to 2019/20. Enfield has previously raised 5% for the ASC precept in 2017/18 and 2018/19, meaning that a further 1% can be raised in 2019/20 in addition to the 2.99% general council tax increase. For 2019/20 Enfield Council is therefore increasing the Council Tax by 3.99%; this is made up of 2.99% general council tax increase and 1.00% on ASC precept.

The Council is required to determine whether its basic amount of Council Tax is excessive in accordance with the principles approved under Section 52ZB of the Local Government Finance Act 1992. The London Borough of Enfield element of the Council Tax, in accordance with the regulation, is not excessive as it is within the thresholds set by the Secretary of State.

Enfield froze council tax for 6 years from 2010/11 to 2015/16, saving taxpayers a potential 15.5% increase. This was partially compensated for between 2012/13 and 2015/16 by a government grant paid to all councils who froze their council tax but has resulted in foregone income of around £14m in the base budget. Enfield's Council Tax Band D charge was in the bottom quartile of charges across English authorities in 2018/19 (40/326).

## **8.2 Adult Social Care Council Tax Precept**

The Spending Review and Autumn Statement 2015 announced measures to help local authorities with responsibility for Adult Social Care to meet the needs of their population including an additional 2% flexibility on their current Council Tax referendum threshold over the spending review period (i.e. to 2019/20). The additional Council Tax raised from this precept must be used entirely for Adult Social Care. The 2016 Finance Settlement introduced further flexibility for local authorities to re-profile the increase in the precept to a maximum of 3% in any year to 2019/20, subject to a total limit of 6% over the 3 year period 2017/18 to 2019/20. This report is recommending a 1% Adult Social Care (ASC) precept in 2019/20, which is the maximum increase remaining as Enfield raised the precept by 3% in 2017/18 and 2% in 2018/19. The funding from the ASC precept and additional grant funding announced by the Government will be used by the Council directly on maintaining and improving provision of Adult Social Care.

## **8.3 The Council Tax Base**

This is the sixth year of the local Council Tax Support Scheme, whereby Council Tax benefits are provided through locally determined discounts applied to

residents' Council Tax bills. The 2019/20 scheme was approved by Council on 30<sup>th</sup> January 2019, with the contribution frozen as 26.5% for 2019/20.

On the 30<sup>th</sup> January 2019, the Council agreed a Council Tax Base of 97,074 Band D properties for 2019/20 (96,005 in 2018/19), based on the latest composite collection rate of 98.0%. The increase in the Tax Base of 1,069 is broken down in the table below:

**Table 5: Council Tax Base 2019/20**

<b>Council Tax Base Change - Band D Equivalent</b>	<b>Band D Equivalent</b>
<b>Tax base 2018/19</b>	<b>96,005</b>
Increase in Band D Equivalent Properties	570
Change in Council Tax Discounts, including CTS	(251)
Discounts, Exemptions & Empty Homes Premium	(176)
Collection rate increase	926
<b>Tax Base 2019/20</b>	<b>97,074</b>

#### **8.4 National Non-Domestic Rates (NNDR) and Business Rates Retention**

- 8.4.1 As noted in section 3.6, the Government is consulting on proposals to move from the 50% retention system to 75% from 2020/21. There will also be a full business rates reset from 2020 as part of the review of local government funding. A number of 100% pilot schemes were agreed for 2018/19 in advance of the national roll out of the new system and Enfield is participating in a London Pilot Business Rates Pool for 2018/19, which includes all London Boroughs and the GLA (This was the subject of a Cabinet report in November 2017). The terms of the 2018/19 pool are based on 100% retention of new growth above the baseline (split 64% London Boroughs and 36% GLA) and a "no detriment" clause guaranteeing that participants can be no worse off than under the previous 67% retention scheme (30% London Boroughs and 37% GLA). Enfield's share of the additional growth across London will be based on the total growth to be distributed and will not be known until April but is expected to be in the region of £4m.
- 8.4.2 Enfield has also opted to participate in the second year of the London Pilot Pool for Business Rates Retention in 2019/20. The revised terms of the 2019/20 pool arrangements include a reduction from 100% to 75% retention and the removal of the 'no detriment' clause. Despite these disappointing changes it is expected that the potential financial benefit, compared to having no pilot, continues to be significant. From 1 April 2019, as part of the 75% London pilot scheme Enfield will retain 48% of business rates growth above the baseline, GLA will retain 27% and Central Government will take the remaining 25%. Latest modelling by London Councils indicates that Enfield's share of the growth could amount to around £3m in 2019/20.
- 8.4.3 Enfield will also receive section 31 grants in respect of government changes to the business rates system which reduce the level of business rates income such as the decision to change the annual uprating of the NNDR multiplier from RPI



to CPI from April 2018. With the 75% Business Rates retention pilot, the Ministry for Housing, Communities and Local Government will no longer pay Revenue Support Grant (RSG), as this element will be replaced by Business Rates Retention.

## 8.5 The Collection Fund

### 8.5.1 Council Tax

The Council's 2017/18 audited accounts reported a surplus of £5.6m (Enfield's share £4.5m) on the Council Tax Collection Fund. After taking account of the budgeted distribution of £5.0m from the fund in 2018/19 (£4.1m to LBE and £0.9m to the GLA) the latest review of the Fund indicates that there will be an estimated surplus balance of £3m at 31<sup>st</sup> March 2019. This follows continued better than expected collection rates following the introduction of the local Council Tax Support Scheme in 2013/14. The balance will be shared between the Council (£2.5m) and the Greater London Authority (£0.6m) in proportion to their 2018/19 Band D council tax charges.

### 8.5.2 Business Rates

The Council's 2017/18 audited accounts reported a deficit of £5.3m (Enfield's share £1.6m) on the local Business Rates Collection Fund. The latest review of the Fund indicates that there will be an estimated deficit balance of £4.9m at 31<sup>st</sup> March 2019. Enfield's share (30% of prior year deficit plus 64% of in-year surplus) is £1.17m.

### 8.5.3 Collection Fund Surplus

Enfield's share of the overall net estimated surplus on the Collection Fund as at 31<sup>st</sup> March 2019 is £1.314m, summarised in Table 6, and is included in the 2019/20 council tax requirement calculation in Table 3.

**Table 6: Enfield Collection Fund 31<sup>st</sup> March 2019**

	£000's
Council Tax Surplus	(2,484)
Local Business Rates Deficit	1,170
<b>Total Surplus</b>	<b>(1,314)</b>

## 9 REVENUE BUDGET PROPOSALS

### 9.1 PRESSURES

9.1.1 The demographic and other pressures the Borough faces are regularly reviewed and updated throughout the lifetime of the Medium Term Financial Plan (MTFP). The Council faces additional service pressures in 2019/20, especially from demographic growth, increased demand on services, changing needs and cost inflation. Services are expected to manage pressures within existing budgets where possible, but for those pressures that are ongoing and

considered to be unmanageable additional funding has been included in the MTFP in order to set a realistic and sustainable budget.

- 9.1.2 £16.7m has been allocated to services in 2019/20 to offset demographic and cost pressures. An investment of £1m has also been made in Children's Services in 2019/20 to fund additional social workers in response to the ongoing workload pressures in the service as identified in the recent interim Ofsted inspection. In addition, £2.54m has been allocated in 2019/20 to address pressures from prior year savings that are considered to be undeliverable.
- 9.1.3 £6.1m has been allocated to corporate pressures in 2019/20 to cover inflation, pay awards, pension contributions and the London Living Wage, most of which will be allocated out to services in year when details are confirmed. Within Corporate Pressures, an allocation of £8.28m has been included for 2019/20 to 2022/23 for estimated pay awards and the London Living Wage. This takes account of the two-year pay deal for 2018/19 and 2019/20 and the revision to the national pay scales which will take effect from 2019/20. A further £17.2m is allocated for these items across the remaining three years of the MTFP, giving a total of £23.3m. A central provision is held for unavoidable inflationary increases e.g. in business rates. Any other inflationary increases must be managed by the service within its existing budget. This has been included as a risk in Appendix 8b and is partly mitigated by the allocation of additional funding to service pressures as detailed in Appendix 3.
- 9.1.4 It is also proposed that £0.5m per annum is allocated within the 2019/20 and 2020/21 budgets to fund an enhanced mentoring programme and data analytics to enable targeted early intervention for young people at risk of involvement in serious youth violence. This will be held in corporate contingency pending finalisation of how this funding will be allocated.
- 9.1.5 These pressures are, in part, off-set by new funding including funding for Adult Social Care and by the flexible use of capital receipts. The following tables summarise pressures and funding over the next four years by category (Table 7) and by department (Table 8). For full details of the pressures please refer to Appendix 3.

**Table 7: Pressures in the MTFP by Category**

Pressure Category	2019/20	2020/21	2021/22	2022/23	Total
	£000	£000	£000	£000	£000
Corporate Pressures	6,080	5,500	5,500	6,200	23,280
Demographic Growth	5,468	3,897	2,000	2,000	13,365
Investment in Services	1,500	0	(500)	0	1,000
Cost and Other Pressures	11,183	379	130	0	11,692
Unachieved Prior Year Savings	2,536	0	0	0	2,536
<b>Total Gross Pressures</b>	<b>26,767</b>	<b>9,776</b>	<b>7,130</b>	<b>8,200</b>	<b>51,873</b>
Improved Better Care Fund (assumed ongoing)	(1,839)	0	0	0	(1,839)
One off Social Care Funding 2019/20 Drops out in 2020/21	(3,500)	3,500	0	0	0
Procurement & Commissioning co-managed contract funded from capital receipts	(1,461)	0	0	0	(1,461)
Edge of Care Transformation Project funded from capital receipts	(390)	0	0	0	(390)
<b>Total Net Pressures</b>	<b>19,577</b>	<b>13,276</b>	<b>7,130</b>	<b>8,200</b>	<b>48,183</b>

**Table 8: Pressures in the MTFP by Department**

Department	2019/20	2020/21	2021/22	2022/23	Total
	£000	£000	£000	£000	£000
CEX	230	0	0	0	230
Corporate	6,580	5,500	5,000	6,200	23,280
People - ASC	6,400	3,500	2,000	2,000	13,900
People - Children's	3,878	397	0	0	4,275
People - Early Intervention and Partnerships	0	0	0	0	0
People - Education	2,083	0	0	0	2,083
People - Public Health	0	0	0	0	0
Place	3,605	379	130	0	4,114
Resources	3,991	0	0	0	3,991
<b>Total Gross Pressures</b>	<b>26,767</b>	<b>9,776</b>	<b>7,130</b>	<b>8,200</b>	<b>51,873</b>
Improved Better Care Fund (assumed ongoing)	(1,839)	0	0	0	(1,839)
One off Social Care Funding 2019/20 Drops out in 2020/21	(3,500)	3,500	0	0	0
Procurement & Commissioning co-managed contract funded from capital receipts	(1,461)	0	0	0	(1,461)
Edge of Care Transformation Project funded from capital receipts	(390)	0	0	0	(390)
<b>Total Net Pressures</b>	<b>19,577</b>	<b>13,276</b>	<b>7,130</b>	<b>8,200</b>	<b>48,183</b>

## 9.2 SAVINGS AND INCOME GENERATION PROPOSALS

9.2.1 As noted in section 4.1, savings workstreams have developed proposals to bridge the starting budget gap of £18m and Phase 1 – 3 savings were reported to Cabinet for approval in December 2018. Final savings are detailed in Appendix 2 and include two additional Phase 4 savings as follows:

**Table 9: Phase 4 Savings Proposals**

Department	Savings Proposal	2019/20	2020/21	2021/22	2022/23	Total
		£000	£000	£000	£000	£000
Corporate Services	<b>Corporate Budgets</b> A review of interest forecasts has identified further capacity to reduce interest payment budgets. The budget may need to increase in future years. (Additional Phase 4 Saving Proposal)	(1,744)	0	0	0	(1,744)
Place	<b>School Crossing Patrols</b> Building on the works already undertaken in the borough for safer streets, quieter neighbourhoods and 20mph speed zones, it is considered that the remaining 11 school crossing patrols can be withdrawn (Additional Phase 4 Saving Proposal)	(34)	(34)	0	0	(68)
<b>Total New Savings Proposals</b>		<b>(1,778)</b>	<b>(34)</b>	<b>0</b>	<b>0</b>	<b>(1,812)</b>

9.2.2 Tables 10 and 11 summarise the final savings and income generation proposals:

**Table 10: New Savings Proposals by Department**

Department	2019/20	2020/21	2021/22	2022/23	Total
	£000	£000	£000	£000	£000
CEX	(803)	0	0	0	(803)
Corporate Services	(2,944)	0	0	0	(2,944)
People - ASC	(842)	0	(113)	(377)	(1,332)
People - Children's	(91)	0	0	0	(91)
People - Early Intervention and Partnerships	(470)	(20)	0	0	(490)
People - Education	0	0	0	0	0
People - Public Health	(1,850)	937	0	0	(913)
Place	(2,906)	(1,064)	(711)	0	(4,681)
Resources	(767)	(50)	(200)	0	(1,017)
<b>Total Savings</b>	<b>(10,673)</b>	<b>(197)</b>	<b>(1,024)</b>	<b>(377)</b>	<b>(12,271)</b>

**Table 11: New Income Generation Proposals by Department**

Department	2019/20	2020/21	2021/22	2022/23	Total
	£000	£000	£000	£000	£000
CEX	0	0	0	0	0
Corporate Services	0	0	0	0	0
People - ASC	(150)	0	0	0	(150)
People - Children's	0	0	0	0	0
People - Early Intervention and Partnerships	0	0	0	0	0
People - Education	0	0	0	0	0
People - Public Health	0	0	0	0	0
Place	(2,182)	694	(116)	(62)	(1,666)
Resources	(75)	0	0	0	(75)
<b>Total Income Generation</b>	<b>(2,407)</b>	<b>694</b>	<b>(116)</b>	<b>(62)</b>	<b>(1,891)</b>

9.2.3 In addition to these new savings proposals the MTFP includes the full year effects (FYE) of savings agreed in previous years which total £4.5m with £3.4m in 2019/20. Table 12 summarises FYE by department:

**Table 12: Full Year Effects of Savings and Income Generation agreed in Prior Years**

Savings Proposals	2019/20	2020/21	2021/22	2022/23	Total
	£000	£000	£000	£000	£000
CEX	(327)	0	0	0	(327)
Corporate Services	(500)	(75)	0	0	(575)
People - ASC	(250)	(157)	0	0	(407)
People - Children's	(48)	(65)	0	0	(113)
People - Early Intervention and Partnerships	(246)	0	0	0	(246)
People - Education	(401)	0	0	0	(401)
People - Public Health	0	0	0	0	0
Place	(1,291)	(827)	0	0	(2,118)
Resources	(308)	0	0	0	(308)
<b>Total</b>	<b>(3,370)</b>	<b>(1,124)</b>	<b>0</b>	<b>0</b>	<b>(4,494)</b>

9.2.4 Cabinet on 13<sup>th</sup> February agreed changes to the Waste and Recycling Service. Council is recommended to confirm the financial implications included in the report, which do not impact on the 2019/20 recommended council tax. Council is asked to delegate authority to the Director of Finance to make the necessary changes to the approved 2019/20 Council budget and reflect the changes in the medium term financial plan in future years. Investment will be made in 4 new full time posts as well as increased communication with residents in order to help deliver the savings. The savings net of this investment are as follows:

**2019/20** – saving of £0.2m with matching investment to be made in street cleansing and fly tipping;

**2020/21** – saving of £1.8m with investment to be made in street cleansing and fly tipping of £0.5m, net saving of £1.3m;

**2021/22** – saving of £2.5m with investment to be made in street cleansing and fly tipping of £0.5m, net saving of £2.0m;

**2022/23** – saving of £2.5m with investment to be made in street cleansing and fly tipping of £0.5m, net saving of £2.0m

### 9.3 REVIEW OF FEES AND CHARGES 2019/20

9.3.1 As part of the budget setting process, officers from the Commercial Services Team and the Finance Team have worked together to review the Council's traded services fees and charges. The review has assessed the Council's current fees and charges to establish whether the service delivery costs are covered by the charges set, considered whether income generation opportunities are being maximised, and undertaken a benchmarking exercise with other Councils.

9.3.2 The review has been structured into the following six work packages:

- **Capture all fees** – ensure all trading services are captured on the Council's register of fees to ensure open and transparent charging,
- **Cost Recovery** – ensure services are covering the full costs of their delivery,
- **Appropriateness of charges** – assessment of the Council's charges and the identification of areas where charges could justifiably be increased in line with the market,
- **New opportunities** – determine if Enfield is charging for all the services that other Councils do and identify new income opportunities,
- **Benchmarking** – compare Enfield's overall level of income and charges for traded services to other London Councils,
- **Process** – consider how the annual fee setting process could be improved to ensure service managers carefully review their fees on an annual basis.

9.3.3 The review has identified that the majority of services understand the costs of delivering their services and have fee structures in place that cover their costs and support corporate overheads. However, in the coming months the

Commercial Team and Finance Team will work with those services where further work is required to understand the full costs of delivering their service or to develop fee structures that maximise income for the Council.

- 9.3.4 The current charges for 2018/19 and proposed charges for 2019/20 for services provided are set out in Appendices 11 to 14 of this report with the main changes noted below in paragraphs 9.4 to 9.8. The commercially sensitive fees and charges are included in the Part 2 paper to ensure commercial confidentiality.

#### **9.4 Place Department Fees and Charges 2019/20**

Fees and charges for the majority of services within the Place department have been increased in line with inflation. However, following analysis, charges specifically related to the Parks Events, Highways, Commercial Waste and Cemetery Services have been reviewed and increased to reflect the relevant cost analysis or benchmarking data and any relevant market conditions.

The Statutory Planning Application Fees have been updated to reflect the 20% fee increase set by central government which were applied in January 2018.

The proposed fees and charges as set out in Appendix 11 will contribute towards the Medium Term Financial Plan which includes an expectation of £0.25m that was agreed in the 2018/19 budget setting process for increased fees and charges across the Place department as well as other service specific increased income which are based on price and volume increases.

The proposed charges as set out in Appendix 11 will become live on 1st April 2019 unless otherwise stated.

#### **9.5 Adult Social Care Fees and Charges 2019/20**

Charges are made for residential and community-based adult social care services. All charges will reflect the commissioned cost of services provided, in keeping with the requirements of the Care Act 2014. Each recipient of a statutory adult social care service will be financially assessed and their income, such as pension and benefits will be taken into consideration. Reassessments take place annually. There is a minimal savings and capital threshold that is applied for fees and charges in line with national guidance.

For residential services, the recipient's assets will also be considered. The Council operates a deferred charge loan in accordance with the Care Act.

The proposed charges as set out in Appendix 12 will become live on 1st April 2019 unless otherwise stated.

#### **9.6 Resources and Chief Executive's Fees and Charges 2019/20**

The Print and Design service charges are remaining at the same level as last year as these are still regarded as appropriate in the context of external market conditions and business costs.

A review of Registrars fees and charges is currently being undertaken and as such remain at the same level until the review has been concluded.

The Catering Service meal charges are currently being reviewed to consider the competitiveness of the service and an adjustment to charging is expected to be implemented at some point during the new financial year.

Library charges have been reviewed in light of consortium unity to align relevant charges and consider customer demand and the impact of ICT enhancements across the range of services provided. Fees and charges will continue to be reviewed annually and adjusted as required to remain competitive in the market and to maintain where possible cost neutrality.

The Library Service is also keen to promote space in libraries and will work collaboratively with partners to develop income generation by renting out available space.

A strategic review is underway to more closely examine the charging surrounding Leisure, Sports and Culture and amendments to charging will be implemented during 2019/20.

The proposed charges as set out in Appendix 13 will become live on 1st April 2019 unless otherwise stated.

### 9.7 People Department (Children's) Fees and Charges 2019/20

Following the annual review, the fees and charges for the Angel Community Centre will remain unchanged, whilst the centre, room and facility hire offered across the Youth Centres are available with the price on application.

The proposed charges as set out in Appendix 14 will become live on 1st April 2019 unless otherwise stated.

### 9.8 Fees & Charges- Council Tax Enforcement

'Regulation 34(7) of the Council Tax (Administration and Enforcement) Regulations 1992 (SI 1992 No.613) provides that when granting a liability order the court shall make an order reflecting the aggregate of the outstanding council tax and "a sum of an amount equal to the costs reasonably incurred by the applicant in obtaining the order."

From the 1<sup>st</sup> April 2019 the court costs reasonably incurred by the Council to be charged are as follows (minor reduction from 2018/19):

	Issues of a Summons	Issue of a Liability Order	Total Costs
	£	£	£
Council Tax	67.50	25.00	92.50
Business Rates	87.50	45.00	132.50

### 9.9 FLEXIBLE USE OF CAPITAL RECEIPTS

9.9.1 With effect from 2016/17 the Government provided a general capitalisation directive to all councils, enabling them to utilise new capital receipts to finance projects that are 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. The 2018/19 LGFS

extended the temporary capital receipts flexibility, under which local authorities can fund transformative revenue costs from capital receipts, for a further three years to 2021/2022.

- 9.9.2 To take advantage of the flexibility local authorities must produce a strategy which discloses the individual projects that will be funded, or part funded, through capital receipts flexibility and this must be approved by full Council or the equivalent. As a minimum, the strategy should list each project that plans to make use of the capital receipts flexibility and provide details, on a project-by-project basis, of the expected savings or service transformation that will result. The strategy should report the impact on the local authority's Prudential Indicators for the forthcoming year and subsequent years. Enfield is planning to use £4.2m of capital receipts to fund transformation projects in 2018/19 and £1.9m in 2019/20. The strategy is therefore set out in Appendix 10, for consideration and for recommendation to Council. The strategy includes details of the proposed schemes for 2018/19 and 2019/20 and a backward look at 2017/18. The aim is to reduce the reliance on the use of capital receipts to fund transformation over time and to place the budget on an increasingly resilient financial position.

## **10 MEDIUM TERM FINANCIAL PLAN**

- 10.1 The Corporate Plan is linked to the budget through the Medium Term Financial Plan and the annual budget process. The Budget and Medium Term Financial Plan (MTFP) 2019/20 to 2022/23 forecasts funding requirements for the Council's General Fund services and provides the mechanism to redirect limited resources to priorities. The Corporate Plan sets out the Council's financial objectives, which aim to "target resources smartly and reinvest income wisely to deliver excellent value for money and reduce inequality" by:

- Continuing to make best use of all available financial resources and balance risks and opportunities
- Ensuring effective governance is in place to support the efficient and smart delivery of our services
- Maximising the procurement of services and assets to support local businesses and residents wherever possible

- 10.2 In setting the Council's 2019/20 Budget and MTFP, the Council's aim has been to continue to maintain, and where possible improve, services provided, while limiting increases in Council Tax. The focus continues to be on delivering high quality services more efficiently through reductions in costs. The Council routinely, throughout the year, takes action to cut costs and make efficiency savings wherever possible. Every attempt continues to be made to minimise additional costs, but the ability to influence many of them is limited and the ability to make back office savings is increasingly difficult as a result of the scale of public spending cuts. Decisions are becoming more difficult and potentially not without significant impact.

- 10.3 All risks related to the delivery of proposals in the MTFP and any future uncertainties will be reviewed on a regular basis. The MTFP is based upon the



principle that savings identified will be implemented to allow benefit realisation as soon as possible.

- 10.4 There are risks inherent in the MTFP exemplified in Section 11 of this report and Appendix 6. A number of key items in the plan cannot be estimated with accuracy. The figures in the plan also assume that significant savings will be made. In this situation, it is essential to maintain sufficient balances, not only to deal with unforeseen events but also to cover the potential risk of not achieving the savings required. In addition, the Council will need to maintain adequate reserves for future commitments.
- 10.5 The Council will work to minimise Council Tax increases in later years. No final decision has been taken on taxation levels for 2020/21 and later years, but a 1.99% annual increase has been included in 2020/21 to 2022/23 for planning purposes. The following tables summarise the MTFP position over the coming 4 years and the current forecast of the budget gaps for the period of the MTFP (2019/20 to 2022/23):

**Table 13: Medium Term Financial Plan 2019/20 to 2022/23**

	2019/20	2020/21	2021/22	2022/23
	£000's	£000's	£000's	£000's
<b>Council Tax Base Provision</b>	<b>121,079</b>	<b>127,311</b>	<b>130,245</b>	<b>133,247</b>
<b>Movements:</b>				
Inflation/Pay Awards	5,080	4,500	4500	5,200
Demographic Pressures	5,154	2,614	2,000	2,000
Service Pressures <sup>1</sup>	9,343	6,162	630	1,000
New Savings and Income Generation	(13,080)	852	(1,140)	(439)
Specific Grants	375	0	0	0
Use of Reserves	(1,000)	1,000	0	0
Business Rates <sup>2</sup>	3,790	0	0	0
Business Rates London Pilot Pool	(2,950)	0	2,950	0
Full Year Effect of Previous years' savings decisions and pressures	(3,370)	(1,479)	0	0
Gap Still to be Found	0	(12,029)	(5,938)	(4,692)
Collection Fund	2,890	1,314	0	0
<b>Council Tax Requirement</b>	<b>127,311</b>	<b>130,245</b>	<b>133,247</b>	<b>136,316</b>
<b>Council Tax Base</b>	<b>97,074</b>	<b>97,374</b>	<b>97,674</b>	<b>97,974</b>
<b>Band D Charge</b>	<b>1,311.48</b>	<b>1,337.58</b>	<b>1,364.20</b>	<b>1,391.35</b>
<b>% tax change</b>	<b>3.99%</b>	<b>1.99%</b>	<b>1.99%</b>	<b>1.99%</b>

<sup>1</sup> Social Care Funding has been netted off the service pressures figure

<sup>2</sup> Revenue Support Grant is rolled into the Business Rates Estimate for 2019/20

## 11 BUDGET RISKS, UNCERTAINTIES AND OPPORTUNITIES

- 11.1 In the coming years, more than ever, the Council faces huge financial uncertainty, especially in respect of:

- Local Government funding changes
- BREXIT impact

- Pressures on Children's and Adults' Social Services
- Scope to make savings while maintaining services
- Temporary Accommodation

The 2019/20 budget includes the best estimate of financial achievement of savings and likely pressures. Where there are potential risks of higher cost pressures as in the areas listed above or slippage in realisation of savings these have been factored into the assessment of budget robustness, balances and reserves to ensure the Council can meet any short-term pressures without an impact on service delivery. Corporate and Service budget risks are detailed in Appendix 6.

- 11.2 Many factors affect the Council's future financial position which can be estimated with some degree of confidence for the first year of the plan (2019/20) but become increasingly uncertain for later years. It is therefore essential to test the sensitivity of the plan to changes in the main assumptions. The figures in the following table illustrate the extent to which the plan would be affected by such changes:

**Table 14: Sensitivity Indicators**

	<b>Budget Impact</b>	<b>Council Tax Impact</b>
	<b>£'000</b>	<b>%</b>
1% Change in Pay	1,300	1.0%
1% Increase in Departmental Price Inflation across Income and Expenditure	550	0.4%
1% Increase in Community Based Costs	460	0.4%
1% Increase in Residential Care Costs	410	0.3%
1% Change in Settlement Funding Assessment based on 2018/19	980	0.8%

- 11.3 The Government has announced radical changes to Local Government Finance arrangements, the most significant at this stage being the localisation of business rates, and the review of formula funding. It is certain that the new arrangements will create winners and losers, and as such represent both opportunity and risk to Enfield and all councils in England. At this stage the MTFP assumes that funding is constant from 2019/20 to 2021/22 and this will be updated as further information becomes available.
- 11.4 Throughout the budget process, officers have kept under review the key risks, uncertainties and opportunities that could have implications for the Council's financial position in 2019/20 and in the medium term. The systematic review, particularly of risks and mitigating actions is a key part of any effective planning system and therefore crucial in the budget setting process. This process was reinforced by the creation in 2018/19 of a Pressures Challenge Board which seeks to find ways to manage in year and ongoing pressures.

## 12 CONTINGENCIES, RESERVES AND BALANCES

- 12.1 The Budget includes a central contingency for unforeseen circumstances; this has been increased in 2018/19 to £3m in recognition of the current level of national and local financial risks. The Council also holds centrally a number of contingent items relating to spending requirements that are expected to arise at some point in the

budget year but about which there is some uncertainty regarding the timing or magnitude of the financial impact. These will be allocated to services during the year.

- 12.2 The Council's policy will continue to be one of containing spending within the budgets set for each department, without recourse to the central contingency other than in exceptional circumstances. However, there are significant risks facing the Council in 2019/20 and through the period of the MTFP. Appendix 6 provides details of the high-risk areas identified corporately and by departments. In view of the level of risks it is recommended that the central contingency be retained at £3m for 2019/20.
- 12.3 The Council's General Fund Balances (excluding schools) stood at £14m as at 31 March 2018. The latest 2018/19 Revenue Monitoring report to Cabinet forecasts an overall overspend position of approximately £4.1m as at the end of December, which may require a drawdown of balances if the position has not improved at outturn.
- 12.4 The level of balances is examined each year, along with the level of reserves and contingencies, in light of the risks facing the Authority in the medium term. Following consideration of risks outlined in Appendix 6, which have been analysed against reserves in Appendices 8a and 8b, it is recommended that the General Fund balance be maintained at £14m.
- 12.5 Earmarked reserves are held to meet the cost of specific one-off projects or specific risks. Any balance on reserves once the projects are completed or the risk has ceased is returned to General Fund balances. A list of the Council's Earmarked Reserves and the purposes for which they are held is set out in Appendix 7a. Planned movements in the reserves balances over the period of the MTFP are shown in Appendix 7b. These are split between revenue and capital projects which are included in the MTFP and Capital Programme respectively.

The current level of available General Fund specific reserves is forecast to reduce from £64.3m as at 31<sup>st</sup> March 2018 to £48m by 31<sup>st</sup> March 2023 based on the projects currently planned. The use of reserves will be monitored, and projects revised depending on competing priorities for investment to generate revenue savings.

It is also recommended that any uncommitted departmental resources at year end are added to central reserves, so they can be managed more flexibly to support the achievement of corporate priorities.

### **13. OUTLOOK AND BUDGET PROCESS 2020/21**

- 13.1 The impact of changes to business rates, the funding formula and the future of social care funding cannot yet be determined, leaving great uncertainty over the future of local government finance. The Council's medium-term financial planning process recognises this uncertainty, but it is clear that savings in addition to those in this report will be needed between 2020/21 and 2022/23 to balance the budget. For example, as shown in Table 15, the budget gap for 2020/21 to 2022/23 is

currently expected to be in the region of £23m, assuming the level of core government funding remains static. This is a challenging target for Enfield in the context of £178m of savings already delivered since 2010 and a further £13m to be delivered in 2019/20. Savings workstreams will commence with immediate effect and there will be work corporately to develop and implement new savings proposals as soon as possible.

**Table 15: Medium Term Financial Plan Budget Gap 2019/20 to 2022/23**

	2019/20 £000's	2020/21 £000's	2021/22 £000's	2022/23 £000's
Budget (Gap) / Surplus - future years	0	(12,029)	(5,938)	(4,692)

13.2 The approach to the 2019/20 budget has been to increase transparency, enabling enhanced levels of scrutiny and appropriate challenge of budget decisions, and this will continue throughout future budget processes. The current capital programme will be extended to include a ten-year forecast of expenditure that will enable the long-term impact on borrowing to be factored into an extended medium-term plan. This aims to ensure that decisions are made in the context of a longer-term financial view. For 2020/21 workstreams will:

- aim to address cost pressures in the longer term to bring down our cost drivers
- ensure continuation of the commercial culture and workstreams
- use digitalisation and review of system failures as opportunities to improve customer experience and reduce cost
- reduce the use of agency staff across the council
- seek opportunities to partner with others where this makes financial and operational sense

## 14. COMMENTS OF THE DIRECTOR OF FINANCE AND OTHER DEPARTMENTS

### 14.1 Financial Implications

The Local Government Act 2003 places a duty on the Chief Finance Officer to report to Council as part of the budget process on the robustness of the estimates and the adequacy of the proposed financial reserves. Statutory guidance in this area is provided by Local Authority Accounting Panel (LAAP) Bulletin 77 (Nov 2008) and is the basis on which the Chief Finance Officer's annual financial risk assessment has been updated in the Council Budget report. A full statement of robustness is provided at Appendix 8a.

The 2019/20 budget has been prepared taking into account the following:

- Specific cost pressures set out in section 9.1
- The reduction and changes in central government funding over the period of the Medium Term Financial Plan;

- Provision for legislative change and changes to the Council's statutory responsibilities;
- The estimated impact of underlying cost pressures, evidenced by financial monitoring reports in the current year;

Taking into account the budget risks and uncertainties, and assuming that the recommendations set out above are agreed, the Council's contingencies and balances are considered prudent.

## 14.2 Legal Implications

This report sets out the basis upon which recommendations will be made for the adoption of a lawful budget and setting of council tax. The report also outlines the financial outlook for the Council and its services.

The setting of the budget is a matter for the Council, having considered recommendations by the Cabinet. The Council's budget-setting process is set out in the Constitution. Before the final recommendations are made to the Council, an Overview and Scrutiny Committee must have been given an opportunity to scrutinise the proposals and the Cabinet must have taken any comments of the OSC into account when making these proposals.

The amount of Council Tax must be sufficient to meet the Council's legal and financial commitments, ensure the proper discharge of its statutory duties and lead to a balanced budget. Members should be mindful of their fiduciary duty to ratepayers when adopting a budget and setting a council tax.

Members are obliged to consider all relevant considerations and disregard all irrelevant considerations in seeking to ensure that the Council acts lawfully in adopting a budget and setting Council Tax. Members should note that where a service is provided pursuant to a statutory duty, the Council cannot fail to discharge it properly. Where there is discretion as to how to discharge duties, that discretion should be exercised reasonably.

Members should note that some of the actions to deliver proposed savings for future years have not yet taken place and may require specific statutory and/or legal procedures to be followed.

The Council has carried out appropriate budget consultation. Those representations have been taken into account as part of this process and are reflected in this report.

In considering the budget for 2019/20, the Council must have due regard to its ongoing duties under the Equality Act 2010 including how its decisions will contribute towards meeting these duties, against other relevant circumstances such as economic and practical considerations. The relevant departments should undertake detailed impact assessments of major proposals to ensure that any proposals for savings are reasonable and meet Equality Act duties.

Finally, Members should have regard to s106 of the Local Government Finance Act 1992 which provides that members who are in arrears on their Council Tax for two or more months may not vote on matters concerning the level of Council Tax or the administration of it.

## **15. ALTERNATIVE OPTIONS CONSIDERED**

- 15.1 The Council operates a budget planning and consultation process during which a wide range of options are considered in detail before recommendations are made. Issues raised and discussed have greatly contributed to this report including information from the Budget Consultation set out elsewhere in this report. As part of its planning for both 2019/20 and future years the Council has considered future levels of Council Tax.

## **16. REASONS FOR RECOMMENDATIONS**

- 16.1 To set the Council's Budget Requirement and level of Council Tax for 2019/20 within the timescales set out in legislation.

## **17. KEY RISKS**

As outlined in section 11 and Appendix 6.

## **18. IMPACT ON COUNCIL PRIORITIES – CREATING A LIFETIME OF OPPORTUNITIES IN ENFIELD**

- 18.1 The budget development process for the 2019/20 budget and for future years has been developed in support of the Council's priorities:
- Good homes in well-connected neighbourhoods
  - Sustain strong and healthy communities
  - Build our local economy to create a thriving place

## **19. EQUALITIES IMPACT IMPLICATIONS**

- 19.1 Local authorities have a responsibility to meet the Public Sector Duty of the Equality Act 2010. The Act gives people the right not to be treated less favourably because of any of the protected characteristics. It is important to consider the needs of the diverse groups with protected characteristics when designing and delivering services or budgets so people can get fairer opportunities and equal access to services.
- 19.2 Through the use of Equality Impact Assessments the Council can analyse and identify where and how proposed changes to services, policies and budgets could improve its ability to serve all members of the community fairly. It helps ensure that the Council does not discriminate or take decisions that unduly or disproportionately affect some groups more than others. The Council also recognises that undertaking full assessments will help to improve the efficiency and effectiveness of the Council by ensuring that residents and service users' needs are met through the delivery of the Council aims and objectives.

19.3 The Council's budget is not subject to a single Equality Impact Assessment, as it is far too complex for this approach. Instead, budget proposals requiring changes to services or policies have been required to carry out an Equality Impact Assessment to evaluate how the proposal will impact on all parts of the community, or members of staff and to identify what actions will be taken to mitigate against any adverse impacts. Heads of Service have a duty to complete the EQIA and ensure in their decision making they have due regard to the Equalities Act 2010. The EQIAs are intended to be working documents with deliverable action plans to ensure the council effectively executes its responsibility of the Equalities Act 2010 from proposal through to implementation. Further EQIAs may be required for larger schemes or where one proposal results in multiple project streams being delivered. Ongoing corporate advice and support will be given to managers to support them in this.

## **Budget Consultation**

### **1. BACKGROUND**

The Council's Budget Consultation 2019/2020 was open between 26<sup>th</sup> October 2018 and 8<sup>th</sup> January 2019 (10 weeks). Residents' views and priorities were sought as the task of setting the budget for 2019/20 started, against a backdrop of needing to find savings of £18m. An example of the scale of savings was provided; £18m is more than the current combined net spend on Housing Services, Leisure, Culture, Libraries, Parks and Open Spaces.

It was made clear in the consultation that, since 2010, Enfield has had to save £178m because of Government spending cuts and increasing pressure on services, and that the core funding the Council receives from Government to provide vital services for its residents has been cut by an average of £800 per household in Enfield. These cuts, coupled with increasing pressure on services from a growing population, mean that difficult decisions are having to be made by the Council on the future of many services. Much of the Council's annual budget is ring fenced for spend on specific services such as schools and housing benefit payments. As a result, we are limited in where we can make savings.

This year, views were collected through an online questionnaire and an online budget simulator. The simulator provided participants with the opportunity to attempt to balance the Council budget.

### **2. Communications**

Communications for the consultation were extensive and included advertising through the mediums listed below. The total spend on the marketing campaign was £2,376.

- Enfield Independent advert;
- Londra Gazette advert (Turkish);
- Parikiaki advert (Greek);
- Lead story on Have Your Say e-newsletter (132 click throughs);
- Posters in libraries;
- Leaflets in libraries;
- Enfield Independent digital adverts (10,000 running until start of Dec);
- Press release;
- Press story in Enfield Independent (31 October);
- Slide on internal screens;
- Livery on refuse vehicle;
- Love Your Doorstep (Facebook / Newsletter promotion);
- Enfield Independent (second advert);
- Outdoor advertising campaign;
- Inclusion on Enfield Council e-newsletter;
- Enfield Dispatch advert;
- Our Enfield coverage;
- Housing News advert (6th December);
- VCS newsletter (end of November);
- Inclusion in Enfield Council newsletters;
- Enfield Dispatch advert;



- Our Enfield coverage;
- Housing News advert;
- Ongoing Enfield Council social media support.

Finance colleagues also attended the following meetings:

- Health and Wellbeing Board;
- Voluntary Sector Strategy Group;
- Enfield Disability Action;
- Over 50's Forum.

A decision was made that no public meetings or focus groups would be held for the 2019/20 budget consultation due to poor attendance at such events in previous years.

Social media:

There were 5,848 impressions<sup>1</sup> on Twitter and 88 engagements<sup>2</sup>, and 4,810 impressions on Facebook and 265 engagements

In total 388 responses were received for the online survey, of which 10 were received via the easy read version of the survey. 61 responses were received to the budget simulator; 56 of these responses provided demographic information and 26 respondents also provided comments.

Below are some details of the respondents to the questionnaire:

- 11 representatives responded on behalf of organisations: 10 from the Enfield Youth Parliament and one from Enfield Racial Equality Council;
- Of the 377 individuals who responded, 84 live in the south and east of the borough (22%);
- 12 claim either Housing Benefit or Council Tax Support;
- 63 have a disability.

All comments have been considered and common themes have been taken out and categorised under 3 headings:

- How the Council should prioritise spending
- In which areas the Council should look to make savings
- How the Council could raise extra income

Respondents to the questionnaire were asked to select up to four areas in response to each question, including the option of "Other" which gave the opportunity to write a comment.

The following tables summarise the answers to the online questionnaire, showing the percentage of the total response base to choose a given option, and the number of people to provide a comment around a theme.

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<sup>1</sup> An impression is how many times the subject post is displayed in updates, newsfeed and/or shares

<sup>2</sup> An engagement is how many times the public performed an action on the subject post, such as liking or sharing.

## Budget Consultation 2019 to 2020 Toplines (Combined Standard and Easy Read Versions)

We received 378 responses via the standard questionnaire and 10 through the easy read version.

<b>Q1: Looking at the broad areas of spend below, what do you feel the Council should prioritise its increasingly limited resources on? Multiple response (base: 388)</b>	
Street cleaning, waste services and regulatory services	47%
Leisure, culture, libraries, parks and open spaces	42%
Highways, street lighting, traffic and transport	40%
Older people	33%
Mental health	32%
Children with disabilities and SEN	26%
Youth services and youth offending	25%
Housing services	22%
Child protection	20%
Physical disabilities	12%
School attendance and pupil places	12%
Planning, property and regeneration	11%
Grants to VCS and payments to carers	9%
Learning disabilities	8%
Children's centres	8%
Independence and wellbeing	7%
Customer services	5%
<b>Other (31 responses) - see below for top 5 key themes</b>	
<i>Policing and security</i>	6
<i>More funding for mental health</i>	5
<i>Improve waste collections</i>	3
<i>More funding for adult social care</i>	2
<i>Enfield Council is severely understaffed</i>	2

<b>PRIORITISE INCREASINGLY LIMITED SPENDING</b>			
<b>Q1: Looking at the broad areas of spend below, what do you feel the Council should prioritise its increasingly limited resources on? <i>Multiple response (base: 388)</i></b>			
<b>West 263 respondents</b>		<b>East 84 respondents</b>	
Street cleansing	46%	Street cleansing	49%
Leisure and Culture	45%	Highways	43%
Highways	39%	Leisure and Culture	38%

<b>Q2: Looking at the broad areas of spend below, what do you feel the Council should prioritise for reduction? <i>Multiple response (base: 388)</i></b>	
Customer services	37%
Leisure, culture, libraries, parks and open spaces	25%
Grants to VCS and payments to carers	25%
Independence and wellbeing	24%
Planning, property and regeneration	23%
School attendance and pupil places	20%
Housing services	19%
Street cleaning, waste services and regulatory services	16%
Children's centres	16%
Highways, street lighting, traffic and transport	15%
Older people	10%
Youth services and youth offending	10%
Mental health	7%
Physical disabilities	5%
Learning disabilities	4%
Children with disabilities and SEN	4%
Child protection	3%
<b><i>Other (NB: 59 respondents selected 'Other' but no details were provided)</i></b>	

<b>PRIORITISE FOR REDUCTION</b>			
<b>Q2: Looking at the broad areas of spend below, what do you feel the Council should prioritise for reduction? Multiple response (base: 388)</b>			
<b>West 263 respondents</b>		<b>East 84 respondents</b>	
Customer Services	35%	Street cleansing	33%
Independence and wellbeing	26%	Highways	31%
Grants to VCS	25%	Leisure and Culture	29%

<b>Q3: Another option to help minimise the impact of budget pressures is to raise income or charges for services. If you have any suggestions for increasing our income, let us know.</b>	
<b>NB: Open ended question - 214 responses – see below for top 16 key themes</b>	
Increase Council Tax for the wealthy	28
Increase fines for fly tipping and make bulky waste collection free	18
Charge cyclists to use the roads / stop spending on cycle lanes	17
Reduce Enfield Council top management salaries and councillors	15
Increase parking charges and fines	15
More public events / promote places to visit more	10
Rent out more of the Civic Centre / allow space to be rented for events 24/7	5
Provide joint services with other boroughs	5
Develop the shopping centre / stop all the shops closing	4
Charge for garden waste collections	4
Sell off public buildings and empty properties	3
24/7 parking attendants, especially around schools	3
Stop wasting money on Council magazines	2
Reduce waste collections	2
Advertise on the website	2
Increase planning fines and charges to stop the Enfield overdevelopment	2

## Budget Simulator Responses

The Budget Simulator is an online tool used as part of the consultation for the 2019/20 budget. The simulator was open for 10 weeks from 26<sup>th</sup> October 2018 to 6<sup>th</sup> January 2019. The simulator showed residents front line services where the council spends money, gives the chance to say if more or less should be spent on these services by making percentage adjustments to budgets, and explains the impact of any budget changes made. The opportunity to leave comments to explain decisions was also given.

Respondents were given the context of the Council's position and asked to show how they would find savings of £18 million to balance the Council's 2019/2020 budget. The simulator presents the opportunity to experience the scale of the financial challenge faced by Enfield Council. Respondents were encouraged to reach the full target, however appreciating this is not an easy task budgets could be submitted at any time.

61 responses were received for the budget simulator. The options for budget changes were reductions of 10%, 20% or 30%, an increase of 10% or no budget change. The average change made for each front line service area from those submitted has been calculated and presented below.

Service Group	Service Item	Average Budget Change %
<b>Adult Social Care</b>		<b>-4.87%</b>
	Learning Disabilities	-4.92%
	Mental Health	-4.10%
	Physical Disabilities	-5.08%
	Older People	-4.26%
	Independence and Wellbeing Services	-5.74%
	Grants to Voluntary Sector and Support to Carers	-7.54%
<b>Community Wellbeing</b>		<b>-7.27%</b>
	Housing Services	-7.54%
	Leisure, Culture, Libraries, Parks and Open Spaces	-6.56%
<b>Children and Family Services</b>		<b>-4.12%</b>
	Child Protection Services	-3.77%
	Services for Children with Disabilities and/or Special Education Needs	-3.28%
	Youth Services and Youth Offending	-4.10%
	Children's Centres	-5.41%
	School Attendance and Places	-9.84%
<b>Customer Services</b>		<b>-11.15%</b>
	Customer Services	-11.15%
<b>Regeneration and Environment</b>		<b>-4.83%</b>
	Highways, Street Lighting, Traffic and Transport	-4.75%
	Street Cleaning, Waste Services and Regulatory Services	-4.75%
	Planning, Property and Regeneration	-7.70%

## OVERVIEW &amp; SCRUTINY COMMITTEE BUDGET MEETING - 31.1.2019

**MINUTES OF THE MEETING OF THE OVERVIEW & SCRUTINY COMMITTEE  
BUDGET MEETING  
HELD ON THURSDAY, 31 JANUARY 2019**

**COUNCILLORS:** OSC Committee Members:  
**PRESENT** Derek Levy (Chair), Gina Needs (Vice-Chair), Tolga Aramaz, Susan Erbil, Edward Smith, Anne Brown, Lee David-Sanders

Cabinet Members: Nesil Caliskan (Leader of the Council), Daniel Anderson, Alev Cazimoglu, Guney Dogan, Dino Lemonides, Mary Maguire, Ahmet Oykener.

**OFFICERS:** Ian Davis (Chief Executive), Sarah Cary (Executive Director Place), Tony Theodoulou (Executive Director People), Fay Hammond (Director of Finance), Jeremy Chambers (Director of Law & Governance), Matt Bowmer (Interim Director of Finance), Doug Wilkinson (Director of Environment & Operational Services), Bindi Nagra (Director of Adult Social Care), Nicky Fiedler (Commercial Director), Stuart Lines (Public Health Director), Jon Sharkey (Head of Service Waste, Recycling, Fleet), Ilhan Basharan (Consultation & Resident Services Team Manager), Debbie Campbell (Waste Services) Susan O'Connell (Scrutiny Officer), Elaine Huckell (Scrutiny Secretary).

**Also Attending:** Councillors Joanne Laban (Leader of the Opposition), Hass Yusuf, Lindsay Rawlings, Dinah Barry and Rick Jewell.

**937**

**WELCOME & APOLOGIES**

Councillor Levy welcomed all attendees to the meeting. Apologies for absence had been received from Councillors Huseyin Akpinar, Yasemin Brett and Nneka Keazor, also from Co-optees Simon Goulden and Tony Murphy. It was noted that Councillor Anne Brown was substituting for Councillor Akpinar.

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**DECLARATIONS OF INTEREST**

Councillor Erbil checked her position with the monitoring officer and declared a non-pecuniary interest as she is a cousin of Councillor Dogan, Cabinet Member for Environment.

**OVERVIEW & SCRUTINY COMMITTEE BUDGET MEETING - 31.1.2019**

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**LONDON BOROUGH OF ENFIELD BUDGET CONSULTATION 2019/20**

The Chair outlined the structure and process for the update and budget consultation.

Councillor Maguire introduced this item and spoke of the need to set a realistic, sustainable and achievable budget in the context of the need for continuing savings to be made. She said savings for this year had been identified in four tranches and this was the final tranche. Member sessions had been introduced which were designed to challenge and interrogate the savings predicted.

She confirmed that Enfield was not alone in the country in finding further cuts challenging and stressed the need to be careful to protect the most vulnerable.

Fay Hammond, Director of Finance, gave a presentation.

She spoke of the reasons why it was necessary to have a resilient budget-

- to ensure we set a realistic budget and learn reduce the risks which have led to S114 notices being issued in other councils such as Northamptonshire CC. It is therefore important that we do not have an over reliance on capital receipts.
- that council's ambitious savings and income generation budget proposals have not always been fully realised
- the 2020/21 funding review of all local authority funding is uncertain, and the quantum of funding will not be known until late in 2019.
- under the CIPFA Financial Resilience Index, it is important that we ensure that Enfield reputation for good financial is upheld.
- If we were to take no action, we would have no reserves by March 2020.

The other key points of the presentation were as follows:

- The Budget as at December 2018 shows a reduction in grant and baseline rates of over £6m.
- An additional £1m has been invested in Children's Services.
- For the past 3 to 4 years there has been an overspend on transport for children with SEN (Special Educational Needs), this is an example of where we are now recognising this cost pressure in the budget.
- Additional funding received for social care and Better Care Fund of approx. £6.6m.
- The proposals to balance the budget gap include efficiency savings, income generation, prevention of cost pressures and technical/recharging savings.
- There was a budget gap at December 2018 of £6m.

## OVERVIEW & SCRUTINY COMMITTEE BUDGET MEETING - 31.1.2019

- A summary of 2019/20 savings and income generation was given. 'Place' department have been a key contributor to the savings proposals for 2019-20.
- Draft settlement was announced 14 December 2018. The budget consultation and waste consultation ended 7 January 2019. Final settlement and London Council Business Rate Pool update is expected which would give more certainty over Business Rates.
- At December 2018 there appears to be a £10.2m gap for 2020-21 this assumes no Adult Social Care precept and 1.99% council tax. However, there is uncertainty regarding funding review. Themes are already under consideration for 2020-21 for future budget savings.
- The Medium- Term Financial Plan (MTFP) covers planned council expenditure over the next four years and is to be agreed by Cabinet and Council during February 2019. There is a need to have a ten- year MTFP to look at our long- term cost pressures. Also, a ten- year capital programme to include Meridian Water model.
- Reserves summary shows Enfield has unallocated reserves balances of 6.3% of net budget requirement (London average is 8.7%) Enfield is in a 'median' position compared to other Local Authorities for this year. The General Fund reserves include sums allocated for various funds.

Councillor Maguire spoke of the necessity to keep adequate reserves for reasons of security and to mitigate against risks and uncertainties for the future, for example around Brexit.

### Questions and comments raised

Q. Is the reason why all efforts had been made to build resilience into this budget because of the number of unknowns?

A. Yes, we are in a particular period of uncertainty with the imminent funding review and therefore ensuring a resilient budget including maintaining adequate reserves is imperative.

Councillor Caliskan said financial resilience was essential. Other Councils who had in recent times experienced financial difficulties were those that had made poor decisions over a period of time. In contrast, Enfield council's use of reserves were appropriate and sensible. Our investment in Children's services for 2018 -19 and beyond was key.

### Budget Consultation

Ilhan Basharan (Consultation & Resident Services Team Manager) gave a presentation on the Budget Consultation and the following was highlighted:

- The Consultation period was from 26 October 2018 to 8 January 2019. It was available on line and included easy read questionnaires.
- It asked people to consider their priorities for the protection or reduction of services. It also asked if they had any suggestions for increasing income and gave an on-line budget simulator. The budget simulator demonstrates the impact of changes to budgets.



**OVERVIEW & SCRUTINY COMMITTEE BUDGET MEETING - 31.1.2019**

- Extensive communication was carried out with adverts in the press and posters/ leaflets.
- There were 388 responses given. Of those that answered 148 were male - and 183 female,.210 were white and 94- BME with 21 given as other. From West Enfield -263 and Eastern Enfield -84
- Findings for the protection of resources given-  
Street cleansing, waste services and regulatory services (total-47%) - 46%=Western Enfield and 49%=Eastern Enfield  
Leisure, culture, libraries, parks and open spaces (total-47%) – 45%=Western Enfield and 38%=Eastern Enfield  
Highways, Street Lighting, Traffic and Transport (total- 40%) – 39% = Western Enfield and 43%=Eastern Enfield
- Findings for reduction of resources – Customer Services (37%), Leisure Culture etc (25%), Grants to Voluntary and Community Sector, and payments to Carers (25%) and Independence and wellbeing (24%).
- Suggestions for increasing income included – increase council tax for wealthy (28), increase fines for fly-tipping/ making bulky collections free (18), stop spending money on cycle lanes (17) reduce Enfield council top management salaries and Councillors (15) and increase parking charges and fines (15)

Questions and comments raised

Councillor Levy thought findings from the consultation was surprising in that people's priorities appear to show more concern about street cleaning and waste services for the borough than for Adult and Children's services.

Councillor Maguire thought the consultation response was disappointing, she thought some of the responses given appear to be contradictory for example around independence and wellbeing. She thought people may not be fully aware of what 'Customer services' cover and wondered if the questionnaire needed to be more explicit. She said it is clear, that people want clean streets and spoke of the need to consider carefully the money available and our manifesto promises to deliver this.

Councillor Caliskan wondered if the service users, for example those that use John Wilkes House, would have responded to the consultation.

Councillor Levy was disappointed that there were no members of the public at the meeting. He mentioned that the consultation on 'Potential Waste Services Changes' (Item 5 on the agenda) had received a much larger response, he wondered if we could learn from this.

Q. Councillor Aramaz referred to cuts in funding and asked if we could withstand further cutbacks next year should this be necessary.

A. We are currently anticipating a budget gap in the region of £10m in 2020 onwards. We will need to look at long term reductions in the budget such as how we can reduce our underlying budget pressures in areas such as temporary accommodation.

**OVERVIEW & SCRUTINY COMMITTEE BUDGET MEETING - 31.1.2019**

Q. Councillor David Sanders referred to Appendix 1 of the report regarding previous years overspends and asked how confidence can be given that this would not be a problem next year. Also looking at Savings and Income Generation proposals how have these been modelled.

A. Fay Hammond said officers have looked at the top key 10 areas of overspend with an aim to reduce risk for 2019/20 she said we would continue to work with officers around this to reduce pressures. Councillor Maguire referred to work carried out by officers in scrutinizing and interrogating figures to see if savings can be achieved to ensure a rigorous budget.

Q. Councillor Smith said it would appear that this is a 'steady as you go budget' the only growth is in respect of Children's Services?

A This is to ensure the budget is robust. Children's services funding is for 18 front line social workers.

Councillor Smith referred to the Meridian Water project and Fay Hammond said details on this would be going to Cabinet in the summer. Details re capitalising this project and figures re interest charges on it would be sent to Cllr Smith for information. **Action** Fay Hammond.

In response to Councillor Smith's remark that this was a 'steady as you go' budget, Councillor Caliskan said the council was being forced to save £18m. She thought it was right that money had been used to support Children's Services, and that we are investing HRA money to support housing for those in most need.

Councillor Aramaz said that the report did not show assumptions or analysis. It would be helpful if impact assessment both positive and negative had been included in the report. He suggested that this could be included in future years reports. Fay Hammond explained the impact of financial risks around children's and adults services for the wider council, for example a 5% overspend in People Services equates to 10% of Place. if, for example, there was a sudden change in this demographic.

Councillor Cazimoglu said we needed to be mindful of the moral obligation we have, to look after those that are vulnerable.

Councillor Maguire referred to the sessions held looking at impact assessments for each service. She said we shall look to see if figures/ tables can be provided as suggested by Councillor Aramaz.

Savings and Income Generation Proposals for 2019/20 were included in Appendix 1 of the report and rigour and due diligence had been put into this, looking at how we can meet our needs and make use of our companies to enable this to happen.

Councillor Caliskan referred to this being the 10<sup>th</sup> year of cutbacks for local authorities and spoke of the impact this is having on people. She said we can see an increase in homelessness in the country however the cumulative effects are harder to measure.

**OVERVIEW & SCRUTINY COMMITTEE BUDGET MEETING - 31.1.2019**

Q. Councillor Anne Brown asked if there was the potential for us to borrow at preferential rates to cover for shortfalls.

A: Fay Hammond said it was not legal for us to borrow money to fund our day to day operational budgets. We can only borrow for capital purposes such as to build assets. We can use capital assets to generate income, but we must ensure that there is a business case for this. Fay Hammond will forward details of the legal directive on this to Cllr Brown. **Action:** Fay Hammond

Q; Councillor Smith questioned the figure of £150k given for energy saving initiatives.

A: Fay Hammond thought this referred to a one-off use of grant which was unallocated related to the re-fit programme. We purchase our energy from Kent County Council who procure on behalf of most local authorities to keep prices as low as possible.

With reference to the consultation exercise it was commented that many people do not realise that a large proportion of the council's funding goes on Adult social services. It was suggested that this might be more clearly shown in any future consultation. A suggestion was also made that it might be useful for the consultation to be presented at Ward Forums in future.

Ilhan Basharan said he agreed that the response rate to the consultation was low and we needed to look at how to stimulate engagement with people. However, he said in the past when more extensive engagement was carried out there were still low participation rates.

Councillor Laban referred to the participation of the Enfield Youth Parliament (EYP) members and wondered if they had been involved in the consultation exercise. She also referred to an item under the 'Savings and Income Generation Proposals' for the additional income from sales of mausolea and vaulted graves and said money for this project needed to be delivered. Doug Wilkinson gave assurances that building works would be rigorously project managed.

Councillor Rawlings commented on the Parking strategy which refers to a review of the parking strategy to be undertaken across the borough and council owned car parks. She asked what the parking figures were for this year, Doug Wilkinson said he would provide this information separately. **Action: Doug Wilkinson**

Councillor Barry mentioned that a member of the public had commented that residents should not be asked to comment about savings because councillors are elected to make these decisions.

Councillor Maguire confirmed that briefing notes had been prepared for Councillors to use at their ward forums. She informed the committee that, along with the Leader, she had presented a briefing of the budget, followed by Q&A sessions, to both the Youth Parliament and the Over 50s Forum. The finance team had attended the Voluntary Sector Strategy Group, Health and

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Well-being Board and Deaf Projects. However, it was felt that there were too many ward forums to expect officers to attend each one. Councillor Maguire confirmed that we borrow money only to invest in capital or transformation projects. In terms of the consultation questions, she thought we might need to give some extra explanation in the future.

Councillor Levy referred to some Local Authorities using the OSC function for scrutinizing the budget and engagement with the public throughout the year. He said some councils specifically Merton, base their entire OSC function around finances, budgeting and public accounts because finance underpins all activities in the Council. He had previously stated that Enfield might want to entertain a standing financial scrutiny panel to enable more regular analysis of the budget and budget process, and potentially to seek more engagement with the public, throughout the year. . It was confirmed that the budget details had been done in tranches this year, and details included in Cabinet reports.

Councillor Anderson said budget consultations in the past had higher response rates. He noted that there were no press here, at the meeting and no members of the public, he thought we needed to reflect on why there were so few responses to the consultation.

Councillor Lee Sanders referred to the property strategy for next year which he thought might impact on this year's budget.

Councillor Oykener referred to income regeneration and the Property Strategy & Asset Management Strategy and spoke of the creation of companies which has helped to reduce costs. We are looking at some buildings where leases are now coming to an end, to make possible savings. We need to continue to be innovative as a way of making income.

In answer to a question from Cllr Smith it was confirmed that any possible savings from the Asset Strategy has not been incorporated in these budget savings.

It was **NOTED** that the Minutes of the Overview and Scrutiny Committee Budget Meeting would form the Scrutiny response to the Budget Consultation 2019/20 and would be included in the budget papers presented to Cabinet on 13 February 2019.

Many Members left at this point. OSC Members and Councillor Dogan remained to discuss the other items on the agenda.

**940**

**MINUTES OF MEETINGS HELD ON 7TH, 14TH AND 19TH NOVEMBER 2018**

The minutes of the meetings held on the 7 November 2018, 14 November 2018 and 19 November 2018 were **AGREED**.

## OVERVIEW &amp; SCRUTINY COMMITTEE BUDGET MEETING - 31.1.2019

941

**POTENTIAL CHANGES TO WASTE SERVICES**

Councillor Levy introduced this item and mentioned that a report will be presented to Cabinet on 13 February 2019, on Potential Changes to Waste and Recycling Collections.

Doug Wilkinson, Director of Environment & Operational Services gave a presentation on the results of the feedback from the Consultation on the Waste Collection and Recycling service.

He said the Overview and Scrutiny Committee on 23 October 2018 had put forward suggestions/ comments in response to the Call-in on this consultation. Doug said they had taken on board feedback from the OSC meeting and spoke of the drivers for change to the service including:

- The target for council-wide savings and income generation for 2019/20 was £18m with a further £12m for 2020/21.
- Futureproofing – planning to meet the Mayor’s London Environment Strategy for local authorities which includes the need to recycle 50% by 2025, and a requirement for separate food waste collection.
- Waste disposal and recycling treatment costs to increase
- Making the service better by the introduction of additional weekly collections for separate food waste, to increase recycling rates, possible potential to reinvest into street cleansing and fly tipping service
- The funding from DCLG to retain weekly collections has now ceased.

Councillor Levy referred to one of the suggestions put forward by OSC in October that the document should reflect pros and cons of options from a user’s point of view. Doug Wilkinson stated that in the consultation we had provided the public with information that was known at the time.

The following points were highlighted:

- The DCLG funding ends this year, so the incentive for weekly collections has gone
- The consultation ran for 10 weeks from 29 October 2018 to 6 January 2019. A total of 5,602 responses received which represents 5.5% of kerbside properties. The feedback from residents is to help inform any changes and to help in the design of any new service.
- The consultation was available on-line and hard copies were also available at libraries. Assistance was made available to complete details at all libraries, Civic Centre and John Wilkes House. Background information was provided and there was proactive monitoring of responses to ensure it was available to all.
- There was face to face engagement and the local press was used including ethnic press. Posters went out and a digital campaign ensured different mediums were changed for social media to maintain

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interest. Also, street surveys/ targeted digital campaign, to increase responses in hard to reach areas.

- A negative response was expected to any of the proposals as people tend to be resistant to change, however the negative comments were useful as these provided an opportunity to address these issues.

Findings from the consultation including:

- Highest responses were from EN1 and EN2 postcode areas.
- Highest responses from British group (63%), higher than borough profile of 42%
- Lowest responses from age group of 18 29 years old, highest responses from 60 years plus.
- 89% of responses were those living in houses, 6% of responses were from those living in flats.
- 97% of residents thought recycling was important and 63.5% recycled all or most of their food waste.
- 25% thought it was reasonable to charge for garden waste collection or were not sure. Noted that garden waste collection is not a statutory service.
- 66% of residents thought weekly food collections would have a positive impact or no impact on their household.
- 42% of residents thought fortnightly dry recycling collections would have a positive or no impact on their household.
- 28% of residents thought charging for fortnightly garden collections would have a positive or no impact on their household.
- The highest response to proposals was to keep the current system (46%). Followed by response rates for Proposal 1 and Proposal 2. Proposal 1 (31%) – for weekly collections for refuse, dry recycling and food and included a charge for fortnightly garden collection service. Proposal 2 (31.5%) – for weekly refuse, fortnightly dry recycling and free fortnightly mixed food and garden waste.

The next step will be to analyse data, prepare a draft report and put forward recommendations to Cabinet on 13 February 2019.

The following comments and questions were raised:

- Q. Councillor Smith said findings from the consultation showed that 46% of responses would prefer to keep the current system, will any notice be taken of this or will savings be steamrolled through?  
A. Responses to the consultation would be considered as part of the decisions to be made but from the beginning it had been noted that budget savings needed to be made.
- Q: Councillor Smith asked about the Mayor's London Environment Strategy (regarding the need for a separate food waste). Is this mandatory?

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A: Jeremy Chambers answered that during the time of the consultation the Mayor's Strategy is a draft strategy and is not mandatory i.e it is not legally binding.

- Confirmed that street surveys were undertaken in N9, N18 and EN3 areas.
- Future decision would be made at Cabinet on 13 February 2019. It would be important to look carefully at the roll-out programme for changes to the service.
- Communication is key and costs for these are to be included in options.
- Councillor Needs was pleased that comments made by OSC had been considered, including the insertion of a box for residents to include their views and that communications for the east side of the borough had been pursued.
- Councillor Aramaz noted that there appeared to be a lack of involvement of Turkish speakers in the community. He offered his services to help with this in future, if necessary.
- Councillor Laban mentioned that if the Cabinet were to make a decision that was not attuned to the Mayor's London Environment Strategy then there would be a potential conflict, for the future.

**942**

**DATES OF FUTURE MEETINGS**

Provisional Call-Ins -12 March 2019, 26 March 2019, 11 April 2019

Business meetings – 12 February 2019 and 3 April 2019

Councillor Levy thanked everyone for attending the meeting.

Savings and Income Generation Proposals	2019/20	2020/21	2021/22	2022/23	Total
	£000	£000	£000	£000	£000
<b>Chief Executive's Department Savings</b>					
<b>Internal Audit</b> The proposal is based on changing the current Internal Audit arrangements and moving to a shared management function with a neighbouring borough (£50k). A further £42k saving will be achieved by replacing a bought in service with in-house provision.	(92)	0	0	0	(92)
<b>Legal Team</b> This saving is based on recharges made for internal legal support to the Housing Revenue Account and capital projects.	(200)	0	0	0	(200)
<b>Communications</b> This saving is based on changing the Council newsletter (Our Enfield) to a digital newsletter and increasing the frequency and the reach of the e-newsletters as well as stepping up our social media activity.	(80)	0	0	0	(80)
<b>Communications</b> This saving is based on stopping producing and distributing two editions of the Enjoy Enfield place marketing publication and changing two editions of the Enjoy Enfield marketing publication to a digital newsletter.	(100)	0	0	0	(100)
<b>Communications: Meridian Water media and marketing support</b> A dedicated Meridian Water communications officer will be recruited. There is potential to fill this post with one of the existing marketing officers with a recharge to the project. Additional communications support for Meridian Water in line with the project reduces costs spent on external agencies, with a recharge to the project.	(84)	0	0	0	(84)
<b>Voluntary and Community Sector Commissioning</b> The Council will continue to support existing commitments with the voluntary sector. The saving is due to making a minor reduction in one grant, and funding some other grant streams from the Community Capacity Building reserve.	(200)	0	0	0	(200)
<b>Review of Recharges to HRA</b> A review of the methodology for calculating recharges for support services to the HRA has been carried out and results in a revised charge.	(47)	0	0	0	(47)
<b>Total Chief Executive's Department Savings</b>	<b>(803)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(803)</b>
<b>Chief Executive Department Total Savings and Income</b>	<b>(803)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(803)</b>
<b>Corporate Services Savings</b>					
<b>Corporate Budgets</b> This is based on reducing the budget for interest charges. The budget may need to increase in future years.	(1,200)	0	0	0	(1,200)
<b>Corporate Budgets</b> A review of interest forecasts has identified further capacity to reduce interest payment budgets. The budget may need to increase in future years. (Additional Phase 4 Saving Proposal)	(1,744)	0	0	0	(1,744)
<b>Total Corporate Services Savings</b>	<b>(2,944)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(2,944)</b>
<b>Corporate Services Total Savings and Income</b>	<b>(2,944)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(2,944)</b>
<b>People Department - Adult Social Care Savings</b>					
<b>Reardon Court - Extra Care</b> This is a proposal to develop housing with support on the Reardon Court site to reduce residential placements and provide more intensive community support.	0	0	(113)	(377)	(490)
<b>Direct Payments</b> The transfer of Direct Payment users from bank accounts to e-cards supports more efficient use of funding.	(50)	0	0	0	(50)
<b>Healthcare Reviews</b> This proposal involves the identification of appropriate funding streams to meet the needs of service users with complex health and social care support needs.	(50)	0	0	0	(50)
<b>Assistive Technology</b> This is based on an increased use of assistive technologies as part of a wider community support offer to support independent living.	(50)	0	0	0	(50)
<b>Reduction in Placements from Hospital</b> This saving is based on a reduction of five placements.	(37)	0	0	0	(37)
<b>Contract Management</b> This is the management of annual contract uplift arrangements to service providers.	(450)	0	0	0	(450)
<b>Physical Disability Clients</b> The provision of appropriately adapted accommodation with support for younger disabled clients in residential care to reduce more expensive less appropriate placements.	(105)	0	0	0	(105)
<b>Voluntary and Community Sector</b> This saving will come from a reduction in funding provided to the voluntary and community sector.	(100)	0	0	0	(100)



<b>Savings and Income Generation Proposals</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2021/22</b>	<b>2022/23</b>	<b>Total</b>
	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>
<b>People Department - Children's Services Savings</b>					
<b>Staffing Underspend</b> This reflects overprovision of budget which is no longer needed.	(16)	0	0	0	(16)
<b>Looked After Children</b> This is based on reducing expenditure in the core budget but increasing the provision via grant funding streams.	(75)	0	0	0	(75)
<b>People Department - Early Intervention and Partnerships Savings</b>					
<b>Children's Services</b> This is based on reducing the number of operational support managers and staff.	(50)	0	0	0	(50)
<b>CCTV</b> This saving is achieved by using capital funding to purchase equipment.	(400)	0	0	0	(400)
<b>Youth Offending Unit</b> This is a proposal to reduce the use of sessional workers and running costs in the Youth Offending Unit.	(20)	(20)	0	0	(40)
<b>People Department - Public Health Savings</b>					
<b>Public Health</b> Savings realised from contract renegotiation and redesign of preventative services will be used as substitute funding in areas and activities of the Council that support improved achievement of public health outcomes across the wider determinants of health.	(1,850)	937	0	0	(913)
<b>Total People Department Savings</b>	<b>(3,253)</b>	<b>917</b>	<b>(113)</b>	<b>(377)</b>	<b>(2,826)</b>
<b>People Department Income Generation</b>					
<b>Increased Income from Fees and Charges</b> This is additional income due to pensions and attendance allowance increases which flow into the assessment of how much clients should contribute to care packages.	(150)	0	0	0	(150)
<b>Total People Department Income Generation</b>	<b>(150)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(150)</b>
<b>People Department Total Savings and Income</b>	<b>(3,403)</b>	<b>917</b>	<b>(113)</b>	<b>(377)</b>	<b>(2,976)</b>
<b>Place Department Savings</b>					
<b>Remodelling Regulatory Services</b> An operational re-organisation of Regulatory Services will be developed on a risk based model with resources targeted to minimise the impact.	(250)	0	0	0	(250)
<b>Parks - Remodelling the Service</b> This proposal involves remodelling the parks and grounds maintenance service.	(100)	0	0	0	(100)
<b>Traffic and Transportation</b> This proposal relates to a restructuring in Traffic and Transportation, which could impact on time to progress applications and capacity to bid for external funding although mitigating measures will be put in place.	(45)	0	0	0	(45)
<b>Planning Policy</b> This is a reduction in the Local Plan Consultancy budget.	(50)	0	0	0	(50)
<b>Temporary Accommodation Reduction Strategy</b> This covers a range of work streams: use of decants, large scale buy and lease back, portfolio shaping of supply, matching supply and demand, moving on, increasing private sector leasing/ private leased annexe.	(1,132)	(780)	(711)	0	(2,623)
<b>Capital Charges</b> Capitalisation of the Urban Design Team's staff time on the Meridian Water project.	(24)	0	0	0	(24)
<b>Highways - Street Lighting</b> An invest to save business case is being developed; it is estimated that full year savings of £0.5m can be achieved following capital investment in LED lighting.	(250)	(250)	0	0	(500)
<b>Decants</b> Use of HRA decants on Estate Regeneration Sites for TA tenants generates a saving and additional income to the General Fund.	(975)	0	0	0	(975)
<b>Review of Recharges to HRA</b> A review of the methodology for calculating recharges for support services to the HRA has been carried out and results in a revised charge.	(46)	0	0	0	(46)
<b>School Crossing Patrols</b> Building on the works already undertaken in the borough for safer streets, quieter neighbourhoods and 20mph speed zones, it is considered that the remaining 11 school crossing patrols can be withdrawn (Additional Phase 4 Saving Proposal)	(34)	(34)	0	0	(68)
<b>Total Place Department Savings</b>	<b>(2,906)</b>	<b>(1,064)</b>	<b>(711)</b>	<b>0</b>	<b>(4,681)</b>

Savings and Income Generation Proposals	2019/20	2020/21	2021/22	2022/23	Total
	£000	£000	£000	£000	£000
<b>Place Department Income Generation</b>					
<b>Growth of the Pest Control Service</b> The customer base will be increased to achieve a higher income target.	(25)	0	0	0	(25)
<b>Growth of the Commercial Waste Services</b> The proposal is to increase the customer base and income target for operations.	(50)	0	0	0	(50)
<b>Edmonton Cemetery Expansion and Other Cemetery Income</b> This relates to additional income from sales of mausolea and vaulted graves. 2019/20 figure includes £50k income from other cemetery sites.	(354)	(6)	(6)	(6)	(372)
<b>Additional Recharge Income</b> This relates to Traffic and Transportation income generation from recharges to capital.	(25)	0	0	25	0
<b>Highways</b> This is additional income generation from recharges to capital and other external and internal funded projects.	(50)	0	0	0	(50)
<b>Parking Strategy</b> There will be a review of the parking strategy across borough and council owned car parks, e.g. introduce parking charges to car parks in parks such as Trent Park and others to be identified.	(50)	0	0	0	(50)
<b>Cemeteries Mausoleum and Vaulted Graves Sales</b> This is additional income from Southgate Cemetery. This proposal requires additional capital investment of £1.1m, which has been added to add to the capital programme.	(338)	(390)	(60)	(31)	(819)
<b>Parks Assets Income</b> This proposal relates to marketing of empty and end of lease assets within the Borough's parks portfolio to generate income, reduce the maintenance burden and improve social benefits derived from the properties.	(60)	0	0	0	(60)
<b>Meridian Water Meanwhile Use</b> This involves using income generated by Meridian Water meanwhile use to support the General Fund.	(1,190)	1,190	0	0	0
<b>Filming</b> This is based on achieving additional income from filming on council sites.	(40)	0	0	0	(40)
<b>Building Control Income</b> Growing market share through service improvements and marketing.	0	(50)	0	0	(50)
<b>Market Rentals for Council Properties</b> A number of Council Properties are let to organisations at less than market rental. This proposal involves moving leases towards market rentals.	0	(50)	(50)	(50)	(150)
<b>Total Place Department Income Generation</b>	<b>(2,182)</b>	<b>694</b>	<b>(116)</b>	<b>(62)</b>	<b>(1,666)</b>
<b>Place Department Total Savings and Income</b>	<b>(5,088)</b>	<b>(370)</b>	<b>(827)</b>	<b>(62)</b>	<b>(6,347)</b>
<b>Resources Department Savings</b>					
<b>Increase Finance Recharges</b> This is based on allocating management costs to the Pension Fund.	(10)	0	0	0	(10)
<b>Payments Programme</b> A new system will allow efficiencies to be made in Exchequer and wider council administrative functions.	0	(200)	(200)	0	(400)
<b>Operational Support Team</b> This saving follows a restructure and decentralisation of the operational support team.	(120)	0	0	0	(120)
<b>Energy</b> This saving will be achieved through various energy saving initiatives.	(150)	150	0	0	0
<b>Customer Services/Access Centres</b> This reflects the increased level of support in recharges to the HRA.	(162)	0	0	0	(162)
<b>Review of Recharges to HRA</b> A review of the methodology for calculating recharges for support services to the HRA has been carried out and results in a revised charge.	(325)	0	0	0	(325)
<b>Total Resources Department Savings</b>	<b>(767)</b>	<b>(50)</b>	<b>(200)</b>	<b>0</b>	<b>(1,017)</b>
<b>Resources Department Income Generation</b>					
<b>Library Service</b> This is based on increasing the income target.	(75)	0	0	0	(75)
<b>Total Resources Department Income Generation</b>	<b>(75)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(75)</b>
<b>Resources Department Total Savings and Income</b>	<b>(842)</b>	<b>(50)</b>	<b>(200)</b>	<b>0</b>	<b>(1,092)</b>
<b>Grand Total Savings and Income Generation Proposals</b>	<b>(13,080)</b>	<b>497</b>	<b>(1,140)</b>	<b>(439)</b>	<b>(14,162)</b>

## FULL YEAR EFFECTS

## APPENDIX 2B

Full Year Effects of Prior Year Savings Decisions	2019/20	2020/21	2021/22	2022/23	Total
	£000	£000	£000	£000	£000
<b>Chief Executive's Department</b>					
Organisational Review Savings	(327)	0	0	0	(327)
<b>Total Chief Executive's Department</b>	<b>(327)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(327)</b>
<b>Corporate Services</b>					
Taxbase Growth	0	(75)	0	0	(75)
Corporate Temporary Accommodation amount reduced to compensate for reversed saving (community housing)	(500)	0	0	0	(500)
<b>Total Corporate Services</b>	<b>(500)</b>	<b>(75)</b>	<b>0</b>	<b>0</b>	<b>(575)</b>
<b>People Department - Adult Social Care</b>					
Organisational Review Savings	(250)	(157)	0	0	(407)
<b>Total People Department - Adult Social Care</b>	<b>(250)</b>	<b>(157)</b>	<b>0</b>	<b>0</b>	<b>(407)</b>
<b>People Department - Children's Services</b>					
Joint Service for Disabled Children- staffing restructure	(65)	0	0	0	(65)
Independent Reviewing efficiencies	0	(65)	0	0	(65)
Organisational Review Savings	17	0	0	0	17
<b>Total People Department - Children's Services</b>	<b>(48)</b>	<b>(65)</b>	<b>0</b>	<b>0</b>	<b>(113)</b>
<b>People Department - Early Intervention and Partnerships</b>					
Service Development Review	(37)	0	0	0	(37)
Organisational Review Savings	(209)	0	0	0	(209)
<b>Total People Department - Early Intervention and Partnerships</b>	<b>(246)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(246)</b>
<b>People Department - Education</b>					
EPS / CAMHS Service	(220)	0	0	0	(220)
Organisational Review Savings	(181)	0	0	0	(181)
<b>People Department - Education</b>	<b>(401)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(401)</b>
<b>Place Department</b>					
Management actions to contain pressure	(446)	(379)	0	0	(825)
Increase income across Regeneration and Environment	(250)	(250)	0	0	(500)
Changes to Parking Measures	(300)	0	0	0	(300)
Organisational Review Savings	(295)	(198)	0	0	(493)
<b>Total Place Department</b>	<b>(1,291)</b>	<b>(827)</b>	<b>0</b>	<b>0</b>	<b>(2,118)</b>
<b>Resources Department</b>					
Arts & Culture Business Plan - Future Years Savings by increased income	(58)	0	0	0	(58)
Efficiencies following implementation of time-saving financial software.	(50)	0	0	0	(50)
Leisure services	58	0	0	0	58
Organisational Review Savings	(258)	0	0	0	(258)
<b>Total Resources Department</b>	<b>(308)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(308)</b>
<b>Grand Total Full Year Effects</b>	<b>(3,370)</b>	<b>(1,124)</b>	<b>0</b>	<b>0</b>	<b>(4,494)</b>

## PRESSURES 2019/20 - 2022/23

## APPENDIX 3

Department	Category	Proposal Summary	2019/20	2020/21	2021/22	2022/23	Total
			£000	£000	£000	£000	£000
CEX	Unachieved Prior Year Savings	Impact of market decline on Land Charges income	230	0	0	0	230
		<b>Total CEX Pressures</b>	<b>230</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>230</b>
Corporate	Inflation	Price Inflation 1% future years	1,000	3,000	3,000	3,000	10,000
Corporate	North London Waste Authority (NLWA) Levy	NLWA levy - impact of North London Heat and Power Project	1,000	1,000	1,000	1,000	4,000
Corporate	Pay	Pay Awards and London Living Wage	3,080	1,500	1,500	2,200	8,280
Corporate	Pension	Review of Employers Pension Rates	1,000	0	0	0	1,000
Corporate	Investment in Services	Serious Youth Violence	500	0	(500)	0	0
		<b>Total Corporate Pressures</b>	<b>6,580</b>	<b>5,500</b>	<b>5,000</b>	<b>6,200</b>	<b>23,280</b>
People - ASC	Cost and Other Pressures	Safe and Connected	150	0	0	0	150
People - ASC	Cost and Other Pressures	Customer Pathway, Learning Disabilities & Mental Health	2,198	0	0	0	2,198
People - ASC	Demographic Growth	Customer Pathway, Learning Disabilities & Mental Health	3,802	3,500	2,000	2,000	11,302
People - ASC	Unachieved Prior Year Savings	Decommissioning of Housing Related Support services	250	0	0	0	250
		<b>Total People - ASC Pressures</b>	<b>6,400</b>	<b>3,500</b>	<b>2,000</b>	<b>2,000</b>	<b>13,900</b>
People - Children's	Cost and Other Pressures	Agency Fostering	342	0	0	0	342
People - Children's	Cost and Other Pressures	No Recourse to Public Funds increased demand	480	0	0	0	480
People - Children's	Cost and Other Pressures	Edge of Care Transformation Project	390	0	0	0	390
People - Children's	Demographic Growth	Homes and Hostels	202	0	0	0	202
People - Children's	Demographic Growth	Remand cases in Children's Services	225	0	0	0	225
People - Children's	Demographic Growth	Special Guardianship Orders	701	30	0	0	731
People - Children's	Demographic Growth	Semi Independent Care Placements	201	0	0	0	201
People - Children's	Demographic Growth	Additional care leaver numbers and regulatory changes	337	367	0	0	704
People - Children's	Investment in Services	18 frontline Social Workers	1,000	0	0	0	1,000
		<b>Total People - Children's Pressures</b>	<b>3,878</b>	<b>397</b>	<b>0</b>	<b>0</b>	<b>4,275</b>
People - Education	Cost and Other Pressures	SEN Transport	2,000	0	0	0	2,000
People - Education	Unachieved Prior Year Savings	Schools Traded Services income target	83	0	0	0	83
		<b>Total People - Education Pressures</b>	<b>2,083</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,083</b>
Place	Cost and Other Pressures	Facilities - Cleaning and Security costs and non deliverable income	436	0	0	0	436
Place	Cost and Other Pressures	DCLG Funding for weekly collection drops out	850	0	0	0	850
Place	Cost and Other Pressures	Street Lighting PFI Reserve	343	291	0	0	634
Place	Cost and Other Pressures	Planning Policy	103	88	0	0	191
Place	Cost and Other Pressures	Traffic and Transportation Income		0	130	0	130
Place	Cost and Other Pressures	Repairs & Maintenance of corporate buildings	200	0	0	0	200
Place	Unachieved Prior Year Savings	Whitewebbs - leasing arrangement	50	0	0	0	50
Place	Unachieved Prior Year Savings	Rental income from the Civic Centre	631	0	0	0	631
Place	Unachieved Prior Year Savings	Bunding income	992	0	0	0	992
		<b>Total Place Pressures</b>	<b>3,605</b>	<b>379</b>	<b>130</b>	<b>0</b>	<b>4,114</b>
Resources	Cost and Other Pressures	Leisure services non deliverable income	250	0	0	0	250
Resources	Cost and Other Pressures	Procurement & Commissioning (P&C) co-managed contract	1,461	0	0	0	1,461
Resources	Cost and Other Pressures	Contract Review - one off saving in 2018/19	300	0	0	0	300
Resources	Cost and Other Pressures	Financial Assessments additional demand	240	0	0	0	240
Resources	Cost and Other Pressures	Income Collection additional demand	250	0	0	0	250
Resources	Cost and Other Pressures	Income Collection non deliverable income	300	0	0	0	300
Resources	Cost and Other Pressures	ICT Restructure	600	0	0	0	600
Resources	Cost and Other Pressures	Resources Staffing Pressures	290	0	0	0	290
Resources	Unachieved Prior Year Savings	Commercialisation of IT	300	0	0	0	300
		<b>Total Resources Pressures</b>	<b>3,991</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3,991</b>
		<b>Total Gross Pressures</b>	<b>26,767</b>	<b>9,776</b>	<b>7,130</b>	<b>8,200</b>	<b>51,873</b>
People	Cost and Other Pressures	Improved Better Care Fund (assumed ongoing)	(1,839)	0	0	0	(1,839)
People	Cost and Other Pressures	One off Social Care Funding 2019/20 Drops out in 2020/21	(3,500)	3,500	0	0	0
People - Children's	Cost and Other Pressures	Edge of Care Transformation Project funded from capital receipts	(390)	0	0	0	(390)
Resources	Cost and Other Pressures	P&C co-managed contract funded from capital receipts	(1,461)	0	0	0	(1,461)
		<b>Total Net Pressures</b>	<b>19,577</b>	<b>13,276</b>	<b>7,130</b>	<b>8,200</b>	<b>48,183</b>

REVENUE BUDGET- DEPARTMENTAL CONTROL TOTALS 2019/20

APPENDIX 4

	2018/19 Original Controllable Budget	2018/19 Hierarchy Changes	2018/19 Permanent Virements	Revised Base	Full Year Effects	New Services Pressures	New Savings	Reserves & Collection Fund	Core Grants & Business Rates	2019/20 Original Controllable Budget
	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000
Chief Executive	7,153	609	1,179	8,941	(327)	230	(803)			8,042
People - Adult Social Care	65,809	3,930	2,584	72,323	(250)	6,400	(992)		(4,239)	73,242
People - Children & Families	30,821	(4)	505	31,322	(48)	3,488	(91)		(1,100)	33,571
People - Early Intervention & Partnerships	4,329	0	2,764	7,093	(246)	0	(470)			6,377
People - Education	7,489	0	204	7,692	(401)	2,083	0			9,375
People - Public Health	(2,471)	0	(30)	(2,501)	0	0	(1,850)			(4,351)
Place	17,635	7,972	2,757	28,365	(1,422)	3,605	(5,088)			25,459
Resources	52,677	(12,508)	(2,280)	37,889	(176)	2,530	(842)			39,400
<b>Total Departmental:</b>	<b>183,441</b>	<b>0</b>	<b>7,683</b>	<b>191,124</b>	<b>(2,870)</b>	<b>18,336</b>	<b>(10,136)</b>	<b>0</b>	<b>(5,339)</b>	<b>191,115</b>
<b>Corporate Items:</b>										
Levies	8,245		(23)	8,222		1,000	0			9,222
General Contingency	1,000		2,000	3,000		0	0			3,000
Contingent Items	10,585		(5,654)	4,932	(500)	5,580	0			10,012
Bad Debt Provision	791		0	791		0	0			791
Treasury Management	12,423		(4,006)	8,417		0	(2,944)			5,473
Minimum Revenue Provision	11,376		0	11,376		0	0			11,376
<b>Corporate Items:</b>	<b>44,420</b>	<b>0</b>	<b>(7,683)</b>	<b>36,737</b>	<b>(500)</b>	<b>6,580</b>	<b>(2,944)</b>	<b>0</b>	<b>0</b>	<b>39,873</b>
<b>Budget Requirement</b>	<b>227,861</b>	<b>0</b>	<b>0</b>	<b>227,861</b>	<b>(3,370)</b>	<b>24,916</b>	<b>(13,080)</b>	<b>0</b>	<b>(5,339)</b>	<b>230,988</b>
Collection Fund Surplus	(4,204)		0	(4,204)				2,890	0	(1,314)
London Business Rates Pilot Pool	0		0	0					(2,950)	(2,950)
Business Rates	(98,400)		0	(98,400)					3,790	(94,610)
Use of Reserves	0		0	0				(1,000)		(1,000)
Other Core Grants	(4,178)		0	(4,178)					375	(3,803)
<b>Totals</b>	<b>121,079</b>	<b>0</b>	<b>0</b>	<b>121,079</b>	<b>(3,370)</b>	<b>24,916</b>	<b>(13,080)</b>	<b>1,890</b>	<b>(4,124)</b>	<b>127,311</b>

## SCHOOLS BUDGET 2019/20

## APPENDIX 5A

<b>INCOME</b>	<b>£000</b>
Schools Block - 5-16 year olds	259,009
Central Services Schools Block	2,925
Early Years Block	25,410
High Needs Block	44,898
<b>TOTAL DSG</b>	<b>332,241</b>
Post 16 pupils in Spec Schls & pupils in Spec Acad/ARPs (ESFA)	1,945
<b>TOTAL RESOURCES</b>	<b>334,187</b>
<b>EXPENDITURE</b>	
<b>SCHOOLS BLOCK</b>	
Total Funding	259,009
0.5% Transfer to High Needs Block	(1,295)
LAC transfer to High Needs Block	(140)
<b>Net Funding</b>	<b>257,574</b>
Schools Delegated Formula Funding	257,274
Growth Fund-New Expansions, Ongoing Protection and Sept Adjustment	300
<b>TOTAL SCHOOLS BLOCK EXPENDITURE</b>	<b>257,574</b>
<b>CENTRAL SERVICES SCHOOLS BLOCK (CSSB)</b>	
<b>Total Funding</b>	<b>2,925</b>
Statutory Functions	2,012
Historic Commitments	913
<b>TOTAL CSSB</b>	<b>2,925</b>
<b>EARLY YEARS BLOCK</b>	
<b>Total Funding</b>	<b>25,410</b>
3 & 4 Year Allocations - PVI & Maintained	16,801
3 & 4 Year Allocations - PVI & Maintained - 30 Hours	3,216
2 Year Old Allocations - PVI & Maintained	4,126
Early Years Central Functions	1,054
Early Years Pupil Premium	140
Disability Access Fund	73
<b>TOTAL EARLY YEARS BLOCK</b>	<b>25,410</b>
<b>HIGH NEEDS BLOCK</b>	
Block Allocation	44,898
Direct funding from ESFA	1,945
<b>Total High Needs Funding</b>	<b>46,843</b>
0.5% transfer from Schools Block	1,295
LAC transfer from Schools Block	140
<b>Total Funding</b>	<b>48,278</b>
Allocations Update to be provided at next meeting	48,278
<b>TOTAL HIGH NEEDS BLOCK</b>	<b>48,278</b>
<b>TOTAL BUDGET</b>	<b>334,187</b>

## **Dedicated Schools Grant and the Schools Budget**

The Dedicated Schools Grant (DSG) is a ring-fenced grant, the majority of which is used to fund Individual Schools Budgets. In August 2017, the Government confirmed that they would continue with their proposal to implement a National Funding Formula (NFF) for the Schools and High Needs Blocks and create a Central Schools Services Block. In 2018/19 a 'soft' NFF was introduced and implemented. By implementing a 'soft' NFF in 2018/19, the funding provided to local authorities was calculated using the NFF but authorities had some local flexibility regarding the distribution of these funds. Options for the schools' funding formula ranged from continuing with the local funding formula to partly, or fully, implementing the NFF. Following a consultation process with schools, Enfield moved approximately 50% towards NFF unit rates. The Government provided £1.3bn over 2 years to support the implementation of the school funding reforms and implementation of the NFF and Enfield received an additional £7m in 2018/19 and £3m for 2019/20.

In July 2018, the DfE published information on the funding arrangements for 2019/20, together with indicative information using October 2017 census data on funding individual local authorities would receive. The DfE confirmed that they would continue with the use of a 'soft' NFF for 2019/20 and 2020/21 as they were satisfied with the progress that individual local authorities had made in moving towards the NFF.

Under Department for Education regulations, certain specific decisions relating to the distribution of the DSG funding are subject to consultation with the Schools Forum, with the Council making the final decision on the allocation of available resources taking account of any recommendations made by the Schools Forum. The draft 2019/20 School's Budget was presented to Schools Forum on 16<sup>th</sup> January 2019 for agreement of the School Block formula funding allocations prior to submission of the data to the Education, Skills Funding Agency (ESFA) by their deadline of 21<sup>st</sup> January 2019. The draft budget is detailed in Appendix 5a for approval.

Enfield's initial 2019/20 DSG settlement was announced on 18<sup>th</sup> December 2018 as £334.187m. The Early Years Block allocations for 2, 3 and 4 year olds are based on January 2018 data and will be updated during 2019/20 to reflect January 2019 census data. The DSG allocation will be adjusted during 2019/20 to reflect the January 2019 census for early years and academy recoupment. Updates will be provided to the Schools Forum as and when revised allocations are received.

There are ongoing, considerable risks in the school's budget for 2019/20, mainly due to the ongoing increase in numbers of children presenting with special educational needs. This has resulted in a brought forward DSG deficit of £1.5m and an in-year pressure in 2018/19 of £0.8m in the High Needs Block. The DfE has recently announced additional funding for local authorities to help address high needs pressures and Enfield has received additional funding of £0.89m in both 2018/19 and 2019/20 which will help to reduce the cumulative deficit and address pressures going forward. The authority is working on various

initiatives to develop additional in borough special education provision which will reduce the number of children being educated in independent out of borough provision and reduce costs.

Additional information about the individual blocks is detailed below.

## **Schools Block**

### Grant Income

- For 2019/20 the majority of funding is based on a per pupil allocation calculated on the number of pupils recorded on the October 2018 census. Separate per pupil funding rates have been introduced and for Enfield these are £4,444.11 for primary and £5,765.04 for secondary, which include small increases to the 2018/19 funding rates
- The per pupil funding increases for 2018/19 and 2019/20 were introduced to ensure a 0.5% increase per pupil overall. This was the first increase in funding levels for 5 years but is not sufficient to address the pay and inflationary pressures faced by schools during this period.
- In addition to the per pupil funding, the authority receives a block allocation to cover growth, premises and mobility factors. For 2019/20, the premises and mobility allocations will continue to be based on historic spend but for growth funding a new formulaic approach has been introduced which has resulted in a reduction of funding of £0.9m.

### Funding Allocations

- With effect from 2018/19, new funding regulations required the majority of Schools Block funding to be passported to schools via a funding formula. Funding can only be retained centrally to support the requirements of the Growth Fund.
- With the approval of Schools Forum, 0.5% of the Schools Block allocation can be transferred to the High Needs Block. For both 2018/19 and 2019/20, this transfer was agreed by the Forum to support the current arrangements for pupils with exceptional needs (special educational needs). In 2019/20, the Forum have also agreed to a transfer of £140k to the High Needs Block in respect of funding previously allocated through the formula for Looked After Children (LAC). This will enable this funding to be ringfenced and targeted to support these pupils.
- 3 formula models were considered for 2019/20 and following consultation with schools and discussion with Schools Forum, it was agreed
  - for 2019/20 – that a model that moves 100% to NFF rates for Low Prior Attainment and English as an Additional Language factors and 60% towards NFF for other factors will be implemented
  - for 2020/21 - that the NFF would be implemented if there was sufficient funding to do this.



## Central Services Schools Block

### Grant Income

- The Central Services Schools Block (CSSB) is a new block introduced as part of the new arrangements for 2018/19. The block brings together funding for the
  - retained duties element of the Education Services Grant (ESG)
  - ongoing central statutory functions
  - historic commitments
- Funding for statutory duties is allocated on a NFF per pupil basis. For Enfield, the rate is £39.57 per pupil. Funding for historical commitments is based on historic spend in 2017/18.

### Funding Allocations

- For 2019/20 there was a reduction in funding of £52k for statutory services and following a review of these services savings were identified to match the decrease in funding.
- Schools Forum agreed at their meeting in December 2018 to continue to fund the services that had been funded in previous years.

## Early Years Block

### Grant Income

- This is a per pupil allocation initially based on the January 2018 census and then updated for the January 2019 census for 3 & 4-year-old free entitlement, 30 hours provision for working parents and 2-year-old free entitlement.
- The Early Years National Funding Formula (EYNFF) was implemented with effect from 2017/18. For 2019/20, Enfield will receive £5,339 per Full Time Equivalent (FTE) pupil for 3 and 4-year olds. We are required to pass the majority of funding to providers but can hold back 5% for central early years expenditure in 2019/20.
- The 2019/20 allocation also includes an allocation to reflect the ongoing effect of the 30 hours early years initiative for working parents, which was introduced in September 2017. This allocation will also be revised to reflect the January 2019 census.
- The initial allocation for the 2-year-old free entitlement is also based on January 2018 census data at a rate of £5,377 per pupil (FTE).
- The overall Early Years Block allocation also includes funding for Early Years Pupil Premium (£140k) and Disability Access Fund (£73k).

### Funding Allocations

- 5% of funding received for 3 and 4 years olds will be retained centrally to fund central early years services. The balance of funding will be allocated to providers based on an hourly rate, deprivation allocations and an Inclusion Fund to support pupils with special educational needs.
- Funding received for 2-year olds is fully passed to providers.
- Allocations are made from the Early Years Pupil Premium and Disability Access Fund for pupils who meet specific deprivation and disability criteria.

## **High Needs Block**

### Grant Income

- A second baselining exercise was conducted by the DfE during 2017 to analyse the 2017/18 spending by block for each authority. The 2018/19 and 2019/20 allocations reflect the outcome of this exercise which has resulted in an increased basic high needs allocation for Enfield.
- The High Needs Block had been calculated via a national funding formula based 50% on proxy indicators and 50% on planned spend reported for 2018/19 plus 0.5%.
- The authority has also received an additional £1.8m funding across 2018/19 and 2019/20 from the DfE following the release of additional funding to target high needs pressures.

### Funding Allocations

- Funding will be delegated to special schools and mainstream schools for Additional Resource Provisions and pupils with exceptional needs;
- Funding for pupils in external school and college payments has been estimated based on current levels of pupils plus 10% contingency. There is a risk that these budgets will overspend during the year if current trends continue and there is limited contingency available to address this pressure;
- Funding for commissioned and central services is based on 2018/19 budgets.

## **Other Schools' Funding**

### **Pupil Premium Grant**

The Pupil Premium is allocated in addition to the DSG to enable schools to work with pupils who have been registered for free school meals (FSM) at any point in the last six years (known as 'Ever 6 FSM'). The Government has confirmed that the rates for 2019/20 will remain at 2018/19 levels i.e. £1,320 for primary FSM 'Ever 6' and £935 for secondary FSM 'Ever 6' pupils.

Looked After Children (LAC), and children who have been adopted from care, will continue to attract a higher rate of funding than children from low-income families and this will continue at the 2018/19 rate of £2,300 in 2019/20. The NFF does not include a LAC factor and this increase in pupil premium funding will help to compensate schools who previously received formula funding for LAC.

Children who have parents in the armed forces are supported through the Service Child Premium, which remains at £300 per pupil in 2019/20.

The Pupil Premium is a specific grant that the council has to passport directly on to schools, who can then decide how they will use the additional funding to achieve improved outcomes for this group of children. The latest pupil premium allocation for 2018/19 totals £12.1m but this is expected to reduce in 2019/20 due to reductions in FSM eligibility and schools who have converted to academy

status and will receive this funding direct from the Education, Skills and Funding Agency (ESFA). Allocations for 2019/20 will be based on January 2019 pupil data and will be published in June 2019.

### **Early Years Pupil Premium (EYPP)**

EYPP was introduced in 2015/16 with schools, nurseries and child-minders receiving £300 for every 3 and 4-year-old from a low-income family, to enable these children to start school on an equal footing to their peers. This is based on the 3 and 4-year olds taking up their full entitlement of 570 hours. This will continue at the same rate in 2019/20.

### **Sixth Form Funding**

The ESFA is responsible for the funding of 16-19 provision in academies, general further education colleges, sixth-form colleges and independent provision. The ESFA also distributes resources to local authorities for them to pass on to maintained schools.

In 2019/20 funding is being maintained at 2018/19 rates i.e. base rate of £4,000 for full time students aged 16-17 years (£3,300 for 18 year olds). School sixth forms will receive their 2019/20 indicative allocations by the end of January 2019 followed by final allocations in March 2019. Similarly to 2018/19 the ESFA will set a deadline in April to receive business cases where exceptional circumstances have affected their 2019/20 indicative allocation. Considerations will be given to:

- Cases where there has been a major error in the data submitted by the institution via the school census
- Cases where exceptional growth has been experienced based on a minimum threshold of 5% of students or a minimum of 50 students, whichever is lower
- other cases not covered above, reviewed individually

### **Universal Infant Free School Meals**

Funding for free school meals for infant pupils will continue in 2019/20 based on a rate of £2.30 per day.

### **Primary PE and Sport Premium**

This grant will continue in 2019/20 for schools with pupils in years 1 to 6. The funding rates are expected to continue as a lump sum of £16,000 plus £10 per pupil.

## **Summary of Budget Risks**

This Appendix sets out the main financial risks the Council faces over the period of the Medium Term Financial Plan. Risk assessment and planning will minimise risk. Risks have been categorised as:

- Corporate
- Service Specific

### **CORPORATE RISKS**

These are risks that may affect all or a number of Council services.

- **Effects of the Current Economic Climate**

Enfield Council faces a general financial risk if businesses fail in the borough, which is heightened in the current economy. This would result in a loss of rental income, which would also be incurred by businesses moving out of Council owned commercial premises, and a loss of business rates. The current economic climate risks losses of other forms of income to the Council and increased difficulty in income collection. There is also an ongoing increase in the number of residents reliant on Council services.

- **Brexit**

The Council has set up a Brexit Panel, chaired by the Deputy Leader, which first met in December 2018. This group was established to advise the council on managing its response to the UK leaving the European Union. Workstreams have been set up to research the likely impact of Brexit on council services and local residents. Any identified risks are recorded in a risk register with recommendations of mitigating actions made by the Panel to Cabinet.

Some of the main concerns identified for local government regarding Brexit include data access and storage, insurance provided by companies registered in the EU, the risk of European Parliamentary elections being required to run at short notice, and the resource implications of preparing for Brexit on both staff and finances. There is also the risk of increased community tensions and public disorder, and concerns over the complexity of the settlement scheme application process for vulnerable groups the authority has a statutory responsibility for.

As part of the Local Government Finance Settlement, £56.5m funding was announced in January 2019 to help local authorities prepare for Brexit. Of this amount, Enfield Council expects £0.2m across 2018/19 and 2019/20.

- **Spending Review 2020 and Changes to Local Government Funding**

Despite draconian cuts to government funding the four-year funding deal for the period 2019/20 to 2022/23 did provide some certainty over the period. There is considerable uncertainty about funding beyond 2020, as we enter the new SR period and a new local government finance regime. The Fair Funding Review will establish new funding baselines for local authorities in time for the start of the new 75% business rate retention scheme from 2020. Proposed changes to

the distribution formula for government funding will inevitably lead to winners and losers unless the overall funding pot is increased. The green paper on the future of Social Care funding is also still awaited, increasing uncertainty over future finances.

- **Retention of Business Rates**

With the proposed move to 75% business rates retention by 2020/21, the risk from lower yields will transfer to local government. There are safety net arrangements, but local authorities will still need to bear a share of any shortfalls. Enfield were part of the pilot London pool for business rates in 2018/19 and will be entering similar arrangements for 2019/20. There is a potential budget risk relating to business rates appeals where responsibility for significant backdated refunds fall on local authorities.

- **Litigation and Legal Actions**

All Councils face potential litigation cases and the size and range of services provided by Enfield make this a risk that should not be ignored. There are no single specific legal items to be reported but it is recommended that the Council includes some assessment for any uninsured litigation when assessing the adequacy of balances.

- **Demographic and Other Changes in the Borough**

One of the main risks to the Council's budget relates to the uncertainties surrounding demographic change. The birth rate has increased and residents are living longer, with greater levels of disability, and have greater expectations of independence, care and achievement. Assumptions have been made in the budget about the likely increases in demand for services, particularly in respect of social services clients (both adults and children).

- **New Savings included in the 2019/20 Budget**

New savings and additional income totalling £13.1m have been identified for 2019/20. Although the savings have been scrutinised and the proposals have been assessed as viable and realistic, there is still an element of risk involved in their achievement.

The risks in relation to the achievement of the savings have been taken into account in setting the level of contingencies and general balances. Monitoring the achievement of these savings will, as in previous years, form an integral part of the 2019/20 revenue monitoring process. If required, appropriate action will be taken to ensure that they are delivered, if not the first call will be a review of other savings measures to compensate for any shortfall, failing this reserves and balances will be considered until this major project is fully implemented.

- **Changes in External Factors such as Interest Rates**

Interest rates are outside the Council's control and therefore represents a continuing area of significant risk. An Interest Rate Equalisation Reserve has been in place for several years to reduce the effect of fluctuations in interest rates and this reserve will be used in a planned way to support the MTFP. Interest rates will continue to be closely monitored and planning assumptions will be updated as required. Although the low interest rate environment

especially in short term rates gives a reduced return on investment it also does allow the Council to borrow at historically low rates which has resulted in savings in interest costs over the past two years. The Council is, however, aware of the risk that interest rates may start to rise and is taking advantage of opportunities to fix into longer term low interest loans.

- **Inflation and other Cost Increases**

Staff pay represents a significant proportion of the Council's expenditure. Consequently, variations in pay levels represent a significant risk. A two year pay deal was agreed for 2018/19 and 2019/20. Estimated costs of future pay deals have been included in the MTFP. It should also be noted that the Council works in a range of labour markets, and supply and demand in London is pushing up costs in certain sectors. The mandatory living wage introduced from April 2016 has also put pressure on costs to the Council from external suppliers. In addition, in order to make savings, departments have been required to contain inflationary pressures in most areas of the Council's spending. Once again in 2019/20 departments have been asked to contain price inflation. This could be a financial risk and the revenue monitoring process for 2019/20 will be important in the early identification of these potential cost pressures.

- **Increased Costs of Waste Disposal**

Within the MTFP an additional £1m has been added each year to cover the estimated cost of the North London Heat and Power Project (NLHPP). This project will build a new Energy Recovery Facility in Edmonton, replacing the existing Energy from Waste plant at the EcoPark that has served North London for around 50 years but is coming to the end of its operational life. The estimated cost of building this new facility will significantly increase the Council's North London Waste Authority levy requirement and with all major construction projects comes with significant risks. Whilst the provision in the MTFP aims to meet these increased costs, as with all major projects there is a risk that estimated costs could rise further in the future

- **Income, including Fees and Charges**

The budget includes a number of assumptions about income levels. Although all income assumptions have been validated using the most up to date information available, there is inevitably an element of risk in the current economic climate that they might not all be achieved.

- **Future Revaluations of the Pension Fund**

The Pension Board is continuing to closely monitor the effect of the economic downturn on the fund as this may affect the future contributions required from the Council. The next Actuarial Review is due in 2019. The funding level of the pension fund has improved since the last valuation, but the final position will not be known until 31<sup>st</sup> March 2019.

- **VAT Exemption Limit**

As a Section 33 Body, the Council is allowed to recover VAT on expenditure related to its exempt supplies & services, **provided** this VAT amount does not exceed 5% of total annual VAT expenditure. This is known as the 'Partial Exemption Threshold'. Theoretically if the Council breached this threshold it

would be unable to recover VAT on any of its expenditure, but in reality there is little risk of this happening.

- **Bellwin Scheme**

The Government's Bellwin Scheme provides emergency financial assistance to local authorities. The scheme may be activated where councils incur expenditure on an emergency or disaster to

- safeguard life or property, or
- to prevent suffering or severe inconvenience, in their area or among its inhabitants.

There is no automatic entitlement to financial assistance: Ministers are empowered by Section 155 of the Local Government and Housing Act 1989 to decide whether or not to activate a scheme after considering the circumstances of each individual case.

- **Welfare Benefits and a Challenging Housing Market**

Government changes to welfare benefits are impacting on the Council's budgets as benefit levels for housing costs continue to reduce. Collection rates for rents are impacted and the challenges caused by Universal Credit (UC) are being experienced. The additional funding received for UC burdens is less than the reduction in Housing Benefit Admin Subsidy, so overall funding is reducing. There is also additional work generated dealing with UC with approximately 4,000 households in Enfield receiving it. Additional roll out of UC for certain categories is coming in. From 1st February 2019 those of Working age with 3+ children will claim UC if they have a relevant change of circumstances. Managed migration to UC was due to start July 19 but has now been deferred until 2020, to be completed by 2023.

Combining this with Enfield's challenging housing market and the demand for homelessness services, housing support and Children's Services 'no recourse to public funds' services, costs will continue to rise as a result.

## **SERVICE SPECIFIC RISKS**

Finance staff, working with staff in Departments, have assessed the risks associated with individual budgets. The most significant risks within departmental budgets are set out below:

### **Schools and Children & Families Services**

- **Demand Led Services**

There are a number of areas within the Department's services that are statutory and demand led, meaning that the service must be provided if the client meets the relevant criteria. Examples include supporting the placement of children with special education needs in independent and out of borough settings, purchasing care packages for vulnerable children, paying Special Guardianship Orders allowance, increasing numbers of pupils in primary schools and giving financial support to families with no recourse to public funds. These budgets are at risk from any change in the numbers of children requiring services. The number of referrals of children possibly at risk remains high which can lead to increases in

the number of placements needed. Children's Social Care budgets have been prepared based on known levels of activity, demographic forecasts and historical trends. However, these factors plus changes in welfare benefits, social economics, market factors and population increases will continue to pose a risk because they cannot be fully quantified at this stage, particularly in respect of services supporting homeless families and looked after children. Whilst additional resources have been included in the budget reflecting forecast demand, the following demand led areas have experienced pressures in year, that may continue in 2019/20.

- **Looked After Children**

Historically, Enfield's numbers of looked after children have been and still remain low in comparison with other local authorities. However, with a growing population in Enfield the knock-on effect is likely to result in additional children and young people being taken into council care for their protection. In the last year the numbers have remained around 350. Whilst all measures have been taken to control the costs of placements, this is not always possible due to the challenging nature and needs of the individuals which require very high cost specialist placements. There has been a significant increase in high cost placements with a number of young people being placed in secure accommodation in order to protect and prevent serious harm. In addition, the complexities of the cohort increased, and more young people are placed in specialised or highly staffed semi-independent provision.

- **Special Guardianship Orders**

The number of Special Guardianship Orders (SGO's) have been growing at a rapid pace over the last 5 years and this trend is expected to continue. SGO's offer children and young people permanency without them becoming looked after children. They are cared for by friends or family, often within the community that they know which is far preferable to them being looked after by the local authority. The significant increase in SGO's has directly contributed to maintaining the relatively low number of looked after children in Enfield in comparison to statistical neighbours and nationally.

- **No Recourse to Public Funds**

As a local authority we have a statutory responsibility under Section 17 of the Children's Act 1989 to assess and support families who have no access to benefits because of their immigration status. As a result, Enfield currently supports over 80 families. There is a continuing risk that the numbers of families we are supporting under Section 17 of the Children's Act will continue to increase especially if proposed changes to benefits for European nationals mean they lose their entitlement. The service has committed to an invest to save model, funding both a fraud officer and immigration officer to reduce the number of presentations and aid speedier Home Office decisions. Even though the work of the fraud officer and immigration officer are starting to show in reducing numbers of new cases, and some families having their final immigration status confirmed, the risk remains that demand may exceed what has been allowed for in the budget.



- **Leaving Care**

There have been changes relating to the care of 16-year olds and over which has resulted in additional budget pressures arising as local authorities are required to support children who were looked after until they are much older. This means that individual young people may choose to 'stay put' with their existing carers for a few more years rather than be moved into their own independent accommodation when they turn 18. In some circumstances this can be more expensive to the authority and it reduces the number of carers available. There is also a change in the profile of the Looked After Children population in that we are seeing a steep increase in the number of adolescents entering the care system and moving swiftly into the leaving care teams. There are potentially further pressures on this budget with changes in the Children's & Social Work Act 2017 introducing increased expectations requiring all Leaving Care clients up to 25 years of age being offered support in future. Though there has been an increase in the number of clients, the average cost per capita has been reduced to contain the overspend.

- **Staffing**

The Department's salaries budgets include a vacancy factor, which recognises the potential cost savings as a result of staff turnover. This can be difficult to achieve in certain areas where it is necessary to maintain higher staffing levels in order to deliver safe essential services, although some vacancy factors have been removed within some of the social work teams as part of the budget setting process to ease this ongoing pressure.

In addition, the area faces significant challenges in recruitment and retention of social workers. The critical vacant posts are filled with agency workers putting further pressure on the budgets. The continuing high number of referrals to the service has resulted in an increased pressure on staffing budgets and additional resources have been allocated to Children's services to address these pressures.

- **Special Educational Need (SEN) Transport**

A continuing increase in the number and complexity of SEN cases and the shortage of in-borough SEN placements has translated to increased costs as additional and more expensive means of transport are required to deliver the service. This has resulted in the recognition of an ongoing pressure by the addition of £2m to the SEN transport budget for 2019/20. Despite this the risk of increased costs remain and management actions to address this include:

- Reverse auction procurement and broadening of contractors' base to increase competition, reduce prices and improve the transport contract monitoring process.
- Review Panel for partnership working between SCS, Transport and Brokerage for robust management/challenging of new applications
- Initiatives to increase in-Borough Provisions
- Collaborative working to reduce/control costs through the Transport Steering Group comprised of SCS, Transport, Adults, P&C Hub, Brokerage and Finance.
- Introduction of personal travel budgets (cheaper alternatives) and Independence travel training

## Schools Budget - Dedicated Schools Grant (DSG)

- **School places**

The provision of school places is continually under review and the Council's Capital Programme includes funding for additional primary school places. These are and have been partly funded by central government capital grants which have reduced the call on Council resources in the short-term. The pressure for additional places has now passed to secondary schools from 2018/19 onwards and currently this increase in demand can be managed due to additional places in the borough being offered by academies. In the future, there could be a risk that the cost of providing additional places required will not be fully funded by central government grant, leaving the Council to meet any shortfall

- **Special Educational Needs (SEN)**

As the school population increases, the number of high needs learners has also increased and short and long-term provision for places is being assessed on an ongoing basis. There is a risk that this may lead to unfunded increased costs to the school's budget, as under current funding arrangements capital and revenue grant funding does not fully cover the costs of the additional places needed for children with Education, Health and Care Plans. There has been a significant increase in the number of pupils with SEN, particularly those on the autistic spectrum and with complex behavioural issues. These pupils are often placed in expensive, specialist independent provision whilst the authority works towards the development of more in house provision. With effect from 2018/19, High Needs DSG funding has been allocated on a formulaic rather than historic basis and for both 2018/19 and 2019/20 the authority has received additional high needs funding but in the short term, this additional funding will not cover the increase in costs which places a significant additional pressure on the DSG budgets overall.

- **National Fair Funding Formula**

The Government has confirmed that they are implementing a National Funding Formula (NFF) and a 'soft' NFF has been implemented for 2019/20, with the intention to moving fully to NFF unit rates with effect from 2020/21. For 2019/20 the funding provided to local authorities has been calculated using the NFF, but authorities retain some local flexibility regarding the distribution of these funds. An additional £1.3bn has been provided to support the introduction of the NFF and Enfield's share of this is £5.5m in 2018/19 and £3m in 2019/20. Whilst this increase in funding has enabled the authority to apply some protection to school funding allocation, there will be both gains and losses on an individual school basis as we move towards NFF unit rates. Cost pressures, particularly in terms of pay award and overheads, continue to increase which is an issue for all schools but particularly those who will lose under the NFF which could result in an increased number of schools being unable to set a balanced budget.

## Adult Social Care

- **Social Care Demand**

Care purchasing budgets have been prepared based on known levels of activity plus those that might reasonably be foreseen as unavoidable, based on

demographic forecasts and historical trends. There remains, however, the possibility that demand will exceed these assumptions. Enfield's older adult population (over 65s) is increasing at the rate of about 3,000 people per year (ONS). Improved healthcare means that more individuals with disabilities are living throughout adulthood and into old age. Older people are living longer but this has associated with it longer term health issues. This is driving an increased demand for services and the ability to offer appropriate and sustainable levels of support to an increasing number of people and delivering savings in 2019/20 is not without risk. There has been for some years a sustained growth in the number of adults living with a learning disability. This is forecast to continue, in particular with larger numbers of younger adults with multiple and complex needs.

- **Contractual Price**

The majority of services to local people with eligible needs are provided by the independent and voluntary sectors. In negotiating contracts with these providers, the Council seeks to strike a fair balance between a meaningful recognition of providers' costs, affordability to local taxpayers and quality of services. The Council also needs to be mindful of those areas of service provision where there is a shortage or risk of insufficient capacity to meet demand. These are factors which can push prices up and working with the market and with other authorities to increase capacity which achieves value for money remains a priority. The procurement and commissioning service is also working with providers of services to understand price structures and how the cost of services provided is broken down. Retaining skilled staff, payment for travel time, pension scheme requirements, paying a living wage and investing in new technologies as well as cost of living pressures are all factors which can push prices up. An analysis will be completed for other types of provision in order to achieve best value and deliver our duty around market sustainability as defined within the Care Act 2014. As social care is a labour-intensive service, with direct employee costs often equating to 70-80% of overall service costs, national increases in the living wage will inevitably result in further price pressures in coming years.

- **Provider Failure**

There is a risk that provider failures may occur. The Council has a duty under the Care Act to provide care and support services, however there is a possibility of interruptions to these with additional cost implications should a business fail. The Council's priority is to work with all registered care providers in the borough, to avoid the risk of business failure and to minimise the disruption and impact for service users of any such failure. The Council will focus its activity on those providers where there is assessed to be greater risk of business failure to ensure a targeted approach and efficient use of resources.

- **Pressures on the Local NHS**

Sustained increases in demand upon local NHS services, many of whom are currently overspending, often lead to both additional demand for social care and actions to contain NHS overspends that pose a risk of costs being transferred, directly or indirectly to social care, this will continue to be kept under close review.

- **Fees & Charges paid by Service Users**

Given the significant income assumptions in the budget, there is a risk that they might not be achieved in full. This is especially the case in the current economic climate, where vulnerable residents may be making difficult choices regarding basic living requirements and paying charges.

## Public Health

- **Public Health Grant**

There will be a further reduction in the Public Health Grant from Central Government of £0.4m in 2019/20. London has a significantly higher population than other parts of the country of key risk groups for sexually transmitted infections (STIs) and HIV. Local authorities are required by law to provide 'open access' sexual health services for everyone present in their area. In practice this means that people can access services anywhere, providers then bill the local authority of residence. There is a high and rising demand for sexual health services which takes up 30% of the public health budget. The new clinic at Silverpoint, which opened in February 2018 is designed to reduce the number of out of borough treatments and hence help to control costs. The nature of this risk could lead to additional pressures.

## Place Department

- **Temporary Accommodation (TA)**

There continue to be a number of factors giving rise to pressure within the TA budgets, such as increases in demand, price, changes in the way that benefits are paid, and market pressure brought about by reduced availability of affordable rented accommodation.

Work is ongoing across London to manage the prices paid for TA and to source viable alternatives for families who would otherwise be moved into temporary/nightly paid accommodation. Demand management is on-going, although it is envisaged that pressures will continue into 2019/20. However, actions have already been taken and will continue to be taken to reduce the financial impact and this is reflected in the Medium Term Financial Plan.

The expanded duties under the Homelessness Reduction Act may see an increase in housing demand in the short term, however the emerging new service models will ensure that those local people seeking help are supported to seek and accept suitable alternative accommodation, ensuring that temporary accommodation becomes a short/medium term measure and reduces revenue expenditure over time (see section under Corporate Risks).

The Council receives the Flexible Homelessness Support Grant which has been made available to deal with and prevent homelessness. This has been a three-year funding allocation, with the final year being 2019/20. There is uncertainty around whether the grant will continue into 2020/21 and if this

doesn't continue it will give rise to significant financial pressures in the TA services.

- **Empty Property Compulsory Purchase Order (CPO) programme**

The Council is liable to make 'Basic Loss payments'. Basic Loss Payments are statutory entitlements payable to former owners for interest in land, subject to certain criteria being met and up to a maximum amount. There is currently a potential exposure on one CPO case which the Council may be liable to make payments for in the future.

- **Commercial Property Portfolio**

The Council's commercial property portfolio is expected to generate gross rental income of approximately £10.6m in 2019/20. The economic uncertainty, together with current regeneration initiatives and level of disposals continues to impact adversely on income streams. A number of rent reviews and lease renewals will seek to mitigate the downturn. In addition, major income producing regeneration schemes will in the longer term increase rental growth.

- **Security of Council Premises**

Due to the heightened risk of the Council's vacant and open spaces being illegally occupied, there are potential additional costs on security to prevent illegal occupation of Council land.

- **Meridian Water**

In July 2018, Cabinet took the decision to place the Council as the master developer for Meridian Water and for the Council to lead the project on a phase by phase basis. Since then the Council started a procurement process to appoint a developer to deliver Phase 1 and an appointment is expected in summer 2019. The Council are committed to negotiating the delivery of, as a minimum, 10,000 homes and thousands of new jobs over the contract period. The new Meridian Water station will open to passengers in May 2019.

- **Strategic Planning**

Continued delay or additional evidence requirements on the Enfield Local Area Action Plan could attract additional costs. The budget allocated for the Local Plan process and evidence base may not be sufficient depending on nature and detail of responses to consultation on the current draft Local Plan. Any delay to the Local Plan process or need to do further consultation will attract additional budget pressure and continued difficulties recruiting permanent staff will require continued reliance on agency staff with associated budget pressures.

- **Development Management**

The following risks are noted for development management. Economic downturn or uncertainty could impact on income from planning fees, pre-app fees, Planning Performance Agreement fees and Building Control fees; continued difficulties recruiting permanent staff will require continued reliance on agency staff with associated budget pressures and costs associated with appeals, hearings, public inquiries over-and-above what would normally be expected.

- **Cycle Enfield**

A revised Cycle Enfield business case has been agreed by Transport for London (TfL) setting out spending proposals over the life of the programme and securing the remainder of the £30m mini-Holland investment. The business case also sets out the on-going contribution to the project from the Council's Corridors and Neighbourhoods allocation provided by TfL as part of the annual Local Implementation Plan (LIP) settlement. TfL has allocated £6.8m of mini-Holland funding to Cycle Enfield in 2019/20, in-line with expectations.

Due to the pressures on TfL's revenue budgets, the annual LIP Corridors and Neighbourhoods funding is being pegged at £63m across London in 2019/20 (and will remain at this level for the life of the Business Plan). As a consequence, the Council's Corridor and Neighbourhoods allocation for 2019/20 remains at £2.6m, as anticipated. The withdrawal by TfL of Principal Road Maintenance funding continues to impact on the delivery programme, with some works needing to be rescheduled to ensure that expenditure is contained within the available budget.

The established project governance ensures that financial risks are effectively mitigated by a range of monitoring and reporting arrangements, both internally within the Council and with TfL as the key project funder.

- **Maintenance of Reservoirs**

The authority has a statutory requirement to maintain all reservoirs within the borough. The last 10-year inspection was carried out in April 2018. No major works are required, some minor works have been identified but these are likely to cost no more than £20k.

## **Resources Department**

- **Income Generation**

There are significant income generation expectations across Leisure, IT and other traded services. There will be a risk that these are not achieved as planned due to events outside the services control e.g. economic climate.

- **IT & Transformation**

There are savings expectations from contract reviews, but these have yet to be concluded and therefore remain a risk for 2019/20. There is a risk that the annual maintenance/licence costs associated with the capital programme continue to be a financial pressure should the efficiencies anticipated to be delivered not be realisable. This could be magnified by the dual running of applications and annual licence costs not included in the budget. There is also a risk of increased costs of Contracts and Licence renewals through market pressure.

## **Council Investment in Companies**

- **energetik**

The energetik Business Plan and investment value is sensitive to the rate of build-out of new build developments. This risk is greatest at Meridian Water, where 10,000 homes will be connected to the Meridian Water Heat Network. Due to the master developer negotiations being incomplete in 2016, the funding strategy for energetik was amended to be based on two tranches. This was to allow the Meridian Water development strategy to take form and be agreed before energetik receive funding approval for Tranche 2 and commit to the bulk of their capital expenditure. This delay to commencing the build of Meridian Water has been mitigated through the following measures:

- energetik has delayed the build of its energy centre to match the delay to the first homes being connected. The first phase of Meridian Water, Meridian One, is near to completing its developer procurement phase. Assuming this continues on programme Meridian One is predicted to commence building in 2020 with the first substantive number of homes being delivered in 2022. energetik's energy centre and heat network is presently programmed to be completed towards the end of 2021 to align with this programme.
- A revised Meridian Water delivery programme based on this strategy has been developed by the Council and energetik's financial baseline has been updated based on this information.

- **Housing Gateway Ltd**

Housing Gateway Ltd (HGL) has £113m invested in property in and around Enfield. The business plan spans 50 years to align with asset life and as such, any short-term market fluctuations will not impact the 50-year business model. However, in the short-term, pressures such as loan financing, property prices and rental incomes may pose immediate risk to the model as detailed below:

- Loan financing – Enfield Council currently lends to HGL. This position places certain restrictions on both HGL and the Council. The current repayment structure places pressures on HGL's cash flow. In order to mitigate this risk, HGL has undertaken significant financial modelling to establish the cash flow pressure points and has a working capital facility to utilise as and when required. Analysis indicates the agreed working capital loan will be sufficient to mitigate the cash flow pressures. Additionally, HGL is reviewing alternative finance streams to provide longer term options.
- Property market fluctuations – HGL's portfolio is valued annually in line with audit expectations and, as such, any depreciation in local property prices may have an impact on the value of HGL's asset base. However, HGL has

reached a point of significant gearing where expected minor market fluctuations will not impact the overall model. In the long term, the market is expected to increase over 50 years and HGL's asset base will appreciate accordingly.

- Rental Income – HGL's initial business model aligned rents to Local Housing Allowance (LHA) rates, which were predicted to increase at a rate of 2% per annum. As the expected increase in rates were frozen by Central Government, HGL's income has not increased as predicted. LHA rates are due to be increased in 2020 and in the meantime HGL is analysing alternative rent models.

- **Enfield Innovations Ltd**

Enfield Innovations is part of a wider housing development strategy. It is focused on developing new, energy efficient homes to increase the supply of good quality housing. Some of the key risks are set out below, together with the ways in which these risks are being mitigated.

- Delay in practical completion – any delay in practical completion will mean an extended period where EIL incurs additional operational costs and interest charges on its loan repayment, further increasing its liabilities. It will also reduce EIL's ability to repay its loan to the Council and meet any tax obligation. In order to mitigate this, the Council are contract managing the project and are fully briefed on the interdependencies. A Cabinet report agreed the renegotiation of loan financing to ensure additional pressure is not placed on EIL if the delay does materialise.
- Deflation in the housing market – EIL requires the remaining properties held to be sold for current values in order to repay its outstanding loan commitments. EIL is closely monitoring the market and the implications on the financial model.
- Delay in sale of properties – if EIL is unable to find a buyer for its properties before practical completion, it will incur additional operational costs, interest charges on its loan repayments, and be unable to repay its loan to the Council. Similarly, if the Council do not consent to the sale of the properties to the identified purchaser, additional costs will be incurred. As mitigation against this risk, EIL has already placed all properties on the market for bulk purchase and received offers.

- **Independence & Well Being Ltd**

Independence & Well Being Limited (IWE) is a Care Quality Commission (CQC) registered service whose business activities necessitate minimum levels of compliance of 'Good' from the CQC. As a result, IWE must ensure sufficient funding to cover sickness absence and vacancies to ensure front line care delivery. Under section 18 of CQC regulations, vacancy factors



cannot be applied to these budgets, and owing to the nature of Care Delivery, enhanced hours is an additional and recurring cost to IWE due to the ongoing reality for these services.

- IWE as provider of last resource for Enfield must ensure that there is clarity on contractual arrangements including service specifications to ensure sufficient budget to facilitate delivery of services. All risk is aided with agreed terms and conditions, a full due diligence of financial implications and the approval of Shareholder and Executive Boards.
- As a Teckal Company, IWE is able to generate 20% of its revenue from external sources. The strategy to grow this revenue stream will require appropriate pricing of services to ensure there is no risk of loss of income. Clear and robust systems are currently being deployed to ensure all IWE's customers are charged appropriately and efficiently. A tracker of Teckal compliance may be a helpful performance measure as the company increases its yield from sources outside of Enfield Council.
- Service Level Agreements with Enfield is the largest expenditure for IWE's core services. The ability to have true and consistent valuation of these SLAs is essential to enable IWE to flexibly review and manage its cost base to remain competitive.

## **Earmarked Reserves Summary**

This Appendix explains the purpose of the Council's main earmarked reserves. The reserves table also shows planned movements in the balances over the period of the Medium Term Financial Plan. Comments regarding the adequacy of the reserves held are set out below while Appendix 7b summarises forecast use and commitment of the reserves.

<b>Specific Reserves</b>	
Council Development Reserve	This reserve helps support the implementation of Council initiatives, and funds various one-off projects.
Regeneration Reserve	This reserve is used for contributions towards and funding for the Council's regeneration agenda.
Vehicle & Equipment Replacement Fund	The Fund is to finance the planned programme of replacement vehicles and equipment.
General Fund Capital Reserve	This resource is available to fund new capital investment in the approved Capital Programme over the medium term. It supports the delivery of the Capital Programme set out in the Capital Strategy 2019/20 and Four Year Capital Programme Report 2019/23.
ICT Investment Fund	This reserve has in the past supported IT upgrades, new developments and implementation costs and was the principal source of funding for the corporate ICT Work Plan.
Waste Recycling Reserve	This funding is set aside for invest to save initiatives to improve waste recycling and contamination rates, which are designed to mitigate or reduce the implications of recycling and contamination costs.
European Social Fund Match Funding	This fund has not been used for several years. It is proposed to move this to the Risk Reserve.
Enfield Community Capacity Building Fund	As part of the Council's determination to actively assist and build the capacity of all of our communities in Enfield, ring-fenced funding of £1.9m was set aside for defrayment over several years to build community capacity in the Borough.
Industrial Estates Improvements	Support to the North London Chamber of Commerce, to the Enfield Business & Retailers Association; to North London Business and North London Strategic Alliance, etc. to improve the state of repairs of industrial estates in order to make them attractive for letting.
Empty Properties (New Homes Bonus)	This reserve represents Government Grant Funding for New Homes Bonus. This has been allocated to the Private Sector Housing Team to be spent on their empty properties programme to bring back empty properties into use.
New Homes Bonus	Authorities that deliver new homes are awarded a New Homes Bonus. The Council is fully committed to the delivery of more homes in the borough and continues to progress a number of major housing renewal schemes including the Alma and Ladderswood Estates.
Public Health	From April 2013, local authorities took on responsibility from the NHS, for improving the health & well-being of their local population and reducing health inequalities. The Authority was awarded ring-fenced grant in 2013/14 with specific grant

	conditions including the carry forward of underspends to future years.
<b>Reserves set aside to smooth expenditure between years and meet contingent risks</b>	
Public Finance Initiative Investment Reserve	These balances will equalise the funding available for the PFI Street Lighting project over the whole life. Holding an earmarked reserve for this purpose is considered prudent and good practice.
Insurance Fund	The internal Insurance Fund provides cover in full for tree root damage claims, burglary and "all risks" on specified equipment. The Fund also meets the cost of all claims within the external policy excesses for general building fire damage (including housing properties), motor, cash and public and employer liability claims. In addition, there is a potential liability with a former insurer of the council which would be a call on this fund.
Repair & Maintenance of Council buildings	The revenue budget includes an annual contribution to the R & M fund. The fund supports day-to-day repairs, responsive maintenance, and service contracts in respect of Council buildings. With an ageing portfolio of buildings, the risk of expensive repairs and maintenance is increasing.
Interest Equalisation Reserve	This reserve is intended to address increases in interest rates. The global economic turbulence has had significant effects on the UK economy, of which the reduction in interest rates is one of the most significant. This reserve is designed to provide some cushioning against further fluctuations.
Restructuring and Redundancy Reserve	This reserve refers to funding set aside to meet the one-off costs associated with service restructuring to achieve efficiency savings.
Repairs Fund for private sector housing leased to Council	This funding is set aside to cover the cost of repairs to PSL properties when the leases come to an end and the properties are handed back to their owners. It is "routine" business, with a low risk, and this reserve acts as a buffer to support the repairs work.
Welfare Reforms & Hardship Fund	The changes in the benefit regime increase the risk of residents being unable to pay council tax bills and additional costs relating to the new benefit administration and regulations. This reserve will be available to meet these potential pressures. In recognition of the hardship faced by working age households affected by the changes to Council Tax support, the Council established a Hardship Fund in 2013/14. The balance of this fund will be continuously rolled forward for use in future years.
Collection Fund Equalisation Reserve	This reserve was created in 2017/18 primarily in order to smooth business rates receipts during the transition to the new funding regime. Additional business rates growth income received via the London Pilot Pool will be initially held in the reserve and allocated to the general fund in the following year in accordance with budget decisions.
Minimum Revenue Provision Equalisation Reserve	Following a change in MRP policy in 2017/18 this reserve was created to smooth annual MRP requirements
<b>Other Reserves</b>	
HRA Repairs Fund and Capital Reserve	These funds represent the resources available for major repairs to the Housing stock and works to achieve the Decent Homes Standard.
Risk Reserve	Set aside as a contingency sum in order to provide financial funding over the period of the Medium Term Financial Plan for potential pressures.

MOVEMENT IN EARMARKED RESERVES 2018/19 and FUTURE USE  
FORECAST

APPENDIX 7B

RESERVE	2019/2023 Programmes					
	Balance at 31 March 2018	Estimated Net Transfers 2018/19	Forecast Balance at 31 March 2019	Revenue	Capital	Forecast Reserves as at 31 March 2023
	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s
<b>General Fund Reserves</b>						
<b>Projects / Programmes</b>						
Council Development Reserve	415	(70)	345	(280)		65
Regeneration Reserve	902	0	902		(902)	0
Vehicle and Equipment Replacement Fund	5,193	(5,193)	0	4,700		4,700
Capital Reserve - General Fund	257	(150)	107		(107)	0
ICT Investment Fund	871	0	871		(871)	0
Waste Recycling Reserve	221	(150)	71	(71)		0
European Social Fund match funding	342	(342)	0			0
Enfield Community Capacity Building Fund	566	(128)	438	(228)		210
Troubled Families	1,401	(1,401)	0			0
Industrial Estates Improvements	78	(30)	48	(48)		0
Empty Properties (New Homes Bonus 2011/12)	113	(113)	0			0
Performance reward grant receivable (LSP)	310	(30)	280	(220)		60
Residents Priority Fund	153	(87)	66	(66)		0
New Homes Bonus	1,456	(700)	756	(756)		0
Other General Fund Reserves for small projects	4,926	(2,159)	2,768	(2,156)		612
	17,206	(10,553)	6,653	876	(1,880)	5,649
<b>Risk / Smoothing reserves</b>						
PFI Investment Reserves	591	(100)	491	(300)		191
Insurance Fund	6,475	0	6,475	0		6,475
Repair & Maintenance of Council buildings	1,362	(900)	462	0		462
Interest Rate Equalisation Reserve	7,413	0	7,413	0		7,413
Restructuring and redundancy reserve	591	(591)	0	0		0
Repairs Fund for private sector housing leased to the Council	612	(90)	522	(360)		162
Risk Reserve	13,986	(3,191)	10,796	(4,000)		6,796
Welfare Reforms & Hardship Fund	2,177	(1,163)	1,014	(1,014)		0
Collection Fund Equalisation Reserve	6,000	5,120	11,120	(6,000)		5,120
Minimum Revenue Provision Equalisation Reserve	7,919	9,000	16,919	(1,197)		15,722
	47,127	8,086	55,213	(12,871)	0	42,342
<b>GENERAL FUND RESERVES</b>	64,333	(2,467)	61,866	(11,995)	(1,880)	47,991
<b>Other Ring-Fenced Reserves</b>						
Dedicated Schools Grant	(741)	101	(640)	640		0
Public Health	1,335	200	1,535	(1,535)		0
S106 Receipts	466	(243)	223	(18)		205
	1,060	58	1,118	(913)	0	205
<b>TOTAL GENERAL FUND RESERVES</b>	65,393	(2,409)	62,984	(12,908)	(1,880)	48,196
<b>Housing Revenue Account Reserves</b>						
HRA - Repairs Fund	9,405	(130)	9,275	(2,000)		
HRA - Capital Reserve	4,228	50	4,278	1,200		5,478
<b>TOTAL EARMARKED RESERVES</b>	79,026	(2,489)	76,537	(13,708)	(1,880)	53,674
<b>GENERAL FUND BALANCES</b>	14,000	0	14,000	0	0	14,000
<b>GENERAL FUND BALANCES and RESERVES</b>	79,393	(2,409)	76,984	(12,908)	(1,880)	62,196

**STATEMENT OF THE SECTION 151 OFFICER UNDER THE  
REQUIREMENTS OF SECTION 25 OF THE LOCAL GOVERNMENT ACT  
2003**

**ROBUSTNESS OF BUDGET ESTIMATES AND ADEQUACY OF THE  
RESERVES - FEBRUARY 2019**

## **1 Introduction**

The Local Government Act 2003 places a duty on the Chief Finance Officer (the Council's Section 151 Officer) to report to Council as part of the budget process on the robustness of the estimates and the adequacy of the proposed financial reserves.

Guidance on balances and reserves is provided by Local Authority Accounting Panel (LAAP) Bulletin 77 (Nov 2008) which is the basis on which the Chief Finance Officer's annual financial risk assessment has been updated in this report. The LAAP emphasises the importance of taking account of the Council's medium-term plans and forecasts of resources, and not to focus solely on short term considerations. The majority of Council services face external demand and cost pressures in future years, and in addition, the Council continues to need to transform in order to meet rising demand with fewer resources and invest in capital projects to ensure the long-term viability of Council assets.

This Appendix focuses on the robustness of estimates and the adequacy of reserves which are central to the Council's risks and uncertainties and need to be considered together.

## **2 Processes**

Budget estimates are made at a point in time and this statement about the robustness of estimates cannot give a guaranteed assurance about the budget, but, instead, gives members reasonable assurances that the budget has been based on the best available information and assumptions.

To meet the requirement on the robustness of estimates a few key processes are in place, including:

- the issuing of clear guidance to all officers involved in the preparation of budgets including the importance of proposed savings and income generation proposals to be realistic and deliverable;
- the use of budget monitoring in 2018/19 to re-align budgets with current demand where possible, and, for 2019/20 to update the Medium-Term Financial Plan (MTFP) and build in known pressures;
- development of savings and income generation proposals by savings workstreams;
- scrutiny and review via weekly meetings of the Executive Management Team (EMT) and by member budget challenge sessions of the proposed savings and their achievability;
- review of the budget by the respective Cabinet Member responsible for the budget, along with weekly meetings with the Cabinet Member for Finance and

regular meetings with the Leader to review key issues and provide ongoing direction to the process.

- the Chief Financial Officer providing advice throughout the process on robustness, including reflecting current demand and service standards (unless standards and eligibility are to be changed through a change in policy);

In addition to these arrangements, which are designed to test the budget throughout its various stage of development, reliance is placed on the Service Managers having proper arrangements in place to identify issues, project demand data, and consider value for money and efficiency. These arrangements are managed via Departmental Management Teams, drawing on monthly information in the financial monitor, performance reporting systems and the Council's risk management strategy (which in itself results in the strategic risk register being reported to and challenged by the Audit Committee on a regular basis).

### **3 Robustness of Revenue Estimates**

The 2019/20 draft budget includes £13.1m of new service savings and increased income proposals. Service and corporate pressures totalling £26.8m have been reflected in the 2019/20 budget to address demand and cost pressures as detailed in section 9.1 of the report. The savings identified to balance the 2019/20 budget have been closely scrutinised by both officers and members, and where appropriate Equality Impact Assessments (EQIAs) have been completed by departments. Savings and income generation proposals approved in the budget round will be closely monitored through 2019/20 until they are fully embedded into the Council's budget.

The risks in relation to the achievement of all savings are taken into account in setting the level of contingencies and general balances. The monitoring of the achievement of these savings, as in previous years, will form an integral part of the 2019/20 revenue monitoring process, which culminates in quarterly reporting to Cabinet. During 2018/19 the Pressures Challenge Board was established to work with budget holders and directors to identify and address pressures, including unachieved savings and income generation, and to develop action plans to ensure that savings are delivered, or pressures contained. Where no recourse was identified to manage 2018/19 pressures and unachieved savings these were built into the MTFP in 2019/20, and remaining pressures will be monitored alongside new savings in 2019/20 to ensure delivery.

In the event that management action fails to ensure delivery of savings, income generation and containment of pressures, a contingency of £3m has been retained in the Corporate Budget. Should a temporary in-year call on general fund balances be required, balances would need to be restored to at least the minimum prudent level in the following year.

#### The Treatment of Inflation and Interest Rates

Services are required to manage inflation pressures within their budgets through procurement efficiencies. A small allowance has been provided for inflation in the MTFP and this is restricted to covering unavoidable increases such as rates and utilities.

Interest rates for 2019/20 have been assumed at 0.75% for temporary investment. Most of the Council's debt is long term with fixed interest rates, with 3.0% assumed for any long term new borrowing resulting from the draft Capital Programme. The revenue financing costs for the approved Capital Programme are provided for in the draft revenue budget. Interest rate risk is mitigated by a reserve specifically set aside for this purpose.

#### The Availability of other Funds and Insurance to deal with Major Contingencies

Besides the general budget contingency of £3m, there are also General Balances of £14m and General Fund Earmarked Reserves estimated at 31<sup>st</sup> March 2019 to be £63m (Appendix 7b).

The minimum level of general balances assumes that management actions will be taken to address major issues that might arise. Should these be insufficient, general balances may have to be used temporarily and restored to at least their minimum prudent level or the optimal level through future budgets.

The Council's insurance arrangements are a balance between external insurance premiums and internal funds to "self-insure" some areas. External premiums are also managed by an excess payable by Enfield Council for claims received. Premiums and self-funds are reactive to external perceptions of the risks faced by the Council which includes both risks that are generic to all organisations and those specific to the authority.

The level of the Insurance Reserve is subject to regular actuarial reviews. At present it is judged to be reasonable, the position being that estimated outstanding liabilities are covered by the balance on the Reserve.

#### The Overall Financial Standing of the Authority

In addition to the revenue spend that the Council will incur in 2019/20, it also has a Capital Programme that requires significant borrowing in 2019/20 and future years. This is assessed as affordable based on key projects meeting revenue income stream and capital receipt targets, and for compensating decisions being made on other revenue costs and income to live within the overall affordability envelope set by the revenue budget. However, the Council has a large capital programme which will put increasing pressure on the revenue budget; this will require further reductions to services in the future in order to keep the revenue budget in balance. This risk has been recognised in the adequacy of reserves assessment and the capital programme and its funding will be kept under review to minimise borrowing requirements. Similarly, although significant elements of the borrowing costs of the capital associated with Meridian Water and other regeneration schemes are capitalised, and therefore do not affect the revenue budget, any change in the assumptions affecting these projects may require some or all of these borrowing costs to be charged to the revenue budget. Decisions on future additions to the Capital Programme and any associated borrowing requirement must be taken with reference to the latest guidance on capital financing and with regard to proportionality.

The assumed Council Tax collection rate for 2019/20 is 98.0% and is judged to be achievable. For each 1% not collected, the cost is approximately £1.5m in lost income to the Council (including GLA share). Legislation requires that any Collection Fund

deficit be corrected through the Council Tax in the next year. The Council Tax Collection Fund is forecast to be in surplus (£3m, including GLA share) at 31st March 2019. Council Tax collection levels have been adjusted to take into account the local Council Tax Support system based on actual collection since 2013/14. The 2019/20 collection estimate is projected over the life of the MTFP as achievable and will continue to be closely monitored to ensure collection estimates used are achievable.

The Government sets the business rates multiplier and the Valuation Office Agency determines rateable values and deals with appeals. The Council has made prudent estimates of business rates reliefs and collection levels based on recent experience. In 2019/20 the Council will be part of the London business rates pilot scheme for the second year and in the event that London's business rates income fell, the pool will have a "safety net" threshold of 95% of the overall baseline funding level – higher than the 92.5% threshold which existed in 2017/18, before the London Pool, reflecting the greater reliance local authorities will have on business rates. A business rate risk reserve is held for the purpose of smoothing the impact of significant changes in business rates as key funding source.

### The Authority's Track Record in Budget and Financial Management

The latest revenue monitoring forecasts a departmental overspend of £4.1m in 2018/19 (position as at December 2018). The Council will face increased pressure on its budget with continuing reductions in Government funding and will need to maintain its strict monitoring regime as part of its risk management approach to the budget. The Pressures Challenge Board was introduced in 2018/19 to provide additional rigour to monitor financial management.

The full year effect of previous decisions, demographic growth and legislative change has been identified and will continue to be identified during the budget and MTFP process.

Ultimately, financial performance relies on all budget managers actively managing their budgets and complying with financial regulations, including not committing expenditure if there is insufficient budget provision, either within individual managers' cost centres, or in the department or Council more generally. In other words, the first call on any underspend (which must be reported at the earliest opportunity) is and will continue to be the Council's overall financial position, which must be sustained in order to ensure the Council remains a going concern.

## 4 Risk

The key risks are detailed in Appendix 6 and can be summarised as follows:

- **Demographic Pressures** affecting adult and children social care and temporary accommodation provision
- **Impact of Brexit**
- **Local Government funding changes**, including fair funding review and business rates retention;
- future **legislation** creating extra burdens that are not fully funded
- Scope to make **savings** while maintaining services



- **Capital programme.** Managing the programme to meet deadlines within agreed allocations, income and capital receipt targets. See section 5 for details (below).

The budget assumptions and potential changing circumstances will require forecasts for future years to be reviewed early in each financial year leading to more detailed budgets being prepared for the next financial year and the medium term during the autumn of each financial year.

## 5 Capital Budget 2019/2023

The approved capital programme's revenue implications are incorporated in the MTFP and Risk Assessment. The Council's policy is to include the revenue cost of its Approved Capital Programme over the four-year MTFP cycle, mainly from three sources, capital receipts, grants and borrowing. New commercial schemes will increase the risk to the Council should property and financial markets not perform as expected. The Capital Strategy (2019/20) and 4 Year Capital Programme (2019/20-2022/23) report (also on this agenda) considers risk and mitigations specifically for the capital programme. In 2018-19 a Capital Board was set up to enable the strategic oversight of the prioritisation, affordability and monitoring of the Capital Programme to provide additional rigour.

The Capital Programme clearly sets out those projects where approval has already been agreed and funding fully incorporated within the MTFP. However, the report includes an additional table of indicative items where further review and evaluation should be undertaken before funding is committed and built into the MTFP. These schemes will be reviewed by officers and proposals brought forward to future Cabinet meetings for decisions on their affordability and value in the current economic climate.

The Council may consider the overall affordability of the Capital Programme in future years and may choose to "cash limit" it based on resources available for future years. In the meantime, regular programme updates are presented to Cabinet throughout the year to inform decision making and to show progress against agreed budgets. All the various major capital projects require clear business cases to be completed including a full assessment of affordability and management of risk at each major stage before they are progressed. This includes Meridian Water, the Council's major regeneration scheme.

## 6 Adequacy of the level of General Balances

Under the 2003 Act, the Secretary of State has reserve powers to set a minimum level of reserves. The most likely use of this power is where an authority is running down its reserves against the advice of their Chief Financial Officer.

Determining the appropriate levels of reserves is not a precise science or a formula e.g. a percentage of the Council's budget. It is the Council's "safety net" for unforeseen or other circumstances and must last the lifetime of the Council unless contributions are made from future years' revenue budgets. The minimum level of balances cannot be judged merely against the current risks facing the Council as these can and will change over time.

## APPENDIX 8A

Determining the appropriate levels of balances is a professional judgement based on local circumstances including the overall budget size, risks, robustness of budgets, major initiatives being undertaken, budget assumptions, other earmarked reserves and provisions, and the Council's track record in budget management.

The table below brings together the risk quantification, the current level of General Fund balances and the value of specific reserves as yet not committed and which could be available to temporarily meet unplanned costs. The summary indicates that the Council has sufficient funds available to meet one-off expenditure in the short term based on the likely cost if the risks materialised. In the longer term headroom to cover risks begins to diminish. The Council will need to monitor this position and look to increase reserves or reduce risks if possible.

<b>MTFP Risk summary (Excluding Schools &amp; HRA)</b>	<b>Likely £m</b>
Risk Evaluation 2019/20 (appendix 8(b), column 5)	9.841
Estimated General Fund Balance at 31 March 2019	(14.000)
Forecast Reserves uncommitted at 31 March 2019 (Appendix 7(b)) *	(32.269)
2018/19 latest forecast outturn	4.100
<b>MTFP Resources to risks at 31 March 2019</b>	<b>(32.328)</b>
Future risks if not addressed in 2020/21 MTFP	22.099
<b>MTFP Resources Shortfall/ (Surplus) to risks in longer term</b>	<b>(10.229)</b>

\*MRP reserve balance is excluded from this figure as it is committed outside of the MTFP period

It should be noted that the consequences of not keeping a minimum prudent level of balances can be serious. Appendix 8b identifies total risks significantly in excess of the balances and reserves shown above and whilst this scenario would never arise, in the event of a major problem or a series of events, the Council might run a serious risk of a deficit or of being forced to cut spending during the year in a damaging and arbitrary way.

Any drawing from balances to meet non-budgeted expenditure or loss of income has to be made good in the following year's base budget, which would compound the risks in that year and weaken the Council's financial standing should the minimum level be breached.

## **7. External Auditor's Review of the Council's Arrangements for Securing Financial Resilience**

The Council is responsible for putting in place proper arrangements to secure economy, efficiency and effectiveness in its use of resources, to ensure proper stewardship and governance, and to review regularly the adequacy and effectiveness of these arrangements.

BDO, as the Council's External Auditors, are required under Section 20 of the Local Audit and Accountability Act 2014 to satisfy themselves that the Council has made

proper arrangements for securing economy, efficiency and effectiveness in its use of resources. The Code of Audit Practice issued by the National Audit Office requires them to report their conclusion relating to proper arrangements, having regard to relevant criteria specified by the National Audit Office.

In the audit of the 2017/18 statement of accounts there were three sub criteria that BDO considered as part of their overall risk assessment:

- Informed decision making
- Sustainable resource deployment
- Working with partners and other third parties.

In their 2017/18 Audit Completion Report BDO concluded that there were no significant unaddressed risks and they were satisfied that in all significant respects the Council has put in place proper arrangements to secure economy, efficiency and effectiveness in its use of resources

## **8. Conclusions, Statutory Advice and Guidance of the S151 Officer**

The continuing reduction in public spending and growing demand for services requires the Council to ensure its financial planning is robust. There are various issues set out above which are having an ongoing effect on the Council's budget. Essentially, costs, if unmanaged, are increasing, whilst funding is reducing. The Council has therefore made and will need to continue to make, difficult decisions in future budget rounds to remain within the resources available.

For future budget planning rounds further action will be needed to focus resources on the highest priority services; prevent/reduce demand, to invest in vital infrastructure; to seek alternative funding mechanisms for services and/or assets previously funded by the Council; and to continue to develop commercial revenue streams to offset the loss in government funding.

Taking account of all the above considerations, the Director of Finance is of the view that the 2019/20 budget is robust.

In light of the risks facing the authority, the Director of Finance recommends that the General Fund balance is maintained at £14m, and that this recommendation is taken into account when determining the level of transfers to and from reserves in the 2018/19 revenue outturn.

**ADEQUACY OF RESERVES: RISK EVALUATION 2018/19**

Probability	Grade	Range	% Used
High	A	>80%	100.0%
Probable	B	60%-80%	75.0%
Possible	C	30%-60%	40.0%
Low	D	<30%	15.0%

1	Risk Period	Risk Cost	Risk Level	Risk Assessed Impact Profiled				Total Assessed Risk
	2	3	4	2019/20	2020/21	2021/22	2022/23	9
		£'000		£'000	£'000	£'000	£'000	£'000
<b>General Fund Revenue</b>								
Inflation. No provision for service inflation in 19/20 which must be contained by service savings. 2% risk assumption	One-off	2,000	D	300	0	0	0	300
Reduction in Income / Non-Payment	One-off	2,000	D	300	0	0	0	300
Non-Achievement of Service Savings	Total	38,450	D	2,468	1,800	750	750	5,768
Amber Rated pressures	One-off	5,000	C	2,000	0	0	0	2,000
Non collection of Council Tax	pa	1,000	D	38	38	38	38	150
Temporary Accommodation Costs exceed budget provision	pa	6,000	C	0	800	800	800	2,400
Business rates underestimate of appeals	One-off	3,000	B	563	563	563	563	2,250
VAT Exemption Limit	One-off	4,000	D	600	0	0	0	600
Bellwin Scheme	One-off	1,768	D	66	66	66	66	265
Demographics	Total	10,050	D	608	300	300	300	1,508
Litigation costs	One-off	2,000	D	300	0	0	0	300
Childrens Services Ofsted	One-off	7,000	D	1,050	0	0	0	1,050
Funding Review	Total	6,000	D	0	300	300	300	900
Interest Rates	Total	5,500	D	0	375	450	525	1,350
Major Regeneration and Development Schemes	Total	80,000	D	750	3,750	3,750	3,750	12,000
<b>General Fund Total</b>		<b>175,768</b>		<b>9,841</b>	<b>7,991</b>	<b>7,016</b>	<b>7,091</b>	<b>31,940</b>

## Specific Grants

## APPENDIX 9

Description and Comment	2019/20 £000	2020/21 £000	2021/22 £000	2022/23 £000
<b>Non Ring-Fenced Specific Grants</b>				
<b>New Homes Bonus Grant (NHB)</b> The New Homes Bonus Grant is based on the number of properties newly liable for Council Tax. The Government has reduced the number of years over which this grant is paid, and has also introduced a threshold of 0.4% new homes before any bonus will be paid. Source: Provisional Settlement for 2019/20, LBE estimate for further years based on a reduction of £400k per annum. There is a possibility that NHB will be discontinued as part of the review of local government finance from 2020.	1,594.0	1,194.0	794.0	394.0
<b>Housing Benefit Administration Grant</b> Notice of the 2019/20 grant allocation was received in early February 2019. Recent Autumn Budget and Universal Credit announcements will impact on the HB administration subsidy allocations. To reflect this, an 8% reduction to the grant year on year has been estimated.	1,575.0	1,449.0	1,333.1	1,226.4
<b>Local Council Tax Support Administration</b> Funding subject to confirmation. Estimate for future years rolls forward 2019/20 grant.	634.4	634.4	634.4	634.4
<b>Total Non Ring-Fenced Specific Grants</b>	<b>3,803.4</b>	<b>3,277.4</b>	<b>2,761.5</b>	<b>2,254.8</b>

## Specific Grants

## APPENDIX 9

Description and Comment	2019/20 £000	2020/21 £000	2021/22 £000	2022/23 £000
<b>Ring-Fenced Specific Grants</b>				
<p><b>Public Health Grant</b></p> <p>The grant is ring-fenced for promoting public health within the borough and cannot be used to support general Council expenditure. The associated grant conditions are specific to public health outcomes, with the requirement to submit both quarterly &amp; annual expenditure returns, to the DCLG &amp; Public Health England. The ring-fenced Public Health grant is designed to cover all expenditure incurred in delivering the Public Health function, covering two components:</p> <p>Mandated (statutory) services (sexual health services, NHS Health checks, National Children Measurement Programme, providing public health advice to NHS Commissioners and ensuring plans are in place to protect the health of the public).</p> <p>Non-mandated services (Tobacco control &amp; Smoking Cessation services, increasing levels of physical activity and interventions to tackle obesity). 2019/20 is based on published figures from Dept of Health, future years are estimates. Currently assumed as constant through the MTFP period but is expected to be reviewed as part of the wider local government finance changes from 2020.</p>	16,384.0	16,384.0	16,384.0	16,384.0
<p><b>Flexible Homelessness Support Grant</b></p> <p>This grant replaced the Temporary Accommodation Management Fee in 2017/18. It is a ring-fenced grant to provide support for local authorities in expenditure incurred in preventing and dealing with homelessness. It is not known whether any grant will continue beyond 2019/20.</p>	7,163.4			
<p><b>Homelessness Reduction Act</b></p> <p>This is new burdens funding to cover the costs associated with the new duties contained in the Homelessness Reduction Act. The Government expects these duties to lead to savings in future years, and it is therefore expected to be a temporary grant.</p>	398.3			
<p><b>The (Improved) Better Care Fund</b></p> <p>This grant represents the original improved Better Care Fund and the additional funding announced in the Spring 2017 Budget. The conditions of the additional improved BCF include meeting social care needs, reducing pressures on the NHS, including supporting more people to be discharged from hospital when they are ready; and ensuring that the local social care provider market is supported. The budgets of the improved BCF must be agreed with the CCG and signed off by the Health and Wellbeing board. Adult Social Care is to be the subject of a green paper, expected in 2019. At the moment the 2019/20 allocation has been projected forward as constant throughout the MTFP period.</p>	10,082.6	10,082.6	10,082.6	10,082.6
<b>Total Ring-Fenced Specific Grants</b>	<b>34,028.3</b>	<b>26,466.6</b>	<b>26,466.6</b>	<b>26,466.6</b>
<b>Total Specific Grants</b>	<b>37,831.7</b>	<b>29,744.0</b>	<b>29,228.1</b>	<b>28,721.4</b>

## **London Borough of Enfield: Flexible Use of Capital Receipts Strategy**

### **Our approach to Efficiency and the Use of Capital Receipts**

With effect from 2016/17 the Government has provided a general capitalisation directive to all councils. This enables the utilisation of new capital receipts to finance projects that are designed to generate ongoing revenue savings in the delivery of public services and/or transform service delivery in a way that reduces costs or demand for services in future years for the Council and any of the public sector delivery partners.

Enfield Council has a proven track record in successfully responding to the financial pressures in local government, demonstrated by managing with significantly reduced resources and delivering savings of £178m since 2010.

The Government has extended this capital receipts flexibility until 2021/22. However, the Council is mindful of over reliance on and sustainability of this one-off funding. The EDGE contract, Edge of Care and co-managed procurement and commissioning arrangements are time limited costs. However, the Council's ongoing investment in transformation and ICT indicates that longer term solutions to fund these pressures will be needed in future years.

This Strategy reports on how capital receipts were used to fund investment in 2017/18 and are planned to be used to fund investment in 2018/19 and 2019/20. In using this flexibility, £1.851m of capital receipts have been earmarked as one-off funding in 2019/20.

### **Impact on the Prudential Indicators**

The Prudential Indicators for 2018/19 to 2020/21 are set out in the Treasury Management Strategy Report, also on this agenda. These demonstrate that Enfield's capital investment plans are affordable, prudent and sustainable, and that treasury management decisions are taken in accordance with good professional practice. The indicators take account of the proposals for the use of capital receipts set out in this strategy. On the basis of the current capital programme, if the capital receipts were to be applied to fund capital expenditure, this would have the estimated impact of reducing the annual minimum revenue provision in future years by £0.08m for each £1m of applied capital receipts.

**Use of Capital Receipts in 2017/18**

The table below shows how we used capital receipts in 2017/18

<b>2017/18 Initiatives Funded from Capital Receipts</b>	<b>£</b>	<b>Planned Savings and Demand Reductions</b>
<b>Housing, Health and Adult Social Care Services</b>		
Adults with Learning Disabilities: Groundwork for the Transforming Care Programme	797,000	There is a national plan, Building the Right Support, in the cross-system Transforming Care programme, to meet individuals' needs, more choice for people and their families, and more say in their care. This will include more innovative services to give people a range of care options, with personal budgets, so that care meets individuals' needs and providing early more intensive support for those who need it, so that people can stay in the community, close to home. This approach will also reduce duplication and review existing care packages and cost savings will be achieved where appropriate. This will save £1.5m on the cost of existing contracts from 2017/18 to 2019/20.
Review of residential, nursing and supported accommodation to older people and people with physical disabilities	92,000	To maximise income particularly in the field of complex care packages. This will achieve additional income of £425k over 2017/18 and 2018/19.
Customer Pathway Review	217,000	Reviewing care packages for older people and people with physical disabilities to determine changes could better suit their needs. This will contribute towards achievement of the £4.8m savings target in the MTFP from 2017/18 to 2019/20.
Review of Mental Health Packages	157,000	Review complex mental health packages to maximise income. This will contribute towards achievement of the £415k target in the MTFP.
<b>Schools and Children's Services</b>		
Work on new databases for children, including SEN children, together with work to deliver the savings needed to respond to the cut in Educational Support Grant	157,700	Will support savings in the MTFP, including the reductions needed to offset the cut in ESG Grant which has resulted in a net loss of £2.2m in funding for Enfield.



2017/18 Initiatives Funded from Capital Receipts	£	Planned Savings and Demand Reductions
<b>Finance, Resources and Customer Services</b>		
Financial Support	337,000	Financial support to Service Departments and Transformation programme in identifying and assessing feasibility of savings proposals, identifying mitigating actions on cost pressures to ensure delivery of the savings targets required by the Council's Medium Term Financial Plan, and providing financial input and business partnering support to services for restructuring and other savings initiatives.
Operational Support	23,000	Continued review of operational support activities to reduce resources required and transform service delivery.
Transformation Management	150,000	Programme management of Enfield's Transformation Programme.
Transport Management Reviews	679,377	Operational and Demand Management Initiatives which delivered savings of £562 in 2016/17, £1,050k in 2017/18 and £1,329k in 2018/19.
Contract and commissioning reviews, innovative procurement and programme management of MTFP savings programme.	1,437,500	Contract and commissioning reviews, innovative procurement and programme management of MTFP savings programme.
Cultural Survey and Organisational review	200,933	This work will inform the design and implementation of the new leadership and management staffing structure.
ICT Costs to support Transformation	1,252,390	ICT projects that will deliver transformation and more efficient ways of working that will generate revenue savings and improve performance.
Redundancy	1,146,048	These redundancies will enable future years' savings in the MTFP to be achieved.
<b>Total funded from Capital Receipts in 2017/18</b>	<b>6,739,000</b>	

**Planned Use of Capital Receipts in 2018/19**

The table below shows how we plan to use capital receipts in 2018/19.

<b>2018/19 Estimated Cost of Start-Up Initiatives to be funded:</b>	<b>£</b>	<b>Planned Savings and Demand Reductions</b>
<b>People</b>		
Edge of Care (Children's)	390,000	The Edge of Care transformation project will commission a Family Breakdown prevention team to reduce the short and long-term costs of Looked After Children provision.
<b>Place</b>		
EDGE Transport Contract	182,000	The EDGE Transport Contract is an invest to save initiative relating to the Councils People Transport Service, carried out by EDGE Public Solutions with and on behalf of the Council. This is the third and final year of the project and has been successful in terms of both savings and improvement of customer experience.
<b>Resources</b>		
IT Services and Transformation Team	1,750,000	ICT projects that will deliver transformation and more efficient ways of working that will generate revenue savings and improve performance.
Procurement and Commissioning co-managed service contract	1,890,000	Procurement services/roles across the Council were brought together to form the Procurement & Commissioning Hub as part of the Enfield 2017 transformation programme. The Procurement & Commissioning Hub is made up of Enfield employees and the Council's co-managed partner EY. A focus of the work carried out by the hub is on contract and commissioning reviews, innovative procurement and programme management of MTFP savings.
<b>Total to be funded from Capital Receipts 2018/19</b>	<b>4,212,000</b>	

**Planned Use of Capital Receipts in 2019/20**

The table below shows how we plan to use capital receipts in 2019/20.

<b>2019/20 Estimated Cost of Start-Up Initiatives to be funded:</b>	<b>£</b>	<b>Planned Savings and Demand Reductions</b>
<b>People</b>		
Edge of Care (Children's)	390,000	The Edge of Care transformation project will commission a Family Breakdown prevention team to reduce the short and long-term costs of Looked After Children provision.
<b>Resources</b>		
Procurement and Commissioning co-managed service contract	1,461,000	Procurement services/roles across the Council were brought together to form the Procurement & Commissioning Hub as part of the Enfield 2017 transformation programme. The Procurement & Commissioning Hub is made up of Enfield employees and the Council's co-manage partner EY. A focus of the work carried out by the hub is on contract and commissioning reviews, innovative procurement and programme management of MTFP savings.
<b>Total to be funded from Capital Receipts 2019/20</b>	<b>1,851,000</b>	

Section Reference	Parts 1 or 2	Description of Fees & Charges	Service is VAILABLE	LONDON BOROUGH OF ENFIELD			LONDON BOROUGH OF ENFIELD		
				PLACE DEPARTMENT			PLACE DEPARTMENT		
				FEES AND CHARGES 2018/19			FEES AND CHARGES 2019/20		
				Basic	VAT@ 20%	Total	Basic	VAT@ 20%	Total
1	1	<b>STREET NAMING &amp; NUMBERING</b>							
		List of streets, places & footpaths in LBE (- Alphabetical Street Index) on hard copy or CD		£51.30	£0.00	£51.30	£52.90	£0.00	£52.90
		Amendments to the LSPF (annual charge)		£57.00	£0.00	£57.00	£58.80	£0.00	£58.80
		Postage & Packing		Standard Council charges apply			Standard Council charges apply		
		Numbering New Residential & Commercial Units – per unit		£120.00	£0.00	£120.00	£123.80	£0.00	£123.80
		Naming a Street – per street		£300.00	£0.00	£300.00	£309.60	£0.00	£309.60
		Naming a Block – per block		£200.00	£0.00	£200.00	£206.40	£0.00	£206.40
		Penalty for retrospective engagement with Street Naming & Numbering Process		£150.00	£0.00	£150.00	£154.80	£0.00	£154.80
		Provision of historical information for Street Naming & Numbering		£26.70	£0.00	£26.70	£27.60	£0.00	£27.60
2	1	<b>PROVISION OF PLANNING / BUILDING CONTROL INFORMATION</b>							
		<b>COPYING / SCANNING</b>							
		A4 Sheet (includes VAT at standard rate)	V	£5.50	£1.10	£6.60	£5.70	£1.14	£6.80
		Extra Copy (includes VAT at standard rate)	V	£0.50	£0.10	£0.60	£0.60	£0.12	£0.70
		A3 Sheet		£6.60	£0.00	£6.60	£6.80	£0.00	£6.80
		Extra Copy		£1.10	£0.00	£1.10	£1.20	£0.00	£1.20
		A3 Plan		£6.60	£0.00	£6.60	£6.80	£0.00	£6.80
		Extra Copy		£1.10	£0.00	£1.10	£1.20	£0.00	£1.20
		A2 Plan		£9.90	£0.00	£9.90	£10.20	£0.00	£10.20
		Extra Copy		£1.70	£0.00	£1.70	£1.80	£0.00	£1.80
		A1 Plan		£11.00	£0.00	£11.00	£11.40	£0.00	£11.40
		Extra Copy		£2.80	£0.00	£2.80	£2.90	£0.00	£2.90
		A0 Plan		£13.10	£0.00	£13.10	£13.50	£0.00	£13.50
		Extra Copy		£3.30	£0.00	£3.30	£3.40	£0.00	£3.40
		Postage for letters, large letters and packets.		Standard Council charges apply			Standard Council charges apply		
3	1	<b>BUILDING CONTROL SERVICES</b>							
		Viewing Building Control Plans	V	£28.60	£5.72	£34.30	£29.50	£5.90	£35.40
		Application check and comfort/ 6 year letter for non	V	£56.10	£11.22	£67.30	£57.90	£11.58	£69.50
		Building control information including Solicitor's enquiries	V	£60.60	£12.12	£72.70	£62.50	£12.50	£75.00
		Copy of Decision Notice	V	£12.50	£2.50	£15.00	£12.90	£2.58	£15.50
		Copy of Completion Certificate	V	£60.60	£12.12	£72.70	£62.50	£12.50	£75.00
		Demolition Notice		£259.80	£0.00	£259.80	£268.10	£0.00	£268.10
		<b>BUILDING CONTROL FEES</b>							
		<b>Standard Domestic Charges for Estimate of costs less than £200,000</b>							
		Loft conversions < 40m <sup>2</sup>							

Section Reference	Parts 1 or 2	Description of Fees & Charges	Service is VAILABLE	LONDON BOROUGH OF ENFIELD			LONDON BOROUGH OF ENFIELD		
				PLACE DEPARTMENT			PLACE DEPARTMENT		
				FEES AND CHARGES 2018/19			FEES AND CHARGES 2019/20		
				Basic	VAT@ 20%	Total	Basic	VAT@ 20%	Total
		Full plan	V	£228.60	£45.72	£274.30	£235.90	£47.18	£283.10
		Inspection charge	V	£342.90	£68.58	£411.50	£353.90	£70.78	£424.70
		Full Plan & Inspection Charge	V	£562.80	£112.56	£675.40	£580.80	£116.16	£697.00
		<u>Loft conversions 40m<sup>2</sup> - 60m<sup>2</sup></u>							
		Full plan	V	£270.10	£54.02	£324.10	£278.70	£55.74	£334.40
		Inspection charge	V	£405.20	£81.04	£486.20	£418.20	£83.64	£501.80
		Full Plan & Inspection Charge	V	£675.40	£135.08	£810.50	£697.00	£139.40	£836.40
		<u>Each additional 20m<sup>2</sup> over 60m<sup>2</sup></u>							
		Full plan	V	£24.90	£4.98	£29.90	£25.70	£5.14	£30.80
		Inspection charge	V	£37.40	£7.48	£44.90	£38.60	£7.72	£46.30
		Full Plan & Inspection Charge	V	£62.30	£12.46	£74.80	£64.30	£12.86	£77.20
		<u>Extension &lt;6m<sup>2</sup></u>							
		Full plan	V	£197.40	£39.48	£236.90	£203.70	£40.74	£244.40
		Inspection charge	V	£296.10	£59.22	£355.30	£305.60	£61.12	£366.70
		Full Plan & Inspection Charge	V	£493.50	£98.70	£592.20	£509.30	£101.86	£611.20
		<u>Extension 6m<sup>2</sup> - 40m<sup>2</sup></u>							
		Full plan	V	£228.60	£45.72	£274.30	£235.90	£47.18	£283.10
		Inspection charge	V	£342.90	£68.58	£411.50	£353.90	£70.78	£424.70
		Full Plan & Inspection Charge	V	£571.50	£114.30	£685.80	£589.80	£117.96	£707.80
		<u>Extension 40m<sup>2</sup> - 60m<sup>2</sup></u>							
		Full plan	V	£280.50	£56.10	£336.60	£289.50	£57.90	£347.40
		Inspection charge	V	£420.80	£84.16	£505.00	£434.30	£86.86	£521.20
		Full Plan & Inspection Charge	V	£701.30	£140.26	£841.60	£723.70	£144.74	£868.40
		<u>Extension 60m<sup>2</sup> - 100m<sup>2</sup></u>							
		Full plan	V	£363.70	£72.74	£436.40	£375.30	£75.06	£450.40
		Inspection charge	V	£545.50	£109.10	£654.60	£563.00	£112.60	£675.60
		Full Plan & Inspection Charge	V	£909.10	£181.82	£1,090.90	£938.20	£187.64	£1,125.80
		<u>Each additional 20m<sup>2</sup> over 100m<sup>2</sup></u>							
		Full plan	V	£24.90	£4.98	£29.90	£25.70	£5.14	£30.80
		Inspection charge	V	£37.40	£7.48	£44.90	£38.60	£7.72	£46.30
		Full Plan & Inspection Charge	V	£62.30	£12.46	£74.80	£64.30	£12.86	£77.20
		<u>Basements as extension above plus</u>							
		Full plan	V	£135.10	£27.02	£162.10	£139.40	£27.88	£167.30
		Inspection charge	V	£202.60	£40.52	£243.10	£209.10	£41.82	£250.90
		Full Plan & Inspection Charge	V	£337.70	£67.54	£405.20	£348.50	£69.70	£418.20
		<u>Attached garage &lt;30m<sup>2</sup></u>							
		Full plan	V	£166.20	£33.24	£199.40	£171.50	£34.30	£205.80
		Inspection charge	V	£249.40	£49.88	£299.30	£257.40	£51.48	£308.90
		Full Plan & Inspection Charge	V	£415.60	£83.12	£498.70	£428.90	£85.78	£514.70
		<u>Detached garage 30m<sup>2</sup> - 60m<sup>2</sup></u>							
		Full plan	V	£166.20	£33.24	£199.40	£171.50	£34.30	£205.80
		Inspection charge	V	£249.40	£49.88	£299.30	£257.40	£51.48	£308.90
		Full Plan & Inspection Charge	V	£415.60	£83.12	£498.70	£428.90	£85.78	£514.70

Section Reference	Parts 1 or 2	Description of Fees & Charges	Service is VAILABLE	LONDON BOROUGH OF ENFIELD			LONDON BOROUGH OF ENFIELD		
				PLACE DEPARTMENT			PLACE DEPARTMENT		
				FEES AND CHARGES 2018/19			FEES AND CHARGES 2019/20		
				Basic	VAT@ 20%	Total	Basic	VAT@ 20%	Total
		<u>Through lounge</u>							
		Full plan	V	£93.50	£18.70	£112.20	£96.50	£19.30	£115.80
		Inspection charge	V	£140.30	£28.06	£168.40	£144.80	£28.96	£173.80
		Full Plan & Inspection Charge	V	£233.80	£46.76	£280.60	£241.30	£48.26	£289.60
		<u>Removal of chimney breasts</u>							
		Full plan	V	£93.50	£18.70	£112.20	£96.50	£19.30	£115.80
		Inspection charge	V	£140.30	£28.06	£168.40	£144.80	£28.96	£173.80
		Full Plan & Inspection Charge	V	£233.80	£46.76	£280.60	£241.30	£48.26	£289.60
		<u>Installation of new wc/shower/utility</u>							
		Full plan	V	£93.50	£18.70	£112.20	£96.50	£19.30	£115.80
		Inspection charge	V	£140.30	£28.06	£168.40	£144.80	£28.96	£173.80
		Full Plan & Inspection Charge	V	£233.80	£46.76	£280.60	£241.30	£48.26	£289.60
		<u>Garage conversion</u>							
		Full plan	V	£166.20	£33.24	£199.40	£171.50	£34.30	£205.80
		Inspection charge	V	£249.40	£49.88	£299.30	£257.40	£51.48	£308.90
		Full Plan & Inspection Charge	V	£415.60	£83.12	£498.70	£428.90	£85.78	£514.70
		<u>Replacement windows up to 5 windows</u>							
		Full plan	V	£83.10	£16.62	£99.70	£85.80	£17.16	£103.00
		Inspection charge	V	£124.70	£24.94	£149.60	£128.70	£25.74	£154.40
		Full Plan & Inspection Charge	V	£207.80	£41.56	£249.40	£214.40	£42.88	£257.30
		<u>per extra 10 windows</u>							
		Full plan	V	£36.40	£7.28	£43.70	£37.60	£7.52	£45.10
		Inspection charge	V	£52.00	£10.40	£62.40	£53.70	£10.74	£64.40
		Full Plan & Inspection Charge	V	£88.30	£17.66	£106.00	£91.10	£18.22	£109.30
		<u>Re-roofing</u>							
		Full plan	V	£114.30	£22.86	£137.20	£118.00	£23.60	£141.60
		Inspection charge	V	£171.40	£34.28	£205.70	£176.90	£35.38	£212.30
		Full Plan & Inspection Charge	V	£285.70	£57.14	£342.80	£294.80	£58.96	£353.80
		<u>New wiring (non competent person)</u>							
		Full plan	V	£114.30	£22.86	£137.20	£118.00	£23.60	£141.60
		Inspection charge	V	£171.40	£34.28	£205.70	£176.90	£35.38	£212.30
		Full Plan & Inspection Charge	V	£285.70	£57.14	£342.80	£294.80	£58.96	£353.80
		<u>Discount for each multiple works above</u>							
		Full plan	V	£33.20	£6.64	£39.80	£34.30	£6.86	£41.20
		Inspection charge	V	£49.90	£9.98	£59.90	£51.50	£10.30	£61.80
		Full Plan & Inspection Charge	V	£83.10	£16.62	£99.70	£85.80	£17.16	£103.00
		<b>NEW BUILD DWELLINGS</b>							
		(<300m <sup>2</sup> per dwelling)							
		<u>1 new dwelling</u>							
		Full plan	V	£342.90	£68.58	£411.50	£353.90	£70.78	£424.70
		Inspection charge	V	£514.30	£102.86	£617.20	£530.80	£106.16	£637.00
		Full Plan & Inspection Charge	V	£857.20	£171.44	£1,028.60	£884.60	£176.92	£1,061.50
		<u>2-5 dwellings per extra dwelling</u>							

Section Reference	Parts 1 or 2	Description of Fees & Charges	Service is VAILABLE	LONDON BOROUGH OF ENFIELD			LONDON BOROUGH OF ENFIELD		
				PLACE DEPARTMENT			PLACE DEPARTMENT		
				FEES AND CHARGES 2018/19			FEES AND CHARGES 2019/20		
				Basic	VAT@ 20%	Total	Basic	VAT@ 20%	Total
		Full plan	V	£114.30	£22.86	£137.20	£118.00	£23.60	£141.60
		Inspection charge	V	£155.90	£31.18	£187.10	£160.90	£32.18	£193.10
		Full Plan & Inspection Charge	V	£270.10	£54.02	£324.10	£278.70	£55.74	£334.40
		<u>6 -20 new dwellings per extra dwelling</u>							
		Full plan	V	£800.00	£160.00	£960.00	£825.60	£165.12	£990.70
		Inspection charge	V	£1,137.70	£227.54	£1,365.20	£1,174.10	£234.82	£1,408.90
		Full Plan & Inspection Charge	V	£1,955.10	£391.02	£2,346.10	£2,017.70	£403.54	£2,421.20
		<b>Extra dwelling over 5</b>							
		Full plan	V	£83.10	£16.62	£99.70	£85.80	£17.16	£103.00
		Inspection charge	V	£124.70	£24.94	£149.60	£128.70	£25.74	£154.40
		Full Plan & Inspection Charge	V	£207.80	£41.56	£249.40	£214.40	£42.88	£257.30
		<u>Flat conversion to form 2 flats</u>							
		Full plan	V	£280.50	£56.10	£336.60	£289.50	£57.90	£347.40
		Inspection charge	V	£420.80	£84.16	£505.00	£434.30	£86.86	£521.20
		Full Plan & Inspection Charge	V	£701.30	£140.26	£841.60	£723.70	£144.74	£868.40
		<u>Plus for each additional flat</u>							
		Full plan	V	£83.10	£16.62	£99.70	£85.80	£17.16	£103.00
		Inspection charge	V	£124.70	£24.94	£149.60	£128.70	£25.74	£154.40
		Full Plan & Inspection Charge	V	£207.80	£41.56	£249.40	£214.40	£42.88	£257.30
		<b>Other works -Estimate of cost:</b>							
		<b>&lt;£5000</b>							
		Full plan	V	£97.00	£19.40	£116.40	£100.10	£20.02	£120.10
		Inspection charge	V	£146.10	£29.22	£175.30	£150.80	£30.16	£181.00
		<b>£5001 - £10,000</b>							
		Full plan	V	£116.70	£23.34	£140.00	£120.40	£24.08	£144.50
		Inspection charge	V	£175.50	£35.10	£210.60	£181.10	£36.22	£217.30
		<b>£10,001 - £20,000</b>							
		Full plan	V	£165.70	£33.14	£198.80	£171.00	£34.20	£205.20
		Inspection charge	V	£249.40	£49.88	£299.30	£257.40	£51.48	£308.90
		<b>£20,001 - £30,000</b>							
		Full plan	V	£214.70	£42.94	£257.60	£221.60	£44.32	£265.90
		Inspection charge	V	£322.40	£64.48	£386.90	£332.70	£66.54	£399.20
		<b>£30,001 - £40,000</b>							
		Full plan	V	£263.60	£52.72	£316.30	£272.00	£54.40	£326.40
		Inspection charge	V	£395.40	£79.08	£474.50	£408.10	£81.62	£489.70
		<b>£40,001 - £50,000</b>							
		Full plan	V	£311.80	£62.36	£374.20	£321.80	£64.36	£386.20
		Inspection charge	V	£468.50	£93.70	£562.20	£483.50	£96.70	£580.20
		<b>£50,001 - £60,000</b>							
		Full plan	V	£351.80	£70.36	£422.20	£363.10	£72.62	£435.70
		Inspection charge	V	£527.30	£105.46	£632.80	£544.20	£108.84	£653.00
		<b>£60,001 - £70,000</b>							
		Full plan	V	£391.00	£78.20	£469.20	£403.50	£80.70	£484.20

Section Reference	Parts 1 or 2	Description of Fees & Charges	Service is VAILABLE	LONDON BOROUGH OF ENFIELD			LONDON BOROUGH OF ENFIELD		
				PLACE DEPARTMENT			PLACE DEPARTMENT		
				FEES AND CHARGES 2018/19			FEES AND CHARGES 2019/20		
				Basic	VAT@ 20%	Total	Basic	VAT@ 20%	Total
		Inspection charge	V	£586.10	£117.22	£703.30	£604.90	£120.98	£725.90
		<b>£70,001 - £80,000</b>							
		Full plan	V	£429.30	£85.86	£515.20	£443.00	£88.60	£531.60
		Inspection charge	V	£644.90	£128.98	£773.90	£665.50	£133.10	£798.60
		<b>£80,001 - £90,000</b>							
		Full plan	V	£468.50	£93.70	£562.20	£483.50	£96.70	£580.20
		Inspection charge	V	£703.60	£140.72	£844.30	£726.10	£145.22	£871.30
		<b>£90,001 - £100,000</b>							
		Full plan	V	£507.80	£101.56	£609.40	£524.00	£104.80	£628.80
		Inspection charge	V	£760.70	£152.14	£912.80	£785.00	£157.00	£942.00
		<b>£100,001 - £120,000</b>							
		Full plan	V	£546.90	£109.38	£656.30	£564.40	£112.88	£677.30
		Inspection charge	V	£819.50	£163.90	£983.40	£845.70	£169.14	£1,014.80
		<b>£120,001 - £140,000</b>							
		Full plan	V	£586.10	£117.22	£703.30	£604.90	£120.98	£725.90
		Inspection charge	V	£878.20	£175.64	£1,053.80	£906.30	£181.26	£1,087.60
		<b>£140,001 - £160,000</b>							
		Full plan	V	£625.30	£125.06	£750.40	£645.30	£129.06	£774.40
		Inspection charge	V	£936.10	£187.22	£1,123.30	£966.10	£193.22	£1,159.30
		<b>£160,001 - £180,000</b>							
		Full plan	V	£663.60	£132.72	£796.30	£684.80	£136.96	£821.80
		Inspection charge	V	£994.80	£198.96	£1,193.80	£1,026.60	£205.32	£1,231.90
		<b>£180,001 - £200,000</b>							
		Full plan	V	£703.60	£140.72	£844.30	£726.10	£145.22	£871.30
		Inspection charge	V	£1,054.60	£210.92	£1,265.50	£1,088.30	£217.66	£1,306.00
		<b>Standard Non Domestic Charges for work less than £200,000</b>							
		<b>Non Domestic New Builds &amp; extensions up to 100m<sup>2</sup></b>							
		<u>Other Residential/Institutional/Assembly/Recreational (&lt;6m<sup>2</sup>)</u>							
		Full plan	V	£197.40	£39.48	£236.90	£203.70	£40.74	£244.40
		Inspection charge	V	£296.10	£59.22	£355.30	£305.60	£61.12	£366.70
		Full Plan & Inspection Charge	V	£493.50	£98.70	£592.20	£509.30	£101.86	£611.20
		<u>Industrial and Storage(&lt;6m<sup>2</sup>)</u>							
		Full plan	V	£135.10	£27.02	£162.10	£139.40	£27.88	£167.30
		Inspection charge	V	£202.60	£40.52	£243.10	£209.10	£41.82	£250.90
		Full Plan & Inspection Charge	V	£337.70	£67.54	£405.20	£348.50	£69.70	£418.20
		<u>Office and Shops(&lt;6m<sup>2</sup>)</u>							
		Full plan	V	£197.40	£39.48	£236.90	£203.70	£40.74	£244.40
		Inspection charge	V	£296.10	£59.22	£355.30	£305.60	£61.12	£366.70
		Full Plan & Inspection Charge	V	£493.50	£98.70	£592.20	£509.30	£101.86	£611.20



Section Reference	Parts 1 or 2	Description of Fees & Charges	Service is VAILABLE	LONDON BOROUGH OF ENFIELD			LONDON BOROUGH OF ENFIELD		
				PLACE DEPARTMENT			PLACE DEPARTMENT		
				FEES AND CHARGES 2018/19			FEES AND CHARGES 2019/20		
				Basic	VAT@ 20%	Total	Basic	VAT@ 20%	Total
		<i>Other Residential/Institutional/Assembly/Recreational (&lt;6-40m²)</i>							
		Full plan	V	£270.10	£54.02	£324.10	£278.70	£55.74	£334.40
		Inspection charge	V	£405.20	£81.04	£486.20	£418.20	£83.64	£501.80
		Full Plan & Inspection Charge	V	£675.40	£135.08	£810.50	£697.00	£139.40	£836.40
		<i>Industrial and Storage(&lt;6-40m²)</i>							
		Full plan	V	£197.40	£39.48	£236.90	£203.70	£40.74	£244.40
		Inspection charge	V	£296.10	£59.22	£355.30	£305.60	£61.12	£366.70
		Full Plan & Inspection Charge	V	£493.50	£98.70	£592.20	£509.30	£101.86	£611.20
		<i>Office and Shops(&lt;6-40m²)</i>							
		Full plan	V	£228.60	£45.72	£274.30	£235.90	£47.18	£283.10
		Inspection charge	V	£363.70	£72.74	£436.40	£375.30	£75.06	£450.40
		Full Plan & Inspection Charge	V	£571.50	£114.30	£685.80	£589.80	£117.96	£707.80
		<i>Other Residential/Institutional/Assembly/Recreational (&lt;40-100m²)</i>							
		Full plan	V	£457.20	£91.44	£548.60	£471.80	£94.36	£566.20
		Inspection charge	V	£685.70	£137.14	£822.80	£707.60	£141.52	£849.10
		Full Plan & Inspection Charge	V	£1,142.90	£228.58	£1,371.50	£1,179.50	£235.90	£1,415.40
		<i>Industrial and Storage(&lt;40-100m²)</i>							
		Full plan	V	£311.70	£62.34	£374.00	£321.70	£64.34	£386.00
		Inspection charge	V	£467.60	£93.52	£561.10	£482.60	£96.52	£579.10
		Full Plan & Inspection Charge	V	£779.30	£155.86	£935.20	£804.20	£160.84	£965.00
		<i>Office and Shops(&lt;40-100m²)</i>							
		Full plan	V	£363.70	£72.74	£436.40	£375.30	£75.06	£450.40
		Inspection charge	V	£545.50	£109.10	£654.60	£563.00	£112.60	£675.60
		Full Plan & Inspection Charge	V	£909.10	£181.82	£1,090.90	£938.20	£187.64	£1,125.80
		<i>Shop Fit out each 100m2 or part</i>							
		Full plan	V	£135.10	£27.02	£162.10	£139.40	£27.88	£167.30
		Inspection charge	V	£202.60	£40.52	£243.10	£209.10	£41.82	£250.90
		Full Plan & Inspection Charge	V	£337.70	£67.54	£405.20	£348.50	£69.70	£418.20
		<i>Shop Front</i>							
		Full plan	V	£103.90	£20.78	£124.70	£107.20	£21.44	£128.60
		Inspection charge	V	£155.90	£31.18	£187.10	£160.90	£32.18	£193.10
		Full Plan & Inspection Charge	V	£259.80	£51.96	£311.80	£268.10	£53.62	£321.70
		<i>Office Partitioning per 50m run</i>							
		Full plan	V	£103.90	£20.78	£124.70	£107.20	£21.44	£128.60
		Inspection charge	V	£155.90	£31.18	£187.10	£160.90	£32.18	£193.10
		Full Plan & Inspection Charge	V	£259.80	£51.96	£311.80	£268.10	£53.62	£321.70
		<i>New Windows up to 10</i>							
		Full plan	V	£103.90	£20.78	£124.70	£107.20	£21.44	£128.60
		Inspection charge	V	£155.90	£31.18	£187.10	£160.90	£32.18	£193.10
		Full Plan & Inspection Charge	V	£259.80	£51.96	£311.80	£268.10	£53.62	£321.70
		<i>Per Extra 10</i>							

Section Reference	Parts 1 or 2	Description of Fees & Charges	Service is VAILABLE	LONDON BOROUGH OF ENFIELD			LONDON BOROUGH OF ENFIELD		
				PLACE DEPARTMENT			PLACE DEPARTMENT		
				FEES AND CHARGES 2018/19			FEES AND CHARGES 2019/20		
				Basic	VAT@ 20%	Total	Basic	VAT@ 20%	Total
		Full plan	V	£36.40	£7.28	£43.70	£37.60	£7.52	£45.10
		Inspection charge	V	£52.00	£10.40	£62.40	£53.70	£10.74	£64.40
		Full Plan & Inspection Charge	V	£88.30	£17.66	£106.00	£91.10	£18.22	£109.30
		Mezzanine Floor per 500m2 or part							
		Full plan	V	£207.80	£41.56	£249.40	£214.40	£42.88	£257.30
		Inspection charge	V	£311.70	£62.34	£374.00	£321.70	£64.34	£386.00
		Full Plan & Inspection Charge	V	£519.50	£103.90	£623.40	£536.10	£107.22	£643.30
		<b>Other Works-Estimate of cost:</b>							
		<b>&lt;£5,000</b>							
		Full plan	V	£97.00	£19.40	£116.40	£100.10	£20.02	£120.10
		Inspection charge	V	£146.10	£29.22	£175.30	£150.80	£30.16	£181.00
		<b>£5001-10,000</b>							
		Full plan	V	£116.70	£23.34	£140.00	£120.40	£24.08	£144.50
		Inspection charge	V	£175.50	£35.10	£210.60	£181.10	£36.22	£217.30
		<b>£10,001-£20,000</b>							
		Full plan	V	£165.70	£33.14	£198.80	£171.00	£34.20	£205.20
		Inspection charge	V	£249.40	£49.88	£299.30	£257.40	£51.48	£308.90
		<b>£20,001-£30,000</b>							
		Full plan	V	£214.70	£42.94	£257.60	£221.60	£44.32	£265.90
		Inspection charge	V	£322.40	£64.48	£386.90	£332.70	£66.54	£399.20
		<b>£30,001-£40,000</b>							
		Full plan	V	£263.60	£52.72	£316.30	£272.00	£54.40	£326.40
		Inspection charge	V	£395.40	£79.08	£474.50	£408.10	£81.62	£489.70
		<b>£40,001-£50,000</b>							
		Full plan	V	£311.80	£62.36	£374.20	£321.80	£64.36	£386.20
		Inspection charge	V	£468.50	£93.70	£562.20	£483.50	£96.70	£580.20
		<b>£50,001-£60,000</b>							
		Full plan	V	£351.80	£70.36	£422.20	£363.10	£72.62	£435.70
		Inspection charge	V	£527.30	£105.46	£632.80	£544.20	£108.84	£653.00
		<b>£60,001-£70,000</b>							
		Full plan	V	£391.00	£78.20	£469.20	£403.50	£80.70	£484.20
		Inspection charge	V	£586.10	£117.22	£703.30	£604.90	£120.98	£725.90
		<b>£70,001-£80,000</b>							
		Full plan	V	£428.40	£85.68	£514.10	£442.10	£88.42	£530.50
		Inspection charge	V	£643.10	£128.62	£771.70	£663.70	£132.74	£796.40
		<b>£80,001-£90,000</b>							
		Full plan	V	£468.50	£93.70	£562.20	£483.50	£96.70	£580.20
		Inspection charge	V	£703.60	£140.72	£844.30	£726.10	£145.22	£871.30
		<b>£90,001-£100,000</b>							
		Full plan	V	£507.80	£101.56	£609.40	£524.00	£104.80	£628.80
		Inspection charge	V	£760.70	£152.14	£912.80	£785.00	£157.00	£942.00
		<b>£100,001-£120,000</b>							
		Full plan	V	£546.90	£109.38	£656.30	£564.40	£112.88	£677.30

Section Reference	Parts 1 or 2	Description of Fees & Charges	Service is VAILABLE	LONDON BOROUGH OF ENFIELD			LONDON BOROUGH OF ENFIELD		
				PLACE DEPARTMENT			PLACE DEPARTMENT		
				FEES AND CHARGES 2018/19			FEES AND CHARGES 2019/20		
				Basic	VAT@ 20%	Total	Basic	VAT@ 20%	Total
		Inspection charge <b>£120,001-£140,000</b>	V	£819.50	£163.90	£983.40	£845.70	£169.14	£1,014.80
		Full plan	V	£586.10	£117.22	£703.30	£604.90	£120.98	£725.90
		Inspection charge <b>£140,001-£160,000</b>	V	£878.20	£175.64	£1,053.80	£906.30	£181.26	£1,087.60
		Full plan	V	£625.30	£125.06	£750.40	£645.30	£129.06	£774.40
		Inspection charge <b>£160,001-£180,000</b>	V	£937.00	£187.40	£1,124.40	£967.00	£193.40	£1,160.40
		Full plan	V	£663.60	£132.72	£796.30	£684.80	£136.96	£821.80
		Inspection charge <b>£180,001-£200,000</b>	V	£994.80	£198.96	£1,193.80	£1,026.60	£205.32	£1,231.90
		Full plan	V	£703.60	£140.72	£844.30	£726.10	£145.22	£871.30
		Inspection charge	V	£1,054.60	£210.92	£1,265.50	£1,088.30	£217.66	£1,306.00
<b>4</b>	<b>1</b>	<b>Planning Application Fees</b>							
		<i>Prior Approval under the General Permitted Development Order (Amendment) 2013</i>							
		<i>An application which involves the making of any material change in the use of any buildings, or other land under Classes J, K and M of the General Permitted Development Order</i>		£80.00	£0.00	£80.00	£80.00	£0.00	£80.00
		<i>Application Type</i>							
		<i>Householder</i>							
		<i>Relating to one dwelling</i>		£172.00	£0.00	£172.00	£206.00	£0.00	£206.00
		<i>Relating to 2 or more dwellings</i>		£339.00	£0.00	£339.00	£407.00	£0.00	£407.00
		<i>Certificate of Lawfulness</i>							
		<i>Section 191 (1) (c) - Establish Use</i>		£195.00	£0.00	£195.00	£234.00	£0.00	£234.00
		<i>Section 191 (1) (a) or (b) - Existing per unit</i>		£385.00	£0.00	£385.00	£462.00	£0.00	£462.00
		<i>Section 191 (1) (a) or (b) - Existing 50 units</i>		£19,049.00	£0.00	£19,049.00	£22,859.00	£0.00	£22,859.00
		<i>Section 191 (1) (a) or (b) - Existing 51 and over units - per unit</i>		115 Max 250,000	£0.00	115 Max 250,000	Max 300,000	£0.00	Max 300,000
		<i>Section 192 - Proposed</i>		Half full fee	£0.00	Half full fee	Half full fee	£0.00	Half full fee
		<i>Outline</i>							
		<i>Site area not exceeding 2.5 ha - per 0.1ha</i>		£385.00	£0.00	£385.00	£462.00	£0.00	£462.00
		<i>Site area of 2.5 ha</i>		£9,527.00	£0.00	£9,527.00	£11,432.00	£0.00	£11,432.00
		<i>Site in excess of 2.5ha - per 0.1ha</i>		115 Max 125,000	£0.00	115 Max 125,000	Max 150,000	£0.00	Max 150,000
		<i>Dwellings</i>							
		<i>Per dwelling created - below 50</i>		£385.00	£0.00	£385.00	£462.00	£0.00	£462.00
		<i>50 dwellings</i>		£19,049.00	£0.00	£19,049.00	£22,859.00	£0.00	£22,859.00

Section Reference	Parts 1 or 2	Description of Fees & Charges	Service is VAILABLE	LONDON BOROUGH OF ENFIELD			LONDON BOROUGH OF ENFIELD		
				PLACE DEPARTMENT			PLACE DEPARTMENT		
				FEES AND CHARGES 2018/19			FEES AND CHARGES 2019/20		
				Basic	VAT@ 20%	Total	Basic	VAT@ 20%	Total
		<i>Per dwelling - above 50</i>		115 Max 250,000	£0.00	115 Max 250,000	Max 300,000	£0.00	Max 300,000
		<i>Change of use</i>		£385.00	£0.00	£385.00	£462.00	£0.00	£462.00
		<i>Other buildings</i>							
		<i>No additional floor space and Floor space up to 40 sq.m</i>		£195.00	£0.00	£195.00	£234.00	£0.00	£234.00
		<i>Floor space between 40 sq.m. and 75 sq.m.</i>		£385.00	£0.00	£385.00	£462.00	£0.00	£462.00
		<i>Floor space between 75 sq.m. and 3750 sq.m. - for each additional 75 sq.m.</i>		£385.00	£0.00	£385.00	£462.00	£0.00	£462.00
		<i>3750 sq.m. created</i>		£19,049.00	£0.00	£19,049.00	£22,859.00	£0.00	£22,859.00
		<i>Each additional 75 sq.m. (or part thereof) above 3750 sq.m.</i>		115 Max 250,000	£0.00	115 Max 250,000	Max 300,000	£0.00	Max 300,000
		<i>Erection, on land used for the purpose of agriculture</i>							
		<i>Works up to 465 sq.m.</i>		£80.00	£0.00	£80.00	£96.00	£0.00	£96.00
		<i>Floor space between 465 sq.m. and 540 sq.m.</i>		£385.00	£0.00	£385.00	£462.00	£0.00	£462.00
		<i>Floor space between 540 sq.m. and 4215 sq.m. - for each additional 75 sq.m</i>		£385.00	£0.00	£385.00	£462.00	£0.00	£462.00
		<i>4215 sq.m. created</i>		£19,049.00	£0.00	£19,049.00	£22,859.00	£0.00	£22,859.00
		<i>Each additional 75 sq.m. (or part thereof) above 3750 sq.m.</i>		115 Max 250,000	£0.00	115 Max 250,000	Max 300,000	£0.00	Max 300,000
		<i>Erection of glasshouses on land used for the purposes of agriculture</i>							
		<i>Works up to 465 sq.m.</i>		£80.00	£0.00	£80.00	£96.00	£0.00	£96.00
		<i>Works creating more than 465 sq.m.</i>		£2,150.00	£0.00	£2,150.00	£2,580.00	£0.00	£2,580.00
		<i>The erection, alteration or replacement of plant or machinery</i>							
		<i>Site area not exceeding 5ha- each 0.1ha or part thereof</i>		£385.00	£0.00	£385.00	£462.00	£0.00	£462.00
		<i>Site area of 5ha</i>		£19,049.00	£0.00	£19,049.00	£22,859.00	£0.00	£22,859.00
		<i>Site area in excess of 5ha - each additional 0.1ha or part thereof</i>		115 Max 250,000	£0.00	115 Max 250,000	Max 300,000	£0.00	Max 300,000

Section Reference	Parts 1 or 2	Description of Fees & Charges	Service is VAILABLE	LONDON BOROUGH OF ENFIELD			LONDON BOROUGH OF ENFIELD		
				PLACE DEPARTMENT			PLACE DEPARTMENT		
				FEES AND CHARGES 2018/19			FEES AND CHARGES 2019/20		
				Basic	VAT@ 20%	Total	Basic	VAT@ 20%	Total
		<i>The carrying out of any operations not coming within any of the above categories - for each 0.1 ha of site area</i>		195 Max 1,690	£0.00	195 Max 1,690	£234 up to a max of £2028	£0.00	£234 up to a max of £2028
		<i>Operations connected with exploratory drilling for oil or natural gas</i>							
		<i>Site area not exceeding 7.5 ha - for each 0.1 ha of site area</i>		£385.00	£0.00	£385.00	£508.00	£0.00	£508.00
		<i>Site area of 7.5 ha</i>		£28,750.00	£0.00	£28,750.00	£38,070.00	£0.00	£38,070.00
		<i>Per 0.1ha in excess of 7.5ha</i>		115 Max 250,000	£0.00	115 Max 250,000	Max 300,000	£0.00	Max 300,000
		<i>Winning and working of materials</i>							
		<i>Per 0.1 ha site area to maximum 15 ha</i>		£195.00	£0.00	£195.00	£234.00	£0.00	£234.00
		<i>Site area of 15 ha</i>		£29,112.00	£0.00	£29,112.00	£34,934.00	£0.00	£34,934.00
		<i>Per 0.1 ha site area in excess of 15 ha</i>		115 Max 65,000	£0.00	115 Max 65,000	£138 up to a max of £78,000	£0.00	£138 up to a max of £78,000
		<i>Disposal of refuse or waste materials or for the deposit of material remaining after minerals have been extracted from the land or for the storage of minerals in the open.</i>							
		<i>Per 0.1 ha site area to maximum 15 ha</i>		£195.00	£0.00	£195.00	£234.00	£0.00	£234.00
		<i>Site area of 15 ha</i>		£29,112.00	£0.00	£29,112.00	£34,934.00	£0.00	£34,934.00
		<i>Per 0.1 ha site area in excess of 15 ha</i>		115 Max 65,000	£0.00	115 Max 65,000	£138 up to a max of £78,000	£0.00	£138 up to a max of £78,000
		<i>Construction of car parks, service roads and access for the purpose of a single undertaking</i>		£195.00	£0.00	£195.00	£234.00	£0.00	£234.00
		<i>Extant Planning Permission</i>							
		<i>Householder</i>		£57.00	£0.00	£57.00	£68.40	£0.00	£68.40
		<i>Major development</i>		£575.00	£0.00	£575.00	£690.00	£0.00	£690.00
		<i>All other applications</i>		£195.00	£0.00	£195.00	£234.00	£0.00	£234.00
		<i>Non-Material Amendment</i>							
		<i>Householder</i>		£28.00	£0.00	£28.00	£34.00	£0.00	£34.00
		<i>All other applications</i>		£195.00	£0.00	£195.00	£234.00	£0.00	£234.00
		<i>Minor Material Amendment</i>		£195.00	£0.00	£195.00	£234.00	£0.00	£234.00
		<i>Reserved matters</i>		£385.00	£0.00	£385.00	£462.00	£0.00	£462.00

Section Reference	Parts 1 or 2	Description of Fees & Charges	Service is VAILABLE	LONDON BOROUGH OF ENFIELD			LONDON BOROUGH OF ENFIELD		
				PLACE DEPARTMENT			PLACE DEPARTMENT		
				FEES AND CHARGES 2018/19			FEES AND CHARGES 2019/20		
				Basic	VAT@ 20%	Total	Basic	VAT@ 20%	Total
		<i>For non-compliance with conditions, variation or renewal of a temporary permission</i>		£195.00	£0.00	£195.00	£234.00	£0.00	£234.00
		<i>Request for written confirmation of compliance with condition(s)</i>							
		<i>Householder</i>		£28.00	£0.00	£28.00	£34.00	£0.00	£34.00
		<i>All other applications</i>		£97.00	£0.00	£97.00	£116.00	£0.00	£116.00
		<i>Playing Fields</i>		£385.00	£0.00	£385.00	£462.00	£0.00	£462.00
		<i>Telecoms prior approval</i>		£385.00	£0.00	£385.00	£462.00	£0.00	£462.00
		<i>Buildings and roads constructed under PD for agriculture/forestry</i>		£80.00	£0.00	£80.00	£96.00	£0.00	£96.00
		<i>Demolition prior approval</i>		£80.00	£0.00	£80.00	£96.00	£0.00	£96.00
		<i>Advert to premises</i>		£110.00	£0.00	£110.00	£132.00	£0.00	£132.00
		<i>Directional advert</i>		£110.00	£0.00	£110.00	£132.00	£0.00	£132.00
		<i>All other adverts</i>		£385.00	£0.00	£385.00	£462.00	£0.00	£462.00
5	1	<b>Coordinated Development Process &amp; Sustainability Assessment Services-Development Control</b>							
		Permission in Principal					£402.00 per 0.1 ha		£402.00 per 0.1ha
		<b>Coordinated Plan Drawing and Approval Service</b>							
		<b>N.B. 20% discount on Building Control Application fees included in the fees shown below.</b>							
		Single Storey Extension	√	£1,603.30	£320.66	£1,924.00	£1,654.60	£330.92	£1,985.50
		Two Storey Extension	√	£1,923.90	£384.78	£2,308.70	£1,985.50	£397.10	£2,382.60
		Loft Conversion	√	£1,870.50	£374.10	£2,244.60	£1,930.40	£386.08	£2,316.50
		Combination Loft & Extension	√	£2,939.30	£587.86	£3,527.20	£3,033.40	£606.68	£3,640.10
		Lawful Development Certificate	√	£90.90	£18.18	£109.10	£93.80	£18.76	£112.60
6	1	<b>CONTAMINATED LAND INFORMATION</b>							
		Contaminated Land Enquiry - Site History - where no records held		£32.10	£0.00	£32.10	£33.10	£0.00	£33.10
		Contaminated Land Enquiry - Site History - where records are held		£136.80	£0.00	£136.80	£141.20	£0.00	£141.20
7	1	<b>DEVELOPMENT CONTROL SERVICES</b>							
		Provision of Information including Solicitors & Developers Inquires - per hour (1 hour minimum charge)		£58.80	£0.00	£58.80	£60.70	£0.00	£60.70

Section Reference	Parts 1 or 2	Description of Fees & Charges	Service is VAILABLE	LONDON BOROUGH OF ENFIELD			LONDON BOROUGH OF ENFIELD		
				PLACE DEPARTMENT			PLACE DEPARTMENT		
				FEES AND CHARGES 2018/19			FEES AND CHARGES 2019/20		
				Basic	VAT@ 20%	Total	Basic	VAT@ 20%	Total
		Providing written confirmation of compliance with planning permission, including a site visit.	√	£264.90	£52.98	£317.90	£273.40	£54.68	£328.10
		Planning Decision Notice		£13.40	£0.00	£13.40	£13.80	£0.00	£13.80
		Retrieval of planning files from storage (1948 to 2005)		£5.40	£0.00	£5.40	£5.60	£0.00	£5.60
		London Local Authorities (Charges for Stopping Up Orders) Regulations 2000		£2,789.60	£0.00	£2,789.60	£2,878.90	£0.00	£2,878.90
		Application for temporary directional signage					£114.60	£0.00	£114.60
		Temporary signs for housing developments a returnable deposit of £100 per sign to cover our costs in removing the signs in default		Price on application		Price on application	£100.00		£100.00
<b>8</b>	<b>1</b>	<b>PUBLIC REGISTER COPIES</b>							
		IPC Authorised Premises Provision of copies – per premise – per officer half hour or part thereof		£24.60	£0.00	£24.60	£25.40	£0.00	£25.40
		Environmental Regulation of Industrial Plant		Price on Application			Price on Application		
		Fee for a formal complaint made in respect of high hedges and trees, under part 8 of the Anti-Social Behaviour Act 2003		£1,006.80	£0.00	£1,006.80	£1,039.00	£0.00	£1,039.00
<b>9</b>	<b>1</b>	<b>ENVIRONMENTAL PERMITTING (PPC)</b>							
		<i>Statutory fee (set by DEFRA)</i>							
		<i>LAPPC Application Fees:</i>							
		<i>Application for an environmental permit part B - Standard Activities</i>		£1,579.00	£0.00	£1,579.00	£1,579.00	£0.00	£1,579.00
		<i>Additional Fee for operating without a permit</i>		£1,137.00	£0.00	£1,137.00	£1,137.00	£0.00	£1,137.00
		<i>PVRI, SWOB and Dry Cleaners Reduced Fee Activities</i>		£148.00	£0.00	£148.00	£148.00	£0.00	£148.00
		<i>PVRI &amp; II Combined</i>		£246.00	£0.00	£246.00	£246.00	£0.00	£246.00
		<i>VRs and Other Reduced Fee Activities</i>		£346.00	£0.00	£346.00	£346.00	£0.00	£346.00
		<i>Reduced fee activities: Additional fee for operating without a permit</i>		£68.00	£0.00	£68.00	£68.00	£0.00	£68.00
		<i>Mobile screening and crushing plant</i>		£346.00	£0.00	£346.00	£346.00	£0.00	£346.00
		<i>Application fee for mobile crusher 3rd - 7th Permit</i>		£346.00	£0.00	£346.00	£346.00	£0.00	£346.00
		<i>Application fee for mobile crusher 8th Permit and higher</i>		£346.00	£0.00	£346.00	£346.00	£0.00	£346.00
		<i>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</i>		£297.00	£0.00	£297.00	£297.00	£0.00	£297.00
		<i>LAPPC Annual Subsistence Charge</i>							
		<i>Standard Processes- Low Risk</i>		£739.00	£0.00	£739.00	£739.00	£0.00	£739.00
		<i>Standard Processes- Low Risk - Additional charge where a permit is for a combined Part B &amp; Waste installation</i>		£99.00	£0.00	£99.00	£99.00	£0.00	£99.00

Section Reference	Parts 1 or 2	Description of Fees & Charges	Service is VAILABLE	LONDON BOROUGH OF ENFIELD			LONDON BOROUGH OF ENFIELD		
				PLACE DEPARTMENT			PLACE DEPARTMENT		
				FEES AND CHARGES 2018/19			FEES AND CHARGES 2019/20		
				Basic	VAT@ 20%	Total	Basic	VAT@ 20%	Total
		<i>Standard Processes- Medium Risk</i>		£1,111.00	£0.00	£1,111.00	£1,111.00	£0.00	£1,111.00
		<i>Standard Processes- Medium Risk - Additional charge where a permit is for a combined Part B &amp; Waste installation</i>		£149.00	£0.00	£149.00	£149.00	£0.00	£149.00
		<i>Standard Processes- High Risk</i>		£1,672.00	£0.00	£1,672.00	£1,672.00	£0.00	£1,672.00
		<i>Standard Processes- High Risk - Additional charge where a permit is for a combined Part B &amp; Waste installation</i>		£198.00	£0.00	£198.00	£198.00	£0.00	£198.00
		<i>Annual Subsistence Fee - Reduced Fee Activity - Low Risk</i>		£76.00	£0.00	£76.00	£76.00	£0.00	£76.00
		<i>Annual Subsistence Fee - Reduced Fee Activity - Medium Risk</i>		£151.00	£0.00	£151.00	£151.00	£0.00	£151.00
		<i>Annual Subsistence Fee - Reduced Fee Activity - High Risk</i>		£227.00	£0.00	£227.00	£227.00	£0.00	£227.00
		<i>Annual Subsistence Fee - Reduced Fee Activity PVR I+II -Low Risk</i>		£108.00	£0.00	£108.00	£108.00	£0.00	£108.00
		<i>Annual Subsistence Fee - Reduced Fee Activity PVR I+II -Medium Risk</i>		£216.00	£0.00	£216.00	£216.00	£0.00	£216.00
		<i>Annual Subsistence Fee - Reduced Fee Activity PVR I+II -High Risk</i>		£326.00	£0.00	£326.00	£326.00	£0.00	£326.00
		<i>Annual Subsistence Fee - Vehicle Respraying + other processes in this category - Low Risk</i>		£218.00	£0.00	£218.00	£218.00	£0.00	£218.00
		<i>Annual Subsistence Fee - Vehicle Respraying + other processes in this category - Medium Risk</i>		£349.00	£0.00	£349.00	£349.00	£0.00	£349.00
		<i>Annual Subsistence Fee - Vehicle Respraying + other processes in this category - High Risk</i>		£524.00	£0.00	£524.00	£524.00	£0.00	£524.00
		<i>Annual Subsistence Fee - Mobile Crushing - Low Risk</i>		£218.00	£0.00	£218.00	£218.00	£0.00	£218.00
		<i>Annual Subsistence Fee - Mobile Crushing - Medium Risk</i>		£349.00	£0.00	£349.00	£349.00	£0.00	£349.00
		<i>Annual Subsistence Fee - Mobile Crushing - High Risk</i>		£524.00	£0.00	£524.00	£524.00	£0.00	£524.00
		<i>Annual Subsistence Fee - Mobile Crushing 3rd - 7th Permits - Low Risk</i>		£218.00	£0.00	£218.00	£218.00	£0.00	£218.00
		<i>Annual Subsistence Fee - Mobile Crushing 3rd - 7th Permits - Medium Risk</i>		£349.00	£0.00	£349.00	£349.00	£0.00	£349.00
		<i>Annual Subsistence Fee - Mobile Crushing 3rd - 7th Permits - High Risk</i>		£524.00	£0.00	£524.00	£524.00	£0.00	£524.00
		<i>Annual Subsistence Fee - Mobile Crushing 8th &amp; subsequent permits - Low Risk</i>		£218.00	£0.00	£218.00	£218.00	£0.00	£218.00
		<i>Annual Subsistence Fee - Mobile Crushing 8th &amp; subsequent permits - Medium Risk</i>		£349.00	£0.00	£349.00	£349.00	£0.00	£349.00
		<i>Annual Subsistence Fee - Mobile Crushing 8th &amp; subsequent permits - High Risk</i>		£524.00	£0.00	£524.00	£524.00	£0.00	£524.00
		<i>Late payment fee</i>		£50.00	£0.00	£50.00	£50.00	£0.00	£50.00



Section Reference	Parts 1 or 2	Description of Fees & Charges	Service is VAILABLE	LONDON BOROUGH OF ENFIELD			LONDON BOROUGH OF ENFIELD		
				PLACE DEPARTMENT			PLACE DEPARTMENT		
				FEES AND CHARGES 2018/19			FEES AND CHARGES 2019/20		
				Basic	VAT@ 20%	Total	Basic	VAT@ 20%	Total
		<i>Where a Part B installation is subject to reporting under E-PRTR Regulation add an extra £99 to the above amounts</i>							
		<i>Where subsistence charges are paid in four equal instalments the total amount payable is increased by £36</i>							
		<b>Transfer &amp; Surrender</b>							
		Standard process transfer	£162.00	£0.00	£162.00	£162.00	£0.00	£162.00	
		Standard process partial transfer	£476.00	£0.00	£476.00	£476.00	£0.00	£476.00	
		New operator at low risk reduced fee activity	£75.00	£0.00	£75.00	£75.00	£0.00	£75.00	
		Surrender: all Part B activities	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	
		Reduced fee activities: transfer	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	
		Reduced fee activities: partial transfer	£45.00	£0.00	£45.00	£45.00	£0.00	£45.00	
		Temporary transfer for mobiles: first transfer	£51.00	£0.00	£51.00	£51.00	£0.00	£51.00	
		Temporary transfer for mobiles: repeat following enforcement or warning	£51.00	£0.00	£51.00	£51.00	£0.00	£51.00	
		Substantial Change							
		Standard process	£1,005.00	£0.00	£1,005.00	£1,005.00	£0.00	£1,005.00	
		Standard process where the substantial change results in a new PPC activity	£1,579.00	£0.00	£1,579.00	£1,579.00	£0.00	£1,579.00	
		Reduced fee activities	£98.00	£0.00	£98.00	£98.00	£0.00	£98.00	
		<b>LA-IPPC Charges:</b>							
		Application	£3,218.00	£0.00	£3,218.00	£3,218.00	£0.00	£3,218.00	
		Additional fee for operating without a permit	£1,137.00	£0.00	£1,137.00	£1,137.00	£0.00	£1,137.00	
		Annual subsistence fee: Low risk	£1,384.00	£0.00	£1,384.00	£1,384.00	£0.00	£1,384.00	
		Annual subsistence fee: Medium risk	£1,541.00	£0.00	£1,541.00	£1,541.00	£0.00	£1,541.00	
		Annual subsistence fee: High risk	£2,233.00	£0.00	£2,233.00	£2,233.00	£0.00	£2,233.00	
		Late payment fee	£50.00	£0.00	£50.00	£50.00	£0.00	£50.00	
		Substantial variation	£1,309.00	£0.00	£1,309.00	£1,309.00	£0.00	£1,309.00	
		Transfer	£225.00	£0.00	£225.00	£225.00	£0.00	£225.00	
		Partial transfer	£668.00	£0.00	£668.00	£668.00	£0.00	£668.00	
		Surrender	£668.00	£0.00	£668.00	£668.00	£0.00	£668.00	
		<i>Where subsistence charges are paid in four equal instalments the total amount payable is increased by £36</i>							
<b>10</b>	<b>1</b>	<b>ADOPTED ROAD ENQUIRIES</b>							
		Up to 3 Questions	£26.70	£0.00	£26.70	£30.00	£0.00	£30.00	
		4 or more Questions	£53.40	£0.00	£53.40	£60.00	£0.00	£60.00	
<b>11</b>	<b>1</b>	<b>TEMPORARY TRAFFIC ORDER</b>							
		S115E Licence				£575.00	£0.00	£575.00	
		TTO / Notice Standard Charge	£2,100.00	£0.00	£2,100.00	£2,200.00	£0.00	£2,200.00	

Section Reference	Parts 1 or 2	Description of Fees & Charges	Service is VAILABLE	LONDON BOROUGH OF ENFIELD			LONDON BOROUGH OF ENFIELD		
				PLACE DEPARTMENT			PLACE DEPARTMENT		
				FEES AND CHARGES 2018/19			FEES AND CHARGES 2019/20		
				Basic	VAT@ 20%	Total	Basic	VAT@ 20%	Total
		A Special Event Orders - (excluding community street parties)		£830.00	£0.00	£830.00	£856.60	£0.00	£856.60
12	1	<b>TRANSPORTATION PLANNING</b>							
		<b>Road Closure for a Street Party or other Event</b>							
		Approval by the Highway authority to close a road for a street party or other event on the highway (including provision of road closure barriers by the authority)		Price on application			Price on application		
		Please note a separate Licence is needed if selling food or drinks, or providing entertainment.							
13	1	<b>TRANSPORTATION SERVICES</b>							
		Monitoring outputs of travel plans secured by S106 Obligations - Framework Travel Plan				Flat contribution of £2,000 + annual contribution of £500 for the life of the travel plan			
		Monitoring outputs of travel plans secured by S106 London Local Authorities (Charges for Stopping Up Orders) Regulations 2000				£4,024.80	£0.00	£4,024.80	
		Application for temporary directional signage				£2,878.90	£0.00	£2,878.90	
		Temporary signs for housing developments a returnable deposit of £100 per sign to cover our costs in removing the signs in default				£114.60	£0.00	£114.60	
		Requests for Advice and Policy Guidance on Directional Signs				£100.00	£0.00	£100.00	
		S115E Licence		£55.50	£0.00	£55.50	£57.30	£0.00	£57.30
		Checking fee for S38 Agreements (value of works based on current LBE term contract rates) (not subject to VAT)				£575.00	£0.00	£575.00	
		Checking & supervision fee for S278 Agreements (value of works based on current LBE term contract rates) (not subject to VAT)		Flat rate of <b>£3,500.00</b> for works up to £10,000 in value + 8% of the value of works over £10,000 + actual cost to accrue street lighting etc. into PFI contract			Flat rate of <b>£3,500.00</b> for works up to £10,000 in value + 9% of the value of works over £10,000 + actual cost to accrue street lighting etc. into PFI contract		
				Flat rate of <b>£3,500.00</b> for works up to £10,000 in value + 10% of the value of works over £10,000 + actual cost to accrue street lighting etc. into PFI contract			Flat rate of <b>£3,500.00</b> for works up to £10,000 in value + 11% of the value of works over £10,000 + actual cost to accrue street lighting etc. into PFI contract		
14	1	<b>Enforcement of Temporary Traffic Orders - Resident &amp; Business bays, waiting and loading:</b>							
		Admin fee		£74.20	£0.00	£74.20	£99.00	£0.00	£99.00
		Cancellation charge		£31.80	£0.00	£31.80	£49.00	£0.00	£49.00
		Enforcement by Civil Enforcement Officer per day		£75.20	£0.00	£75.20	£70.80	£0.00	£70.80
		Cost of an Enforcement notice	V				£30.00	£6.00	£36.00
		Use of removal vehicle (per removal)		£214.00	£0.00	£214.00	£200.00	£0.00	£200.00

Section Reference	Parts 1 or 2	Description of Fees & Charges	Service is VAILABLE	LONDON BOROUGH OF ENFIELD			LONDON BOROUGH OF ENFIELD		
				PLACE DEPARTMENT			PLACE DEPARTMENT		
				FEES AND CHARGES 2018/19			FEES AND CHARGES 2019/20		
				Basic	VAT@ 20%	Total	Basic	VAT@ 20%	Total
		<b>Please note the charges for Enforcement detailed above are separate and in addition to any charges which the applicant may incur in obtaining a Temporary Traffic Order or Street Works permits</b>							
		<b><u>Lorry parking prices</u></b>							
		<b>Rigid vehicles</b>							
		1 day	£14.70	£2.94	£17.60	£15.20	£3.04	£18.20	
		2 days	£29.40	£5.88	£35.30	£30.30	£6.06	£36.40	
		3 days	£44.20	£8.84	£53.00	£45.60	£9.12	£54.70	
		4 days	£58.90	£11.78	£70.70	£60.80	£12.16	£73.00	
		5 days	£73.60	£14.72	£88.30	£76.00	£15.20	£91.20	
		6 days	£88.30	£17.66	£106.00	£91.10	£18.22	£109.30	
		1 week	£95.20	£19.04	£114.20	£98.20	£19.64	£117.80	
		1 month	£381.00	£76.20	£457.20	£393.20	£78.64	£471.80	
		3 months	£1,142.90	£228.58	£1,371.50	£1,179.50	£235.90	£1,415.40	
		<b>Articulated vehicles</b>							
		1 day	£17.30	£3.46	£20.80	£17.90	£3.58	£21.50	
		2 days	£34.60	£6.92	£41.50	£35.70	£7.14	£42.80	
		3 days	£52.00	£10.40	£62.40	£53.70	£10.74	£64.40	
		4 days	£69.30	£13.86	£83.20	£71.50	£14.30	£85.80	
		5 days	£86.60	£17.32	£103.90	£89.40	£17.88	£107.30	
		6 days	£103.90	£20.78	£124.70	£107.20	£21.44	£128.60	
		1 week	£112.60	£22.52	£135.10	£116.20	£23.24	£139.40	
		1 month	£450.20	£90.04	£540.20	£464.60	£92.92	£557.50	
		3 months	£1,350.70	£270.14	£1,620.80	£1,393.90	£278.78	£1,672.70	
		<b>Road Closure for a Street Party or other Event</b>							
		<b>Approval by the Highway authority to close a road for a street party or other event on the highway (including provision of road closure barriers by the authority)</b>	Price on application			Price on application			
		Please note a separate Licence is needed if selling food or drinks, or providing entertainment.							
15	1	<b>FOOTPATH CROSSINGS &amp; PATHS ACROSS VERGES</b>							
		Costs associated with amending Traffic Management Orders to facilitate footway crossovers in Controlled Parking Zones	£137.10	£0.00	£137.10	£141.50	£0.00	£141.50	
		Application for Footway Crossovers - The Local Authorities (Transport Charges) Regulation 1998. The application process includes a maximum of three site visits. The application process includes a maximum of three visits.	£185.00	£0.00	£185.00	£190.00	£0.00	£190.00	

Section Reference	Parts 1 or 2	Description of Fees & Charges	Service is VAILABLE	LONDON BOROUGH OF ENFIELD			LONDON BOROUGH OF ENFIELD		
				PLACE DEPARTMENT			PLACE DEPARTMENT		
				FEES AND CHARGES 2018/19			FEES AND CHARGES 2019/20		
				Basic	VAT@ 20%	Total	Basic	VAT@ 20%	Total
		<b>New:</b> Additional Site visits for approval and estimation of vehicle crossover applications. Up to half hour of officer's time per visit.		£36.00	£0.00	£36.00	£37.20	£0.00	£37.20
		Construction of a crossover <b>per square metre</b> in paving slabs/blocks or asphalt. Excluding existing obstructions e.g. street lighting columns, street furniture, trees or utility apparatus. <b>Note:</b> Where a footway is currently constructed in asphalt / tarmacadam a new footway crossing will only be permitted to be constructed in asphalt / tarmacadam		£206.00	£0.00	£206.00	£213.00	£0.00	£213.00
		Uplift on the cost per square metre for constructing a crossover on a traffic sensitive street.		£20.00	£0.00	£20.00	£20.00	£0.00	£20.00
		Provision of a footway crossover when constructed as part of a planned footway reconstruction scheme - <b>(20%discount</b> on full price shown above) (per square metre). Note: crossover specification to comply with scheme construction.		£164.80	£0.00	£164.80	£170.00	£0.00	£170.00
		<b>There will be no discount where it is identified that a resident is crossing the footway illegally and contributing to damage of the footway.</b>							
		Renewal of existing White line Entrance Marking on		£146.00	£0.00	£146.00	£150.00	£0.00	£150.00
		New White line Entrance Marking on Highway		£146.00	£0.00	£146.00	£150.00	£0.00	£150.00
		White line Entrance marking application charge (if work not progressed admin fee to be charged)		£59.00	£0.00	£59.00	£61.00	£0.00	£61.00
		Removal and replanting of shrub bed elsewhere in the Borough - per square metre		£108.10	£0.00	£108.10	£112.00	£0.00	£112.00
		Removal and replanting of grass verge elsewhere in the Borough - per square metre		£93.50	£0.00	£93.50	£96.00	£0.00	£96.00
		Application to request a tree removal in accordance with the tree strategy.		£160.00	£0.00	£160.00	£165.00	£0.00	£165.00
		Application for Heavy Duty Footway crossover - The Local Authorities (Transport Charges) Regulation 1998		£877.00	£0.00	£877.00	£905.00	£0.00	£905.00
		Construction and site supervision of Heavy Duty crossover excluding statutory utility diversions.		Price on Application			Price on Application		
<b>16</b>	<b>1</b>	<b>PROVISION OF STREET SEATS</b>							
		Per seat (Estimate will be provided on request at actual contractors cost, officer time and actual cost of plaque)		Price on Application			Price on Application		
<b>17</b>	<b>1</b>	<b>PROVISION OF STREET NAME PLATES</b>							

Section Reference	Parts 1 or 2	Description of Fees & Charges	Service is VAILABLE	LONDON BOROUGH OF ENFIELD			LONDON BOROUGH OF ENFIELD		
				PLACE DEPARTMENT FEES AND CHARGES 2018/19			PLACE DEPARTMENT FEES AND CHARGES 2019/20		
				Basic	VAT@ 20%	Total	Basic	VAT@ 20%	Total
				Price on Application			Price on Application		
		Per Street Name Plate		Price on Application			Price on Application		
		Relocation only of existing Street Name Plate for footway crossing application		Price on Application			Price on Application		
<b>18</b>	<b>1</b>	<b>LICENCE FOR SKIPS</b>							
		Inspection fee for skip placed off highway		£56.00	£0.00	£56.00	£58.00	£0.00	£58.00
		Skip Licence - 14 days		£56.00	£0.00	£56.00	£58.00	£0.00	£58.00
		Continuation Licence - 14 days		£37.00	£0.00	£37.00	£58.00	£0.00	£58.00
<b>19</b>	<b>1</b>	<b>LICENCE FOR HOARDING/SCAFFOLDING</b>							
		<u>Deposit</u> before commencement of works (refundable against damage)							
		Per square metre of highway occupied by scaffold/hoarding(minimum deposit of £500)		£50.00	£0.00	£50.00	£51.60	£0.00	£51.60
		<b>Licence:</b>							
		<b>Application Fee</b> all scaffolds/hoardings (Non Refundable)		£122.00	£0.00	£122.00	£125.00	£0.00	£125.00
		<b>Licence Fee for 30 days</b> per square metre of highway occupied by scaffold/hoarding ( <b>minimum cost to be £230, max to be £2,000</b> ) <b>£23.00psqm</b>		£22.00	£0.00	£22.00	£23.00	£0.00	£23.00
		<b>Licence Extension Fee</b> for each 30 day period per square metre of highway occupied by scaffold/hoarding <b>UP TO 180 DAYS (minimum cost to be £230, max to be £2,000)</b> <b>£23.00psqm</b>		£22.00	£0.00	£22.00	£23.00	£0.00	£23.00
		<b>Charge for additional inspections - £68.00 per hour (min. 1 hr)</b>		£66.00	£0.00	£66.00	£68.00	£0.00	£68.00
<b>20</b>	<b>1</b>	<b>LICENCE FOR THE ISSUE OF A STREET WORKS LICENCE UNDER S50 OF THE NEW ROADS &amp; STREET WORKS ACT 1991</b>							
		Administration fee		£250.00	£0.00	£250.00	£260.00	£0.00	£260.00
		Capitalisation fee in lieu of annual charge		£800.00	£0.00	£800.00	£1,200.00	£0.00	£1,200.00
		Inspection Fee		£200.00	£0.00	£200.00	£300.00	£0.00	£300.00
		Refundable Deposit (subject to satisfactory inspection of works at end of guarantee period) - per square metre for reinstatements up to 5 M <sup>2</sup>		£200.00	£0.00	£200.00	£200.00	£0.00	£200.00
		Refundable Deposit (subject to satisfactory inspection of works at end of guarantee period) - per square metre for reinstatements over 5M <sup>2</sup>		£160.00	£0.00	£160.00	£160.00	£0.00	£160.00
		Bond payable to cover any penalty payments associated with the works		Price on Application			Price on Application		

Section Reference	Parts 1 or 2	Description of Fees & Charges	Service is VAILABLE	LONDON BOROUGH OF ENFIELD			LONDON BOROUGH OF ENFIELD		
				PLACE DEPARTMENT			PLACE DEPARTMENT		
				FEES AND CHARGES 2018/19			FEES AND CHARGES 2019/20		
				Basic	VAT@ 20%	Total	Basic	VAT@ 20%	Total
21	1	<b>APPLICATION FOR AUTHORITY TO EXECUTE WORKS ON THE HIGHWAY</b>							
		Administration fee	£250.00	£0.00	£250.00	£260.00	£0.00	£260.00	
		Inspection Fee	£200.00	£0.00	£200.00	£210.00	£0.00	£210.00	
		Refundable Deposit (subject to satisfactory inspection of works at end of guarantee period) - per square metre	£500.00	£0.00	£500.00	£500.00	£0.00	£500.00	
22	1	<b>LICENCE FOR CRANES/OVERSAILING</b>							
		Application Fee for Cranes/Oversailing (Non refundable)	£163.00	£0.00	£163.00	£168.00	£0.00	£168.00	
		Licence for Cranes on the highway - per day	£164.00	£0.00	£164.00	£169.00	£0.00	£169.00	
		Licence for Oversail over the highway - per day. £10.00	£10.00	£0.00	£10.00	£10.00	£0.00	£10.00	
		Charge for additional inspections - complaints/enquiries. £66 per hour (min. 1 hr)	£66.00	£0.00	£66.00	£68.00	£0.00	£68.00	
		Deposit before commencement of works (refundable against damage)	£5,000.00	£0.00	£5,000.00	£5,000.00	£0.00	£5,000.00	
23	1	<b>HIGHWAY RELATED CHARGES</b>							
		<b>Emergency Call-Out Service</b>			Price on Application			Price on Application	
		(a) Daytime Monday – Friday			Price on Application			Price on Application	
		Supervisor per hour (minimum 1 hour)			Price on Application			Price on Application	
		Highways Road gang (2 men) per hour (Minimum 1 hour)			Price on Application			Price on Application	
		(b) Overtime Monday - Saturday			Price on Application			Price on Application	
		Callout (Minimum of 2 hours)			Price on Application			Price on Application	
		Callout over 2 hours (per hour)			Price on Application			Price on Application	
		Highways Road Gang (2 men + lorry) (2 hours minimum			Price on Application			Price on Application	
		Callout of Road Gang over 2 hours (per hour)			Price on Application			Price on Application	
		(c) Overtime Sunday & Bank Holidays & After Midnight			Price on Application			Price on Application	
		Callout (Minimum of 2 hours)			Price on Application			Price on Application	
		Callout (over 2 hours) per hour			Price on Application			Price on Application	
		Highways Road Gang (2 men + lorry) (2 hours minimum			Price on Application			Price on Application	
		Callout of Road Gang over 2 hours (per hour)			Price on Application			Price on Application	
		(d) Bag of Granules used in Road Traffic			Price on Application			Price on Application	
		Accidents, per Bag			Price on Application			Price on Application	
		(e) Lost Lamp			Price on Application			Price on Application	
		<b>Replace Pedestrian Guardrails</b>			Price on Application			Price on Application	
		One panel			Price on Application			Price on Application	
		Two panels			Price on Application			Price on Application	

Section Reference	Parts 1 or 2	Description of Fees & Charges	Service is VAILABLE	LONDON BOROUGH OF ENFIELD			LONDON BOROUGH OF ENFIELD		
				PLACE DEPARTMENT			PLACE DEPARTMENT		
				FEES AND CHARGES 2018/19			FEES AND CHARGES 2019/20		
				Basic	VAT@ 20%	Total	Basic	VAT@ 20%	Total
		Three panels		Price on Application		Price on Application			
		Four panels		Price on Application		Price on Application			
		Five panels		Price on Application		Price on Application			
		Six panels		Price on Application		Price on Application			
		<b>Street Lighting &amp; Illuminated Street Furniture – (Removal of damaged items, &amp; replaced to working order)</b>		Price on Application		Price on Application			
		Illuminated bollards per unit		Price on Application		Price on Application			
		Haldo Bollard		Price on Application		Price on Application			
		600 ‘O’ Bollard		Price on Application		Price on Application			
		Pearce Gowshall Bollard		Price on Application		Price on Application			
		Lamp Columns per unit		Price on Application		Price on Application			
		Street Lighting Column - up to 5 metre		Price on Application		Price on Application			
		Street Lighting Column – 6 metre		Price on Application		Price on Application			
		Street Lighting Column – 8 metre		Price on Application		Price on Application			
		Street Lighting Column – 10 metre		Price on Application		Price on Application			
		Illuminated Large Base Sign Post/ Directional Sign per unit		Price on Application		Price on Application			
		Double Bracket/Post		Price on Application		Price on Application			
		Single Bracket/Post		Price on Application		Price on Application			
		<b>Repairs to Footways – Patching &amp; Repairs on footways e.g. Bituminous, Artificial Stone Paving, Modular Block Paving, Block Paving and Seeding/Turfing as required</b>		Price on Application		Price on Application			
		Per m <sup>2</sup> (over 1m2)		Price on Application		Price on Application			
		<b>Bollards</b>							
		Supply and fix concrete bollard - (per bollard)		Price on Application		Price on Application			
		Supply & fix metal bollard - (per bollard)		Price on Application		Price on Application			
		Supply & fix timber bollard - (per bollard)		Price on Application		Price on Application			
		<b>Brickwork</b>							
		Provision of all material & construction of brick wall up to 1.3 metre high, 225 mm thick using sand faced Fletton or equivalent stretcher bond per square metre		Price on Application		Price on Application			
		<b>Grounds &amp; Arboriculture Maintenance</b>							
		Shrub Replacement per item		Price on Application		Price on Application			
		Up to 5 litre pot		Price on Application		Price on Application			
		Up to 10 litre pot		Price on Application		Price on Application			
		Up to 15 litre pot		Price on Application		Price on Application			

Section Reference	Parts 1 or 2	Description of Fees & Charges	Service is VAILABLE	LONDON BOROUGH OF ENFIELD			LONDON BOROUGH OF ENFIELD			
				PLACE DEPARTMENT			PLACE DEPARTMENT			
				FEES AND CHARGES 2018/19			FEES AND CHARGES 2019/20			
				Basic	VAT@ 20%	Total	Basic	VAT@ 20%	Total	
		Trees Hedges & Shrubs Causing Obstructions			Price on Application			Price on Application		
		Per tree, hedge or shrub fallen from privately owned land onto Public Highway			Price on Application			Price on Application		
		Per roots from tree, hedge or shrub from privately owned land causing damage to public highway			Price on Application			Price on Application		
		Per tree, hedge or shrub from privately owned land obstructing Council owned Street Lighting or Street			Price on Application			Price on Application		
		Removal after an accident			Price on Application			Price on Application		
		Per tree - removal and replacement of tree following vehicle damage or public interference			Price on Application			Price on Application		
		Removal of Tree for Provision of Vehicle/Garage Crossover & Replacement Elsewhere			Price on Application			Price on Application		
		Root Pruning per m2			Price on Application			Price on Application		
		Repairs to footway per m2			Price on Application			Price on Application		
		Root chasing per linear metre			Price on Application			Price on Application		
		<b>Sponsored Tree Planting and Plaque</b>								
		<b>NEW CHARGE Bollard removal - charge per bollard (any type)</b>			£85.00	£0.00	£85.00	£88.00	£0.00	£88.00
		<b>Provision of Arborist Services (private works)</b>			Price on Application			Price on Application		
<b>24</b>	<b>1</b>	<b>CESSPOOL EMPTYING</b>								
		<b>Domestic Properties (No VAT)</b>								
		Normal time per hour	V		Price on Application			Price on Application		
		Call out (time and ½ rates)	V		Price on Application			Price on Application		
		Sundays, Bank Holidays or after Midnight	V		Price on Application			Price on Application		
		<b>Thames Water disposal charge to be added to above rates.</b>								
<b>25</b>	<b>1</b>	<b>DOMESTIC COLLECTIONS</b>								
		<b>N.B. Domestic Bin Hire/Collection is Non Business - i.e. no VAT to be charged</b>								
		<b>Special Bulky Waste Collections</b>								
		<b>Bulky waste collection in 12 months:</b>								
		1 item			£37.90	£0.00	£37.90	£39.10	£0.00	£39.10
		2 Items			£42.10	£0.00	£42.10	£43.40	£0.00	£43.40
		3 Items			£46.20	£0.00	£46.20	£47.70	£0.00	£47.70
		4 Items			£50.40	£0.00	£50.40	£52.00	£0.00	£52.00
		5 Items			£54.50	£0.00	£54.50	£56.30	£0.00	£56.30
		6 Items			£58.70	£0.00	£58.70	£60.60	£0.00	£60.60
		Premium Service (Fastrack service) bookable £9.50 fee			£9.90	£0.00	£9.90	£10.20	£0.00	£10.20



Section Reference	Parts 1 or 2	Description of Fees & Charges	Service is VAILABLE	LONDON BOROUGH OF ENFIELD			LONDON BOROUGH OF ENFIELD		
				PLACE DEPARTMENT			PLACE DEPARTMENT		
				FEES AND CHARGES 2018/19			FEES AND CHARGES 2019/20		
				Basic	VAT@ 20%	Total	Basic	VAT@ 20%	Total
		Bulky waste collection cancellation charge for between 1-3 days notice		£16.10	£0.00	£16.10	£16.60	£0.00	£16.60
		Additional charge for non standard sized items		£57.70	£0.00	£57.70	£59.50	£0.00	£59.50
		<b>Electrical bulky item collections:</b>							
		1 item		£37.90	£0.00	£37.90	£39.10	£0.00	£39.10
		2 Items		£42.10	£0.00	£42.10	£43.40	£0.00	£43.40
		3 Items		£46.20	£0.00	£46.20	£47.70	£0.00	£47.70
		4 Items		£50.40	£0.00	£50.40	£52.00	£0.00	£52.00
		5 Items		£54.50	£0.00	£54.50	£56.30	£0.00	£56.30
		6 Items		£58.70	£0.00	£58.70	£60.60	£0.00	£60.60
		Premium Service (Fastrack service) bookable £9.75 fee		Price on application			Price on application		
		Bulky electrical item collection cancellation charge for between 1-3 days notice		£16.40	£0.00	£16.40	£16.90	£0.00	£16.90
		<b>New bin and bin replacements:</b>							
		Delivery and provision of 1 domestic 140 or 240 litre wheeled bin		£54.50	£0.00	£54.50	£56.20	£0.00	£56.20
		Delivery of each additional 140 or 240 litre wheeled bin (limited to a maximum of two additions per property)		£27.00	£0.00	£27.00	£27.90	£0.00	£27.90
		Hire of additional 240 litre Green Bin (fortnightly service)		£36.00	£0.00	£36.00	£37.20	£0.00	£37.20
		Hire of additional 140 litre Green Bin (fortnightly service)		£30.00	£0.00	£30.00	£31.00	£0.00	£31.00
		New bin and bin replacement cancellation charge for between 1-3 days notice		£16.40	£0.00	£16.40	£16.90	£0.00	£16.90
26	1	<b>PARKS AND OUTDOOR FACILITIES</b>							
		<b>Charges marked ** do not include VAT, which will be added in certain circumstances in accordance with VAT Regulations</b>							
		<b>Public Liability Insurance is not included in these charges.</b>							
		<b>IN COMMEMORATION</b>							
		To supply and plant tree with 3 year after care. Tree species from contractors planting list. Plaque size 6"x 4" limited to 60 characters (additional charge over 60 characters)	V	£463.70	£92.74	£556.40	£650.00	£130.00	£780.00
		Memorial Bench	V	£1,324.70	£264.94	£1,589.60	£1,412.50	£282.50	£1,695.00
		Plaque for Bench					£270.00	£0.00	£270.00
		<b>CRICKET **</b>							
		<u>Season bookings can be made for 10 or 20 matches</u>							
		Grade 1 - Saturdays (10 Matches)		£657.10	£0.00	£657.00	£678.00	£0.00	£678.00
		Grade 1 - Sundays (10 Matches)		£715.00	£0.00	£715.00	£738.00	£0.00	£738.00
		Grade 2 - Saturdays or Sundays (10 Matches)		£561.50	£0.00	£561.50	£580.00	£0.00	£580.00

Section Reference	Parts 1 or 2	Service is VAILABLE	LONDON BOROUGH OF ENFIELD			LONDON BOROUGH OF ENFIELD		
			PLACE DEPARTMENT			PLACE DEPARTMENT		
			FEES AND CHARGES 2018/19			FEES AND CHARGES 2019/20		
			Description of Fees & Charges			Basic	VAT@ 20%	Total
			<b>Casual matches, per day</b>					
		√	£84.00	£16.80	£100.50	£86.70	£17.34	£104.00
		√	£70.70	£14.14	£85.00	£73.00	£14.60	£87.60
			<b>BASEBALL – Enfield Playing Fields</b>					
		√	£66.30	£13.26	£79.60	£68.90	£13.78	£82.70
			<b>FISHING (15 June - 15 March)</b>					
			<b>Grovelands Park &amp; Trent Country Park</b>					
		√	£7.10	£1.42	£8.50	£7.30	£1.46	£8.80
		√		FREE			FREE	
		√	£53.00	£10.60	£63.50	£54.70	£10.94	£65.60
		√		FREE			FREE	
			<b>FOOTBALL / GAELIC FOOTBALL / RUGBY **</b>					
			Season bookings can be made for 16 or 32 games					
			<b>SENIOR</b>					
			£770.00	£0.00	£770.00	£770.00	£0.00	£770.00
			£880.50	£0.00	£880.50	£908.00	£0.00	£908.00
			£721.00	£0.00	£721.00	£721.00	£0.00	£721.00
			£830.00	£0.00	£830.00	£856.00	£0.00	£856.00
			£480.00	£0.00	£480.00	£495.40	£0.00	£495.40
			£520.00	£0.00	£520.00	£536.00	£0.00	£536.00
			<b>Casual matches, per match</b>					
		√	£80.30	£16.06	£96.50	£82.90	£16.58	£99.50
		√	£87.40	£17.48	£105.00	£90.00	£18.00	£108.00
		√	£59.10	£11.82	£71.00	£61.00	£12.20	£73.20
		√	£64.40	£12.88	£77.50	£66.70	£13.34	£80.00
			<b>JUNIOR</b>					
			£283.00	£0.00	£283.00	£292.00	£0.00	£292.00
			<b>Casual matches, per match</b>					
		√	£32.70	£6.54	£39.00	£33.70	£6.74	£40.40
			<b>Mini-Soccer (7v7)</b>					
			£350.00	£0.00	£350.00	£361.00	£0.00	£361.00
		√	£15.10	£3.02	£18.00	£15.60	£3.12	£18.70
			<b>5-a-side Football, per pitch, casual</b>					

Section Reference	Parts 1 or 2	Description of Fees & Charges	Service is VAILABLE	LONDON BOROUGH OF ENFIELD			LONDON BOROUGH OF ENFIELD		
				PLACE DEPARTMENT			PLACE DEPARTMENT		
				FEES AND CHARGES 2018/19			FEES AND CHARGES 2019/20		
				Basic	VAT@ 20%	Total	Basic	VAT@ 20%	Total
		Casual, per match	√	£15.10	£3.02	£18.00	£15.60	£3.12	£18.70
		<b>Every Saturday or Sunday (32 Matches)</b>		£350.00	£0.00	£350.00	£361.00	£0.00	£361.00
		<b>9-a-side Football, per pitch</b>							
		Grade 2 - Saturdays / Sundays (16 games)		£390.00	£0.00	£390.00	£402.50	£0.00	£402.50
		Grade 2 Saturday /Sunday, casual	√	£45.90	£9.18	£55.10	£47.50	£9.50	£57.00
		Post Football litter clearance	√	£55.00	£11.00	£66.00	£57.50	£11.50	£69.00
		<b>GOLF (WHITEWEBBS)</b>							
		<b>Golf Card: Adults only</b>							
		5 day Season	√	£57.50	£11.50	£69.00	£59.30	£11.86	£71.20
		Weekday per round discount for Golf card holders (5 day season)	√	£2.92	£0.58	£3.50	£3.00	£0.60	£3.60
		Maximum total payment (5 day season)	√	£487.92	£97.58	£585.50	£503.50	£100.70	£604.20
		<b>Annual Season Tickets:</b>							
		7 Days play	√	£580.10	£116.02	£695.00	£598.70	£119.74	£718.40
		5 Days play excluding week-ends	√	£406.90	£81.38	£488.00	£419.90	£83.98	£503.90
		<b>Green fees:</b>							
		Standard weekday (Adults)	√	£16.00	£3.20	£19.00	£16.50	£3.30	£19.80
		Standard weekend (Adults)	√	£21.20	£4.24	£25.00	£21.90	£4.38	£26.30
		Early bird weekends only (before 7am)	√	£13.80	£2.76	£16.50	£14.20	£2.84	£17.00
		Standard weekday (Adults) - loyalty offer six rounds for price of five							
		Winter Green fee off-peak	√	£10.00	£2.00	£12.00	£10.30	£2.06	£12.40
		<b>Weekend off peak ticket (variable times through year)</b>	√	£16.30	£3.26	£19.50	£16.80	£3.36	£20.20
		<b>Weekday off peak ticket (variable times through year)</b>	√	£9.80	£1.96	£11.50	£10.10	£2.02	£12.10
		Juniors weekday	√	£6.50	£1.30	£8.00	£6.70	£1.34	£8.00
		Juniors weekend (variable times throughout year)	√	£7.80	£1.56	£9.50	£8.00	£1.60	£9.60
		Twilight ticket (2pm GMT 4pm BST)	√	£9.80	£1.96	£11.50	£10.10	£2.02	£12.10
		60+ Monday to Thursday	√	£10.20	£2.04	£12.00	£10.50	£2.10	£12.60
		Super Twilight ticket 2 hours before dusk( BST)	√	£6.50	£1.30	£7.50	£6.70	£1.34	£8.00
		<b>Golf Lessons</b>							
		Adult per half hour	√	£17.30	£3.46	£20.50	£17.90	£3.58	£21.50
		Adult per 60 mins	√	£30.30	£6.06	£36.50	£31.30	£6.26	£37.60

Section Reference	Parts 1 or 2	Description of Fees & Charges	Service is Vatable	LONDON BOROUGH OF ENFIELD			LONDON BOROUGH OF ENFIELD		
				PLACE DEPARTMENT			PLACE DEPARTMENT		
				FEES AND CHARGES 2018/19			FEES AND CHARGES 2019/20		
				Basic	VAT@ 20%	Total	Basic	VAT@ 20%	Total
		Up to 3 adults sessions per half hour	√	£43.30	£8.66	£52.00	£44.70	£8.94	£53.60
		Up to 3 adults sessions per 60 mins	√	£77.90	£15.58	£93.50	£80.40	£16.08	£96.50
		Up to 5 adults sessions per half hour	√	£64.90	£12.98	£78.00	£67.00	£13.40	£80.40
		Up to 5 adults sessions per 60 mins	√	£119.00	£23.80	£142.50	£122.80	£24.56	£147.40
		Juniors (under 16) per hour group lessons only (min 8)	√	£6.90	£1.38	£8.00	£7.10	£1.42	£8.50
		Junior Block booking (12 weeks)	√	£62.30	£12.46	£75.00	£64.30	£12.86	£77.20
		<b>Equipment Hire</b>							
		Buggy Hire - Peak	√	£18.20	£3.64	£21.50	£18.80	£3.76	£22.60
		Buggy Hire - Off Peak	√	£9.10	£1.82	£11.00	£9.40	£1.88	£11.30
		Buggy Hire 9 holes	√	£9.50	£1.90	£11.50	£9.80	£1.96	£11.80
		Trolley hire - 18 holes	√	£3.30	£0.66	£4.00	£3.40	£0.68	£4.10
		Club hire - 18 holes (13 clubs)	√	£5.60	£1.12	£6.50	£5.80	£1.16	£7.00
		<b>Golf Society Days</b>							
		Spoon	√	£38.10	£7.62	£45.50	£39.30	£7.86	£47.20
		Brassie	√	£31.20	£6.24	£37.50	£32.20	£6.44	£38.60
		Mashie	√	£29.40	£5.88	£35.50	£30.30	£6.06	£36.40
		Niblick	√	£26.00	£5.20	£31.00	£26.80	£5.36	£32.20
		Monthly play card	√	£69.30	£13.86	£83.00	£71.50	£14.30	£85.80
		Junior Season Ticket - under 18's	√	£86.60	£17.32	£104.00	£89.40	£17.88	£107.30
		Seven Day golf card (3.50 discount during week, and 6.50 discount at weekends)	√	£86.60	£17.32	£104.00	£89.40	£17.88	£107.30
		<b>NETBALL**</b>							
		Adult Teams per court, per hour (inc. changing rooms & showers)	√	£14.16	£2.83	£17.00	£14.60	£2.92	£17.50
		Junior Teams per court, per hour (inc. changing rooms & showers)	√	£9.16	£1.83	£11.00	£9.44	£1.89	£11.30
		<b>ROUNDERS</b>							
		Per match (all Parks sites)	√	£12.40	£2.48	£15.00	£12.80	£2.56	£15.40
		<b>ATHLETIC TRACK-QEII</b>							
		Per hour (Mon- Friday)	√	£29.16	£5.83	£35.00	£30.00	£6.00	£36.00
		<b>HIRE OF PITCHES FOR SCHOOLS</b>							
		(the charges are normally Vatable but the supply to LBE maintained schools is outside the scope of VAT)							
		<b>FOOTBALL</b>							
		Junior Pitch	√	£21.60	£4.32	£26.00	£22.30	£4.46	£26.80

Section Reference	Parts 1 or 2	Description of Fees & Charges	Service is Vatable	LONDON BOROUGH OF ENFIELD			LONDON BOROUGH OF ENFIELD		
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				Basic	VAT@ 20%	Total	Basic	VAT@ 20%	Total
		Senior Pitch	√	£42.00	£8.40	£50.50	£43.30	£8.66	£52.00
		<b>NETBALL</b>	√	£9.20	£1.84	£11.00	£9.50	£1.90	£11.40
		<b>ROUNDERS</b>	√	£7.50	£1.50	£9.00	£7.70	£1.54	£9.20
		<b>RUGBY</b>							
		Senior Pitch	√	£42.00	£8.40	£50.50	£43.30	£8.66	£52.00
		<b>Athletics</b>							
		Per hour (Mon- Friday)	√	£25.00	£5.00	£30.00	£25.80	£5.16	£31.00
<b>27</b>	<b>1</b>	<b>CEMETERY CHARGES</b>							
		The service is non-business for VAT where marked * i.e. no VAT to be charged.							
		<b>DIGGING FEES (including interment fee and soil box on request)</b>							
		<b>Depth:</b>							
		5'0" (Aged 2 years and under - fee waived for residents only)		£1,590.00	£0.00	£1,590.00	£1,640.00	£0.00	£1,640.00
		7'0" (Minimum depth applies to all new graves)		£1,700.00	£0.00	£1,700.00	£1,755.00	£0.00	£1,755.00
		9'0"		£1,820.00	£0.00	£1,820.00	£1,880.00	£0.00	£1,880.00
		10'6"		£1,925.00	£0.00	£1,925.00	£1,990.00	£0.00	£1,990.00
		12'0"		£2,080.00	£0.00	£2,080.00	£2,145.00	£0.00	£2,145.00
		14'0"		£2,185.00	£0.00	£2,185.00	£2,255.00	£0.00	£2,255.00
		Caskets or coffins in excess of 6'10" x 2'6" x 1'10"		£290.00	£0.00	£290.00	£300.00	£0.00	£300.00
		<b>SCATTERING OF CREMATED REMAINS ON GRAVES</b>		£110.00	£0.00	£110.00	£115.00	£0.00	£115.00
		<b>BURIAL OF CREMATED REMAINS IN GRAVES</b>		£280.00	£0.00	£280.00	£290.00	£0.00	£290.00
		<b>BURIAL OF CREMATED REMAINS IN COFFIN</b>		£150.00	£0.00	£150.00	£155.00	£0.00	£155.00
		<b>CHAPEL (per half hour)</b>		£125.00	£0.00	£125.00	£130.00	£0.00	£130.00
		<b>Additional fee in excess of 1½ timeslot per half hour</b>		£180.00	£0.00	£180.00	£190.00	£0.00	£190.00
		<b>Rose Petal service</b>		£27.00	£0.00	£27.00	£28.00	£0.00	£28.00
		<b>GREEN BURIALS</b>		As for Grave digging			As for Grave digging		
		TREE PLANTING ASSOCIATED WITH GREEN BURIALS		At cost			At cost		
		<b>PRIVATE GRAVES</b>							
		<b>(Exclusive Right of Burial 100 years)</b>							
		<b>(Charge includes £48.00 for Grave Deed)</b>							
		Reservation fee for Traditional graves [subject to location and availability].		£520.00	£0.00	£520.00	£540.00	£0.00	£540.00
		Buyback of Unused Traditional Graves		50% of current market value			50% of current market value		

Section Reference	Parts 1 or 2	Description of Fees & Charges	Service is VAILABLE	LONDON BOROUGH OF ENFIELD			LONDON BOROUGH OF ENFIELD		
				PLACE DEPARTMENT			PLACE DEPARTMENT		
				FEES AND CHARGES 2018/19			FEES AND CHARGES 2019/20		
				Basic	VAT@ 20%	Total	Basic	VAT@ 20%	Total
		Baby Graves (inc. wooden surround 3' x 1'8")		£375.00	£0.00	£375.00	£385.00	£0.00	£385.00
		Traditional Grave (inc. wooden surround except for pre-purchases) 6' 6" x 2' 6"		£3,710.00	£0.00	£3,710.00	£3,850.00	£0.00	£3,850.00
		Traditional Grave (inc. wooden surround except for pre-purchases) 6' 6" x 2' 6" Premium or Front Row		£4,460.00	£0.00	£4,460.00	£4,650.00	£0.00	£4,650.00
		Lawn Grave (inc. wooden surround except for pre-purchases)		£2,560.00	£0.00	£2,560.00	£2,650.00	£0.00	£2,650.00
		Traditional Grave Outer Circle (inc. wooden surround except for pre-purchases) 9' x 4'		£4,930.00	£0.00	£4,930.00	£5,200.00	£0.00	£5,200.00
		Traditional Grave Inner Circle (inc. wooden surround except for [pre-purchases) 9' x 4'		£3,885.00	£0.00	£3,885.00	£4,100.00	£0.00	£4,100.00
		Traditional Grave (inc. wooden surround except for pre-purchases) 7'x 3' Premium or Front Row		£6,945.00	£0.00	£6,945.00	£7,200.00	£0.00	£7,200.00
		<b>Non Residents may purchase graves where the Exclusive Right of Burial will be DOUBLED unless specified otherwise.</b> To qualify for the residency rate, proof of residency of the proposed registered owner must be provided at time of booking otherwise non resident fees will be charged Current Council tax bill or electoral roll. The Exclusive Right of Burial is non transferable except upon death or from one resident to another resident.							
		<b>Extension of Exclusive Right of Burial Graves 10 years</b>		£500.00	£0.00	£500.00	£520.00	£0.00	£520.00
		<b>Extension of Exclusive Right of Burial Graves 25 years</b>		£995.00	£0.00	£995.00	£1,030.00	£0.00	£1,030.00
		<b><u>MAINTENANCE on traditional graves</u></b>							
		Tidying p.a. 6'6" x 2'6"	V	£200.00	£40.00	£240.00	£208.30	£41.66	£250.00
		Tidying p.a. 9'0" x 4'0"	V	£287.50	£57.50	£345.00	£295.80	£59.16	£355.00
		Planting twice 6'6" x 2'6"	V	£291.70	£58.34	£350.00	£300.00	£60.00	£360.00
		Planting twice 9'0" x 4'0"	V	£383.30	£76.66	£460.00	£396.70	£79.34	£476.00
		Purchase of full wooden surround -Traditional	V	£120.80	£24.16	£145.00	£125.00	£25.00	£150.00
		Purchase of mini kerb wooden surround - Lawn	V	£50.00	£10.00	£60.00	£51.70	£10.34	£62.00
		<b><u>MEMORIAL RIGHTS (10 years)</u></b>							
		Lawn Grave		£125.00	£0.00	£125.00	£130.00	£0.00	£130.00
		Traditional		£190.00	£0.00	£190.00	£195.00	£0.00	£195.00
		Garden of Rest, Kerbed Memorial Plot, Garden of Remembrance plot or other plot for cremated remains		£42.00	£0.00	£42.00	£45.00	£0.00	£45.00
		<b><u>MEMORIAL permit fees [Includes Replacement Memorials]</u></b>							
		Up to 3'0" with headstone only		£210.00	£0.00	£210.00	£220.00	£0.00	£220.00

Section Reference	Parts 1 or 2	Description of Fees & Charges	Service is VAILABLE	LONDON BOROUGH OF ENFIELD			LONDON BOROUGH OF ENFIELD		
				PLACE DEPARTMENT			PLACE DEPARTMENT		
				FEES AND CHARGES 2018/19			FEES AND CHARGES 2019/20		
				Basic	VAT@ 20%	Total	Basic	VAT@ 20%	Total
		Mini kerbs 1'6" x 2' 6"		£85.00	£0.00	£85.00	£90.00	£0.00	£90.00
		Kerbs only(Traditional)		£210.00	£0.00	£210.00	£220.00	£0.00	£220.00
		Up to 3'0" with headstone and kerb		£315.00	£0.00	£315.00	£325.00	£0.00	£325.00
		Up to maximum of 4' with headstone and kerb for 6'6" x 2'6" grave		£430.00	£0.00	£430.00	£445.00	£0.00	£445.00
		Up to maximum of 5' with headstone and kerb <b>up to</b> 9' x 4' grave		£470.00	£0.00	£470.00	£485.00	£0.00	£485.00
		Up to 9'0"		£835.00	£0.00	£835.00	£860.00	£0.00	£860.00
		Inscription fee		£90.00	£0.00	£90.00	£95.00	£0.00	£95.00
		Vase/Lawn plaque		£90.00	£0.00	£90.00	£95.00	£0.00	£95.00
		Headstone and kerb for baby grave		1/2 above rates			1/2 above rates		
		Clean/renovation		£42.00	£0.00	£42.00	£44.00	£0.00	£44.00
		<b>MEMORIAL REPAIRS</b>							
		Re-Fix	V	£67.50	£13.50	£81.00	£69.70	£13.94	£83.60
		Lawn headstone full repair including new base	V	£195.90	£39.18	£235.10	£202.20	£40.44	£242.60
		<b>EXHUMATION</b>		POA			POA		
		Pricing is specific to individual grave.		Special charge			Special charge		
		<b>COPY OF GRAVE DEED</b>		£48.00	£0.00	£48.00	£49.50	£0.00	£49.50
		<b>REGISTRATION OF TRANSFER OF RIGHTS:</b>							
		Assignment or Probate		£80.00	£0.00	£80.00	£82.00	£0.00	£82.00
		Statutory Declaration		£99.00	£0.00	£99.00	£102.00	£0.00	£102.00
		<b>SEARCH FEE PER ENTRY</b>	V	£18.20	£3.64	£21.80	£18.75	£3.75	£22.50
		Grave inspection including photo or map	V	£19.90	£3.98	£23.90	£20.50	£4.10	£24.60
		<b>GARDEN OF REMEMBRANCE</b>							
		Exclusive Right of Burial site fee [50 years] (DOUBLE for non residents)		£280.00	£0.00	£280.00	£289.00	£0.00	£289.00
		Scattering of cremated remains:		£110.00	£0.00	£110.00	£115.00	£0.00	£115.00
		Burial of cremated remains:		£280.00	£0.00	£280.00	£290.00	£0.00	£290.00
		Plaque with plinth	V	£291.70	£58.34	£350.00	£300.00	£60.00	£360.00
		<b>Memorial bench</b> with plaque including maintenance (10 years lease)	V	£1,366.70	£273.34	£1,640.00	£1,412.50	£282.50	£1,695.00
		Extension of lease 10 years		£210.00	£0.00	£210.00	£220.00	£0.00	£220.00
		Plaque Only		£260.00	£0.00	£260.00	£270.00	£0.00	£270.00
		Refurbished bench		£830.00	£0.00	£830.00	£850.00	£0.00	£850.00
		<b>MEMORIAL TREE</b>							
		10 year lease (Double for non residents)		£210.00	£0.00	£210.00	£220.00	£0.00	£220.00
		Tree planting with 3 year care		£415.00	£0.00	£415.00	£575.00	£0.00	£575.00

Section Reference	Parts 1 or 2	Description of Fees & Charges	Service is VAILABLE	LONDON BOROUGH OF ENFIELD			LONDON BOROUGH OF ENFIELD		
				PLACE DEPARTMENT			PLACE DEPARTMENT		
				FEES AND CHARGES 2018/19			FEES AND CHARGES 2019/20		
				Basic	VAT@ 20%	Total	Basic	VAT@ 20%	Total
		Scattering of cremated remains		£110.00	£0.00	£110.00	£115.00	£0.00	£115.00
		Plaque with concrete plinth	V	291.7	£58.34	£350.00	£300.00	£60.00	£360.00
		<b><u>Kerbside memorial plot</u></b>							
		Exclusive Right of Burial site fee [50 years] (DOUBLE for non residents)		£280.00	£0.00	£280.00	£290.00	£0.00	£290.00
		Kerbside Memorial including plaque, inscription & vase	V	£358.30	£71.66	£430.00	£370.80	£74.16	£445.00
		<b><u>GARDENS OF REST:</u></b>							
		Exclusive Right of Burial site fee [50 years] (DOUBLE for non residents)		£700.00	£0.00	£700.00	£725.00	£0.00	£725.00
		Memorials		£136.00	£0.00	£136.00	£142.00	£0.00	£142.00
		Inscription fee		£90.00	£0.00	£90.00	£95.00	£0.00	£95.00
		Interment fees		£280.00	£0.00	£280.00	£290.00	£0.00	£290.00
		Reservation Fee		£210.00	£0.00	£210.00	£220.00	£0.00	£220.00
		Extension of Lease - 5 years		£170.00	£0.00	£170.00	£180.00	£0.00	£180.00
		<b><u>SHARED/COMMON GRAVES</u></b>							
		<b><u>Adult</u></b>							
		Contribution towards headstone	V	£70.80	£14.16	£85.00	£75.00	£15.00	£90.00
		Interment fee		£560.00	£0.00	£560.00	£580.00	£0.00	£580.00
		<b><u>Baby</u></b>							
		Maximum coffin size 18" x 9"		No charge			No charge		
		Remove / replace headstone		£105.00	£0.00	£105.00	£108.00	£0.00	£108.00
		Remove / replace monument		£290.00	£0.00	£290.00	£300.00	£0.00	£300.00
		<b><u>Boards</u></b>	V	£75.00	£15.00	£90.00	£77.50	£15.50	£93.00
		<b><u>Concrete chamber for shallow graves</u></b>	V	£316.70	£63.34	£380.00	£333.30	£66.66	£400.00
		<b><u>MAUSOLEUM/VAULTED BURIAL CHAMBER</u></b>							
		Mausoleum Chamber (one burial)		£7,400.00	£0.00	£7,400.00	£7,650.00	£0.00	£7,650.00
		25% discount on 2nd Mausoleum Chamber when purchasing two plots		£5,550.00	£0.00	£5,550.00	£5,730.00	£0.00	£5,730.00
		Double Vaulted Burial Chamber (for two burial)		£7,900.00	£0.00	£7,900.00	£8,200.00	£0.00	£8,200.00
		Premium Double Vaulted Chamber with Niche (for two burials and four cremated remains)		£8,700.00	£0.00	£8,700.00	£9,000.00	£0.00	£9,000.00
		Non residents additional purchase fee		£1,700.00	£0.00	£1,700.00	£1,800.00	£0.00	£1,800.00
		Keepsake Niche		£935.00	£0.00	£935.00	£965.00	£0.00	£965.00
		Interment fee - Burial		£730.00	£0.00	£730.00	£755.00	£0.00	£755.00
		Interment fee - Cremated Remains		£280.00	£0.00	£280.00	£290.00	£0.00	£290.00
		Inscription fee per line	V	£47.50	£9.50	£57.00	£49.20	£9.84	£59.00



Section Reference	Parts 1 or 2	Description of Fees & Charges	Service is VAILABLE	LONDON BOROUGH OF ENFIELD			LONDON BOROUGH OF ENFIELD		
				PLACE DEPARTMENT			PLACE DEPARTMENT		
				FEES AND CHARGES 2018/19			FEES AND CHARGES 2019/20		
				Basic	VAT@ 20%	Total	Basic	VAT@ 20%	Total
		Posy holder (Bronze) 12.5cm high	V	£144.20	£28.84	£173.00	£149.20	£29.84	£179.00
		Vase (Bronze) 16cm x 8cm x 9cm with plastic insert	V	£165.80	£33.16	£199.00	£171.70	£34.34	£206.00
		Motifs up to 200mm high	V	£46.70	£9.34	£56.00	£48.30	£9.66	£58.00
		Custom motif	V		POA			POA	
		Remove and refit charge	V	£65.00	£13.00	£78.00	£67.50	£13.50	£81.00
		Remove and refit charge (Large tablet)	V	£130.00	£26.00	£156.00	£134.20	£26.84	£161.00
		Oval ceramic plaque 5cm x 7cm (colour)	V	£77.50	£15.50	£93.00	£80.00	£16.00	£96.00
		Oval ceramic plaque 5cm x 7cm (black and white)	V	£55.80	£11.16	£67.00	£58.30	£11.66	£70.00
		Oval ceramic plaque 7cm x 9cm (colour)	V	£100.00	£20.00	£120.00	£103.30	£20.66	£124.00
		Oval ceramic plaque 7cm x 9cm (black and white)	V	£73.30	£14.66	£88.00	£75.80	£15.16	£91.00
		Decorative Memorial Cross	V	£175.00	£35.00	£210.00	£180.80	£36.16	£217.00
		Decorative Candle Box	V	£108.30	£21.66	£130.00	£111.70	£22.34	£134.00
		Funeral and burial services outside of standard specified times		POA	POA		POA	POA	
		Assisted grave visits (for relatives who are unable to attend)-Photo provided			POA			POA	
		Assisted grave visits (for relatives who are unable to attend)-Photo (emailed) provided and Flower laid on grave for 2 important dates (premium)			POA			POA	
		Assisted grave visits (for relatives who are unable to attend)-Photo (emailed) provided (premium plus) A arrangement of flowers laid on grave for 2 important dates per year plus clearing of grave side.			POA			POA	
		Referral and multiple discount Commission			POA			POA	
<b>28</b>	<b>1</b>	<b>EVENTS</b>							
		<b>Commercial Events/National Charities (Inc. Funfair and Circus's)</b>							
		Administration Fee (Non refundable) Per application per venue		£130.00	£0.00	£130.00	£135.00	£0.00	£135.00
		Booking Fee (non refundable) Per application per venue							
		Small		£52.00	£0.00	£52.00	£54.00	£0.00	£54.00
		Medium		£207.80	£0.00	£207.80	£214.00	£0.00	£214.00
		Large		£520.00	£0.00	£520.00	£536.00	£0.00	£536.00
		<b>Funfairs &amp; Circus's</b>							
		Per Operating Day		£575.00	£0.00	£575.00	£600.00	£0.00	£600.00
		Non Operating Day		£150.00	£0.00	£150.00	£157.00	£0.00	£157.00
		Children's holiday long-term hire (12 days or more) - per operating day		£260.00	£0.00	£260.00	£270.00	£0.00	£270.00
		Children's holiday long-term hire (12 days or more) - per non-operating day		£130.00	£0.00	£130.00	£135.00	£0.00	£135.00

Section Reference	Parts 1 or 2	Description of Fees & Charges	Service is VAILABLE	LONDON BOROUGH OF ENFIELD			LONDON BOROUGH OF ENFIELD		
				PLACE DEPARTMENT			PLACE DEPARTMENT		
				FEES AND CHARGES 2018/19			FEES AND CHARGES 2019/20		
				Basic	VAT@ 20%	Total	Basic	VAT@ 20%	Total
		<b>Commercial Events/National charities</b>							
		<b>Small 50- 200 attendance</b>							
		Per Operating Day	£270.10	£0.00	£270.10	£278.70	£0.00	£278.70	
		Per Non Operating Day	£135.10	£0.00	£135.10	£139.40	£0.00	£139.40	
		<b>Medium Between 201-999 attendance</b>							
		Per Operating Day	£675.40	£0.00	£675.40	£697.00	£0.00	£697.00	
		Per Non Operating Day	£337.70	£0.00	£337.70	£348.50	£0.00	£348.50	
		<b>Large 1000-4999 attendance</b>							
		Per Operating Day		POA			POA		
		Per Non Operating Day		POA			POA		
		<b>Major Events - Over 5000 people</b>							
		Per Operating Day		POA			POA		
		Per Non Operating Day		POA			POA		
		<b>Community/Charities/Schools/Sporting/Internal departments</b>							
		Administration Fee for events over 201 attendance (Non refundable)	£130.00	£0.00	£130.00	£135.00	£0.00	£135.00	
		75% Discount on Operating and Non Operating day (only applies for small and medium events)							
		Ticketed Events - 10% of Gate Receipts for Community and Local Charities and internal departments or £1000 minimum fee (whichever is greater)							
		Ticketed Events - minimum of 12% of Gate Receipts for National Charities or £1200 minimum fee (whichever is greater)							
		<b>Environmental Impact Fee (Commercial Events/National Charity only)</b>							
		<b>Large Events (Over 1000 people-£1,100.00 or £0.22 per</b>	£1,060.00	£0.00	£1,060.00	£1,100.00	£0.00	£1,100.00	
		Medium Event (between 200-999)	£215.00	£0.00	£215.00	£222.00	£0.00	£222.00	
		Small (between 50-200)	£55.00	£0.00	£55.00	£57.00	£0.00	£57.00	
		<b>Bonds</b>							
		Funfair and Circus's	£5,000.00	£0.00	£5,000.00	£5,000.00	£0.00	£5,000.00	
		Medium Events Over 501 -1000 attending	£500.00	£0.00	£500.00	£500.00	£0.00	£500.00	
		Large Events 1001 – 5000 attending	£2,000.00	£0.00	£2,000.00	£2,000.00	£0.00	£2,000.00	
		Major Events 5001-10,000+attending	£5,000.00	£0.00	£5,000.00	£5,000.00	£0.00	£5,000.00	
		Major Events 10,000-14999	£7,500.00	£0.00	£7,500.00	£7,500.00	£0.00	£7,500.00	
		Major Events 15,000+ attending				£10,000.00	£0.00	£10,000.00	

Section Reference	Parts 1 or 2	Description of Fees & Charges	Service is VAILABLE	LONDON BOROUGH OF ENFIELD			LONDON BOROUGH OF ENFIELD		
				PLACE DEPARTMENT			PLACE DEPARTMENT		
				FEES AND CHARGES 2018/19			FEES AND CHARGES 2019/20		
				Basic	VAT@ 20%	Total	Basic	VAT@ 20%	Total
		Activities - Private commercial Enfield based organisation (exercise/running classes) per day per park (annual fee)		£165.00	£0.00	£165.00	£170.30	£0.00	£170.00
		Activities - Charitable/Community (exercise/running classes) per day per park (annual fee)		£112.00	£0.00	£112.00	£115.00	£0.00	£115.00
		Activities - Private commercial National Organisation (exercise/running classes) per day per park (annual fee)		£545.00	£0.00	£545.00	£560.00	£0.00	£560.00
		Exemptions - Memorial /remembrance services		FREE			FREE		
		Post event parks staff clear up (per hour)	√	£33.33	£6.67	£40.00	£34.50	£6.90	£41.40
<b>29</b>	<b>1</b>	<b>ALLOTMENTS</b>							
		<b>These charges require 1 year notice to allotment plot holders, therefore the proposed charges in this schedule relate to 2018/19. Allotment charges for 2018/19 were agreed at Full Council meeting in February 2018. They are shown below for the purpose of comparison.</b>							
		<b>Residents:</b>							
		Grade A, 25 sq. metres (per pole)		£14.00	£0.00	£14.00	£14.40	£0.00	£14.40
		Grade B, 25 sq. metres (per pole)		£10.40	£0.00	£10.40	£10.70	£0.00	£10.70
		Concessionary rate - age concession/low Inc./unemployed (Enfield Residents only from 1 April 2012)							
		Water charge per pole		£2.40	£0.00	£2.40	£2.50	£0.00	£2.50
		Shed rentals		£21.80	£0.00	£21.80	£22.50	£0.00	£22.50
		Key deposits		£15.00	£0.00	£15.00	£15.00	£0.00	£15.00
		Plot deposit		£35.00	£0.00	£35.00	£35.00	£0.00	£35.00
		<b>Non-Enfield Residents</b>							
		Grade A, 25 sq. metres (per pole)		£20.00	£0.00	£20.00	£20.60	£0.00	£20.60
		Grade B, 25 sq. metres (per pole)		£15.00	£0.00	£15.00	£15.50	£0.00	£15.50
		Water charge per pole		£2.50	£0.00	£2.50	£2.60	£0.00	£2.60
		Shed rentals		£30.00	£0.00	£30.00	£30.00	£0.00	£30.00
		Key deposits		£15.00	£0.00	£15.00	£15.00	£0.00	£15.00
		Plot deposit		£35.00	£0.00	£35.00	£35.00	£0.00	£35.00
<b>30</b>	<b>1</b>	<b>COMMUNITY HALLS</b>							
		<b>Community Halls Hire:</b>							
		Commercial rates per hour		£27.00	£0.00	£27.00	£27.90	£0.00	£27.90

Section Reference	Parts 1 or 2	Description of Fees & Charges	Service is VAILABLE	LONDON BOROUGH OF ENFIELD			LONDON BOROUGH OF ENFIELD		
				PLACE DEPARTMENT			PLACE DEPARTMENT		
				FEES AND CHARGES 2018/19			FEES AND CHARGES 2019/20		
				Basic	VAT@ 20%	Total	Basic	VAT@ 20%	Total
		Concessionary rate per hour ( for voluntary organisations or those deemed to be providing services of organisational benefit)		£15.60	£0.00	£15.60	£16.10	£0.00	£16.10
		<b>(A further concessionary rate will be offered to recognised Tenants and Residents Associations who will be offered space once a month at no charge for meetings) maximum period of 4 hrs</b>							
		Daily rate 11am-11pm (for those paying full rate )		£272.20	£0.00	£272.20	£280.90	£0.00	£280.90
		Daily rate 11am-11pm (for those paying concessionary rate )		£166.20	£0.00	£166.20	£171.50	£0.00	£171.50
<b>31</b>	<b>1</b>	<b>FOOD CERTIFICATES</b>							
		Certificate		£90.40	£0.00	£90.40	£93.30	£0.00	£93.30
		Additional Charge per certificate if physical examination is required		£207.80	£0.00	£207.80	£214.40	£0.00	£214.40
<b>32</b>	<b>1</b>	<b>REQUEST FOR FOOD HYGIENE REVISIT</b>							
		Request for a revisit under the National Food Hygiene Rating System		£292.00	£0.00	£292.00	£301.30	£0.00	£301.30
<b>33</b>	<b>1</b>	<b>FOOD HYGIENE COURSES AND BASIC HEALTH AND SAFETY COURSES – HELD AT CIVIC CENTRE</b>							
		<b>(i) BASIC HEALTH &amp; SAFETY COURSES</b> (include. materials & exam registration)							
		Total Fee per person		£72.70	£0.00	£72.70	£75.00	£0.00	£75.00
		<b>(ii) FOOD HYGIENE COURSES</b> (include materials & exam registration)							
		Total Fee per person		£72.70	£0.00	£72.70	£75.00	£0.00	£75.00
		(i) Replacement Certificates		£35.30	£0.00	£35.30	£36.40	£0.00	£36.40
		(ii) Examination Certificates		£27.00	£0.00	£27.00	£27.90	£0.00	£27.90
<b>34</b>	<b>1</b>	<b>FOOD HYGIENE COURSES AND BASIC HEALTH AND SAFETY TRAINING - OFF SITE</b>							
		<b>(i) BASIC HEALTH &amp; SAFETY COURSES</b> (include. materials & exam registration)							
		Per Course (No VAT applicable)		£779.30	£0.00	£779.30	£804.20	£0.00	£804.20
		Exam Registration charged by CIEH							
		<b>(ii) FOOD HYGIENE COURSES</b> (include materials & exam registration)							
		Per Course (No VAT applicable)		£779.30	£0.00	£779.30	£804.20	£0.00	£804.20
		Exam Registration charged by CIEH							
<b>35</b>	<b>1</b>	<b>ENVIRONMENTAL CRIME UNIT</b>							

Section Reference	Parts 1 or 2	Description of Fees & Charges	Service is VAILABLE	LONDON BOROUGH OF ENFIELD			LONDON BOROUGH OF ENFIELD		
				PLACE DEPARTMENT			PLACE DEPARTMENT		
				FEES AND CHARGES 2018/19			FEES AND CHARGES 2019/20		
				Basic	VAT@ 20%	Total	Basic	VAT@ 20%	Total
		Daily storage fee in pound for vehicles and goods and includes trailers and caravans or parts thereof (other than an abandoned vehicle or untaxed vehicle)		£42.40	£0.00	£42.40	£43.80	£0.00	£43.80
		Removal and release fee to pound for vehicles and includes trailers and caravans or parts thereof (other than an abandoned vehicle or untaxed vehicle)		£212.00	£0.00	£212.00	£218.80	£0.00	£218.80
		<i>Abandoned vehicle disposal fee</i>		£70.00	£0.00	£70.00	£70.00	£0.00	£70.00
		<i>Abandoned vehicle removal fee</i>		£200.00	£0.00	£200.00	£200.00	£0.00	£200.00
		<i>Abandoned vehicle daily storage fee</i>		£40.00	£0.00	£40.00	£40.00	£0.00	£40.00
		<i>DVLA untaxed vehicle release fee within 24 hours</i>		£100.00	£0.00	£100.00	£100.00	£0.00	£100.00
		<i>DVLA untaxed vehicle release fee over 24 hours</i>		£200.00	£0.00	£200.00	£200.00	£0.00	£200.00
		<i>Storage of DVLA untaxed vehicle—for each period of 24 hours or part thereof</i>		£21.00	£0.00	£21.00	£21.00	£0.00	£21.00
		<i>Disposal of vehicle</i>		£50.00	£0.00	£50.00	£50.00	£0.00	£50.00
		<i>Surety fee Payable if unable to provide current tax disc at time of vehicle collection. This fee is refundable if the tax disc is produced within 14 days.</i>		£160.00	£0.00	£160.00	£160.00	£0.00	£160.00
		<i>Bond payable if unable to prove vehicle has current road tax and or produce MOT certificate at time of collection of an abandoned vehicle. This fee is refundable if the tax and or Mot is produced before or at time collection</i>		£120.00	£0.00	£120.00	£120.00	£0.00	£120.00
		Fee for investigation of suspected abandoned vehicle on private land		£150.00	£0.00	£150.00	£154.80	£0.00	£154.80
<b>36</b>	<b>1</b>	<b>LICENCES</b>							
		<b>A. ANIMAL BOARDING ESTABLISHMENT</b>							
		Animal Commercial Boarding - New/Variation/Renewal Application		£523.00	£0.00	£523.00	£650.00	£0.00	£650.00
		Animal Commercial Boarding - Re-Inspection		n/a	n/a	n/a	£375.00	£0.00	£375.00
		<b>Animal Day Care Boarding New/Variation/Renewal Application</b>							
		1- 6 animals					£564.00	£0.00	£564.00
		7 - 10 animals					£604.00	£0.00	£604.00
		11 + animals					£650.00	£0.00	£650.00
		<b>Animal Day Care Boarding Re-Inspection</b>							
		1- 6 animals					£289.00	£0.00	£289.00
		7 - 10 animals					£329.00	£0.00	£329.00
		11 + animals					£375.00	£0.00	£375.00

Section Reference	Parts 1 or 2	Description of Fees & Charges	LONDON BOROUGH OF ENFIELD			LONDON BOROUGH OF ENFIELD		
			PLACE DEPARTMENT			PLACE DEPARTMENT		
			FEES AND CHARGES 2018/19			FEES AND CHARGES 2019/20		
			Basic	VAT@ 20%	Total	Basic	VAT@ 20%	Total
		<b>B. BREEDING OF DOGS</b>	£319.00	£0.00	£319.00	£329.20	£0.00	£329.20
		Dog Breeding - New Application				£884.00	£0.00	£884.00
		Dog Breeding - Variation/Renewal Application				£664.00	£0.00	£664.00
		Dog Breeding - Re-Inspection (new licence)				£595.00	£0.00	£595.00
		Dog Breeding - Re-Inspection (existing licence)				£375.00	£0.00	£375.00
		<b>C. DANGEROUS WILD ANIMALS</b>	£456.10	£0.00	£456.10	£470.70	£0.00	£470.70
		New Application for Dangerous Wild Animals	£549.00	£0.00	£549.00	£566.60	£0.00	£566.60
		Renewal Application for Dangerous Wild Animals	£521.00	£0.00	£521.00	£537.70	£0.00	£537.70
		<b>D. PERFORMING ANIMALS</b>						
		Performing Animals - New/Variation/Renewal				£775.00	£0.00	£775.00
		Performing Animals - Re-Inspection				£500.00	£0.00	£500.00
		<b>E. PET SHOPS</b>	£290.90	£0.00	£290.90	£300.20	£0.00	£300.20
		Pet Shop - New/Variation/Renewal				£729.00	£0.00	£729.00
		Pet Shop - Re-Inspection				£375.00	£0.00	£375.00
		<b>F. STREET TRADING</b>						
		Vans/Stalls	£191.00	£0.00	£191.00	£197.10	£0.00	£197.10
		Forecourt of shops and cafes/restaurants in designated areas	£924.00	£0.00	£924.00	£953.60	£0.00	£953.60
		<b>G. OCCASIONAL SALES</b>						
		Initial Application	£431.00	£0.00	£431.00	£444.80	£0.00	£444.80
		Subsequent Applications	£187.00	£0.00	£187.00	£193.00	£0.00	£193.00
		<b>H. RIDING ESTABLISHMENTS</b>						
		<b>Riding Establishments - New/Variation/Renewal</b>						
		Under 15 horses				£1,101.00	£0.00	£1,101.00
		15 - 29 horses				£1,451.00	£0.00	£1,451.00
		30 + horses				£1,731.00	£0.00	£1,731.00
		<b>I. SEX SHOPS</b>						
		New application for sex establishment venue	£2,222.00	£0.00	£2,222.00	£2,293.10	£0.00	£2,293.10
		Renewal application for sex establishment venue	£1,436.00	£0.00	£1,436.00	£1,482.00	£0.00	£1,482.00
		<b>J. TABLES &amp; CHAIRS</b>						
		Up to 3 sq. m	£330.00	£0.00	£330.00	£340.60	£0.00	£340.60
		Between 3 and 10 sq. m	£500.00	£0.00	£500.00	£516.00	£0.00	£516.00
		Between 10 and 15 sq. m	£975.00	£0.00	£975.00	£1,006.20	£0.00	£1,006.20
		Between 15 and (maximum) 25 sq. m	£1,925.00	£0.00	£1,925.00	£1,986.60	£0.00	£1,986.60
		<b>K. Zoos</b>						
		Notification of intention to apply for a zoo licence	£100.00	£0.00	£100.00	£103.20	£0.00	£103.20
		New application for a zoo licence	£2,760.00	£0.00	£2,760.00	£2,848.30	£0.00	£2,848.30

Section Reference	Parts 1 or 2	Description of Fees & Charges	Service is VAILABLE	LONDON BOROUGH OF ENFIELD			LONDON BOROUGH OF ENFIELD		
				PLACE DEPARTMENT			PLACE DEPARTMENT		
				FEES AND CHARGES 2018/19			FEES AND CHARGES 2019/20		
				Basic	VAT@ 20%	Total	Basic	VAT@ 20%	Total
		Renewal of licence		£2,094.00	£0.00	£2,094.00	£2,161.00	£0.00	£2,161.00
		Transfer of licence		£496.00	£0.00	£496.00	£511.90	£0.00	£511.90
		Variation of a zoo licence		£483.00	£0.00	£483.00	£498.50	£0.00	£498.50
		<b>L. Pleasure Boats</b>							
		Application for a boat hire licence		£236.90	£0.00	£236.90	£244.50	£0.00	£244.50
		Variation of a boat hire licence		£118.40	£0.00	£118.40	£122.20	£0.00	£122.20
		<b>M. Hypnotism</b>							
		Application for consent to conduct an exhibition, demonstration or performance of hypnotism		£118.40	£0.00	£118.40	£122.20	£0.00	£122.20
		<b>TEMPORARY STREET TRADING LICENSE</b>							
		Single event for a 'Seasonal' or 'Farmers' Market of up to 20 stalls for a maximum of 4 days' duration within a designated street trading area (3 Types)							
		1. Market which requires the closure of a non-classified road		£444.00	£0.00	£444.00	£458.20	£0.00	£458.20
		2. Market on the footway only		£334.00	£0.00	£334.00	£344.70	£0.00	£344.70
		3. Any other market / event, a licence fee will be set to recover the Council's costs		Price on application			Price on application		
		<b>Note: a licence will only be granted for an area where the Council is satisfied that highway safety and free pedestrian passage requirements are not compromised. Where the Council concludes that a Market cannot be held without compromising these requirements, a refusal fee will be applied as indicated for the relevant category of temporary licence</b>							
		<b>MANDATORY HMO LICENCES</b>							
		Licence application fee (per let)		£135.10	£0.00	£135.10	£139.40	£0.00	£139.40
		Copy of HMO Register		£116.40	£0.00	£116.40	£120.10	£0.00	£120.10
		Copy of HMO Register		£116.40	£0.00	£116.40	£120.10	£0.00	£120.10
<b>37</b>	<b>1</b>	<b>APPROVALS</b>							
		<b>CIVIL MARRIAGE VENUES - Inspection Fee:</b>							
		New application for civil marriage venue		£955.00	£0.00	£955.00	£985.60	£0.00	£985.60
		Renewal application for civil marriage venue		£930.00	£0.00	£930.00	£959.80	£0.00	£959.80
<b>38</b>	<b>1</b>	<b>LICENSING ACT 2003 - FEES AND EXEMPTIONS (statutory fee VAT Exempt)</b>							
		<b>FEES PAYABLE:</b>							

Section Reference	Parts 1 or 2	Service is VAILABLE	LONDON BOROUGH OF ENFIELD			LONDON BOROUGH OF ENFIELD		
			PLACE DEPARTMENT			PLACE DEPARTMENT		
			FEES AND CHARGES 2018/19			FEES AND CHARGES 2019/20		
			Description of Fees & Charges	Basic	VAT@ 20%	Total	Basic	VAT@ 20%
			<i>1.1 The fee for an application for the grant or variation of a premises licence is based on the rateable value of the property and the band specified for that rateable value, is as follows:</i>					
			<b>RATEABLE VALUES</b>					
			<i>No rateable value to £4,300</i>					
			<i>£4,300 to £33,000</i>					
			<i>£33,001 to £87,000</i>					
			<i>£87,001 to £125,000</i>					
			<i>£125,001 and above</i>					
			<i>1.2 In addition, premises in Bands D and E, where an application relates exclusively or primarily for the supply of alcohol for consumption on a premises located in a city or town centre, must pay a further fee, as follows:</i>					
			<b>RATEABLE VALUES</b>					
			<i>£87,001 to £125,000</i>					
			<i>£125,001 and above</i>					
			<i>1.3 In addition, where 5,000 or more persons are admitted at the same time to a premises when the existing licence authorises licensable activities to take place, the application must be accompanied by a fee corresponding to the range of number of persons within which falls the maximum number of persons allowed as follows:</i>					
			<b>MAXIMUM NUMBER OF PERSONS</b>					
			<i>5,000 to 9,999</i>					
			<i>10,000 to 14,999</i>					
			<i>15,000 to 19,999</i>					
			<i>20,000 to 29,999</i>					
			<i>30,000 to 39,999</i>					
			<i>40,000 to 49,999</i>					
			<i>50,000 to 59,999</i>					
			<i>60,000 to 69,999</i>					
			<i>70,000 to 79,999</i>					
			<i>80,000 to 89,999</i>					
			<i>90,000 and over</i>					
			<i>1.4 The annual fee payable for a premises licence, is based on the rateable value of the property and the band specified for that rateable value, as follows:</i>					
			<b>RATEABLE VALUES</b>					
			<i>No rateable value to £4,300</i>					
			<i>£4,300 to £33,000</i>					



Section Reference	Parts 1 or 2	Service is VATABLE	LONDON BOROUGH OF ENFIELD			LONDON BOROUGH OF ENFIELD			
			PLACE DEPARTMENT			PLACE DEPARTMENT			
			FEES AND CHARGES 2018/19			FEES AND CHARGES 2019/20			
			Description of Fees & Charges	Basic	VAT@ 20%	Total	Basic	VAT@ 20%	Total
			<i>£33,001 to £87,000</i>	£295.00	£0.00	£295.00	£295.00	£0.00	£295.00
			<i>£87,001 to £125,000</i>	£320.00	£0.00	£320.00	£320.00	£0.00	£320.00
			<i>£125,001 and above</i>	£350.00	£0.00	£350.00	£350.00	£0.00	£350.00
			<i>1.5 In addition, premises in Bands D and E, where an application relates exclusively or primarily for the supply of alcohol for consumption on a premises located in a city or town centre, must pay a further fee, as follows:</i>	ANNUAL ADDITIONAL FEE	VAT	ANNUAL ADDITIONAL FEE	ANNUAL ADDITIONAL FEE	VAT	ANNUAL ADDITIONAL FEE
			<b>RATEABLE VALUES</b>						
			<i>£87,001 to £125,000</i>	£640.00	£0.00	£640.00	£640.00	£0.00	£640.00
			<i>£125,001 and above</i>	£1,050.00	£0.00	£1,050.00	£1,050.00	£0.00	£1,050.00
			<i>1.6 In addition, where 5,000 or more persons are admitted at the same time to a premises when the existing licence authorises licensable activities to take place, the application must be accompanied by a fee corresponding to the range of number of persons within which falls the maximum number of persons allowed as follows:</i>	ANNUAL ADDITIONAL FEE	VAT	ANNUAL ADDITIONAL FEE	ANNUAL ADDITIONAL FEE	VAT	ANNUAL ADDITIONAL FEE
			<b>MAXIMUM NUMBER OF PERSONS</b>						
			<i>5,000 to 9,999</i>	£500.00	£0.00	£500.00	£500.00	£0.00	£500.00
			<i>10,000 to 14,999</i>	£1,000.00	£0.00	£1,000.00	£1,000.00	£0.00	£1,000.00
			<i>15,000 to 19,999</i>	£2,000.00	£0.00	£2,000.00	£2,000.00	£0.00	£2,000.00
			<i>20,000 to 29,999</i>	£4,000.00	£0.00	£4,000.00	£4,000.00	£0.00	£4,000.00
			<i>30,000 to 39,999</i>	£8,000.00	£0.00	£8,000.00	£8,000.00	£0.00	£8,000.00
			<i>40,000 to 49,999</i>	£12,000.00	£0.00	£12,000.00	£12,000.00	£0.00	£12,000.00
			<i>50,000 to 59,999</i>	£16,000.00	£0.00	£16,000.00	£16,000.00	£0.00	£16,000.00
			<i>60,000 to 69,999</i>	£20,000.00	£0.00	£20,000.00	£20,000.00	£0.00	£20,000.00
			<i>70,000 to 79,999</i>	£24,000.00	£0.00	£24,000.00	£24,000.00	£0.00	£24,000.00
			<i>80,000 to 89,999</i>	£28,000.00	£0.00	£28,000.00	£28,000.00	£0.00	£28,000.00
			<i>90,000 and over</i>	£32,000.00	£0.00	£32,000.00	£32,000.00	£0.00	£32,000.00
			<b>FEES PAYABLE:</b>						
			<i>2.1 The fee for an application for the grant or variation of a club premises certificate is based on the rateable value of the property and the band specified for that rateable value, is as follows:</i>	GRANT & VARIATION FEE PAYABLE	VAT	GRANT & VARIATION FEE PAYABLE	GRANT & VARIATION FEE PAYABLE	VAT	GRANT & VARIATION FEE PAYABLE
			<b>RATEABLE VALUES</b>						
			<i>No rateable value to £4,300</i>	£100.00	£0.00	£100.00	£100.00	£0.00	£100.00
			<i>£4,300 to £33,000</i>	£190.00	£0.00	£190.00	£190.00	£0.00	£190.00
			<i>£33,001 to £87,000</i>	£315.00	£0.00	£315.00	£315.00	£0.00	£315.00
			<i>£87,001 to £125,000</i>	£450.00	£0.00	£450.00	£450.00	£0.00	£450.00
			<i>£125,001 and above</i>	£635.00	£0.00	£635.00	£635.00	£0.00	£635.00

Section Reference	Parts 1 or 2	Service is VAILABLE	LONDON BOROUGH OF ENFIELD			LONDON BOROUGH OF ENFIELD			
			PLACE DEPARTMENT			PLACE DEPARTMENT			
			FEES AND CHARGES 2018/19			FEES AND CHARGES 2019/20			
			Description of Fees & Charges			Basic	VAT@ 20%	Total	Basic
			<i>2.2 The annual fee payable for club premises certificate is based on the rateable value of the property and the band specified for that rateable value, is as follows:</i>						
			<i>RATEABLE VALUES</i>						
			<i>No rateable value to £4,300</i>	£70.00	£0.00	£70.00	£70.00	£0.00	£70.00
			<i>£4,300 to £33,000</i>	£180.00	£0.00	£180.00	£180.00	£0.00	£180.00
			<i>£33,001 to £87,000</i>	£295.00	£0.00	£295.00	£295.00	£0.00	£295.00
			<i>£87,001 to £125,000</i>	£320.00	£0.00	£320.00	£320.00	£0.00	£320.00
			<i>£125,001 and above</i>	£350.00	£0.00	£350.00	£350.00	£0.00	£350.00
			<i><u>OTHER FEES PAYABLE IN RESPECT OF APPLICATIONS MADE OR NOTICES GIVEN, ARE AS FOLLOWS</u></i>						
			<i>APPLICATION OR NOTICE</i>						
			<i>Notification of theft, loss, etc. of premises licence or summary</i>	£10.50	£0.00	£10.50	£10.50	£0.00	£10.50
			<i>Application for provisional statement where premises being built, etc.</i>	£315.00	£0.00	£315.00	£315.00	£0.00	£315.00
			<i>Notification of change of name or address of premises licence holder or designated premises supervisor</i>	£10.50	£0.00	£10.50	£10.50	£0.00	£10.50
			<i>Application to vary premises licence to specify individual as designated premises supervisor</i>	£23.00	£0.00	£23.00	£23.00	£0.00	£23.00
			<i>Application for transfer of premises licence</i>	£23.00	£0.00	£23.00	£23.00	£0.00	£23.00
			<i>Application for a minor variation to a premises licence</i>	£89.00	£0.00	£89.00	£89.00	£0.00	£89.00
			<i>Notice of interim authority following death etc. of the premises licence holder</i>	£23.00	£0.00	£23.00	£23.00	£0.00	£23.00
			<i>Notification of theft, loss, etc. of club premises certificate or summary</i>	£10.50	£0.00	£10.50	£10.50	£0.00	£10.50
			<i>Notification of change of name or alteration of rules of club</i>	£10.50	£0.00	£10.50	£10.50	£0.00	£10.50
			<i>Notification of change of relevant registered address of the club</i>	£10.50	£0.00	£10.50	£10.50	£0.00	£10.50
			<i>Application for temporary event notice</i>	£21.00	£0.00	£21.00	£21.00	£0.00	£21.00
			<i>Notification of theft, loss, etc. of temporary event notice</i>	£10.50	£0.00	£10.50	£10.50	£0.00	£10.50
			<i>Application for grant of a personal licence</i>	£37.00	£0.00	£37.00	£37.00	£0.00	£37.00
			<i>Notification of theft, loss, etc. of personal licence</i>	£10.50	£0.00	£10.50	£10.50	£0.00	£10.50
			<i>Notification of change of name or address of personal licence holder</i>	£10.50	£0.00	£10.50	£10.50	£0.00	£10.50
			<i>Notification of right of freeholder to be notified of licensing matters</i>	£21.00	£0.00	£21.00	£21.00	£0.00	£21.00

Section Reference	Parts 1 or 2	Description of Fees & Charges	Service is VAILABLE	LONDON BOROUGH OF ENFIELD			LONDON BOROUGH OF ENFIELD		
				PLACE DEPARTMENT FEES AND CHARGES 2018/19			PLACE DEPARTMENT FEES AND CHARGES 2019/20		
				Basic	VAT@ 20%	Total	Basic	VAT@ 20%	Total
				<i>Italics denotes statutory fees</i>					
39	1	<b>SPECIAL TREATMENT LICENCE FEES &amp; EXEMPTIONS ANNUAL LICENCES</b>							
		<b>GROUP A</b>							
		<b>Establishments that offer invasive and high risk procedures such as lasers, electrolysis, tattooing, body piercing, body message.</b>							
		<b>The treatments are:</b>							
		Anthroposophical Medicine							
		Polarity Therapy							
		Aromatherapy							
		Qi Gong							
		Body Massage							
		Remedial/Sports Massage							
		Bowen Technique							
		Rolfing							
		Champissage/Indian Head Massage							
		Shiatsu							
		Endermologie							
		Fairbane/Tangent Method							
		Stone Therapy							
		Gyratory Massage							
		Thai Massage							
		Manual Lymphatic Drainage							
		Therapeutic/Holistic Massage							
		Marma Therapy							
		Metamorphic Technique							
		Physiotherapy							
		Tui-Na							
		Acupressure							
		Botox							
		Lasers/Intense Pulse Light							
		Collagen Implants							
		Moxibustion (if not accompanied by acupuncture it will be Group B)							
		Osteopathy							
		Sclerotherapy							
		Acupuncture							
		Micropigmentation							
		Beading							
		Bio Skin Jetting							
		Namripad Allergy Elimination Technique							
		Body Piercing							
		Electrolysis							

Section Reference	Parts 1 or 2	Description of Fees & Charges	Service is VAILABLE	LONDON BOROUGH OF ENFIELD			LONDON BOROUGH OF ENFIELD		
				PLACE DEPARTMENT			PLACE DEPARTMENT		
				FEES AND CHARGES 2018/19			FEES AND CHARGES 2019/20		
				Basic	VAT@ 20%	Total	Basic	VAT@ 20%	Total
		Tattoo Removal							
		Korean Hand Therapy							
		Tattooing							
		<b>NEW LICENCES</b>	£735.00	£0.00	£735.00	£758.50	£0.00	£758.50	
		<b>RENEWALS</b>	£587.00	£0.00	£587.00	£605.80	£0.00	£605.80	
		<b>VARIATIONS</b>	£364.00	£0.00	£364.00	£375.60	£0.00	£375.60	
		<b>TRANSFER</b>	£274.00	£0.00	£274.00	£282.80	£0.00	£282.80	
		<b>OCCASIONAL LICENCE</b>	£366.00	£0.00	£366.00	£377.70	£0.00	£377.70	
		<b>GROUP B</b>							
		Establishments that offer medium risk and non invasive treatments such as UV tanning, facials and others. The treatments are:							
		Ayurvedic Medicine							
		Reiki							
		Sauna							
		Chiropody/Podiatry							
		Spa							
		Steam Room/Bath							
		Foot Detox							
		Hydrotherapy							
		Thalassotherapy							
		Thermo Auricular Therapy/Hopi Ear candles							
		Infra Red							
		Micro Currant Therapy/Non-Surgical Face lifts							
		Colour Therapy							
		Detox Box							
		Facials							
		Faradism							
		Reflexology							
		Floatation Tank							
		Galvanism							
		Ultra Sonic							
		High Frequency							
		Ultra Violet Tanning							
		Trichology							
		<b>NEW LICENCES</b>	£540.00	£0.00	£540.00	£557.30	£0.00	£557.30	
		<b>RENEWALS</b>	£427.00	£0.00	£427.00	£440.70	£0.00	£440.70	
		<b>VARIATIONS</b>	£244.00	£0.00	£244.00	£251.80	£0.00	£251.80	
		<b>TRANSFER</b>	£154.00	£0.00	£154.00	£158.90	£0.00	£158.90	
		<b>OCCASIONAL LICENCE</b>	£271.00	£0.00	£271.00	£279.70	£0.00	£279.70	
		<b>GROUP C</b>							

Section Reference	Parts 1 or 2	Description of Fees & Charges	Service is VAILABLE	LONDON BOROUGH OF ENFIELD			LONDON BOROUGH OF ENFIELD		
				PLACE DEPARTMENT			PLACE DEPARTMENT		
				FEES AND CHARGES 2018/19			FEES AND CHARGES 2019/20		
				Basic	VAT@ 20%	Total	Basic	VAT@ 20%	Total
		Establishments that offer manicures, pedicures, nail extensions and/or ear piercing only. The treatments are:							
		Nail Extensions							
		Pedicure							
		Manicure							
		Ear Piercing							
		<b>NEW LICENCES</b>	£368.00	£0.00	£368.00	£379.80	£0.00	£379.80	
		<b>RENEWALS</b>	£313.00	£0.00	£313.00	£323.00	£0.00	£323.00	
		<b>VARIATIONS</b>	£218.00	£0.00	£218.00	£225.00	£0.00	£225.00	
		<b>TRANSFER</b>	£154.00	£0.00	£154.00	£158.90	£0.00	£158.90	
		<b>OCCASIONAL LICENCE</b>	£228.00	£0.00	£228.00	£235.30	£0.00	£235.30	
		<b>AMENDMENT</b>	£33.00	£0.00	£33.00	£34.10	£0.00	£34.10	
		<b>REPLACEMENT COPY OF LICENCE</b>	£33.00	£0.00	£33.00	£34.10	£0.00	£34.10	
<b>40</b>	<b>1</b>	<b>SCRAP METAL DEALERS</b>							
		<b>Now covered by Scrap Metal Dealers Act 2013</b>							
		Site Licence:							
		New	£701.00	£0.00	£701.00	£723.40	£0.00	£723.40	
		Variation	£344.00	£0.00	£344.00	£355.00	£0.00	£355.00	
		Renewal	£338.00	£0.00	£338.00	£348.80	£0.00	£348.80	
		<b>Collector's Licence:</b>							
		New	£701.00	£0.00	£701.00	£723.40	£0.00	£723.40	
		Variation	£344.00	£0.00	£344.00	£355.00	£0.00	£355.00	
		Renewal	£291.00	£0.00	£291.00	£300.30	£0.00	£300.30	
<b>41</b>	<b>1</b>	<b>WEIGHTS AND MEASURES FEES</b>							
		<b>Fees for the purpose of Section II(5) of the Weights and Measures Act 1985 &amp; EEC Measuring Instrument (Fees) (as amended)</b>							
		All weights and measuring equipment (£60.00 per hour or part thereof)	£62.30	£0.00	£62.30	£64.30	£0.00	£64.30	
		second officer if required (£36 per hour or part thereof)	£37.40	£0.00	£37.40	£38.60	£0.00	£38.60	
		specialist equipment required			Price on application			Price on application	
		<b>Calibration and certification fees for the purpose of section 74 of the Weights and Measures Act 1985</b>							
		All weights and measuring equipment (£60.00 per hour or part thereof)	£62.30	£0.00	£62.30	£64.30	£0.00	£64.30	
		second officer if required (£36 per hour or part thereof)	£37.40	£0.00	£37.40	£38.60	£0.00	£38.60	
		specialist equipment required			Price on application			Price on application	
<b>42</b>	<b>1</b>	<b>GREATER LONDON (GENERAL POWERS ACT) 1984</b>							
		Registration to hold sales by competitive bidding	£326.20	£0.00	£326.20	£336.60	£0.00	£336.60	

Section Reference	Parts 1 or 2	Description of Fees & Charges	Service is VAILABLE	LONDON BOROUGH OF ENFIELD			LONDON BOROUGH OF ENFIELD		
				PLACE DEPARTMENT			PLACE DEPARTMENT		
				FEES AND CHARGES 2018/19			FEES AND CHARGES 2019/20		
				Basic	VAT@ 20%	Total	Basic	VAT@ 20%	Total
		Exemption from registration		£109.10	£0.00	£109.10	£112.60	£0.00	£112.60
43	1	<b>LICENSING OF STORES AND REGISTRATION OF PREMISES FOR THE KEEPING OF EXPLOSIVES</b>							
		<b>STATUTORY FEES</b>							
		<i>New licence to store explosives UNDER 250kg, where by virtue of regulation 27 and Schedule 5 to the 2014 Regulations, no minimum separation distance or a 0 metres separation is prescribed</i>							
		1 YEAR		£109.00	£0.00	£109.00	£109.00	£0.00	£109.00
		2 YEARS		£141.00	£0.00	£141.00	£141.00	£0.00	£141.00
		3 YEARS		£173.00	£0.00	£173.00	£173.00	£0.00	£173.00
		4 YEARS		£206.00	£0.00	£206.00	£206.00	£0.00	£206.00
		5 YEARS		£238.00	£0.00	£238.00	£238.00	£0.00	£238.00
		<i>Renewal of licence to store explosives UNDER 250kg, where by virtue of regulation 27 and Schedule 5 to the 2014 Regulations, no minimum separation distance or a 0 metres separation is prescribed</i>							
		1 YEAR		£54.00	£0.00	£54.00	£54.00	£0.00	£54.00
		2 YEARS		£86.00	£0.00	£86.00	£86.00	£0.00	£86.00
		3 YEARS		£120.00	£0.00	£120.00	£120.00	£0.00	£120.00
		4 YEARS		£152.00	£0.00	£152.00	£152.00	£0.00	£152.00
		5 YEARS		£185.00	£0.00	£185.00	£185.00	£0.00	£185.00
		<i>New licence to store explosives OVER 250kg BUT LESS than 2,000kg, where by virtue of regulation 27 and Schedule 5 to the 2014 Regulations, a minimum separation distance of greater than 0 metres is prescribed</i>							
		1 YEAR		£185.00	£0.00	£185.00	£185.00	£0.00	£185.00
		2 YEARS		£243.00	£0.00	£243.00	£243.00	£0.00	£243.00
		3 YEARS		£304.00	£0.00	£304.00	£304.00	£0.00	£304.00
		4 YEARS		£374.00	£0.00	£374.00	£374.00	£0.00	£374.00
		5 YEARS		£423.00	£0.00	£423.00	£423.00	£0.00	£423.00
		<i>Renewal of licence to store explosives OVER 250kg BUT LESS than 2,000kg, where by virtue of regulation 27 and Schedule 5 to the 2014 Regulations, a minimum separation distance of greater than 0 metres is prescribed</i>							
		1 YEAR		£86.00	£0.00	£86.00	£86.00	£0.00	£86.00
		2 YEARS		£147.00	£0.00	£147.00	£147.00	£0.00	£147.00
		3 YEARS		£206.00	£0.00	£206.00	£206.00	£0.00	£206.00
		4 YEARS		£266.00	£0.00	£266.00	£266.00	£0.00	£266.00
		5 YEARS		£326.00	£0.00	£326.00	£326.00	£0.00	£326.00

Section Reference	Parts 1 or 2	Description of Fees & Charges	Service is VAILABLE	LONDON BOROUGH OF ENFIELD			LONDON BOROUGH OF ENFIELD		
				PLACE DEPARTMENT			PLACE DEPARTMENT		
				FEES AND CHARGES 2018/19			FEES AND CHARGES 2019/20		
				Basic	VAT@ 20%	Total	Basic	VAT@ 20%	Total
		<i>Any kind of variation</i>		<i>Reasonable cost of the work done by the licensing authority</i>			<i>Reasonable cost of the work done by the licensing authority</i>		
		<i>Transfer of licence or registration</i>	£36.00	£0.00	£36.00	£36.00	£0.00	£36.00	
		<i>Replacement licence document</i>	£36.00	£0.00	£36.00	£36.00	£0.00	£36.00	
		<i>All year Fireworks supply licence</i>	£500.00	£0.00	£500.00	£500.00	£0.00	£500.00	
<b>44</b>	<b>1</b>	<b>GAMBLING ACT 2005</b>							
		<i>FEES AND EXEMPTIONS (VAT exempt)</i>							
		<i>NB Fee capped by Government</i>							
		<i>New Applications</i>							
		<i>Bingo</i>	£3,500.00	£0.00	£3,500.00	£3,500.00	£0.00	£3,500.00	
		<i>Betting Shop</i>	£3,000.00	£0.00	£3,000.00	£3,000.00	£0.00	£3,000.00	
		<i>Adult Gaming Centre</i>	£2,000.00	£0.00	£2,000.00	£2,000.00	£0.00	£2,000.00	
		<i>Track</i>	£2,500.00	£0.00	£2,500.00	£2,500.00	£0.00	£2,500.00	
		<i>Family Entertainment Centre</i>	£2,000.00	£0.00	£2,000.00	£2,000.00	£0.00	£2,000.00	
		<i>New Applications - where provisional statement already issued</i>							
		<i>Bingo</i>	£1,200.00	£0.00	£1,200.00	£1,200.00	£0.00	£1,200.00	
		<i>Betting Shop</i>	£1,200.00	£0.00	£1,200.00	£1,200.00	£0.00	£1,200.00	
		<i>Adult Gaming Centre</i>	£1,200.00	£0.00	£1,200.00	£1,200.00	£0.00	£1,200.00	
		<i>Track</i>	£950.00	£0.00	£950.00	£950.00	£0.00	£950.00	
		<i>Family Entertainment Centre</i>	£950.00	£0.00	£950.00	£950.00	£0.00	£950.00	
		<i>Provisional Statement Applications</i>							
		<i>Bingo</i>	£3,500.00	£0.00	£3,500.00	£3,500.00	£0.00	£3,500.00	
		<i>Betting Shop</i>	£3,000.00	£0.00	£3,000.00	£3,000.00	£0.00	£3,000.00	
		<i>Adult Gaming Centre</i>	£2,000.00	£0.00	£2,000.00	£2,000.00	£0.00	£2,000.00	
		<i>Track</i>	£2,500.00	£0.00	£2,500.00	£2,500.00	£0.00	£2,500.00	
		<i>Family Entertainment Centre</i>	£2,000.00	£0.00	£2,000.00	£2,000.00	£0.00	£2,000.00	
		<i>Transfer Applications</i>							
		<i>Bingo</i>	£1,200.00	£0.00	£1,200.00	£1,200.00	£0.00	£1,200.00	
		<i>Betting Shop</i>	£1,200.00	£0.00	£1,200.00	£1,200.00	£0.00	£1,200.00	
		<i>Adult Gaming Centre</i>	£1,200.00	£0.00	£1,200.00	£1,200.00	£0.00	£1,200.00	
		<i>Track</i>	£950.00	£0.00	£950.00	£950.00	£0.00	£950.00	
		<i>Family Entertainment Centre</i>	£950.00	£0.00	£950.00	£950.00	£0.00	£950.00	
		<i>Reinstatement Applications</i>							
		<i>Bingo</i>	£1,200.00	£0.00	£1,200.00	£1,200.00	£0.00	£1,200.00	
		<i>Betting Shop</i>	£1,200.00	£0.00	£1,200.00	£1,200.00	£0.00	£1,200.00	
		<i>Adult Gaming Centre</i>	£1,200.00	£0.00	£1,200.00	£1,200.00	£0.00	£1,200.00	
		<i>Track</i>	£950.00	£0.00	£950.00	£950.00	£0.00	£950.00	
		<i>Family Entertainment Centre</i>	£950.00	£0.00	£950.00	£950.00	£0.00	£950.00	
		<i>Variation Applications</i>							
		<i>Bingo</i>	£1,750.00	£0.00	£1,750.00	£1,750.00	£0.00	£1,750.00	
		<i>Betting Shop</i>	£1,500.00	£0.00	£1,500.00	£1,500.00	£0.00	£1,500.00	
		<i>Adult Gaming Centre</i>	£1,000.00	£0.00	£1,000.00	£1,000.00	£0.00	£1,000.00	

Section Reference	Parts 1 or 2	Description of Fees & Charges	Service is VAILABLE	LONDON BOROUGH OF ENFIELD			LONDON BOROUGH OF ENFIELD		
				PLACE DEPARTMENT			PLACE DEPARTMENT		
				FEES AND CHARGES 2018/19			FEES AND CHARGES 2019/20		
				Basic	VAT@ 20%	Total	Basic	VAT@ 20%	Total
		<i>Track</i>		£1,250.00	£0.00	£1,250.00	£1,250.00	£0.00	£1,250.00
		<i>Family Entertainment Centre</i>		£1,000.00	£0.00	£1,000.00	£1,000.00	£0.00	£1,000.00
		<i>Annual Fees</i>							
		<i>Bingo</i>		£1,000.00	£0.00	£1,000.00	£1,000.00	£0.00	£1,000.00
		<i>Betting Shop</i>		£600.00	£0.00	£600.00	£600.00	£0.00	£600.00
		<i>Adult Gaming Centre</i>		£1,000.00	£0.00	£1,000.00	£1,000.00	£0.00	£1,000.00
		<i>Track</i>		£1,000.00	£0.00	£1,000.00	£1,000.00	£0.00	£1,000.00
		<i>Family Entertainment Centre</i>		£750.00	£0.00	£750.00	£750.00	£0.00	£750.00
		<i>Notification of Change of Circumstances</i>		£50.00	£0.00	£50.00	£50.00	£0.00	£50.00
		<i>Request for copy of Premises Licence</i>		£25.00	£0.00	£25.00	£25.00	£0.00	£25.00
		<b>GAMBLING ACT 2005 - FEES AND EXEMPTIONS (STATUTORY FEE VAT exempt)</b>							
		<i>Alcohol Licensed Premises Gaming Machine Permit Fees</i>							
		<i>New</i>		£150.00	£0.00	£150.00	£150.00	£0.00	£150.00
		<i>New Existing S34 Permit holder (more than 2 machines)</i>		£100.00	£0.00	£100.00	£100.00	£0.00	£100.00
		<i>Variation of information on permit e.g. number of machines</i>		£100.00	£0.00	£100.00	£100.00	£0.00	£100.00
		<i>Notification of 2 machines or less (new &amp; existing)</i>		£50.00	£0.00	£50.00	£50.00	£0.00	£50.00
		<i>Transfer - If transfer of Premises Licence to sell alcohol granted</i>		£25.00	£0.00	£25.00	£25.00	£0.00	£25.00
		<i>Name change i.e. new married name etc.</i>		£25.00	£0.00	£25.00	£25.00	£0.00	£25.00
		<i>Replacement permit</i>		£15.00	£0.00	£15.00	£15.00	£0.00	£15.00
		<i>Annual fee (payable by premises with three or more machines)</i>		£50.00	£0.00	£50.00	£50.00	£0.00	£50.00
		<i>Club Gaming &amp; Club Gaming Machine Permit Fees</i>							
		<i>New</i>		£200.00	£0.00	£200.00	£200.00	£0.00	£200.00
		<i>New Existing Part II or Part III Gaming Act 1968 registrations</i>		£100.00	£0.00	£100.00	£100.00	£0.00	£100.00
		<i>New (fast track) holder of Club Premises Certificate under Licensing Act 2003</i>		£100.00	£0.00	£100.00	£100.00	£0.00	£100.00
		<i>Renewal</i>		£100.00	£0.00	£100.00	£100.00	£0.00	£100.00
		<i>Variation</i>		£100.00	£0.00	£100.00	£100.00	£0.00	£100.00
		<i>Replacement permit</i>		£15.00	£0.00	£15.00	£15.00	£0.00	£15.00
		<i>Annual fee</i>		£50.00	£0.00	£50.00	£50.00	£0.00	£50.00
		<i>Unlicensed Family Entertainment Centre Gaming Machine Permit Fees</i>							
		<i>New</i>		£300.00	£0.00	£300.00	£300.00	£0.00	£300.00
		<i>New Existing Part II and Part III Gaming Act 1968 registrations</i>		£100.00	£0.00	£100.00	£100.00	£0.00	£100.00
		<i>Renewal</i>		£300.00	£0.00	£300.00	£300.00	£0.00	£300.00
		<i>Change of Name</i>		£25.00	£0.00	£25.00	£25.00	£0.00	£25.00
		<i>Replacement permit</i>		£15.00	£0.00	£15.00	£15.00	£0.00	£15.00



Section Reference	Parts 1 or 2	Description of Fees & Charges	Service is VAILABLE	LONDON BOROUGH OF ENFIELD			LONDON BOROUGH OF ENFIELD		
				PLACE DEPARTMENT			PLACE DEPARTMENT		
				FEES AND CHARGES 2018/19			FEES AND CHARGES 2019/20		
				Basic	VAT@ 20%	Total	Basic	VAT@ 20%	Total
		<i>Prize Gaming Permit Fees</i>							
		<i>New</i>	£300.00	£0.00	£300.00	£300.00	£0.00	£300.00	
		<i>New Existing Section 16 Lotteries &amp; Amusement Act 1976 Permit holder</i>	£100.00	£0.00	£100.00	£100.00	£0.00	£100.00	
		<i>Renewal (every 10 years)</i>	£300.00	£0.00	£300.00	£300.00	£0.00	£300.00	
		<i>Change of name</i>	£25.00	£0.00	£25.00	£25.00	£0.00	£25.00	
		<i>Replacement permit</i>	£15.00	£0.00	£15.00	£15.00	£0.00	£15.00	
		<i>Temporary Use Notice</i>	£250.00	£0.00	£250.00	£250.00	£0.00	£250.00	
		<i>Small Society Lotteries</i>							
		<i>New</i>	£40.00	£0.00	£40.00	£40.00	£0.00	£40.00	
		<i>Annual fee</i>	£20.00	£0.00	£20.00	£20.00	£0.00	£20.00	
<b>45</b>	<b>1</b>	<b>SAFETY CERTIFICATES FOR SPORTS GROUNDS</b>							
		<b>Sports Grounds:</b>							
		Application for a sport ground safety certificate	£2,193.30	£0.00	£2,193.30	£2,263.50	£0.00	£2,263.50	
		Application to change a safety certificate for a sports ground	£1,642.70	£0.00	£1,642.70	£1,695.30	£0.00	£1,695.30	
		<b>Regulated Stands at sports grounds:</b>							
		Application to certify a regulated stand at a sports ground	£1,642.70	£0.00	£1,642.70	£1,695.30	£0.00	£1,695.30	
		Application to change a safety certificate for a regulated stand at a sports ground	£1,092.00	£0.00	£1,092.00	£1,126.90	£0.00	£1,126.90	
<b>46</b>	<b>1</b>	<b>STRAY DOGS SERVICE</b>							
		<b>Reclaim of a stray dog:</b>							
		Kennelling fee (per day)	£26.00	£0.00	£26.00	£12.00	£0.00	£12.00	
		Seizure fee	£90.00	£0.00	£90.00	£130.00	£0.00	£130.00	
		Veterinary fees(Depends on any treatment that is needed)	Price on application			Price on application			
		Microchipping	£8.00	£0.00	£8.00	£0.00	£0.00	£0.00	
<b>47</b>	<b>1</b>	<b>Charges for Notices served under the Housing Act 2004</b>							
		Hazard Awareness Notice (if a subsequent notice is not required)	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	
		Hazard Awareness Notice (if a subsequent notice is required)	£185.00	£0.00	£185.00	£190.90	£0.00	£190.90	
		Improvement Notice	£370.00	£0.00	£370.00	£381.80	£0.00	£381.80	
		Prohibition Order	£370.00	£0.00	£370.00	£381.80	£0.00	£381.80	
		Emergency Prohibition Order	£370.00	£0.00	£370.00	£381.80	£0.00	£381.80	
		Emergency Remedial Action	£370.00	£0.00	£370.00	£381.80	£0.00	£381.80	
		Demolition Order	£370.00	£0.00	£370.00	£381.80	£0.00	£381.80	
		Review of a suspended Improvement Notice	£212.00	£0.00	£212.00	£218.80	£0.00	£218.80	
		Review of a suspended Prohibition Order	£212.00	£0.00	£212.00	£218.80	£0.00	£218.80	

Section Reference	Parts 1 or 2	Description of Fees & Charges	Service is VAILABLE	LONDON BOROUGH OF ENFIELD			LONDON BOROUGH OF ENFIELD		
				PLACE DEPARTMENT			PLACE DEPARTMENT		
				FEES AND CHARGES 2018/19			FEES AND CHARGES 2019/20		
				Basic	VAT@ 20%	Total	Basic	VAT@ 20%	Total
		Charge for any subsequent notice served at the same time for the same property		£159.00	£0.00	£159.00	£164.10	£0.00	£164.10

<b>Adult Social Care Proposed Charges, Allowance &amp; Disregards</b>			
	<b>2018/19 Charge</b>	<b>Proposed 2019/20 Charge</b>	
<b>IWE Residential/Nursing/Continuing Care</b>			
Bridgewood House: Residential EMI Nursing EMI (excl. FNC)	£775 per week £806.60 per week	£809 per week £842 per week	
Private or Voluntary sector home	Maximum is full cost as determined by the home	Maximum is full cost as determined by the home	
Charges for residents placed by other Local Authorities in Enfield Homes are made at the full cost of the service.			
<b>Community Based Services</b>			
<b>Day Services will be charged at the of provision</b>			
Physically disabled	At cost of provision	At cost of provision	
Mental Health	At cost of provision	At cost of provision	
Learning Disabilities	At cost of provision	At cost of provision	
Older People	At cost of provision	At cost of provision	
Meal contribution	£3.85	£4.00	
- Snacks at Centre	At cost of provision	At cost of provision	
Day care attendance for less than 4 hours will be charged at half the full day rate. Where clients attend a "drop in" service there is no charge as this service is usually for a brief period, e.g. 30 mins to 1 hour.			
<b>Transport</b>	£5.00 per journey	£5.20 per journey	
<b>Home Care:</b> Maximum (incl. Additional Support)	At cost of provision	At cost of provision	
<b>Brokerage of support plans</b> (for self-funding clients)	£255	£255	
<b>Supported Housing</b>	Charges may apply	Charges may apply	
<b>Respite</b>	A flat rate contribution for respite care for people with savings below £23,250. These are based on MIG rates minus personal allowance. As detailed below:	A flat rate contribution for respite care for people with savings below £23,250. These are based on MIG rates minus personal allowance. As detailed below: TBC	
<b>Age</b>	<b>Relationship status</b>	<b>Daily rate</b>	<b>Weekly rate</b>
18-24 <b>TBA dependent on benefit uplift</b>	Single	£ 9.30	£ 65.10
From 25 and under pension age <b>TBA dependent on benefit uplift</b>	Single	£11.45	£ 80.15
Pension age <b>TBA dependent on benefit uplift</b>	Single	£18.00	£126.00
From 18 and under pension age <b>TBA dependent on benefit uplift</b>	In a couple	£ 7.90	£ 55.30
Pension age <b>TBA dependent on benefit uplift</b>	In a couple	£12.90	£ 90.30

<b><u>Direct Payments</u></b>	Assessed as a weekly contribution in accordance with Care Act 2014 guidelines as part of a Personal Budget.
<b><u>Adults Placements</u></b>	Assessed as a weekly contribution in accordance with Care Act 2014 guidelines. The maximum charge for placements in the private or voluntary sector is the full cost as determined by the placement.
<b><u>Enablement</u></b>	Enablement may be provided for up to 6 weeks. There is no charge for this service.

	<b>2018/19 Charge per client</b>	<b>Proposed 2019/20 Charge per client</b>
Safe & Connected Monitoring Service only	£4.00 p.w	£4.25
Safe & Connected Monitoring & Response service	£6.00 p.w	£6.25
Safe & Connected Monitoring & Response & Keep in Touch service	£8.00 p.w	£8.25
Equipment/adaptations under £1000	Nil	Nil
For equipment/adaptations in excess of £1000, there may be a charge subject to financial assessment. For works carried out through the Disabled Facilities Grant process there may also be a charge subject to financial assessment, unless the disabled person for whom work is being completed is a child for whom child benefit is being claimed.		
<b><u>Emergency Card Scheme</u></b>	£1.50 per week (plus £10 set up fee and Safe and Connected costs)	£1.50 per week (plus £10 set up fee and Safe and Connected costs)
<b>Blue Badge</b>	Administration charge (valid for up to 3 years) £10	Administration charge (valid for up to 3 years) £10
<b>Treatment of an Individuals Capital Resources (determined by Department of Health)</b>		
(i) Capital Resources Retained	TBC	TBC
(ii) Income Assumed for every £250 in excess of (i) above	TBC	TBC
(iii) Maximum charge applies where Capital Resources exceed	TBC	TBC
<b>NB: The department applies the values above as determined by the Department of Health</b>		
Interest Charge for late payment	Bank of England base rate plus 1%	
Legal charge for setting up agreement	£200	TBC
Property Valuation Fee	£300	TBC
Land Registry Fee	£45	TBC
Set up Administration costs	£325	TBC
Annual Administration fee	£100	TBC
Termination fee	£50	TBC
Interest charges on Deferred Payment Loans	1.85%	TBC
<b>Disability Related Expenditure Allowances</b>		
(i) DRE applicable under a full assessment	Increase by 2.0% (rounded to nearest £0.05)	
(ii) Optional minimum flat rate (Individuals are able to request a full assessment if required)	Now subject to full DRE assessment & supporting evidence	
The minimum cost of the service for charging is set at £2.50 per week.		

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1	Section Reference	Parts 1 or 2		Service is VISIBLE	LONDON BOROUGH OF ENFIELD			LONDON BOROUGH OF ENFIELD		
2			<i>Italics denotes statutory fees</i>		CEX DEPARTMENT			CEX DEPARTMENT		
3					FEES AND CHARGES 2018/19			FEES AND CHARGES 2019/20		
4			Description of Fees & Charges		Basic	VAT@ 20%	Total	Basic	VAT@ 20%	Total
5	1	1	<b>LAND CHARGES</b>							
6			<i>Residential LLC1</i>		50.00	0.00	50.00	50.00	0.00	50.00
7			<i>LLC1 additional parcel</i>		4.00	0.00	4.00	4.00	0.00	4.00
8			CON29	Y	150.00	30.00	180.00	154.80	31.00	185.80
9			Full search additional parcel	Y	14.00	2.80	16.80	14.40	2.90	17.30
10			<i>Commercial LLC1</i>		50.00	0.00	50.00	50.00	0.00	50.00
11			Commercial CON29	Y	190.00	38.00	228.00	196.10	39.20	235.30
12			Commercial CON29 additional parcel	Y	15.00	3.00	18.00	15.50	3.10	18.60
13			CON29 (O) enquiries	Y	10.00	2.00	12.00	10.30	2.10	12.40
14			Enquiry 22	Y	14.00	2.80	16.80	14.40	2.90	17.30
15			Expedited search fee	Y	29.17	5.83	35.00	30.10	6.00	36.10
16			<i>Applications for CLVG register</i>		1,000.00	0.00	1,000.00	1,000.00	0.00	1,000.00
17			Copy documents for CON29	Y	10.00	2.00	12.00	10.30	2.10	12.40
18			<i>Copy documents for LLC1</i>		10.00	0.00	10.00	10.00	0.00	10.00
19			<i>Light Obstruction Notices Reg of part 11 on register</i>		60.00	0.00	60.00	60.00	0.00	60.00
20			<i>Filing a Lands Tribunal Light Obstruction Notice</i>		14.00	0.00	14.00	14.00	0.00	14.00
21			<i>Filing a variation or cancelling a Light Obstruction Notice</i>		14.00	0.00	14.00	14.00	0.00	14.00
22			<i>Inspection of documents relating to Light Obstruction Notices ( for each parcel of land)</i>		12.00	0.00	12.00	12.00	0.00	12.00
23			Heritage partnership agreement	Y	8.00	1.60	9.60	8.30	1.70	10.00
24			Building Regulation Decisions & Pending Applications	Y	16.00	3.20	19.20	16.50	3.30	19.80
25			Roads	Y	6.00	1.20	7.20	6.20	1.20	7.40
26			Land acquired for Public Purposes	Y	6.00	1.20	7.20	6.20	1.20	7.40
27			Land to be acquired for road works	Y	6.00	1.20	7.20	6.20	1.20	7.40
28			Drainage agreements and consents	Y	6.00	1.20	7.20	6.20	1.20	7.40
29			Nearby road schemes	Y	19.00	3.80	22.80	19.60	3.90	23.50
30			Nearby railway schemes	Y	6.00	1.20	7.20	6.20	1.20	7.40
31			Traffic schemes	Y	19.00	3.80	22.80	19.60	3.90	23.50
32			Outstanding Notices	Y	19.00	3.80	22.80	19.60	3.90	23.50
33			Contravention of building regulations	Y	19.00	3.80	22.80	19.60	3.90	23.50
34			Notices, orders, directions and proceedings under planning acts	Y	16.00	3.20	19.20	16.50	3.30	19.80
35			Conservation area	Y	6.00	1.20	7.20	6.20	1.20	7.40
36			Compulsory purchase	Y	6.00	1.20	7.20	6.20	1.20	7.40
37			Highways Plan	Y	5.00	1.00	6.00	5.20	1.00	6.20
38			Copy Tree Preservation Order	Y	5.00	1.00	6.00	5.20	1.00	6.20
39			Copy Combined Drainage Order	Y	5.00	1.00	6.00	5.20	1.00	6.20
40			Copy Section 106 Agreement	Y	5.00	1.00	6.00	5.20	1.00	6.20
41			Road proposals by private bodies	Y	10.00	2.00	12.00	10.30	2.10	12.40

	A	B	C	D	E	F	G	H	I	J
1	Section Reference	Parts 1 or 2		Service is Vatable	LONDON BOROUGH OF ENFIELD			LONDON BOROUGH OF ENFIELD		
2			<i>Italics denotes statutory fees</i>		CEX DEPARTMENT			CEX DEPARTMENT		
3					FEES AND CHARGES 2018/19			FEES AND CHARGES 2019/20		
4			Description of Fees & Charges		Basic	VAT@ 20%	Total	Basic	VAT@ 20%	Total
42		Public paths or byways	Y	10.00	2.00	12.00	10.30	2.10	12.40	
43		Advertisements	Y	10.00	2.00	12.00	10.30	2.10	12.40	
44		Completion notices	Y	10.00	2.00	12.00	10.30	2.10	12.40	
45		Parks and countryside	Y	10.00	2.00	12.00	10.30	2.10	12.40	
46		Houses in multiple occupation	Y	10.00	2.00	12.00	10.30	2.10	12.40	
47		Noise abatement	Y	10.00	2.00	12.00	10.30	2.10	12.40	
48		Urban development areas	Y	10.00	2.00	12.00	10.30	2.10	12.40	
49		Enterprise zones	Y	10.00	2.00	12.00	10.30	2.10	12.40	
50		Inner urban improvement areas	Y	10.00	2.00	12.00	10.30	2.10	12.40	
51		Simplified planning zones	Y	10.00	2.00	12.00	10.30	2.10	12.40	
52		Land maintenance notices	Y	10.00	2.00	12.00	10.30	2.10	12.40	
53		Mineral consultation areas	Y	10.00	2.00	12.00	10.30	2.10	12.40	
54		Hazardous substance consents	Y	10.00	2.00	12.00	10.30	2.10	12.40	
55		Food safety notices	Y	10.00	2.00	12.00	10.30	2.10	12.40	
56		Hedgerow notices	Y	10.00	2.00	12.00	10.30	2.10	12.40	
57		Smoke control orders	Y	10.00	2.00	12.00	10.30	2.10	12.40	
58		Common land, town and village greens	Y	14.00	2.80	16.80	14.40	2.90	17.30	
59										
60	2	1	<b>REGISTRARS</b>							
61										
62			<b>Certificates:</b>							
63										
64			<i>Birth and Death Registrations-Certificates issued on the day</i>		4.00	0.00	4.00	4.00	0.00	4.00
65			<i>Certificate issued after Registration</i>		10.00	0.00	10.00	10.00	0.00	10.00
66			<i>Short Certificate requested after registration (Birth only)</i>		10.00	0.00	10.00	10.00	0.00	10.00
67										
68			Express service Fee (Same day service)	Y	21.00	4.20	25.20	21.00	4.20	25.20
69			Recorded Delivery Service (Up to two certificates)	Y	3.00	0.60	3.60	3.00	0.60	3.60
70			Add £1 for each additional certificate	Y	1.00	0.20	1.20	1.00	0.20	1.20
71										
72			<b>Correction to a Certificate</b>							
73			<i>Fee for name changes to a birth certificate</i>		40.00	0.00	40.00	40.00	0.00	40.00
74			<i>(Applies for changes to child's forenames within 12 months of first registration)</i>							
75										
76			<i>Fee for consideration of a correction to a birth , death, marriage or civil partnership certificate.</i>							
77			<i>If considered by the Registrar</i>		75.00	0.00	75.00	75.00	0.00	75.00

	A	B	C	D	E	F	G	H	I	J
1	Section Reference	Parts 1 or 2		Service is VATABLE	LONDON BOROUGH OF ENFIELD			LONDON BOROUGH OF ENFIELD		
2			<i>Italics denotes statutory fees</i>		CEX DEPARTMENT			CEX DEPARTMENT		
3					FEES AND CHARGES 2018/19			FEES AND CHARGES 2019/20		
4			Description of Fees & Charges		Basic	VAT@ 20%	Total	Basic	VAT@ 20%	Total
78			<i>If request has to be referred to GRO</i>		90.00	0.00	90.00	90.00	0.00	90.00
79										
80			<b>Historical Searches</b>							
81			<i>Per Visit</i>		18.00	0.00	18.00	18.00	0.00	18.00
82										
83			<b>Booking Fees</b>							
84			Fee for provisional ceremony bookings		50.00	0.00	50.00	50.00	0.00	50.00
85			Admin fee for some wedding ceremonies							
86			(In addition to any statutory fee due, between £50 & £112)		Between £50 and £112			Between £50 and £112		
87			Fee for re-registration of appointments		50.00	0.00	50.00	50.00	0.00	50.00
88			Fee for Saturday appointments ( only when appointments are at high demand)		50.00	0.00	50.00	50.00	0.00	50.00
89										
90			<i>Marriages &amp; Civil Partnerships</i>							
91			<i>Notice fee per person</i>		35.00	0.00	35.00	35.00	0.00	35.00
92			<i>Notice fee with referral to the Home Office per person</i>		47.00	0.00	47.00	47.00	0.00	47.00
93										
94			<b>Consideration fee to accept or reject divorce or civil partnership dissolution documents obtained outside the UK, Channel Islands or Isle of Man.</b>							
95			<i>If considered by the Registrar</i>		50.00	0.00	50.00	50.00	0.00	50.00
96			<i>If request has to be referred to GRO</i>		75.00	0.00	75.00	75.00	0.00	75.00
97			Simple ceremony in the Admiral's Suite on a Monday, Tuesday or Wednesday		130.00	0.00	130.00	130.00	0.00	130.00
98			Enhanced ceremony in the Admiral's Suite on a Friday		260.00	0.00	260.00	260.00	0.00	260.00
99			Enhanced ceremony in the Admiral's Suite on a Saturday		330.00	0.00	330.00	330.00	0.00	330.00
100										
101			Ceremony fee at an approved venue before 4.30pm weekdays, not including bank holidays (from £460)		460.00	0.00	460.00	460.00	0.00	460.00
102										
103			Ceremony fee at an approved venue 12 noon - 4.30pm at weekends not including bank holidays (from £460)		460.00	0.00	460.00	460.00	0.00	460.00
104										
105			Ceremony fee at an approved venue from 10am - 11.30am at weekends not including bank holidays (from £650)		650.00	0.00	650.00	650.00	0.00	650.00
106										
107			Ceremony fee at an approved venue after 5pm Monday to Sunday, not including bank holidays (from £650)		650.00	0.00	650.00	650.00	0.00	650.00
108										

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1	Section Reference	Parts 1 or 2		Service is VISIBLE	LONDON BOROUGH OF ENFIELD			LONDON BOROUGH OF ENFIELD		
2			Italics denotes statutory fees		CEX DEPARTMENT			CEX DEPARTMENT		
3					FEES AND CHARGES 2018/19			FEES AND CHARGES 2019/20		
4			Description of Fees & Charges		Basic	VAT@ 20%	Total	Basic	VAT@ 20%	Total
109			Ceremony fee at an approved venue on a bank holiday		Price on application			Price on application		
110										
111			<i>Standard civil partnership conversion to a marriage without a</i>		45.00	0.00	45.00	45.00	0.00	45.00
112										
113			<i>Two -stage civil partnership conversion to a marriage with a ceremony (plus ceremony fee)</i>		45.00	0.00	45.00	45.00	0.00	45.00
114										
115			<i>Fee for Civil Partnership registration signing at Enfield Register Office</i>		80.00	0.00	80.00	80.00	0.00	80.00
116										
117			<i>Marriage or civil partnership certificates ordered before the ceremony</i>		4.00	0.00	4.00	4.00	0.00	4.00
118										
119			<i>Marriage or civil partnership certificates ordered after the event (each)</i>		10.00	0.00	10.00	10.00	0.00	10.00
120										
121			<b>Immigration Services</b>							
122										
123			<b>Nationality Checking Service</b>							
124			NCS Adult application	Y	55.00	11.00	66.00	55.00	11.00	66.00
125			NCS Child application	Y	30.00	6.00	36.00	30.00	6.00	36.00
126										
127			Fee per person for an appointment on a Saturday (Note: we only offer this service on Saturdays at times of very high demand)	Y	20.00	4.00	24.00	20.00	4.00	24.00
128										
129			Fee per application to add passport checking service	Y	30.00	6.00	36.00	30.00	6.00	36.00
130										
131			European Passport Return Service( per person)	Y	30.00	6.00	36.00	30.00	6.00	36.00
132			(Add £12-£45 for postage if parcel weighs over 1 Kg)							
133										
134			Private Citizenship Ceremony	Y	100.00	20.00	120.00	100.00	20.00	120.00
135										
136			<b>Renewal of vows &amp; Baby naming ceremonies</b>							
137			Fee for a ceremony in the Admiral's Suite on a Friday	Y	260.00	52.00	312.00	260.00	52.00	312.00
138										
139			Fee for a ceremony in the Admiral's Suite on a Saturday	Y	300.00	60.00	360.00	300.00	60.00	360.00
140										
141			Fee for a ceremony at an approved venue until 4.30pm Monday to Sunday, not including bank holidays (from £460)	Y	460.00	92.00	552.00	460.00	92.00	552.00
142										
143			Fee for a ceremony at an approved venue on a bank holiday		Price on application			Price on application		
144										



Section Reference	Parts 1 or 2	Description of Fees & Charges	LONDON BOROUGH OF ENFIELD			LONDON BOROUGH OF ENFIELD		
			RESOURCES DEPARTMENT			RESOURCES DEPARTMENT		
			FEES AND CHARGES 2018/19			FEES AND CHARGES 2019/20		
			Basic	VAT@ 20%	Total	Basic	VAT@ 20%	Total
1	1	<b>LEISURE-SPORTS</b>						
		<b>Sports &amp; Development</b>						
		<b>Term time activities</b>						
		Badminton - Beginners (block of 14 weeks ,£5.50 per session)	70.00	0.00	70.00	77.00	0.00	77.00
		Badminton - Improvers (block of 14 weeks, £5.50 per session)	70.00	0.00	70.00	77.00	0.00	77.00
		Gymnastics - Beginners (block of 14 weeks, £5.50 per session)plus £2.50 one off costs for badge & certificate.	70.60	0.00	70.60	79.50	0.00	79.50
		Gymnastics - Improvers (block of 14 weeks, £5.50 per session)plus £2.50 one off costs for badge & certificate.	70.60	0.00	70.60	79.50	0.00	79.50
		Gymnastics - Preschool (block of 12 weeks, £5 per session)	57.00	0.00	57.00	60.00	0.00	60.00
		Gymnastics & Trampolining (block of 14 weeks, £5.50 per session)plus £2.50 one off costs for badge & certificate.)	70.60	0.00	70.60	79.50	0.00	79.50
		Trampolining - Tots (block of 12 weeks, £5 per session)	57.00	0.00	57.00	60.00	0.00	60.00
		Badminton - Adults (block of 15 weeks, £5 per session) a.m.	60.00	0.00	60.00	75.00	0.00	75.00
		Boxing - Adults (block of 14 weeks, £5.50 per session) p.m.	56.00	0.00	56.00	77.00	0.00	77.00
		Pilates - Adults (block of 15 weeks , £5.50 per session)	75.00	0.00	75.00	82.50	0.00	82.50
		Tai Chi - Adults (block of 13 weeks, £5 per session)	65.00	0.00	65.00	65.00	0.00	65.00
		Yoga - Adults (Women only)(block of 15 sessions, £6 per session) Grange Park	87.00	0.00	87.00	90.00	0.00	90.00
		Yoga - Adults (block of 15 weeks, £5 per session)David Lloyd	66.00	0.00	66.00	75.00	0.00	75.00
		Nordic Walking - adults (block of 15 weeks session, £3.50 per session)	45.00	0.00	45.00	52.50	0.00	52.50
		Keep Fit Mature Moves - 50+ (block of 15 weeks, £4.50 per session)	58.75	0.00	58.75	67.50	0.00	67.50
		Swimming - 50+ (block of 15 weeks, £4 per session)	53.10	0.00	53.10	60.00	0.00	60.00
		Tennis - Adults (block of 15 weeks, £4.50 per session)	58.75	0.00	58.75	67.50	0.00	67.50
		Bowls - Adults (block of 11 weeks, £5 per session)	52.25	0.00	52.25	55.00	0.00	55.00
		Normally block bookings of 10 or more are VAT exempt (subject to HMRC conditions being met)						
		<b>Holiday Activities</b>						
		Junior horse riding (per 3/4 hr)	18.00	0.00	18.00	19.00	0.00	19.00
		Tots horse riding (per 1/4 hr)	10.50	0.00	10.50	11.00	0.00	11.00
		Horse riding - half day (3 hrs)	26.00	0.00	26.00	27.00	0.00	27.00
		Tots 20-20-20 (per hour)	6.00	0.00	6.00	6.20	0.00	6.20
		Athletics - Junior (per 3 session course 2hr each)	30.00	0.00	30.00	37.00	0.00	37.00
		Tots Trampolining (per 2 session course 45min each)	12.00	0.00	12.00	12.00	0.00	12.00

Section Reference	Parts 1 or 2	Description of Fees & Charges	LONDON BOROUGH OF ENFIELD			LONDON BOROUGH OF ENFIELD		
			RESOURCES DEPARTMENT			RESOURCES DEPARTMENT		
			FEES AND CHARGES 2018/19			FEES AND CHARGES 2019/20		
			Basic	VAT@ 20%	Total	Basic	VAT@ 20%	Total
		Junior Trampolining (per 2 session course 1hr each)	12.00	0.00	12.00	14.00	0.00	14.00
		Gym camp (per hr)	18.00	0.00	18.00	18.60	0.00	18.60
		Preschool Gym (per 2 days course 45min each session)	12.00	0.00	12.00	12.00	0.00	12.00
		Gymnastics (per 2 days course 1hr each session)	12.00	0.00	12.00	14.00	0.00	14.00
		Tots Trampolining (single session 45min)	6.00	0.00	6.00	6.00	0.00	6.00
		Junior Trampolining (single session 1hr)	6.00	0.00	6.00	7.00	0.00	7.00
		Gymnastics and Trampolining (single Session 1.5hrs)	9.00	0.00	9.00	9.50	0.00	9.50
		Musical Sing and Dance (Frozen) ( 2 hrs)	15.00	0.00	15.00	15.50	0.00	15.50
		Street dance Tots (per 3/4 hr)	5.75	0.00	5.75	5.90	0.00	5.90
		Street dance Junior (per hr)	6.00	0.00	6.00	6.20	0.00	6.20
		Tennis - Junior (per 2 day course 1hr each)	12.00	0.00	12.00	12.50	0.00	12.50
		Tennis - Junior Plus (per 2 day course 1hr)	12.00	0.00	12.00	12.50	0.00	12.50
		Golf - Junior (2 day course 1.5hr each)	21.00	0.00	21.00	30.00	0.00	30.00
		Golf - Junior Plus (2 days course @ 1.5hr each day)	21.00	0.00	21.00	30.00	0.00	30.00
		Climbing Wall - Taster Session (per hr)	8.00	0.00	8.00	8.50	0.00	8.50
		Climbing Wall - Junior (per 3 days course @ 1hr each day)	24.00	0.00	24.00	25.00	0.00	25.00
		Musical Sing and Dance (Matilda) (2 hrs)	15.00	0.00	15.00	15.50	0.00	15.50
		Bowls - Family (2 hrs)	4.00	0.00	4.00	4.10	0.00	4.10
		Archery - Junior Plus (2 hrs)	33.00	0.00	33.00	34.10	0.00	34.10
		Archery - Junior Plus (2 hrs)	33.00	0.00	33.00	34.10	0.00	34.10
		Swimming - disability (5 weeks @ 1hr per session)	12.00	0.00	12.00	18.00	0.00	18.00
		Swimming - Adults (5 hours @ 1hr per session)	14.20	0.00	14.20	18.00	0.00	18.00
		Tennis - Adults (5 hours @ 1hr per session)	19.50	0.00	19.50	20.00	0.00	20.00
		Normally admission to sports and leisure activities/centres are standard VAT rated. Holiday activities for childcare purposes can be exempt from VAT						
		<b>LEISURE -CULTURE</b>						
		<b>DUGDALE-VENUE</b>						
		<b>Dugdale Venue Hire Rates &amp; Charges</b>						
		(These prices are relevant to the dates of hire, not the date of the booking.)						
		<b>Ground Floor</b>						
		Ground -Studio Theatre( Weekdays) per hour	80.00	0.00	80.00	82.60	0.00	82.60
		Ground -Studio Theatre( Weekends) per hour	105.00	0.00	105.00	108.40	0.00	108.40
		<b>1st Floor</b>						

Section Reference	Parts 1 or 2	Description of Fees & Charges	LONDON BOROUGH OF ENFIELD			LONDON BOROUGH OF ENFIELD		
			RESOURCES DEPARTMENT			RESOURCES DEPARTMENT		
			FEES AND CHARGES 2018/19			FEES AND CHARGES 2019/20		
			Basic	VAT@ 20%	Total	Basic	VAT@ 20%	Total
		Executive Suite per hour	38.00	0.00	38.00	39.20	0.00	39.20
		Conference Room 1 per hour	36.00	0.00	36.00	37.20	0.00	37.20
		Conference Room 2 per hour	32.00	0.00	32.00	33.00	0.00	33.00
		Conference Room 3 per hour	32.00	0.00	32.00	33.00	0.00	33.00
		Conference Room 4 per hour	29.00	0.00	29.00	29.90	0.00	29.90
		<b>MILLFIELD THEATRE</b>						
		<b>Theatre Hire Rates:</b>						
		Mon/Tues/Wed/Thur/Friday( Performance of up to 3 hours including a 20 minute interval)	1,100.00	0.00	1,100.00	1,135.20	0.00	1,135.20
		Mon/Tues/Wed/Thur/Friday-Hourly rate after the 3 hours	285.00	0.00	285.00	294.10	0.00	294.10
		Sat/ Sun/Bank Holiday ( Performance of up to 3 hours including a 20 minute interval)	1,300.00	0.00	1,300.00	1,341.60	0.00	1,341.60
		Sat/ Sun/Bank Holiday-Hourly rate after the 3 hours	335.00	0.00	335.00	345.70	0.00	345.70
		Use of theatre prior to the performance per hour	100.00	0.00	100.00	103.20	0.00	103.20
		<b>MILLFIELD HOUSE</b>						
		<b>Venue Hire Rates &amp; Charges:</b>						
		<u>Ground- per hour:</u>						
		Strand	32.00	0.00	32.00	33.00	0.00	33.00
		Ambassadors	27.00	0.00	27.00	27.90	0.00	27.90
		<u>1st Floor- per hour</u>						
		Huxley	32.00	0.00	32.00	33.00	0.00	33.00
		Bridport	28.00	0.00	28.00	28.90	0.00	28.90
		Aylward	23.00	0.00	23.00	23.70	0.00	23.70
		<u>2nd Floor- Sawyer per hour</u>	27.00	0.00	27.00	27.90	0.00	27.90
<b>2</b>	<b>1</b>	<b>LIBRARIES</b>						
		Overdue Charges						
		Books, CDs, Talking Books:						
		Full charges (per day)	0.16	0.00	0.16	0.20	0.00	0.20
		Concessionary Charge						
		60+/Disabled/Unemployed	0.08	0.00	0.08	0.10	0.00	0.10
		Age0-17/Housebound				Free of charge		
		A £10 administration fee is added to all account Adult and Concessionary where accounts are referred to a third party to recover unreturned items or money owed.						

Section Reference	Parts 1 or 2	Description of Fees & Charges	LONDON BOROUGH OF ENFIELD			LONDON BOROUGH OF ENFIELD		
			RESOURCES DEPARTMENT			RESOURCES DEPARTMENT		
			FEES AND CHARGES 2018/19			FEES AND CHARGES 2019/20		
			Basic	VAT@ 20%	Total	Basic	VAT@ 20%	Total
		The amount customers can owe before their accounts are blocked is reducing from £20 to £10. This is an LLC wide decision.						
		<b>DVDS</b>						
		Full Charge				0.50	0.00	0.50
		Concessionary charge: Age 0-17/60+				0.25	0.00	0.25
		<b>DVDs and music recordings: loan charges</b>						
		DVD Price code B-1 week loan						
		Full Charge				2.50	0.00	2.50
		Concessionary charge: Age 0-17/60+/Disabled				2.00	0.00	2.00
		DVD Price code C-1 week loan						
		Full Charge				1.50	0.00	1.50
		Concessionary charge: Age 0-17/60+/Disabled				1.00	0.00	1.00
		<b>Compact Discs-2 weeks loan</b>						
		Full Charge	0.60	0.00	0.60	0.60	0.00	0.60
		Concessionary charge: Age 0-17/60+/Disabled	0.40	0.00	0.40	0.40	0.00	0.40
		Housebound and Registered Blind				Free of charge		
		<b>Spoken word: loan charges</b>						
		Full Charges						
		CD /Cassette sets - 3 weeks loan	0.50	0.00	0.50	Free of charge		
		Concessionary charge						
		CD /Cassette sets: Age 0-17 / 60+ / Unemployed /Disabled/Low Income/Housebound	Free of charge			Free of charge		
		<b>Cassette sets-3 weeks loan</b>						
		Full Charge				Free of charge		
		Concessionary charge						
		Age 0-17 / 60+ / Unemployed /Disabled/Low Income/Housebound				Free of charge		
		Disabled/Low income/Housebound						
		<b>Languages Courses: Loan charges</b>						
		Full Charges						
		9 weeks loan	2.00	0.00	2.00	2.00	0.00	2.00
		3 weeks loan	1.00	0.00	1.00	1.00	0.00	1.00
		<b>Concessionary Charge (Age 0-17 / 60+ / Unemployed /Low Income)</b>						
		9 weeks loan	1.00	0.00	1.00	1.00	0.00	1.00

Section Reference	Parts 1 or 2	Description of Fees & Charges	Service is VATABLE	LONDON BOROUGH OF ENFIELD			LONDON BOROUGH OF ENFIELD		
				RESOURCES DEPARTMENT			RESOURCES DEPARTMENT		
				FEES AND CHARGES 2018/19			FEES AND CHARGES 2019/20		
				Basic	VAT@ 20%	Total	Basic	VAT@ 20%	Total
		3 weeks loan		0.50	0.00	0.50	0.50	0.00	0.50
		<b>English Language Courses:</b>		Free of charge			Free of charge		
		IT Facilities							
		PC use							
		First Hour		Free of charge			Free of charge		
		Then 25p for 15 mins	Y	0.21	0.04	0.25	0.21	0.04	0.25
		<b>Introductory Sessions:</b>							
		Full Charges	Y	4.17	0.83	5.00	4.17	0.83	5.00
		Concessionary Charge							
		<u>Age 0-17 / 60+ / Unemployed /Low Income/Housebound/Students/Disabled</u>	Y	2.08	0.42	2.50	2.08	0.42	2.50
		<b>Supported Sessions for Enfield Residents</b>					Free of charge		
		Printouts:							
		A4 Black and white	Y	0.08	0.02	0.10	0.13	0.02	0.15
		A4 Colour	Y	0.21	0.04	0.25	0.42	0.08	0.50
		<b>Reservations:</b>							
		Full charge: Books( if copy available in Enfield)		0.60	0.00	0.60	0.80	0.00	0.80
		Concessionary Charge: books							
		Unemployed/Low income/Disabled/60+		0.40	0.00	0.40	0.40	0.00	0.40
		Age 0-17		Free of charge			Free of charge		
		Full charge: Books( if copy needs to be purchased )					1.50	0.00	1.50
		Concessionary Charge: Age 0-17/Low income/Disabled/60+					1.00	0.00	1.00
		<b>On-line Reservations</b>							
		Full charge:		0.40	0.00	0.40	0.50	0.00	0.50
		Concessionary Charge: Age 0-17/Low income/Disabled/60+		Free of charge			Free of charge		
		<b>Audio Visual /Spoken word reservations:</b>							
		Full charge:		0.40	0.00	0.40	0.80	0.00	0.80
		Concessionary Charge: Unemployed/Low Income/Disabled/60+					0.40	0.00	0.40
		Concessionary Charge: Age 0-17		Free of charge			Free of charge		
		Replacement Charges							
		Membership cards		2.00	0.00	2.00	2.50	0.00	2.50
		Lost items					Full replacement cost		
		Library Market place notice boards							

Section Reference	Parts 1 or 2	Description of Fees & Charges	Service is VATABLE	LONDON BOROUGH OF ENFIELD			LONDON BOROUGH OF ENFIELD		
				RESOURCES DEPARTMENT			RESOURCES DEPARTMENT		
				FEES AND CHARGES 2018/19			FEES AND CHARGES 2019/20		
				Basic	VAT@ 20%	Total	Basic	VAT@ 20%	Total
		Per week		1.00	0.00	1.00	2.00	0.00	2.00
		<b>Photocopies</b>							
		Black & White A4	V	0.08	0.02	0.10	0.13	0.03	0.15
		Black & White A3	V	0.17	0.03	0.20	0.25	0.05	0.30
		Colour A4	V	0.21	0.04	0.25	0.42	0.08	0.50
		Colour A3	V	0.42	0.08	0.50	0.83	0.17	1.00
		<b>Faxes</b>							
		Outgoing faxes-UK - 1st page	V	0.83	0.17	1.00	0.83	0.17	1.00
		Outgoing faxes-UK per page- subsequent page	V	0.42	0.08	0.50	0.42	0.08	0.50
		Outgoing faxes-Overseas -1st page	V	1.25	0.25	1.50	1.25	0.25	1.50
		Outgoing faxes-Overseas per page-subsequent page	V	0.83	0.17	1.00	0.83	0.17	1.00
		Incoming faxes-UK-1st page	V	0.42	0.08	0.50	0.42	0.08	0.50
		Incoming faxes-UK per page-subsequent page	V	0.17	0.03	0.20	0.17	0.03	0.20
		<b>Community Room hire charges:</b>							
		Edmonton Green:							
		Room 1		10.60	0.00	10.60	13.50	0.00	13.50
		Room1 concessionary		0.00	0.00	0.00	3.50	0.00	3.50
		Room 2		21.20	0.00	21.20	22.00	0.00	22.00
		Room 2 Concessionary		5.00	0.00	5.00	5.00	0.00	5.00
		Office 1		15.80	0.00	15.80	16.00	0.00	16.00
		Office 1 concessionary		0.00	0.00	0.00	16.00	0.00	16.00
		Office 2		15.80	0.00	15.80	16.00	0.00	16.00
		Office 2 concessionary		0.00	0.00	0.00	16.00	0.00	16.00
		Office 3		15.80	0.00	15.80	16.00	0.00	16.00
		Office 3 concessionary		0.00	0.00	0.00	16.00	0.00	16.00
		Office /month introductory price					750.00	0.00	750.00
		Office /month introductory price concessionary					750.00	0.00	750.00
		<b>Enfield Town:</b>							
		Room		10.60	0.00	10.60	13.50	0.00	13.50
		Room concessionary		0.00	0.00	0.00	3.50	0.00	3.50
		<b>Palmers Green:</b>							
		Room		10.60	0.00	10.60	13.50	0.00	13.50
		Room concessionary		0.00	0.00	0.00	3.50	0.00	3.50

Section Reference	Parts 1 or 2	Description of Fees & Charges	Service is VATABLE	LONDON BOROUGH OF ENFIELD			LONDON BOROUGH OF ENFIELD		
				RESOURCES DEPARTMENT			RESOURCES DEPARTMENT		
				FEES AND CHARGES 2018/19			FEES AND CHARGES 2019/20		
				Basic	VAT@ 20%	Total	Basic	VAT@ 20%	Total
		<b>Ordnance Unity Centre</b>							
		Room		10.60	0.00	10.60	13.50	0.00	13.50
		Room concessionary		0.00	0.00	0.00	3.50	0.00	3.50
		<b>Oakwood</b>							
		Room+ kitchenette		10.60	0.00	10.60	13.50	0.00	13.50
		Room+ kitchenette concessionary		0.00	0.00	0.00	3.50	0.00	3.50
		<b>Enfield Highway</b>							
		Room		10.60	0.00	10.60	13.50	0.00	13.50
		Room concessionary		0.00	0.00	0.00	3.50	0.00	3.50
		<b>Local Studies</b>							
		Photocopies & Printouts							
		Black & White A4	Y	0.08	0.02	0.10	0.13	0.02	0.15
		Black & White A3	Y	0.17	0.03	0.20	0.21	0.04	0.25
		Colour A3	Y	0.21	0.04	0.25	0.25	0.05	0.30
		Colour A4	Y	0.42	0.08	0.50	0.50	0.10	0.60
		Premium Photographic paper A4	Y	1.04	0.21	1.25	1.08	0.22	1.30
		By post (admin fee)	Y	0.83	0.17	1.00	0.92	0.18	1.10
		<b>Scanning</b>							
		By Email (per image)	Y	0.83	0.17	1.00	0.92	0.18	1.10
		CD/Memory Disk (per image)	Y	0.83	0.17	1.00	0.92	0.18	1.10
		<b>Photography</b>							
		Own equipment (per day)		2.00	0.00	2.00	2.10	0.00	2.10
		By staff (per image)		1.00	0.00	1.00	1.10	0.00	1.10
		<b>Research Service</b>							
		First Hour		Free of charge			Free of charge		
		2nd-3rd hour (per hour to a maximum of 2 hours)		15.00	0.00	15.00	15.50	0.00	15.50
		<b>Reproduction Charges</b>							
		Community website/exhibition (per image)	Y	4.17	0.83	5.00	4.33	0.87	5.20
		Commercial website /exhibition (per image)	Y	33.33	6.67	40.00	34.42	6.88	41.30
		Commercial publication (per image)	Y	33.33	6.67	40.00	34.42	6.88	41.30
		<b>Museums</b>							

Section Reference	Parts 1 or 2	Description of Fees & Charges	Service is VATABLE	LONDON BOROUGH OF ENFIELD			LONDON BOROUGH OF ENFIELD		
				RESOURCES DEPARTMENT			RESOURCES DEPARTMENT		
				FEES AND CHARGES 2018/19			FEES AND CHARGES 2019/20		
				Basic	VAT@ 20%	Total	Basic	VAT@ 20%	Total
		Schools Sessions		3.50	0.00	3.50	3.60	0.00	3.60
<b>3</b>	<b>1</b>	<b>CONCESSIONARY TRAVEL</b>							
		<b>Blue Badge</b>		10.00	0.00	10.00	10.00	0.00	10.00
		Disabled Persons' Freedom Pass scheme or the Taxi Card Scheme.		Free of charge			Free of charge		
<b>4</b>	<b>1</b>	<b>CATERING</b>							
		<b>Primary Schools</b>							
		Menu A:without repairs & maintenance		2.42	0.00	2.42			Price on Application
		Menu A:with repairs & maintenance		2.52	0.00	2.52			Price on Application
		Menu B:without repairs & maintenance		2.37	0.00	2.37			Price on Application
		Menu B:with repairs & maintenance		2.47	0.00	2.47			Price on Application
		Adult meal (Duty meal paid by school)		3.00	0.00	3.00			Price on Application
		Adult meal	y	3.00	0.60	3.60			Price on Application
		After school club meal		As per individual arrangement			As per individual arrangement		
		Breakfast Club		As per individual arrangement			As per individual arrangement		
		<b>Special Schools</b>							
		Meals with repairs & maintenance		2.52	0.00	2.52			Price on Application
		Meals without repairs & maintenance		2.42	0.00	2.42			Price on Application
		Adult meal (Duty )	y	3.00	0.60	3.60			Price on Application
		Adult meal	y	3.00	0.60	3.60			Price on Application
		<b>Secondary schools</b>							
		Free school meal		2.50	0.00	2.50			Price on Application
		Adult meal (Duty)	y	2.50	0.50	3.00			Price on Application
		Adult meal	y	3.00	0.60	3.60			Price on Application
<b>5</b>	<b>1</b>	<b>MUSIC SERVICES</b>							
		<b>Instrumental Programmes:(All schools &amp; academies)</b>							
		<b>Recorder, Tin Whistle &amp; Ukulele (1 tutor):</b>							
		2 terms (1 class)		1,200.00	0.00	1,200.00	1,200.00	0.00	1,200.00
		2 terms (2 classes)		2,100.00	0.00	2,100.00	2,100.00	0.00	2,100.00
		2 terms (3 classes)		2,950.00	0.00	2,950.00	2,950.00	0.00	2,950.00
		2 terms (4 classes)		3,750.00	0.00	3,750.00	3,750.00	0.00	3,750.00



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			RESOURCES DEPARTMENT			RESOURCES DEPARTMENT		
			FEES AND CHARGES 2018/19			FEES AND CHARGES 2019/20		
			Basic	VAT@ 20%	Total	Basic	VAT@ 20%	Total
		3 terms (1 class)	2,000.00	0.00	2,000.00	2,000.00	0.00	2,000.00
		3 terms (2 classes)	3,300.00	0.00	3,300.00	3,300.00	0.00	3,300.00
		3 terms (3 classes)	4,550.00	0.00	4,550.00	4,550.00	0.00	4,550.00
		3 terms (4 classes)	5,750.00	0.00	5,750.00	5,750.00	0.00	5,750.00
		<b>Keyboard (2 tutors)</b>						
		2 terms (1 class)	1,600.00	0.00	1,600.00	1,600.00	0.00	1,600.00
		2 terms (2 classes)	2,950.00	0.00	2,950.00	2,950.00	0.00	2,950.00
		2 terms (3 classes)	4,250.00	0.00	4,250.00	4,250.00	0.00	4,250.00
		2 terms (4 classes)	5,500.00	0.00	5,500.00	5,500.00	0.00	5,500.00
		<b>All Other Instruments:</b>						
		<u>1EMS Tutor+1 specialist member of school staff:</u>						
		3 terms (1 class)	2,000.00	0.00	2,000.00	2,000.00	0.00	2,000.00
		3 terms (2 classes)	3,300.00	0.00	3,300.00	3,300.00	0.00	3,300.00
		3 terms (3 classes)	4,550.00	0.00	4,550.00	4,550.00	0.00	4,550.00
		3 terms (4 classes)	5,750.00	0.00	5,750.00	5,750.00	0.00	5,750.00
		<b>2EMS Tutors:</b>						
		3 terms (1 class)	2,700.00	0.00	2,700.00	2,700.00	0.00	2,700.00
		3 terms (2 classes)	4,800.00	0.00	4,800.00	4,800.00	0.00	4,800.00
		3 terms (3 classes)	6,850.00	0.00	6,850.00	6,850.00	0.00	6,850.00
		3 terms (4 classes)	8,800.00	0.00	8,800.00	8,800.00	0.00	8,800.00
		<b>EMS Vocal programmes: (All schools &amp; Academies)</b>						
		Songsack-1 class-40 mins	750.00	0.00	750.00	750.00	0.00	750.00
		Songsack-2 classes-40 mins	750.00	0.00	750.00	750.00	0.00	750.00
		Enfield Sings-3 classes-60 mins	990.00	0.00	990.00	990.00	0.00	990.00
		<b>Partnership Festivals:</b>						
		Cost of taking part (per school)	40.00	0.00	40.00	45.00	0.00	45.00
		<b>Instrument Hire:(All Schools &amp; Academies)</b>						
		Cost per term	36.00	0.00	36.00	37.20	0.00	37.20
		<b>Tuition:(All Schools &amp; Academies)</b>						
		Cost per hour	35.00	0.00	35.00	36.00	0.00	36.00
		<b>School based ensembles:</b>						
		<b>Cost per week(All schools &amp; Academies):</b>						
		30 mins rehearsal	40.00	0.00	40.00	40.00	0.00	40.00

Section Reference	Parts 1 or 2	Description of Fees & Charges	Service is VATABLE	LONDON BOROUGH OF ENFIELD			LONDON BOROUGH OF ENFIELD		
				RESOURCES DEPARTMENT			RESOURCES DEPARTMENT		
				FEES AND CHARGES 2018/19			FEES AND CHARGES 2019/20		
				Basic	VAT@ 20%	Total	Basic	VAT@ 20%	Total
		45 mins rehearsal	51.00	0.00	51.00	51.00	0.00	51.00	
		60 mins rehearsal	61.00	0.00	61.00	61.00	0.00	61.00	
		<b>CHARGES TO PARENTS</b>							
		<b>Tuition fees for 10 lessons</b>							
		10 x small group lessons	64.00	0.00	64.00	67.00	0.00	67.00	
		10 x paired lessons (30 minutes)	84.00	0.00	84.00	87.00	0.00	87.00	
		10 x 20 minutes individual lessons	112.00	0.00	112.00	116.00	0.00	116.00	
		Additional termly fee for lessons							
		Taking place out of school hours	12.00	0.00	12.00	12.50	0.00	12.50	

Section Reference	Parts 1 or 2	Description of Fees & Charges	LONDON BOROUGH OF ENFIELD			LONDON BOROUGH OF ENFIELD		
			PEOPLE (CHILDREN'S) DEPARTMENT			PEOPLE (CHILDREN'S) DEPARTMENT		
			FEES AND CHARGES 2018/19			FEES AND CHARGES 2019/20		
			Basic	VAT@ 20%	Total	Basic	VAT@ 20%	Total
1	1	Angel Community Centre						
		<b>Conference Room (meeting space for up to 16 people)</b>						
		Monday - Friday - hourly rate	11.50	0.00	11.50	11.50	0.00	11.50
		Saturday - Sunday - hourly rate	17.00	0.00	17.00	17.00	0.00	17.00
		<b>Small Hall (meeting space for up to 40 people)</b>						
		Monday - Friday - hourly rate	17.00	0.00	17.00	17.00	0.00	17.00
		Saturday - Sunday - hourly rate	25.50	0.00	25.50	25.50	0.00	25.50
		<b>Large Hall (meeting space for up to 150 people)</b>						
		Monday - Friday - hourly rate	32.00	0.00	32.00	32.00	0.00	32.00
		Saturday - Sunday - hourly rate	34.50	0.00	34.50	34.50	0.00	34.50
		<b>Large Hall (social functions for up to 140 people)</b>						
		Monday - Friday - hourly rate	38.00	0.00	38.00	38.00	0.00	38.00
		Saturday - Sunday - hourly rate	67.00	0.00	67.00	67.00	0.00	67.00
		<b>Kitchen Hire (hourly rate)</b>						
		Kitchen Hire (all facilities such as fridge, cookers, ovens, hot cabinet)	10.00	0.00	10.00	10.00	0.00	10.00
		Part Kitchen Hire (for serving of pre-prepared food/drink only)	21.00	0.00	21.00	21.00	0.00	21.00
		<b>Corkage Fee (one off charge)</b>						
			50.00	0.00	50.00	50.00	0.00	50.00
		<b>Discount Weekend Packages</b>						
		Social Full Day 12 hours ( Large Hall + Kitchen)	790.00	0.00	790.00	790.00	0.00	790.00
		Social Half Day 7 hours ( Large Hall + Kitchen)	465.00	0.00	465.00	465.00	0.00	465.00
		Conference Full Day 12 hours ( Large Hall + Kitchen)	410.00	0.00	410.00	410.00	0.00	410.00
		Conference Half Day 7 hours ( Large Hall + Kitchen)	240.00	0.00	240.00	240.00	0.00	240.00
2	1	Youth Centres						
		<b>Alan Pullinger Youth Centre</b>						
		Room/Facility hire			Price On Application			Price On Application
		Whole Centre hire			Price On Application			Price On Application

Section Reference	Parts 1 or 2	Description of Fees & Charges	Service is VATABLE	LONDON BOROUGH OF ENFIELD			LONDON BOROUGH OF ENFIELD		
				PEOPLE (CHILDREN'S) DEPARTMENT			PEOPLE (CHILDREN'S) DEPARTMENT		
				FEES AND CHARGES 2018/19			FEES AND CHARGES 2019/20		
				Basic	VAT@ 20%	Total	Basic	VAT@ 20%	Total
		<i>Italics denotes statutory fees</i>							
		<b>Bell Lane Youth Centre</b>							
		Room/Facility hire			Price On Application			Price On Application	
		Whole Centre hire			Price On Application			Price On Application	
		<b>Craig Park Youth Centre</b>							
		Room/Facility hire			Price On Application			Price On Application	
		Whole Centre hire			Price On Application			Price On Application	
		<b>Croyland Youth Centre</b>							
		Room/Facility hire			Price On Application			Price On Application	
		Whole Centre hire			Price On Application			Price On Application	
		<b>Ponders End Youth Centre</b>							
		Room/Facility hire			Price On Application			Price On Application	
		Whole Centre hire			Price On Application			Price On Application	

## STATUTORY CALCULATIONS AND RESOLUTIONS

The calculation of the Council's Council Tax Requirement is governed by the Local Government Finance Act 1992 (the Act) as amended by the Localism Act 2011.

Subject to Members agreeing the budget in this report, the following formal resolutions will need to be considered by Council:

- 1) it be noted that at its meeting on 30<sup>th</sup> January 2019, Council agreed the number of 97,074 as its Council Tax base for 2019/20, in accordance with the Local Authorities (Calculation of Tax base) Regulations.
- 2) the following amounts be now calculated by the Council for the year 2019/20 in accordance with Section 31 to 36 of the Act as amended:
  - (a) **£1,177,804,000** being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(2) of the Act (**gross revenue expenditure**),
  - (b) **£1,050,493,000** being the aggregate of the amounts, which the Council estimates for items set out in section 31A(3) of the Act (**revenue income including government grants**),
  - (c) **£127,311,000** being the amount by which the aggregate at (a) above exceeds the aggregate at (b) above (**net revenue expenditure**), calculated by the Council, in accordance with Section 31A(4) of the Act, as its Council Tax requirement for the year.
  - (d) **£1,311.48** being the amount at (c) above, all divided by the Council Tax base of **97,074** (1 above) calculated by the Council, in accordance with Section 31B(1) of the Act, as the basic amount of Council Tax for the year 2019/20.

(e)

Valuation Band	Proportion in relation to Band D	Enfield £
A	6/9	874.32
B	7/9	1,020.04
C	8/9	1,165.76
D	9/9	1,311.48
E	11/9	1,602.92
F	13/9	1,894.36
G	15/9	2,185.80
H	18/9	2,622.96

being the amounts given by multiplying the amount at (d) above by the number which, in proportion set out in Section 5(1) of the Act, is applicable to dwellings listed in a particular valuation band divided by the number which in that proportion is applicable to dwellings listed in valuation Band D, calculated by

### STATUTORY CALCULATIONS AND RESOLUTIONS

the Council in accordance with Section 36(1) of the Act, as the amounts to be taken into account for the year in respect of categories of dwellings listed in different valuation bands;

- f) it will be noted that, for the year 2019/20, the Greater London Authority (GLA) has stated the following amounts in precepts issued to the Council, in accordance with Section 40 of the Local Government Finance Act 1992, for each of the categories of the dwellings shown below:

<b>Valuation Band</b>	<b>Proportion in relation to Band D</b>	<b>GLA £</b>
A	6/9	213.67
B	7/9	249.29
C	8/9	284.90
D	9/9	320.51
E	11/9	391.73
F	13/9	462.96
G	15/9	534.18
H	18/9	641.02

- g) having calculated the aggregate amount in each case of the amounts at 2(e) and (f) above, the Council, in accordance with Section 30(2) of the Local Government Finance Act 1992, sets the following amounts as the amounts of Council Tax for the year 2019/20 for each of the categories of dwellings shown below:

<b>Valuation Band</b>	<b>Proportion in relation to Band D</b>	<b>Total £</b>
A	6/9	1,087.99
B	7/9	1,269.33
C	8/9	1,450.66
D	9/9	1,631.99
E	11/9	1,994.65
F	13/9	2,357.32
G	15/9	2,719.98
H	18/9	3,263.98

**STATUTORY CALCULATIONS AND RESOLUTIONS**

- 3) The Referendums Relating to Council Tax Increases (Principles) (England) Report 2019/20 sets out the principles which the Secretary of State has determined will apply to local authorities in England in 2019/20.

The Council hereby determines that its relevant basic amount of council tax for the financial year 2019/20 for the London Borough of Enfield element of the Council Tax, is not excessive.

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**MUNICIPAL YEAR 2018/2019 - REPORT NO. 161****MEETING TITLE AND DATE**

Cabinet – 13 February 2019  
Council – 27 February 2019

**REPORT OF:**

Director of Finance  
Contact officer: Paul Reddaway  
tel:020 8379 4730  
E mail:  
**paul.reddaway@enfield.gov.uk**

<b>Agenda - Part: 1</b>	<b>Item: 7</b>
<b>Subject: Treasury Management Strategy 2019/20</b>	
<b>Wards: All</b>	
<b>Key Decision No: 4829</b>	
<b>Cabinet Member consulted: Cllr M. Maguire</b>	

**1. EXECUTIVE SUMMARY**

- 1.1. The Council's cashflow management, use of banks, investments and borrowing is governed by the Treasury Management Strategy (TM Strategy)
- 1.2. The CIPFA Code of Practice for Treasury Management in Public Services (the "TM Code") requires the Council to determine its Treasury Management Policy and Strategy for 2019/20 and the following 2 years.
- 1.3. The Local Government Act 2003 also requires Local Authorities to adopt Prudential Indicators and Minimum Revenue Provision Statements.
- 1.4. The Investment strategy will continue to give priority to security and liquidity of investment capital over return. It will also be prudent and transparent.
- 1.5. The strategy assumes growing external borrowing as part of the planned capital scheme. Investments will continue to be prudent and diversify Council surplus cash within the parameters permitted.

**2. RECOMMENDATIONS**

Council, as recommended by Cabinet on the 13 February 2019, is asked to:

1. Agree the Treasury Management Strategy 2019/20,
2. Note the Economic context & Interest rate forecast (Appendices A and B)
3. Agree the Prudential Indicators (Appendix D)
4. Agree the Minimum Revenue Provision Statement (Appendix E)
5. Agreed Counterparty List and limits (Appendix F)

### **3. BACKGROUND**

- 3.1 The Council has adopted the TM Code which requires the Council to approve a Treasury Management Strategy before the start of each financial year.
- 3.2 In addition, the Department for Communities and Local Government (DCLG) issued revised Guidance on Local Authority Investments in March 2010 that requires the Council to approve an Investment Strategy before the start of each financial year.
- 3.3 The Treasury Management Strategy fulfils the Council's legal obligation under the Local Government Act 2003 to have regard to both the TM Code and the DCLG Guidance.
- 3.4 The Council has borrowed and invested substantial sums of money and is therefore exposed to financial risks including the loss of invested funds and the revenue effect of changing interest rates. The successful identification, monitoring and control of risk are therefore central to the Council's Treasury Management Strategy and to mitigate these risks.
- 3.5 The Council is currently required to receive and approve, as a minimum, three main reports each year. The Treasury Management Strategy is one of them.
- 3.6 The Treasury Management Strategy covers the following main sections
  - a) treasury indicators which limit the treasury risk and activities of the Council
  - b) prospects for interest rates
  - c) the borrowing strategy
  - d) policy on borrowing in advance of need
  - e) debt rescheduling
  - f) the investment strategy
  - g) creditworthiness policy
  - h) the minimum revenue provision (MRP) policy
  - i) the capital plans and the prudential indicators
- 3.7 As at 31st December 2018 the Council had £804m of borrowing in total. This is split between £669m in Long Term Loans (83%) and £135m (17%) held in Short Term Loans. There were also £65m of investments held with six different counterparties. The Council will not borrow more than or in advance of its needs purely to profit from the investment of the extra sums borrowed. Any decision to borrow in advance will be within forward approved Capital Financing Requirement estimates and will be considered carefully to ensure that value for money can be demonstrated and that the Council can ensure the security of such funds.
- 3.8 The CIPFA Code and the CLG Guidance require the Council to invest its funds prudently, and to have regard to the security and liquidity of its investments before seeking the highest rate of return, or yield. The Council's objective when investing money is to strike an appropriate balance between risk and return, minimising the risk of incurring losses from defaults set against the risk of receiving unsuitably low returns. Given the increasing risk and continued low returns from short term

unsecured bank investments, the Council aims to reduce the level of investments held by continuing to internalise borrowing.

#### **4 ALTERNATIVE OPTIONS CONSIDERED**

There are no other options, the Treasury Management Reports needs to be approved prior to the next financial year. Section 7 of the TM Strategy sets out the alternatives considered.

#### **5 REASONS FOR RECOMMENDATIONS**

These items have been brought to the attention of the Audit & Risk Management Committee in line with the requirements of the CIPFA code of Practice.

#### **6 COMMENTS OF AND OTHER DEPARTMENTS**

##### **6.1 Financial Implications**

See the main section of the Treasury Management Strategy

##### **6.2 Legal Implications**

The council will be in breach of the CIPFA TM code if it does not approve the strategy before the start of the year.

##### **6.3 Property Implications**

Not applicable

#### **7 KEY RISKS**

7.1 Included within the Treasury Management Strategy Statement

#### **8 IMPACT ON COUNCIL PRIORITIES**

- **Good homes in well-connected neighbourhoods**
- **Build our Economy to create a thriving place**
- **Sustain Strong and healthy Communities**

8.1 **The Treasury Strategy indirectly contributes to the Council's ability to address the values set out within the Council's priorities**

#### **9 EQUALITIES IMPACT IMPLICATIONS**

9.1 There are no direct Equalities implications arising from this report

#### **10 PERFORMANCE MANAGEMENT IMPLICATIONS**

10.1 The report provides clear evidence of sound financial management, efficient use of resources, promotion of income generation and adherence to Best Value and good performance management.

#### **11 HEALTH AND SAFETY IMPLICATIONS**

11.1 There are no direct Health & Safety implications arising from this report.

#### **12 HUMAN RESOURCES IMPLICATIONS**

12.1 There are no direct HR implications arising from this report

#### **13 PUBLIC HEALTH IMPLICATIONS**

13.1 There are no direct Public Health implications arising from this report.

#### **EQUALITIES IMPACT IMPLICATIONS**

- 13.2 The Council is committed to Fairness for All to apply throughout all work and decisions made. The Council serves the whole borough fairly, tackling inequality through the provision of excellent services for all, targeted to meet the needs of each area. The Council will listen to and understand the needs of all its communities

**Background Papers**

None

# **Treasury Management Strategy Statement**

Minimum Revenue Provision Policy Statement and  
Annual Investment Strategy

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London Borough of Enfield  
2019/20

## Treasury Management Strategy - 2019/20

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### Contents:

<b>Section</b>	
<b>1.</b>	<b>Introduction</b>
<b>2.</b>	<b>Economic Outlook</b>
<b>3.</b>	<b>Borrowing Strategy</b>
<b>4.</b>	<b>Investment Strategy</b>
<b>5.</b>	<b>Treasury Management Indicators</b>
<b>6.</b>	<b>Related Matters</b>
<b>7.</b>	<b>Financial Implications</b>
<b>8.</b>	<b>Other Options Considered</b>

### Appendices:

<b>Appendix A.</b>	<b>Economic Context</b>
<b>Appendix B.</b>	<b>Interest Rate Forecast – December 2018</b>
<b>Appendix C.</b>	<b>Existing Investment &amp; Debt Portfolio Position</b>
<b>Appendix D.</b>	<b>Prudential Indicators</b>
<b>Appendix E.</b>	<b>Minimum Revenue Provision</b>
<b>Appendix F.</b>	<b>Approved Investment Counterparties and Limits</b>

## Treasury Management Strategy Statement 2019/20

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### 1. Introduction

- 1.1. Treasury management is the management of the Authority's cash flows, borrowing and investments, and the associated risks. The Authority has borrowed and/or invested substantial sums of money and is therefore exposed to financial risks including the loss of invested funds and the revenue effect of changing interest rates. The successful identification, monitoring and control of financial risk are therefore central to the Authority's prudent financial management.
- 1.2. Treasury risk management at the Authority is conducted within the framework of the Chartered Institute of Public Finance and Accountancy's *Treasury Management in the Public Services: Code of Practice 2017 Edition* (the CIPFA Code) which requires the Authority to approve a treasury management strategy before the start of each financial year. This report fulfils the Authority's legal obligation under the *Local Government Act 2003* to have regard to the CIPFA Code.
- 1.3. The Council is required to operate a balanced budget, which broadly means that cash raised during the year will meet cash expenditure. Part of the treasury management operation is to ensure that this cash flow is adequately planned, with cash being available when it is needed. Surplus monies are invested in low risk counterparties or instruments commensurate with the Council's low risk appetite, providing adequate liquidity initially before considering investment return.
- 1.4. The second main function of the treasury management service is the funding of the Council's capital plans. These capital plans provide a guide to the borrowing need of the Council, essentially the longer-term cash flow planning, to ensure that the Council can meet its capital spending obligations. This management of longer-term cash may involve arranging long or short term loans or using longer term cash flow surpluses. On occasion, when it is prudent and economic, any debt previously drawn may be restructured to meet Council risk or cost objectives.
- 1.5. CIPFA defines treasury management as:  
  
*"The management of the local authority's borrowing, investments and cash flows, its banking, money market and capital market transactions; the effective control of the risks associated with those activities; and the pursuit of optimum performance consistent with those risks."*
- 1.6. Investments held for service purposes or for cashflow purposes are considered in a different report, the Investment Strategy (**Section 4**).

## 2. Economic Outlook

- 2.1. **Appendix A** sets out the economic national context within which this Strategy has been constructed. There remains uncertainty with the Brexit negotiation still underway, UK GDP growth is behind trend and there are still low expectations for significant increase in base rate although this naturally dependent on inflationary pressures which are broadly under control at this point.
- 2.2. A forecast of future interest rates provided by the Council's Treasury Management advisers Arlingclose is set out in **Appendix B**. For the purpose of setting the budget, it has been assumed that new investments will be made at an average rate of 0.75%, and that new long-term loans will be borrowed at an average rate of 3%.

## 3. Borrowing Strategy

- 3.1. The underlying need to borrow for capital purposes is measured by the Capital Financing Requirement (CFR), while usable reserves and working capital are the underlying resources available for investment. The Authority's current strategy is to maintain borrowing and investments below their underlying levels, sometimes known as internal borrowing.
- 3.2. The Authority has an increasing CFR due to the requirements of the Authority's capital programme and will therefore be required to borrow up to £731m over the forecast period. As set out in **Table 1**.

**Table 1:** Financing of capital Expenditure

	2018/19	2019/20	2020/21	2021/22	2022/23	Total
	£m	£m	£m	£m	£m	£m
Council financing requirements	69.7	203.2	164.8	154.8	61.5	654.0
Companies financing requirements	5.4	43.3	11.1	47.5	47.5	154.8
<b>Total Financing requirement</b>	<b>75.1</b>	<b>246.5</b>	<b>175.9</b>	<b>202.3</b>	<b>109.0</b>	<b>808.8</b>

- 3.3. CIPFA's *Prudential Code for Capital Finance in Local Authorities* recommends that the Authority's total debt should be lower than its highest forecast CFR over the next three years – **Table 2** sets out the position over the forecasted period.



**Table 2: Relation between Total Borrowing & Capital Financing Requirement.**

Relationship between total borrowing & Capital Financing Requirement	2018/19 £m	2019/20 £m	2020/21 £m	2021/22 £m
<b>Capital Financing Requirement:</b>				
Capital Programme	402.8	500.5	513.0	504.4
Commercial Housing & Regeneration	401.5	484.1	578.7	742.3
Housing Revenue Account (HRA)	157.7	219.7	276.7	305.2
<b>Total Capital Financing Requirement (CFR)</b>	<b>962.0</b>	<b>1,204.3</b>	<b>1,368.4</b>	<b>1,551.9</b>
<b>External Borrowing</b>	<b>860.0</b>	<b>1,100.0</b>	<b>1,260.0</b>	<b>1,437.0</b>

- 3.4. As at 31 December 2018 the Authority holds £804 million of loans, an increase of £107 million on the previous year, as part of its strategy for funding previous years' capital programmes. This is set out in detail in **Appendix C**, which includes level of investments held at that time too. The balance sheet forecast in Table 1 shows that the Authority expects to borrow up to £188m in 2019/20. The Authority may also borrow additional sums to prefund future years' requirements, providing this does not exceed the authorised limit for borrowing of £1.2 billion.
- 3.5. The Treasury Management Prudential Indicators – shown in **Appendix D** set out the limits on Council borrowing and helps inform the its decision making process around the affordability of the capital programme over the budgeted period.
- 3.6. **Appendix E** sets out how the Council accounts for the repayment of debt. This is termed the Minimum Revenue Provision (MRP). This ensures the Council repays loan debt over a period of in line with the economic life of the assets.
- 3.7. **Objectives:** The Authority's chief objective when borrowing money is to strike an appropriately low risk balance between securing low interest costs and achieving certainty of those costs over the period for which funds are required. The flexibility to renegotiate loans should the Authority's long-term plans change is a secondary objective.
- 3.8. **Strategy:** Given the significant cuts to public expenditure and in particular to local government funding, the Authority's borrowing strategy continues to address the key issue of affordability without compromising the longer term stability of the debt portfolio. With short term interest rates currently much lower than long term rates, it is likely to be more cost effective in the short term to either use internal resources, or to borrow short term loans instead.

- 3.9. By doing so, the Authority is able to reduce net borrowing costs (despite foregone investment income) and reduce overall treasury risk. The benefits of internal/short term borrowing will be monitored regularly against the potential for incurring additional costs by deferring borrowing into future years when long term borrowing rates are forecast to rise modestly. Arlingclose will assist the Authority with this 'cost of carry' and breakeven analysis. Its output may determine whether the Authority borrows additional sums at long term fixed rates in 2019/20 with a view to keeping future interest costs low, even if this causes additional cost in the short term.
- 3.10. **Sources of borrowing:** The approved sources of long term and short-term borrowing are:
- i. Public Works Loan Board (PWLB) and any successor body
  - ii. any institution approved for investments (see below)
  - iii. any other bank or building society authorised to operate in the UK
  - iv. any other UK public sector body
  - v. UK public and private sector pension funds (except the London Borough of Enfield Pension Fund)
  - vi. capital market bond investors
  - vii. UK Municipal Bonds Agency plc and other special purpose companies created to enable local authority bond issues
  - viii. Mayor of London Energy Efficiency Fund (MEEF)
- 3.11. **Other sources of debt finance:** In addition, capital finance may be raised by the following methods that are not borrowing, but may be classed as other debt liabilities:
- i. leasing
  - ii. hire purchase
  - iii. Private Finance Initiative
  - iv. sale and leaseback
- 3.12. The Authority has previously raised the majority of its long term borrowing from the PWLB but it continues to investigate other sources of finance, such as local authority loans and bank loans, that may be available at more favourable rates.
- 3.13. **Municipal Bonds Agency:** UK Municipal Bonds Agency plc was established in 2014 by the Local Government Association as an alternative to the PWLB. It plans to issue bonds on the capital markets and lend the proceeds to local authorities. This will be a more complicated source of finance than the PWLB for two reasons: borrowing authorities will be required to provide bond investors with a joint and several guarantee to refund their investment in the event that the agency is unable to for any reason; and there will be a lead time of several months between committing to borrow and knowing the interest rate payable. Any decision to borrow from the Agency will therefore be the subject of a separate report to full Council.

- 3.14. **Short term and variable rate loans:** These loans leave the Authority exposed to the risk of short term interest rate rises and are therefore subject to the interest rate exposure limits in the treasury management indicators below.
- 3.15. **Debt rescheduling:** The PWLB allows authorities to repay loans before maturity and either pay a premium or receive a discount according to a set formula based on current interest rates. Other lenders may also be prepared to negotiate premature redemption terms. The Authority may take advantage of this and replace some loans with new loans, or repay loans without replacement, where this is expected to lead to an overall cost saving or a reduction in risk.

#### 4. **Investment Strategy**

- 4.1. The Authority holds significant invested funds, representing income received in advance of expenditure plus balances and reserves held. All cash balances the Authority holds during the year are invested with approved financial institutions as set out in **Appendix F**. The Authority plans to have a zero daily current bank closing balance every day ensuring all surplus cash is always appropriately invested. The level of cash deposit will fluctuate during the course of the year. During 2018/19 the Authority on average held £40m in investments and this position is likely to continue in the forthcoming year. Appendix C sets the position as at 31 December 2018. The year end actual invested cash balance will be in line with the previous year of £15m.
- 4.2. **Objectives:** The CIPFA Code requires the Authority to invest its funds prudently, and to have regard to the security and liquidity of its investments before seeking the highest rate of return, or yield. The Authority's objective when investing money is to strike an appropriate balance between risk and return, minimising the risk of incurring losses from defaults and the risk of receiving unsuitably low investment income. Where balances are expected to be invested for more than one year, the Authority will aim to achieve a total return that is equal or higher than the prevailing rate of inflation, in order to maintain the spending power of the sum invested.
- 4.3. **Negative interest rates:** If the UK enters into a recession in 2019/20, there is a small chance that the Bank of England could set its Bank Rate at or below zero, which is likely to feed through to negative interest rates on all low risk, short term investment options. This situation already exists in many other European countries. In this event, security will be measured as receiving the contractually agreed amount at maturity, even though this may be less than the amount originally invested.
- 4.4. **Strategy:** Given the low interest rate environment and that the Authority continues not to hold any non core cash (i.e. deposits that will not be used in year). The Authority continues to diversify cash deposits between short term unsecured bank deposits and money market funds.
- 4.5. **Business models:** Under the new IFRS 9 standard, the accounting for certain investments depends on the Authority's "business model" for managing them. The

Authority aims to achieve value from its internally managed treasury investments by a business model of collecting the contractual cash flows and therefore, where other criteria are also met, these investments will continue to be accounted for at amortised cost.

- 4.6. **Approved counterparties:** The Authority may invest its surplus funds with any of the counterparty types set out in **Appendix F**, subject to the cash limits (per counterparty).
- 4.7. **Credit rating:** Investment limits are set by reference to the lowest published long-term credit rating from a selection of external rating agencies. Where available, the credit rating relevant to the specific investment or class of investment is used, otherwise the counterparty credit rating is used. However, investment decisions are never made solely based on credit ratings, and all other relevant factors including external advice will be taken into account.
- 4.8. **Banks unsecured:** Accounts, deposits, certificates of deposit and senior unsecured bonds with banks and building societies, other than multilateral development banks. These investments are subject to the risk of credit loss via a bail in should the regulator determine that the bank is failing or likely to fail. See below for arrangements relating to operational bank accounts.
- 4.9. **Banks secured:** Covered bonds, reverse repurchase agreements and other collateralised arrangements with banks and building societies. These investments are secured on the bank's assets, which limits the potential losses in the unlikely event of insolvency, and means that they are exempt from bail in. Where there is no investment specific credit rating, but the collateral upon which the investment is secured has a credit rating, the higher of the collateral credit rating and the counterparty credit rating will be used to determine cash and time limits. The combined secured and unsecured investments in any one bank will not exceed the cash limit for secured investments.
- 4.10. **Government:** Loans, bonds and bills issued or guaranteed by national governments, regional and local authorities and multilateral development banks. These investments are not subject to bail in, and there is generally a lower risk of insolvency, although they are not zero risk. Investments with the UK Central Government may be made in unlimited amounts for up to 50 years.
- 4.11. **Pooled funds:** Shares or units in diversified investment vehicles consisting of the any of the above investment types, plus equity shares and property. These funds have the advantage of providing wide diversification of investment risks, coupled with the services of a professional fund manager in return for a fee. Short term Money Market Funds that offer same-day liquidity and very low or no volatility will be used as an alternative to instant access bank accounts, while pooled funds whose value changes with market prices and/or have a notice period will be used for longer investment periods.
- 4.12. Bond, equity and property funds offer enhanced returns over the longer term but are more volatile in the short term. These allow the Authority to diversify into asset classes other than cash without the need to own and manage the underlying

investments. Because these funds have no defined maturity date, but are available for withdrawal after a notice period, their performance and continued suitability in meeting the Authority's investment objectives will be monitored regularly.

- 4.13. **Operational bank accounts:** The Authority may incur operational exposures, for example through current accounts, collection accounts and merchant acquiring services, to any UK bank with credit ratings no lower than BBB- and with assets greater than £25 billion. These are not classed as investments but are still subject to the risk of a bank bail in, and balances will therefore be kept below £15 million per bank. The Bank of England has stated that in the event of failure, banks with assets greater than £25 billion are more likely to be bailed in than made insolvent, increasing the chance of the Authority maintaining operational continuity.
- 4.14. **Risk assessment and credit ratings:** Credit ratings are obtained and monitored by the Authority's treasury advisers, who will notify changes in ratings as they occur. Where an entity has its credit rating downgraded so that it fails to meet the approved investment criteria then:
- no new investments will be made,
  - any existing investments that can be recalled or sold at no cost will be, and
  - full consideration will be given to the recall or sale of all other existing investments with the affected counterparty.
- 4.15. Where a credit rating agency announces that a credit rating is on review for possible downgrade (also known as "rating watch negative" or "credit watch negative") so that it may fall below the approved rating criteria, then only investments that can be withdrawn on the next working day will be made with that organisation until the outcome of the review is announced. This policy will not apply to negative outlooks, which indicate a long-term direction of travel rather than an imminent change of rating.
- 4.16. **Other information on the security of investments:** The Authority understands that credit ratings are good, but not perfect, predictors of investment default. Full regard will therefore be given to other available information on the credit quality of the organisations in which it invests, including credit default swap prices, financial statements, information on potential government support, reports in the quality financial press and analysis and advice from the Authority's treasury management adviser. No investments will be made with an organisation if there are substantive doubts about its credit quality, even though it may otherwise meet the above criteria.
- 4.17. When deteriorating financial market conditions affect the creditworthiness of all organisations, as happened in 2008 and 2011, this is not generally reflected in credit ratings, but can be seen in other market measures. In these circumstances, the Authority will restrict its investments to those organisations of higher credit quality and reduce the maximum duration of its investments to maintain the required level of security. The extent of these restrictions will be in line with prevailing financial market conditions. If these restrictions mean that insufficient commercial organisations of high credit quality are available to invest the

Authority's cash balances, then the surplus will be deposited with the UK Government via the Debt Management Office or invested in government treasury bills for example, or with other local authorities. This will cause a reduction in the level of investment income earned but will protect the principal sum invested.

- 4.18. **Investment limits:** The Authority will limit the risk of loss from a default from lending to any one organisation (other than the UK Government) will be £15 million. A group of banks under the same ownership will be treated as a single organisation for limit purposes. Limits will also be placed on fund managers, investments in brokers' nominee accounts, foreign countries and industry sectors as below. Investments in pooled funds and multilateral development banks do not count against the limit for any single foreign country, since the risk is diversified over many countries.
- 4.19. **Liquidity management:** The Authority uses its own in house cash flow forecasting software model (Predictor) to determine the maximum period for which funds may prudently be committed. The forecast is compiled on a prudent basis to minimise the risk of the Authority being forced to borrow on unfavourable terms to meet its financial commitments. Limits on long term investments are set by reference to the Authority's medium term financial plan and cash flow forecast.

## 5. Treasury Management Indicators

- 5.1. The Authority measures and manages its exposures to treasury management risks using the following indicators.
- 5.2. **Security:** The Authority has adopted a voluntary measure of its exposure to credit risk by monitoring the value weighted average credit score of its investment portfolio. This is calculated by applying a score to each investment (AAA=1, AA+=2, etc.) and taking the arithmetic average, weighted by the size of each investment. Unrated investments are assigned a score based on their perceived risk.

Credit risk indicator	Target
Portfolio average credit score	6

- 5.3. **Liquidity:** The Authority has adopted a voluntary measure of its exposure to liquidity risk by monitoring the amount of cash available to meet unexpected payments within a rolling three month period, without additional borrowing.

Liquidity risk indicator	Target
Total cash available within 3 months	£25m

- 5.4. **Interest rate exposures:** This indicator is set to control the Authority's exposure to interest rate risk. The upper limits on the one-year revenue impact of a 1% rise or fall in interest rates will be:

Interest rate risk indicator	Limit
------------------------------	-------

Upper limit on one year revenue impact of a 1% <u>rise</u> in interest rates	+£2.6m
Upper limit on one year revenue impact of a 1% <u>fall</u> in interest rates	-£2.6m

- 5.5. The impact of a change in interest rates is calculated on the assumption that maturing loans and investments will be replaced at current rates. The effect of an increase in interest rates will be mitigated through the Authority's risk budget.
- 5.6. **Maturity structure of borrowing:** This indicator is set to control the Authority's exposure to refinancing risk. The upper and lower limits on the maturity structure of borrowing will be:

Refinancing rate risk indicator	Upper limit	Lower limit
Under 12 months	30%	0%
12 months and within 24 months	35%	0%
24 months and within 5 years	40%	0%
5 years and within 10 years	45%	0%
10 years and above	100%	0%

- 5.7. Time periods start on the first day of each financial year. The maturity date of borrowing is the earliest date on which the lender can demand repayment.
- 5.8. **Principal sums invested for periods longer than a year:** The purpose of this indicator is to control the Authority's exposure to the risk of incurring losses by seeking early repayment of its investments. The limits on the long term principal sum invested to final maturities beyond the period end will be:

Price risk indicator	2019/20	2020/21	2021/22
Limit on principal invested beyond year end	£15m	£10m	£5m

## 6. Related Matters

- 6.1. The CIPFA Code requires the Authority to include the following in its treasury management strategy.
- 6.2. **Financial Derivatives:** Local authorities have previously made use of financial derivatives embedded into loans and investments both to reduce interest rate risk (e.g. interest rate collars and forward deals) and to reduce costs or increase income at the expense of greater risk (e.g. LOBO loans and callable deposits). The general power of competence in Section 1 of the *Localism Act 2011* removes much of the uncertainty over local authorities' use of standalone financial derivatives (i.e. those that are not embedded into a loan or investment).
- 6.3. The Authority will only use standalone financial derivatives (such as swaps, forwards, futures and options) where they can be clearly demonstrated to reduce the overall level of the financial risks that the Authority is exposed to. Additional risks presented, such as credit exposure to derivative counterparties, will be taken

into account when determining the overall level of risk. Embedded derivatives, including those present in pooled funds and forward starting transactions, will not be subject to this policy, although the risks they present will be managed in line with the overall treasury risk management strategy.

- 6.4. Financial derivative transactions may be arranged with any organisation that meets the approved investment criteria. The current value of any amount due from a derivative counterparty will count against the counterparty credit limit and the relevant foreign country limit.
- 6.5. **Financial Derivatives:** In the absence of any explicit legal power to do so, the Authority will not use standalone financial derivatives (such as swaps, forwards, futures and options). Derivatives embedded into loans and investments, including pooled funds and forward starting transactions, may be used, and the risks that they present will be managed in line with the overall treasury risk management strategy.
- 6.6. **Housing Revenue Account:** On 1st April 2012, the Authority notionally split each of its existing long-term loans into General Fund and HRA pools. In the future, new long-term loans borrowed will be assigned in their entirety to one pool or the other. Interest payable and other costs/income arising from long-term loans (e.g. premiums and discounts on early redemption) will be charged/ credited to the respective revenue account. Differences between the value of the HRA loans pool and the HRA's underlying need to borrow (adjusted for HRA balance sheet resources available for investment) will result in a notional cash balance which may be positive or negative. This balance will be measured each month and interest transferred between the General Fund and HRA at the Authority's average interest rate on investments, adjusted for credit risk
- 6.7. **Markets in Financial Instruments Directive:** The Authority has opted up to professional client status with its providers of financial services, including advisers, banks, brokers and fund managers, allowing it access to a greater range of services but without the greater regulatory protections afforded to individuals and small companies. Given the size and range of the Authority's treasury management activities, the Director of Finance believes this to be the most appropriate status.
- 6.8. **Local Authority Companies:** The Authority will only lend to wholly own companies by the Authority or where the Authority has a controlling majority interest in the company.
- 6.9. All borrowing to companies owned by the London Borough of Enfield will require a formal on-lending agreement.
- 6.10. Prior to that they will have to achieve to meet the following requirements:
  - An independently reviewed business case and cashflow forecast.
  - To be able to demonstrate the ability to repay both interest and principal over the agreed repayment scheduled.
  - Where possible the Council will secure the loan on the Council



**6.11. Lending to Schools with the HSBC Banking Scheme:** Where LEA schools with a HSBC bank account are in a structural overdraft position then the Council will provide a credit facility to endure they remain in a credit position. In interest will be charged at ½% above the prevailing bank rate.

## **7. Were Other Options Considered**

7.1. The CIPFA Code does not prescribe any particular treasury management strategy for local authorities to adopt. The Director of Finance having consulted the Cabinet Member for Finance, believes that the above strategy represents an appropriate balance between risk management and cost effectiveness. Some alternative strategies, with their financial and risk management implications, are listed below.

<b>Alternative</b>	<b>Impact on income and expenditure</b>	<b>Impact on risk management</b>
Invest in a narrower range of counterparties and/or for shorter times	Interest income will be lower	Lower chance of losses from credit related defaults, but any such losses may be greater
Invest in a wider range of counterparties and/or for longer times	Interest income will be higher	Increased risk of losses from credit related defaults, but any such losses may be smaller
Borrow additional sums at long-term fixed interest rates	Debt interest costs will rise; this is unlikely to be offset by higher investment income	Higher investment balance leading to a higher impact in the event of a default; however long-term interest costs may be more certain
Borrow short-term or variable loans instead of long-term fixed rates	Debt interest costs will initially be lower	Increases in debt interest costs will be broadly offset by rising investment income in the medium term, but long-term costs may be less certain
Reduce level of borrowing	Saving on debt interest is likely to exceed lost investment income	Reduced investment balance leading to a lower impact in the event of a default; however long-term interest costs may be less certain

## Economic Context

**Economic background:** The UK's progress negotiating its exit from the European Union, together with its future trading arrangements, will continue to be a major influence on the Authority's treasury management strategy for 2019/20.

UK Consumer Price Inflation (CPI) for October was up 2.4% year/year, slightly below the consensus forecast and broadly in line with the Bank of England's November Inflation Report. The most recent labour market data for October 2018 showed the unemployment rate edged up slightly to 4.1% while the employment rate of 75.7% was the joint highest on record. The 3-month average annual growth rate for pay excluding bonuses was 3.3% as wages continue to rise steadily and provide some pull on general inflation. Adjusted for inflation, real wages grew by 1.0%, a level still likely to have little effect on consumer spending.

The rise in quarterly GDP growth to 0.6% in Q3 from 0.4% in the previous quarter was due to weather-related factors boosting overall household consumption and construction activity over the summer following the weather-related weakness in Q1. At 1.5%, annual GDP growth continues to remain below trend. Looking ahead, the BoE, in its November Inflation Report, expects GDP growth to average around 1.75% over the forecast horizon, providing the UK's exit from the EU is relatively smooth.

Following the Bank of England's decision to increase Bank Rate to 0.75% in August, no changes to monetary policy has been made since. However, the Bank expects that should the economy continue to evolve in line with its November forecast, further increases in Bank Rate will be required to return inflation to the 2% target. The Monetary Policy Committee continues to reiterate that any further increases will be at a gradual pace and limited in extent.

While US growth has slowed over 2018, the economy continues to perform robustly. The US Federal Reserve continued its tightening bias throughout 2018, pushing rates to the current 2%-2.25% in September. Markets continue to expect one more rate rise in December, but expectations are fading that the further hikes previously expected in 2019 will materialise as concerns over trade wars drag on economic activity.

**Credit outlook:** The big four UK banking groups have now divided their retail and investment banking divisions into separate legal entities under ringfencing legislation. Bank of Scotland, Barclays Bank UK, HSBC UK Bank, Lloyds Bank, National Westminster Bank, Royal Bank of Scotland and Ulster Bank are the ringfenced banks that now only conduct lower risk retail banking activities. Barclays Bank, HSBC Bank, Lloyds Bank Corporate Markets and NatWest Markets are the investment banks. Credit rating agencies have adjusted the ratings of some of these banks with the ringfenced banks generally being better rated than their non-ringfenced counterparts.

The Bank of England released its latest report on bank stress testing, illustrating that all entities included in the analysis were deemed to have passed the test once the levels of

capital and potential mitigating actions presumed to be taken by management were factored in. The BoE did not require any bank to raise additional capital.

European banks are considering their approach to Brexit, with some looking to create new UK subsidiaries to ensure they can continue trading here. The credit strength of these new banks remains unknown, although the chance of parental support is assumed to be very high if ever needed. The uncertainty caused by protracted negotiations between the UK and EU is weighing on the creditworthiness of both UK and European banks with substantial operations in both jurisdictions.

**Interest rate forecast:** Following the increase in Bank Rate to 0.75% in August 2018, the Authority's treasury management adviser Arlingclose is forecasting two more 0.25% hikes during 2019 to take official UK interest rates to 1.25%. The Bank of England's MPC has maintained expectations for slow and steady rate rises over the forecast horizon. The MPC continues to have a bias towards tighter monetary policy but is reluctant to push interest rate expectations too strongly. Arlingclose believes that MPC members consider both that ultra-low interest rates result in other economic problems, and that higher Bank Rate will be a more effective policy weapon should downside Brexit risks crystallise when rate cuts will be required.

The UK economic environment remains relatively soft, despite seemingly strong labour market data. Arlingclose's view is that the economy still faces a challenging outlook as it exits the European Union and Eurozone growth softens. While assumptions are that a Brexit deal is struck and some agreement reached on transition and future trading arrangements before the UK leaves the EU, the possibility of a "no deal" Brexit still hangs over economic activity. As such, the risks to the interest rate forecast are considered firmly to the downside.

Gilt yields and hence long-term borrowing rates have remained at low levels but some upward movement from current levels is expected based on Arlingclose's interest rate projections, due to the strength of the US economy and the ECB's forward guidance on higher rates. 10-year and 20-year gilt yields are forecast to remain around 1.7% and 2.2% respectively over the interest rate forecast horizon, however volatility arising from both economic and political events are likely to continue to offer borrowing opportunities.

A more detailed economic and interest rate forecast provided by Arlingclose is attached at Appendix B.

**Arlingclose Economic and Interest Rate Forecast December 2018****Underlying assumptions:**

1. Our central interest rate forecasts are predicated on there being a transitional period following the UK's official exit from the EU.
2. The MPC has a bias towards tighter monetary policy but is reluctant to push interest rate expectations too strongly. We believe that MPC members consider that: 1) tight labour markets will prompt inflationary pressure in the future, 2) ultra-low interest rates result in other economic problems, and 3) higher Bank Rate will be a more effective policy weapon if downside risks to growth crystallise.
3. Both our projected outlook and the increase in the magnitude of political and economic risks facing the UK economy means we maintain the significant downside risks to our forecasts, despite the potential for slightly stronger growth next year as business investment rebounds should the EU Withdrawal Agreement be approved. The potential for severe economic outcomes has increased following the poor reception of the Withdrawal Agreement by MPs. We expect the Bank of England to hold at or reduce interest rates from current levels if Brexit risks materialise.
4. The UK economic environment is relatively soft, despite seemingly strong labour market data. GDP growth recovered somewhat in the middle quarters of 2018, but more recent data suggests the economy slowed markedly in Q4. Our view is that the UK economy still faces a challenging outlook as the country exits the European Union and Eurozone economic growth softens.
5. Cost pressures are easing but inflation is forecast to remain above the Bank's 2% target through most of the forecast period. Lower oil prices have reduced inflationary pressure, but the tight labour market and decline in the value of sterling means inflation may remain above target for longer than expected.
6. Global economic growth is slowing. Despite slower growth, the European Central Bank is conditioning markets for the end of QE, the timing of the first rate hike (2019) and their path thereafter. More recent US data has placed pressure on the Federal Reserve to reduce the pace of monetary tightening – previous hikes and heightened expectations will, however, slow economic growth.
7. Central bank actions and geopolitical risks have and will continue to produce significant volatility in financial markets, including bond markets.

**Forecast:**

8. The MPC has maintained expectations of a slow rise in interest rates over the forecast horizon, but recent events around Brexit have dampened interest rate expectations. Our central case is for Bank Rate to rise twice in 2019, after the UK exits the EU. The risks are weighted to the downside.

9. Gilt yields have remained at low levels. We expect some upward movement from current levels based on our central case that the UK will enter a transitional period following its EU exit in March 2019. However, our projected weak economic outlook and volatility arising from both economic and political events will continue to offer borrowing opportunities.

**Risk**

10. The table below sets out and assumes:

PWLB Certainty Rate (maturity loans) = Gilt yield + 0.80%

PWLB Infrastructure Rate (maturity loans) = Gilt yield + 0.60%

	Dec-18	Mar-19	Jun-19	Sep-19	Dec-19	Mar-20	Jun-20	Sep-20	Dec-20	Mar-21	Jun-21	Sep-21	Dec-21	Average
<b>Official Bank Rate</b>														
Upside risk	0.00	0.00	0.00	0.00	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.17
<b>Arlingclose Central Case</b>	<b>0.75</b>	<b>0.75</b>	<b>1.00</b>	<b>1.00</b>	<b>1.25</b>	<b>1.25</b>	<b>1.25</b>	<b>1.25</b>	<b>1.25</b>	<b>1.25</b>	<b>1.25</b>	<b>1.25</b>	<b>1.25</b>	<b>1.13</b>
Downside risk	0.00	-0.50	-0.75	-0.75	-1.00	-1.00	-1.00	-1.00	-1.00	-1.00	-1.00	-1.00	-1.00	-0.85
<b>3-mth money market rate</b>														
Upside risk	0.10	0.10	0.10	0.10	0.15	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.17
<b>Arlingclose Central Case</b>	<b>0.90</b>	<b>0.95</b>	<b>1.10</b>	<b>1.30</b>	<b>1.40</b>	<b>1.40</b>	<b>1.40</b>	<b>1.35</b>	<b>1.35</b>	<b>1.35</b>	<b>1.35</b>	<b>1.35</b>	<b>1.35</b>	<b>1.27</b>
Downside risk	-0.20	-0.45	-0.60	-0.80	-0.90	-0.90	-0.90	-0.85	-0.85	-0.85	-0.85	-0.85	-0.85	-0.76
<b>1-yr money market rate</b>														
Upside risk	0.20	0.30	0.30	0.35	0.35	0.35	0.35	0.35	0.35	0.35	0.35	0.35	0.35	0.33
<b>Arlingclose Central Case</b>	<b>1.15</b>	<b>1.25</b>	<b>1.35</b>	<b>1.50</b>	<b>1.70</b>	<b>1.60</b>	<b>1.50</b>	<b>1.40</b>	<b>1.35</b>	<b>1.35</b>	<b>1.35</b>	<b>1.35</b>	<b>1.35</b>	<b>1.40</b>
Downside risk	-0.35	-0.50	-0.60	-0.80	-0.90	-0.90	-0.90	-0.85	-0.85	-0.85	-0.85	-0.85	-0.85	-0.77
<b>5-yr gilt yield</b>														
Upside risk	0.25	0.30	0.30	0.35	0.35	0.40	0.40	0.40	0.40	0.40	0.40	0.40	0.40	0.37
<b>Arlingclose Central Case</b>	<b>1.15</b>	<b>1.25</b>	<b>1.35</b>	<b>1.50</b>	<b>1.50</b>	<b>1.40</b>	<b>1.35</b>	<b>1.35</b>	<b>1.30</b>	<b>1.30</b>	<b>1.30</b>	<b>1.30</b>	<b>1.30</b>	<b>1.33</b>
Downside risk	-0.50	-0.60	-0.65	-0.80	-0.80	-0.70	-0.65	-0.65	-0.65	-0.65	-0.65	-0.65	-0.65	-0.66
<b>10-yr gilt yield</b>														
Upside risk	0.25	0.30	0.30	0.35	0.35	0.40	0.40	0.40	0.40	0.40	0.40	0.40	0.40	0.37
<b>Arlingclose Central Case</b>	<b>1.50</b>	<b>1.65</b>	<b>1.70</b>	<b>1.80</b>	<b>1.80</b>	<b>1.75</b>	<b>1.75</b>	<b>1.70</b>	<b>1.70</b>	<b>1.70</b>	<b>1.70</b>	<b>1.70</b>	<b>1.70</b>	<b>1.70</b>
Downside risk	-0.55	-0.70	-0.70	-0.80	-0.80	-0.75	-0.75	-0.70	-0.70	-0.70	-0.70	-0.70	-0.70	-0.71
<b>20-yr gilt yield</b>														
Upside risk	0.25	0.30	0.30	0.35	0.35	0.40	0.40	0.40	0.40	0.40	0.40	0.40	0.40	0.37
<b>Arlingclose Central Case</b>	<b>2.00</b>	<b>2.10</b>	<b>2.20</b>	<b>2.20</b>	<b>2.20</b>	<b>2.20</b>	<b>2.20</b>	<b>2.20</b>	<b>2.20</b>	<b>2.20</b>	<b>2.20</b>	<b>2.20</b>	<b>2.20</b>	<b>2.18</b>
Downside risk	-0.60	-0.70	-0.75	-0.75	-0.75	-0.75	-0.75	-0.75	-0.75	-0.75	-0.75	-0.75	-0.75	-0.73
<b>50-yr gilt yield</b>														
Upside risk	0.25	0.30	0.30	0.35	0.35	0.40	0.40	0.40	0.40	0.40	0.40	0.40	0.40	0.37
<b>Arlingclose Central Case</b>	<b>1.90</b>	<b>1.95</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>1.99</b>
Downside risk	-0.60	-0.70	-0.75	-0.75	-0.75	-0.75	-0.75	-0.75	-0.75	-0.75	-0.75	-0.75	-0.75	-0.73

## Appendix C

## Existing Investment &amp; Debt Portfolio Position

<b>Treasury Management: Borrowing Summary</b>				
<b>Type of Loan</b>	<b>1<sup>st</sup> April 2018</b>	<b>New Borrowing</b>	<b>Repaid Borrowing</b>	<b>31<sup>st</sup> December 2018</b>
	<b>£000's</b>	<b>£000's</b>	<b>£000's</b>	<b>£000's</b>
<b>Short-terms loans</b>	<b>68,000</b>	115,000	(48,000)	<b>135,000</b>
<b>PWLB</b>	<b>556,752</b>	60,000	(4,534)	<b>612,218</b>
<b>European Investment bank</b>	<b>9,238</b>	-	(317)	<b>8,921</b>
<b>Commercial Loan</b>	<b>30,000</b>	-	-	<b>30,000</b>
<b>LEEF</b>	<b>4,626</b>	-	(469)	<b>4,157</b>
<b>Local Authority</b>	<b>28,000</b>	-	(15,000)	<b>13,000</b>
<b>SALIX</b>	<b>153</b>	300	(52)	<b>401</b>
<b>Total*</b>	<b>696,769</b>	<b>175,300</b>	<b>(68,372)</b>	<b>803,697</b>

## Investments

<b>Treasury Management: Investment Summary</b>				
<b>Type of Loan</b>	<b>1<sup>st</sup> April 2018</b>	<b>30<sup>th</sup> June 2018</b>	<b>30<sup>th</sup> Sept. 2018</b>	<b>31<sup>st</sup> Dec 2018</b>
	<b>£000's</b>	<b>£000's</b>	<b>£000's</b>	<b>£000's</b>
<b>On-call accounts</b>	<b>15,000</b>	10,150	20,350	<b>30,350</b>
<b>Money Market Funds (MMFs)</b>		10,000	-	<b>35,000</b>
	<b>15,000</b>	<b>20,150</b>	<b>20,350</b>	<b>65,350</b>

**Prudential Indicators****Appendix D**

## Prudential Indicators

This report covers the requirements of the 2017 CIPFA Prudential Code to set prudential indicators. This item should be approved by the full Council before the start of the new financial year which is a legislative requirement. The Local Government Act 2003 requires the Council to have regard to the Chartered Institute of Public Finance and Accountancy's Prudential Code for Capital Finance in Local Authorities (the Prudential Code) when determining how much money it can afford to borrow.

The objectives of the Prudential Code are to ensure, within a clear framework, that the capital investment plans of local authorities are affordable, prudent and sustainable, and that treasury management decisions are taken in accordance with good professional practice. To demonstrate that the Council has fulfilled these objectives, the Prudential Code sets out the following indicators that must be set and monitored each year.

**Prudential Indicator: Capital Expenditure**

The Council's capital expenditure plans are the key driver of treasury management activity. The output of the capital expenditure plans is reflected in the prudential indicators, which are designed to assist members' overview and confirm capital expenditure plans. In considering the affordability of its capital plans, the Council is required to consider all of the resources currently available to it/estimated for the future, together with the totality of its capital plans, revenue income and revenue expenditure forecasts for the forthcoming year and the following two years.

<b>Financing of Capital Expenditure</b>	<b>2018/19 £m</b>	<b>2019/20 £m</b>	<b>2020/21 £m</b>	<b>2021/22 £m</b>
<b>Total General Fund &amp; HRA Expenditure</b>	<b>184.1</b>	<b>303.0</b>	<b>207.9</b>	<b>189.7</b>
Funded From:				
Grants & Contributions	(31.7)	(31.8)	-	-
Revenue Funding	(8.2)	(11.2)	(6.2)	(4.5)
Capital Receipts	(13.7)	(11.4)	(12.7)	(15.6)
Earmarked Reserves	(60.8)	(45.5)	(24.0)	(14.8)
<b>Financing Requirement</b>	<b>69.7</b>	<b>203.1</b>	<b>164.8</b>	<b>154.8</b>
<b>Companies Finance Requirement</b>	<b>5.4</b>	<b>43.4</b>	<b>11.1</b>	<b>47.5</b>
<b>Total Financing Requirement</b>	<b>75.1</b>	<b>246.5</b>	<b>175.9</b>	<b>202.3</b>

**Prudential Indicator: Capital Financing Requirement (CFR)**

The second prudential indicator is the Council's Capital Financing Requirement (CFR). The CFR is simply the total historic outstanding capital expenditure which has not yet been paid for from either revenue or capital resources. It is essentially a measure of the Council's underlying borrowing need. Any capital expenditure above, which has not immediately been paid for, will increase the CFR. CIPFA's Prudential Code for Capital Finance in Local Authorities recommends that the Council's total debt should be lower than its highest forecast CFR over the next four years. The tables and graph below show that the Council expects to comply with this recommendation during 2018/19.



<b>Estimated Capital Financing Requirement</b>	<b>2018/19 £m</b>	<b>2019/20 £m</b>	<b>2020/21 £m</b>	<b>2021/22 £m</b>
Capital Programme	402.8	500.5	513.0	504.4
Commercial Housing and Regeneration	401.5	484.1	578.7	742.3
Housing Revenue Account	<b>157.7</b>	<b>219.7</b>	<b>276.7</b>	<b>305.2</b>
<b>Total Capital Financing Requirement</b>	<b>962.0</b>	<b>1,204.3</b>	<b>1,386.4</b>	<b>1,551.9</b>

### **Gross Debt and the Capital Financing Requirement**

In order to ensure that over the medium-term debt will only be for a capital purpose, the Council should ensure that debt does not, except in the short term, exceed the total of the capital financing requirement in the preceding year plus the estimates of any additional capital financing requirement for the current and next two financial years. This is a key indicator of prudence.

<b>Estimated Debt</b>	<b>2018/19 £m</b>	<b>2019/20 £m</b>	<b>2020/21 £m</b>	<b>2021/22 £m</b>
Capital Financing Requirement	962.0	1,204.3	1,368.4	1,551.9
PFI and Finance Leases	44.6	42.9	41.3	39.7
<b>Total Capital Debt Requirement</b>	<b>1,006.6</b>	<b>1,247.2</b>	<b>1,409.7</b>	<b>1,591.6</b>
External Borrowing	860.0	1,100.0	1,260.0	1,437.0
Other Long-Term Liabilities	44.6	42.9	41.3	39.3
<b>Total Debt</b>	<b>904.6</b>	<b>1,142.9</b>	<b>1,301.3</b>	<b>1,476.7</b>

### **Prudential Indicator: Operational Boundary**

The operational boundary is based on the Council's estimate of most likely, i.e. prudent, but not worst-case scenario for external debt. It links directly to the Council's estimates of capital expenditure, the capital financing requirement and cash flow requirements, and is a key management tool for in-year monitoring. Other long-term liabilities comprise finance leases, Private Finance Initiative and other liabilities that are not borrowing but form part of the Council's debt.

<b>Operating Boundary</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2021/22</b>
	<b>£m</b>	<b>£m</b>	<b>£m</b>	<b>£m</b>
Borrowing	1,067	1,200	1,350	1,500
Other Long Term Liabilities	75	75	75	75
<b>Total Operating Limit</b>	<b>1,142</b>	<b>1,275</b>	<b>1,425</b>	<b>1,575</b>

### **Prudential Indicator: Authorised Limit**

A further key prudential indicator represents a control on the maximum level of borrowing. This represents a limit beyond which external debt is prohibited, and this

limit needs to be set or revised by the full Council. It reflects the level of external debt which, while not desired, could be afforded in the short term, but is not sustainable in the longer term.

<b>Authorised Limit</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2021/22</b>
	<b>£m</b>	<b>£m</b>	<b>£m</b>	<b>£m</b>
Borrowing	1,147	1,300	1,500	1,700
Other Long-Term Liabilities	100	100	100	100
<b>Total Authorised Limit</b>	<b>1,247</b>	<b>1,400</b>	<b>1,600</b>	<b>1,800</b>

### **Prudential Indicator – Ratio of Financing Costs to Net Revenue Stream**

This indicator identifies the trend in the cost of capital (borrowing and other long-term obligation costs net of investment income) against the net revenue stream for the General Fund and the Housing Revenue Account. It also exemplifies the element of housing rental that relates to financing costs, this calculation is notional and assumes all other things are equal.

<b>Estimated Ratio of Financing Costs to Net Revenue Stream</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2021/22</b>
	<b>%</b>	<b>%</b>	<b>%</b>	<b>%</b>
General Fund	6.7	8.3	10.4	12.9
Housing Revenue Account	15.4	18.4	20.7	20.7

**Appendix E****Annual Minimum Revenue Provision Statement (With effect from 1 April 2019)**

- 1 When the Authority finances capital expenditure by debt, it must put aside resources to repay that debt in later years. The amount charged to the revenue budget for the repayment of debt is known as Minimum Revenue Provision (MRP), although there has been no statutory minimum since 2008. The Local Government Act 2003 requires the Authority to have regard to the Ministry for Housing, Communities and Local Government's Guidance on Minimum Revenue Provision (the MHCLG Guidance).
- 2 The broad aim of the MHCLG Guidance is to ensure that debt is repaid over a period that is either reasonably commensurate with that over which the capital expenditure provides benefits, or, in the case of borrowing supported by Government Revenue Support Grant, reasonably commensurate with the period implicit in the determination of that grant.
- 3 The MHCLG Guidance requires the Authority to approve an Annual MRP Statement each year and recommends a number of options for calculating a prudent amount of MRP. The following statement incorporates options recommended in the Guidance as well as locally determined prudent methods. Council is asked to approve the continuation of the existing policy for the calculation of MRP, which is consistent with the guidance issued under the regulations and the introduction of the following:
  - a) the principle that the determination of a prudent amount of MRP for any given year will take account of payments made in previous years, and an assessment of whether those payments exceed what the current policy would require in terms of prudence;
  - b) For capital expenditure incurred before 1 April 2008, and for capital expenditure incurred from 1 April 2008 to 31 March 2011, and which is Supported Capital Expenditure (SCE), MRP will be calculated at 2% on a straight-line basis.
- 4 The approaches are therefore as follows, with effect from 1 April 2019.
  - a) For capital expenditure incurred before 1 April 2008, and for capital expenditure incurred from 1 April 2008 to 31 March 2011, and which is Supported Capital Expenditure (SCE), MRP will be calculated at 2% on a straight-line basis;
  - b) For unsupported borrowing incurred from 1 April 2008 onwards, MRP is calculated based on amortising the amount borrowed over the estimated lives of the assets acquired (or the enhancement made) as a result of the related expenditure using the annuity repayment method in accordance with MHCLG Statutory guidance.
  - c) No MRP will be charged in respect of assets held within the Housing Revenue Account.
  - d) Capital expenditure financed from borrowing incurred during one financial year will not be subject to a MRP charge until the following financial year.

- e) Assets acquired with the intention of onward sale which will not be used in the delivery of services will not generally attract MRP as in these events the capital receipts generated by the loan and sale will be set aside to repay debt. Loans made to third parties to enable them to incur capital expenditure are repaid by the borrower and so MRP provision does not need to be made by the Council from Council Tax. In the case of loans for investment assets, a prudent amount will be set aside for MRP in accordance with Government Guidance based on asset life.
- f) MRP in respect of PFI liabilities will be calculated by spreading the cost of the capital repayments included in the ongoing charges over the estimated life of the asset on an annuity basis.

#### **Date of implementation and estimated MRP**

- 5 This policy will take effect from 2019/20. Government Guidance requires that an annual statement on the Council's policy for its MRP should be submitted to Council for approval before the start of the financial year to which the provision will relate but that changes during the year are permitted if approved by full Council. Based on the Authority's latest estimate of its Capital Financing Requirement on 31st March 2019, the MRP for 2019/20 is estimated as follows:

	<b>Estimated CFR 31 Mar 2019 £m</b>	<b>Estimated MRP 2019/20 £m</b>
<b>General Fund</b>		
Capital expenditure before 1 April 2008 and Supported capital expenditure from 1 April 2008 to 31 March 2011	141.0	3.9
Unsupported capital expenditure after 31 March 2008	261.8	8.6
Land acquisition for regeneration and disposal	260.0	-
Loans to Council owned companies (met by repayments from the companies)	141.5	-
<b>Total General Fund</b>	<b>804.3</b>	<b>12.5</b>
<b>HRA</b>		
Assets in the Housing Revenue Account	124.8	-
HRA subsidy reform payment	32.9	-
<b>Total Housing Revenue Account</b>	<b>157.7</b>	<b>0.0</b>
<b>PFI</b>	<b>44.6</b>	<b>1.6</b>
<b>Total</b>	<b>1,006.0</b>	<b>14.1</b>
PFI Contract Payment		<b>(3.2)</b>
Overprovision set aside in MRP Reserve		<b>(9.9)</b>

Charge to General Fund

1.0

## Counterparties F

## Appendix

### Approved Investment Counterparties and Limits

General Counterparty List	Credit Rating	Cash Limit	Max Time Limit
Banks Unsecured	AAA	£25m	5 years
	AA+		5 years
	AA		4 years
	AA-		3 years
	A+		2 years
	A	£15m	12 months
	A-		6 months
Banks Secured	AAA	£25m	20 years
	AA+	£15m	10 years
	AA		5 years
	AA-		4 years
	A+		3 years
	A		2 years
	A-		13 months
UK Government	AA+	Unlimited	50 years
Corporates	AA+	£5m	10 years
	AA		5 years
	AA-		4 years
Registered Providers	AA+	£5m	10 years
	AA		10 years
	AA-		10 years
Money Market Funds*	AAA	75% per fund (de minimus level £5m)	Next Day

\* As from 21 July 2018, there will be three structural options for existing MMFs, these are as follows:

1. Public Debt Constant Net Asset Value ("CNAV") MMFs (mainly government assets)
2. Low Volatility NAV ("LVNAV") MMFs (market fund doesn't deviate by more than 20bps)
3. Variable NAV ("VNAV") MMFs (more fluctuating assets)

A group of banks under the same ownership will be treated as a single organisation for limit purposes. Limits will also be placed on fund managers, investments in brokers' nominee accounts, foreign countries and industry sectors as below

**The following table provides additional information on the counterparties mentioned above**

**Table 7**

Councils' Main Bank Account - HSBC	The Council banks with HSBC and will continue to bank with HSBC with a revised contract. At the current time, it does meet the minimum credit criteria of A- (or equivalent) long term. If the credit rating falls below the Council's minimum criteria A-, it will continue to be used for short term liquidity requirements (overnight and weekend investments) and business continuity arrangements. If funds come into the bank account during the day (after daily dealing has been undertaken) and cannot be placed out with any other approved financial institutions, they can be placed into the HSBC Call Account to attract interest even if it breaches the counterparty limit (the matter will be reported to the Director of Finance, Resources & Customer Services). The temporary breach will be addressed on the next banking business day.
Banks Unsecured	Accounts, deposits, certificates of deposit and senior unsecured bonds with banks and building societies, other than multilateral development banks. These investments are subject to the risk of credit loss via a bail-in should the regulator determine that the bank is failing or likely to fail.
Banks Secured	Covered bonds, reverse repurchase agreements and other collateralised arrangements with banks and building societies. These investments are secured on the bank's assets, which limits the potential losses in the unlikely event of insolvency, and means that they are exempt from bail-in. Where there is no investment specific credit rating, but the collateral upon which the investment is secured has a credit rating, the highest of the collateral credit rating and the counterparty credit rating will be used to determine cash and time limits. The combined secured and unsecured investments in any one bank will not exceed the cash limit for secured investments.
Government	Loans, bonds and bills issued or guaranteed by national governments, regional and local authorities and multilateral development banks. These investments are not subject to bail-in, and there is an insignificant risk of insolvency. Investments with the UK Central Government may be made in unlimited amounts for up to 50 years.
Corporates	Loans, bonds and commercial paper issued by companies other than banks and registered providers. These investments are not subject to bail-in, but are exposed to the risk of the company going insolvent. Loans to unrated companies will only be made as part of a diversified pool in order to spread the risk widely.
Registered Providers	Loans and bonds issued by, guaranteed by or secured on the assets of Registered Providers of Social Housing, formerly known as Housing Associations. These bodies are tightly regulated by the Homes and Communities Agency and, as providers of public services, they retain a high likelihood of receiving government support if needed
Money Market	Shares in diversified investment vehicles consisting of any of the above investment types, plus equity shares and property. These funds have the

Funds	advantage of providing wide diversification of investment risks, coupled with the services of a professional fund manager in return for a fee. Money Market Funds that offer same-day liquidity and aim for a constant net asset value will be used as an alternative to instant access bank accounts, while pooled funds whose value changes with market prices and/or have a notice period will be used for longer investment periods.
Bond, Equity and Property Funds	These offer the potential for enhanced returns over the longer term, but are more volatile in the short term. These allow the Council to diversify into asset classes other than cash without the need to own and manage the underlying investments. Because these funds have no defined maturity date, but are available for withdrawal after a notice period, their performance and continued suitability in meeting the Council's investment objectives will be monitored regularly.

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**MUNICIPAL YEAR 2018/2019 REPORT NO.****163A**

**MEETING TITLE AND DATE:**  
Council 27<sup>th</sup> Feb 2019

**REPORT OF:**  
Executive Director of  
Finance Resources &  
Customer Services

<b>Agenda – Part: 1</b>	<b>Item: 8</b>
<b>Subject: Capital Strategy (2019/20) and 4-Year Capital Programme (2019/20 - 2022/23)</b>	
<b>Wards:</b>	
<b>Key Decision No:</b>	
<b>Cabinet Member consulted: Cllr Maguire</b>	

Contact officers:

Fay Hammond- Tel: 0208 379 2662; [fay.hammond@enfield.gov.uk](mailto:fay.hammond@enfield.gov.uk)

Olu Ayodele- Tel: 0208 379 6133; [olu.ayodele@enfield.gov.uk](mailto:olu.ayodele@enfield.gov.uk)

Richard Kyei-Tel: 0208 379 3138; [richard.kyei@enfield.gov.uk](mailto:richard.kyei@enfield.gov.uk)

## 1. EXECUTIVE SUMMARY

The purpose of this report is to set the 2019/20 - 2022/23 Capital programme and agree the Capital Strategy 2019/20.

The Capital Strategy is a new requirement which became mandatory for 2019/20 onwards and introduced as part of the update of the Prudential Code. Its purpose is to give an overview of how the Council's capital expenditure contributes to the delivery of its objectives and ensure effective investment of the Council's Capital resources.

The new four-year proposed approved capital programme includes the balance of budgets for ongoing projects approved in previous financial years. Appendix 2-Table B lists those projects which are currently going through Council governance, which will be added to the Capital programme if they are approved.

## 2. RECOMMENDATIONS

With regards the Capital Programme, Cabinet recommend that Council:

- i. agree the 2019/20 Capital Strategy
- ii. approve the Capital Programme for 2019/20 to 2022/23 as set out in Appendix 2-Table A, including new projects arising from revenue savings
- iii. note the projects in the approval cycle as detailed in Appendix-2 Table B, which will be added to the 2019/20 Capital Programme pending approval
- iv. note the projects in the pipeline as detailed in Appendix-2, Table C.

### **3. BACKGROUND**

The report is seeking approval for the 2019/20 - 2022/23 Capital Programme and the Capital Strategy 2019/20.

In previous years the approval for the Capital programme has formed part of the annual budget and medium term financial plan report. However due to the new requirement in the recent update of the Prudential Code for all Local Authorities to have an approved capital strategy, this has been separated out from the revenue report.

The aim of Enfield's Capital Strategy is to provide a framework within which the Council's investment plans can be delivered. The Capital Strategy sets out the medium to long term context in which capital expenditure and investment decisions are made. It will assist in ensuring the Council understands the long-term implications and risks of its investment decisions.

## **SECTION A**

### **1. Capital Strategy 2019/20**

The Prudential Code is a framework designed by the Chartered Institute of Public Finance (CIPFA), which underpins local authority capital investment. The capital strategy is a new report for 2019/20 onwards and was introduced as part of the updates to the 2017 Prudential Code. Its purpose is to ensure effective investment of the Council's capital resources to those programmes and projects that maximise the achievement of Council objectives outcomes.

The aim of Enfield's Capital Strategy is to provide a framework within which the Council's investment plans can be delivered, which are informed by the Council's strategic objectives as detailed in the Enfield Corporate Plan 2018-2022. The Capital Strategy sets out the medium to long term context in which capital expenditure and investment decisions are made. It will assist in ensuring the Council understands the long-term implications and risks of its investment decisions.

It is a corporate document and will form part of the Council's strategic planning, integrating with other key documents including the Corporate Plan, Medium Term Financial Plan (MTFP), Asset Management Plan and the Treasury Management Strategy. It will be refreshed on an annual basis and is an integral part of the Council's annual budget setting cycle.

It is a high-level overview of how capital expenditure; capital financing and treasury management activity contribute to the provision of local public services along with an overview of how associated risk is managed and the implications for future financial sustainability.

The strategy sets out the Council's plans for Capital expenditure over the next four years and beyond, including the financing of the expenditure and the

associated risks. It will demonstrate how the Capital strategy forms part of the Council's overall governance framework for delivering its Corporate objectives.

## 2. Capital Expenditure and Financing

Capital expenditure is where the Council spends money on tangible assets, such as property or vehicles, or intangible assets such as computer software that will be used for more than one year. It also includes loans and grants to other bodies enabling them to buy assets, for example the loans to Housing Gateway Limited (HGL), Enfield Innovations Limited (EIL) and Lea Valley Heat Network Limited (LVHN), as well as the Housing Revenue Account (HRA).

The Table below provides an overview of the Capital programme. In the four-year period 2019/20-2022/23, the Council is planning capital expenditure of £343m as summarised below. This will be increased by projects currently going through approval as detailed in Appendix 2- Table B.

### Capital Programme Summary

	2018/19 forecast	2019/20 budget	2020/21 budget	2021/22 budget	2022/23 budget	TOTAL (2019/20- 2029/30)
General Fund Services	108,215	112,490	22,152	9,281	1,481	145,403
Council Housing (HRA)	75,907	67,849	40,883	34,905	0	143,637
Commercial Investments in Companies	5,429	43,357	11,101	0	0	54,458
<b>TOTAL</b>	<b>189,551</b>	<b>223,696</b>	<b>74,136</b>	<b>44,185</b>	<b>1,481</b>	<b>343,498</b>

All capital expenditure must be financed, either from external sources (government grants and other contributions), the Council's own resources (revenue, reserves and capital receipts) or debt (borrowing).

### Capital Programme Financing Summary

	2018/19 forecast	2019/20 budget	2020/21 budget	2021/22 budget	2022/23 budget	TOTAL (2019/20- 2029/30)
External Sources	31,765	31,748	0	0	0	31,748
Own Resources	82,641	68,080	43,143	34,905	0	146,128
Debt	75,146	123,867	30,993	9,281	1,481	165,622
<b>TOTAL</b>	<b>189,551</b>	<b>223,696</b>	<b>74,136</b>	<b>44,185</b>	<b>1,481</b>	<b>343,498</b>

Appendix-1 Table B lists the sources of capital financing, the Council's external and own resources (excluding debt) consists of:

### Grants

The Council has already been notified of most of the grant allocations that can be expected to be received in 2019/20. It is possible that additional capital grant allocations may be announced for 2019/20 onwards, but it is unknown as to whether the funding would be earmarked for spending on specific Government rather than local priorities. Should any further grant allocations

become available during 2019/20, information will be included in the quarterly capital monitoring reports to Cabinet.

The Council receives highways capital funding via Transport for London (TfL) as the London strategic highways authority rather than the Highways Agency. This funding is used to support the Council's highways improvement programme.

### **Capital Receipts**

The Council realises capital receipts through the sale of property each year. In 2019/20 the Council will approve a Strategic Asset Management Plan to guide those disposals and ensure good value for the Council. The Council has taken advantage of the Government's announcements in 2015/16 allowing the use of capital receipts to fund the revenue costs of transformation or efficiency programmes, rather than funding the capital programme. However, it is recognised that this is not a sustainable financial position and therefore the Medium-Term Financial Plan aims to reduce reliance on capital receipts over time, recognising that transformation will remain an ongoing feature of future budgets.

Further details regarding the Council's policy on utilising capital receipts is included in the 2019/20 and Medium-Term Financial Plan 2019/20 – 2022/33 report.

The Council is also undertaking alternative methods of capital investment including the use of wholly owned Council Private Companies to develop housing and to support the provision of temporary accommodation, whilst also generating profits.

### **Section 106 Agreements**

A Section 106 Agreement is a legal agreement between the Council and a developer under Section 106 of the 1990 Town and Country Planning Act, or a unilateral undertaking by the developer, to ensure that certain extra works related to a development are undertaken. The Council can enter into a Section 106 Agreement, otherwise known as a 'planning obligation', with a developer where it is necessary to provide contributions to offset negative impacts caused by construction and development. Examples of such contributions range from the provision of affordable homes and new open space to funding of school places or employment training schemes. The developer will either implement these or make payments to the council for them to be carried out. The S106 agreements generally contain several of these elements and the responsibility of managing the expenditure is split across the relevant departments. The majority of S106 agreements are usually very specific about what and where the monies can be spent, with required conditions attached.

As at Q3 2018-19, there was £2.2m of S106 receipts available for housing projects and a further £405K for education services.

When conditions are met, spend approval is sought from the responsible Director for any expenditure up to £100k, £100k-£500k is referred to the Cabinet member for the department and anything over £500k is approved by Cabinet.

### **Community Infrastructure Levy (CIL)**

CIL is a new standard developer charge that local authorities can apply in their area. Monies collected from CIL will help to fund essential infrastructure needed to support planned growth in the Borough such as transport improvements. In March 2016 full Council adopted the CIL Charging Schedule. The schedule contains a variable residential charge based on geographic location and a charge for retail development regardless of location. The Council commenced charging a local CIL on 1st April 2016.

Current Council policy is to utilise CIL receipts on the development of the new train station at Meridian Water. In accordance with CIL regulations, a proportion of receipts is also used on community projects.

CIL receipts as at Q3 2018-19 is £1.8m.

### **Vehicle Replacement Fund**

The Council operates an internal leasing fund for the replacement of vehicles and equipment. This is built up from revenue repayments over the life of the outright purchased vehicles or equipment.

## **3. The Council's Corporate Objectives and Priorities**

The approved capital budgets, underpinned by the capital strategy, contribute to the achievement of the Council's objectives as detailed in the 2018-22 Enfield Corporate Plan.

- **Good homes in well-connected neighbourhoods**

The Council has an ambitious estate renewal and regeneration programme, with a current approved investment of over £235m in the four-year period 2019/20-2022/23, split between £144m, funded by the HRA and £91m funded by the General Fund. This will assist the Council in delivering its objective to create thriving neighbourhoods and increase the supply of affordable housing.

The Council has spent £231m on Meridian Water to date acquiring land, remediation, building the new train station and professional fees. The project has moved firmly into the delivery stage with a partner for the first 725 homes due to be confirmed this spring. The Council will find out in March if government awards the project over £100m for investment in new infrastructure.

- **Sustain strong and healthy communities**

To meet the Council's healthy living vision for the borough; transport services will continue the annual Highways and Street Scene programme. Our Local Transport Implementation Plan, adopted in 2018, sets out how we will invest, which will encourage walking, cycling and the use of public transport to increase levels of active travel and to improve the health of residents.

To encourage cycling in the borough, transport services will continue to deliver cycle tracks in the borough including new lanes on the south and north sections of the A1010 Hertford Road.

Each year, transport services receives grant funding from Transport for London to assist in achieving the above and to implement the Mayor's transport strategy.

- **Build our local economy to create a thriving place**

Through property services, the Council is investing to build a new office building in Enfield Town on the site of the Genotin Road car park. There are plans to also develop an old depot into housing. The Strategic Asset Management Plan to be adopted this year will further establish how the Council will use its property holdings to support our local economy.

Education services has an ambitious capital programme to carry-out expansion works on Enfield's schools to meet increasing demand for school places. It continues to undertake the necessary maintenance works to ensure school buildings meet the required standards.

£60m will be invested in the schools' capital programme over the next three years. This funding is primarily made up of the Council's central government grant allocation and S106 contributions from private developers. The programme is estimated to deliver 322 schools places, some of which are provided through the expansion works to West Lea, Durants and Springfield schools.

The Council's delivery of these objectives is underpinned by 3 guiding principles to

- Communicate with you
- Work with you and
- Work smartly for you

The Customer Experience and Change Strategy (as represented by capital investment in ICT and Libraries) addresses the need for a robust, high performing and secure digital infrastructure for the borough. It aims to empower customers with initiatives that enable users to succeed the first time they engage with services, including through the use of assisted technologies and encouraging self-service options.

Appendix-1 Table C provides details of the schemes supporting the delivery of each objective.

#### **4. Governance**

A report is currently presented annually to full Council, to approve the four-year rolling capital programme. This will include the balance of approved budgets for ongoing projects where budgets have previously been approved, as well as new schemes that have been through the relevant governance as detailed in Section 5 of the financial regulations.

The financial regulations state that the allocation of additional Council resources to schemes (not part of a rolling block programme) in the approved programme or to new schemes is subject to the following approval process for:

- Increases up to, but not exceeding £100k, the relevant Director in consultation with the Director of Finance, Resources and Customer Services
- Increases above £100k but not exceeding £500k, a Cabinet decision
- Increases above £500k, a Council decision, following a Cabinet Decision

The Council has recently created the Capital Finance Board, which is responsible for the overall strategic financial management of the General Fund Capital Programme. Project managers are required to submit a project evaluation form for all new capital projects. Each scheme is evaluated against both financial and non-financial criteria and either recommended to EMT/Cabinet/Council for approval or rejected.

The Board is chaired by the Director of Finance and can approve projects up to £100k, without reference to EMT. The Board acts as the gatekeeper of the Capital Programme ensuring all affordability and risks are duly considered and mitigated. The Board reports to EMT on a quarterly basis.

#### **5. The Housing Revenue Account**

Housing Revenue Account (HRA) is a ring-fenced account which ensures that Council housing does not subsidise, or is itself subsidised, by other local services. Rental income from tenants, funds the cost of housing services, investment in major works and minor works (£70m) to improve our housing stock, as well as large-scale renewal of estates to provide additional housing for residents.

The Council currently has an ambitious estate regeneration and renewal programme. The current approved programme is for a new supply of 3,711 homes (1,822 affordable). This is primarily across the Alma Estate, Ladderswood Estate and New Avenue Estate. In 2018/19 the Council completed 133 homes (affordable rent). Affordable homes here are defined as a mix of social rent, affordable rent, and shared equity products.

#### **6. Asset Management**

The Council has a substantial corporate property portfolio and given the challenging financial position facing all local authorities, the Council must optimise use of those assets while ensuring that all Health and Safety responsibilities are properly managed.

The two key components under review are property asset management and health & safety statutory compliance.

CIPFA identify several common corporate premises issues affecting local authorities and recommend a Corporate Landlord model to address these issues. The Council's Corporate Landlord Policy sets out how LBE manage Corporate Landlord responsibilities to 'PLAN' 'DO' 'CHECK'. The Corporate Landlord model centralises the premises functions under a Property Director, which should improve strategic decision making and provide more certainty on statutory compliance. All premises will be managed by Property, which means that Service managers and staff will only be required to provide a consultation lead at each site.

To ensure proper asset management, an asset management plan is required, and this will be produced during 2019. The Strategic Asset Management Plan (SAMP) will describe the Council's approach to management of its assets and provide links to the operational and technical details that underpin the overall strategy. The SAMP is intended to provide the framework for decision-making across the estate and for individual buildings, and shape delivery of a resource at the heart of the Council's current and future offer to residents.

The Council's assets are the frame within which service delivery takes place. They have a significant, and growing, value and represent a means to drive investment and resources despite the significant pressures on public finances. Good asset management requires an accompanying capital investment strategy. This has been initiated for 2019/20 in the form of a Corporate Property Investment Programme (CPIP) for the Council. This long-term capital programme will invest capital in the property portfolio, to achieve increased financial return, cost efficiencies as well as equality for all staff and customers in terms of standards, condition and safety. At present, Enfield has the Buildings Improvement Programme (BIP) - which is a capital funded, planned property maintenance programme that is driven from building condition survey data. The Council has not had an investment budget for a significant period. Both programmes will however complement each other.

To ensure that capital assets continue to be of long-term use, the Council is in the process of refreshing its Asset Management Strategy.

The table below lists the schemes within the Corporate Property Investment Programme.



Corporate Property Investment Programme	2018-19	2019-20	2020-21	2021-22	2022-23	TOTAL (2019/20-2022/23)
	£'000	£'000	£'000	£'000	£'000	£'000
Broomfield House	70	47	0	0	0	47
Building Improvement Programme	2,561	0	0	0	0	0
Bury Street West Depot	70	18,973	0	0	0	18,973
Care Home Reprovisions	452	0	0	0	0	0
Corporate Schemes	149	0	0	0	0	0
Edmonton Cemetery	1,064	800	0	0	0	800
Edmonton Cemetery Chapel Conversion	95	155	0	0	0	155
Extra Care Housing: Reardon Court	100	1,175	5,342	9,281	1,481	17,278
Forty Hall	4	67	0	0	0	67
Genotin Road (Metaswitch)	0	12,500	12,500	0	0	25,000
Libraries	116	516	0	0	0	516
Mental Health and Wellbeing Centre	0	1,490	0	0	0	1,490
Montagu Industrial Estate	1,508	12,550	0	0	0	12,550
Parks	22	0	0	0	0	0
Town Centre Regeneration	66	6,804	0	0	0	6,804
<b>TOTAL</b>	<b>6,277</b>	<b>55,077</b>	<b>17,842</b>	<b>9,281</b>	<b>1,481</b>	<b>83,680</b>

## Asset disposals

When a capital asset is no longer needed, it may be sold so that the proceeds known as capital receipts, can be spent on new assets or to repay debt. The Council is currently also permitted to spend capital receipts on revenue service transformation projects until 2021/22. Full details of the Council's flexible use of Capital receipts policy are contained within 2019/20 Budget report. Repayments of loans and investments also generate capital receipts.

## 7. Treasury Management

Treasury management is concerned with keeping sufficient but not excessive cash 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, to avoid excessive credit balances or overdrafts in the bank current account. The Council is typically cash rich in the short-term as revenue income is received before it is spent, but cash poor in the long-term as capital expenditure is incurred before being financed. The revenue cash surpluses are offset against capital cash shortfalls to reduce overall borrowing.

The Council currently (as at 31 December 2018) has £804m borrowing at an average interest rate of 3.4% and £65m treasury investments at an average rate of 0.7%.

## 8. Borrowing Strategy

The Council's main objectives when borrowing is to achieve a low but certain cost of finance while retaining flexibility should plans change in future. These objectives are often conflicting, and the Council therefore seeks to strike a balance between cheap short-term loans (currently available at around

0.75%) and long-term fixed rate loans where the future cost is known but higher (currently 2.0% to 3.0%).

Projected levels of the Council's total outstanding debt (which comprises borrowing, PFI liabilities, leases are shown below, compared with the capital financing requirement.

*Prudential Indicator: Gross Debt and the Capital Financing Requirement*

Capital Financing Requirement	31.3.18 Actual £m	31.3.19 Estimate £m	31.3.20 Forecast £m	31.3.21 Forecast £m	31.3.22 Forecast £m
Capital Financing Requirement	889.1	962.0	1,204.3	1,368.4	1,551.9
PFI & Finance Lease	46.2	44.6	42.9	41.3	39.7
<b>Total Capital Debt Requirement</b>	<b>935.3</b>	<b>1,006.6</b>	<b>1,247.2</b>	<b>1,409.7</b>	<b>1,591.6</b>
External Borrowing	696.8	860.0	1,100.0	1,260.0	1,437.0
Other Long Term Liabilities	46.2	44.6	42.9	41.3	39.3
<b>Total Debt</b>	<b>743.0</b>	<b>904.6</b>	<b>1,142.9</b>	<b>1,301.3</b>	<b>1,476.3</b>

Statutory guidance is that debt should remain below the capital financing requirement, except in the short-term. As can be seen, the Council expects to comply with this in the medium term.

## 9. Investment Strategy

Treasury investments arise from receiving cash before it is paid out again. Investments made for service reasons or for pure financial gain are not generally considered to be part of treasury management.

The Council's policy on treasury investments is to prioritise security and liquidity over yield, that is to focus on minimising risk rather than maximising returns. Cash that is likely to be spent in the near term is invested securely, for example with the government, other local authorities or selected high-quality banks, to minimise the risk of loss. Money that will be held for longer term is invested more widely, including in bonds, shares and property, to balance the risk of loss against the risk of receiving returns below inflation. Both near-term and longer-term investments may be held in pooled funds, where an external fund manager makes decisions on which investments to buy and the Council may request its money back at short notice.

*Treasury Management Investments*

	31.3.2018 actual £'000	31.3.2019 forecast £'000	31.3.2020 budget £'000	31.3.2021 budget £'000	31.3.2022 budget £'000
Near-term investments	15,000	15,000	15,000	15,000	15,000
Longer-term investments	-	-	-	-	-
<b>TOTAL</b>	<b>15,000</b>	<b>15,000</b>	<b>15,000</b>	<b>15,000</b>	<b>15,000</b>

**Governance:** Decisions on treasury management investment and borrowing are made daily and are therefore delegated to the Director of Finance and staff, who must act in line with the treasury management strategy approved by Council. Reports on treasury management activity are presented to Council. The audit committee is responsible for scrutinising treasury management decisions.

## 10. Commercial Activities

The Council is open to consider commercial capital investment opportunities where they meet wider Council priorities. The Council has agreed to undertake commercial projects using wholly owned Council companies to acquire assets for housing and regeneration that can fund the necessary borrowing, either by selling acquired assets at a profit or using annual income flows to meet capital financing costs such as interest and provision for debt repayment.

All proposed commercial investment activities will pay regard to the CIPFA prudential code and the Statutory Guidance on Local Authority investment. This is particularly pertinent because capital investments will require the Council to borrow and any such proposals will be proportionate to the Council's resources. Integral to our approach to capital investment is the preparation of business models, using investment tools such as Net Present Value (NPV) and Internal Rate of Return (IRR) calculations which consider the full implications on the annual revenue budget position in terms of interest, Minimum Revenue Provision (MRP), revenue income as well as the longer-term financial implications.

Section 9 above details the Council's investment strategy, the objective of which is to 'minimise risk rather than maximise returns', which ensures the Council's funds are not exposed unnecessary risks. The Council's treasury management policy provides further details on how Council ensures borrowing remains affordable.

The Council currently has three wholly owned subsidiaries, Housing Gateway Limited (HGL), Lea Valley Heat Network (LVHN) and Enfield Innovations Limited (EIL) which are funded through Council loans.

HGL was established in April 2014 to acquire and manage properties in the private rented sector, to be used by the Council to discharge its statutory homeless duties. The total value of loans granted as December 2018 was £115m, at which point 523 properties had been purchased. The Company is repaying its loan.

LVHN was established in August 2015 to provide low carbon energy from waste to Enfield residents, through developing, owning and operating a series of community energy networks throughout Enfield. The company is funded through Council loans, with £15m approved to date. Actual loan drawdown as

at the end November 2018 is £8.96m. It currently has 40 connections at Ladderswood and 61 at the Electric Quarter.

EIL Ltd was established in October 2014 to develop, own and manage a portfolio of properties made available for private rent. It has a current Portfolio of 57 private homes and is part of the Small Sites Housing project phase 1 Enfield. Changes to the Small housing sites project (approved at July 2017 Cabinet) mean EIL will sell all 57 properties, to enable the repayment of outstanding debt, capped at £17.3M, by the end of 2019/20.

Section B, 3 of the report provides further information regarding the financing of the capital programme.

## 11. Revenue Budget Implications

Although capital expenditure is not charged directly to the revenue budget, 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.

Prudential Indicator: Ratio of financing costs to net revenue stream

	<b>2018/19 forecast</b>	<b>2019/20 budget</b>	<b>2020/21 budget</b>	<b>2021/22 budget</b>
<b><u>GENERAL FUND</u></b>				
Financing costs (£m)	15.03	18.35	23.28	29.16
Proportion of net revenue stream	6.7%	8.3%	10.4%	12.9%
<b><u>HRA</u></b>				
Financing costs (£m)	8.1	9.7	11.7	12.7
Proportion of net revenue stream	15.4%	18.4%	20.7%	20.7%

## 12. Sustainability

Historically the approach has been to prepare a capital programme that spans four years, however, over the next year, the intention is to extend the forecast to ten years and undertake a major refresh periodically. This will support long-term thinking and particularly identify future financing and borrowing risks which will impact on the council's revenue position. Due to the very long-term nature of capital expenditure and financing, the revenue budget implications of expenditure incurred in the next few years will extend for up to 25 years into the future.

The addition of new projects to the Capital Programme is subject to the Council's approval process as detailed in the governance section of the report. A new Capital finance board has been setup to strengthen the strategic financial management of the capital programme and to ensure the programme remains sustainable and affordable in the long term. The affordability of the Capital Programme will be reviewed as part of the Council's overall assessment of the implications of the Fairer funding formula review due to conclude in 2021. In future, the Council is also intending to report the Capital Programme over a longer time frame to improve longer term planning.

## **Risks and Mitigation**

### Revenue cost of borrowing arising from interest rate rises

The economic uncertainty is heightened from the UK leaving the EU and could lead to increases in interest rates. This would increase the Council's financing costs, therefore placing further pressure on delivering the capital strategy. To mitigate this and in conjunction with information from treasury management advisers, the Council has used interest rate forecasts which include a prudent provision against interest rate rises. The Council has also set-up an interest rate equalisation reserve to mitigate the impact of potential rises.

### Fair funding review of formula

Revenue funding is uncertain for 2020/21 because the methodology for measuring relative needs and resources for local authorities is under review for implementation in 2020/21. In addition, the spending review is due for implementation in 2020/21. (The Spending Review is a five-year projection of government spending and impacts on the quantum of funding available for Local authorities.) This risk is mitigated through the proposed budget for 2019/20 which aims to put the council in a resilient financial footing.

### Meridian Water

The Council has submitted a bid to the GLA seeking funding from the Housing Infrastructure Fund to support the required infrastructure for this programme. The Council has submitted a robust application but will have to fund any funding shortfall. To mitigate this, the council engaged extensively with officers from the GLA and development partners to ensure the application meets the required standards.

### Brexit Uncertainty

Following the UK's decision to leave the European Union in June 2016, uncertainty surrounding the economic climate has remained. This may result in volatility in the property market where sale prices and construction costs could become unstable and consequently impacting the capital strategy. This risk is being identified and monitored as part of the Council's Brexit Panel and will be considered as an integral part of procurement and development planning.

### Programme Deliverability and Monitoring

Financial forecasts for all capital projects are reviewed and updated on a quarterly basis identifying areas subject to the risk of overspending, underspending or to be delayed. The finance team are continuously working with service departments to improve the quality of the forecasts.

#### Capital Finance Board

The board provides scrutiny over capital projects to ensure they have been prudently costed and contributes to achieving the Council's objectives.

### **13. Knowledge and Skills**

The Council employs professionally qualified and experienced staff in senior positions with responsibility for making capital expenditure, borrowing and investment decisions. The Council supports staff to study towards relevant professional qualifications including CIPFA, as well as supporting attendance at Continuing Professional Development events to increase general understanding of construction, project appraisal methods, as well as on the job coaching etc.

In addition to supplement Council staff skills required, use is made of external advisers and consultants that are specialists in their field. This approach ensures that the Council has access to knowledge and skills commensurate with its risk appetite.

- Further details on staff training can be found [here](#) on the Council's website.

## SECTION B

### 1. Capital Programme 2019/20-2022/23

The capital programme is reported on a four-year rolling cycle. The current year's programme is included for reference. The report includes a summary overview of proposed four-year budgets, which is followed by a more detailed breakdown of the programme by service. This includes commentary of the changes in the programme from that recently approved in March 2018, risks and how these will be mitigated, and the financial implications of the programme.

The capital programme is split into two distinct blocks as follows:

- i. Approved schemes:** these are projects supported by business cases which have been through the necessary governance and been reported to Cabinet or Council for funding in accordance with Financial Regulations. The associated capital financing costs are built into the Medium Term Financial Plan.

#### *Approved Capital Programme Summary*

Approved Capital Programme (Departments)	2018/19 £'000	2019/20 £'000	2020/21 £'000	2021/22 £'000	2022/23 £'000	Total (2019/20- 2022/23) £'000
Resources	12,976	12,220	25	0	0	12,245
People	18,085	29,952	5,342	9,281	1,481	46,055
Place	33,126	65,498	16,329	0	0	81,827
Place - Meridian Water	44,028	4,819	456	0	0	5,275
Place - HRA	75,907	67,849	40,883	34,905	0	143,637
<b>General Fund &amp; HRA</b>	<b>184,122</b>	<b>180,339</b>	<b>63,035</b>	<b>44,185</b>	<b>1,481</b>	<b>289,040</b>
Companies	5,429	43,357	11,101	0	0	54,458
<b>Approved Capital Programme</b>	<b>189,551</b>	<b>223,696</b>	<b>74,136</b>	<b>44,185</b>	<b>1,481</b>	<b>343,498</b>

The approved schemes are detailed in Appendix-2 Table A.

- ii. Projects in the approval cycle:** these projects are due to be presented for approval before the 31<sup>st</sup> of March 2019. Those which are approved will be added to the 2019/20-2022/23 Approved Capital Programme.

The projects in the approval cycle are detailed in Appendix-2 Table B.

- iii. Projects in the pipeline:** these projects have **not** been approved and the associated revenue implications of borrowing are **not** included in the Medium Term Financial Plan. They will be subject to the relevant Council approval process supported by detailed business cases so that the projects and funding can be approved in accordance with Financial Regulations. Projects where grant allocations are anticipated but not yet confirmed are also included here.

The projects in the pipeline are detailed in Appendix-2 Table C.

## **2. Departmental Capital Programme Outcomes**

This section of the report provides an overview of the capital programme by Department highlighting key outcomes and how the projects will deliver the Council's corporate objectives.

### **Place**

The department is responsible for the majority of Council services related to the built environment. It includes the Council's ambitious estate regeneration programme, street scene maintenance and improvements, Meridian Water and the Council's property portfolio.

Key deliverables at Meridian Water over next four years include the completion of the Meridian Water station and commencement via procurement of Phase 1 of the Meridian Water project, Meridian One, to deliver 725 Homes.

In other areas, the Council will continue with the estate regeneration taking place on Ladderswood, Alma Estate, New Avenue and the Small Sites Programme to deliver over 3,000 homes. The Electric Quarter will complete, bringing new residents and life to Ponder's End. A new office building in Enfield Town will expand highly skilled local employment, support the town centre, and deliver a good financial return. Through a joint venture, we plan to comprehensively redevelop the Montague Industrial Estate to support higher value activity for Enfield's economy. Works to cemeteries will increase income for the Council and maintenance and improvement to the public realm, parks and streets which will encourage active travel and sustain communities.

### **People**

Education Services- An estimated £60m is forecast to be spent over the next four years to deliver several school improvement projects, including the increase of Special educational needs school places. Expansion works are ongoing across a number of schools including; refurbishment of Durants School to provide 120 new places, works to West Lea school to provide 70 new places and expansion works to Springfield school to provide 20 new school places.

Adult Social Care- The number of people in Enfield over 65 years of age is forecast to increase by 23% over the next 10 years and this will therefore increase demand for care services. To help meet demand for quality accessible care services, the Council is investing, with the support of GLA funding in the provision of a new extra care housing development at Reardon Court in Winchmore Hill. This facility will provide 91 new self-contained accommodation to support independent living and facilitate social inclusion for older people and adults with disabilities.



## Resources

The Council's investments in ICT is to facilitate the Council's ability to deliver to these guiding principles, by enabling smart working and improved communication with Enfield's residents.

### 3. Approved Capital Programme Funding

The Capital Programme is funded from several sources, each described below. The reductions in Government funding mean the Council cannot rely solely upon these funding streams to meet the capital investment needs of the Council, especially in respect of regeneration. The Council has agreed to undertake commercial projects using wholly owned Council companies to acquire assets for housing and regeneration that can fund the necessary borrowing, either by selling acquired assets at a profit or using annual income flows to meet capital financing costs such as interest and provision for debt repayment.

Programmes Funded by Borrowing	2018/19 £'000	2019/20 £'000	2020/21 £'000	2021/22 £'000	2022/23 £'000	Total (2019/20- 2022/23) £'000
General Fund	25,689	75,691	19,436	9,281	1,481	<b>105,889</b>
Companies	5,429	43,357	11,101	0	0	<b>54,458</b>
Meridian Water	44,028	4,819	456	0	0	<b>5,275</b>
<b>TOTAL</b>	<b>75,146</b>	<b>123,867</b>	<b>30,993</b>	<b>9,281</b>	<b>1,481</b>	<b>165,622</b>

#### General Fund

This is the element of external debt to be repaid by the revenue budget over a period. Monies will be set aside through the Minimum Revenue Provision to cover the interest costs and principal repayments over the life of the assets acquired. Assets acquired have on average, asset lives of 5-50 years and therefore outstanding debt will be repaid over this period.

#### Companies

This covers Council Investment in projects via its wholly owned subsidiaries, Enfield Innovations Limited (EIL) and Lea Valley Heat Network Limited (LVHN). These Companies are financed by borrowing. The companies will finance the borrowing from the income generated by trading which will be returned to the Council to meet debt repayments.

#### Meridian Water

With this programme, the Council is acquiring and developing land to increase housing supply in the borough. Debt financing of this programme will be repaid from the receipts generated as this programme develops.

#### **4. ALTERNATIVE OPTIONS CONSIDERED**

#### **5. REASONS FOR RECOMMENDATIONS**

#### **6. COMMENTS FROM OTHER DEPARTMENTS**

##### **Financial Implications**

The Section 151 Officer is required to keep under review the financial position of the Authority. The Capital Programme supports the discharge of this duty, the revenue implications of the Capital Programme proposed have been incorporated into the Medium Term Financial Plan.

##### **Legal Implications (to be checked)**

The Council has a statutory duty to arrange for the proper administration of its financial affairs and a fiduciary duty to taxpayers with regards to its use of and accounting for public monies. This report assists in the discharge of those duties.

The Chartered Institute of Public Finance and Accounting (CIPFA) *Prudential Code for Capital Finance in Local Authorities* (the Prudential Code) underpins the system of capital finance. Local authorities determine their own programmes for capital investment in non-current assets that are central to the delivery of quality local public services. As mentioned above in this report, The Prudential Code has been developed as a professional code of practice to support local authorities in taking decisions, such as those relating to capital strategies and programmes contained in this report. Authorities are required by regulation to have regard to the Prudential Code when carrying out their duties in England and Wales under Part 1 of the Local Government Act 2003.

The legal implications for each individual scheme within the capital programme will be considered when approval is sought for that particular scheme. Each scheme within the Capital programme will be approved in accordance with the Council's constitution.

##### **Property Implications**

All property implications are included within the main report.

#### **7. KEY RISKS**

All the key risks are included within the main report.

## **8. IMPACT ON COUNCIL PRIORITIES – CREATING A LIFETIME OF OPPORTUNITIES IN ENFIELD**

Section 2.0 of this report sets on how the Capital Programme supports the delivery of the Council's Corporate Plan.

## **9. EQUALITIES IMPACT IMPLICATIONS**

The Capital Programme seeks to reduce inequalities in the borough by investing in regeneration for example.

## **10. PERFORMANCE AND DATA IMPLICATIONS**

The delivery of the Capital Programme will be integrated into the monitoring of the Council's Corporate Plan.

## **11. PUBLIC HEALTH IMPLICATIONS**

The Capital Programme seeks to improve or impact upon the health and well-being of the public in Enfield. This includes, for example, improving the environment to encourage healthy lifestyles and delivering high quality housing.

APPENDIX-1

Table A: Financing of the Capital Programme

Financing						
Approved Capital Programme (Departments)	Grants & External Contributions £'000	Revenue Contributions £'000	Capital Receipts £'000	Earmarked Reserves £'000	Borrowing £'000	Total (2019/20-2022/23) £'000
Resources	2,001	0	0	0	10,244	12,245
People	28,777	0	0	0	17,278	46,055
Place	970	0	155	2,336	78,366	81,827
Place - Meridian Water	0	0	0	0	5,275	5,275
Place - HRA	0	21,929	39,818	81,890	0	143,637
<b>General Fund &amp; HRA</b>	<b>31,748</b>	<b>21,929</b>	<b>39,973</b>	<b>84,227</b>	<b>111,164</b>	<b>289,040</b>
Companies	0	0	0	0	54,458	54,458
<b>Approved Capital Programme</b>	<b>31,748</b>	<b>21,929</b>	<b>39,973</b>	<b>84,227</b>	<b>165,622</b>	<b>343,498</b>

Table B: Analysis of Internal and External Resources, Excluding Debt

2019-20 to 2022-23						
Capital Programme	Grants & External Contributions £'000	Revenue Contributions £'000	Capital Receipts £'000	Earmarked Reserves £'000	TOTAL £'000	Funding Source
Edmonton Cemetery Chapel Conversion	0	0	155	0	155	Capital Receipts
Education	27,287	0	0	0	27,287	Basic Needs & Maintenance Grants
Flood Alleviation	70	0	0	0	70	ThamesWater, Environment Agency, Greater London Authority
Housing Adaptations (DFG)	2,001	0	0	0	2,001	Disabled Facilities Grant
HRA Estate Renewals	0	20,130	37,918	15,625	73,673	RTB Receipts, Revenue Contribution
HRA Major Works	0	1,799	0	63,680	65,479	HRA Reserves, Revenue Contribution
HRA Minor Works	0	0	1,900	2,585	4,485	HRA Reserves
Mental Health and Wellbeing Centre	1,490	0	0	0	1,490	Better Care Fund Grant
TFL: Cycle Enfield	900	0	0	0	900	Transport for London
Vehicle Replacement Programme	0	0	0	2,336	2,336	Revenue Contribution
<b>TOTAL</b>	<b>31,748</b>	<b>21,929</b>	<b>39,973</b>	<b>84,227</b>	<b>177,876</b>	

Table C: Capital Programme Analysed by Corporate Objectives

Council Objective	Capital Programme	2018-19	2019-20	2020-21	2021-22	2022-23	TOTAL (2019/20-2022/23)
		£'000	£'000	£'000	£'000	£'000	£'000
<b>BUILD OUR LOCAL ECONOMY TO CREATE A THRIVING PLACE</b>							
	Alley Gating	35	0	0	0	0	0
	Broomfield House	70	47	0	0	0	47
	Building Improvement Programme	2,561	0	0	0	0	0
	Bury Street West Depot	70	18,973	0	0	0	18,973
	Community Safety	200	0	0	0	0	0
	Corporate Schemes	149	0	0	0	0	0
	Edmonton Cemetery	1,064	800	0	0	0	800
	Edmonton Cemetery Chapel Conversion	95	155	0	0	0	155
	Education	17,334	27,287	0	0	0	27,287
	Flood Alleviation	420	90	0	0	0	90
	Forty Hall	4	67	0	0	0	67
	Genotin Road (Metaswitch)	0	12,500	12,500	0	0	25,000
	Highways & Street Scene	7,383	343	0	0	0	343
	Libraries	116	516	0	0	0	516
	Montagu Industrial Estate	1,508	12,550	0	0	0	12,550
	Recycling	0	243	0	0	0	243
	Southgate Cemetery	27	1,113	0	0	0	1,113
	Town Centre Regeneration	66	6,804	0	0	0	6,804
	Traffic and Transportation	50	0	0	0	0	0
	Vehicle Replacement Programme	8,304	76	2,260	0	0	2,336
<b>TOTAL</b>		<b>39,456</b>	<b>81,564</b>	<b>14,760</b>	<b>0</b>	<b>0</b>	<b>96,324</b>
<b>GOOD HOMES IN WELL CONNECTED NEIGHBOURHOODS</b>							
	Electric Quarter & Ponders End	1,350	10,634	1,569	0	0	12,203
	Extra Care Housing: Reardon Court	100	1,175	5,342	9,281	1,481	17,278
	Housing Assistance & Adaptations	2,467	2,001	0	0	0	2,001
	Housing Enabling	109	0	0	0	0	0
	Housing Revenue Account	75,907	67,849	40,883	34,905	0	143,637
	Meridian Water	44,028	4,819	456	0	0	5,275
	Energetik	3,679	5,107	0	0	0	5,107
	Housing Gateway Ltd	1,750	38,250	11,101	0	0	49,351
<b>TOTAL</b>		<b>129,390</b>	<b>129,834</b>	<b>59,351</b>	<b>44,185</b>	<b>1,481</b>	<b>234,852</b>
<b>SUSTAIN STRONG AND HEALTHY COMMUNITIES</b>							
	Care Home Reprovisions	452	0	0	0	0	0
	Mental Health and Wellbeing Centre	0	1,490	0	0	0	1,490
	Parks & Play Areas	501	0	0	0	0	0
	Tennis Courts Works at Firs Farm	230	270	0	0	0	270
	TFL: Cycle Enfield	7,080	900	0	0	0	900
	TFL: Local Implementation Plans	2,054	0	0	0	0	0
<b>TOTAL</b>		<b>10,317</b>	<b>2,660</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,660</b>
<b>OUR GUIDING PRINCIPLES</b>							
	IT Investment	10,389	9,637	25	0	0	9,662
<b>TOTAL</b>		<b>10,389</b>	<b>9,637</b>	<b>25</b>	<b>0</b>	<b>0</b>	<b>9,662</b>
<b>TOTAL APPROVED CAPITAL PROGRAMME</b>		<b>189,552</b>	<b>223,696</b>	<b>74,136</b>	<b>44,185</b>	<b>1,481</b>	<b>343,498</b>

Appendix-2

Table A: Approved Capital Programme 2019/20 – 2022/23

Approved Capital Programme	2019-20 to 2022-23						2019-20 to 2022-23								
	2018-19	2019-2020	2020-2021	2021-2022	2022-2023	Total 2019-20 to 2022-23	Capital Grants & External Contributions	Revenue Contributions	Capital Receipts	Earmarked Reserves	2019-2020	2020-2021	2021-2022	2022-2023	Total Funding
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
<b>RESOURCES</b>															
<b>Assessment Services</b>															
Housing Adaptations (DFG)	2,379	2,001	0	0	0	2,001	2,001	0	0	0	0	0	0	0	2,001
<b>Total Assessment Services</b>	<b>2,467</b>	<b>2,001</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,001</b>	<b>2,001</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,001</b>
<b>Commercial</b>															
Forty Hall	4	67	0	0	0	67	0	0	0	67	0	0	0	0	67
<b>Total Commercial</b>	<b>4</b>	<b>67</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>67</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>67</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>67</b>
<b>Customer Experience &amp; Change</b>															
IT Investment	10,389	9,637	25	0	0	9,662	0	0	0	9,637	25	0	0	0	9,662
Libraries	116	516	0	0	0	516	0	0	0	516	0	0	0	0	516
<b>Total Customer Experience &amp; Change</b>	<b>10,505</b>	<b>10,152</b>	<b>25</b>	<b>0</b>	<b>0</b>	<b>10,178</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>10,152</b>	<b>25</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>10,178</b>
<b>Total RESOURCES</b>	<b>12,976</b>	<b>12,220</b>	<b>25</b>	<b>0</b>	<b>0</b>	<b>12,245</b>	<b>2,001</b>	<b>0</b>	<b>0</b>	<b>10,219</b>	<b>25</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>12,245</b>
<b>PEOPLE</b>															
<b>Adult Social Care</b>															
Extra Care Housing: Reardon Court	100	1,175	5,342	9,281	1,481	17,278	0	0	0	1,175	5,342	9,281	1,481	0	17,278
Mental Health and Wellbeing Centre	0	1,490	0	0	0	1,490	1,490	0	0	0	0	0	0	0	1,490
<b>Total Adult Social Care</b>	<b>552</b>	<b>2,665</b>	<b>5,342</b>	<b>9,281</b>	<b>1,481</b>	<b>18,768</b>	<b>1,490</b>	<b>0</b>	<b>0</b>	<b>1,175</b>	<b>5,342</b>	<b>9,281</b>	<b>1,481</b>	<b>0</b>	<b>18,768</b>
<b>Education</b>															
School Expansions	12,602	3,693	0	0	0	3,693	3,693	0	0	0	0	0	0	0	3,693
Schools Maintenance	4,732	400	0	0	0	400	400	0	0	0	0	0	0	0	400
Schools' Future Programme	0	23,194	0	0	0	23,194	23,194	0	0	0	0	0	0	0	23,194
<b>Total Education</b>	<b>17,334</b>	<b>27,287</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>27,287</b>	<b>27,287</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>27,287</b>
<b>Total PEOPLE</b>	<b>18,085</b>	<b>29,952</b>	<b>5,342</b>	<b>9,281</b>	<b>1,481</b>	<b>46,055</b>	<b>28,777</b>	<b>0</b>	<b>0</b>	<b>1,175</b>	<b>5,342</b>	<b>9,281</b>	<b>1,481</b>	<b>0</b>	<b>46,055</b>
<b>PLACE</b>															
<b>Environment &amp; Operations</b>															
<b>Highways:</b>															
Flood Alleviation	420	90	0	0	0	90	0	0	0	0	0	0	0	0	90
Highways & Street Scene	7,383	343	0	0	0	343	0	0	0	343	0	0	0	0	343
<b>Parks:</b>															
Edmonton Cemetery	1,064	800	0	0	0	800	0	0	0	800	0	0	0	0	800
Southgate Cemetery	27	1,113	0	0	0	1,113	0	0	0	1,113	0	0	0	0	1,113
Tennis Courts Works at Firs Farm	230	270	0	0	0	270	0	0	0	270	0	0	0	0	270
<b>Waste, Recycling &amp; Fleet:</b>															
Recycling	0	243	0	0	0	243	0	0	0	243	0	0	0	0	243
Vehicle Replacement Programme	8,304	76	2,260	0	0	2,336	0	0	2,336	0	0	0	0	0	2,336
<b>Traffic &amp; Transportation:</b>															
TFL: Cycle Enfield	7,080	900	0	0	0	900	900	0	0	0	0	0	0	0	900
<b>Total Environment &amp; Operations</b>	<b>27,147</b>	<b>3,835</b>	<b>2,260</b>	<b>0</b>	<b>0</b>	<b>6,095</b>	<b>970</b>	<b>0</b>	<b>2,336</b>	<b>2,789</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>6,095</b>
<b>Meridian Water</b>															
Meridian Works (GLA LRF) Phase 1	517	3,319	456	0	0	3,775	0	0	0	3,319	456	0	0	0	3,775
MWater Station Public Realm Works	2,000	1,500	0	0	0	1,500	0	0	0	1,500	0	0	0	0	1,500
<b>Total Meridian Water</b>	<b>44,028</b>	<b>4,819</b>	<b>456</b>	<b>0</b>	<b>0</b>	<b>5,275</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4,819</b>	<b>456</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>5,275</b>
<b>Property &amp; Economy</b>															
Broomfield House	70	47	0	0	0	47	0	0	0	47	0	0	0	0	47
Town Centre Regeneration	66	6,804	0	0	0	6,804	0	0	0	6,804	0	0	0	0	6,804
Electric Quarter & Ponders End	1,350	10,634	1,569	0	0	12,203	0	0	0	10,634	1,569	0	0	0	12,203
Bury Street West Depot	70	18,973	0	0	0	18,973	0	0	0	18,973	0	0	0	0	18,973
Edmonton Cemetery Chapel Conversion	95	155	0	0	0	155	0	0	155	0	0	0	0	0	155
Montagu Industrial Estate	1,508	12,550	0	0	0	12,550	0	0	0	12,550	0	0	0	0	12,550
Genotin Road (Metaswitch)	0	12,500	12,500	0	0	25,000	0	0	0	12,500	12,500	0	0	0	25,000
<b>Total Property &amp; Economy</b>	<b>5,870</b>	<b>61,663</b>	<b>14,069</b>	<b>0</b>	<b>0</b>	<b>75,732</b>	<b>0</b>	<b>0</b>	<b>155</b>	<b>61,508</b>	<b>14,069</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>75,732</b>
<b>Housing &amp; Regeneration</b>															
<b>Housing Revenue Account:</b>															
Major Works	16,549	28,468	20,404	16,607	0	65,479	0	1,799	0	63,680	0	0	0	0	65,479
Minor Works	4,792	1,285	1,300	1,900	0	4,485	0	0	1,900	2,585	0	0	0	0	4,485
Estate Renewals	54,566	38,096	19,179	16,398	0	73,673	0	20,130	37,918	15,625	0	0	0	0	73,673
<b>Total Housing &amp; Regeneration</b>	<b>76,016</b>	<b>67,849</b>	<b>40,883</b>	<b>34,905</b>	<b>0</b>	<b>143,637</b>	<b>0</b>	<b>21,929</b>	<b>39,818</b>	<b>81,890</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>143,637</b>
<b>Total PLACE</b>	<b>153,060</b>	<b>138,166</b>	<b>57,668</b>	<b>34,905</b>	<b>0</b>	<b>230,740</b>	<b>970</b>	<b>21,929</b>	<b>39,973</b>	<b>84,227</b>	<b>69,116</b>	<b>14,525</b>	<b>0</b>	<b>0</b>	<b>230,740</b>
<b>Total General Fund and HRA</b>	<b>184,122</b>	<b>180,339</b>	<b>63,035</b>	<b>44,185</b>	<b>1,481</b>	<b>289,040</b>	<b>31,748</b>	<b>21,929</b>	<b>39,973</b>	<b>84,227</b>	<b>80,510</b>	<b>19,892</b>	<b>9,281</b>	<b>1,481</b>	<b>289,040</b>
<b>COMPANIES</b>															
Energetik	3,679	5,107	0	0	0	5,107	0	0	0	5,107	0	0	0	0	5,107
Housing Gateway Ltd	1,750	38,250	11,101	0	0	49,351	0	0	0	38,250	11,101	0	0	0	49,351
<b>Total COMPANIES</b>	<b>5,429</b>	<b>43,357</b>	<b>11,101</b>	<b>0</b>	<b>0</b>	<b>54,458</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>43,357</b>	<b>11,101</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>54,458</b>
<b>APPROVED CAPITAL PROGRAMME</b>	<b>189,551</b>	<b>223,696</b>	<b>74,136</b>	<b>44,185</b>	<b>1,481</b>	<b>343,498</b>	<b>31,748</b>	<b>21,929</b>	<b>39,973</b>	<b>84,227</b>	<b>123,867</b>	<b>30,993</b>	<b>9,281</b>	<b>1,481</b>	<b>343,498</b>

Note: 2018-19 figures are for reference only, and not included in totals.

Table B: Projects pending approval

<b>Projects in the Approval Cycle</b>	<b>Profiling to be agreed £'000</b>
<b>PEOPLE</b>	
Education	60,000
<b>PEOPLE TOTAL</b>	<b>60,000</b>
<b>PLACE</b>	
Building Improvement Programme	1,500
Corporate Property Investment Programme	1,900
Enfield Rural Catchment	TBC
Highways & Street Scene	6,450
Meridian Water	34,382
Waste and Recycling Collections	TBC
Community Safety - CCTV	300
<b>PLACE TOTAL</b>	<b>44,532</b>
<b>HOUSING REVENUE ACCOUNT</b>	
Major Works	39,833
Minor Works	3,115
Estate Renewals	146,005
Small Sites	3,700
<b>HRA TOTAL</b>	<b>192,652</b>
<b>TOTAL</b>	<b>297,184</b>

*NB: A portion of the education programme relates to ongoing approved schemes.*

Table C: Projects in the Pipeline

Pipeline Projects	2019-20	2020-21	2021-22	2022-23	Profiling to be agreed	Total 2019-20 to 2022-23
	£'000	£'000	£'000	£'000	£'000	£'000
<b>PLACE</b>						
Building Improvement Programme	0	3,000	3,000	3,000	0	<b>9,000</b>
Corporate Property Investment Programme	0	5,000	5,000	5,000	0	<b>15,000</b>
Highways & Street Scene	0	6,450	6,450	6,450	0	<b>19,350</b>
Meridian Water	0	83,053	116,116	41,324	0	<b>240,493</b>
Montagu Industrial Programme	16,000	0	0	0	0	<b>16,000</b>
Operational Building Review	0	0	0	0	TBC	<b>TBC</b>
Vacant Properties	0	0	0	0	1,200	<b>1,200</b>
<b>PLACE TOTAL</b>	<b>16,000</b>	<b>97,503</b>	<b>130,566</b>	<b>55,774</b>	<b>1,200</b>	<b>301,043</b>
<b>PEOPLE</b>						
Community Safety - CCTVs	0	300	300	300	0	<b>900</b>
<b>PEOPLE TOTAL</b>	<b>0</b>	<b>300</b>	<b>300</b>	<b>300</b>	<b>0</b>	<b>900</b>
<b>RESOURCES</b>						
ICT Infrastructure	0	0	0	0	TBC	<b>TBC</b>
<b>RESOURCES TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>COMPANIES</b>						
Energetik	0	0	0	0	43,500	<b>43,500</b>
Housing Gateway Ltd	0	0	0	0	51,450	<b>51,450</b>
Investment in Commercial Property	0	0	0	0	25,000	<b>25,000</b>
<b>COMPANIES TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>119,950</b>	<b>119,950</b>
<b>TOTAL</b>	<b>16,000</b>	<b>97,803</b>	<b>130,866</b>	<b>56,074</b>	<b>121,150</b>	<b>421,893</b>



## MUNICIPAL YEAR 2018/2019 REPORT NO. **163**

**MEETING TITLE AND DATE:**

Cabinet 13<sup>h</sup> February 2019  
Council 27<sup>th</sup> February 2019

**REPORT OF:**

Executive Director of Place and Director of Finance

Contact officer and telephone number:

[joanne.drew@enfield.gov.uk](mailto:joanne.drew@enfield.gov.uk), 020 8379 4493

[sarah.carter@enfield.gov.uk](mailto:sarah.carter@enfield.gov.uk), 020 8379 4260

[fay.hammond@enfield.gov.uk](mailto:fay.hammond@enfield.gov.uk) 020 8379 2662

[claire.eldred@enfield.gov.uk](mailto:claire.eldred@enfield.gov.uk), 020 8379 4763

<b>Agenda – Part:1</b>	<b>Item: 9</b>
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**Subject:**

**Housing Revenue Account (HRA)  
Business Plan Budget 2019/20, Rent Setting  
and Service Charges**

**Wards: All**

**Key Decision No:4741**

**Cabinet Members consulted:**

Cllr Lemonides & Cllr Maguire

### 1. EXECUTIVE SUMMARY

- 1.1 This report sets out the proposed HRA 30-Year Business Plan, the detailed HRA Revenue Budget for 2019/20, the five-year Capital Programme and Right to Buy (RTB) One for One Receipts programme (2019/20 to 2023/24).
- 1.2 It also presents the levels of rents, service charges and heating charges to be operative with effect from 1st April 2019 for HRA Council Tenants and Leaseholders.
- 1.3 This report should be read with Cabinet report KD4830 Better Council Homes Workplan and Budgets 19-20 which sets out plans for improving services for residents and investment proposals.

### 2. RECOMMENDATIONS

- 2.1
  - a) Cabinet approve and recommend to full Council the HRA 30-Year Business Plan shown in Appendix 1
  - b) To approve the detailed HRA Revenue Budget for 2019/20
  - c) To approve the 5 year HRA Capital Programme, RTB One for One receipts programme and additional borrowing requirements to deliver c. 2,300 additional units
  - d) To note the social and affordable rent levels for c.10,100 properties in 2019/20 and the introduction of the London Affordable Rent levels (only applicable to new properties included in the GLA programme)
  - e) To approve the level of service charges for 2019/20 for those properties receiving this service
  - f) To note the heating charges for 2019/20 for those properties on communal heating systems
  - g) To note the proposal to hold the weekly cost of private garages and note the increase garage costs for council lets and parking bay rents

### 3. BACKGROUND

- 3.1 This report is presented to Cabinet on annual basis for the following reasons
- a) To ensure that a balanced 30-Year HRA Business Plan is approved by Council
  - b) To ensure that the HRA Budget is set by the Council and that this budget does not put the HRA into deficit
  - c) To set the affordable and social rent and service charge levels for HRA properties. This decision must be taken early enough for the tenants to be advised of the change at least 4 weeks prior to the date of that change.
- 3.2 In 2015 the Government announced a change to Social Rent policy. 2019/20 will be the fourth and final year of the 1% rent reduction which was agreed over four years and its impact has been factored into the 30-Year Business Plan and budget setting.
- 3.3 In October 2017 the Government announced that from April 2020 local authorities would be allowed to increase rents by CPI+1%. The impact of this announcement has been included in the Business Plan assumptions and sensitivities.
- 3.4 Below are the key changes for Housing since the 2018/19 Rent Setting report:
- In October 2018 the Government announced the removal of the HRA debt cap which will give Council Housing the ability to borrow more to develop more affordable homes
  - The government announced that the High Value Voids policy would no longer proceed removing the risk from the HRA Business Plan
  - The GLA announced its Building Council Homes for Londoners scheme which allowed Councils to bid for funding for new affordable homes. Enfield were successful in securing £18m of GLA grant.
  - The GLA also offered Councils the opportunity to enter into an agreement to ring fence RTB receipts, allowing Councils a further 3 years to spend receipts. Enfield opted into this agreement.

### 4. HRA 30-YEAR BUSINESS PLAN

- 4.1 The overarching assumptions in the HRA Business Plan are as follows:

#### ASSUMPTIONS

Item	Assumption	Information
Inflation on supplies and services	2.4% Consumer Prices Index (CPI) increase per annum	In line with rent increases

Item	Assumption	Information
Salaries	2% Pay Award	In consultation period
Rent – Existing council housing tenants	Reduced by 1% for a further year(19-20) and then (CPI) plus 1% assumed from 2020/21 for 5 years, then CPI only	CPI is assumed at 2.4%
Rents - Council new build affordable homes	Reduced by 1% for a further one year and then (CPI) plus 1% from 2020/21	
Repairs & Maintenance cost increases	2.4% Consumer Prices Index (CPI) increase per annum	
Capital Programme – Major Works	Annual amounts based on the updated estimated cost of replacing components, kitchens, roofs, windows, bathrooms etc. in the year that they fall due for replacement	Stock condition survey is currently being completed, once finalised this will set the budgets for future years
Fire Safety Works	Based on estimated costs of additional fire safety works	All costs budgeted for included in the capital programme
Capital Programme – Estate Renewal	Costs of current Estate Renewals included in the Business Plan based on the latest capital monitoring information.	
RTB Sales	100 for 2019/20 100 from 2020/21 to 2021/22 then 60 from 2022/23 onwards	it is assumed that sales would reduce due to market prices rendering the RTB less affordable.
Operation of the Governments RTB One for One Replacement scheme.	The Council will operate the scheme without returning receipts to the Government. The RTB receipts are currently match funded by the HRA on a 30/70 basis. In 2018/19 £2.1m was match funded by registered providers who received grant from the Council to provide new affordable housing.	
Interest rate on borrowing	5.5% on existing debt 3.48% on self -financing debt 3% on new debt	Reflects actual debt costs and estimates from Treasury Management
Interest rate on balances	0.75%	Estimated 7-Day London Inter Bank Bid (LIBID) rate
Repayment of Debt	The loan principal will be paid back in full when it falls due. Interest is charged annually over the life of the loan.	HRA debt is expected to increase by £157.5m by 2023-24

## 4.2 SENSITIVITIES

The potential changes (sensitivities) which have the biggest impact on the HRA 30-year business plan are: headroom capacity, major works and inflation increases. The following scenarios have been modelled:

As the borrowing cap has been lifted and the HRA can afford to develop affordable housing scenarios have been modelled around the number of homes this could deliver. The modelling identified the potential in the business plan to deliver an additional 100 units per year at social rent levels and 200 per year at affordable rent levels.

Currently the results of the stock condition survey are unknown, this could however identify a number of significant major works to be completed. Modelling increases of 10/20/30% in the capital programme over 5 years would result in additional budget requirement of: 10% - £12.5m, 20% - £25m, 30% - £37.5m.

The Government has agreed that rents will increase from 2020-21 by CPI+1% for 5 years then CPI only thereafter. The current CPI is 2.4%, modelling an increase in CPI of 1% over 30 years would create additional balances of £104m and a reduction in CPI would reduce balances by £84m.

## 5. 2019/20 BASE BUDGET

5.1 The table below sets out the base budget for 2019/20 compared to 2018/19 figures.

Category	2018-19 Budget £000's	2019-20 Proposed Budget £000's	Reason for difference
Bad Debt Provision	1,392	812	The provision has been decreased to reflect the actual debt position since the implementation of Universal Credit
Corporate & Democratic Core	319	367	Management charge increase
Cost of Capital	8,495	9,414	Increase in interest payments due to an increase in level of debt required
Depreciation	13,311	14,101	The amount set aside for depreciation is expected to increase due to the increase in property numbers held in the HRA - new properties will be generated from the GLA and RTB programme
Interest on Balances	-114	-331	The amount of interest receivable is expected to increase due to an increase in interest rates from 0.2% to 0.75%
Rent Rates and other Charges	554	710	Increase in council tax on regeneration void properties charges due to the introduction of a premium on empty properties
Rents Dwellings	-56,339	-56,477	Income from dwellings rent is expected to increase this year due to additional properties being brought into the HRA stock, this includes buying street properties as part of the RTB programme. The 1% rent reduction and loss of RTB properties has been included in this calculation
Rents Shops/Commercial	-2,236	-2,309	Shop income is expected to increase
Repairs and Maintenance	13,260	14,489	contract inflation increase
Supervision & Management General & Special	19,424	21,679	2% pay award applied to all staff, increase in recharges to the GF and additional Civica costs
Service Charges	-4,555	-4,671	Increase in service charge income from leaseholders due to contract inflation
Self Financing Contribution	7,459	3,110	Balance the Housing Revenue Account
Non Dwelling Rents	-969	-972	Increase in tenant garage charges
Grand Total	0	0	

## 5.2 EFFICIENCY SAVINGS

The emerging Target Operating Model currently being undertaken will identify efficiency savings in the Council Housing Service in addition to the review of the Sheltered Housing Service.

Phased efficiency savings of 10% are being implemented across various Housing departments to ensure a healthy level of balances are held.

## 6. CAPITAL FINANCE AND PRUDENTIAL CODE

- 6.1 The Prudential Code for Capital Finance requires the authority to have regard to affordability, prudence and sustainability when considering its capital investment plans and to set and keep under review a range of prudential indicators. In December 2017 the prudential code changed, and It is recognised that indicators of affordability are best determined in the light of local constraints around precepts and ring-fenced and statutory funds such as the HRA and Police Fund. Authorities are encouraged to use local indicators that reflect how capital finance is permitted to be financed locally. For example, for those authorities with a HRA, the ratio of financing costs to revenue budget should be calculated within the HRA ring-fence and an impact on rents calculated.
- 6.2 The General Fund Budget report for 2019/20 along with the Treasury Management and Capital Strategy elsewhere on the agenda sets out the background to the prudential code and shows the indicators for the HRA and the General Fund.
- 6.3 LB Enfield had a debt cap of £198m and Councils had been lobbying for some time that the restrictions on borrowing should be lifted arguing that the cap should be removed giving boroughs the ability to build new housing. Through the Building Council Homes for Londoners programme the mayor successfully negotiated £500m additional HRA borrowing for councils across London, however on 3<sup>rd</sup> October 2018 the Government scrapped the HRA borrowing cap to enable more affordable homes to be built. As a result, local authorities are now able to borrow for housebuilding in accordance with the Prudential code.
- 6.4 As a result of the borrowing cap being lifted it will now enable Enfield to fund additional affordable homes within the borough. The current level of HRA debt is £157.7m and the expected level of borrowing will increase to £315.2m. The increase in debt is affordable within the current business plan and ensures that the HRA retains a healthy level of reserves to fund the future development programme.
- 6.5 The HRA budget will continue to develop increasing stock levels, a low-cost maintenance service and prioritise investment opportunities to maintain a healthy sustainable business plan.

## 7. CAPITAL PROGRAMME

7.1 The table below sets out the overall capital expenditure planned for the next five years. The programme is broken down into four areas detailed below.

### HRA 5-YEAR CAPITAL PROGRAMME

Capital Programme	2019-20	2020-21	2021-22	2022-23	2023-24	Total
	£000's	£000's	£000's	£000's	£000's	£000's
Major Works to Stock	41,048	25,717	23,966	22,181	12,245	<b>125,157</b>
Estate Renewal Schemes	30,642	6,227	4,379	1,746	1,712	<b>44,706</b>
GLA Funded Development Programme	13,500	22,540	6,567	0	0	<b>42,607</b>
RTB Funded Development Programme	31,524	42,856	31,652	31,767	32,864	<b>170,663</b>
<b>Total</b>	<b>116,714</b>	<b>97,340</b>	<b>66,564</b>	<b>55,694</b>	<b>46,821</b>	<b>383,133</b>

7.2 The 5-year capital programme totalling £383m will be funded as follows:

Funding	£000's
Major Repairs	74,792
Grants	10,608
RTB one for One Receipts	51,199
Capital Receipts	56,291
Revenue	31,963
S106	780
Borrowing	157,500
<b>Total</b>	<b>383,133</b>

7.3 The Council Housing Capital Programme of works will be outlined in the Better Council Homes workplan KD4830 and will outline the affordable housing programme including estate renewal, major works and fire safety programme.

#### 7.4 Major Works to the Stock

The major works programme will aim to deliver the following:

- Priority fire safety works and development of piloting a high-rise homes standard
- Decent homes work on c.7,000 properties, including kitchens and bathrooms
- Environmental and energy improvements

A stock condition survey is currently in progress, the results will enable a more strategic and planned approach to investment in our stock and assist in budget planning for the 30-year business plan.

	2019-20	2020-21	2021-22	2022-23	2023-24	Total
	£000's	£000's	£000's	£000's	£000's	£000's
Committed Major Works Projects	18,638	4,317	0	0	0	<b>22,955</b>
Proposed Major Works Projects	15,860	16,400	18,966	18,731	12,245	<b>82,202</b>
Fire Safety Works	6,550	5,000	5,000	3,450	0	<b>20,000</b>
<b>Total</b>	<b>41,048</b>	<b>25,717</b>	<b>23,966</b>	<b>22,181</b>	<b>12,245</b>	<b>125,157</b>

## 7.5 Estate Renewal Programme

In addition to works to the stock it is anticipated that £44.7m will be spent on the estate renewal programme over the next 5 years. This figure is reflected in the Business Plan and a list of schemes and budgets are shown below:

	2019-20	2020-21	2021-22	2022-23	2023-24	Total
	£000's	£000's	£000's	£000's	£000's	£000's
Alma	22,753	3,492	4,078	1,491	1,347	<b>33,161</b>
Ladderswood	360	2,401	0	0	0	<b>2,761</b>
New Avenue	5,253	333	301	255	365	<b>6,507</b>
Small Sites 1	1,826	0	0	0	0	<b>1,826</b>
Feasibility	450	0	0	0	0	<b>450</b>
<b>Total</b>	<b>30,642</b>	<b>6,226</b>	<b>4,379</b>	<b>1,746</b>	<b>1,712</b>	<b>44,705</b>

These figures represent gross expenditure as included in the latest HRA capital monitor. If there are any underspend on the projects in 2018-19, these resources will be carried forward to 2019-20.

The estate renewal programme is expected to deliver c.1,500 additional properties within the borough in the next 5 years.

## 7.6 GLA Programme

The Councils submitted a bid to the GLA reflecting Council Housing's development strategy for the next 3 years which would deliver a minimum of c.150 homes.

The council was successful in securing £18.1m of GLA grant for the next 3 years as part of the Building Council Homes for Londoners scheme. The funding was split between the HRA and GF with the HRA securing £10.6m and the GF £7.5m of grant. Funding is based on £100k per home for social and affordable rent and £38k for shared ownership then £28k thereafter. Rents will be set at social or London Affordable rents.

The table below summarises the GLA programme and grant funding secured for the next 3 years:

	2019-20	2020-21	2021-22	Total
	£000's	£000's	£000's	£000's
Proposed Development Scheme (expenditure)	13,500	22,540	6,567	42,607
GLA Grant Funding (income)*	(2,250)	(5,024)	(3,334)	(10,608)

## 8. RTB One for One Replacement Receipts and Expenditure

- 8.1 The Government requires local authorities to spend right to buy receipts within three years of them being received. This is calculated on a quarterly basis. Failure to expend the receipts means the Council must pay them back to Government along with a 4% compound interest charge. Unlike many councils to date the Council has not handed back receipts.

In the next 5 years receipts will be used to fund development schemes, acquiring land and properties to add to our current assets and funding Registered Providers to assist in developing sites or acquiring properties. The benefit of funding Registered Providers is that there is no obligation for the HRA to match fund. These schemes are expected to deliver c. 675 additional affordable properties within the borough.

Below is the proposed programme, this could be subject to change as there may be delays or unavoidable changes within the development schemes. Different options will be considered. For example, with our continued work with Registered Providers development opportunities may arise. This option would be most financial favourable to the HRA.

In order to continue to spend Right to Buy receipts approval is required for the proposed 5-year programme outlined below:

Schemes (100%)	2019-20	2020-21	2021-22	2022-23	2023-24	Total
	£000's	£000's	£000's	£000's	£000's	£000's
Purchase of Properties and Land	14,633	16,981	0	31,767	32,864	96,245
Proposed Development Schemes	14,992	25,874	31,652	0	0	72,518
Payments to Housing Associations	1,900	0	0	0	0	1,900
<b>Total</b>	<b>31,525</b>	<b>42,855</b>	<b>31,652</b>	<b>31,767</b>	<b>32,864</b>	<b>170,663</b>
<b>RTB receipt funding (30%)</b>	<b>9,457</b>	<b>12,857</b>	<b>9,496</b>	<b>9,530</b>	<b>9,859</b>	<b>51,199</b>

- 8.2 The Council has also entered into an agreement with the GLA to enable the Council to ringfence right to buy receipts plus any interest for a further 3 years. Enfield's current plan is to spend all RTB receipts within the current criteria but by opting in to the agreement will give the Council additional time to spend receipts and work with the GLA to take a more strategic approach to utilising the spending of receipts.

## 9. HRA BALANCES

- 9.1 The estimated position on balances is set out below:

	Balance at 31/03/2018 £m	Movement in 2018/19 £m	Estimated balance as at 31/03/19 £m
HRA General Balances	7.01	-0.11	6.90
Repairs Fund	9.41	0.13	9.53
Major Repairs Reserve	12.64	-0.50	12.14
Capital Reserve	4.23	-0.50	3.73
RTB one for One Receipts	-0.73	0.73	0.00
RTB Usable Receipts	12.73	-3.64	9.08
Non RTB Receipts	2.21	0.50	2.71
<b>Total</b>	<b>47.50</b>	<b>-3.39</b>	<b>44.09</b>



- 9.2 It is considered prudent to retain at least £6m in general balances given the risks and uncertainties associated with running a business of this size.
- 9.3 In addition to the above reserves, a bad debt provision of £1.9m is assumed at 31<sup>st</sup> March 2019. The adequacy of this amount will be reassessed at the end of the financial year to reflect the level of rent arrears.

## 10. PROPOSED RENT CHARGES FOR HRA PROPERTIES FOR 2019/20

- 10.1 Following the Welfare Reform and Work Bill in 2015 the council are required by law to reduce rents by 1% per annum for four years commencing in 2016/17. The table below shows examples of the rents for 2019/20 for different types and sizes across the borough. It should be noted that these will vary for each tenant. The new rents will be operative from 1st April 2019 (the first Monday in the month)

Property Type	Average Rent 2018-19	Average Rent 2019-20	£ Decrease	% Decrease
Bedsit	81.58	80.77	0.82	1.01%
1 Bed Flat	86.48	85.61	0.86	1.01%
1 Bed House	97.86	96.88	0.98	1.01%
2 Bed Flat	95.54	94.58	0.96	1.01%
2 Bed House	108.85	107.76	1.09	1.01%
3 Bed Flat	105.83	104.72	1.11	1.01%
3 Bed House	119.25	118.06	1.19	1.01%
4 Bed Flat	112.24	111.11	1.12	1.01%
4 Bed House	125.16	123.91	1.25	1.01%
5 Bed House	136.64	135.27	1.37	1.01%
6 Bed House	158.15	156.57	1.58	1.01%
Grand Total	99.90	98.90	1.00	1.01%

\*Average rent is adjusted to reflect the removal of properties under RTB

- 10.2 In October 2016, Cabinet agreed Affordable Rent levels to apply to all New Homes built or acquired by the Council. The Rent Setting Policy agreed that 'When the Council builds or acquires new or additional properties then consideration will be given to letting these at the higher affordable rent level inclusive of service charges. Affordable rents are based on Local Housing Allowance (LHA) rates and median income in Enfield.

These rents are inclusive of service charges and have been reduced by 1% as follows:

Bedroom size	2018-19	2019-20
1 bed	158.40	156.82
2 bed	192.06	190.14
3 bed	208.89	206.80
4 bed	223.74	221.50

- 10.3 In 2016 the Mayor of London introduced the London Affordable Rent on all new schemes funded with Greater London Authority (GLA) grants. These affordable rents will only be applicable on properties delivered through our

GLA programme which have received grant. It should be noted that these rents are weekly and exclude service charges.

The following table shows the published rents for 18-19, the GLA are yet to confirm the rent levels for 19-20.

<b>Beds</b>	<b>2018-19 London Affordable Rent</b>
1 bed	150.03
2 bed	158.84
3 bed	167.67
4 bed	176.49
5 bed	185.31
6 bed	194.13

- 10.4 The below table shows the increase in properties in the Borough over the next 5 years based on Housing's Better Council Homes Workplan. These will be a mix of affordable, shared ownership and private sale units across the

Current stock numbers	10,161
RTB sales	-420
Current estate renewal programme	1,537
GLA grant funded & RTB programme	826
<b>Expected stock numbers</b>	<b>12,104</b>

borough:

## 11. PROPOSED SERVICE CHARGES 2019/20

- 11.1 It is recommended that the following service charges are made to those tenants in receipt of the services below

### PROPOSED TENANTS SERVICE CHARGES

<b>Service</b>	<b>2018/19 £</b>	<b>Proposed 2019/20 £</b>	<b>Change £</b>	<b>Change %</b>	<b>Reason for change</b>
Concierge	11.56	11.84	0.28	2.4%	Contract inflation
CCTV	From 0.13 to 1.95	From 0.14 to 2.00	From 0.01 to 0.5	2.6%	Increase in line with costs
Grounds Maintenance	1.89	1.90	0.01	0.5%	Increase in line with costs
Caretaking Service	From 2.12 to 5.64	From 2.20 to 5.85	From 0.13 to 0.36	3.7%	Increase in line with costs
Sheltered Caretaking	From 1.53 to 3.36	From 1.57 to 3.44	From 0.04 to 0.08	2.4%	Increase by CPI
Sheltered Cleaning – Level 1 *	0.86	0.88	0.02	2.4%	Increase by CPI
Sheltered Cleaning – Level 2 *	1.99	2.04	0.05	2.4%	
Sheltered Cleaning – Level 3 *	2.83	2.90	0.07	2.4%	
Landlord Communal Service Charge	From 0.26 to 3.14	From 0.27 to 3.21	From 0.01 to 0.07	2.4%	Increase by CPI
Communal Electricity (average)	13.06	14.10	1.04	8.0%	Increase due to energy price increases

\* Sheltered Cleaning has three different charges based on a combination of the number of weekly cleaning hours and the number of properties within a block.

- 11.2 Work has continued as part of the service charge review and as a result a new service charge will be introduced in 19-20. Currently the management cost of the sheltered service isn't recovered but after some benchmarking of other London boroughs it is consistent for Enfield to introduce this charge. This will be introduced to new tenants only, this will not be introduced to existing tenants in 2019-20. The charge will range from £23 to £29 per week to ensure full cost recovery.
- 11.3 The Council's Housing Board and Customer Voice have been consulted on these proposals and consider that the new charges are acceptable.
- 11.4 In addition to the above service charges, water and sewerage charges will continue to be collected through the rents on behalf of the water authorities.
- 11.5 The garages which are let to Council tenants, leaseholders and private tenants are standard lock-up.
- 11.6 A non-Council tenant premium' is also charged on all lets to private tenants, and any Council tenant or leaseholder who rents more than 2 garages. The proposed charges for 2019-20 are:

:	2018-19 Weekly Rent per week £	2019-20 Proposed Rent per week £
Standard lock-up Garages	12.00	13.00
Private Garage Rental	25.00	25.00
Parking Bay	7.00	8.00

- 11.7 A policy change has been agreed to enable void garages to be let for the use of storage. This enables the HRA to increase rental income and avoid void charges on the current empty garages. The charge for the use of garages for storage will be £25.00 per week.
- 11.8 The community halls charges have been increased by CPI, the charges are as follows:

Community Hall Hourly Rate	2018-19	2019-20 Proposed Charges
Private Hire	30.00	30.75
Charitable	17.50	17.93
Low Rent Agreement	15.00	15.37

## 12. LEASEHOLDER SERVICE CHARGES

- 12.1 The administration and management charge is a flat rate added to the cost of services to cover the preparation of estimates and actual costs, billing consultation on repairs and improvement works and estate management.
- 12.2 It is estimated that in 2018/19 a total of 4899 properties will have been sold under leasehold arrangements.
- 12.3 At the end of each financial year, the actual cost is determined and an appropriate adjustment made to the charge.
- 12.4 The cost of administration and management for 2019/20 is estimated at £1.048m and it is therefore recommended that the charge for 2019/20 is set at £205.49 per leasehold unit.
- 12.5 The charges below are estimates for 2019/20. Adjustments will be made mid-year to reflect actual charges.

### ADMINISTRATION/MANAGEMENT/SERVICE CHARGES FOR LEASEHOLD UNITS

	Charge per week 2018-19 £	Charge per week 2019-20 £
Administration & Management Charge	3.64	3.95
Caretaking Service	From 2.12 to 5.64	From 2.25 to 6.00
Communal Electricity	From 0.26 to 3.14	From 0.28 to 3.39
Concierge	11.56	11.84
CCTV	From 0.13 to 1.95	From 0.14 to 2.00
Grounds Maintenance	1.89	1.9
Paladin Bins	0.56	0.57
<i>INSURANCE</i>		
1 Bed	4.01	4.11
2 Bed	4.72	4.83
3 Bed	5.7	5.84
4 beds	6.19	6.34
Flat Repairs (Annual Charge)	0.02	0.02
Ground Rent (Annual Charge)	0.19	0.19
Estate Charge (Annual Charge)	0.25	0.25

## 13. HEATING CHARGES

- 13.1 The Council has some 1800 properties in 68 blocks of flats serviced by communal heating systems.

### 13.2 Electricity Charges

The advice that LASER (the Council's energy advisors) have provided shows that the non-commodity element (standing charge) of the electricity

price is likely to increase by 11% in October 2019. The non-commodity charges cover the cost of delivering electricity, balancing the grid, all network costs including maintenance and development and Government taxes and levies. This element represents 50% of the total electricity price. In addition to this there is a predicted commodity price increase of 21%. As the Housing contracts run from October 1st – September 30th, the impact of this will be for 6 months of 2019/20 with an overall increase in electricity will be 8% in 2019/20.

The energy market is extremely volatile being influenced heavily by the uncertainties around Brexit. At present prices only appear to be increasing with no indication of a drop. Consequently, the budget data should be treated with some caution as it is possible that pricing from 1st October 2019 – 30th September 2020 may see greater increases than indicated by LASER.

### **13.3 Gas Charges**

Similarly, gas prices have been affected with predicted increases from 1st October 2019 (through to 30th September 2020) non-commodity charge of 23% and commodity charge for most sites of 17.3%, there are a couple of sites predicting a higher price the highest of these being 22%. The impact of this will be for 6 months of 2019/20 with an overall (estimated) increase in electricity of be 9% in 2019/20.

### **13.4 Other Charges**

The gas standing charge will rise in line with the Gas increase of 9% for 19-20, and fuel oil will increase by 4%

## **14. ALTERNATIVE OPTIONS CONSIDERED**

Since the Government implemented the Social Housing Policy which implemented a rent reduction of 1% the Councils income has considerably reduced. This created a shortfall in the business plan of c. £25m which was funded from maximising other income sources and the use of HRA balances. Several different options have been considered around increasing the level of reserves within the HRA to ensure a sustainable business plan.

Phased efficiency savings of 10% are being implemented across various departments to ensure a healthy level of balances are held.

## **15. REASONS FOR RECOMMENDATIONS**

- 15.1 The Council must comply with the law in setting its rents for Council tenants. Setting an annual budget, capital programme and balanced HRA 30-Year Business Plan are also legal requirements. Increasing service charges will allow the Council to provide new and better services to tenants,

and the charges set out in this report are supported by the Council's Housing Board and Customer Voice (the Tenant and Leaseholder representative body).

- 15.2 Cabinet is also requested to delegate authority to the Cabinet Member for Housing to approve tenders for Major Works and Fire Safety works in order that contracts can be let and works carried out more efficiently. This delegation has been in place for several years.

## **16. COMMENTS OF OTHER DEPARTMENTS**

### **16.1 Financial Implications**

The Local Government Act 2003 requires the Chief Finance Officer to report on the robustness of estimates and the adequacy of proposed financial reserves. The 2019/20 HRA estimates have been prepared considering the following:

- The estimated impact of inflationary pressures. Allowance has been made for cost increases over and above the general rate of inflation where these are known;
- The estimated impact of increasing demands on resources where these are unavoidable;
- The estimated impact of underlying costs pressures, evidence by financial monitoring reports in the current year; and
- An assessment of key risks and uncertainties.

It is therefore the view of the Director of Finance that the HRA budget is robust and that the balances held are prudent.

### **16.2 Legal Implications**

Section 111 of the Local Government Act 1972 ("LGA") gives a local authority power to do anything which is calculated to facilitate or is conducive or incidental to the discharge of any of its functions.

Section 21 of the Housing Act 1985 provides the Council with powers for the general management, regulation and control of its dwelling stock.

Section 24 of the Housing Act 1985 allows the Local Authority to set their own rents, and to review these rents periodically and make necessary changes if circumstances allow.

The HRA consists of expenditure on Council-owned housing and there is a statutory requirement whereby the Council is obliged to keep its HRA separate from other housing activities in accordance with Part VI and Schedule 4 of the Local Government and Housing Act 1989. This schedule 4 prescribes all the income and expenditure items that are to be included in the HRA. In addition, there is a requirement not to allow cross-subsidy to or from, the Council's General Fund resources.

The Council is required to prepare proposals in January/February of each year relating to the income of the authority from rents and other charges, expenditure in respect of repair, maintenance, supervision and management of HRA property (Local Government and Housing Act 1989 S76). The Council has to secure that the HRA for any year does not show a debit balance except in unforeseen circumstances. Therefore, any debit balance must be carried forward within the ring-fenced HRA to the following year.

The [Welfare Reform and Work Act 2016](#) and [amendment regulations](#) require registered providers of social housing in England to reduce social housing rents by 1% a year for 4 years from a frozen 2015 to 2016 baseline and to comply with maximum rent requirements for new tenancies. The policy applies from 1 April 2016. If a tenancy starts or ends during the year, the reduction would be on a pro-rata basis.

For social rent properties, the reduction applies to the rent element and not to service charges. For most Affordable Rent properties, the reduction applies to the total amount, inclusive of service charges. Where the social rent is used as a rent 'floor' for an Affordable Rent property, the reduction applies to the rent element only.

The requirements set out by the Welfare Reform and work Act 2016 do not apply to temporary accommodation, the social landlord has the power to review the rent, so long as notice is given, the authority will therefore not need to decrease the rent by 1% for the next 2 years.

The Equality Act 2010 requires the Council to have due regard to its duty of the public-sector equality when carrying out its functions. They must also show they have carried out an Equality Impact Assessment in reaching such decisions as introducing charges to tenants.

### 16.3 Property Implications

Whilst Strategic Property Services (SPS) supports the HRA Rent Setting Report and its objectives, the range of underlying assumptions and their sensitivities means that it is impractical at this stage to speculate on the likely property implications arising from each possible scenario. It would be prudent therefore to re-visit the impact on the HRA arising from specific changes, impacts or initiatives at the appropriate time as and when they occur.

Consideration should also be given to confirming the likelihood or otherwise of income from the commercial portfolio remaining at current levels or whether it would be prudent to introduce a forecast increase/decrease depending upon the status of the portfolio over the programme period.

Consideration should be given to ensuring that programmed land acquisition values adhere to the Council's Property Procedure Rules (PPR's) in relation to third party acquisitions and those between the HRA and General Fund. In particular any transfer between the HRA and General

fund will be at market value at the moment of appropriation and at a figure in accordance with a valuation report and market circumstances as they apply at the time. In addition the PPR's make reference to the procedure for Appropriation at section 8 which must also be adhered to.

## **17. KEY RISKS**

### **Estate Renewals**

This report outlines the predicted spend on estate renewal projects over the next five years. They are factored into the HRA Business Plan and assumptions regularly updated as the schemes progress, but any additional costs or loss of receipts can have a significant effect on the business plan. Detailed monitoring is key and, if there are any potential changes to a scheme's finances, scenario planning must be used to see what short, medium and long-term effects there are, both to the scheme and to the HRA Business Plan. Significant impact on the business plan could result in planned major works not being completed.

### **HRA 30-Year Business Plan and self-financing**

The reform of the HRA has had a major impact on the operation of the Housing Revenue Account from 2012/13. The freedoms and flexibilities for the HRA have been in operation for five years and are a major change for the plan. The tragedy at Grenfell House has put added pressure on the major works programme and, once the outcome of the Hackett report is known, it is likely there will be a need to increase the capital programme budget to account for more fire safety works

### **Universal Credit Implementation**

Since Universal Credit was implemented across the borough collection performance and arrears for council tenant rent has stabilised this year. Although the risk to the HRA Business Plan has reduced in terms of bad debt it is too early to draw any conclusions from this regarding longer-term performance.

### **Right to Buy**

Right to Buy applications reduced during 2018/19 for the first time since the discount was increased. However, there is still a risk that they may increase again during 2019/20 and sensitivity testing is used to understand the likely impact on the business plan in the event of an increase.

### **Additional Health & Safety Works**

Following the tragedy of the Grenfell Fire a number of health and safety recommendations are being considered by the council to ensure our blocks remain safe. Additionally, once the outcome of the inquiry is known further fire safety measures may be a government requirement which could impact on the major works budget and the plan.



## **Economic Uncertainty**

Risks around Brexit, possible increase in interest rates and details of the removal of the HRA Headroom Cap will all be kept under constant review during 2019/20 as part of the business planning process.

There is always a risk that at any point during the 30-year Business Plan the Government proposes a plan of action it intends to take which could influence the HRA balance. It is imperative that, at the point where there is reliable knowledge that a change is likely to occur, a full review must be taken to allow mitigation against all potential risks.

## **18 IMPACT ON COUNCIL PRIORITIES – CREATING A LIFETIME OF OPPORTUNITIES IN ENFIELD**

### **Good homes in well-connected neighbourhoods**

We will ensure the delivery of regeneration to create thriving, affordable neighbourhoods and places by maximising development opportunities.

We will increase the supply of affordable housing including shared ownership by delivering planned estate regeneration programmes. Well maintained council homes have an important impact on the standard of property in the borough. Council rent income is a key income for the housing revenue account to maintain housing stock.

### **Sustain strong and healthy communities**

Setting fair charges, investing in the Council's housing stock and effective management are some areas of this report that will have a positive effect on the local community.

### **Build our local economy to create a thriving place**

Minimising tenant debt by maximising benefit take up will help the local economy.

## **19 EQUALITIES IMPACT IMPLICATIONS**

The HRA 30-Year Business Plan supports the delivery of high quality services that promote equality and values diversity

## **20 PERFORMANCE & DATA IMPLICATIONS**

Setting a balanced budget for 2019/20 should enable the HRA performance targets to be met. Sound medium term financial plans are essential to support the delivery of excellent services and efficient use of resources. The budget proposals will ensure that limited resources are targeted at key priorities.

**21 HEALTH AND SAFETY IMPLICATIONS**

Noted within the report about fire safety to include safety works and installation of sprinklers in all high-rise blocks.

**22 HR IMPLICATIONS**

Additional resources to deliver comprehensive developments is a requirement and review of the team's capacity is being undertaken to ensure the team has the key staff it requires.

**23 PUBLIC HEALTH IMPLICATIONS**

Good quality housing plays an essential role in improving public health and wellbeing.

Managing council rental income and mitigating welfare reform is an important part of avoiding debt issues and contributes to the general well-being of residents

**Background Papers**

Cabinet Report - KD4830 Better Council Homes Workplan and Budgets 2019/20 (elsewhere on the agenda)

## APPENDIX 1

<b>30 Year Capital Programme</b>	<b>18-19</b>	<b>19-20</b>	<b>20-21</b>	<b>21-22</b>	<b>22-23</b>	<b>23-28</b>	<b>28-33</b>	<b>33-38</b>	<b>38-43</b>	<b>43-48</b>
	£000's	£000's	£000's	£000's	£000's	£000's	£000's	£000's	£000's	£000's
<b>CAPITAL PROGRAMME</b>										
HRA Planned Renewals	-20,980	-41,048	-25,717	-23,966	-22,181	-18,728	-19,696	-20,298	-22,815	-29,815
New Build Properties - Eligible	-13,785	-30,376	-42,889	-31,661	-31,793					0
New Build Properties - Non-Eligible	-39,081	-43,390	-28,733	-10,916	-1,720					-3,000
Receipts Used For Replacement Homes	-2,062	-1,900				-6,121	-1,360	-1,900	-2,543	
<b>Total Capital Programme</b>	<b>-75,907</b>	<b>-116,714</b>	<b>-97,339</b>	<b>-66,543</b>	<b>-55,694</b>	<b>-24,849</b>	<b>-21,056</b>	<b>-22,197</b>	<b>-25,358</b>	<b>-32,815</b>
<b>CAPITAL RESOURCES</b>										
HRA Use Of Major Repairs Reserve	13,316	14,101	14,603	15,135	15,416	16,247	17,311	18,443	19,646	20,822
Borrowing		62,000	57,000	28,500						
Grant Funding	1,774	2,250	5,024	3,334						
Useable One-to-One RTB Receipts	5,429	7,557	12,857	9,496	9,530					
Other RTB Useable Capital Receipts	2,378	2,317	2,379	1,571	1,612	797	890	997	1,119	1,257
Receipts Used For Replacement Homes	2,062	1,900				6,121	1,360	1,900	2,543	
Other Sources Of Finance	20,406	18,168	2,647	2,298	23,347	522	522	522	522	3,106
Revenue Contributions To Capital Total	30,544	8,420	2,829	6,209	5,789	1,163	973	336	1,528	7,629
<b>Total Capital Resources Detail</b>	<b>75,907</b>	<b>116,714</b>	<b>97,339</b>	<b>66,543</b>	<b>55,694</b>	<b>24,849</b>	<b>21,056</b>	<b>22,197</b>	<b>25,358</b>	<b>32,815</b>
HRA Balance	13,140	7,751	8,587	8,093	9,678	40,997	96,770	153,724	239,316	323,584

<b>30 Year Revenue Budget</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2028</b>	<b>2033</b>	<b>2038</b>	<b>2043</b>	<b>2048</b>
	£000's	£000's	£000's	£000's	£000's	£000's	£000's	£000's	£000's	£000's
Dwelling Rents	53,594	53,286	57,182	61,836	64,326	71,016	77,326	84,417	92,147	100,352
Service Charges Tenants	3,447	3,687	3,781	3,837	3,901	4,196	4,573	4,983	5,429	5,884
Service Charges Leaseholders	4,671	4,673	4,766	4,862	4,959	5,475	6,045	6,674	7,369	8,096
Voids	-561	-560	-599	-645	-670	-739	-804	-878	-958	-1,043
Non Dwelling Rents	3,264	3,292	3,417	3,485	3,555	3,925	4,334	4,785	5,283	5,804
RTB Administration Income	428	285	285	171	171	57	57	57	57	38
<b>Total Income</b>	<b>64,843</b>	<b>64,663</b>	<b>68,832</b>	<b>73,546</b>	<b>76,241</b>	<b>83,931</b>	<b>91,531</b>	<b>100,039</b>	<b>109,327</b>	<b>119,131</b>
Responsive Repairs	-13,266	-14,490	-15,198	-15,920	-16,388	-18,093	-19,976	-22,055	-24,351	-26,754
Supervision And Management	-13,675	-14,584	-15,028	-15,477	-15,665	-16,970	-18,698	-20,606	-22,713	-24,917
Special Services	-7,028	-7,750	-7,905	-8,063	-8,224	-9,081	-10,026	-11,069	-12,221	-13,427
Rents Rates Taxes & Other Charges	-554	-710	-710	-710	-710	-710	-710	-710	-710	-710
Bad Debt	-874	-819	-861	-912	-942	-1,036	-1,128	-1,230	-1,341	-1,459
Depreciation of Fixed Assets Total	-13,316	-14,101	-14,603	-15,135	-15,416	-16,246	-17,311	-18,443	-19,646	-20,822
<b>Expenditure</b>	<b>-48,712</b>	<b>-52,453</b>	<b>-54,305</b>	<b>-56,217</b>	<b>-57,345</b>	<b>-62,136</b>	<b>-67,848</b>	<b>-74,113</b>	<b>-80,982</b>	<b>-88,089</b>
<b>Net (Cost) Of Services</b>	<b>16,130</b>	<b>12,210</b>	<b>14,527</b>	<b>17,329</b>	<b>18,896</b>	<b>21,795</b>	<b>23,683</b>	<b>25,926</b>	<b>28,345</b>	<b>31,043</b>
Loan Interest	-8,145	-9,414	-11,124	-11,942	-11,891	-12,191	-11,496	-11,274	-11,209	-10,641
Interest Income	120	177	243	299	341	318	311	324	339	371
Notional Cash Interest	79	109	71	83	84	274	552	879	1,506	2,108
<b>Net Operating Income / (Expenditure)</b>	<b>8,184</b>	<b>3,082</b>	<b>3,717</b>	<b>5,768</b>	<b>7,429</b>	<b>10,196</b>	<b>13,050</b>	<b>15,855</b>	<b>18,981</b>	<b>22,881</b>

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MUNICIPAL YEAR 2018/2019 - REPORT NO. **181**

**MEETING TITLE AND DATE**

Full Council  
27 February 2019

**REPORT OF:**

Jeremy Chambers, Director for Law & Governance  
Contact officer: Julie Mimmagh  
Telephone number:  
0208 379 3070  
E mail: Julie.mimmagh@enfield.gov.uk

<b>Agenda - Part: 1</b>	<b>Item: 10</b>
<b>Subject:</b>	
<b>Review &amp; Adoption of a Statutory Pay Policy Statement</b>	
<b>Cabinet Member consulted:</b>	
Cllr Nesil Caliskan/Cllr Mary Maguire	

**1. EXECUTIVE SUMMARY**

The Localism Act 2011 requires all Councils to review and adopt a Pay Policy Statement each financial year. This report proposes a number of amendments to the Council's policy agreed in 2018 for adoption in the financial year 2019/20.

**2. RECOMMENDATIONS**

- 2.1 The Council agrees the amendments to the statutory Pay Policy Statement attached as Appendix 1 of this report.

**3. BACKGROUND**

- 3.1 Sections 38 to 43 of The Localism Act 2011 required all Councils to formally adopt a pay policy statement by 31 March 2012. The Act requires that a policy statement is adopted annually by a vote of the Council and once adopted, can only be varied by a vote of the Council.
- 3.2 In broad terms, the Act requires that the Statutory Pay Policy Statement includes:

- 3.2.1 A local authority's policy on the level and elements of remuneration for each chief officer
- 3.2.2 A local authority's policy on the remuneration of its lowest paid employees (together with its definition of 'lowest paid employees' and its reasons for adopting that definition)
- 3.2.3 A local authority's policy on the relationship between the remuneration of its chief officers and other officers
- 3.2.4 A local authority's policy on other specific aspects of chief officers' remuneration; remuneration on recruitment, increases and additions to remuneration, use of performance related pay and bonuses, termination payments and transparency.

The pay and remuneration of schools based staff is not covered by the Act.

- 3.3 After a review of the operation of the pay policy for the financial year 2018/19 the Remuneration Committee has agreed to put forward the following amendments for recommendation:

- 3.3.1 Amend paragraph 3.3 to remove references to the previous pay structure and approval of the current pay structure agreed by full Council in March 2018 and will now read:

The previous pay structure where progression through the appropriate pay range is directly related to a senior manager's performance against the range of objectives has been replaced by progression through experience from 1 July 2018. The Council believes that adopting this approach promotes greater transparency, is less bureaucratic and is consistent with the pay progression for other Council staff. This model of pay progression through experience will apply to all posts at middle management and above.

- 3.3.2 Amend paragraph 3.5.1 to incorporate the changes agreed at the March full Council for the new pay structure for middle and senior managers read:

In 2018 the Council's middle and senior managers' pay ranges were consolidated into six points (previously a spread of 25 percentage points). Although there were more progression points in the previous scale staff could progress to the top of the scale in five years as progression points were multiplied based on the achievement of agreed objectives. However, the top 10 spinal

points were not consolidated into permanent salary and therefore pay within this element of the pay range was not guaranteed. Under the new six-point scale it will take longer to progress to the top of the pay range but all payments are guaranteed once progression is granted. In all, the Council has nine such middle and senior manager salary ranges covering 438 posts with salary ranges starting at or above £37,161 p.a.

- 3.3.3 Amend paragraph 3.6 to incorporate the two-year JNC pay deal. for each grade to read:

The pay ranges for middle and senior managers are increased in line with National Pay Agreements determined by the Joint National Council (JNC) for Chief Officers. The latest increase in JNC pay rates is effective from April 2018 consisting of a two year pay deal. 2% awarded from April 2018 followed by a further 2% from April 2019;

- 3.3.4 The subsequent sub-paragraphs, 3.6.1 to 3.6.5 have been amended to reflect the revised pay ranges.

- 3.3.5 Amend paragraph 3.8 to reflect the two-year National Joint Council pay deal and the adoption of the new Greater London Provincial Council (GLPC) pay spine from April 2019 to read:

The pay rates of other staff in the Council are based on a pay spine negotiated by the National Joint Council (NJC) for Local Government Services and supplemented to reflect regional differences arising from agreements made by the Greater London Provincial Council (GLPC). The last increase in the NJC pay spine is effective from April 2018 as part of a two year pay deal. For both years it is a bottom loaded increase of 2% with a higher percentage increase for lower grades. This pay deal brings the lowest pay point above the London Living Wage and ensures a pay differential between lower pay grades. Typically, the pay range for each grade comprises four incremental pay points with staff progressing to the next pay point after specified periods of time in the post. Each grade pay range has a spread of c10% with each incremental step equating to c2½% increase in pay. All pay progression through the grade range is consolidated. As part of the two-year pay deal the Council will adopt the new GLPC pay spine consistent with other London local authorities from April 2019.

- 3.3.6 Amend paragraph 3.9.1 to remove reference to performance related pay progression.

- 3.3.7 Amend paragraph 3.9.5 to replace AD Human Resources with Head of Human Resources as the previous post has now been deleted as part of the Organisation Review implemented in April 2018.
- 3.3.8 Amend paragraph 3.10 to incorporate changes to the London Living Wage (LLW) increase and reference that the current NJC pay rates are now above LLW. This will now read

In March 2011, the Cabinet determined that irrespective of the grade of a job as determined by the application of an analytical job evaluation process, the minimum level of pay received by any employee would be the level of the London Living Wage as set/amended from time to time by the Greater London Authority. The Council will determine the lowest paid by reference to the contractual hourly rate of pay of the employee. For these purposes Apprentices are considered to be engaged under training rather than employment contracts. The London Living Wage is currently **£10.55** per hour i.e. **£19,802** per annum for a full time worker (i.e. working 36 hours per week). Where appropriate, basic levels of pay that are on or below the GLPC pay spine from the April following any increase to the London Living Wage are enhanced by the payment of a pay appropriate supplement to ensure that every member of staff receives a level of pay is equivalent to the level of the London Living Wage. With effect from 1 April 2018 the bottom point of the GLPC pay spine moved above the previous London Living Wage hourly rate of £10.20 (agreed November 2017) and the bottom point of the new GLPC pay spine from 1 April 2019 will continue to be above the current London Living Wage. Any subsequent increase in the London Living Wage will be implemented within six months of the increase in the level of London Living Wage being announced. Where the London Living Wage rises above the minimum pay point the Council will not adjust the basic wage levels of staff that are above the London Living Wage for the purpose of maintaining grade/pay differentials. An explanation of the Council's reasons for adopting the London Living Wage as the low pay benchmark are set out in report 207 considered by the Cabinet on 9 March 2011.

- 3.3.9 Paragraph 3.14.2 The Council's flexible retirement policy. This paragraph has been updated with current statistics to state:

Seven staff were retired flexibly in the period 1 January to 31 December 2018.



3.3.10 Paragraph 3.14.4 Discretionary early retirement on the grounds of efficiency. This paragraph has been updated with current statistics to state:

One member of staff was retired early in the interests of the efficiency of the service in the period 1 January to 31 December 2018.

3.3.11 Paragraph 3.15 Retirement on medical grounds. This paragraph has been updated with current statistics to state:

Four staff have been retired on grounds of permanent ill health in the period 1 January to 31 December 2018.

3.3.12 Paragraph 3.18.2 has been updated with current statistics and to remove reference to the previous Chief Executive to state:

In 2017/18, the gross pay of the Chief Executive was 7.1 times the median pay for the whole of the Council's non-schools workforce.

#### **4. ALTERNATIVE OPTIONS CONSIDERED**

The review and adoption of a Statutory Pay Policy Statement each financial year is a statutory requirement.

#### **5. REASONS FOR RECOMMENDATIONS**

To meet a statutory requirement.

#### **6. COMMENTS OF THE DIRECTOR OF FINANCE, RESOURCES AND CUSTOMER SERVICES AND OTHER DEPARTMENTS**

##### **6.1 Financial Implications**

No financial implications arise from the adoption of the proposed Pay Policy Statement.

##### **6.2 Legal Implications**

The Council is required under sections 38-43 of the Localism Act 2011(the

Act) to adopt a pay policy statement for every financial year. The pay policy statement for 2018/19 must be adopted by 31 March 2019. The pay policy statement must be adopted by full council, and can only be varied by full council. Once it has been adopted, all determinations on pay, conditions and remuneration of chief officers (broadly, the chief executive, directors and assistant directors) for that year must be in accordance with the policy.

## **7. KEY RISKS**

If the Council did not have an agreed Pay Policy, which is reviewed annually to ensure that it is fit for purpose, then the Council could be open to legal or equal pay challenges.

## **8. IMPACT ON COUNCIL PRIORITIES**

### **8.1 Fairness for All**

The annual adoption of a Pay Policy Statement will afford the Council a regular opportunity to ensure that the remuneration of senior managers remain commensurate with the responsibilities of the roles relative to the pay of the Council's overall workforce.

### **8.2 Growth and Sustainability**

Ensuring the appropriate remuneration for senior managers should enable the Council to recruit and retain the best managers with a view to providing services to the community which stimulate growth in the local economy.

### **8.3 Strong Communities**

The publication of the remuneration details of senior managers will ensure that the local community has access to the information needed to hold senior managers to account for the realisation of the Council's vision.

## **9. EQUALITIES IMPACT IMPLICATIONS**

The production of a statutory pay policy statement is a legislative requirement which will only impact on a very small number of senior staff.

**10. HEALTH AND SAFETY IMPLICATIONS**

None

**11. PUBLIC HEALTH IMPLICATIONS**

Detailed in paragraph 3.19 of the Pay Policy

**Background Papers**

None

## The Council's Statutory Pay Policy 2018/19

1. Enfield Council is a large and diverse organisation providing a range of statutory and other services to a local community with a population of c300,000. It is responsible for managing a combined annual capital and revenue spend of c£1.1 bn. To ensure such a large and complex organisation is effectively led and efficiently managed, the Council needs to be able to attract and retain a range of high calibre and skilled managers and leaders. In a competitive job market, the value and composition of the remuneration package offered to senior managers i.e. Director and above is a key factor enabling the Council to attract, recruit, motivate and retain staff with the skills sets required to deliver the Council's vision objectives and aspirations, which in turn, have a significant impact on the lives of local residents.
2. This statement has been drawn up primarily to meet the requirements of Section 38(1) of the Localism Act 2011. The full details of the remuneration of both senior managers and other groups of staff employed by the Council will be published on the Council's website as required by the Code of Recommended Practice for Local Authorities on Data Transparency. The details of the remuneration received by individual senior managers in each financial year will be published in the annual statement of accounts.

### 3. Pay Provisions

- 3.1. The implementation of the Council's pay and remuneration strategy for senior managers is overseen by the Remuneration Sub-Committee of the Council's Audit Committee.
- 3.2. The key features of the Council's remuneration package for senior managers includes a competitive salary structure that is aligned with benefits packages offered by other benchmark public sector organisations providing a similar range of services i.e. primarily other London boroughs.
- 3.3. The previous pay structure where progression through the appropriate pay range is directly related to a senior manager's performance against the range of objectives has been replaced by progression through experience from 1 July 2018. The Council believes that adopting this approach promotes greater transparency, is less bureaucratic and is consistent with the pay progression for other Council staff. This model of pay progression through experience will apply to all posts at middle management and above. This approach reflects the London Councils picture that is moving away from PRP schemes.

3.4. As part of its commitment to ensuring equal value in pay matters, the Council determines the relative grades of the vast majority of jobs in the organisation through the application of recognised analytical job evaluation schemes. For the majority of staff, the job evaluation scheme used is that developed by the Greater London Provincial Council published in 2000. For middle and senior management jobs, the Hay Job Evaluation Scheme developed by Hay Management Consultants is used.

3.5. The Council determined the pay ranges for Heads of Service, Assistant Directors, Directors, Executive Directors and the Chief Executive in 2006, with advice from Hay Management Consultants, using benchmarking data drawn from the Chief Officers Pay and Benefits Survey independently compiled by London Councils.

3.5.1. In 2018 the Council's middle and senior managers' pay ranges were consolidated into six points (previously a spread of 25 percentage points). Although there were more progression points in the previous scale staff could progress to the top of the scale in five years as progression points were multiplied based on the achievement of agreed objectives. However, the top 10 spinal points were not consolidated into permanent salary and therefore pay within this element of the pay range was not guaranteed. Under the new six point scale it will take longer to progress to the top of the pay range but all payments are guaranteed once progression is granted. In all, the Council has nine such middle and senior manager salary ranges covering 438 posts with salary ranges starting at or above £37,161 p.a.

3.6. The pay ranges for middle and senior managers are increased in line with National Pay Agreements determined by the Joint National Council (JNC) for Chief Officers. **The latest increase in JNC pay rates is effective from April 2018 consisting of a two year pay deal. 2% awarded from April 2018 followed by a further 2% from April 2019;**

3.6.1. the salary range for the Chief Executive is **£167,622 - £199,176;**

3.6.2. the salary range for the Executive Directors of People, Place, Resources is **£121,065 - £156,669;**

- 3.6.3. the actual levels of pay received by the Chief Executive and each Executive Director are published annually in the Council's statement of accounts;
- 3.6.4. the salary range for all Assistant Directors is **£83,589 - £106,053**
- 3.6.5. the salary range for all Directors is **£97,869 - £119,502**;
- 3.6.6. the contracts of employment of all senior managers only allow them to undertake additional duties and responsibilities with the recorded agreement of the Leader of the Council, in the case of the Chief Executive and the Chief Executive in the case of an Executive Director, Director or Assistant Director. Where these additional duties attract the payment of a fee, the Remuneration Sub-Committee will determine the proportion of that fee that is received by the individual senior manager and that received by the Council. In the specific case of fees for local and other election duties, the Council allows any fees received to be retained by the Chief Officers' fulfilling these roles.
- 3.7. The Council has the discretion to exceptionally make additional one-off payments to staff at any level, including senior staff, in recognition of work undertaken in addition to that of their substantive role. Any such additional payments will be authorised by the Chief Executive, in the case of a payment being made to an Executive Director, Director or an Assistant Director and the Leader of the Council, in the case of discretionary payment being made to the Chief Executive. An objective justification for each such payment will be recorded on the employee's file. Any such additional payments made will be reflected in the relevant statements of earnings published in the annual statement of accounts. The Council has no provision to make a bonus payment to any member of staff.
- 3.8. The pay rates of other staff in the Council are based on a pay spine negotiated by the National Joint Council (NJC) for Local Government Services and supplemented to reflect regional differences arising from agreements made by the Greater London Provincial Council (GLPC). **The last increase in the NJC pay spine is effective from April 2018 as part of a two year pay deal. For both years it is a bottom loaded increase of 2% with a higher percentage increase for lower grades.** This pay deal brings the lowest pay point above the London Living Wage and ensures a pay differential between lower pay grades. Typically, the pay range for each grade comprises four incremental pay points with staff progressing to the next pay point after specified periods of time in the post. Each grade pay range has a spread of c10% with each incremental step equating to c2½% increase in pay. All pay progression

through the grade range is consolidated. As part of the two-year pay deal the Council will adopt the new GLPC pay spine consistent with other London local authorities from April 2019.

- 3.8.1. The Council will consider paying an appropriate market supplement, in addition to the job evaluated grade range where it can be objectively demonstrated that the Council is experiencing difficulties in recruiting and retaining suitably skilled and qualified staff to provide safe, efficient and effective high quality services and that the level of pay offered is the primary reason for this.

### **3.9. Pay on appointment**

- 3.9.1. Under the terms of the Council's Constitution, all permanent appointments to posts graded Assistant Director, Director, Executive Director and Chief Executive are made by the Appointments' Panel. Staff will normally be appointed at the minimum point of the grade unless there is an objectively justifiable reason for appointing to a higher salary and this is a) recorded and b) approved by the chair of the Appointments' Panel that made the appointment and c) reported to the next Council in the case of the appointment of an Executive Director. (Note the Council's Constitution already requires the appointment of the Chief Executive to be ratified by the full Council). The composition of the Appointments' Panel for appointments to posts at Assistant Director, Director, Executive Director and Chief Executive is set out in the Council's Constitution.
- 3.9.2. The 2012 and 2013 government guidance on pay policy statements recommends that full Council should have the opportunity to vote before large salary packages are offered in respect of a new appointment, and propose £100,000 as an appropriate threshold. Supplementary guidance does not have the force of law but the council is required to have regard to it.
- 3.9.3. In Enfield, all appointments at Assistant Director level and above are made by an Appointments Sub-Committee comprising elected members of both political parties; and the adopted pay policy already requires a report to be made to Council where it is proposed to offer the appointment at a salary other than the minimum of the appropriate salary range.

The Council's Constitution already requires the appointment of a new Chief Executive to be ratified by full Council, and such an approval

could be explicit as to the salary to be offered; so this leaves only Assistant Director, Director and Executive Director level posts where the salary offered on appointment could exceed the £100,000 threshold. The salary range for Assistant Directors, Directors and Executive Directors is fixed (see paragraph 3.6 above) and is binding on the council by virtue of the pay policy statement. If there is a decision to pay an Executive Director at a higher point, it must be reported to the next full Council meeting. If the matter is reported to full Council, it would be open to a member to move a motion on the matter which could be the subject of a vote. The Council therefore, believes that the requirements of openness and accountability and the principles of transparency are met by existing procedures. Set against this, the potential delays in waiting for a full Council meeting before being able to offer a job, or having to renegotiate the salary, risk losing good candidates and increasing recruitment costs.

- 3.9.4. On this basis, the council is satisfied that its existing mechanism for senior appointments allows for an appropriate level of accountability, openness and oversight by members.
- 3.9.5. Appointments to posts at all other levels in the Council will be made at the minimum point of the relevant grade unless agreed by **the Head of Human Resources** or as specified in the approved scheme of delegation. Where appointments are made to salary levels above the minimum of the scale, the objectively justifiable reasons for this will be recorded on the relevant personnel file. The Council does not make any additional payments to prospective senior managers to encourage them to join the Council's workforce. Relocation expenses can be paid in approved cases where these are agreed by the Chair of Appointments' Panel that made the appointment.
- 3.9.6. From time to time, to meet unforeseen temporary business needs, it may be necessary for the Council to engage specialists' contractors/agency workers to cover elements of the roles of senior manager posts. In such cases, the engagement of such workers and the rates of payment and conditions of engagement will be approved by the Cabinet Member for Finance & Corporate Resources which will not necessarily be in line with the Council's general terms and conditions for staff engaged under a permanent contract of employment.
- 3.9.7. The Council would not normally consider appointing a person to a permanent senior management post other than under a normal employment contract.



### 3.10. **Low pay**

In March 2011, the Cabinet determined that irrespective of the grade of a job as determined by the application of an analytical job evaluation process, the minimum level of pay received by any employee would be the level of the London Living Wage as set/amended from time to time by the Greater London Authority. The Council will determine the lowest paid by reference to the contractual hourly rate of pay of the employee. For these purposes Apprentices are considered to be engaged under training rather than employment contracts. The London Living Wage is currently £10.55 per hour i.e. £19,802 per annum for a full-time worker (i.e. working 36 hours per week). Where appropriate, basic levels of pay that are on or below the GLPC pay spine from the April following any increase to the London Living Wage are enhanced by the payment of a pay appropriate supplement to ensure that every member of staff receives a level of pay that is equivalent to the level of the London Living Wage. With effect from 1 April 2018 the bottom point of the GLPC pay spine is currently above the previous London Living Wage hourly rate of £10.20 (agreed November 2017) and the bottom point of the new GLPC pay spine from 1 April 2019 will continue to be above the current London Living Wage. Any subsequent increase in the London Living Wage will be implemented within six months of the increase in the level of London Living Wage being announced. Where the London Living Wage rises above the minimum pay point the Council staff will not adjust the basic wage levels of staff that are above the London Living Wage for the purpose of maintaining grade/pay differentials. An explanation of the Council's reasons for adopting the London Living Wage as the low pay benchmark are set out in report 207 considered by the Cabinet on 9 March 2011.

### 3.11. **Working hours**

- 3.11.1. Middle and senior managers in the Council do not have a specified working week and are required to work the hours necessary for the effective performance of their duties. It is not unusual for senior managers in the organisation i.e. Assistant Directors, Directors, Executive Directors and Chief Executive to regularly work up to 60 hours per week without any compensatory time off or additional payments being made.
- 3.11.2. Staff other than middle and senior managers work a basic 36 hour week and are entitled to time off in lieu or additional payments in respect of any hours worked in excess of an average of 36 hours per week calculated over specified periods. Enhanced payments are made to staffs who are contractually required to work at night, at weekends and on bank holidays.

### 3.12. Other non-pay benefits

#### 3.12.1. Holiday entitlement

In addition to paid time off in respect of public/bank holidays, the paid annual leave entitlement for all staff is set out in the following table:-

<b>Directors and Assistant Directors</b>	<b>Completed Years of Continuous Service as at 31 March</b>	
	0 - 4 years	5 + years
Chief Executive & Executive Directors	32 days	35 days
Directors and Assistant Directors	29 days	32 days

<b>Other Staff</b>	<b>Completed Years of Continuous Service as at 31 March</b>	
	0 - 4 years	5 + years
Grade and pay spine	0 - 4 years	5 + years
Up to and including Scale 4 (scp 1-21)	24 days	29 days
Scales 5-6 (scp 22-28)	25 days	30 days
SO1 to PO2 (from scp 29)	26 days	31 days
MM1 to HOS2	29 days	31 days

#### 3.12.2. Sick pay

While unable to work because of illness, staff at all levels receive:

During 1 <sup>st</sup> year of service	1 month's full pay and (after completing 4 months' service) 2 months' half pay
During 2 <sup>nd</sup> year of service	2 months' full pay and 2 months' half pay
During 3 <sup>rd</sup> year of service	4 months' full pay and 4 months' half pay
During 4 <sup>th</sup> and 5 <sup>th</sup> year of service	5 months' full pay and 5 months' half pay
After 5 years' service	6 months' full pay and 6 months' half pay

This provision mirrors the national terms and conditions for local authorities' staff.

### 3.13. Other general terms and conditions of service

Other general terms and conditions of service for senior staff are as determined by the Joint National Council for Chief Officers and for other staff by the National Joint Council for Local Government Services.

### 3.14. Termination payments

**3.14.1.** In 2010, the Cabinet adopted a revised policy in respect of the level of discretionary payments made to staff who were made redundant. Under the terms of this policy, which applies to staff at all levels including senior managers, on being made redundant, staff who are immediately able to access their occupational pension payments will receive a redundancy payment which is calculated using the statutory table for the calculation of redundancy payments with the payment being based on an actual week's pay i.e. salary ÷ 52.14 weeks, rather than a statutory week's pay. In all cases of redundancy of staff at all levels the Council automatically waives any actuarial reduction in pension payments that would otherwise arise. Staff who are not able to access an occupational pension for any reason receive a supplementary additional discretionary payment calculated on half a week's actual pay for every year of local government service. The Council's redundancy payments scheme is located at [http://enfieldeye/downloads/file/8665/redundancy\\_compensation\\_provisions](http://enfieldeye/downloads/file/8665/redundancy_compensation_provisions).

- 3.14.2.** The Council's flexible retirement policy, adopted in 2011, enables eligible staff to receive their occupational pension and continue working, for a maximum period of up to two years, provided they either reduce their contractual hours by at least 50% or reduce the grade of their job by two grades. **Seven staff were retired flexibly in the period 1 January to 31 December 2018.**
- 3.14.3. On 21 March 2012, the Council adopted a severance policy under which staff at all levels in the Council could be allowed to leave the Council's employment with a discretionary severance payment. Details of this scheme are set out in the relevant Cabinet report.
- 3.14.4.** The Council has the discretion to agree the early retirement of a member of staff aged 55 to 60, where this is in the best interests of the efficiency of the service. In such cases, the Council considers each case on its merit and in the light of this determines a) whether to agree the request and b) where applicable, whether to waive any actuarial reduction that may arise. **One member of staff was retired early in the interests of the efficiency of the service in the period 1 January to 31 December 2018.**
- 3.14.5. While under the specific circumstances set out in this statement, the Council may waive the actuarial reduction that would otherwise arise as a consequence of the early payment of an employee's occupational pension; the Council does not enhance the pension provision of any staff.
- 3.14.6. The Council would not normally consider re-engaging in any capacity any senior member of staff who had left the Council with a discretionary compensatory payment or via a settlement agreement within two years of his/her recorded last day of service. Any proposal to do so would be subject to the agreement of an appropriately constituted Appointments' Panel.
- 3.14.7. The Council has no provision to make any other termination payments to staff at any level in the organisation other than in settlement of a potential or actual legal claim against the Council. Any such payment to a senior member of staff would be agreed by the Chief Executive or appropriate Executive Director, in consultation with the Leader of the Council, under the terms of an appropriate Compromise Agreement following receipt of written legal advice.

- 3.14.8. As a matter of principle, the Council expects all staff to work any contractual periods of notice unless it is considered this would not be in the best interests of the Council.
- 3.14.9. Where the Council proposes to exercise its discretion to make a severance payment of £100,000 or more, under paragraphs 3.14.2 (flexible retirement), 3.14.3 (severance) or 3.14.4 (early retirement in the interests of efficiency), the proposal shall be referred to full Council for decision.
- 3.14.10. Where the Council proposes to make an officer redundant which will involve costs of £100,000 or more and which is in excess of the provisions detailed in paragraph 3.14.1, the proposal should be referred to full Council for decision.
- 3.14.11. Where the Council has incurred costs in relation to the redundancy of an officer in excess of £100,000 but which consists exclusively of payments made in accordance with the Council's redundancy scheme detailed in paragraph 3.14.1, the payment will be reported to the Remuneration Sub Committee for information.
- 3.14.12. The Council notes and will be bound by the statutory regulations with regard to the cap on exit payments and re-engagement of senior officers after receiving an exit payment.

### 3.15. Retirement on medical grounds

Decisions to retire staff on grounds of permanent ill health are medical decisions over which the Council has little influence or discretion. In such cases, the Council will meet any additional costs that arise as specified in Regulation 20 of the Local Government Pension Scheme Regulations. **Four staff have been retired on grounds of permanent ill health in the period 1 January to 31 December 2018.**

### 3.16. Other payment/reimbursement of expenses/accommodation costs

- 3.16.1. Middle and senior managers engaged on grades MM2 and above are not reimbursed for any additional expenses incurred in the course of carrying out their duties within the borough boundaries. Reimbursement of actual costs incurred is made in respect of additional costs incurred in travelling outside the borough on production of an appropriate receipt. Where Council business necessitates an overnight stay and it has not been possible for the

Council to directly pay for accommodation and/or meals in advance, all staff including senior managers are reimbursed all reasonable costs as set out in the Council's policy on subsistence allowances and overnight stays as approved by the appropriate Executive Director for Directors and Assistant Directors, the Chief Executive for Executive Directors and the Leader of the Council for the Chief Executive.

- 3.16.2. All other staff are reimbursed for additional expenses incurred in the course of undertaking their duties irrespective as to whether this work is undertaken within or outside the borough boundaries. Reimbursements of expenses for other staff are authorised in accordance with the Council's Scheme of Delegation.

### **3.17. Occupational pension provisions**

- 3.17.1. All staff are eligible to join the Local Government Pension Scheme. Approximately 86% of the workforce are currently members of the Pension Scheme. The level of contributions made by staff is determined by Regulations. In addition, the Council makes a contribution to the Local Government Pension Scheme in respect of each member of staff who is a member of the scheme.
- 3.17.2. The level of pension contribution made by the Council is based on actuarial calculations approved by the Council's Pension Board from time to time.
- 3.17.3. In the light of recent changes in general taxation legislation and particularly in respect of the annual and lifetime pension allowances, there is an increasing likelihood that in the medium term, a number of senior managers will choose to cease to be members of the Local Government Pension Scheme. In such cases, the Council would not make any compensatory payment to a senior manager to maintain the overall value of the individual's remuneration package.

### **3.18. Relationship between the remuneration of the Chief Executive and that of the overall workforce**

- 3.18.1. Section 38(2) of the Localism Act 2011 requires the Council to set out policies on the relationship between the remuneration of its chief officers and that of other staff. The Code of Recommended Practice for Local Authorities on Data Transparency defines the “pay multiple as the ratio between the highest paid salary and the median average salary of the whole of the authorities’ workforce”.
- 3.18.2.** The report on Fair Pay in the Public Sector highlights that in general terms, the multiple indicating the relationship between the pay of the Chief Executive and the pay of the general workforce in a local authority is significantly lower than for organisations of similar size, turnover and complexity in the private sector. The report indicates that typically the pay of the Chief Executive of a London Borough is approximately eight times that of the median pay of all staff (chart 2A, page 33, Fair Pay in the Public Sector). In 2017/18, **the gross pay of the Chief Executive was 7.1 times the median pay for the whole of the Council’s non-schools workforce.** –The multiple for 2017/18 will be published in the annual accounts.
- 3.18.3. To ensure the Council continues to offer a competitive remuneration package to staff at all levels in the organisation, the Council periodically undertakes a benchmarking exercise to ensure that potential pay levels remain aligned with the median pay of other London Boroughs.

### 3.19. **Shared services**

Where the Council agrees to share the services of a senior manager with one or more other councils, then the remuneration and terms of conditions of employment will be determined by the primary employer with the secondary employer reimbursing the primary employer an agreed sum.

### 3.20. **Public Health Team**

On 1 April 2013, the NHS public health function was transferred to local councils. The transfer was actioned under a statutory transfer scheme and transferred staff have been protected on their NHS pay, pensions and conditions of service. At present, there are three staff on NHS terms and conditions. The terms of the transfer agreement protect councils from equal pay challenges until April 2015. However, from this date, councils will need to review the pay arrangements to ensure that any differentials are objectively justified. The numbers of public health staff on NHS conditions has steadily decreased since 1 April 2013 through natural wastage. It is planned to offer

local government terms and conditions to all public health staff, **as part of the restructuring of the Council which will be completed by 31 March 2019.**



By virtue of paragraph(s) 3 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

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