



LONDON BOROUGH OF ENFIELD

**AGENDA FOR THE COUNCIL MEETING
TO BE HELD ON WEDNESDAY, 29TH
FEBRUARY, 2012 AT 7.00 PM**

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

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Date: 21 February 2012

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, 29th February, 2012 at 7.00 pm for the purpose of transacting the business set out below.

Yours sincerely

J.P.Austin

Assistant Director, Corporate Governance

1. **ELECTION (IF REQUIRED) OF THE CHAIRMAN/DEPUTY CHAIRMAN OF THE MEETING**
2. **MAYOR'S CHAPLAIN TO GIVE A BLESSING**

The Mayor's Chaplain to give a blessing.

3. **MAYOR'S ANNOUNCEMENTS (IF ANY) IN CONNECTION WITH THE ORDINARY COUNCIL BUSINESS**

4. **MINUTES** (Pages 1 - 20)

To approve, as a correct record, the minutes of the Council meeting held on 25 January 2012.

5. **APOLOGIES**
6. **DECLARATION OF INTERESTS** (Pages 21 - 22)

Members of the Council are invited to identify any personal or prejudicial

interests relevant to items on the agenda. Please refer to the guidance note attached to the agenda.

7. BUDGET 2012/13 AND MEDIUM TERM FINANCIAL PLAN (GENERAL FUND) (Pages 23 - 216)

To receive the report of the Director of Finance, Resources & Customer Services (No.189A) presenting for approval the Budget for the 2012/13 and Medium Term Financial Plan (General Fund).

Recommendations 2.1 – 2.6 were endorsed and recommended for approval to Council, at the Cabinet meeting held on 8 February 2012. Recommendation 2.7 has also been included for Council approval. **(Key Decision – Reference No.3399)**

8. HOUSING REVENUE ACCOUNT ESTIMATES 2012/13 AND MEDIUM TERM FINANCIAL PLAN (RENT SETTING - HRA) (Pages 217 - 236)

To receive the joint report of the Directors of Health, Housing & Adult Social Care & Finance, Resources and Customer Services (No.190A) presenting for approval the revenue estimates of the Housing Revenue Account (HRA) for 2012/13 following consultation with residents on the HRA budget position.

The recommendations set out in the report follow on from the report presented to and approved at the Cabinet meeting held on 8 February 2012. **(Key Decision – Reference No.3400)**

9. DELEGATED AUTHORITY WITHIN THE ENVIRONMENT DEPARTMENT AND ADOPTION OF SECTION 16 LONDON LOCAL AUTHORITIES AND TRANSPORT FOR LONDON ACT 2003 (Pages 237 - 262)

To receive a report from the Director of Environment (No.188) setting out and updating the delegated authority arrangements within the Environment Department, recommended as a consequence of changes in structures, posts and legislation. It also recommends that the Council adopts legislation to exercise powers to tackle unlawful vehicle crossovers.

10. COUNCILLORS' QUESTION TIME (TIME ALLOWED - 30 MINUTES) (Pages 263 - 284)

10.1 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. A supplementary question is not permitted.

10.2 Councillors’ Questions (Part 4 – Paragraph 9.2(a) of Constitution – Page 4 - 8)

The list of thirty questions received and their responses are attached to the agenda.

11. MOTIONS

11.1 In the name of Councillor Hamilton

Enfield Council congratulates the Enfield Independent on its campaign "don't carry, don't kill" for persuading the Conservative led government to change the bill to include a mandatory sentence for all 16 to 17 year olds "using a knife in a threatening or dangerous manner". The Enfield Independent led this campaign which included support from Enfield Council and groups such as STOP, TAGS, Anti-Knife UK and the Enfield based Nelson Williams Foundation as well as the three Enfield MPs.

The Council is opposed to any reduction to police numbers in the borough which would limit the ability to apprehend offenders who have used knives.

This Council also believes that imprisoning people for violent knife crime is only half the battle, it is vital that the criminal justice system provides the resources and expertise required to rehabilitate all young offenders rather than allowing them to languish in prison and become hardened criminals.

11.2 In the name of Councillor Taylor

This Council notes the Mayor of London Boris Johnson's decision not to increase the GLA precept in 2012/13 but also notes that, at the same time, he has introduced huge increases in fares.

11.3 In the name of Councillor Laban

This Council congratulates the Mayor of London Boris Johnson following his announcement to reduce the Mayor's GLA precept and commends his efforts over the last 3 years in which he kept the precept at 0%

11.4 In the name of Councillor Hall

This Council congratulates the coalition government following its decision to renew its grant for another year to ensure that Council tax is maintained at the same level for a further year i.e. a 0% increase.

11.5 In the name of Councillor Sitkin

This Council deplores the reduction in Enfield residents' purchasing power, hence in their ability to support local businesses, as a direct result of the Government's regressive VAT hike and the London Mayor's unwarranted fares' hike.

We therefore call upon George Osborne and Boris Johnson respectively to replace these misguided policies with other more progressive funding measures that do not target the disadvantaged in Enfield's communities the way these Conservative politicians are currently doing.

11.6 In the name of Councillor McGowan

With most of the health profession now openly against the proposed health reforms, worried Cabinet Ministers should move beyond calling for face saving measures such as 'taking the Secretary of State for Health, Andrew Lansley, out to be shot', as quoted in the Times by a Downing Street source or replaced once the Bill becomes law as advocated by the Deputy Leader of the Liberal Democrats, Simon Hughes, in a recent interview with Andrew Marr.

They should instead join the majorities of the general public, health professionals and this Council in the movement to save the NHS and demand the Government withdraw the Health and Social Care Bill immediately.

12. USE OF URGENCY PROCEDURES - MONITORING UPDATE (Pages 285 - 286)

Council is asked to note the details provided of decisions taken under the Council's urgency procedure relating to the waiver of call-in and, where necessary, the Forward Plan along with the reasons for urgency. These decisions have been made in accordance with the urgency procedures set out in Paragraph 17.3 of Chapter 4.2 (Scrutiny) and Paragraph 16 of Chapter 4.6 (Access to Information) of the Council's Constitution.

13. MEMBERSHIPS

To confirm any changes to committee memberships. The following changes had been notified at the time of agenda dispatch:

- (a) Member Governor Forum

Councillor Cole to be removed as an additional member of the Forum.

14. NOMINATIONS TO OUTSIDE BODIES

To confirm any changes to outside body memberships. The following changes had been notified at the time of agenda dispatch:

(b) London Councils – Transport & Environment Committee

Councillors Brett & Levy to fill two of the deputy vacancies.

(b) North London Waste Authority

Councillor Bond to replace Councillor Murphy

(c) North London Waste Planning Members Group

Councillor Murphy to replace Councillor Bond

15. CALLED IN DECISIONS

None received.

16. DATE OF NEXT MEETING

Members are asked to note that the next meeting of the Council will be held on Wednesday 28 March 2012 at 7.00 p.m. at the Civic Centre.

17. EXCLUSION OF THE PRESS AND PUBLIC

To consider passing a resolution under Section 100A(4) of the Local Government Act 1972 excluding the press and public from the meeting for the item of business listed on the part 2 of the agenda 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.

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**MINUTES OF THE MEETING OF THE COUNCIL HELD ON WEDNESDAY 25
JANUARY 2012****COUNCILLORS****PRESENT**

Christiana During (Mayor), Kate Anolue (Deputy Mayor), Jayne Buckland, Chaudhury Anwar MBE, Alan Barker, Ali Bakir, Caitriona Bearryman, Yasemin Brett, Alev Cazimoglu, Lee Chamberlain, Bambos Charalambous, Yusuf Cicek, Christopher Cole, Andreas Constantinides, Ingrid Cranfield, Christopher Deacon, Dogan Delman, Marcus East, Patricia Ekechi, Achilleas Georgiou, Del Goddard, Jonas Hall, Christine Hamilton, Ahmet Hasan, Elaine Hayward, Robert Hayward, Denise Headley, Ertan Hurer, Tahsin Ibrahim, Chris Joannides, Jon Kaye, Nneka Keazor, Joanne Laban, Henry Lamprecht, Michael Lavender, Dino Lemonides, Derek Levy, Simon Maynard, Paul McCannah, Donald McGowan, Terence Neville OBE JP, Ayfer Orhan, Ahmet Oykenner, Daniel Pearce, Martin Prescott, Geoffrey Robinson, Michael Rye OBE, George Savva MBE, Toby Simon, Alan Sitkin, Edward Smith, Andrew Stafford, Doug Taylor, Glynis Vince, Ozzie Uzoanya, Tom Waterhouse, Lionel Zetter and Ann Zinkin

ABSENT

Chris Bond, Eric Jukes, Chris Murphy, Anne-Marie Pearce and Rohini Simbodyal.

91**ELECTION (IF REQUIRED) OF THE CHAIRMAN/DEPUTY CHAIRMAN OF
THE MEETING**

The Mayor apologised for the late start of the meeting, which had been delayed to 7:10pm. This had been due to the late arrival of the Mayor's Chaplain who had been held up in traffic.

The election of a Chairman/Deputy Chairman of the meeting was not required.

92**MAYOR'S CHAPLAIN TO GIVE A BLESSING**

Father Emmanuel – Parish Priest of St Edmonds Church, Edmonton, gave the blessing.

93**MAYOR'S ANNOUNCEMENTS (IF ANY) IN CONNECTION WITH THE
ORDINARY COUNCIL BUSINESS**

The Mayor made the following announcements:

- She thanked Father Emmanuel for offering the prayers.

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- She reminded members about the sad death of past Mayor Patrick Cunneen, who died just before Christmas, after a long illness; she thanked the Deputy Mayor Councillor Kate Anolue and other members for attending his funeral on Monday 9 January 2012.

Councillors Doug Taylor and Mike Rye paid tribute to Patrick Cunneen. The whole Council stood and observed a minute's silence in his memory.

Further announcements followed:

- The Mayor and the Deputy had attended numerous engagements in the borough, including many Christmas Lunches, a number of concerts and recitals, showing the abundance of talent in the borough.
- The Mayor had enjoyed attending the New Years Day Parade, a spectacular occasion where it was wonderful to see so many people lining the streets, cheering and clapping the groups performing in the parade.
- She thanked the Platinum Dance Group, based at Millfield Theatre for representing Enfield. They had come ninth in the London Boroughs competition this year, as a result the Mayor's Charity appeal will receive £1500.
- She informed members that the Mayor's Charity Spring Ball would be held on Saturday 24 March 2012, at Forty Hall Banqueting Suite. Tickets would be £45 each, to include a drinks reception on arrival, 3 course meal and a half bottle of wine per person. She hoped that as many as possible would support the evening.

The Mayor announced that the Council had recently received the following awards.

1. London Safeguarding Children Award 2011

The Mayor said that she was pleased to say that on 5 December 2011 Enfield Parent Engagement Panel (PEP) won the very first London Safeguarding Children Award 2011 for emerging practice.

Anne Stoker, Enfield Parent Commissioner, was joined at the award ceremony by a number of the Enfield Parent Champions; every-one was delighted when the announcement was made. There was press interest and photographs were taken of the parents receiving the award. There were 4 projects short listed with 3 being highly commended however Enfield was the winner and the judges were extremely complimentary.

Parent Engagement Panels cut across all boundaries serving the whole Borough engaging across and within communities, promoting community cohesion. The PEPs aim to keep children, young people and communities safe and strong by increasing parental involvement.

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From within the Parent Engagement Panels parent champions are coming forward. These are parents willing to go that extra mile to source and support their communities by improving access and engagement to services and provisions, particularly for those who are isolated or whom do not normally engage with others outside of their communities.

It is fantastic to hear such an important initiative getting such well deserved external recognition.

Anne Stoker and members of the Parent Engagement Panel were presented with the award.

2. Sword of Honour

The Sword of Honour is a prestigious award recognising the 'best of the best' in health and safety management. It was only achievable if an organisation achieves a 'Five Star' rating in the British Safety Council health and safety audit. The audit is recognised globally as one of the toughest audits to achieve.

Only 54 organisations globally were awarded the 'Sword of Honour' in 2011. Enfield Council is the only council in the country to achieve such an award.

Being awarded the Sword of Honour brings great internal and external endorsement and heightened prestige as 'best of the best' in managing health and safety.

For the Environment Department, John Griffiths and the corporate health and safety team this has been a three year plan of hard work, commitment and dedication to bring the Council to a level that is amongst the best organisations, a wonderful achievement.

John Griffiths was presented with the Sword of Honour

**94
MINUTES**

AGREED that the minutes of the Council meeting held on 9 November 2011 be confirmed and signed as a correct record

**95
APOLOGIES**

Apologies for absence were received from Councillors Chris Bond, Eric Jukes, Chris Murphy, Anne-Marie Pearce and Rohini Simbodyal, Apologies for lateness were received from Councillor Marcus East.

96

DECLARATION OF INTERESTS

The following interests were declared in agenda item 7 - Opposition Business: Portas Review on the Future of our High Streets:

- Councillor Tashin Ibrahim declared a personal interest as he was an employee of Enfield Retail Business Association Ltd.
- Councillor Christopher Cole declared a personal interest as an associate of the owner of a local business in a town centre within Enfield.

The Assistant Director Corporate Governance advised members that they would need to consider declaring a personal and prejudicial interest in respect of agenda item 10 - Concessionary Travel Policy if they or any member of their immediate family or close associate had applied for or was in receipt of a blue badge/disabled persons Freedom Pass or Taxicard. As a result of the advice provided the following interests were declared:

- Councillor Yusuf Cicek declared a personal and prejudicial interest as a close relative held a disabled persons Freedom Pass;
- Councillor Achilleas Georgiou declared a personal and prejudicial interest as a close relative held a disabled persons Freedom Pass;
- Councillor Dino Lemonides declared a personal and prejudicial interest as a close relative held a disabled persons Freedom Pass;

Each member withdrew from the meeting during the consideration of this item and did not vote.

Councillor Tom Waterhouse declared a personal interest in item 14.1 (Motion in the name of Councillor Lavender) as he was employed by Nick de Bois MP, as a Senior Parliamentary Assistant.

97

OPPOSITION BUSINESS - PORTAS REVIEW ON THE FUTURE OF OUR HIGH STREETS

Councillor Neville introduced the issues paper prepared by the Conservative Group, based on the Portas Review into the future of our High Streets.

In introducing the paper he highlighted the case for carrying out measures which would help improve High Streets in Enfield. The key issues raised included:

- The need to recognise High Streets and retail shopping generally as a very important contributor to the local economy.
- Whilst High Streets had been in decline for many years, both local and national governments of all political make up had not done enough to reverse this. The major factors influencing the decline included the increase in the number of large out of town stores with free parking, and the continual, exponential growth in internet shopping.

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- The Government had commissioned Mary Portas, in the context of the current economic down turn, to come up with recommendations for improvement. The Conservative Group were now calling on the Council to consider what could be done in Enfield, in response to the main findings and recommendations from the review.
- Enfield suffered from the close proximity of large out of town shops along the A10 as well as the nearness to major shopping centres such as Brookfield Farm, Brent Cross and the recently opened Westfield Centre development at Stratford. It was difficult to compete with these large centres with combined leisure interests.
- The Conservative Group felt that the average 46% increase in parking charges and imposition of Sunday charges in Enfield would not help in addressing these issues. These measures discouraged people from shopping in their local high street, encouraged those that did come to stay for less time and therefore spend less money.
- As a result of the Opposition Business, the Conservative Group were requesting that more detailed consideration be given to those recommendations in the Portas Review which were under local authority control. This included particular action to consider immediately reversing the decision to impose Sunday parking charges in Enfield Town; to introduce a period of fifteen minutes free parking (as a measure which had worked well in neighbouring Waltham Forest & Borehamwood); and to instruct the Housing Growth and Regeneration Scrutiny Panel to consider the findings and recommendations from the Portas Review in more detail, with a report to be provided for Cabinet & Council by July 2012.

Councillor Goddard, Cabinet Member for Business and Regeneration, responded on behalf of the Majority Group, highlighting that:

- The Majority Group shared the concerns of the opposition at the decline of the High Street, particularly in the light of the current Global Crisis, but felt that no single strand or issue (including the provision of free parking) would resolve the problem on its own.
- In Enfield, several of the recommendations from the Portas Review had already been implemented, including the creation of Town Centre Managers and ongoing support for the Enfield Business Retail Association (EBRA), who continued to play a significant role. Two key issues needing to be addressed remained the quality of the retail offer and the environment. An additional difficulty in Enfield Town related to the size of the retail units, with retailers increasingly wanting larger units. A key problem in many areas – particularly in the East - was the decline in disposable income which had led to major retailers moving away from local high streets.

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- Before the Portas Review, the Council had been carrying out improvements to shopping areas along the Hertford Road - in Ponders End, Enfield Lock, in the South - and along Green Lanes. This had also included measures such as introduction of a business rate relief and the provision of Christmas lights. Plans were also being developed to create street markets with further investment in business and arts projects - including the Dugdale Centre in Enfield Town
- As part of the plans being developed to progress the Enfield Town Phase III development it had been recognised that there would be a need to focus on not just the retail offer, but also on improving the general environment and shopping experience. At Edmonton Green the Council was working very closely with St Modwens to encourage further investment in the shopping centre.
- Recent survey information indicated that residents rated improving the quality of the shops as the most important factor in attracting them back to the High Street; parking was fifth. Only a minority of people travelled by car to high streets in Enfield; many more travelled on foot and by public transport (with a subsequent need to include as part of any review the current level of fares). Whilst recognising the importance of parking it was felt this needed to be seen within the wider context of all the other issues identified.

Other issues highlighted as factors impacting on the decline in the High Street during the debate were as follows:

- The impact of rent and business rate levels combined with lack of choice, innovation and bureaucracy;
- The need to create a good environment where small well run businesses could thrive, including improvements to the street scene;
- The popularity of large out of town shopping centres, based partly on the fact that they offered free parking and were within close proximity in terms of travel time;
- The need to address and avoid high levels of vacant retail units.

Following a lengthy debate, Councillor Lavender summed up on behalf of the Opposition Group. He felt that the debate had been useful and recognised the need for the issues to be considered in the widest possible context. At the same time he felt there was a need for the Council to focus on those areas within its direct control as a means of addressing the issues raised, which included parking and parking charges. Of particular concern was the impact relating to the introduction of parking charges on Sunday.

In response to the debate and recommendations made within the Opposition Business paper, Councillor Goddard highlighted:

1. the need to consider the issues highlighted as part of an overall strategy and in the broadest possible context recognising the impact of issues such as the current economic climate & plummeting consumer confidence alongside the quality of the retail offer, local environment and

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parking. There was also a need to focus on actions over the short, medium and long term.

2. the progress made in improving High Streets across the borough, including the lobbying of local MPs about the proliferation of betting shops, and attempting to tackle the problem of empty shops.
3. the need to bring forward a measured response. He therefore proposed that a report should be prepared for Cabinet looking at the issues raised in the Portas Review and during the meeting along with the Council's response in addressing these, and making recommendations for the best way forward as part of an overall strategic approach. Scrutiny would also be welcome to participate in this process.

The Leader of the Opposition requested that a vote was taken on the recommendations within the Opposition Business paper, with the following result:

- (1) To reconsider the decision to introduce parking charges on Sundays in Enfield Town and revert to allowing free off and on street parking on Sundays and Bank Holidays with immediate effect.

For: 23
Against: 31
Abstentions: 0

The recommendation was not therefore approved.

- (2) To introduce a 15 minute free parking period at all on street parking bays in shopping high street areas.

For: 23
Against: 31
Abstentions: 0

The recommendation was not therefore approved.

- (3) To instruct the Housing, Growth and Regeneration Scrutiny Panel to consider the Portas Review in detail and to report to Cabinet and Council with recommendations by July 2012, providing reasonable and necessary resources as required.

For: 23
Against: 31
Abstentions: 0

The recommendation was not therefore approved.

98

FINAL REPORT FROM THE COUNCIL COMMISSION TO EXAMINE THE AUGUST 2011 DISTURBANCES IN ENFIELD

Councillor Hamilton (Chair of the Council Commission) moved and Councillor Rye seconded the final report setting out the findings and recommendations from the Council Commission set up to investigate the causes of the August Disturbances in Enfield during August 2011 (Report No.181A).

NOTED

1. Councillor Hamilton in moving the report highlighted:
 - a. The Commission had been established by Council in September to investigate the reasons behind the disturbances in Enfield and put forward recommendations to prevent them happening again. The timeframe had been very short to enable the recommendations to feed in to the review being carried out by the National Riots, Communities and Victims Panel.
 - b. The Commission had held 12 meetings, including two in public, carried out visits to areas affected and spoken to many of the individuals involved including the Borough Commander, Chief Executive and other community leaders.
 - c. The Commission had found no one single cause for the riots. There were many underlying issues with those involved from all ages and ethnicities.
 - d. Whilst there were no easy solutions, there was a need to tackle the underlying issues, build young peoples self esteem and resilience, address increasing marginalisation and improve early intervention.
 - e. The Commission would continue to review the offender survey results, and to monitor the implementation of the recommendations, a visit to Pentonville Prison was also planned. The Council would seek to take advantage of external funding to implement the recommendations.
 - f. The final report and recommendations would be submitted to the National Riots, Communities and Victims Panel to feed into their final review.
2. Councillor Rye in seconding the report highlighted:
 - a. The need to recognise that only a small minority of young people had been involved in the disturbances. A multiplicity of factors had been involved. Although the recommendations on their own could not prevent future disturbances, they would contribute to prevention.

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- b. The Police had done the best job that they could in the circumstances and with the initial resources available but, it was felt, could have been more proactive in their initial response. Analysis should be undertaken on addressing the factors influencing young people who were known to the Education Welfare Service and who had been excluded.
- c. In addition there was a need to recognise the poor relationship between some young people and the police and to consider how representative the police were of their communities.
3. The thanks extended by the Commission Chair to all members of the Commission & Alison Trew (Head of Corporate Policy and Performance) and the other Commission Support Officers for their support in arranging and turning around the evidence and Commission meetings so quickly. These thanks were reiterated by all members of the Commission with its work felt to represent an excellent example of cross party working.
4. The concerns highlighted in relation to the impact of the criminal justice system and sentencing policy, which the Opposition Group felt had not been fully reflected as an issue within the Commission's report. In response the Commission Chair felt it was important to remind members that the review findings and recommendations had been produced following an evidence based review, with the increase in police numbers available to tackle the disturbances seen as more of an influence than the sentencing policy adopted to deal with offenders.

Following a lengthy debate the recommendations in the report were agreed unanimously without a vote.

AGREED

- (1) To approve the Commission final report and recommendations for future action.
- (2) The Commission report be sent to the National Riots Communities and Victims Panel to inform their final report and recommendations.

99

NORTH LONDON WASTE AUTHORITY LEVY CHARGE & HOUSEHOLD WASTE & RECYCLING CENTRE TRANSFER

Councillor Stafford (as Cabinet Member for Finance and Property) moved and Councillor Sitkin seconded the report of the Director of Environment and Director of Finance, Resources and Customer Services (No.162) setting out the background to the North London Waste Authority (NLWA), the current statutory default levy arrangements and the proposed changes to pending repeal of the Refuse Disposal (Amenity Act) 1978.

NOTED

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1. The recommendations set out in the report had been endorsed by Cabinet on 14 December 2011.
2. The concerns raised by the Opposition Group at what were felt to be the insufficient level of safeguards currently in place relating to the proposed transfer of the Household Waste & Recycling Centre at Barrowell Green.
3. The final decision on transfer of the Household Waste & Recycling Centre was still to be made, pending further information regarding the proposed service provision and cost apportionment. The Leader of the Council and Cabinet Member for Finance & Property highlighted the assurances that would need to be obtained from North London Waste Authority (NLWA) prior to any transfer being agreed, as detailed in section 3.20 of the report, which it was felt did provide a sufficient level of comfort.
4. The proposals to amend the levy, as detailed within section 3 of the report, would lead to a more proportional apportionment of costs.

In view of the concerns raised during the debate relating to the safeguards currently in place for the proposed transfer of the Household Waste and Recycling Centre, Councillor Neville moved and Councillor Lavender seconded a motion that the report be referred back to Cabinet for further consideration. The motion for reference back was put to the vote with the following result:

For: 22
Against: 29
Abstentions: 0

The motion for reference back was not approved and Council then moved on to consider the substantive recommendations, as set out in the report:

AGREED

- (1) To approve the following resolution set out below, in order to vary the NLWA levy in respect of Household Waste and Recycling Centres only from the 2012/13 financial year.

“The London Borough of Enfield agrees that the revisions to the Joint Waste Disposal Authorities (Levies) (England) Regulations 2006 as set out at Appendix 1 should apply to the apportionment of the North London Waste Authority levy with effect from 1st April 2012 until such time as a further resolution is agreed unanimously by this Council and the six other constituent councils of the North London Waste Authority and such further resolution becomes effective, or further statutory provisions take effect and supersede the Appendix.”

- (2) To transfer a leasehold interest in the Household Waste and Recycling Centre at Barrowell Green to the NLWA on 1st April 2012 following the

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repeal of the Refuse Disposal (Amenity) Act 1978 from April 2012. This would be subject to securing assurances from the NLWA as set out in paragraph 3.20 of the report delegated to the Director Environment and Cabinet Member for Environment and (as amended by Cabinet on 14 December 2011) the Director of Finance, Resources & Customer Services and Cabinet Member for Finance & Property.

The above recommendations were put to the vote and approved with the following result:

For: 31
Against: 23
Abstentions: 0

**100
CONCESSIONARY TRAVEL POLICY**

Councillor Taylor (as Leader of the Council) moved and Councillor Levy seconded the report from the Director of Finance, Resources and Customer Services (No.160A) seeking approval for the Concessionary Travel Policy.

NOTED

1. The recommendations set out in the report had been endorsed by Cabinet on 14 December 2011.
2. The policy brought together existing policies and procedures, into a consistent and clear framework, in line with current legislation and guidance.

AGREED to approve the Concessionary Travel Policy, and to implement it with immediate effect.

Councillors Cicek, Georgiou & Lemonides all declared personal and prejudicial interests in respect of this item as they had close relatives who held a disabled persons Freedom Pass (Min.96 above refers). They left the meeting for consideration of the above item and took no part in the decision.

**101
CORPORATE PROCUREMENT STRATEGY & SUSTAINABLE
PROCUREMENT POLICY 2011-2015**

Councillor Stafford (as Cabinet Member for Finance & Property) moved and Councillor Goddard (as Cabinet Member for Business and Regeneration) seconded the report from the Director of Finance, Resources and Customer Services (No.179A) seeking approval to the adoption of a new Corporate Procurement Strategy.

NOTED

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3. The recommendations set out in the report had been endorsed by Cabinet on 14 December 2011.
4. The Strategy had been designed to provide a clear policy direction on effective and sustainable procurement across the Council and enable the Authority to be in a good position to influence partners and the supply chain when procuring goods, services and works. The Strategy was felt to represent best practice and showed the Council leading by example in promoting good social, economic and environmentally sustainable procurement.
5. In response to concerns highlighted by the Opposition Group an assurance was provided that work would continue to engage with small and medium local businesses and the Third Sector with implementation of the policy in order to enable them to compete effectively.

AGREED the Corporate Procurement Strategy and Sustainable Procurement Policy 2011-2015.

102

DELEGATED AUTHORITY WITHIN THE ENVIRONMENT DEPARTMENT AND ADOPTION OF SECTION 16 LONDON LOCAL AUTHORITIES AND TRANSPORT FOR LONDON ACT 2003

The report was withdrawn at the meeting.

103

COUNCILLORS' QUESTION TIME (TIME ALLOWED - 30 MINUTES)

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

None received.

2. Questions by Councillors

NOTED

1. The thirty five questions, on the Council's agenda, which received a written reply by the relevant Cabinet Member.
2. In relation to Question 1:
 - a. The amended answer that had been circulated to all members in advance of the meeting. John Austin (Assistant Director Corporate Governance) advised members that the response was in the name of Councillor Savva and not Councillor Simon. The amended response is set out below:

Councillor Savva's Response

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“Thank you to Cllr Lavender for pointing out an administrative error. While the details were indeed omitted, I can assure him that the items he refers to were heavily scrutinised. If he cared to ask any of his members or any member sitting on the Older People & Vulnerable Adults or Health & Well Being Scrutiny Panels he would have been informed that they did address all the issues he refers to. I would like to thank all the members from both sides who sit on these Panels and all officers and co-optees for their hard work and input.

The background to this report is that all Local Social Services Authorities were notified of the funding to be transferred by the Dept of Health through the NHS to Councils, for spend on social care activities that also benefit Health. This formed part of the 2010 government spending review commitments. The confirmed allocation is for 2011/12 & 2012/13, but with no guarantee that it will continue. The money has been treated as non recurrent and the department has sought to spread benefits from it into future years rather than restrict it to two.

Enfield is expected to agree areas of spend with the Local NHS. The Health Cabinet Sub-Committee agreed the broad areas of expenditure in April 2011. In addition areas of funding have in their own right already been the subject of decision at Cabinet and in the case of the Stroke Strategy at full Council. This report deals the allocation of the funding transfer as a whole. This decision has been on the forward plan for some time.

Both the Older People & Vulnerable Adults and the Health & Wellbeing Scrutiny Panels want to see improved outcomes for our residents. The development of new services and improved pathways of care which reflect best practice have been outlined in the joint commissioning priorities across health and social care. These have been considered and welcomed by Scrutiny Panel members.

Draft strategies (and their implementation where applicable) covering many areas of the spending plan within the Key Decision have been scrutinised by the Panels and their working groups. These include primary care development; end of life care; re-ablement and intermediate care; stroke services; dementia services; personalisation of care (including brokerage, community equipment and adaptations); safeguarding; and telecare/assistive technology.”

3. Councillor Lavender reported that he had received an apology from Councillor Simon and officers, in response to a complaint made about the original response circulated with the agenda. He had been grateful for the apology, which had been accepted and as a result would not be pursuing his complaint any further.
4. The following supplementary questions received for the remainder of the questions indicated below:

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Question 1 (scrutiny of decision on social care joint commissioning expenditure) from Councillor Lavender to Councillor Savva, Chair of the Older People & Vulnerable Adults Scrutiny Panel.

I remained concerned to ensure that the decision on this expenditure has followed proper corporate governance procedures and been subject to the necessary level of scrutiny by the relevant scrutiny panel. In view of this can I ask Councillor Savva to confirm whether he has read the decision and if so is he comfortable with the lack of information? If not, why has the decision not been called-in for review?"

Reply from Councillor Savva:

"Whilst Councillor Simon has apologised I do not intend to do so as Councillor Lavender has not attended any of my Panel meetings. This issue has been reviewed by my Panel and I would like to thank all members of my scrutiny panel for their sterling work. If he is in any doubt about the quality of scrutiny undertaken he is welcome to attend any of my Panels."

Question 2 (Changes to Council Tax Benefit Subsidy) from Councillor Ibrahim to Councillor Taylor, Leader of the Council

In view of the disappointing response to the consultation, can the Leader comment further on what he feels the impact in Enfield will be?

Reply from Councillor Taylor

"As I said in the written response, I am disappointed with the response to the consultation and have requested again that new grant is based on the relevant data. There is a need to be clear that this proposal will result in a decrease in the standard of living for our residents and I am disappointed that the minister was not prepared to reconsider the proposed reduction to ensure that the distribution of grant was fair"

Question 3 (Resources available to the Internal Audit Department) from Councillor Lavender to Councillor Lemonides, Chairman of the Audit Committee

Does Councillor Lemonides support the reduction in capacity of the Internal Audit Department?

Reply from Councillor Lemonides

"I believe in doing the right thing."

Question 6 (Council Tax) from Councillor Levy to Councillor Taylor, Leader of the Council

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Can the Leader of the Council comment on Central Government pronouncements that Councils have a moral duty to freeze Council Tax, whilst at the same time they are doing nothing to fix the damping mechanism?

Reply from Councillor Taylor

"I welcome the opportunity to confirm that the Council will be proposing a 0% increase in the Council Tax, although some authorities have taken the decision not to do so. We are disappointed that the grant being offered by Central Government to offset this is only for one year. This will create difficulties in terms of longer term financial planning and may store up problems for future years, but the approach taken will be for each authority to decide."

Question 7 (20 Mile per hour zones) from Councillor Neville to Councillor Bond, Cabinet Member for Environment.

Given the scale and extent of the 20mph zone programme can Councillor Bond provide details of the full estimated costs for each scheme and explain why these costs can not be included as part of the public consultation process on individual schemes so the public are aware of the costs?

Council was informed that as Councillor Bond had submitted his apologies for absence a written response would need to be provided to the supplementary question.

Question 9 (Alternatives to 20mph zones as a means of achieving speed reduction) from Councillor Neville to Councillor Bond, Cabinet Member for Environment.

Can Councillor Bond explain why no reference is made to the introduction of variable speed limits as one of the alternative measures in his response, as this would be one of the less costly measures?

Council was informed that as Councillor Bond had submitted his apologies for absence a written response would need to be provided to the supplementary question.

Question 11 (20mph speed zone consultation analysis) from Councillor Neville to Councillor Bond, Cabinet member for Environment.

In response to my question, could Councillor Bond provide a detailed breakdown of the research undertaken on each scheme, including details on recorded speed surveys in areas around each school and in the surrounding roads where each scheme is to be implemented?

Council was informed that as Councillor Bond had submitted his apologies for absence, a written response would need to be provided to the supplementary question.

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Question 15 (Introduction of Sunday Parking Charges) from Councillor Neville to Councillor Bond, Cabinet Member for Environment.

As I don't feel any of these points have been properly addressed could I ask Councillor Bond to provide a full and detailed answer to the questions originally asked?

Council was informed that as Councillor Bond had submitted his apologies for absence, a written response would need to be provided to the supplementary question.

Question 17 (Sunday Parking Charges – Westminster City Council's parking judicial review) from Councillor Neville to Councillor Bond, Cabinet Member for Environment.

Have Councillors Bond, Taylor and Stafford taken note of what has happened in Westminster with regard to parking?

Reply from Councillor Taylor (in place of Councillor Bond):

"Yes we have noted what occurred in Westminster, but this is Enfield, not Westminster."

Question 19 Sunday Car Parking Charges and Enfield Town Economic Wellbeing from Councillor Neville to Councillor Bond, Cabinet Member for Environment.

I don't feel the written response provided has answered my original question so will ask again if Councillor Bond could explain how he feels that the implementation of parking charges on Sunday can be reconciled with the Council's duty to promote economic well being?

Council was informed that as Councillor Bond had submitted his apologies for absence, a written response would need to be provided to the supplementary question.

Question 21 (Statutory Guidance on Parking Charges) from Councillor Neville to Councillor Stafford, Cabinet member for Finance and Property (in place of Councillor Bond).

Is the administration aware of statutory rather than operational guidance that parking charges should not be used to raise revenue, and how does Councillor Stafford reconcile this with his recent statement at a public meeting?

Reply from Councillor Stafford

"I was misquoted"

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Question 25 (Increase in off street parking charges) from Councillor Neville to Councillor Bond, Cabinet Member for Environment.

I don't feel this response has answered my original question so will ask again if Councillor Bond could provide the details requested in relation to the Palace Gardens Centre

Council was informed that as Councillor Bond had submitted his apologies for absence, a written response would need to be provided to the supplementary question.

Question 27 (Bourne Car Park Sale) from Councillor Rye to Councillor Taylor, Leader of the Council.

What consultation will be undertaken in future when disposals of these types of assets, i.e. with high usage by the public, are being considered? This should not just be left to the Cabinet report.

Reply by Councillor Taylor:

"I will be having discussions with Councillor Stafford as to the most appropriate way of consulting in future around asset disposals."

Question 30 (Starks Field Primary School) from Councillor Laban to Councillor Orhan, Cabinet Member for Children and Young People.

Please elaborate on what has been done since the start of January 2012 to improve results at Starks Field Primary School.

Reply from Councillor Orhan

"I feel that the response I have already provided is appropriate, and feel we should now await confirmation of the final results. I would be happy to respond to any further queries in writing once the final results are available"

Question 32 (Additional Provision at Bowes Primary School) from Councillor Laban to Councillor Orhan, Cabinet Member of Children and Young People.

Whilst I welcome the response can Councillor Orhan comment again on why Bowes Primary School is managing extra provision when there are twenty five other schools which have achieved better results in the borough?

Reply from Councillor Orhan

"I believe my response has made it clear why. Bowes Primary School has served the Borough well. The Headteacher has been accredited by the National College of Schools Leadership as a National Leader in Education. The current Government considers it a flagship teaching school, and it has an outstanding record in providing high quality effective support for schools in

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challenging circumstances. Bowes is part of the Enfield family of schools and is an asset to the borough.”

Question 34 (Bids to Mayor of London’s fund) from Councillor Neville to Councillor Goddard, Cabinet Member for Business and Regeneration.

The written response does not appear to have answered my original question. Could Councillor Goddard please confirm what bids have been made to the Mayor’s fund in respect of the disturbances in Enfield Town?

Reply from Councillor Goddard

“We were advised by the GLA to ensure that any schemes submitted to Mayor’s Regeneration Fund needed to be fully ready in terms of acquisition costs (in the case of arson) specification costing and design. Further guidance was issued and it became obvious that Croydon and Haringey would receive the majority of funding available. Although the GLA indicated support for our borough wide proposals, it was clear that only schemes that had a track record of development progress and prior consultation with the GLA Family, alongside an established timetable for delivery, would be considered.

We were encouraged to submit longer term schemes that were not yet worked up (such as Enfield Town) to other forthcoming funding rounds. As a result it was clear that a viable scheme could not be submitted under the riot arrangements. We are working with the Enfield Town Business Association, EBRA and other key stakeholders to progress the development of economic development schemes. We are now in active discussions with developers and landowners and we will be developing the Area Action Plan for Enfield Town this year as a framework for development that will protect and preserve the vibrancy of Enfield Town.”

**104
MOTIONS**

In view of the limited time available for the remainder of the meeting it was agreed unanimously by Council that the three motions listed on the agenda as items 14.1, 14.2 & 14.3 be withdrawn.

**105
MEMBERSHIPS**

AGREED

- (1) the following changes to committee memberships
 - a. **Crime, Safety and Stronger Communities Scrutiny Panel** – Councillor Maynard to replace Councillor East
 - b. **Green Belt Forum** – Councillor Bond to fill the vacancy.

**106
NOMINATIONS TO OUTSIDE BODIES**

None received.

**107
CALLED IN DECISIONS**

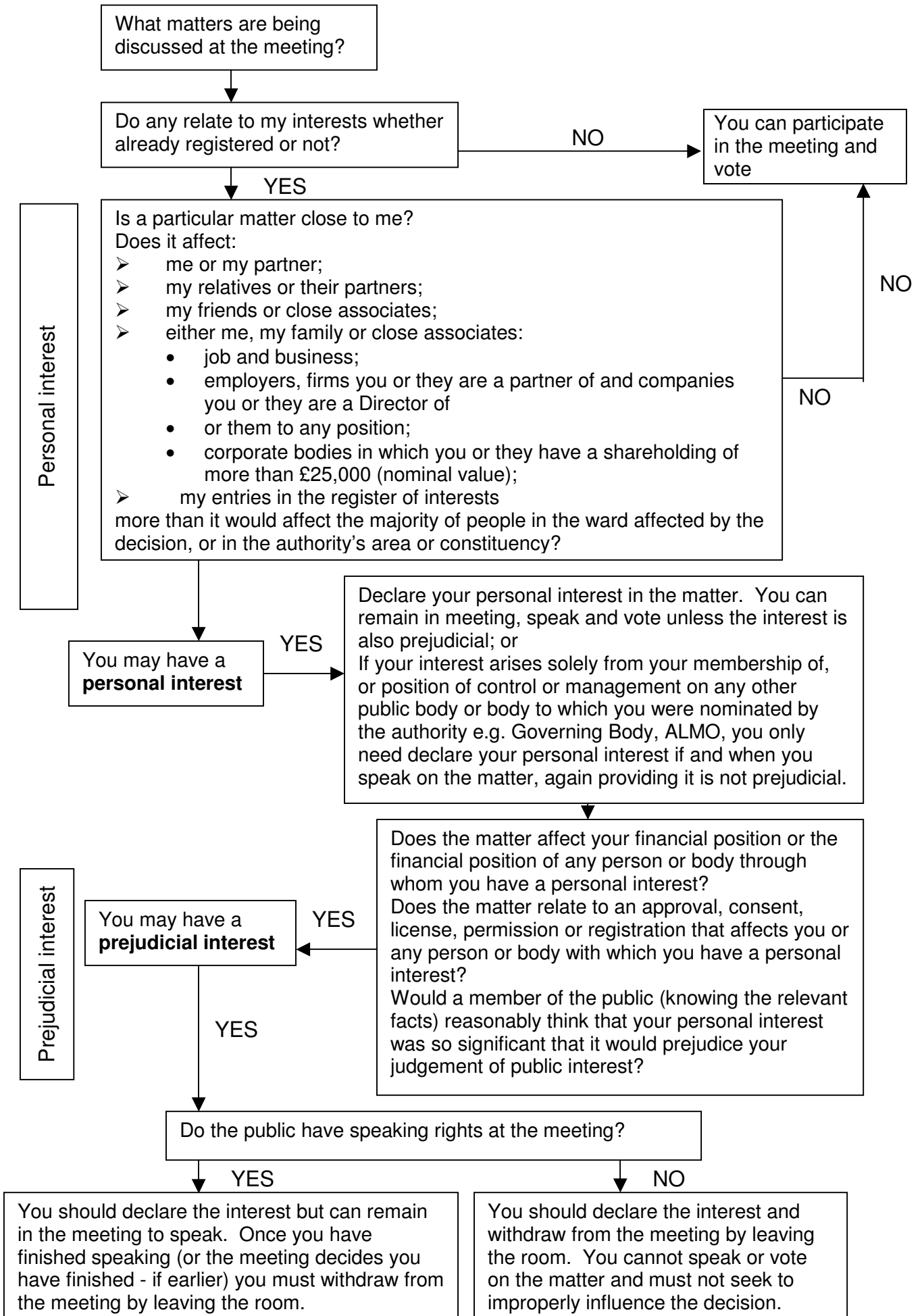
None received.

**108
DATE OF NEXT MEETING**

NOTED that in accordance with the decision made by Council in November 2011, the next meeting of the Council would be held on 29 February 2012 at 7.00pm at the Civic Centre.

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DECLARING INTERESTS FLOWCHART - QUESTIONS TO ASK YOURSELF



Note: If in any doubt about a potential interest, members are asked to seek advice from Democratic Services in advance of the meeting.

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MUNICIPAL YEAR 2011/12 REPORT NO. 189**MEETING TITLE AND DATE:**

Cabinet: 8 February 2012
 Council: 29 February 2012

REPORT OF:

Director of Finance, Resources &
 Customer Services

Contact Officers

James Rolfe Tel: 0208 379 4600
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Agenda – Part: 1**Item: 6**

**Subject: Budget 2012/13 and Medium
 Term Financial Plan
 (General Fund)**

Wards: All**Cabinet Members consulted:**

Cllr Doug Taylor
 Cllr Andrew Stafford

1. EXECUTIVE SUMMARY

- 1.1 The Medium Term Financial Plan covers the next 4 years. It sets out firm plans to deliver a zero percentage rise in Council Tax in 2012/13. It also sets out future years' plans which will need to be reviewed and updated as circumstances change over the period of the plan.
- 1.2 This report is the culmination of the 2012/13 budget planning process and provides:
- Information on the outcome of the recent budget consultation;
 - Details of the local government financial settlement;
 - Proposals regarding the level of the 2012/13 Council Tax;
 - The Council's revenue budget requirement for 2012/13;
 - The Council Tax to be levied for the year ahead including the Greater London Authority precept for 2012/13.
 - A summary of the Council's Medium Term Financial Plan over the next four years and the financial outlook for the Council and its services;
 - The advice of the Director of Finance, Resources & Customer Services regarding the recommended levels of contingencies, balances and earmarked reserves
- 1.3 The report makes recommendations regarding future investment in the Capital Programme.
- 1.4 In accordance with the Prudential Code, the report recommends that the Council agrees the Treasury Management Strategy as well as the setting and monitoring of Prudential Indicators.
- 1.5 The report includes recommendations for the Council's contingencies and balances 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
Background to the budget process	3
Budget consultation	4
Local Government Finance Settlement and Capping	5
The Tax Base and the Collection Fund	6
Revenue budget proposals including update, full year effects, pressures & savings	7
Summary of budget proposals and Council Tax impact	8
The Prudential Code and Capital Programme	9
Medium Term Financial Plan	10
Budget risks and uncertainties	11
Contingencies and general balances	12
Comments of the Director of Finance, Resources & Customer Services	13
Alternative Options, Reasons for recommendations, Key Risks, Impact on Council Priorities & Health & Safety	14-19

Budget & Council Tax Report Tables

No.	Title	Section
1	Enfield's Core Grants 2012/13	5
2	London Floor Authorities	5
3	Budget Changes since November Cabinet	7
4	Pressures (Cost increases) Summary	7
5	Total savings by department	7
6	Budget Position and Council Tax	8
7	Band D Charge	8
8	Transport for London Grant	9
9	Capital Programme Update	9
10	Capital Programme Summary	9
11	Medium Term Financial Plan 2012-16	10
12	Sensitivity Indicators	10

2. RECOMMENDATIONS

2.1 The attention of Members is drawn to the comments in paragraph 8.5 regarding S106 of the Local Government Finance Act 1992 which 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 Council Tax.

2.2 With regard to the revenue budget for 2012/13 it is recommended that Council:

- (i) Set the council tax requirement for Enfield at £121.500m in 2012/13
- (ii) subject to final pupil count data, approve expenditure of £277.085m on the schools' budget, funded from the Dedicated Schools' Grant.

- (iii) set the Council Tax at Band D for Enfield's services for 2012/13 at £1100.34 (para 8.1), there being no increase over the 2011/12 Council Tax.
- (iv) The statutory calculations and resolutions set out in Appendix 10 are approved

2.3 With regard to the Prudential Code and the Capital Programme it is recommended that Council:

- (i) notes the information regarding the requirements of the Prudential Code (section 9);
- (ii) agrees the proposals for allocating resources to capital projects as set out in Section 9 and Appendix 5;
- (iii) agrees the Prudential Indicators, the Treasury Management Strategy, the Minimum Revenue Provision statement and the criteria for investments, set out in section 9 and Appendix 4.

2.4 With regard to the Medium Term Financial Plan it is recommended that Council notes the forecast for the medium term as set out in section 10 and adopts the key principles set out in paragraph 10.16.

2.5 With regard to the robustness of the 2012/13 budget and the adequacy of the Council's earmarked reserves and balances it is recommended that Council:

- (i) notes the risks and uncertainties inherent in the 2012/13 budget and the Medium Term Financial Plan (section 11);
- (ii) notes the advice of the Director of Finance, Resources & Customer Services regarding the recommended levels of contingencies, balances and earmarked reserves (section 12) and has regard to the Director's statement (section 13) when making final decisions on the 2012/13 budget;
- (iii) agrees the recommended levels of central contingency and general balances ;

2.6 It is recommended that Council agrees the Fees and Charges for Environmental Services for 2012/13 (Appendix 9b)

2.7 It is recommended that the current members' allowances scheme is re-approved, and that the automatic increase in allowances by the average earnings as at March be not implemented for the 2011/2012 financial year (Section 13.5).

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. BACKGROUND

3.1 The budget decisions in this report are aligned with the Administration's vision and priorities for Enfield; a better place to live and work by delivering fairness for all, growth and sustainability and strong communities. The 2010 manifesto was underpinned by a number of key priorities, the delivery of which will contribute to

improving the quality of life for all residents in the borough. The budget provides for the continuation of these manifesto items.

- 3.2 The Council's overall strategy, "A fairer future for all" sets out each of the Council's strategic aims and associated priorities. The Council Strategy is linked to the budget through the Medium Term Financial Plan and the annual budget process. The Budget and Medium Term Financial Plan (2012-16) forecasts funding requirements for the Council's General Fund services.
- 3.3 The development of the 2012/13 Budget and Medium Term Financial Plan started in the early summer of 2011 with a review of the Council's revenue and capital spending needs over the next 4 years. This work was undertaken in the context of the Council's aims and objectives and the priorities set out in the Improvement Plan.

A report to Cabinet in July 2011 set out this process and timetable for the preparation of the 2012/13 budget and Medium Term Financial Plan. It was recommended that Directors in consultation with their portfolio holders working with the Director of Finance, Resources & Customer Services through the Budget Planning Group draw up proposals for savings and additional income in order to meet the budget gap.

- 3.4 A further report to Cabinet on 23 November 2011 outlined the progress made to date in the preparation of the 2012/13 budget and the review of the Medium Term Financial Plan. It set out the resources likely to be available and the key issues that influence the plan. At this meeting Cabinet approved 2012/13 saving measures totalling £11.214m relating to efficiency, procurement and the outcome of service reviews. It reported that further savings of £1.04m to balance the 2012/13 budget would be brought to Cabinet and Council as part of the budget setting process.
- 3.5 One of the Council's financial objectives is to keep Council Tax increases as low as possible, whilst ensuring that the Council provides quality services that continue to meet the changing and growing needs and expectations of service users. With the Consumer Price Index measure of inflation around 5% when the estimates were calculated, the freeze in Council Tax will be a reduction in real terms.

The proposals in this report enable the Council to balance the 2012/13 budget whilst protecting front line services and freezing Council Tax. It is however increasingly difficult for the Council to make efficiency savings that do not impact on Council services and it recognised that in future years the Council will be faced with difficult service decisions as central government grant cuts continue to bite.

4 Budget Consultation

- 4.1 The Administration places great value on listening to and understanding the views of the community. As such, the Council wants to ensure all stakeholders are fully engaged in the budget process through extensive consultation on the budget proposals. As part of the aim to consult as widely as possible, the Budget Consultation was published on the internet, in "Our Enfield" and sent to a large number of the Council's stakeholders. The budget was also presented at Area Forums, Scrutiny Panels and the Shadow Health & Wellbeing Board and officers

also attended meetings of voluntary organisations including Enfield Racial Equality Council, the Youth Parliament, Over 50's Forum and the deaf community. The views of these meetings were collated and were presented to Councillors at the Budget Scrutiny Commission on 31st January 2012 and Cabinet on 8th February 2012.

- 4.2 Like last year, the budget consultation asked respondents to prioritise services provided by the Council in order to indicate the key issues that matter most to the key stakeholders and residents of the borough. It also asked for any further suggestions about where savings could be made or costs reduced and for views on future Council Tax increases.
- 4.3 The views of the Budget Scrutiny Commission, along with the feedback from the scrutiny panels and area forums are included in **Appendix 1(b)** to this report. The Appendix also sets out the key messages resulting from the Budget Consultation. It should be noted that the consultation was primarily aimed at future years spending decisions and will inform medium term planning.
- 4.4 **Equalities**
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.
- 4.5 The Council does not discriminate on grounds of age, colour, disability, ethnic origin, gender, HIV status, immigration status, marital status, social or economic status, nationality or national origins, race, faith, religious beliefs, responsibility for dependants, sexual orientation, gender identity, pregnancy and maternity, trade union membership or unrelated criminal conviction. The Council will promote equality of access and opportunity for those in our community who suffer from unfair treatment on any of these grounds including those disadvantaged through multiple forms of discrimination.
- 4.6 The use of Equality Impact Assessments helps the Council to analyse and assess the impact of services and policies which will help achieve its aims. The Council 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
- 4.7 The Council's budget is not subject to an Equality Impact Assessment. Instead, some budget proposals require change or new services and policies and, in these cases, the relevant service has responsibility to carry out an Equality Impact Assessment which evaluates how the proposal will impact on all parts of the community. The impact assessment must include consultation with affected people and organisations.

5. Local Government Finance Settlement

The National Position

- 5.1 Local Government finance is subject to the expenditure reductions set out in the last Spending Review, announced by the Government in October 2010. The Spending Review set out the largest reductions in public spending since the

1920's, with Councils facing a 27% reduction in real terms funding over four years to 2014/15.

5.2 The 2012/13 provisional Local Government Finance Settlement was announced on 8 December 2011. The Government undertook statutory consultation and the final settlement was announced on 31 January without change. The final figures are included in the Council's Budget and Medium Term Financial Plan

5.3 Enfield's Formula and Core Grants

Enfield's Formula Grant funding is cut by 6% in 2012/13 including the academies adjustment¹. The unadjusted cash grant reduction is 6.7% for Enfield. The reduction does not highlight the fact that Enfield loses more than any other borough through the damping system (as explained below). The Council's unadjusted cash Formula Grant comparison is set out below along with other core grants.

Table 1:	2011/12	2012/13	Change	
Enfield's Core Grants	£'000	£'000	£'000	%
Formula Grant	131,038	122,292	(8,746)	-6.7%
Council Tax Freeze Grant 2011/12	3,032	3,032	0	0.0%
Early Intervention Grant	14,514	15,838	1,324	9.1%
Learning Disabilities Health Reform	4,882	5,004	122	2.5%
Housing Benefit Administration	3,451	3,447	(4)	-0.1%
Preventing Homelessness	650	650	0	0.0%
Local Flood Grant	135	220	85	63.0%
Sustainable Travel	18	22	4	22.2%
Continuing External Funding	157,720	150,505	(7,215)	-4.6%
New one-off funding				
Council Tax Freeze Grant 2012/13	0	3,050	3,050	N/A
Total External Funding 2012/13	157,720	153,555	(4,165)	-2.6%

Formula Grant Damping

A new floor system was introduced in 2011/12 which takes into account the extent to which authorities rely on Formula Grant. Education and social service councils are divided into four bands, with floors ranging from -7.4% to -10.4% in 2012/13 (-11.3% to -14.3% in 2011/12). London's position is summarised below. Enfield has been placed in the second band with a floor of -8.4% in 2012/13.

Table 2:	Floor	Above Floor	Total	Floor Grant
London floor authorities				£m
Inner London (inc. City)	13	0	13	243.7
Outer London	8	12	20	22.8
All London	21	12	33	266.5

Enfield is calculated as needing over £130m of Formula Grant in 2012/13. The damping system reduces this to £122m resulting in nearly £8m of Enfield's calculated grant being damped away to fund other authorities. The loss is less than

¹ This is a reduction in Formula Grant for the cost of services transferring from councils to new academies. More details are given in paragraph 5.8 below.

in 2011/12 when damping lost the Council £15m of grant. Some of the change results from the Government reducing the level of floor protection.

The Council has lobbied long and hard against current damping arrangements. However, public spending cuts are a huge barrier to the Council's objective of fairer funding for Enfield residents. Even so, the Council continues to raise the issue with the Government at every opportunity. This includes the Local Government Resource Review consultation when Enfield's meetings and correspondence with Ministers and Civil Servants emphasised the need to remove damping inequities from any new financial system.

5.4 Core Grants & Homes Bonus Grant

As with Formula Grant, most other Government grants are in line with last year's provisional announcements. However, Early Intervention Grant, Council Tax Freeze Grant 2012/13 and the Homes Bonus Grant incorporate significant changes to last year's position.

• Early Intervention Grant

The latest grant announcement shows an increase in Enfield's allocation by £0.496m compared to last year's provisional figure. This is a result of an additional £68m from the Government for the increased costs associated with the Chancellor's announcement in the Autumn Statement to extend its new offer of 15 hours free education and care a week for disadvantaged two year olds.

• Council Tax Freeze Grant

The Government has confirmed one-off funding to help local authorities freeze or reduce Council Tax in 2012/13. The grant is equivalent to a 2.5% increase in the 2011/12 council tax. Without the continuation of the grant after 2012/13, the Council will need to find a further £3m saving in order to avoid increasing the council tax above the 3% included in the 2013/14 Medium Term Financial Plan.

• New Homes Bonus Grant

The MTFP includes an estimated £0.6m for potential NHB in 2012/13. The Council has been awarded £0.528m in 2011/12 and a provisional £0.830m in 2012/13. These awards are made for six years. Cabinet has agreed that:

- £0.527m for 2011/12 is set aside to fund the Council's empty property programme. This is an Invest to Save proposal as empty properties brought back into use will generate additional NHB in future years².
- The £0.758m NHB in excess of the existing £0.6m 2012/13 provision is used to support the following growth initiatives included in the draft budget that conform to Government's suggested use of grant.
 - Increase in payments to private landlords and agents for Private Sector Leasing. The aim is to encourage landlords and agents to lease properties to the Council with the aim of a reduction in numbers in temporary accommodation.
 - Increase in refuse and recycling services due to population growth

² Each empty home brought back into occupation will generate around £1,400 per Band D annum. Based on 40 properties per year this will generate over £50k per annum and more than £300k over the six years of the grant's life.

- Additional streetscene services generated by the increase in population generated by new housing developments and new conversions of properties from one family to multiple occupation.

5.5 The Schools' Budget

An indicative schools' budget for 2012/13 has been developed and was presented to the Schools Forum on 9th February 2012. Based on the data provided from the autumn 2011 counts of pupils in schools and early years settings, and assumptions about increasing numbers of pupils in schools by the January count day, Dedicated Schools Grant is currently estimated to be £277.085m. This would be an increase of £4.1m (1.5%) from 2011/12. This figure may well change depending on the actual number of pupils on school rolls and in early years settings on the third Thursday in January, which is the information used to determine DSG. The Guaranteed Unit of Funding (GUF) per pupil has been maintained at the same cash value as in 2011/12 and so the increase of £4.1m is due to the increase in the number of pupils in schools and early years settings in the Borough. The final amount of DSG will not be determined until June 2012, after the January 2012 figures for pupil numbers have been confirmed by the DfE following adjustment for pupils duplicated in more than one authority. The indicative budget shows that potentially there could be approximately £750k uncommitted from the estimated increase in DSG of £4.1m. Proposals for using this are:

- to increase the number of additionally resourced provision units (ARPs) for pupils with autism and complex needs (ASD/CN) and those with social, emotional and behavioural difficulties (SEBD). These are the key groups for whom urgent provision needs to be developed and established,
- to increase the per pupil funding in schools by marginally increasing the age-weighted pupil units, taking into account the views of the Schools Forum on how this should be distributed to schools.

Under Department for Education regulations, certain specific decisions are reserved to the Schools Forum and the Council makes the final decision on the allocation of available resources taking account of any decisions made by the Forum and any comments they wish to make. Cabinet agreed that Members for Children and Young People and Finance and Property take the decision on the schools budget for 2012/13 when the final position is known, taking into account the comments of the Schools Forum and any relevant decisions which the Forum make.

5.6 Pupil Premium Grant

A new grant, the new Pupil Premium grant was introduced from April 2011 to be paid to schools to support deprived pupils at the rate of £430 per pupil. The grant is payable in respect of pupils from Reception to Year 11 who are eligible for free school meals and for each child who has been looked after for more than six months. In October 2011 the Department for Education announced an increase in the rate to £488 per pupil. In total, Pupil Premium grant for pupils and looked after children amounts to £6.589m in 2011/12. The Pupil Premium grant will be increased to £600 per pupil per annum in 2012/13 for each pupil who has been eligible for free school meals at any time in the last six years. The 2012/13 grant is estimated to amount to £10.868m. Over the government's spending review period

to 2014/15, total expenditure on this grant is planned to double from the 2012/13 level. to increase the per pupil funding in schools by marginally increasing the age-weighted pupil units, taking into account the views of the Schools Forum on how this should be distributed to schools. This compares with DSG unit funding which is being maintained at the same cash level, which effectively is a 0.5%³ reduction in real term on school's spending

5.7 **Sixth Form Funding**

Funding for sixth forms is the responsibility of the Young Peoples Learning Agency (YPLA). The Agency published its Funding Statement (relating to Post 16 funding) for 2012/13 in December. The Statement advises of the increase in funding provided for the introduction of the raising of the participation age from 16 to 17. The Government has targets for increasing the number of 16 and 17 year olds in education or training from 2012/13, leading to full participation by 2015.

The Statement advises that the protection arrangements, to deal with the phased reduction in funding per learner in schools to the same level that is given for learners in further education establishments, have been extended to four years with funding rates being at the same levels nationally from 2015/16. Indicative allocations for 2012/13 will be communicated to 16-19 institutions prior to the end of January 2012 with final allocations confirmed by the end of March 2012.

Demographic Growth Capital Fund: In 2012/13 the Young Peoples Learning Agency (YPLA) will invite maintained schools (via local authorities), sixth form colleges and academies to apply for capital funding (national pot £107 million) to create accommodation for new learners aged 16 to 19 in local areas. This competitive process will prioritise projects arising from increases in the local population or increases in participation due to engagement of young people who were not in education, employment or training (NEET). The YPLA will consider exceptional cases in which demographic growth has resulted in overcrowding resulting from the move to full participation. The YPLA will provide further information on this fund in the New Year.

5.8 **Academies**

In setting the amount of the Council's Formula Grant for 2011/12 the government announced that there would be a reduction from the grant in respect of an Academies Funding Transfer by way of a "top slice". For Enfield this "top slice" amounted to £1.062m in 2011/12 and a further £0.837m in 2012/13, making £1.899m in total. The Council considered that this substantial reduction in government funding was out of all proportion to any cost savings which would accrue to the Council as a consequence of academy transfers in Enfield. Following commencement of a judicial review of the decision on the "top slice" by a number of authorities, including Enfield, the Department of Education issued two consultation documents during last year, the latest being in December. This document described the decisions that the Secretary of State is "minded to make".

The latest proposals, if finally agreed, would not change the position for 2011/12, but would produce an improvement in 2012/13. Based on the information in the consultation document, which is not always clear, this could possibly result in the total "top slice" in 2012/13 of £1.899m being reduced by approximately £1.1m if

³ 0.5% calculated using Office for Budget forecast of September 2012 CPI of 2.5% applied to % of non-employee school costs.

there are no further transfers to academies before March 2013. Even with this improved position, there are serious concerns that the methodology being proposed by the DfE favours a higher amount of funding being taken from local authorities when schools transfer to academy status than the local authority saves as a result of no longer having responsibility for that school. Responses have been sent to the DfE setting out the Council's concerns and that the position for 2011/12 should be reconsidered.

5.9 Local Referendums on Council Tax Increases & Abolition of Capping

The Localism Act abolishes the existing capping regime and puts local referendums in its place. The triggers for a referendum will be determined by the Government. For 2012/13, a referendum will be required if the council tax exceeds a threshold increase of more than 3.5%. If a vote is against the increase the local authority will have to revert to a council tax level that is compliant. As Enfield proposes a council tax freeze in 2012/13 there is no risk of a referendum but there is uncertainty in subsequent years as there is no indication of potential threshold increases in later years.

6 THE TAX BASE AND COLLECTION FUND

- 6.1 On 12 January 2012, the Audit Committee agreed a Council Tax base of 110,420 Band D properties for 2012/13, based on a collection rate of 98%. This compares with a Council Tax base of 110,214 for 2011/12. The change in the tax base will increase the current yield from Council Tax by an estimated £0.29m. This increase will be shared between Enfield and the GLA in proportion to each Authority's demand on the Collection Fund; Enfield's share is estimated at £0.227m
- 6.2 The Council's 2010/11 audited accounts reported a surplus of £0.165m on the Collection Fund. The latest review of the Fund indicates that it will remain in balance as at 31 March 2012 and so will not require any adjustment to the 2012/13 Council Tax calculation.

7. REVENUE BUDGET PROPOSALS

7.1 Budget Update

Cabinet on 23rd November 2011 received a progress report on the budget preparation for 2012/13. Cabinet agreed to implement savings of £11.214m and noted that additional savings of £1.040m were still required to produce a balanced budget. Since then, new pressures have been recognised along with savings to balance the 2012/13 budget. The changes are summarised below.

Table 3: Budget Changes since November Cabinet	2012/13 Budget Revision
<u>New Pressures:</u>	£'000
Depot relocation costs (net of closure of Carterhatch and reduction in capital financing costs not required under the latest proposals).	193
Agency Workers Regulations legislation to protect temporary agency workers by ensuring equal treatment to permanent employees in basic working and employment conditions	220
Legal costs (also see Table 4 below)	400
Increase in Concessionary Fares levy due to increases in fares announced by the Mayor for London on 2 December and also journey volumes.	65
Additional provision for the repayment of debt	208
Additional redundancy costs in future years	500
New Pressures	1,586
<u>New Budget Savings:</u>	
Capital financing additional grants for schools and programme slippage in 2011/12.	(873)
North London Waste Authority reduction in forecast levy. (The previous estimate was an increase in cost of £0.257m resulting in a net saving in 2012/13 of £0.858m)	(1,190)
New efficiency savings identified in Appendix 2	(563)
Net new savings to balance 2012/13 budget	(1,040)

The above changes are incorporated into the figures below.

7.2 Pressures

The Council faces additional pressures in 2012/13 as a result of loss of grant (£8.74m), demographic changes, ongoing commitments, inflation, population growth and changing needs, totalling £19.87m. These additional pressures facing the Borough in 2012/13 are broken down in the following table.

Table 4: Pressures (Cost increases) Summary	£m's
Demographic Pressures- Children & Adult Social Care These are demographic costs across all adult and children's care groups from increased use of services.	2.90
Price Inflation The Council has many procurement contracts for goods and services where the contract costs are linked to inflation. The cost of business rates for Council premises has increased (nationally set) and there are also increased costs relating to gas and electricity utilities and also insurance charges.	3.27
Legal Services Increase in external legal costs. Over recent years, referrals requiring Counsel opinion have continued at a high rate. The authority is minimising this pressure by addressing as many of these cases as possible with the in-house team but there remains a pressure in this area, particularly relating to complex child protection cases requiring specialist external support.	0.90
Refuse Recycling & Streetscene Increase in Refuse and Recycling Services due to increased population occupying the borough's new housing developments and conversions from one family occupancy to multiple occupation.	0.32
Employers Pension Contributions & Pay Award This relates to an increase in the employer's contribution to the pension fund and provision to pay lower earning staff the London Living and Minimum Wage increases. As in 2011/12 generally, staff will receive no pay increase for 2012/13.	1.90
Concessionary Fares Increased cost of the concessionary fares scheme for Enfield Residents. Enfield residents will consequently continue to enjoy this service free of charge.	0.79
Two Year Old Children- Additional Funding This scheme becomes statutory in Sept 2013 and significant capacity building activities are required now in advance of 2013 to increase the number of places and to ensure high quality provision.	0.49
Carbon Tax A new environmental tax levied on the carbon content of fuels introduced in 2011/12.	0.40
Other Net Pressures This includes the additional cost of the depot relocation and Agency Worker Regulations which is reduced by savings in capital financing charges.	0.16
Total service pressures (cost increases)	11.13
Reduction in Formula Grant Funding	8.74
Total Pressures (cost increases)	19.87

7.3 Full Year Effect of 2011/12 Decisions.

Some of the 2011/12 savings agreed by Council were for a part-year only because the changes could not feasibly be implemented from the start of the year. The full year effect represents the additional saving of £3.885m in a complete year. Also, budget underspending made by the North London Waste Authority in 2011/12 will result in a one-off reduction of £1.190m which after taking account of NLWA cost

increases results in a net levy reduction in 2012/13 of £0.933m. The total saving due to 2011/12 decisions and actions is £4.81m.

7.4 Savings 2012/13

The table below shows the total savings made by each service in 2012/13 which are detailed in **Appendix 2**.

Table 5: Total savings by department	2012/13 Savings £'000
Chief Executive	(158)
Schools & Children's Services	(1,741)
Environment	(844)
Finance, Resources & Customer Service	(883)
Health, Housing & Adult Social Care	(2,783)
Regeneration, Leisure & Culture	(218)
Corporate Budgets	(5,150)
Total	(11,777)

The identification of £11.777m savings in 2012/13 follows on from the £34.5m savings achieved in 2011/12 (plus £3.9m full year effects).

The spending and savings proposals outlined in this report were developed in the context of the Council's Strategy. These priorities take into account feedback from residents in the Budget Consultation as well as both the Council's and the external auditor's assessment of our performance. The Council has a long-standing commitment to targeting resources to deliver improvements in key services.

- 7.5 In setting the Council's 2012/13 budget and Medium Term Financial Plan, the Council's aim has been to continue to improve services provided whilst maintaining low Council Tax increases. However, if Enfield's Council Tax is not to increase substantially, the scope for further investment and the choices available are extremely limited. The focus must be on delivering high quality services more efficiently, continuing, where possible, to reduce 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 Government cuts. Future decisions will be very difficult and not without significant impact.

8. SUMMARY OF BUDGET PROPOSALS AND IMPACT ON COUNCIL TAX

- 8.1 The Localism Act requires Council approval of the Council Tax Requirement (includes Formula Grant) in place of the Budget Requirement (excludes Formula Grant). This simplifies existing rules and does not affect the level of Council Tax. The following table sets out the Council's budget position after taking into account the proposed changes.

Table 6	2011/12	2012/13
Budget Position & Council Tax	£000's	£000's
Net revenue budget		
Schools Budget	273,012	277,085 ⁴
Other Services (base budget)	242,576	252,311
Dedicated Schools' Grant	(273,012)	(277,085)
	242,576	252,311
Pressure (Cost increases)	16,814	11,126
2011/12 Full Year Effect of previous savings decisions	-	(4,818)
Proposals for savings (Appendix 2)	(34,516)	(11,777)
Policy Initiatives	1,594	-
Government funding changes 2011/12	28,871	-
Council Tax Freeze Grant 2011/12	(3,028)	-
Council Tax Freeze Grant 2012/13	-	(3,050)
Budget Requirement	252,311	243,792
Less: Formula Grant	(131,038)	(122,292)
Council Tax Requirement	121,273	121,500
Tax Base (Band D equivalents)	110,214	110,420
Council Tax (Band D)	1,100.34	1,100.34

This would result in no change in the level of Enfield's Council Tax for 2012/13.

- 8.2 The Mayor of London published his draft consolidated budget for 2012-13 on 17th January 2012 including a freeze in the council tax with a Band D charge of £309.82. On 1st February the Mayor announced his revised intention to reduce the proposed Band D council tax for residents of the 32 London boroughs by £3.10 for Band D properties in 2012/13 to £306.72, a reduction of 1%. The saving is a result of surpluses by some London Boroughs on Council Tax collection which was not included in the Mayor's original draft budget proposals.
- 8.3 The revised budget was agreed by the London Assembly on 9th February 2012 and the Band D Council Tax payable by Enfield residents for 2012/13 based on the above budget proposals and agreed GLA precept is £1, 407.06. This is made up as follows:

Table 7: Band D Charge	2011/12	2012/13
	£	£
London Borough of Enfield	1,100.34	1,100.34
Greater London Authority	309.82	306.72
Total	1,410.16	1,407.06

- 8.4 The statutory calculations of the proposed Council Tax for each property band and the formal resolutions required under the 1992 Local Government Finance Act are attached at **Appendix 10**.
- 8.5 **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**

⁴ The schools budget is subject to finalisation of pupil numbers and agreement by the Schools Forum. This includes an estimated £35m funding for Academies which will be recouped by the Government.

budget or the Council Tax. Any Member affected by Section 106 who fails to declare this could be subject to prosecution.

9. THE PRUDENTIAL CODE AND CAPITAL PROGRAMME

The Prudential Code

- 9.1 The Prudential Code for Capital Investment commenced on 1 April 2004. Within the regime, authorities must have regard to the *Chartered Institute of Public Finance and Accountancy's (CIPFA) Prudential Code for Capital Finance in Local Authorities- revised in 2011*. The principles behind this Code are that capital investment plans made by the Council are prudent, affordable and sustainable. The Code identifies a range of indicators which must be considered by the Council when it makes its decisions about future capital programme and sets its budget. Capital expenditure plans for 2012/13 to 2014/15 as proposed in this report give rise to a net borrowing requirement for the Council. This has an impact on affordability on the revenue budget due to the financing costs associated with borrowing.
- 9.2 **Appendix 4** sets out the Prudential Indicators for the London Borough of Enfield, within the Treasury Management Strategy, based on the capital programme for 2012/13 to 2015/16 as detailed in this report.

Capital Resources

Government "Supported Borrowing"

- 9.3 The Government no longer provides revenue support for new borrowing through the formula grant mechanism. There are no cost implications for the Council.

General Fund Borrowing

- 9.4 The Council makes decisions on the level of borrowing, in the context of the Prudential Code criteria set out in the Treasury Management Strategy on **Appendix 4**.

Capital Grants

- 9.5 The Council has already been notified of the amount of many of the grant allocations that can be expected to be received in 2012/13. It is possible that additional capital grant allocations may be announced for 2012/13 onwards, but it is unknown as to whether the funding would be earmarked for spending on specific Government rather than local priorities.
- 9.6 Should any further grant allocations become available during 2012/13, information will be included in the quarterly capital monitoring reports to Cabinet.
- 9.7 The Council continues to receive support from Transport for London (TfL) as set out below. Enfield will no longer receive Major Repairs Allowance (MRA) for Housing from 2012-13 because of the Social Housing Reform Agenda.

Table 8	2012/13	2013/14	2014/15
	£000	£000	£000
Transport for London	3,119	2,674	2,674

Capital Receipts

- 9.8 The Capital Programme assumes 8 sales of council dwellings will be achieved for 2011/12, and 8 sales per annum for the period 2012/13 to 2015/16. This is a significant reduction in sales volumes compared to recent years. The Council is allowed to use 25% of the receipts to fund capital spending, with the balance being "pooled", i.e. paid to the government. This may change significantly in future years because the CLG is currently consulting on potential changes to the right to buy legislation.
- 9.9 Future capital receipts will depend on decisions about existing assets and on detailed reviews where the sale of some underperforming assets could be set against the improvement of other more valued facilities.
- 9.10 In the current uncertain economic circumstances, it is necessary to take a longer term view on the timing of disposals to achieve a satisfactory level of receipts.
- 9.11 The Council's General Fund programme includes £4.8m to be financed from capital receipts in 2012/13. This is a prudent expectation of the £7.8m, which is anticipated to be achieved through the Asset Disposals Programme. This disposal programme has already been agreed at a previous Cabinet meeting.

Other capital resources

9.12 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. A majority of S106 agreements are usually very specific about what and where the monies can be spent.

At 31 March 2011, the s106 Contributions Reserve amounted to £4.4m. It is not possible to predict the extent to which resources will be available from future s106 agreements. The Council closely monitors the use of s106 funds to ensure that the schemes for which the money is set aside for are delivered within the time constraints.

9.13 Vehicle Replacement Fund

The Council operates a fund for the replacement of vehicles and equipment. This is built up from repayments from revenue over the life of the vehicles.

Council Capital Programme

- 9.14 The four year programme is determined using the methodology set out in the Council's Capital Strategy. The prioritisation methodology includes an assessment

of the extent to which investment proposals will contribute to meeting the priorities and targets set out in Service Strategies and the Council's Strategy

9.15 2011/12 Capital Budget

The current capital budget monitoring is reviewed on a quarterly basis at Cabinet. The second quarter monitor was taken to the November Cabinet and the projected outturn for the year totalled £137m (includes vehicle replacement). In July 2011 the Secretary of State for Education announced an additional £500m would be made available to local authorities in 2011-12 to fund additional school places in those areas of greatest need. These allocations were received on 3 November 2011 and provided an additional £10.436m of unringfenced capital grant for Enfield. Officers are currently working on the third quarter monitor which will give an up to date position and will be reported to Cabinet on 21 March 2012.

9.16 General Fund Capital Programme 2012/13 onwards

The 2012/13 programme includes items previously reported to Cabinet in November 2011.

In his Autumn Budget Statement the Chancellor announced an additional sum of £600m nationally for Schools Basic Need, details of which are awaited. In December 2011, the Department for Education announced their schools capital allocation for 2012/13 which amounts to £9.464m for Basic Need and £4.180m for maintenance. All of these capital allocations for Enfield will be received as grants and will result in the borrowing costs of the primary schools capital programme being reduced.

Since November, the following projects can be reduced or deleted from the 2012/13 programme, or added where additional funding has been identified.

Table 9	2012/13	2013/14	2014/15	Total
Capital Programme 2012/13 update	£'000	£'000	£'000	£'000
Programme November (including Vehicle Replacement Programme)	90,340	32,835	21,822	144,997
Health, Housing & Adult Social Care				
<u>Disabled Facilities Grant</u> The DFG budget has been reduced to reflect the lower number of applications for grants; however this will be kept under review.	(700)	(200)	(200)	(1,100)
<u>Social Care Projects</u> Additional Personal Social Services Capital Grants from Department of Health.	634	709		1,343
Environment				
<u>Depot Relocation</u> Revision of capital budget following decision to lease site	(3,525)	125		(3,400)
<u>Forty Hall Park Restoration Project</u> Award of Heritage Lottery Grant December 2011.	1,700			1,700
Schools & Children's Services				
<u>Indicative Department for Education funded School Needs</u> Indicative grant allocations based on 2012/13 figures. As recent allocations have been very largely spent on basic need, there is a need for spending on condition works, which has had to be curtailed.		13,000	13,000	26,000
Revised 2012/13 Capital Budget	88,449	46,469	34,622	169,540

9.17 The Council can no longer afford to increase borrowing at previous levels. The Government has given no firm indication as to Enfield's likely capital grants from 2013/14 onwards and only indicative School Needs grant allocations can be included for later years as explained in the table above. In addition, the demand for additional secondary places will incur significant extra costs from 2014/15, which have not yet been quantified. The Council also has several major planned regeneration projects that will require new ways of financing including Community Infrastructure Levy and Tax Increment Financing, both of which are awaiting regulation from the Local Government Resource Review. No new capital investment is recommended for these areas at this stage which would need to be financed by additional borrowing pending any Government announcements. Only externally funded or ongoing rolling programmes are included in the 2014/15 programme.

9.18 **Housing Revenue Account Capital Programme**

Enfield Homes has prepared an indicative capital programme for 2012/13 in line with currently available resources, including estate renewals. This totals £43.3m. Projected Capital expenditure for 2011/12 is estimated to be £35.98m. Resources for 2012/13 include a capital grant of £18m for Decent Homes works. Indicative figures for 2013/14 and 2014/15 assume that further grant of £12m and £14.6m is paid; this however has yet to be confirmed and the capital programme will be updated and reported to Council when it is known. The proposed HRA capital programme is a key element of the HRA business plan; a report on this is due to go to cabinet later this year.

9.19 **Recommended Capital Programme 2012/13 – 2015/16**

The recommended capital programme is summarised below with details in **Appendix 5**. The impact of this programme is reflected in the current borrowing requirements set out as Prudential Indicators in the Treasury Management Strategy at **Appendix 4**.

TABLE 10: Capital Programme Summary	2012/13 £'000	2013/14 £'000	2014/15 £'000	Total £'000
Schools & Children's Services	44,827	13,818	13,000	71,645
Regeneration	8,940	9,077	-	18,017
Leisure & Culture	3,745	-	-	3,745
Environment	17,282	12,889	11,144	41,315
Adult Social Care	2,204	809	100	3,113
Housing Grants	6,276	4,918	4,918	16,112
Corporate Items	3,800	3,300	1,900	9,000
Vehicle Replacement Programme	1,375	1,658	3,560	6,593
General Fund Programme	88,449	46,469	34,622	169,540
Housing Revenue Account	43,342	47,596	50,383	141,321
Total Capital Programme	131,791	94,065	85,005	310,861

9.20 **Monitoring and revision to the programme**

The monitoring of the capital programme, which is led by the Cabinet member for Finance and Property, will be undertaken on the following basis:

- The monitoring position will be reported to Cabinet on a quarterly basis, together with the quarterly reporting of the Prudential Indicators. Monitoring statements will be signed off by Directors and Lead Members.
- In addition, any significant monitoring issues will be reported to officers' Budget Planning Group at their monthly meetings.

The capital programme will be revised on a continual rolling basis by reporting changes to Cabinet for approval as part of the monitoring process. The programme recommended is based on the latest information available at the time of producing this report. The regular 2011/12 monitoring report to Cabinet will include updates subsequent to this report.

9.21 **Treasury Management Strategy and Prudential Indicators**

Appendix 4 explains in some detail the Prudential Indicators that the Council is required to set and their recommended values for 2012/13 – 2014/15. The indicators are monitored by the Director of Finance, Resources & Customer Services, reported quarterly to Cabinet and reviewed annually by the Council. The indicators are consistent with the Council's current commitments, existing plans, the proposals for capital expenditure and financing, and with the Council's approved treasury management policy, statement and practices. The tables summarising the Prudential Indicators recommended by the Director of Finance, Resources & Customer Services are contained within **Appendix 4**.

9.22 **Treasury Management Strategy 2012 - 2016**

The Authority has adopted the CIPFA Code of Practice for Treasury Management as a statement of its intention to follow best practice. The Council adopted the Code of Practice in January 2002 and revised the Code in November 2011 that will be adopted as part of this report. The other mandatory indicators for treasury management are set out below with their recommended values. These are expanded upon in the recommended Treasury Management and Investment Strategy, which is set out in **Appendix 4**. The Council is asked to approve the strategy and the prudential indicators below as well as the criteria for investments in **Appendix 4**.

9.23 **Investment Strategy**

The 2012/13 Investment Strategy has been developed in an environment of the euro crisis and with the majority of banks having their credit ratings reduced. As a consequence, the Enfield minimum credit rating level of A+ means that there are only three banks on the approved lending list. This position creates a risk of over-concentration in placing deposits in a very small number of banks.

Enfield has worked with our treasury strategy advisors (Arlingclose) to develop a strategy which balances security and flexibility which allows the Council to maximise returns on investment whilst protecting the Council's finances from risk.

As a result it is recommended that the minimum credit rating for UK financial institutions be relaxed to A-. This will then allow banks such as Lloyds, RBS, Nationwide and Barclays to come back onto the Council's approved list.

In recognition of this downgrading of the UK bank credit rates, it is recommended that the Authority limits deposits to individual banks to £7.5m (at present the limit is £20m) or 15% of total investments rounded up to the next £ million, whichever is the lower.

Further, the duration period of the deposit will also be reduced from 364 days to three months.

The Authority will continue to use Money Market Funds that have an AAAM rating, but will limit deposits to each Fund to a maximum of 10% of total investments or £2m whichever is higher, rounded up to the next £ million.

The strategy will continue to allow the Authority to deposit without restriction with the government's Debt Management Office (DMO).

It will also allow the Authority to lend funds (up to £20m) to other local authorities (including their Pension Funds) and Police & Fire authorities and is in line with our prevailing strategy.

9.24 **Minimum Revenue Provision (MRP)**

In accordance with the Capital Finance Regulations, Councils are required to approve a statement in advance of the financial year setting out the method by which they intend to calculate Minimum Revenue Provision (MRP). This is the amount which authorities should set aside annually for the repayment of debt relating to capital expenditure financed by loan. It should be noted this only refers to non-HRA services – the HRA is exempt from making MRP. The regulations require authorities to make prudent provision; guidance issued under the regulations set out options by which this can be achieved.

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.

- For capital expenditure incurred before 1 April 2008, the MRP policy is to follow existing practice – this requires a charge to be made to the revenue account equivalent to 4% of the outstanding debt at the start of the financial year;
- For capital expenditure incurred from 1 April 2008 to 31 March 2011, and which is Supported Capital Expenditure (SCE), the Council follows the existing practice above, as this matches the way in which Government support is calculated in the Formula Grant. As previously reported, there will be no more SCE from 1 April 2011.
- For all unsupported borrowing incurred from 1 April 2008 onwards, it is recommended that MRP is calculated on the basis of amortising the amount borrowed over the estimated lives of the assets acquired or enhancements made as a result of the related expenditure.

10. THE MEDIUM TERM FINANCIAL PLAN

- 10.1 This section sets out the implications of the budget proposals in this report for the General Fund Medium Term Financial Plan. They include the impact on future revenue expenditure on the Capital Programme.
- 10.2 The Medium Term Financial Plan is based on an analysis of the key influences on the Council's financial position and an assessment of the main financial risks facing the Council. The financial forecast set out in paragraph 10.3 models income and expenditure and resources available over the next four years and is considered to be the most likely outcome based on the following factors and assumptions. It also builds in proposed savings that the Council must make in order to restrict later year tax increases to an assumed 3%.

The key influences and assumptions are:

- ***External support in the form of Formula Grant***

The Government has confirmed the grant settlement for 2012/13. The Medium Term Financial Plan assumes that external support will decrease in line with the Spending Review forecasts produced by the Government in October 2010.

- ***The Chancellor's Autumn Statement***

The Statement included a number of announcements that affect local government finance:

- The Government will impose a 1% public sector pay cap for the years 2013/14 and 2014/15. It is understood that 2010 Spending Review assumed 2% pay awards in these years and the Treasury will claw back the saving by reducing funding in future local government finance settlements.
- New totals for public spending in 2015/16 and 2016/17 will fall by 0.9% a year in real terms. With inflation assumptions of around 2.5% this will result in a cash reduction of 3.5% for local government. If schools and the NHS are protected, as in the last spending review, annual cuts could significantly exceed 3.5%. At this stage no adjustment has been made to the existing plan but the potential cut in funding for 2015/16 would be between £4m to £6m.
- Savings announced in the Statement will enable the Government to set aside £5bn of capital investment to boost the economy. £600m will be to support local authorities with the greatest pressure on available school places. Details are awaited as to allocations.

- ***Inflation rates and pay increases***

No allowance has been made for pay increases in 2012/13. The Chancellor's announced in his Autumn Statement that public sector pay would be capped at 1% for two years starting in 2013/14. Local Government pay awards are subject to separate negotiation and 2% has been provided in the current MTFP for 2013/14 onwards (£3m annual provision). Any saving due to a 1% pay award will be offset by the Government's claw back of revenue funding as set out in the Autumn Statement (see above). The MTFP will be updated for any saving once the Government has determined the funding reduction.

Price inflation and income have been assumed as increasing by 1% per annum from 2012/13 onwards. Current inflation is well above this level but is expected to reduce significantly in the coming year.

- **Interest Rates**

The Council borrows to fund capital investment in priority services. The Capital Programme includes new borrowing to finance capital investment in schools, highways and regeneration. Provision has been made in the Plan to fund the ongoing borrowing costs. Although the Council borrows at fixed rates, the cost will depend on the prevailing interest rates at the time of taking out new loans.

The Council earns interest on its cashflow, by lending surplus cash balances for short periods; these cash balances represent unapplied balances, earmarked reserves and capital receipts. The current economic downturn has directly impacted on this income. Interest rates have now been low for a prolonged period with no indication as to when this position will change. The Council has set up an Equalisation reserve which is being used to mitigate the effect of low interest rates.

- **The ongoing effect of existing policies, pressures and growth in priority services**

Provision has been made in the Medium Term Financial Plan for the ongoing effect of previous years' additional costs and savings. In addition, the Council has made provision for anticipated unavoidable cost pressures such as waste disposal costs (NLWA levy).

The capital financing costs associated with planned capital investment in the highways and streetscene and schools are a significant pressure in the MTFP. The affordability of future capital investment is assessed as part of the MTFP and is increasingly under pressure as the Government reduces support for capital investment.

- **Demographic pressures**

In revising the medium term financial plan detailed work has been undertaken on the demand for services to the vulnerable and growing population generally. These pressures are set to continue and grow in the medium term.

- **Local Retention of Business Rates**

The November budget update report to Cabinet set out the government's intention to abolish Formula Grant from 1 April 2013 to be replaced by retention of local business rates (rather than the current pooling and redistribution to councils by Government through Formula Grant). The Government intend that the change should not make Councils' funding any worse in 2013/14 and 2014/15 compared to current Formula Grant arrangements and so the current MTFP forecasts have not been changed⁵. Any significant impact is more likely from 2015/16 at the start of the Government's next Spending Review. However, there has been no detailed exemplification of these proposals by the Government and so there remains uncertainty as to the actual funding for 2013/14 and 2014/15.

⁵ This approach excludes reference to the Government proposals to change allocations due to the 1% pay cap which is discussed more under the MTFP section of this report.

- **Localisation of Council Tax Benefit Support**

As the budget update reported to Cabinet in November, the Government intend to abolish nationally determined Council Tax Benefits from 1 April 2013. Councils must replace benefits with a locally devised system of discounts; at the same time the Government will cut funding by 10%. The MTFP provides for an estimated increase in net cost of £8m but this will be subject to the final system design and financing. The Council is pressing the Government to delay implementation and reassess the 10% cut in the light of the potential impact on vulnerable and deprived residents in Enfield and across the country.

The Government has not announced how the grant will be distributed in the longer term or whether it will increase in line with inflation and claimant growth, be frozen or even reduced in line with public spending cuts. This creates unacceptable uncertainty in the future as Councils need to plan how these changes will be implemented and funded. At this stage, the Council has set up a working group to assess the implications and also begin consultation around the potential options and design of a new scheme.

- **Support for disadvantaged 2 year olds**

The Council currently receives Early Intervention Grant intended to cover a wide range of children's services one of which is for the education of a number of disadvantaged two year olds. This is under a pilot scheme being run by the Department for Education to target 15% of the most disadvantaged two year olds in the Borough. "The Government seeks to enable disadvantaged children to access high quality early education, from age two (a year earlier than the current universal free entitlement). We know there are significant advantages to early education starting at the age of two and yet take up is lowest amongst more disadvantaged families. A strong start in the early years increases the probability of positive outcomes in later life; a weak foundation significantly increases the risk of later difficulties."⁶

The Government intends to provide a legal entitlement to education to disadvantaged two year olds with effect from September 2013. Funding has been allocated to local authorities in this spending review period to increase the level of free places they currently provide from 20,000 (nationally) to around 130,000. The DfE estimate that Enfield should provide education to approximately 1,400 disadvantaged two year olds, compared to the current number included in the pilot of 239. This target of 1,400 is the highest in London (matched only by Croydon) and will provide Enfield with significant challenges.

As this will be a new burden placed on local authorities, it is to be expected that the funding available in the Government's Spending Review will be allocated to authorities to meet the new statutory responsibilities. In the DfE's Impact Assessment they do acknowledge the need for funding the costs of development, administration and operation of these new arrangements. However, there is a risk that the funding provided will be insufficient to meet the full costs, which are estimated to be an additional £1.1m in 2013/14

⁶ Department for Education, Disadvantaged Two Year Old's Entitlement to Early Education: Options for Extended Eligibility, Impact Assessment. 02/08/2011

assuming a start in September 2013 rising to an additional £3.8m in a full year. It is assumed that these increases will be fully met by Government grant.

- **Risks, contingencies and balances**

There are risks inherent in the Medium Term Financial Plan for the reasons summarised above and exemplified in Section 11 of this report. 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 continue to hold adequate reserves for future commitments.

10.3 The following table summarises the current financial forecast for the period of the plan (2012/13 – 2015/16).

Table 11	2012/13	2013/14	2014/15	2015/16
Medium Term Financial Plan	£'000	£'000	£'000	£'000
Council Tax Base	121,273	121,500	125,656	129,939
Inflation / Pay Awards	5,172	5,900	6,000	6,000
Pressures	1,839	3,173	2,770	3,587
Council Tax Benefit localisation	-	4,950	1,290	1,340
Demographic pressures	2,895	4,314	3,789	2,735
Risks & Growth	1,220	-	317	(243)
Savings	(11,777)	(9,778)	(7,177)	(2,185)
Full year effects of prior year savings	(4,818)	(1,019)	(873)	89
Formula Grant changes	8,746	163	5,880	-
Council Tax Freeze Grant 2012/13	(3,050)	3,050	-	-
Savings to be achieved	-	(6,597)	(7,713)	(7,419)
Budget Requirement	121,500	125,656	129,939	133,843
Taxbase	110,420	110,866	111,309	111,309
Band D (£)	1,100.34	1,133.41	1,167.37	1,202.44
% tax change	0.0%	3.0%	3.0%	3.0%

10.4 The key factors that affect the Council's future financial position can, for the most part, be estimated with some degree of confidence for the first year of the plan (2012/13) 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 12: Sensitivity Indicators	Budget impact £'000	Council Tax impact
1% change in Formula Grant	1,220	+1.0%
1% change in pay	1,500	+1.2%
Decrease in average cash balances of £10m	50	+0.04%
0.5% increase in interest rates (benefit to the Council)	(375)	-0.3%
1% increase in Council Tax Benefit clients	400	0.3%
1% change in Council Tax Benefit grant 2013/14	360	0.3%
1% increase in homecare costs	150	+0.1%
1% increase in price / income inflation	2,900	+2.4%

10.5 The 2012/13 budget is the last year of the Government's two year Local Government Finance Settlement. Based on the 2010 Spending Review, the MTFP assumes that external support will decrease marginally in 2013/14 and 5.6% in 2014/15. As set out above, from 2013/14 the Government propose to abolish Formula Grant and work by London Councils indicates that Enfield will require a 'top-up' to its local business rates to maintain current funding levels. The current economic climate makes it unlikely that Enfield will benefit from these proposals in the short to medium term.

10.6 Members should also note that:

- The plan is particularly sensitive to changes in inflation and pay awards, Government support, and increasing demands such as the additional cost of care for vulnerable clients, both children and adults. A relatively small change in one or two of these variables could result in significant changes to the level of the Council Tax increase and/or the requirement for further savings.
- The Council faces potential costs relating to the implementation of council tax benefit localisation and Government reforms to the NHS for which Government financial support is uncertain.

10.7 Last year, the Medium Term Plan was balanced with future savings plans identified to meet future pressure. These savings included efficiency proposals through the introduction of the customer access model and assumed procurement savings through continued negotiation for all future contracts. Since then, growing demographic pressures and the cut in funding of Council Tax Benefit grant has added to the pressures and reopened the resource gap. It is increasingly difficult to cut costs without reducing service provision. The Council needs to carefully consider and plan how it will close the funding gap over the medium term. This work has already commenced.

10.8 In future if Members wish to increase investment in existing services or develop new services, or if demographic or other changes result in greater financial pressures, additional resources may not be achievable through efficiency savings elsewhere in the budget.

10.9 The Council is clear as to the financial pressures it is facing and is determined to deliver cashable savings that keep Council Tax low whilst at the same time maintaining or improving the quality of our services wherever possible. However, it also recognises that efficiency savings are not inexhaustible and if the

Government continue to reduce public sector funding, then cuts to services are inevitable.

10.10 **LEANER Savings Programme**-The Council has a major transformation change programme called the LEANER programme that is led from within. It builds skills and capacity and uses private sector expertise when necessary to share knowledge and skills.

10.11 The LEANER programme is continuing to deliver savings and helping to bridge the funding gap identified in the medium term financial plan. It is not simply a budget reduction exercise, it is continually challenging services to maintain or improve methods of delivery whilst reducing costs and providing a better experience for our customers. It also supports the Council's people and culture change programme to ensure the Council has an effective workforce that is delivering the values of one team, empowering people, achieving excellence and putting customers first. The programme has six work streams:

- Service Reviews - a programme of in service transformation covering all services looking at options for improvements in service delivery as well as reducing costs. The programme methodology has been revised this year to deliver better outcomes for the Council.
- New Ways Of Working - reducing office accommodation and enabling staff to work on a more mobile and flexible basis. Substantial IT investment underpins the whole LEANER programme but this stream in particular.
- Customer First - resolving more customer enquiries at first point of contact, increasing self-service and online transactions through a major programme of Channel Shift. This will reduce the Council's costs as well as improve the service.
- Procurement - improved contract management, more efficient processes and combining forces with neighbouring boroughs to influence the market and deliver contract savings
- Personalisation - giving more choice and control to adult social care customers and carers and at the same time increasing efficiency
- Building Resilience in Children's Services. A further workstream has been added to LEANER from January 2012. The new workstream is Building Resilience in Children's Services and is delivering the Single Point of Entry (SPOE) to professional services, Multi Agency Hub (MASH) and assertive outreach. The workstream has nine strands.

10.12 **Information Technology Investment (ICT)**- The ICT Work Programme is now in full delivery mode. Substantial investment is being made at present to ensure that the ICT estate underpins the transformational and business improvement sought by the Council. The programme over the last twelve months and future twelve months includes:

- Moving to Microsoft Platform of core products:
 - Microsoft 2010 (During 2012). Pilot by March 2012
 - Sharepoint (During 2012). Pilot by March 2012
 - Windows 7 (During 2012). Pilot by March 2012
 - Microsoft Security products

- Unified Communications – updating and modernising the voice infrastructure using Microsoft Lync which creates virtualised telephony and greater ability to message other users as well as video conference.
 - Upgrades to the infrastructure including new uninterruptible power supplies and CISCO network upgrades
 - Move of Data Centre from Civic Offices to purpose built data centre in Birmingham at no additional cost to the Council.
 - Virtualisation of most services to create a more stable environment
 - Mobile working investment to increase effectiveness of field workers
 - Single View of Customer – to underpin the transformation programme and improve dramatically the customer experience of doing business with the Council.
 - An important part of the Channel Shift programme is to update and relaunch the web to focus it on customer journeys and improving the customer satisfactions with their experience.
-
- The SAP product (Human Resources and Finance) has a work programme with thirteen strands of improvement and investment. By the end of 2012 SAP will be replatformed to increase stability as it's current hardware is at the end of its useful life. The SAP front end for Finance (BPC) will be launched in April 2012 and will provide much greater management information for users in a very visual and user friendly manner.
 - The Atrium Asset Management system looks after all property data as the “single point of truth”. Phase one completed at the end of January 2012 and the product will be fully implemented by the end of 2012. The Atrium implementation is an excellent example of how ICT can be the catalyst for major transformational change in the services touched by the product.

10.13 **Shared Services.** A number of exploratory meetings have been held with neighbouring boroughs. Talks continue with Waltham Forest to build upon the shared Assistant Director for Procurement.

10.14 **Traded Services.** Through the service review work a number of services have been identified as having excellent potential to either be placed in the Council's trading company or grouped together to provide opportunities to generate better value to the Council.

10.15 **Revenue Income Optimisation.** The Council has commissioned work to improve fee and charges arrangements and proposals for new commercial income opportunities. The programme will update the Council's corporate policy on revenue generation. It will improve the management information and understanding of market conditions and customers so that the Council sets charges and concessions that support Council priorities and objectives.

10.16 **Key Principles of the Medium Term Financial Plan**

The work already in hand to produce a balanced position across the four years of the plan is based on a number of key principles and assumptions. These are:

- That savings will be identified on a rolling basis to allow benefit realisation as soon as possible.
- That the demographic pressures the borough faces are regularly reviewed and updated throughout the lifetime of the plan.
- That all risks related to both the delivery of the proposals in the plan and any future uncertainties are reviewed on a regular basis.
- That the next three years of the plan (2013/14 to 2015/16) assume a 3% Council Tax increase.
- Minimum balances of around £13m are maintained in accordance with the Finance Resilience Review carried out by external auditors last summer.

Other Medium Term Financial Plans

10.17 Education – schools

The Department for Education has announced the position on schools funding for 2012/13. This is reflected in the report. They are also undertaking a review of school funding with the intention of making changes that will include consideration of introducing a national funding formula for schools from 2013/14.

10.18 Housing Revenue Account (HRA)

The medium term plan for the Housing Revenue Account is included in the HRA estimates report elsewhere on this agenda.

The Localism Act replaces the current Housing Subsidy system with a system of HRA self financing which will start from 1st April 2012. The Department for Communities and Local Government released the draft HRA Self Financing Determination on 21st November 2011.

This is a major change to the financing of council housing and under self financing, payment of subsidy to the government will cease but the Council will take on additional debt.

A report on HRA self financing and the thirty year HRA business plan was considered by Cabinet in January. This report recommended that two key decisions be made relating to the production of the HRA business plan. These were, to agree that the Council should borrow the final settlement sum and that the 2012/13 rental increase should be 6.95% in accordance with the government settlement calculation and national social rent policy.

The final self financing determination issued on 1st February 2012 confirmed the final debt settlement at £28.789m.

11. BUDGET RISKS AND UNCERTAINTIES

- 11.1 Throughout the budget process, officers have kept under review the key risks and uncertainties that could have implications for the Council's financial position in

2012/13 and in the medium term. The systematic review of risks and mitigating actions is a key part of any effective planning system and therefore crucial in the budget setting process, a process reinforced by the external review of resilience discussed below.

During 2011/12, the external auditor undertook a review of the Council's financial resilience as part of its Value for Money assessment. The review includes consideration as to whether the Council has robust financial systems and processes in place to manage its financial risks and opportunities. The areas covered were financial performance, planning, control and strategic financial planning. The report concluded that overall there was no cause for concern and that the Council has adequate arrangements in place for achieving financial resilience⁷. In respect of the budget, the report made two recommendations that the Council should continue:

- to monitor the MTFP, particularly in relation to key assumptions such as demographic changes, inflation, government funding and delivery of saving assumptions in the latter years of the plan.
- to maintain appropriate levels of earmarked reserves

All of these areas and the Council's approach are reviewed as part of this report. The key assumptions are set out in paragraph 10.2 whilst the Director of Finance, Resources & Customer Services assessment of balances and resources is set out in **Appendix 8**.

Key financial risks are included in **Appendix 6**, together with comments on how they will be managed. Most risks relate to specific issues. However, it is important to emphasise the significant risk facing the Council in 2013/14 and beyond due to the extensive and rapid reforms proposed by the Government. These have been reported and discussed both in this and previous reports to Cabinet but are summarised here:

- Localisation of business rates which due to its complexity and lack of detailed information from the Government, could result in significant changes in funding that cannot be forecast even though changes are only a year ahead.
- Localisation of Council Tax Benefits which will require the Council to implement new tax billing and assessment systems without the necessary time to plan, consult, design and test before implementation early in 2013.
- The 10% reduction in Council Tax Benefit grant will benefit areas with declining deprivation but could hit high need areas such as Enfield.
- No modelling or exemplification of these proposals has been issued which leaves no time for proper financial planning, hence the unbalanced MTFP set out above.
- The top-slicing of Academies funding from Formula Grant is still under consultation and the outcome will have significant implications for the Council's budget. Despite councils highlighting serious flaws in the calculations by Government, the Department for Education continues to propose unit costings that favour Academies at the expense of local authority schools. Any future academy transfers will also impact on Formula Grant.
- Further cuts to public expenditure announced in the November Autumn Statement but without details as to the public sector areas where reductions will fall.

⁷ This is a 'green' assessment which is the highest achievable under the red/amber/green ranking used.

- Universal Credit changes may also create financial difficulties for existing local residents because of reductions in income. This may increase demand for services and impact on the local economy including the collection of council tax and other fees and charges of the Council.
- The transfer of NHS Health and Wellbeing functions to councils funded by ring-fenced grant. The grant details are still to be decided by Government.
- The continued move to incentive based Government funding to replace existing need led allocations. Council with high deprivation such as Enfield will be worst hit if allocations move to wealthier areas.

- 11.2 All risks must be taken into account when assessing the levels of contingencies and balances required. The 2012/13 budget has been set using the most likely outcome but the size of the balances and contingency and levels of reserves have been determined both by the overall level of spending by the authority and by quantifying the levels required to safeguard the Council against the risks if the worst case scenario happened. **Appendix 8(b)** quantifies the risks based on the worst case financial impact profiled by years and also probability. In summary, council balances are adequate although, in the worst case, the council might need to redirect reserves from uncommitted projects either to replenish balances or meet costs directly.
- 11.3 The Council will continue to monitor closely its revenue budget with particular attention being paid to high risk items. Monthly reports to Cabinet and the Corporate Management Board will assess progress with the plans to deliver savings with the aim of identifying potential problems and, where necessary, corrective action, at an early stage.
- 11.4 The budget projections for the Medium Term Financial Plan will be reviewed and updated throughout the year to take account of further information as it becomes available. As the plan currently stands, there is no headroom for major changes without a significant impact on Council Tax levels. It is therefore essential for the Council to focus on the reviews of business and procurement processes that are currently under way in order to realise the savings that will be needed for the future.

12 CONTINGENCIES & GENERAL BALANCES

Contingency and Contingent Items

- 12.1 The Budget includes a central contingency of £1m for unforeseen circumstances. The Council also holds centrally a number of contingent items relating to spending requirements that are expected to arise at some point in the current year but about which there is some uncertainty regarding the timing or magnitude of the financial impact.
- 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 2012/13 and through the period of the Medium Term Financial Plan. **Appendix 6** provides details of the high risk areas identified corporately and by departments. In view of these levels of risk it is recommended that the central contingency be retained at £1m for 2012/13.

12.3 Provision has been included in the 2012/13 budget for contingent items, including, for example: the loss of rental income from rents arising from asset disposals and restructuring and reorganisation costs. Items such as the ongoing revenue costs of new capital schemes and IT projects are also held as contingent items until they can be allocated to projects.

12.4 **General Balances and the 2011/12 Revenue Monitoring**

The Council's general balance (excluding schools) stood at £12.5m as at 31 March 2011. The latest 2011/12 monitoring report to Cabinet forecasts an underspend of £0.128m.

12.5 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** it is recommended that the General Fund balance be maintained in the order of £13m and that any improvement in the forecast 2011/12 be transferred to the General Fund Balance.

Earmarked Reserves

Council reserves are held to meet the cost of specific one-off projects or to meet specific risk. 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 7(a)**. Planned movements in the balances over the next three years are shown in **Appendix 7(b)**. These are split between revenue and capital projects which are included in the MTFP and capital programme respectively.

The current level of available reserves is forecast to reduce to £14.9m by 31 March 2015.

13. **COMMENTS OF THE DIRECTOR OF FINANCE, RESOURCES AND CUSTOMER SERVICES**

13.1 **Financial Comments**

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 78 (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 to Cabinet. A full statement of robustness is provided at **Appendix 8(a)**.

The 2012/13 budget has been prepared taking into account the following:

- Specific cost pressures set out in 7.2.
- The reduction in central Government funding.
- The estimated impact of demographic change and the effect of increasing demands on services where these are unavoidable;

- 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.

The Director of Finance, Resources & Customer Services is therefore of the view that the budget is robust. Members' attention is drawn to the need for continued close monitoring of the budget and, in particular, the achievement of the targets for savings. It will be essential for firm financial management to be exercised throughout the year to ensure that expenditure is contained within budget and targets for service improvements are met.

13.2 Legal Implications

The Council is required to make arrangements for the proper administration of the Authority's financial affairs (s151, Local Government Act 1972). The budget setting process itself is set out in the Constitution part 4 (Chapter 4.7).

The recommendations relating to the members' allowances scheme (Section 2.7) are within the statutory framework as provided for by the Local Government Act 2000 and the Local Authorities (Members' Allowances) (England) Regulations 2003.

13.3 Property Implications

As outlined in the report, particularly in relation to the Capital Programme.

13.4 Fees & Charges- Environmental Services

The attached appendices (Appendix 9(a) and 9(b)) detail the current and proposed charges for 2012/13 for services and materials provided by the Environment Department. In completing the exercise managers have sought to fully understand the cost of delivering the various functions and benchmarked the proposed charges against relevant comparators. In a number of areas this has continued our approach of reducing charges where we can and many charges for small businesses have been held at 2011/12 prices.

In general charges have been increased to reflect inflationary trends. Whilst there is not an increase on the 2012/13 fees and charges revenue budgets a reasonable uplift, appropriately rounded up or down, is required to reflect the increased costs of providing services and materials. Increases in excess of the general uplift will be roundings or where the current charge is insufficient to recover costs. In many areas charge increases reflect the significant on-going investment by the council despite significant reductions in government grant.

Sports Pitch Fees have been routinely benchmarked across neighbouring boroughs and are priced accordingly and competitively. There is a clear recognition that better quality facilities are increasingly being expected by individuals and groups and consequently the council continues its investment program. Similarly the Golf charges at Whitewebbs have been extensively reviewed and in the main reduced to ensure they can compete with comparative

neighbouring courses. Discounts for over 50's have been replaced with discounts for over 60's and twilight charges have been rationalised. Fees for junior group lessons have been included for the first time and this reflects our desire to work with schools to encourage more young people to use the facilities.

Following an analysis of service costs Commercial Waste Charges have been varied. Whilst the cost of our commercial bin service has increased (a reflection of increased disposal costs) the cost of our sack based service has been significantly reduced and the requirement to purchase 104 sacks halved to 52 which will help smaller businesses. A new charge for the recycling by schools is introduced at 25% of the costs to commercial customers. (Part 2 Report)

With continued budget pressures related to future burial provision and service costs it is necessary to raise charges to reduce taxpayer subsidy. Benchmarking shows that Enfield's charges are still below neighbouring cemeteries fees and significantly below private sector comparators. In addition the re-opening of Edmonton cemetery will allow an alternative burial offer to be provided in the form of Traditional Graves. A new price is listed for these larger graves. Further work is being explored with a private sector partner to further increase our offer and maximise the available space.

The council has continued a significant investment program in its allotment provision during 2011/12. Appendix 9b introduces new charges that will come into effect in April 2013. These charges will again help to reduce the taxpayer subsidy to these services and allow continued investment in the service provision. Charges for non Enfield residents are increased higher than those for Enfield residents.

Within Highways Services fees for Police repair certificates have been increased to reflect true costs of providing the service. Licensing fees for the skips and Hoarding/Scaffolding remain unchanged to encourage people to licence these activities, making them safer for borough residents. Footway crossing charges, where they are part of an existing pavement scheme, have also been amended to reflect costs. Within Planning and Environmental Protection the many charges are statutorily set and therefore the council is required to implement any changes without deviation.

With the exception of the allotment fees the proposed charges will become live on 1st April 2012.

It is recommended that the revised fees and charges for Environmental Services are agreed as set out in **Appendix 9b**

13.5 Members Allowances

The Local Government Act 2000 and the Local Authorities (Members' Allowances) (England) Regulations 2003 ("the regulations") require all councils in England to set up Independent Remuneration Panels (IRPs) to review their members' allowances schemes. London Councils (previously the Association of London Government) set up its own IRP and gave London Boroughs the option of having regard to the recommendations of that body. Along with many other London Boroughs, Enfield took up this option rather than set up its own IRP.

The Council last reviewed its allowances on 30 June 2010, when it agreed some consequential amendments. At that meeting, Council agreed to forego the automatic increase in allowances by the average earnings as at March of each year for the 2010/2011 financial year and to remodel the existing budget to fund the SRA for an additional Cabinet Member position. The Opposition SRAs and those for the Mayor, Deputy Mayor and Standards Chairman remained the same.

Council is now invited to re-approve the current members' allowances scheme in light of the IRP's 2010 recommendations and to confirm that the automatic increase in allowances by the average earnings as at March be not implemented for the 2011/2012 financial year.

14. ALTERNATIVE OPTIONS

The Council has an extensive budget planning and consultation process during which a wide range of options is considered in detail before recommendations are made. Issues raised and discussed have greatly contributed to this report.

15. REASON FOR RECOMMENDATIONS

- 15.1 To set the Council's Budget Requirement and level of Council Tax for 2012/13 within the timescales set out in legislation.
- 15.2 To agree the Treasury Management Prudential Indicators and the Capital Programme for 2012/13

16. Key Risks

As outlined in section 11 and **Appendix 6**

17. Impact on Council Priorities

- 17.1 **Fairness for All** – The recommendations in the report fully accord with this Council priority. Where the budget proposals affect services to the public, Predictive Equality Impact Assessments have been completed by the relevant service department. The purpose of these assessments is to identify where and how proposed or changed policies and/or services could improve the Council's ability to serve all members of the community fairly and improve the effectiveness of the Council by making sure it does not discriminate and that it promotes equality.
- 17.2 **Growth and Sustainability** – The recommendations in the report fully accord with this Council priority. A number of initiatives in this budget support the regeneration of Enfield.
- 17.3 **Strong Communities** – The recommendations in the report fully accord with this Council priority.

18. Performance Management Implications

The key priorities and targets within the Council's Improvement Plan have been one of the main drivers for the proposals in this report regarding the allocation of the Council's capital and revenue resources.

19. Health & Safety Implications

Health & safety implications were taken into account in the budget proposals.

Background Papers:

Reports to Cabinet: July 2011, November 2011.

Council Tax Base 2012/13 - report to Audit Committee January 2012

Government announcements re financial settlements

Council Strategy 'A fairer future for all'

Prudential Code; CIPFA guidance

Constitution

Enfield Council

**Budget Update and
Consultation
2012/13**

Dear Resident,

We know that every penny counts and it is vitally important in these difficult financial times to continually provide better services for less money.

In the last year, because of unprecedented government spending cuts, inflation and the effects of an ageing population, we were forced to find savings of £34 million. By 2014/15 we'll have had to save around £69 million.

Enfield is also affected by the way government grant is calculated. We expect to lose some £8 million from our grant next year through a process called damping. This takes money from us, despite the Government calculating that as a high need authority we require this funding to tackle deprivation, reduce poverty and support the most vulnerable in our borough.

Last year we asked residents what they thought our spending priorities should be for the next four years. The results are shown on pages six and seven.

Through very careful management of resources and a comprehensive review of everything Enfield Council does, we were able to reflect those priorities in our spending and were able to find savings without devastating the front line services you rely on.

For example many residents told us their favoured savings would come from better purchasing, reducing operating costs and restructuring and reviewing our services.

We have identified another £12 million of efficiency savings for 2012/13 which again focus on these priority areas and which build on the £34 million of savings for this year, which we made without affecting front line services.

Residents also told us they wanted to retain weekly bin collections and maintain library opening hours; we have done both these things.

We are very proud of these achievements and we aim to build on the successes of last year's budget process by again asking for your views on a number of proposals that we are considering such as Council Tax levels.

Our absolute commitment throughout our budget setting process has been to listen to you and act on what you have told us. We have done exactly that and by doing so we have been able to protect the vital frontline services you deserve and rely on, while making enormous savings and delivering a fair and balanced budget.

We must be honest with you that the ability to make back office savings is increasingly difficult as a result of the scale of the cuts. Future decisions will be very difficult and not without significant impact.

Cllr Doug Taylor
Cllr Andrew Stafford

Leader of the Council
Cabinet Member for Finance and Property

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Introduction

This consultation aims to ask for your views about how the Council can make additional savings in 2012/13 while also protecting front line services. We also want to know your views **on service and investment priorities over the period of the Medium Term Financial Plan and also how to deal with the loss of Government Council Tax freeze Grant in 2013/14.**

Please complete this survey and return by FREEPOST to Finance Budget Consultation, Enfield Council, FREEPOST NW5036 4th Floor, Civic Centre, Silver St, Enfield, EN1 3BR or alternatively complete it online at www.enfield.gov.uk. The deadline for responses is Friday 13 January 2012.

1. OUR VISION AND PRIORITIES

Our budget decisions are aligned to our vision and priorities for Enfield. By allocating money against these priorities, we are able to ensure we continue to deliver our promises and further improve Enfield.

Our vision is to make Enfield a better place to live and work, delivering fairness for all, growth and sustainability and strong communities.

Underpinning this commitment we have a number of priorities, the delivery of which will contribute to improving the quality of life for all residents in the borough.

We are committed to improving life in Enfield by:

- **Ensuring fairness for all**
 - Serving the whole borough fairly and tackling inequality
 - Providing high quality affordable and accessible services for all
 - Enabling young people to achieve their potential
- **Encouraging growth and sustainability**
 - Providing a clean, green and sustainable environment
 - Bringing growth, jobs and opportunity to the borough
- **Creating strong communities**
 - Encouraging active citizenship
 - Listening to the needs of local people and be open and accountable
 - Providing strong leadership to champion the needs of Enfield
 - Working in partnership with others to ensure Enfield is a safe and healthy place to live.

2. THE FINANCIAL CHALLENGE- SETTING THE SCENE

These are extremely difficult times. Since the Council set the budget in March 2011, there has been no sign of economic recovery or indications as to when the economic situation will improve. Indeed increased unemployment puts a further pressure on the Council.

The Government is continuing with the public spending reductions announced in the 2010 Spending Review with a further £9m to be cut from Enfield's funding in 2012/13. Further funding cuts of £6m will be by made by 2014/15 although the Government has not given exact details yet.

Damping

Enfield has been assessed as needing £130m of Government support in 2012/13. The process used by the Government to allocate resources to authorities then reduces this to £122m resulting in a further £8m of Enfield's grant being "damped" away to fund other authorities.

The Council is projecting it will need £18.8m more in 2012/13 to cope with levels of demand for Council services, price inflation and cuts in government grant. The following table sets out the spending pressures that over the next four years would add £60m (49%) to the Council Tax if no action was taken.

Table 1: Budget Pressures / Government Grants	2012/13 £000's	2013/14 £000's	2014/15 £000's	2015/16 £000's	Total £000's
Price inflation and Pay Awards The rate of inflation is over 5% and expected to remain above 2% in later years. Pay is frozen in 2012/13 but later years includes 2% ¹ pay increases.	5,672	5,900	6,000	6,000	23,572
Demographic pressures The pressure continues to meet continued demographic pressures. This includes looked after children and services to older people as well as those with disabilities.	2,895	4,314	3,789	2,735	13,733
Environmental Services With population and households increasing there is growing demand for refuse, recycling & streetscene services. Also, the Council will have to pay more to the North London Waste Authority for increasing disposal costs.	577	922	277	29	1,805

¹ The Chancellor announced on 29th November that the Government will set public sector pay awards at an average of 1% for each of the two years after current pay freeze comes to an end. Departmental budgets will be adjusted in line with this policy, with the exception of the health and schools budgets, where the money saved will be recycled; (source: HM Treasury Autumn Statement 2011). The statement indicates that any savings on non-school services from this action will be clawed back by the Government through a further reduction in Formula Grant

Table 1: Budget Pressures / Government Grants	2012/13	2013/14	2014/15	2015/16	Total
New capital financing & interest loss Investment in school and highway improvements is met by new borrowing which is repaid over the life of the asset. In addition, low interest rates have reduced the interest earned by the Council on its cash balances.	146	1,622	2,223	107	4,098
Concessionary Fares The Mayor of London's increase in public transport fares will increase the cost of concessionary travel for older people paid for by the Council.	726	361	300	0	1,387
Olympics and Government Reforms There will be one off costs associated with the Olympics and also Government reforms of the NHS and Benefits systems. Potential costs should become clearer in 2012/13.	0	4,200	-4,200	0	0
Other pressures	54	243	187	80	564
Total Pressures	10,070	17,562	8,576	8,951	45,159
Reduction in Formula Grant²	8,767	163	5,880	0	14,810
Initial Budget Gap	18,837	17,725	14,456	8,951	59,969

In addition, the Government's tight spending targets in other parts of the public sector may affect the Council. For example, The National Health Service is being reformed with £20bn of efficiency savings to be found by 2015. This has major implications for local health and social care services. Universal Credit will amalgamate current benefits into a single payment which will reduce as people move into employment. It will include Housing Benefit which may force people to move from expensive inner city property to lower cost areas such as Enfield. However, Council Tax benefits will continue as a separate local scheme with the potential costs outlined under section 4 below. Finally, police and fire funding reductions will impact on community safety.

Four Year Budget Consultation

In March 2011 the Council set out its plans for a balanced budget for the next four years in order to provide as much stability and certainty as possible. This included specific savings proposals over the life of the 2011-2015 budget plan.

Last year the number of residents who took part in the consultation increased ten fold compared with previous consultations and the following table represents their ranked responses to savings that were put forward for consideration. Set out below is the summary of results showing the average rating, the higher the rating the stronger the agreement, with a top rating of 4.5.

² See note 1 on previous page. This reduction may increase due to further clawback by Government in 2013/14 and 2014/15

Ranking	Table 2: Savings Proposals 2011/12	Average Rating
1	Better purchasing	4.50
2	Reducing our operating costs	4.22
3	Restructuring and review of services	4.15
4	Reduce debt	4.10
5	Increase income from advertising hoardings, bus shelters and sponsorship	4.10
6	Asset management and disposals	4.05
7	Street lighting	3.93
8	Town centre management	3.76
9	Increase other fees	3.72
10	Adult social care	3.66
11	Explore further shared services	3.64
12	Joining the pan-London out of hours telephony service	3.44
13	Establish a trading company for services to trade	3.39
14	Increasing electronic service delivery	3.38
15	Charge for credit card payments	3.18
16	Focus our funding on the most disadvantaged children and young people	3.11
17	Voluntary sector funding	2.90
18	Olympic and community events	2.86
19	Developing a social enterprise model for running libraries	2.80
20	Recruit volunteers to operate libraries	2.70
21	Staggering recycling collections	2.68
22	Introduce charge for all bulky waste collections	2.65
23	Increase fees for allotments	2.43
24	Increase fees for parking	2.27
25	Reduce opening hours for libraries	2.27
26	Increase fees for cemeteries	2.26
27	Two weekly collections	2.12

You said we did

We have faced a massive challenge this year in making £34million of savings following unprecedented government spending cuts, inflation and the effect of an ageing population.

However by listening to residents we were able to make those savings, without any major impact on the services residents rely on and deserve.

You said we must always look for efficiency savings first and try to do things in different and more cost effective ways before cutting services. We have done exactly that and we will do the same again in 2012/13. We have already agreed £11.2million of savings for that year.

You also told us you would prefer us to share services with other organisations and made savings this year by entering into a partnership with Waltham Forest to buy goods and services jointly. We will continue to make these savings in future years.

But our consultation was not just about savings, you told us you wanted us to focus our funding on the most disadvantaged children and young people and we protected funding for our youth centres and youth outreach workers.

You also said you wanted to retain weekly bin collections, which we have done and were strongly against reducing opening hours for libraries. Again we have listened and agreed to these wishes, while making the savings we needed to.

Enfield Council's promise to you will always be, that we'll listen and act on what you tell us. And throughout the remaining years of the budget process, which runs until 2015/16, we'll ask your views on controversial issues or matter of public interest before we propose any changes to services in these areas.

Q1. Do you have any specific suggestions as to areas for further savings not set out in the above table?



3. COUNCIL EXPENDITURE & INCOME

Every year the Council sets its annual budget and when doing this it looks at the medium term financial picture in order to plan and prioritise its resources to deliver both its statutory responsibilities and the priorities of local people.

The Council currently spends a net £252m on education services, housing benefit payments, social services, including services to the elderly, the environment, including roads maintenance and refuse collection services, leisure services, parks and open spaces, housing the homeless and other services.

3.1 Income

To meet Council net running costs, around £131m of income is received from the Government. However, this is insufficient to cover all costs and so the balance of approximately £120m must be met by local taxation, i.e. the Council Tax.

Spending on schools and benefits is managed under central Government policies that are grant funded and therefore the proportion of the budget Enfield Council can actually control and take decisions to change is limited.

Council Tax is payable on domestic properties based on their value. The amount to be paid (before any reductions) depends on which valuation band the home is in. The lower the value of the property the lower the tax. More details can be found in the information sent with your last Council Tax bill or on the Enfield website.

The Council Tax that Enfield residents pay is made up of two parts. Using Band D as the average, one part pays for Enfield Council services (£1,100.34), and the other is for the Greater London Authority (£309.82).

The Mayor for London determines the priorities of the GLA and is accountable to the London Assembly which is made up of locally elected representatives from the boroughs. The GLA is responsible for the Metropolitan Police, the London Fire Service, and some aspects of transport, planning, economic development and culture. Enfield Council has no control over the GLA charge but is required to collect the tax from Enfield residents. Early indications are that the GLA Council Tax element will not increase in 2012/13, although the final figure will not be known until February 2012.

This paper is only consulting about those services provided by the Council. Significant amounts of money are also spent by other organisations on public services in the borough but these are not run by the Council, They are:

- Police and Fire Services, (the Council Tax increase for these services is determined by the GLA as explained above);
- Hospital and other health care services;
- Further education colleges;
- Public transport services;
- Management of business development and training
- The supply of affordable housing by housing associations and the Homes & Communities Agency.

The funding of these services is not presented in this paper. However, we will continue to work with partners to ensure that Enfield residents receive the best services possible within tight budgetary constraints.

3.2 How the Council spends its money

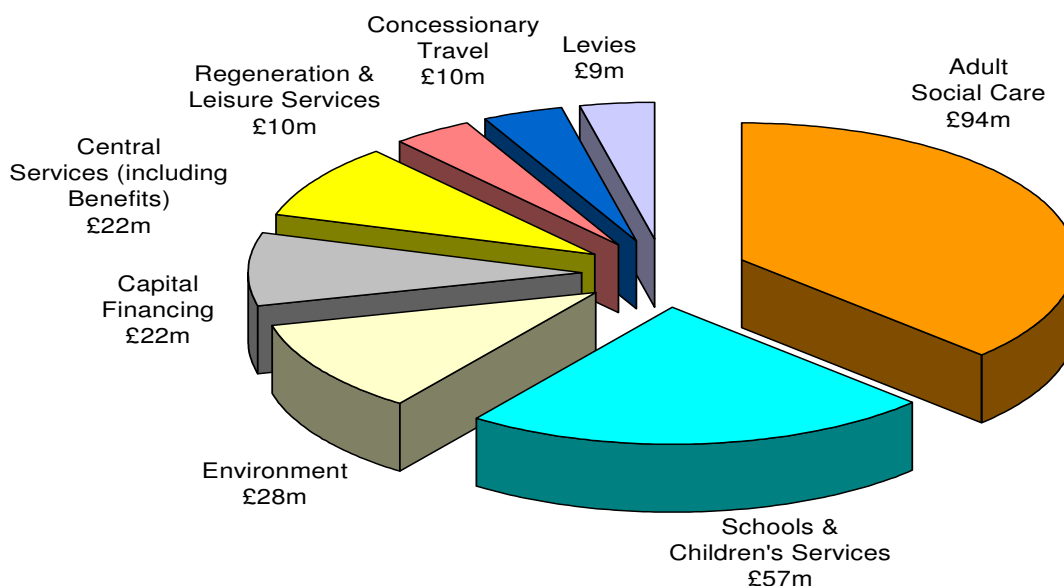
In the current year the Council will spend a net £252m in providing a range of priority services. Some services are statutory and must be provided by law although the level of service can be decided upon locally. Statutory services include: education; care for children, people with disabilities and older people; housing homeless families; care for the environment. A few services are provided at local discretion including cultural and leisure facilities.

Spend also covers the cost of the behind the scenes support necessary for front line services to function such as payments to private suppliers, payroll services, legal services, financial advice, the cost of running public buildings, information technology and human resources. The range of services and their gross cost is set out below. In addition Enfield must contribute to the funding of four statutory bodies.

These are:-

- Lee Valley Regional Park Authority
- North London Waste Authority
- Environment Agency and
- London Pension Fund Authority

3.3 Net Cost of Key General Fund Services 2011/12



	Gross Spend £m's	Net Spend £m's
Adult Social Care	124	94
Schools & Children's Services	386	57
Environment	59	28
Capital Financing	22	22
Central Services (including Benefits)	323	22
Regeneration & Leisure Services	13	10
Concessionary Travel	10	10
Levies	9	9
General Fund Housing	28	0
Housing Revenue Account	53	0
Total	1027	252

4. ACTION TAKEN SO FAR TO SAVE MONEY

The Council is continually searching for efficiency and over the last few years significant savings have been made. By anticipating potential reductions in public spending at an early stage the Council identified and **agreed over £11.2m of efficiency savings** for next year at its Cabinet meeting on 23 November 2011. These are savings that will not affect the quality of services to residents and include:

- £2.3m from better purchasing
- £3.1m from restructuring & service reviews
- £3.5m from reducing and new funding of operating costs
- £2.3m from modernising the way we deliver waste services

As a result of this early action, the Council has almost closed the budget gap for 2012/13 with £1.04m still to be found. Work is continuing to bridge this budget gap.

Later years now show a gap of nearly £14m, including £6m due to the Government cutting grant to freeze council tax bills in 2011/12 and 2012/13, the latter being for one year only.

Table 3: Latest Budget Gap	2012/13	2013/14	2014/15	2015/16	Total
	£000's	£000's	£000's	£000's	£000's
Pressures (set out above)	18,837	17,725	14,456	8,951	59,969
Full year effect of savings agreed in previous years	(3,047)	(1,094)	(860)	89	(4,912)
Council Tax Freeze Grants:					
- 2011/12				3,028	3,028
- 2012/13	(3,050)	3,050			0
Planned 3% Council increase	0	(3,639)	(3,762)	(3,891)	(11,292)
Taxbase increase	(486)	(517)	(534)	(13)	(1,550)
Efficiency savings not affecting services and agreed by Cabinet	(11,214)	(9,221)	(6,621)	(1,779)	(28,835)
	1,040	6,304	2,679	6,385	16,408
Savings to be confirmed	(1,040)	(557)	(556)	(406)	(2,559)
Budget Gap	0	5,747	2,123	5,979	13,849
Council Tax Benefit Changes Risk	0	4,950	1,290	1,340	7,580
Potential Budget Gap	0	10,697	3,413	7,319	21,429

Work is still progressing to identify the £1.040m savings required to balance the 2012/13 budget. All options are still under consideration and we would welcome your views which can be added to comments under question 1 above.

Assessments will be undertaken on all savings so we are clear about any impact on our community. As a good employer, we will also support staff and look for redeployment to avoid redundancies. However, a council losing over a quarter of its government funding over four years will not operate with the same number of posts that it started with.

A budget risk has been included relating to the Government's proposals to replace the national council tax benefit system with a local scheme along with a 10% reduction in

the Council Tax Benefit Grant. There could also be an impact on Council Tax collection. A potential risk of £7.6m is included in the Medium Term Financial Plan. The Council has opposed these changes on the grounds that it will have a detrimental effect on vulnerable residents in the borough.

Q2. We are seeking your views as to the services you value most and want to see protected. We also want to see if your opinion as to your prioritisation of these services has changed since the consultation last year by completing the table below.

Council Services: Priority		Please rank service from 1-5 (1 is strongly disagree and 5 is strongly agree)					Has your service priority gone up or down since last year³
1	Children's social services						
2	Schools and pupil support						
3	Youth services						
4	Library & museum services						
5	Adult social services & older people						
6	Homelessness						
7	Leisure & parks						
8	Waste collection & recycling						
9	Road maintenance, cleaning & lighting						
10	Environmental protection						
11	Community safety (excluding police)						
12	Regeneration & planning						
13	Voluntary sector						

Government Council Tax Freeze Grant 2012/13

As mentioned, the Government will reduce Enfield's grant in 2012/13 by £8.8m, equivalent to a 7.1% tax increase. Despite finding savings to offset this cut and other increases in cost, the Council was still planning to increase next year's tax by 3% so as to protect vital services. In October, the Government said that it would pay a one-off £3.1m grant to avoid a 2.5% tax increase next year thereby reducing the grant cut to £5.7m. Unfortunately, the Government will immediately abolish the £3.1m in 2013/14 and if the Council decides to freeze the Council Tax this year it will need to find more savings and/or income in future years to make good the loss of grant.

Q3. It is increasingly difficult for the Council to make efficiency savings that do not impact on Council services.

How do you believe we should consider Council Tax increases in future years in the context of increased pressures on services and Government grant cuts?

³ Please leave blank if no change

5. CAPITAL EXPENDITURE PROPOSALS

Amongst the significant challenges facing the Council is the increasing need for capital investment, especially to finance investment in schools and roads. The increased capital investment means that repayment of the borrowing costs puts considerable increased pressure on the Council's revenue budget. The increasing numbers of primary school pupils means providing extra classrooms and this will also need classrooms in secondary schools over the course of time. Both of these will require funding from central government to meet this statutory responsibility. Also the Council has ambitious regeneration plans that include major infrastructure improvements to unlock potential social and economic gains from new housing and businesses.

The table below sets out the current investment programme.

Table 4: Capital Programme	2011/12	2012/13	2013/14	2014/15	Total
	£'000	£'000	£'000	£'000	£'000
Schools (including Youth)	53,653	44,556	818	0	99,027
Regeneration	4,837	8,940	9,077	0	22,854
Leisure & Culture	10,387	3,745	0	0	14,132
Highways & Streetscene, Recycling and Parks etc.	22,657	19,107	12,764	11,144	65,672
Adult Social Care	530	1,570	100	100	2,300
Disabled Facilities & Affordable Housing Grants	4,002	6,976	5,118	5,118	21,214
Public Buildings & Resident's Priority Fund	3,648	3,800	3,300	1,900	12,648
General Fund Programme	99,714	88,694	31,177	18,262	237,847
Housing Revenue Account	35,979	36,024	27,210	29,801	129,014
Total Capital Programme	135,693	124,718	58,387	48,063	366,861

Q4. We would like to know your preferences as to which areas are your priority for capital investment as follows:

Capital Programme	Please rank this programme from 1-5 (1 is strongly disagree and 5 is strongly agree)
1 School improvements	
2 Increasing pupil numbers	
3 Regeneration to bring social and economic improvements to areas such as Meridian Water & Ponders End.	
4 Maintenance and improvement of borough roads, bridges and pavements, etc	
5 Parks, open spaces and allotments- improvements to the infrastructure and equipment replacement.	
6 Adult Social Care Services- building improvements and disabled facilities grants to help vulnerable residents to remain in their homes.	
7 Affordable Housing Schemes and Housing Assistance Grants. The schemes include Small Works Grants for essential repairs and Decent Homes Grants for more comprehensive renovation.	

6. HOW YOU CAN CONTRIBUTE TO THE CONSULTATION PROCESS

Individuals and interest groups can contribute to the consultation process in a number of ways.

Scrutiny Panels

Budget proposals for 2012/13 will be discussed at the Scrutiny Panels as follows:

Children & Young People

Tuesday 6 December 2011 7.30 pm

Crime, Safety & Strong Communities

Wednesday 7 December 2011 7.30 pm

Health & Wellbeing

Thursday 15 December 2011 7.30 pm

Housing, Growth & Regeneration

Tuesday 10 January 2012 7.30 pm

Older People & Vulnerable Adults

Thursday 12 January 2012 7.30 pm

Sustainability & Environment

Monday 16 January 2012 7.30 pm

Overview & Scrutiny Committee

Date to be agreed

All meetings are to be held at the Civic Centre, and are open to the public. Councillors on the panels will be asking questions of the leading Councillors involved in the budget. The public will also be able to ask questions.

Please contact the Scrutiny & Community Outreach Team on 020 8379 5119 for further details.

Area Forums

Come and discuss the Council's budget. The meetings are as follows:-

Area Forum	Date
Bowes, Palmers Green & Southgate Green	8 th December 2011
Chase, Southbury & Town	8 th December 2011
Edmonton Green, Haselbury and Upper Edmonton	13 th December 2011
Enfield Highway, Enfield Lock & Turkey Street	4 th January 2012
Jubilee, Lower Edmonton & Ponders End	10 th January 2012
Cockfosters, Southgate & Highlands	11 th January 2012
Bush Hill Park, Grange and Winchmore Hill	16 th January 2012

Please contact the Scrutiny & Community Outreach Team on 020 8379 5119 for further details.

Consultation Paper – Written Responses

You can write to:

Finance Budget Consultation
Enfield Council
FREEPOST NW5036
4th Floor, Civic Centre,
Silver St,
Enfield,
EN1 3BR

Or e-mail:

Budget.consultation@enfield.gov.uk

by 13 January 2012, with comments on the issues in this paper.

The following Council meetings will also discuss the 2012/13 budget and Medium Term Financial Plan:

Cabinet meeting:

Wednesday 8 February 2012 8.15 pm Civic Centre

Members of the public can attend, but not speak. The Cabinet members will discuss the budget at a high level, with little reference to the detail. Proposals are usually dealt with in general terms only.

Council meeting to set Budget and Council Tax:

Wednesday 29 February 2012 7.00 pm Civic Centre

The Council meeting is open to members of the public to attend; however, you will not be able to speak at the meeting. The budget will be presented by the administration and voted on. Proposals are normally discussed in general terms.

Feedback on Consultation Responses

All responses made to this green paper, will need to be considered before final decisions are made. However, we will not be able to respond specifically and individually to comments received.

Appendix 1(b)

2012/13 Budget Consultation

This paper sets out the results of the Budget Consultation which were presented to Budget Scrutiny Commission on 31st January 2012. The references from the Scrutiny Committees and Forums follow on.

Budget Consultation Responses

The Consultation included four specific questions and 308 replies were received by the 13 January deadline of which:

- 135 responses were received to Q1 about suggestions as to how the Council can make more savings
- 231 gave their prioritisation of Council services as asked in Q2
- 159 respondents commented specifically on the level of council tax increases asked for in Q3 whilst a further 77 addressed the issue in e-mails
- Only 5 responses were received regarding Q4 on capital in the Budget Update and Consultation 2012/13 Paper.

The responses are analysed below

1. Do you have any specific suggestions as to areas for further savings not set out in the above table (2011/12 list of savings)?

Common themes were:

- Additional income charges
- Review eligibility of benefit claimants
- Green initiatives / rationalise the use of buildings
- Better procurement and joint working with partners
- Level of staff pay and numbers
- Need for translation services
- Public events and communications

2. We are seeking your views as to the services you value most and want to see protected. We also want to see if your opinion as to your prioritisation of these services has changed since consultation last year by completing the tables below?

The table below summarises respondents 2012/13 scores and also compares the ranking of service priority compared to 2011/12. It should be noted that there were minor changes to some of the service categories between years.

Council Services: Priority	Average Score 2012/13	Priority Ranking 2012/13	Priority Ranking 2011/12
Road Maintenance, Cleaning & Lighting	3.78	1	4
Adult Social Services and Older People	3.77	2	2
Waste Collection and Recycling	3.66	3	3
Leisure and Parks	3.29	4	11
Community Safety (excluding Police)	3.16	5	5
Children's Social Services	3.14	6	6
Library and Museum Services	3.04	7	9
Schools and Pupil Support	2.97	8	1
Environmental Protection	2.90	9	12
Youth Services	2.80	10	10
Homelessness	2.71	11	8
Regeneration and Planning	2.50	12	7
Voluntary Sector	2.43	13	-

3. **It is increasingly difficult for the Council to make efficiency savings that do not impact on Council services. How do you believe we should consider Council Tax increases in future years in the context of increased pressures on services and Government grant cuts**

The table summarises the responses which favour no increase.

Response	Number	%
No council tax increase	109	46%
Increase council tax	47	20%
No preference expressed	80	34%
Total	236	100%

4. The Consultation Paper included an additional question on capital – We would like to know your preferences as to which areas are your priorities for capital investment.

The responses were insufficient to use for meaningful analysis.

Overview and Scrutiny Committee Budget Response – Tuesday 31st January 2012

Final scrutiny response on the Council's 2012/13 Spending Review and budget consultation proposals

Contact: Mike Ahuja (Head of Corporate Scrutiny) 020 8379 5044 or email: Mike.Ahuja@enfield.gov.uk

The following comments have been approved by the Overview and Scrutiny Committee Budget Meeting (31st January 2012) as a response from scrutiny on the Council's 2012/13 Budget Update and Consultation proposals.

1.1 General – budget consultation process

- (a) Overview and Scrutiny Committee (OSC) again welcomed the opportunity for scrutiny to take part in the budget consultation process and the involvement of the Cabinet and all Directors in the meeting and consultation process with scrutiny. OSC recognised the range of consultation being undertaken on the budget proposals this year and responses generated as a result.
- (b) James Rolfe reported that the top priorities identified by respondents to this year's public consultation as services most valued included Road Maintenance, Adult Social Services, Waste Collection, Recycling, Leisure and Parks. Areas identified with the lower priority for 2012 included Homelessness, Regeneration, Planning and the Voluntary Sector. OSC noted that the reduced priority given to spending on Schools and Children's Services may reflect the lack of consultation opportunities at family events e.g. The Town Show.

1.2 The Financial Challenge and Setting the Scene

- (a) The Government has announced that the Council will be required to deliver 27% real terms reduction in expenditure over 4 years. This was announced in 2010. The autumn statement indicated further cuts in the next spending review. There is also the European, National and International economic situation to be considered.
- (b) For Enfield the government grant was reduced by £15m in 2011/12 and £8m in 2012/12 when damping is taken into account. For 2012/13 a Council Tax Freeze Grant is available, but only for one year which will impact on future budget options.
- (c) Further issues that will have to be taken into account are:
 - Inflation at around 5%
 - Housing Revenue Account Self Financing from April 2012
 - Localisation of Business Rates from 2013/14

- Council Tax Benefit Localisation from 2013/14
 - Housing Benefit transferred to Universal Credit 2014
 - 1% public pay cap matched by grant reductions
 - Enfield also has a growing population and growing needs e.g. £80m for 3 new schools
- (d) Budget pressures on the Council identified in 2012/13 add up to approximately £18m. However, savings relating to improved working practices having already been identified, leave a potential gap of £1m. The current position for 2013/16 shows a budget gap of £6.6m for 2013/14 rising to £21.7m in 2015/16.
- (e) Savings proposals were currently being finalised, taking account of the feedback from the consultation process, in order for final recommendations to be considered by Cabinet on 8 February. The finalised budget proposals would then be subject to agreement by full Council on 29th February.
- (f) OSC stressed the need to ensure that the final budget and savings package was robust in terms of:
- meeting the level of financial savings required; and
 - ensuring that the potential risks associated with the achievement of any of the final savings proposals had been fully assessed
- (g) Reserves – The OSC were advised that reserves had been used for the following issues.
- £3.5m on ICT,
 - £1m on replacement of Revenues and Benefits IT system,
 - £3m on project carry forwards.
 - Contribution from the interest rate equalisation reserve £1m

The Insurance Reserve was £2.6m and is actuarially reviewed every three years. The Committee asked for a comprehensive schedule of movements in reserves and planned drawdowns to be provided.

1.3 Issues reviewed by the Scrutiny Commission on the proposals within the Budget Update and Consultation paper

1.3.1 Council Expenditure and Income and Action to Save Money

- (a) Income – The Council most fees and charges will incorporate a 2% increase. This will be dealt with through the normal delegated action procedures. The Council was actively pursuing income through sponsorships, advertising and shared services. This work is being overseen by consultants on a ‘no income no fee’ basis

- (b) Savings in 2011/12 – Grass cutting had been reduced from 16 cuts per year and there had been a reduction in arboriculture expenditure. The reduction in grass cutting was in the country areas of the borough. Whilst there has been a reduction in ornamental tree maintenance there has been an increase in shrub maintenance. There is also a contingency for adverse weather and increased grass growth.
- (c) Spend on External Consultants – Over a two year period, the spend on external consultants has been reduced by £2 to £3m. There has been a particular reduction in the previous Place Shaping Department.
- (d) Shared Services – The Council is working with Waltham Forest Council and neighbouring District Councils on services such as procurement. In addition there are shared Financial Services with Enfield Homes. The Council also shares an Assistant Director for School Improvement Services with Haringey.

1.3.2 Capital Expenditure proposals and Corporate Issues not covered elsewhere

- (a) Primary and Secondary School Expansion – The Council had already delivered 3,723 new primary places. Further investment was planned and this is based on forecasts provided by the GLA. Additional Primary and Secondary School places should be planned to be in the areas where they are required.
- (b) Repair and Maintenance of Council Buildings – A list of all buildings is available. The Council can dispose of buildings if they are no longer required or if they are deemed not be viable economically.
- (c) Enfield Residents Priority Fund – The Enfield Residents Priority Fund would not be used for funding mainstream services. The Fund is prioritised by residents and spent by them. This was a manifesto commitment. Many residents had met this opportunity with real enthusiasm.
- (d) Housing Benefit Cap – The Housing Benefit Cap was already having an effect in terms of migration to Housing in the east of the Borough. The effect of this on service demand could prove difficult. This is also a national problem. There may some mitigation with those holding buy to let mortgages selling their properties. This would increase Housing available in the borough.
- (e) Treasury Management – The Euro and International Financial crisis requires the Council to manage its funds very carefully. The Council currently uses A+ rated banks and in the UK only 3 banks have this rating. This is being reviewed for next year's Treasury Management policy. Cash holdings have been reduced to £35m from £80m.

1.3.3 Comments/Issues raised during the budget consultation by Scrutiny Panels and other consultees.

Older People & Vulnerable Adults Scrutiny Panel: 12 January

- (a) The Chairman of the Scrutiny Panel stated how important the services provided were and all efforts should be made to reduce any impact on frontline services provided to older and vulnerable people.

Personalisation of Care – The Council has 49% of people using this service and hopes to extend this by March 2012. The OSC were additionally informed that Enfield has a larger older population than other London Boroughs

Substantial/Critical needs - Some authorities have reviewed the FACS (Fair Access to Care Services) assessment levels. However Ray James advised that moving to 'critical only' had been successfully challenged in court and restricting the definition of 'substantial' had not been demonstrated to save money. He believed the Council had set the correct current threshold and balance in relation to care and the cost of care.

The Chairman of the Scrutiny Panel stated how important the services provided were and all efforts should be made to reduce any impact on frontline services provided to older people and vulnerable adults.

Crime & Safety & Strong Communities Scrutiny Panel: 7 December

- (b) Trimming and Dimming – Trimming and Dimming of street Lights could have Crime and Safety Implications. The OSC were informed that the potential for dimming street lights was being examined but they would not be turned off at any time.

Children & Young People Scrutiny Panel: 06 December

- (c) Safeguarding – priority was given to Child Protection work, which is an area of pressure and increasing demand and cost. Specific efforts were being directed to reduce the number of children coming into care.

Enfield Youth Parliament view – The Children's Panel received a view that it was important to avoid further cuts to Children's Services and suggested an increase in Council Tax. The Youth Parliament had also been directly consulted on the plans.

The Chair of the Scrutiny Panel stated how important Children's and Youth Services were and that the panel were pleased to see the protection of frontline services. It was good to see young people attend and support scrutiny. A further concern was raised on the potential for families to migrate to Enfield due to the Housing benefit cap and the impact this would have on Children's Services.

Health & Wellbeing Scrutiny Panel: 15 December 2011

- (d) NHS Funding - The main focus of this panel is scrutiny of Health services, Primary, Secondary and Tertiary Services. The panel has continued to scrutinise the funding provided for primary care in Enfield.

Funding for the VCS – Proposed cuts of £750K to some voluntary and Community Services by the NHS were of particular concern, however, these have been addressed in the main due to the Council. The Chair expressed her thanks for this.

Housing, Growth & Regeneration Scrutiny Panel: 10 January 2012

- (e) Rents – The increase in rents is a cost pressure for some as the gap between income and rents increases. Government formula used when sharp increase in inflation occurred, this has delivered large rent increases.

New Housing – Consideration be given to clearing and demolishing garages for new housing. Some garages have been cleared to create open spaces.

The cost pressures (approx. £600k in 2012/13 plus a further £250k in future years) arising from diminishing gap between the fixed Local Housing Allowance cap and the increasing rents chargeable by private landlords for temporary accommodation. This cost differential has been used in the past to help fund Community Housing Services. Rising rents in the private sector, now a substantial part of the housing stock, were likely to have major ramifications and the Council were asked to keep rent levels in the private sector under close review across Enfield and adjacent Boroughs.

The sharp increase in the rents for the tenants of Enfield Homes (approx 8%) resulting from the use by the Government of a formula based on the level of inflation which peaked in September 2011. This will create particular problems for tenants in work. It had also led to a £10m increase in the amount the Council had to pay to buy out the HRA debt. The Council were asked whether they had made any representations themselves or with other bodies to complain about this decision.

Sub Letting Council accommodation – This is scrutinised by the Audit Committee

Sustainability & Environment Scrutiny Panel: Monday 16 January 2012

- (f) Libraries – No libraries would be closed this year. Instead, consideration was being given to how use of libraries might be optimised to maximise the delivery of general council services whose occupation of other corporate spaces might then be reviewed.

Energy Costs– Concern was expressed about energy prices and the effects this would have on residential fuel poverty and on LBE expenditure. Environment is an area where the maxim of 'spending to save' is particularly appropriate, given the need to modernise Enfield's energy and heating delivery infrastructure.

Revenue generation from Environmental activities – Microgeneration and ancillary activities present strong potential for LBE to address its budgetary needs from the income side of the ledger.

Efficiency of the Environment spend –ESS manages a wide range of highly visible services with a much smaller discretionary budget than several other departments.

1.3.4 Other issues

The OSC noted the work done to balance the budget for 2011/12 and the savings already accepted by Cabinet for the 2012/13 round. The OSC also noted the summary of issues raised, in relation to the Budget Update and Consultation proposals, at the Area Forums that had met prior to its meeting.

It was agreed that in addition to the issues raised during the meeting (as set out above) the comments made by each Scrutiny Panel in relation to the Budget Update and Consultation should be provided, as background information, for Cabinet and Council to consider as part of the final budget setting process.

Minute extracts from Scrutiny Panel meetings to consider the Enfield's 2012/13 Spending Review and budget consultation proposals

Attached are the budget consultation minute extracts from the following Scrutiny Panel meetings:

1. Children & Young People Scrutiny Panel: Tuesday 06 December 2011

2. Crime & Safety & Strong Communities Scrutiny Panel: Wednesday 7th December 2011

3. Health & Wellbeing Scrutiny Panel: Thursday 15 December 2011

4. Housing, Growth & Regeneration Scrutiny Panel: Tuesday 10th January 2012

5. Older People & Vulnerable Adults Scrutiny Panel: Thursday 12 January 2012

6. Sustainability & Environment Scrutiny Panel: Monday 16 January 2012

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Minute extracts from Scrutiny Panel meetings to consider the 2012/13 budget consultation proposals

Issues raised on the 2012/13 budget consultation proposals by the Children & Young People Scrutiny Panel held on 6th December 2011

The Panel received a presentation from James Rolfe, Director of Finance Resources and Customer Services on the Council's 2012/13 Budget Consultation.

Copies of the presentation are available on request by contacting the Panel Secretary on 0208 379 4073.

NOTED

Enfield Council must again make savings in 2012/13 as a result of unprecedented Government spending cuts, inflation and the effects of an ageing population.

Enfield Council remains committed to listening to views of residents and trying to protect the vital frontline services when deciding the budget and Council Tax requirement for 2012/13.

The Council is continually searching for efficiency and over the last few years significant savings have been made. By anticipating potential reductions in public spending at an early stage the Council identified and agreed over £11.2m of efficiency savings for next year at its Cabinet meeting on 23 November 2011. These savings would not affect the quality of services to residents.

Work is still progressing to identify the £1.040m savings required to balance the 2012/13 budget. All options are still under consideration.

The views of residents will be considered before final decisions are taken on the budget and Council Tax requirements for 2012/13. The closing date for this consultation is 16 January 2012.

This was followed by a brief question and answer session. The following comments were recorded.

- (i) Comments were made on the proposals to build three new schools in the borough and whether any future new builds would be academies. It was explained that strategies were in place to minimise cost and avoid using Council money;
- (ii) There were no proposals currently in place for an emergency budget should the euro zone collapse. Any such proposals would be dependent on Central Government;

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- (iii) Councillor Stafford explained that last year and this year a lot of efficiency savings had been made by trimming services. However, for next year and the following two to three years this avenue had been exhausted. There was no degree of trimming left in the budget, therefore suggestions were needed as to where future cuts could be made;
- (iv) The Chair felt that there were many compelling reasons as to why Children's Services needed to be protected, and felt this was even more apparent following the recent riots in the borough;
- (v) The Chair also felt that Adult Social Services and Older People was a very important issue, however this had not rated highly in last year's budget consultation. She hoped that more people would recognise this as a priority area as looking after vulnerable adults affected a lot of children and young people in the borough as many were carers;
- (vi) Doni Jones, Enfield Youth Parliament representative felt it was important to avoid any further cuts to Children's Services as this would have a detrimental effect in the future. He felt that the way forward was to increase Council Tax, with a view to decreasing this once the Council were in a better financial position;
- (vii) Discussions took place around trimming street lights in the borough. Questions were raised about the crime and safety implications of this. It was suggested that lights could be dimmed during off peak hours, for example on a Sunday between 2am and 6am. Claire Johnson, Scrutiny Officer advised that the Borough of Broxbourne had already introduced the dimming of street lights, and felt that it might be an idea to find out how this was working and how it had affected security.

AGREED that Claire would look into this matter and feed back accordingly

Action: Claire Johnson, Scrutiny Officer.

- (viii) Members were advised that all comments regarding the proposed budget would need to be forwarded to Claire Johnson by Monday 16 January 2012 in order for these to be fed into the next meeting of the Overview & Scrutiny Panel on 31 January 2012.

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Issues raised on the 2012/13 budget consultation proposals by the Crime & Safety and Strong Communities Scrutiny Panel held on 7th December 2011

The Panel received a presentation from James Rolfe, Director of Finance Resources and Customer Services on the Council's 2012/13 Budget Consultation.

Copies of the presentation are available on request by contacting the Panel Secretary on 0208 379 4073.

NOTED

Enfield Council must again make savings in 2012/13 as a result of unprecedented Government spending cuts, inflation and the effects of an ageing population.

Enfield Council remains committed to listening to views of residents and trying to protect the vital frontline services when deciding the budget and Council Tax requirement for 2012/13.

The Council is continually searching for efficiency and over the last few years significant savings have been made. By anticipating potential reductions in public spending at an early stage the Council identified and agreed over £11.2m of efficiency savings for next year at its Cabinet meeting on 23 November 2011. These savings would not affect the quality of services to residents.

Work is still progressing to identify the £1.040m savings required to balance the 2012/13 budget. All options are still under consideration.

The views of residents will be considered before final decisions are taken on the budget and Council Tax requirements for 2012/13. The closing date for this consultation is 16 January 2012.

This followed by a brief question and answer session. The following comments were recorded.

Trimming and dimming street lights could have crime and safety implications.

James Rolfe was unaware of any proposed reductions to the Community Safety Department.

In response to a question about service delivery, Andrea Clemons confirmed that additional Community Safety funding allocations had been identified to mitigate any potential risks.

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No feedback or issues were received on the 2012/13 budget consultation by the Health & Wellbeing Scrutiny Panel held on 15th December 2011.

Issues raised on the 2012/13 budget consultation proposals by the Housing, Growth & Regeneration Scrutiny Panel held on 10th January 2012

The Panel received a presentation from James Rolfe, Director of Finance Resources and Customer Services on the Council's 2012/13 Budget Consultation. The presentation received by the Housing, Regeneration and Growth Scrutiny Panel was similar to those given at other Panels and Area Forums; however additional information was provided relating specifically to Housing Services.

Copies of the presentation were available at the meeting. Further copies can be obtained on request by contacting the Panel Secretary on 0208 379 4095.

NOTED

Damping continues to be an issue with Enfield having its Government assessed grant reduced by £15m in 2011/12 and £8m in 2012/13.

Enfield Council must again make savings in 2012/13 as a result of unprecedented Government spending cuts, inflation and the effects of an ageing population.

Enfield Council remains committed to listening to views of residents and trying to protect the vital frontline services when deciding the budget and Council Tax requirement for 2012/13.

The Council is continually searching for efficiency and over the last few years significant savings have been made. By anticipating potential reductions in public spending at an early stage the Council identified and agreed over £11.2m of efficiency savings for next year at its Cabinet meeting on 23 November 2011. These savings would not affect the quality of services to residents.

Work is still progressing to identify the £1.040m savings required to balance the 2012/13 budget. All options are under consideration.

The views of residents will be considered before final decisions are taken on the budget and Council Tax requirements for 2012/13. The closing date for this consultation is 16 January 2012.

Discussions took place and the following points were noted:

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- Enfield and Redbridge boroughs were the hardest hit by the damping process from Central Government
- Migration into the borough from Inner London Boroughs will have a detrimental effect on our budget position
- The implementation of Universal Credit in 2014 will require further consideration
- The changes related to HRA self financing which will come into effect in April 2012, are welcome in that Councils' will be able to keep all the rental income for re-investment in the service. However the Council would be exposed to greater financial risk
- Cabinet on 18 January 2012 will be asked to agree that the Council should borrow the final settlement sum currently estimated to be £29.6m. In addition, Cabinet will be asked to agree a 2012/13 rental increase of 6.95% in line with the Government settlement calculation.
- Although unrelated to housing issues it was confirmed that the Council was providing additional funding for Concessionary Fares
- Pressures include shop repairs and grounds maintenance; however money is set aside for this purpose. A reduction in garage income is currently under review by Enfield Homes
- Responding to concerns raised on the consultation period for tenants over the proposed increased rents the statutory duty attached allowed for notification as opposed to consultation
- Following a request from the Chairman, Sally McTernan, Assistant Director, Community Housing, had provided a breakdown of Housing Capital figures. Discussions took place on the Disabled Facilities & Affordable Housing Grants, some items were funded by grant and some by borrowing.

The Chairman referred to the cost pressures attached to Temporary Accommodation, increased rents and fixed benefits. Private rents for temporary housing will need to be monitored and reported back to the Housing Scrutiny Panel later in the year.

The Scrutiny Panel was generally satisfied with the Council's Capital expenditure plans for Housing.

- Net funding would need to be increased to meet statutory duties with regard to homelessness
- It was confirmed that the Council uses minimal temporary accommodation outside the borough, but it is always an option.
- The number of households in temporary accommodation had been reduced to below 2,000 and the relevant teams concerned were congratulated on their achievement
- As numbers in temporary accommodation are reduced the use of the private rented sector has increased
- It was noted that the partnership working with current service providers had proven successful and it is hoped that this will be maintained for the future
- Universal Credit will be a challenge for landlords as potentially vulnerable families would need to be offered full advice and was an

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Issue that Enfield Council will need to address and monitor. Some Council's have moved to time limited tenancies i.e.: five years, not renewable if circumstances have changed.

- Reference was made to various grant streams an item for future consideration.
- Loft conversions were noted as a 'good value scheme' for helping larger families as can be seen along the North Circular Road.

The comments provided from the Scrutiny Panel meeting will be fed into the Consultation process and discussed further at the Overview & Scrutiny Budget Panel on the 31 January 2012.

Issues raised on the 2012/13 budget consultation proposals by the Older People & Vulnerable Adults Scrutiny Panel held on 12th January 2012

The Panel received a presentation from Richard Tyler, Assistant Director of Finance on the Council's 2012/13 Budget Consultation.

Copies of the presentation are available on request by contacting the Panel Secretary on 0208 379 4835.

NOTED Enfield Council must again make savings in 2012/13 as a result of unprecedented Government spending cuts, inflation and the effects of an ageing population.

Enfield Council remains committed to listening to views of residents and trying to protect the vital frontline services when deciding the budget and Council Tax requirement for 2012/13.

The Council is continually searching for efficiency and over the last few years significant savings have been made. By anticipating potential reductions in public spending at an early stage the Council identified and agreed over £11.2m of efficiency savings for next year at its Cabinet meeting on 23 November 2011. These savings would not affect the quality of services to residents.

Work is still progressing to identify the £1.040m savings required to balance the 2012/13 budget. All options are still under consideration.

The views of residents will be considered before final decisions are taken on the budget and Council Tax requirements for 2012/13. The closing date for this consultation is 16 January 2012.

The following questions were received from Panel Members and subsequently responded to as follows:

- Q1. What impact could the current proposed budget decisions have on HASC and the services it provides in 2012/13?

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A1. Up to date proposals have been put forward as part of the bridging process to fill the overall budget gap, in order to manage growth in demand and make sure the best possible prices are negotiated. Contracts entered into aim to deliver savings and protect front line services. Once the number of people in need have been established, pressures and subsequent spending are identified. This provides the essential information required at the beginning and therefore allows us to determine what is necessary at an early stage. Proposals are then put forward to achieve the best possible balance – not reducing quality of service. This has a knock on effect on both people in need and their carers.

The Council has always acknowledged these vital services and £1M has been made available corporately in view of these demographic risks. These funds are still available in this budget round.

Q2. With regard to the Older People's Conference, is this still continuing?

A2. The next one is due to take place on the 24th February and will be held jointly with Haringey Council this year.

Q3. What suggestions have emerged so far from consultees in the Borough?

A3. It has been recognised that we have kept the impact on front line services to a minimum and have supported small businesses in the Borough by keep business rates low at this very difficult financial time. These have been well received.

Q4. How do you strike good deals with service providers to ensure agreed reductions whilst upholding good standards?

A4. When tendering, we emphasise price and quality. In the past there has been a 70:30 ratio of price against quality. Contract tenders will emphasise quality rather than price e.g. 70:30 or 60:40. Price decreases are not without risk and are weighted also. We need to satisfy ourselves that quality is high when services are in place. Feedback is received from recipients and if this is progressively positive, less frequent monitored is required. Although areas of concern receive many interventions over a longer period in order to manage risk.

References. Safeguarding history, feedback from care package reviews and monitoring of contractors are noted. Monitoring is proportionate and will increase where risk is higher. Risk is therefore managed.

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References, safeguarding history, feedback from care package reviews and monitoring of contractors are noted. Monitoring is proportionate and will increase where risk is higher. Risk is therefore managed. Also a monthly management team review is held with the Cabinet Member to discuss outcomes and monitor complaints.

- Q5. How quickly do complaints get responded to?
- A5. Complaints are responded to according to their risk. For example if a complaint is received from an elderly or vulnerable person in the community in respect of medication, an immediate response is forthcoming. Although if the same complaint is received from a patient in residential care, the urgency is reduced as there are responsible staff on site which can act quickly.
- Q6. Services for people with disabilities and older people are statutory – how much variation is possible in levels of service?
- A6. The Local Authority assesses the level of need under a “Fair Access to Care” which has four categories - critical; substantial; moderate and low. LBE intervene at critical or substantial. Intervention at an early stage has proved cheaper in the long run. If the level was raised to critical, this may be short sighted since people may deteriorate to a critical (more expensive) level. This decision could be challenged in Court as consultations have not taken place. A more pragmatic view has therefore been taken to use substantial levels of risk.
- Q7. The second question in the Consultation asks views on which services are valued most and want to see protected (each ranked 1-5). What has HASC done to ascertain what are the most valued services and the quality of that provision?
- A7. Services which are visible e.g. local libraries, pubs and post offices and although many people do not use all of these daily, would want to keep them when asked. With regard to Health & Adult Social Care services, with the exception of carers and clients this is an invisible service, (although it equates to one third of the Council’s overall budget and is the biggest employer in the Council). It would depend on an individual’s personal state of health as to how they view the Health & Adult Social Care service and although cuts will need to be made by re-organising the way we do business. The personalisation of care agenda is key and gives people control of their own monies which in turn releases substantial savings.

Front line services need to be maintained although any such cuts in social services would not be noticed until need is required. No specific services are more important than others. We support individuals and agree with them on how they spend their money to their benefit. Carer

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support is essential also and not just those who are in direct need. There are at present 29,000 carers in Enfield which include family members and neighbours. This is a vital service for the borough, which works well both financially and domestically – if stopped, the cost to the state would multiply.

Services to older people take the biggest chunk of the budget, although people should not be left to suffer and we should continue to provide good care and avoid mishaps. The negative aspects are seen when things go wrong and HHASC need an adequate budget to ensure services do not go wrong.

- Q8. There is still a significant inflation rate which may reduce in future years, has the Council taken account of this?
- A8. The Council has reflected some inflation into the budget including contextual obligations. The Council is committed to absorbing the effects of inflation where possible. Future inflationary consumptions are built into the medium term financial plan.
- Q9. Staff Flexible Retirement – is in its first year. Do you envisage a possible rush in the first year from employees and has this impact been taken into account in the budget?
- A9. This is not a right given to all employees and is looked at individually in respect of the interest to the Council and the individual. A financial case is required for each application, which would include a decision and cost. This is not shown in the budget.
- Q10. Can you clarify the difference between gross and net spend on Adult Social Care (i.e. £124m and £94m respectively)?
- A10. £124m is the total gross spend. The difference (£30m) is income from specific grants from the government and service user fees. Client contributions are means tested.
- Q11. Why is the phrase “senior citizens” not used any more?
- A11. New phrases are tested with service users and representatives and after consultations, people preferred the phrase “older people”.
- Q12. Representatives from the Enfield Turkish Cypriot Association attended to request support for their luncheon club at Memorial Hall, Malden Road, which was previously supported by the Council but funds ceased in 2003 (based at Memorial Hall) which provides essential support to their community members for three hours a week. Essential services offered to their community members such as translation, form filling,

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supporting the lonely and isolated are undertaken, and also day trips for many with disabilities. Cllr McGowan has visited the luncheon club

- A12. Bindi Nagra to arrange a visit by HHASC Manager with a view to potential support. **ACTION: Bindi Nagra**
- Q13. Will potential changes in NHS spending impact on plans for HASC spending?
- A13. As there is a link with the NHS in the work that the Health & Adult Social Care service provide, there is always a risk of loss if work entered into is not connected with the NHS. LBE are trying to develop a good relationship with GP Clinical Commissioning Group.
- Undeniably there is a risk with the imminent NHS changes with some of the managerial roles now held more remotely from Enfield and some decisions are made at a distance, although channels of communication are well established and are imperative.
- Q14. Erin Dryden of EDA attended – have any savings had an effect on the preventative work carried out by EDA previously?
- A14. Changes occurred in April 2011, via Transformation of Care/Personalisation, with an emphasis on re-ablement and prevention. 50% of clients do not require ongoing care packages. Non recurrent monies will be used for preventative work.
- Q15. Can the same argument be used for including moderate in LBE's eligibility criteria?
- A15. 88% of Local Authorities use critical and substantial. There would be the potential for some savings but not enough to open up services to those with moderate needs. The significant cost to LBE would be a risk to the budget and require a Council Tax increase.
- Q16. Have the Icelandic monies been refunded?
- A16. Recovery of Iceland funds is progressing and being received in tranches. Of the £5m originally invested, £3.5m has been received already. The Council officially expects to receive 90% of the outstanding amount with a view to achieving 95%. Monies are received every three months and overall amount outstanding is reducing.
- Q17. What has been done to lobby the Government in relation to money it receives when faced with demographic changes and increasing deprivation in parts of Enfield? Has this had any impact or is there any likelihood of concessions being made by the Government?

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A17. We have used every opportunity to make the Government aware and full and robust responses have been provided to Government Consultations – Members have visited Westminster to raise awareness of Enfield’s needs with the aim of our views being recognised.

In respect of “damping” - Redbridge Council are in a very similar position to Enfield. There has been recent cross party representation to the Government but not much support is expected. We are lobbying on behalf of Enfield’s NHS who are also being under funded.

Q18. How confident are you on achieving further savings of £14m without increasing taxes?

A18. There is confidence that this can be achieved – although there are difficult issues forthcoming – officers are looking objectively at their services and making recommendations to Councillors, whilst listening to the public and considering their views. The Director of Finance sets out the risks the Council is facing and there are general balances held of £13m, and earmarked reserves for specific purposes. This year we have achieved savings and can confirm that there is no overspending reported in current monitoring. Any risks are reported to full Council and an Audit Committee is in situ to hear any issues. There is also a designated Risk Officer in our internal Audit Section.

Q19. The Panel requested reassurances that the cutbacks will have a limited impact on our older people and vulnerable adults and the quality of current services. The Scrutiny Panel would like to express its concern that Consultation responses will not reflect the vital services provided by HHASC. A lack of awareness may lead to a lack of responses supporting these services. Most people in the consultation will prioritise what they experience themselves. This is a vital service which is invisible to many. It was suggested that service users attend a Scrutiny Panel or Personalisation of Care meeting?

A19. There is a reluctance to involve individual service users to the public sessions. However, Learning Difficulty service users are involved in assessing the quality of services. HHASC has offered to bring back a report to the Scrutiny Panel. **ACTION: Lorraine Davies to report back to April meeting on service user monitoring. Lorraine Davies to look at engagement with Enfield LINKs.**

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Minutes of Sustainability & Living Environment Scrutiny Panel – 16.1.12

LONDON BOROUGH OF ENFIELD BUDGET UPDATE & CONSULTATION

A presentation was given by Richard Tyler, Assistant Director of Finance on the Council's Revenue Budget 2012/13 and the Medium Term Financial Plan for 2012 -16.

Copies of the presentation are available on request by contacting the Panel Secretary on 0208 379 3530.

It was noted that Enfield Council must make savings in 2012/13 as a result of unprecedented Government spending cuts, inflation and the effects of an ageing population.

Enfield Council remains committed to listening to views of residents and trying to protect the vital frontline services when deciding the budget and Council Tax requirement for 2012/13.

The Council is continually searching for efficiency and over the last few years significant savings have been made. By anticipating potential reductions in public spending at an early stage the Council identified and agreed over £11.2m of efficiency savings for next year at its Cabinet meeting on 23 November 2011.

Work is still progressing to identify the £1.040m savings required to balance the 2012/13 budget. All options were still under consideration.

Richard Tyler referred to the decision taken last year to keep weekly refuse collections and ensure there were no library closures. This resulted from feedback from the consultation exercises undertaken. He also mentioned that the Governments 'damping' process would particularly adversely affect Enfield and the Council would continue to lobby the Government about this issue.

The views of residents would be considered before final decisions were taken on the budget and Council Tax requirements for 2012/13.

The following questions were received from Panel Members and subsequently responded to. Members were reminded to consider the 'environmental aspects' of this issue:

- Ian Davis was asked which of the Environment services were statutory, (as mentioned in Para 3.2 of the consultation document). He confirmed that although most of the services provided were statutory, there was discretion in the way the service was delivered. He referred to £800,000 saved by the Environment department in autumn by improving the IT service and streamlining services.

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- It was asked how many people would be set to lose their jobs as a result of the budget cutbacks and whether the Council had reserve funds. Richard Tyler stated that the number of agency staff had been reduced to provide savings and it was hoped to keep the number of redundancies as low as possible. He mentioned that we had a general balance of £12.5 million, which was considered relatively low by our auditors. There were also reserves earmarked for particular projects of approximately £60 million.
- It was asked if the savings that had been expected by charging for bulky waste collections had been achieved, or whether this had resulted in an increase in fly tipping. Ian Davis confirmed that 10% of residents made use of this service, but that there had not been an increase in fly tipping in the borough. He also mentioned that most local authorities charged for this service.
- In answer to a question about the change in housing rent subsidies and the new universal credit allowance it was confirmed that this would have an impact on the borough as housing rents were lower here than for central London and would result in higher numbers of people moving into the area. It would increase the need for accommodation and would impact on all council services provided. Ian Davis said planning policies for new housing may therefore reflect the need for an increase in the need for family accommodation.
- In answer to why there was less revenue shown available from planning applications, it was stated that this had resulted from smaller applications being submitted. It was hoped that this may increase in future as more regeneration projects were put forward. Reference was also made to the new Sustainability post, it was anticipated that this should ensure the appropriate level of grants/ funding would be available from the Government for environmental/ sustainability projects. We would also be providing a new plan checking service for a fee and this should help to close the budget gap.
- The Trading Standards service had been asked to take on further responsibilities from Government, it was questioned whether we would receive funding for this. It was stated that there would be funding streams available for this up to 2015 but this may be an area where we should be looking into working with other Local Authorities to ensure a value for money service is given. We would need to look at resources available and assess our priorities.
- In answer to a question about Sunday parking charges in Enfield Town. Councillor Bond said that the small charge introduced for this service was not revenue driven; it was to improve mobility and control of traffic. He also stated that we would not be turning off street lights, as some local authorities had done but would instead be dimming lights, in some cases, to provide energy savings.
- The concessionary fares issue was one for the Government rather than local authorities to decide.
- It was confirmed that there were no current decisions to stagger the recycling collection service.

Appendix 2

Minute extracts from Area Forum meetings held to consider the 2012/13 budget consultation proposals

No feedback or issues were received on the 2012/13 budget consultation at the Bowes, Palmers Green & Southgate Green Area Forum held on 8th December 2011.

Issues raised on the 2012/13 budget consultation proposals by the Bush Hill Park, Grange & Winchmore Hill Area Forum held on 16th January 2012

The Panel received a presentation from James Rolfe, Director of Finance Resources and Customer Services on the Council's 2012/13 Budget Consultation.

Copies of the presentation are available on request by contacting the Panel Secretary on 0208 379 4187.

NOTED

Enfield Council must again make savings in 2012/13 as a result of unprecedented Government spending cuts, inflation and the effects of an ageing population.

Enfield Council remains committed to listening to views of residents and trying to protect the vital frontline services when deciding the budget and Council Tax requirement for 2012/13.

The Council is continually searching for efficiency and over the last few years significant savings have been made. By anticipating potential reductions in public spending at an early stage the Council identified and agreed over £11.2m of efficiency savings for next year at its Cabinet meeting on 23 November 2011. These savings would not affect the quality of services to residents.

Work is still progressing to identify the £1.040m savings required to balance the 2012/13 budget. All options are still under consideration.

The views of residents will be considered before final decisions are taken on the budget and Council Tax requirements for 2012/13. The closing date for this consultation is 16 January 2012; however residents were advised that due to the date of this meeting, the date for responses would be extended until the end of this week.

This was followed by a brief question and answer session. The following comments were recorded.

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- James Rolfe referred to the financial pressures on the Council and explained that the Governments 'damping' process would particularly adversely affect Enfield. However they would continue to lobby the Government about this issue.
- Councillor Stafford, Cabinet Member, Finance & Property explained that last year and this year a lot of efficiency savings had been made by trimming services. However, for next year and the following two to three years this avenue had been exhausted. There was no degree of trimming left in the budget, therefore suggestions were needed as to where future cuts could be made;
- Regarding Council Tax the Government have offered local authorities a Council Tax Freeze Grant for one year only. This would have to be considered when the final decision on Council Tax levels is decided in February at full Council.
- Questions were asked about the Barrowell Green Recycling Centre and whether there were plans to lease or sell this off in April, and how this would affect Council finances. James Rolfe responded that discussions were underway how to best manage this site in future, but as yet no final decision had been made.
- A resident felt that it would be useful to have a very transparent look at the Council's budget to see exactly where the money was being spent. James Rolfe advised that all Council spend over £500 was currently published on the Council website, and this had been the case for over a year.
- Discussions took place around parking fees in the borough and again residents were keen to see free parking introduced for the first 20 minutes of any stay. It was felt that this would help local businesses, especially due to the fact that a lot of other shopping centres and retail parks offered free parking. They would like the current Administration to give a commitment that this would be considered in the very near future.
- Further discussions took place about the implementation of 20 mph zones around Enfield schools. To date four such schemes were going ahead with a further three being consulted on. This was at a cost of £1million. Residents were advised that it was the intention of the current Administration to eventually introduce these zones around all 93 schools in the Borough. Not only would this involve huge cost implications, it would also result in a borough full of speed humps. It was suggested that due to that fact that savings still needed to be made in order to balance the Council budget, such a scheme should be put on hold for the time being.
- Councillor Hall asked about Council reserves and was advised by Councillor Stafford that these had been spent. However Councillor Stafford also commented that there was plenty of leeway to borrow money should the need arise, however in the current climate this was something the Administration were keen to avoid.

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Issues raised on the 2012/13 budget consultation proposals by the Chase, Southbury & Town Area Forum held on 8th December 2011

A presentation was given by Richard Tyler, Assistant Director of Finance on The Council's Revenue Budget 2012/13 and the Medium Term Financial Plan for 2012 -16. He stated that the aim of this consultation was to build on the successes of last year's budget process by asking for residents' views on service priorities as had happened last year. Copies of the Budget Update and Consultation 2012/13 are available from the Committee Secretary

The following issues were raised by residents

- One resident suggested that we could consider fortnightly rather than weekly household rubbish collections. However it was thought unlikely that this would be agreed because residents had been opposed to this suggestion before and were unlikely to agree to a cut in this service.

- That fuller use should be made of houses that were currently left empty. It was confirmed that although we use 'Compulsory purchase orders' this system usually took a long time.

- It was confirmed that we would continue to contribute towards Olympic costs after 2013/14.

- Our exposure to Icelandic banks had been greatly reduced. Of the £5 million originally committed to Icelandic banks– 95% was expected to be restored and 80% had already been refunded to Enfield.

- A resident felt that the cost of having wheelie bins throughout the borough was too high and this money should have been spent elsewhere. Neil Isaac confirmed that the scheme did save money and that when the scheme had been fully rolled out throughout the borough it would pay for itself within 3 years.

- A resident referred to the cost of unnecessary lighting and especially at the QE2 Stadium car park – Neil Isaac stated that this issue was being pursued with the developer and should be resolved shortly.

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Issues raised on the 2012/13 budget consultation proposals by the Cockfosters, Southgate and Highlands Area Forum held on the 11th January 2012.

The Panel received a presentation from James Rolfe, Director of Finance Resources and Customer Services on the Council's 2012/13 Budget Consultation.

Copies of the presentation are available on request by contacting the Secretary on 0208 379 4095.

NOTED

Enfield Council must again make savings in 2012/13 as a result of unprecedented Government spending cuts, inflation and the effects of an ageing population.

Enfield Council remains committed to listening to views of residents and trying to protect the vital frontline services when deciding the budget and Council Tax requirement for 2012/13.

The Council is continually searching for efficiency and over the last few years significant savings have been made. By anticipating potential reductions in public spending at an early stage the Council identified and agreed over £11.2m of efficiency savings for next year at its Cabinet meeting on 23 November 2011. These savings would not affect the quality of services to residents.

Work is still progressing to identify the £1.040m savings required to balance the 2012/13 budget. All options are still under consideration.

The views of residents will be considered before final decisions are taken on the budget and Council Tax requirements for 2012/13. The closing date for this consultation is 16 January 2012.

A short discussion then took place noting the following:

- In response to a resident who queried 'cumulative pressures' the figure shown for the 1% public sector pay cap, £6m increase per year, James Rolfe confirmed that this was slightly more than 1% but this would reduce over time.
- A resident felt that the monies being spent on the Residents' Priority Fund could be used to assist in the Council's saving proposals; he felt that the projects were unnecessary. He also queried where the money was being found and wondered whether Section 106 monies were being used for some of the proposals. James Rolfe said that the decision to create a 'participative' budget allocation was made by the current administration and the funding came from within the existing

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budget. Councillor Pearce said that Section 106 monies were agreed when the planning applications were approved and were utilised for related schemes - health - education - road works etc.

- Following the 'break up' of the PCT's a resident queried that, as funding would now be transferred from the National Health Services to the L.A., how would it be utilised? It was agreed that as this was very recent development the funding allocation would have to be looked at in a 'sensible way', but, such things as hospital discharge processes was an area that would need to be focused on.
- Regarding Council Tax the Government have offered local authorities a Council Tax Freeze Grant for one year only. This would have to be considered when the final decision on Council Tax levels is decided in February at full Council.
- In response to a resident's query regarding the cost of the wheeled bin scheme it was advised that it was £3.5M with a 'pay back' period over 3 years of full roll out.

Issues raised on the 2012/13 budget consultation proposals by the Edmonton Green, Haselbury and Upper Edmonton Area Forum held on 13th December 2011

Richard Tyler, AD Finance gave a presentation on the Budget Consultation. People are encouraged to fill in the consultation so we can ascertain what services people want to prioritise, since there are only a certain amount of efficiency savings we can make. Copies of the presentation are available on request by contacting the Panel Secretary on 0208 379 4187.

Andrew Stafford, Cabinet Member Finance and Property, referred to global austerity and deprivation in the Borough, in Edmonton in particular. Enfield is opposed to the grant formula used by Government which does not recognise the growing needs in Enfield and Edmonton in particular. £60 million savings are required over 4 years. £45m has been found already by efficiency savings and good management. £15m needs to be found over 2 years. Investments are being made in the wards and in the Meridian Water development. A resident asked for further information about 3 new schools. Cllr Constantinides responded that 2 primary and one secondary school would be included in the Meridian Water development. In the meantime classrooms would be added to existing schools. Cheaper housing in Edmonton will attract tenants from move expensive boroughs. We will be required to provide extra places for children.

Cllr Stafford noted the growing population of the borough and the new secondary academy planned. Albany School will also be rebuilt. Some Building Schools for the future Funding will also be available to the Borough. A resident asked how Councils are being charged for Freedom Passes. Councils are charges on a usage basis. The cost of the system has gone up by 6 or 7% and we are £1million worse off on this basis. Cllr Anolue congratulated those involved on the South Mall improvements at

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Edmonton Green and hoped that the North Mall would be equally impressive. There is 85% usage at Edmonton Green, the 15% voids occurring mostly in North Mall/North Square.

A resident asked where there was any European money available now. Richard Tyler stated that the Council is actively seeking European funding. The Cabinet member stated that European Social Fund and European Economic Development Funds had previously been allocated to Edmonton but now other parts of the EU are considered poorer. The resident requested that an officer attends the next meeting to explain what European funding is available.

Issues raised on the 2012/13 budget consultation proposals by the Enfield Highway, Enfield Lock & Turkey Street Area Forum held on the 4th January 2012.

A presentation was given by James Rolfe, Director - Finance Resources and Customer Services on the Council's Revenue Budget 2012/13 and the Medium Term Financial Plan for 2012 -16. He stated that the aim of this consultation was to build on the successes of last year's budget process by asking for residents' views on service priorities, as for last year.

Copies of the Budget Update and Consultation 2012/13 are available from the Committee Secretary

The following issues were raised

- Residents were in favour of concessionary fares being given, however, it was questioned whether some people had been allocated bus passes who did not use them. It was confirmed that the cost to the authority was not based on individual usage.
- A resident stated that whilst she was happy with the existing library opening hours, she referred to problems that she had experienced regarding the Book Club at Enfield Town Library, The Head of Libraries and Museums – Julie Gibson would be contacted about this matter.
- A resident questioned why we should pay for students who attended the Lee Valley School from other boroughs. It was confirmed that these costs were met by the Government, and depended on the number of students attending the school.
- Our exposure to Icelandic banks had been greatly reduced. Of the £5 million originally committed – 95% was expected to be restored, and the remaining 5% was being investigated
- In answer to a questioned about the amount of Council tax that had not been collected, it was stated that only 1½% was unrecovered which was one of the lowest figures in London. Enfield is in the top ¼ of London boroughs in the recovery of Council Tax and they were continuing to try to improve on this.
- Business vehicles parked in front of houses and not using dropped kerbs/ crossovers were a cost to the authority, as this resulted in

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damaged paving. Gary Barnes confirmed that this matter was being addressed by new powers being given to his department. This should resolve the problem and householders would be contacted about this issue.

- Residents questioned the need for the new Sustainability Officer post at a cost of £63,000 per year especially at a time when we were looking to reduce the number of posts in the borough. It was agreed that a review of all staffing posts were being considered in an effort to reduce costs but in some cases new posts were necessary to ensure council priorities were met. It was thought this post would enable the authority to look at carbon emissions and other environmental issues in the borough and would ensure that the appropriate grants/ funding would be available for us from the Government.
- It was mentioned that 120 apprentices had been taken on by the borough to enable young people to get a first step on the employment ladder.
- It was confirmed that Borough residents would be affected by changes to rent subsidies and the new universal credit allowances.
- Members referred to the financial pressures on the Council and explained that the Governments 'damping' process would particularly adversely affect Enfield. However they would continue to lobby the Government about this issue.
- That should a decision be taken to freeze Council Tax for the year, whilst we would be able to obtain a Government grant for 2012/13, this may mean that the Borough's deficit would become worse year on year.

Issues raised on the 2012/13 budget consultation proposals by the Jubilee. Lower Edmonton & Ponders End Area Forum held on 10th January 2012

The Panel received a presentation from Richard Tyler, Assistant Director of Finance on the Council's 2012/13 Budget Consultation.

Copies of the presentation are available on request by contacting the Panel Secretary on 0208 379 4835. Deadline for feedback on the consultation 17th January and the final discussions will be heard on the 31st January.

NOTED Enfield Council must again make savings in 2012/13 as a result of unprecedented Government spending cuts, inflation and the effects of an ageing population.

Enfield Council remains committed to listening to views of residents and trying to protect the vital frontline services when deciding the budget and Council Tax requirement for 2012/13.

The Council is continually searching for efficiency and over the last few years significant savings have been made. By anticipating potential reductions in

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public spending at an early stage the Council identified and agreed over £11.2m of efficiency savings for next year at its Cabinet meeting on 23 November 2011. These savings would not affect the quality of services to residents.

Work is still progressing to identify the £1.040m savings required to balance the 2012/13 budget. All options are still under consideration.

The views of residents will be considered before final decisions are taken on the budget and Council Tax requirements for 2012/13. The closing date for this consultation is 16 January 2012.

This was followed by a question and answer session:

Q1. Damping – why is money being diverted to other Boroughs?

A1. The Government calculations what each Local Authorities financial needs are, based on the number of people. Over period of time they calculate an increase in some and not others and as they try to protect rapid decreases and endeavour to avoid deprivation, other Local Authorities benefit to establish equilibrium. Enfield are one of the worse affected London Boroughs and Wandsworth are one of the highest paid in respect of damping. Enfield expect total losses of £40M in this respect over the next five years and are lobbying to decrease this figure. If unsuccessful, this would equate to a 7% increase in Council Tax - £80 per week average Council Tax bill in monetary terms.

Q2. How does the Council deal with non-payers of Council Tax?

A2. The Council have an extremely high level of success rates in recovering unpaid Council Tax funds – at present 98% is recovered and the present Recovery Team is very highly regarded as a result. Albeit if people disappear from the borough, further time is required to track down individuals and landlords play an active part in finding absconded residents.

Q3. How are the Reserves being apportioned?

A3. Earmarked reserves are kept to cover spend on specific projects in the future. As part of the finance resilience review in 2011 the Councils external auditors indicated that our reserves and balances were appropriate for the level of risk the Council faces. As at 31st March 2011 the general balances were £... and the earmarked reserves were £....

Q4. Please provide an update on the Iceland situation.

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- A4. Recovery of Iceland funds is progressing satisfactorily where the Council expects to successful get back 95% of the outstanding amount. Monies are received every three months and overall amount reducing.
- Q5. With regard to the Borough population increase, how is this figure calculated?
- A5. Enfield's population currently stands at approximately 30,000. It is estimated that this population goes up by approximately 3000 a year. Each year the ONS update estimates for borough populations and this can be found on their website.
- Q6. Mention was made of increased poverty, please explain?
- A6. With increased unemployment figures, undoubtedly increased poverty will follow and is a reflection of the difficult times that the public are facing at the moment.
- Q7. There has been a recent increase in landlords dividing houses into flats and tenants are migrating from different addresses whilst claiming benefits. Are the reducing housing benefit funds being assessed?
- A7. The changes in future housing benefit entitlements will have a knock on effect on the Borough's low cost housing for rent as Local authorities in Central London are seeking to place families in these areas which fall within the housing benefit cap. This will put pressure on the local housing market, as well as education and health resources. Enfield is aware of these impending changes and are monitoring although at very early stages to date.
- Q8. What is the likely effect of the Localism Act?
- A8. There is still secondary legislation to put into place and the Council's legal team is working on this issue. There is no contingency – officers are asked to find ways to manage demand.
- Q9. Are Municipal Bonds being reinstated?
- A10. There are ways of assessing credits through a variety of means which will generate money with interest. The Council is looking to sell assets that are not needed and this takes the pressure off the overall debts.

Budget Savings	Savings agreed by Cabinet £'000	New Savings £'000	Total Savings 2012/13 £'000
Environment			
Additional Licensing income	(73)		(73)
Merger of planning, licensing & building control teams	(90)		(90)
Reduction in the number of cuts to Highway Grass Verges (20 reduced to 16)	(25)		(25)
Transfer of Blue Badge Enforcement to in-house provision	(73)		(73)
Extending the pruning cycle of ornamental highway trees (every 5 years instead of 4)	(50)		(50)
Safe Drive Stay Alive Road Safety Programme - transfer of funding from general fund to Local Implementation Plan (LIP) funding.	(35)		(35)
Targeted litter cleansing on A10	(10)		(10)
Merger of Waste, Street Scene & Parks functions.	(38)		(38)
Restructuring the Highway & Parks Arboricultural teams	(30)		(30)
Restructuring of the Parking Services Team	(40)		(40)
Increased income from existing cemeteries charges	(30)		(30)
Restructure of Architectural Services	(150)		(150)
Merger of Waste and Parks Services – second phase	(170)		(170)
Rationalisation within Environmental Protection		(30)	(30)
Finance, Resources & Customer Services			
Finance-savings from taking the car park cash collection in-house	(31)		(31)
Delete post in Property Policy & Performance Unit.	(52)		(52)
Reduction in Facilities Management operating costs. Primarily relating to the BIC.	(14)		(14)
Reduction in running costs for administrative buildings including equipment, service charges, security and cleaning costs	(93)		(93)
Reduction of 1 FTE, regrading of 2 posts following a procurement review.	(31)		(31)
Finance-rationalisation of accountancy resources across the Division to delete one vacant accountancy post.	(52)		(52)
Finance- rationalisation of document storage archives.	(10)		(10)
Increased income from receivership work within Finance Division.	(20)		(20)
Finance-Increased income from Schools Financial Support Services	(10)		(10)
Reduction in running costs within Corporate Governance Division	(48)		(48)
Deletion of Intelligent Client Commissioning Manager within CIT	(52)		(52)
Revenues & Benefits-reorganisation to reduce management costs (1 Assistant Director post)	(121)		(121)
Procurement- Reduction of 1 FTE following the appointment of a joint AD (Procurement) with Waltham forest.	(63)		(63)
Efficiency savings within Legal / Registration Services Division following a review of running costs.	(28)		(28)

Budget Savings	Savings agreed by Cabinet £'000	New Savings £'000	Total Savings 2012/13 £'000
Post reduction within Corporate Governance Division - Scrutiny Team	(25)		(25)
Restructuring of both IT Services and Customer Services plus a review of third party contracts	(180)		(180)
Review of Committee Services		(53)	(53)
Health, Housing & Adult Social Care			
Reduction in the infrastructure required to provide equipment achieved through the Transformation of Community Equipment Service	(28)		(28)
Management post reductions of 4.0 FTE across Strategy & Resources	(216)		(216)
Non Management Post reduction of 0.5 FTE across Strategy & Resources	(12)		(12)
Post reductions and associated running costs within Adult Social Care (1 FTE Assistant Director & 0.5 FTE Admin Support)	(144)		(144)
Post reduction of 1 FTE Team Leader at Formont Centre	(33)		(33)
Management post reductions of 3.5 FTE across Adult Social Care	(106)		(106)
Management Post Reductions Adult Social Care 1fte	(27)		(27)
Post reduction of 0.5 FTE Team Leader at the Mental Health Drop In Service	(17)		(17)
Deletion of 0.5 FTE Housing Options Officer	(19)		(19)
Income generation within Community Housing (HMO Licences, Care and Repair Fees)	(40)		(40)
Reduction in budget for day to day repairs for properties on the Private Sector Leasing scheme	(30)		(30)
Reduction in the number of staff recovering former tenant arrears from temporary accommodation accounts and current arrears from accounts for tenants in Nightly paid and short term leased accommodation.	(28)		(28)
Final budget reductions from the removal of fees paid to RSLs under the HALS scheme	(22)		(22)
Removal of contribution to dilapidations fund for properties on the Private Sector Leasing scheme	(74)		(74)
Post reduction of 1.00 FTE allocating officers in temporary accommodation	(30)		(30)
Reduction in miscellaneous expenditure budget within Housing Strategic Services	(20)		(20)
Delete funding for 75% of a Medical Assessment Officer post	(34)		(34)
Reduction in miscellaneous expenditure budgets within Housing services	(21)		(21)
Reduction in catering budgets across Community Housing	(2)		(2)
Reduction in subscriptions & publications budgets across Community Housing	(4)		(4)
Reduction to contribution to provisions budget in Private Sector Housing	(3)		(3)
Mental Health care purchasing demand & price management	(225)		(225)
Learning Disability care purchasing demand & price management	(554)		(554)
Enablement, price & demand management and acceleration of individual budgets	(740)		(740)
Removal of council subsidy for home meals service. People are now self-directing their own home meals support services.	(154)		(154)

Budget Savings	Savings agreed by Cabinet £'000	New Savings £'000	Total Savings 2012/13 £'000
Review of staff charges to HRA, as a result of departmental reorganisation.	(107)		(107)
Removal of grounds maintenance budget for properties on the Private Sector Leasing scheme	(13)		(13)
Additional staffing savings across the department		(80)	(80)
Regeneration, Leisure & Culture			
Reduction in Free Swimming Budget	(30)		(30)
The commissioning of the Sports Coaching service will mean a reduction in workload for the Sports Development team and the reduction of 0.5 FTE post.	(20)		(20)
Reduction in the Library Service staffing budget	(70)		(70)
Reviewing the levels of management across the department	(98)		(98)
Schools & Children's Services			
Community Access, Childcare and Early Years Service Team staffing reduction	(46)		(46)
Deletion of vacant Head of Commissioning, Performance and Development post as the function has been absorbed within central commissioning service.	(83)		(83)
Reduction in the running costs of, and increase in income to the School Improvement and Community Learning Services.	(23)		(23)
Capitalisation of Asset Management costs - the scale of the school places capital programme means that an increased proportion of staff activity is directed to the delivery of the Capital Programme.	(80)		(80)
Fall out of early retirement enhancement - the number of former Council employees who retire with the benefit of added years' is declining and consequently the expenditure is reducing.	(150)		(150)
Deletion of an earmarked provision	(48)		(48)
Carbon Reduction Credits for schools. The MTFP includes a cost pressure in relation to school buildings which can be released.	(250)		(250)
Efficiencies within the Youth Support Service running cost budgets.	(30)		(30)
No Recourse to Public Funds (NRPF) - due to improved commissioning arrangements and decreased demand for this service.	(50)		(50)
Centralising of training and development activity for social workers in Children's Services.	(37)		(37)
School swimming, this amount is an historic contribution to the school swimming programme which is a service level agreement with schools, the SLA should be self funding	(11)		(11)
Charging of alternative education provision - Youth Work at the Pupil Referral Unit to the Dedicated Schools Grant	(12)		(12)
Cheviots - savings have been identified from the publicity, parent consultation and workforce development budgets, as a result the risks to all services have been effectively minimised.	(10)		(10)

Budget Savings	Savings agreed by Cabinet £'000	New Savings £'000	Total Savings 2012/13 £'000
Reduction in support offered to schools that are not a cause for concern & reduction to EWS Service to schools	(25)		(25)
The costs of Criminal Records Bureau checks on school staff will be paid by schools and not the Council.	(75)		(75)
Increased contribution of the Catering Service to the Council due to increased turnover of the service linked to higher pupil numbers.	(120)		(120)
Transfer of the management and delivery of after school clubs from the Play Development Service to other providers. Increase the fees for closed access holiday play schemes and reduce the Play Service management and development costs.	(97)		(97)
Reduction in funding available to provide free education places under the Two-Year-Old Pilot.	(92)		(92)
Enfield Arts Support Service - Reduction in Council support.	(57)		(57)
Reduction in Early Years Special Projects		(175)	(175)
Income from new service level agreement for careers advice.		(100)	(100)
School Improvement Service Review		(100)	(100)
Reduction in service provision to Academies		(25)	(25)
Cheviots additional income- NHS Trust	(25)		(25)
No recourse to public funds- additional income	(20)		(20)
Chief Executive			
Reduction in the costs of supplies and services- Research & Performance	(16)		(16)
Reduction in the costs of supplies and services -Policy	(45)		(45)
Reduction in the costs of supplies and services -HR	(40)		(40)
CCPP Management Review	(45)		(45)
Reduced operating costs within Communication Services	(12)		(12)
Corporate Items			
Reduction in agency staff through improved sickness management	(250)		(250)
HRA Refinancing- saving to the General Fund	(1,100)		(1,100)
New Ways of Working Phase 2	(500)		(500)
Customer Access Model savings	(500)		(500)
Rolling Programme of Service Reviews	(1,000)		(1,000)
Corporate procurement savings	(1,500)		(1,500)
Shared / Traded Services savings	(300)		(300)
Total	(11,214)	(563)	(11,777)

2012/13 DRAFT BUDGET

APPENDIX 3

	2011/12 Latest Budget	Ongoing Virements	Council Tax Freeze Grant	Finance Settlement	Inflation & Corporate Pressures	Service Pressures	Growth	Savings 12/13	Savings from 11/12	2012/13 Draft Budget
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Service Net Expenditure										
Chief Executive	4,199	(49)			163			(158)	(108)	4,047
Schools & Children's Services	57,028	(212)			475	1,499		(1,741)	82	57,131
Environment	27,742	(148)			745		320	(844)	(171)	27,644
Finance, Resources & Customer Services	41,905	989			1,271			(883)	(407)	42,875
Health, Housing & Adult Social Care	93,793	(28)			196	3,537		(2,783)	(1,346)	93,369
Regeneration, Leisure & Culture	9,836	(61)			43			(218)	123	9,723
Corporate Expenses	20,836	(491)			2,877			(5,150)	(2,391)	15,681
New Homes Bonus Grant	0								(600)	(600)
Council Tax Freeze Grant 2011/12	(3,028)									(3,028)
Council Tax Freeze Grant 2012/13	0		(3,050)							(3,050)
Budget Requirement	252,311	0	(3,050)	0	5,770	5,036	320	(11,777)	(4,818)	243,792
Formula Grant	(131,038)			8,746						(122,292)
Council Tax Requirement	121,273	0	(3,050)	8,746	5,770	5,036	320	(11,777)	(4,818)	121,500
					Total Additional Costs		11,126			
					Total Budget Pressures		19,872			

Treasury Management Strategy Statement and Investment Strategy 2012/13 to 2014/15

1. Background

- 1.1. The Chartered Institute of Public Finance and Accountancy's Code of Practice for Treasury Management in Public Services (the "CIPFA TM Code") and the Prudential Code require local authorities to determine the Treasury Management Strategy Statement (TMSS) and Prudential Indicators (PIs) on an annual basis. The TMSS also includes the Annual Investment Strategy (AIS) that is a requirement of the CLG's Investment Guidance.
- 1.2 The purpose of this TMSS is, therefore, to approve:
- Revisions to Treasury Management Strategy and Prudential Indicators for 2011/12
 - Treasury Management Strategy for 2012/13
 - Annual Investment Strategy for 2012/13
 - Prudential Indicators for 2012/13, 2013/14 and 2014/15
 - Minimum Revenue Provision Statement.
- 1.3 Treasury Management is about the management of financial risk. The Authority is responsible for its treasury decisions and activity. No treasury management activity is without risk.
- 1.4 As per the requirements of the Prudential Code, the Authority has adopted the CIPFA Treasury Management Code.
- 1.5 All treasury activity will comply with relevant statute, guidance and accounting standards.

2. Capital Financing Requirement

- 2.1 The underlying need to borrow for capital purposes is measured by the Capital Financing Requirement (CFR). The CFR, together with Usable Reserves, are the core drivers of the Authority's Treasury Management activities.
- 2.2 The Authority's current level of debt and investments is set out at **Annex A**.
- 2.3 The Authority is able to borrow funds in excess of the current level of its CFR up to the projected level in 2014/15. The Authority is likely to only borrow in advance of need if it felt the benefits of borrowing at interest rates now compared to where they are expected to be in the future, outweighs the current cost and risks associated with investing the proceeds until the borrowing was actually required.
- 2.4 The forecasted movement in the CFR in coming years is one of the Prudential Indicators (PIs). The movement in actual external debt and usable reserves combine to identify the Authority's borrowing requirement and potential investment strategy in the current and future years.

Table 1: Balance Sheet Summary Analysis

	2011/12 Estimate £m	2012/13 Estimate £m	2013/14 Estimate £m	2104/15 Estimate £m
Total CFR	431.4	462.5	479.9	492.5
Less: Existing Profile of Borrowing and Other Long Term Liabilities	320.0	385.0	405.0	418.0
Cumulative Maximum External Borrowing Requirement	111.4	77.5	74.9	74.5
Cash Balances	30.0	30.0	30.0	30.0
Cumulative Net Borrowing Requirement/(Investments)	81.4	47.5	44.9	44.5

- 2.5 Table 1 shows that the capital expenditure plans of the Authority cannot be funded entirely from sources other than external borrowing.

3. Self-Financing of Housing

- 3.1 The reforms involve a removal of the housing subsidy system by offering a one-off reallocation of debt. The settlement of the reallocation is expected to take place on 28th March 2012 and will result in the Authority having an increase in debt to fund the settlement of £28.8m. The specific borrowing amount and terms have been determined by the Authority in conjunction with the advice of its treasury advisers.

In **Annex B** revisions are made to the Prudential Indicators for 2011/12 to reflect the increase in borrowing in relation to the self-financing settlement.

4. Interest Rate Forecast

- 4.1 The economic and interest rate forecast provided by the Authority's treasury management advisor is attached at **Annex C**. The Authority will reappraise its strategies from time to time in response to evolving economic, political and financial events.

Borrowing Strategy

5.1 Treasury management and borrowing strategies in particular continue to be influenced not only by the absolute level of borrowing rates but also the relationship between short and long term interest rates. The interest rate forecast provided in **Annex C** indicates that an acute difference between short and longer term interest rates is expected to continue. This difference creates a “cost of carry” for any new longer term borrowing where the proceeds are temporarily held as investments because of the difference between what is paid on the borrowing and what is earned on the investment. Whilst the cost of carry can be assumed to be a reasonably short-term issue since borrowing is often for longer dated periods (anything up to 50 years) it cannot be ignored against a backdrop of uncertainty and affordability constraints in the Authority’s wider financial position.

5.2 As indicated in Table 1, the Authority has a gross and net borrowing requirement and will be required to borrow up to £47.5M in 2012/13. The Authority will adopt a flexible approach to this borrowing in consultation with its treasury management advisers, Arlingclose Ltd. The following issues will be considered prior to undertaking any external borrowing:

- Affordability;
- Maturity profile of existing debt;
- Interest rate and refinancing risk;
- Borrowing source.

5. Sources of Borrowing and Portfolio implications

6.1 In conjunction with advice from its treasury advisor, Arlingclose Ltd, the Authority will keep under review the following borrowing sources:

- Public Works Loans Board
- Local authorities (Including Police & Fire Authorities, Pension Funds)
- Commercial banks
- European Investment Bank
- Money markets
- Capital markets (stock issues, commercial paper and bills)
- Structured finance
- Leasing

6.2 The cost of carry has resulted in an increased reliance upon shorter dated and variable rate borrowing. This type of borrowing injects volatility into the debt portfolio in terms of interest rate risk but is counterbalanced by its affordability and alignment of borrowing costs with investment returns. The Authority’s exposure to shorter dated and variable rate borrowing is kept under regular review by reference to the difference or spread between variable rate and longer term borrowing costs. A narrowing in the spread by 0.5% will result in an immediate and formal review of the borrowing strategy to determine whether the exposure to shorter dated and variable rates is maintained or altered.

7. Debt Rescheduling

- 7.1 The Authority's debt portfolio can be restructured by prematurely repaying loans and refinancing them on similar or different terms to achieve a reduction in risk and/or savings in interest costs.
- 7.2 The lower interest rate environment and changes in the rules regarding the premature repayment of PWLB loans has adversely affected the scope to undertaken meaningful debt restructuring although occasional opportunities arise. The rationale for undertaking any debt rescheduling would be one or more of the following:
- Savings in risk adjusted interest costs
 - Rebalancing the interest rate structure of the debt portfolio
 - Changing the maturity profile of the debt portfolio
- 7.3 Borrowing and rescheduling activity will be reported to Full Council in the Annual Treasury Management Report and the regular treasury management monitoring reports presented to Cabinet.

8. Annual Investment Strategy

- 8.1 In accordance with Investment Guidance issued by the CLG and best practice this Authority's primary objective in relation to the investment of public funds remains the security of capital. The liquidity or accessibility of the Authority's investments followed by the yields earned on investments is important but are secondary considerations.
- 8.2 Credit markets remain in a state of distress as a result of the excessive and poor performing debt within the financial markets. In some instances, Greece and Italy being the most notable examples, the extent and implications of the debt it has built up have led to a sovereign debt crisis and a banking crisis with the outcome still largely unknown. It is against this backdrop of uncertainty that the Authority's Investment Strategy is framed.
- 8.3 Investments are categorised as "Specified" or "Non-Specified" within the investment guidance issued by the CLG.

Specified investments are sterling denominated investments with a maximum maturity of one year. They also meet the "high credit quality" as determined by the Authority and are not deemed capital expenditure investments under Statute. Non specified investments are, effectively, everything else.

- 8.4 The types of investments that will be used by the Authority and whether they are specified or non-specified are as follows:

Table 2: Specified and Non-Specified Investments

Investment	Specified	Non-Specified
Term deposits with banks and building societies	✓	✓
Term deposits with other UK local authorities	✓	✓
Certificates of deposit with banks and building societies	✓	✓
Gilts	✓	✓
Treasury Bills (T-Bills)	✓	✗
Bonds issued by Multilateral Development Banks	✓	✓
Local Authority Bills	✓	✗
Commercial Paper	✓	✗
Corporate Bonds	✓	✓
AAA rated Money Market Funds	✓	✗
Other Money Market and Collective Investment Schemes	✓	✓
Debt Management Account Deposit Facility	✓	✗

8.5 A number of changes have been implemented to investment strategy for 2012/13 in response to changes in the CLG Guidance and evolving conditions in financial markets. This results in the inclusion of corporate bonds which the CLG have indicated will become an eligible non-capital investment from 1st April 2012. However, the principal amendments are in relation to the individual institutions with which the Authority is prepared to lend its funds.

8.6 The Authority and its advisors, Arlingclose Ltd, select countries and financial institutions after analysis and ongoing monitoring of:

- Published credit ratings for financial institutions (minimum long term rating of A- or equivalent for counterparties; AA+ or equivalent for non-UK sovereigns) – this is lower than the A+ minimum adopted in 2011/12 and is in response to downgrades in credit ratings below A+ of many institutions considered to be systemically important to the financial system. At present the only UK banks that meet the A+ minimum are HSBC, Santander and Standard Chartered. This means the Authority is at present being exposed to an over-concentration of a small number of financial institutions.
- In recognition of the move to a minimum of A- the maximum deposit to any one approved bank will be reduced to £7.5m (2011/12 the limit is £20m). The maximum maturity period will also be reduced to 3 months.
- The reduction to A- will only apply to UK banks. Overseas banks will still require a minimum rating of A+.
- Credit Default Swaps (where quoted)
- Economic fundamentals (for example Net Debt as a percentage of GDP)

- Sovereign support mechanisms
- Share Prices
- Corporate developments, news, articles, markets sentiment and momentum
- Subjective overlay – or, put more simply, common sense.

Any institution can be suspended or removed should any of the factors identified above give rise to concern.

The countries and institutions that meet the criteria for term deposits, Certificates of Deposit (CDs) and call accounts are included in **Annex D**.

It remains the Authority's policy to make exceptions to counterparty policy established around credit ratings, but this is conditional and directional. What this means is that an institution that meets criteria may be suspended, but institutions not meeting criteria will not be added.

- 8.7 **Authority's Banker** – The Authority banks with HSBC. At the current time, it *does* meet the minimum credit criteria of A- (or equivalent) long term. *If the credit rating falls* below the Authority's minimum criteria A- will continue to be used for short term liquidity requirements (overnight and weekend investments) and business continuity arrangements.

9. Investment Strategy

- 9.1 With short term interest rates low for even longer, an investment strategy will typically result in a lengthening of investment periods, where cash flow permits, in order to lock in higher rates of acceptable risk adjusted returns. The problem in the current environment is finding an investment counterparty providing acceptable levels of counterparty risk.
- 9.2 In order to diversify an investment portfolio largely invested in cash, investments will be placed with a range of approved investment counterparties in order to achieve a diversified portfolio of prudent counterparties, investment periods and rates of return. Maximum investment levels with each counterparty will be set to ensure prudent diversification is achieved.
- 9.3 Money market funds (MMFs) will be utilised but good treasury management practice prevails and whilst MMFs provide good diversification the Authority will also seek to diversify any exposure by utilising more than one MMF. The Authority will also restrict its exposure to MMFs with lower levels of funds under management and will not exceed 0.5% of the net asset value of the MMF. As a further precaution the Authority will not be exposed to any one MMF by more than 10% of total investments held at that time. The strategy will have a de-minimumus level of £2m.

10. The Use of Financial Instruments for the Management of Risks

- 10.1 Currently, Local Authorities' legal power to use derivative instruments remains unclear. The General Power of Competence enshrined in the Localism Bill is not sufficiently explicit. Consequently, the authority does not intend to use derivatives.
- 10.1 Should this position change, the Council may seek to develop a detailed and robust risk management framework governing the use of derivatives, but this change in strategy will require full Council approval.

11. Balanced Budget Requirement

- 11.1 The Authority complies with the provisions of S32 of the Local Government Finance Act 1992 to set a balanced budget.

12. 2012/13 MRP Statement

- 12.1 The Local Authorities (Capital Finance and Accounting)(England)(Amendment) Regulations 2008 (SI 2008/414) place a duty on local authorities to make a prudent provision for debt redemption. Guidance on Minimum Revenue Provision has been issued by the Secretary of State and local authorities are required to "have regard" to such Guidance under section 21(1A) of the Local Government Act 2003.

- 12.2 The four MRP options available are:

- Option 1: Regulatory Method
- Option 2: CFR Method
- Option 3: Asset Life Method
- Option 4: Depreciation Method

- 12.3 MRP in 2012/13: Options 1 and 2 may be used only for supported (i.e. financing costs deemed to be supported through Revenue Support Grant from Central Government) Non-HRA capital expenditure funded from borrowing. Methods of making prudent provision for unsupported Non-HRA capital expenditure include Options 3 and 4 (which may also be used for supported Non-HRA capital expenditure if the Authority chooses). There is no requirement to charge MRP in respect of HRA capital expenditure funded from borrowing.

- 12.4 The MRP Statement will be submitted to the Authority before the start of the 2012/13 financial year. If it is ever proposed to vary the terms of the original MRP Statement during the year, a revised statement should be put to Authority at that time.

The Authority will apply Option 3 in respect of supported and unsupported Non-HRA capital expenditure funded from borrowing.

MRP in respect of leases and Private Finance Initiative schemes brought on Balance Sheet under the International Financial Reporting Standards (IFRS) based Accounting Code of Practice will match the annual principal repayment for the associated deferred liability.

13. Monitoring and Reporting on the Treasury Outturn and Prudential Indicators

13.1 The Director of Finance, Resources and Customer Services will report to the Council on treasury management activity / performance and Performance Indicators as follows:

- Annually against the strategy approved for the year. The Authority will produce an outturn report on its treasury activity no later than 30th September after the financial year end.
- The Audit Committee will be responsible for the scrutiny of treasury management activity and practices.

14. Other Items

14.1 Training

CIPFA's Code of Practice requires the *responsible officer* to ensure that all members tasked with treasury management responsibilities, including scrutiny of the treasury management function, receive appropriate training relevant to their needs and understand fully their roles and responsibilities.

14.2 Investment Consultants/Treasury Advisors

The CLG's Guidance on local government investments recommend that the Investment Strategy should state:

The Authority has appointed Arlingclose as its external treasury consultants. They offer information, advice and assistance relating to investment and borrowing issues.

The contract is tendered every three years.

Annex A – Existing Investment & Debt Portfolio Position (Section 2.2)

	31st December 2011
	Actual Portfolio
	£m
External Borrowing:	
Long Term Fixed Rate - PWLB	185.3
Long Term Fixed Rate - Market	30.0
Short-term Fixed Rate – Local Authorities	20.0
Total External Borrowing	235.3
Other Long Term Liabilities	
PFI	54.2
Finance Leases	1.0
Total Gross External Debt	290.5
Investments	
Short-term Deposits with Banks	22.5
Short-term Deposits with Local Authorities	20.0
Money Market Funds	22.9
Call Accounts	0.6
Total Investments	66.0

Annex B**Prudential Indicators revisions to 2011/12 and 2012/13 – 2014/15****1 Background:**

There is a requirement under the Local Government Act 2003 for local authorities to have regard to CIPFA's Prudential Code for Capital Finance in Local Authorities (the "CIPFA Prudential Code") when setting and reviewing their Prudential Indicators.

2. Net Borrowing and the Capital Financing Requirement:

This is a key indicator of prudence. In order to ensure that over the medium term net borrowing will only be for a capital purpose, the local authority should ensure that the net external borrowing 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 increases to the capital financing requirement for the current and next two financial years.

The Director of Finance, Resources and Customer Services reports that the authority had no difficulty meeting this requirement in 2011/12, nor are there any difficulties envisaged for future years. This view takes into account current commitments, existing plans and the proposals in the approved budget.

3. Estimates of Capital Expenditure:

3.1 This indicator is set to ensure that the level of proposed capital expenditure remains within sustainable limits and, in particular, to consider the impact on Council Tax and in the case of the HRA, housing rent levels.

Capital Expenditure	2011/12 Approved	2011/12 Revised	2012/13 Estimate	2013/14 Estimate	2014/15 Estimate
	£m	£m	£m	£m	£m
Non-HRA	106.1	99.7	88.4	46.5	34.6
HRA	36.0	65.6	43.3	47.6	50.4
Total	142.1	165.3	131.7	94.1	85.0

3.2 Capital expenditure will be financed or funded as follows:

Capital Financing	2011/12 Approved	2011/12 Revised	2012/13 Estimate	2013/14 Estimate	2014/15 Estimate
	£m	£m	£m	£m	£m
Capital receipts	8.9	9.6	21.6	12.1	7.2
Government Grants	33.8	56.8	56.0	29.6	31.4
Major Repairs Allowance	18.2	18.2	10.6	18.1	13.6
Revenue contributions	4.4	4.7	1.2	3.6	6.7
Total Financing	65.3	89.3	89.4	63.4	58.9
Supported borrowing	14.0	14.0	0.0	0.0	0.0
Unsupported borrowing	62.8	62.0	42.3	30.7	26.1
Total Funding	76.8	76.0	42.3	30.7	26.1
Total Financing and Funding	142.1	165.3	131.7	94.1	85.0

4. Ratio of Financing Costs to Net Revenue Stream:

4.1 This is an indicator of affordability and highlights the revenue implications of existing and proposed capital expenditure by identifying the proportion of the revenue budget required to meet financing costs. The definition of financing costs is set out in the Prudential Code.

4.2 The ratio is based on costs net of investment income.

Ratio of Financing Costs to Net Revenue Stream	2011/12 Approved	2011/12 Revised	2012/13 Estimate	2013/14 Estimate	2014/15 Estimate
	%	%	%	%	%
Non-HRA	11.99	7.96	8.98	10.28	11.56
HRA	28.04	28.04	36.50	36.04	35.83

5. Capital Financing Requirement:

5.1 The Capital Financing Requirement (CFR) measures the Council's underlying need to borrow for a capital purpose. The calculation of the CFR is taken from the amounts held in the Balance Sheet relating to capital expenditure and its financing.

Capital Financing Requirement	2011/12 Approved	2011/12 Revised	2012/13 Estimate	2013/14 Estimate	2014/15 Estimate
	£m	£m	£m	£m	£m
Non-HRA	289.7	270.4	301.5	308.9	311.5
HRA	131.4	161.0	161.0	171.0	181.0
Total CFR	421.1	431.4	462.5	479.9	492.5

6. Actual External Debt:

6.1 This indicator is obtained directly from the Council's balance sheet. It is the closing balance for actual gross borrowing plus other long-term liabilities. This Indicator is measured in a manner consistent for comparison with the Operational Boundary and Authorised Limit.

Actual External Debt as at 31/03/2011	£m
Borrowing	215.3
Other Long-term Liabilities	55.2
Total	270.5

7. Incremental Impact of Capital Investment Decisions:

7.1 This is an indicator of affordability that shows the impact of capital investment decisions on Council Tax and Housing Rent levels. The incremental impact is calculated by comparing the total revenue budget requirement of the current approved capital programme with an equivalent calculation of the revenue budget requirement arising from the proposed capital programme. The Council can no longer afford to increase borrowing at previous levels and therefore the only changes in the Capital programme moving forward are those for which a definite source of funding has been identified.

Incremental Impact of Capital Investment Decisions	2011/12 Approved £	2012/13 Estimate £	2013/14 Estimate £	2014/15 Estimate £
Increase in Band D Council Tax	-	(9.26)	-	-
Increase in Average Weekly Housing Rents	-	-	0.59	0.59

8. Authorised Limit and Operational Boundary for External Debt:

8.1 The Council has an integrated treasury management strategy and manages its treasury position in accordance with its approved strategy and practice. Overall borrowing will therefore arise as a consequence of all the financial transactions of the Council and not just those arising from capital spending reflected in the CFR.

8.2 The **Authorised Limit** sets the maximum level of external borrowing on a gross basis (i.e. not net of investments) for the Council. It is measured on a daily basis against all external borrowing items on the Balance Sheet (i.e. long and short term borrowing, overdrawn bank balances and long term liabilities). This Prudential Indicator separately identifies borrowing from other long term liabilities such as finance leases. It is consistent with the Council's existing commitments, its proposals for capital expenditure and financing and its approved treasury management policy statement and practices.

8.3 The Authorised Limit has been set on the estimate of the most likely, prudent but not worst case scenario with sufficient headroom over and above this to allow for unusual cash movements.

8.4 The Authorised Limit is the statutory limit determined under Section 3(1) of the Local Government Act 2003 (referred to in the legislation as the Affordable Limit).

Authorised Limit for External Debt	2011/12 Approved £m	2011/12 Revised £m	2012/13 Estimate £m	2013/14 Estimate £m	2014/15 Estimate £m
Borrowing	500	500	500	500	500
Other Long-term Liabilities	80	80	80	80	80
Total	580	580	580	580	580

8.5 The Operational Boundary links directly to the Council's estimates of the CFR and estimates of other cashflow requirements. This indicator is based on the same estimates as the Authorised Limit reflecting the most likely, prudent but not worst case scenario but without the additional headroom included within the Authorised Limit.

8.6 The Director of Finance, Resources and Customer Services has delegated authority, within the total limit for any individual year, to effect movement between the separately agreed limits for borrowing and other long-term liabilities. Decisions will be based on the outcome of financial option appraisals and best value considerations. Any movement between these separate limits will be reported to the next meeting of the Council.

Operational Boundary for External Debt	2011/12 Approved £m	2011/12 Revised £m	2012/13 Estimate £m	2013/14 Estimate £m	2014/15 Estimate £m
Borrowing	400	400	450	450	450
Other Long-term Liabilities	60	70	80	80	80
Total	460	470	530	530	530

9. Adoption of the CIPFA Treasury Management Code:

9.1 The Council has incorporated the changes from the revised CIPFA Code of Practice into its treasury policies, procedures and practices. This includes a revised Policy Statement included in Annex E.

10. Gross and Net Debt:

10.1 The purpose of this treasury indicator is to highlight a situation where the Council is planning to borrow in advance of need.

Gross and Net Debt	2011/12	2012/13	2013/14	2014/15
	Estimated £m	Estimate £m	Estimate £m	Estimate £m
Outstanding Borrowing (at nominal value)	265	307	337	363
Other Long-term Liabilities (at nominal value)	55	60	60	60
Gross Debt	320	367	397	423
Less: Investments	30	30	30	30
Net Debt	290	337	367	393

11. Upper Limits for Fixed Interest Rate Exposure and Variable Interest Rate Exposure:

11.1 These indicators allow the Council to manage the extent to which it is exposed to changes in interest rates. This Council calculates these limits on (*select as appropriate*) net principal outstanding sums, (i.e. fixed rate debt net of fixed rate investments / net interest paid (i.e. interest paid on fixed rate debt net of interest received on fixed rate investments))

11.2 The upper limit for variable rate exposure has been set to ensure that the Council is not exposed to interest rate rises which could adversely impact on the revenue budget. The limit allows for the use of variable rate debt to offset exposure to changes in short-term rates on investments

	Existing level (or Benchmark level) ¹ at 31/03/11 %	2011/12 Approved £m or %	2011/12 Revised £m or %	2012/13 Estimate £m or %	2013/14 Estimate £m or %	2014/15 Estimate £m or %
Upper Limit for Fixed Interest Rate Exposure	100%	100%	100%	100%	100%	100%
Upper Limit for Variable Interest Rate Exposure	100%	100%	100%	100%	100%	100%

11.3 The limits above provide the necessary flexibility within which decisions will be made for drawing down new loans on a fixed or variable rate basis; the decisions will ultimately be determined by expectations of anticipated interest rate movements as set out in the Council's treasury management strategy.

12. Maturity Structure of Fixed Rate borrowing:

12.1 This indicator highlights the existence of any large concentrations of fixed rate debt needing to be replaced at times of uncertainty over interest rates and is designed to protect against excessive exposures to interest rate changes in any one period, in particular in the course of the next ten years.

12.2 It is calculated as the amount of projected borrowing that is fixed rate maturing in each period as a percentage of total projected borrowing that is fixed rate. The maturity of borrowing is determined by reference to the earliest date on which the lender can require payment.

Maturity structure of fixed rate borrowing	Existing level (or Benchmark level) at 31/03/11 %	Lower Limit for 2012/13 %	Upper Limit for 2012/13 %
under 12 months	-	-	15%
12 months and within 24 months	-	-	25%
24 months and within 5 years	-	-	35%

¹ The CIPFA Code states: "When setting the treasury limits for interest rate exposures and the maturity structure of borrowing, local authorities are encouraged to start by defining their own 'benchmark' interest rate exposure and maturity profile position, and then setting limits which relate logically to that benchmark. The purpose of a benchmark is to establish the level of risk which the authority regards as its balanced or normal position, so that it can take measured decisions about whether to be 'overweight' or 'underweight' in relation to that risk. This enables clearer management of interest rate risks against the benchmark, rather than implying that any position within the upper and lower limits is equal in terms of risk."

Maturity structure of fixed rate borrowing	Existing level (or Benchmark level) at 31/03/11 %	Lower Limit for 2012/13 %	Upper Limit for 2012/13 %
5 years and within 10 years	14.0	-	45%
10 years and within 20 years	0.5%	-	50%
20 years and within 30 years	9.3%	-	100%
30 years and within 40 years	29.1%	-	100%
40 years and within 50 years	47.1%	-	100%
50 years and above	-	-	100%

13. Credit Risk:

13.1 The Council considers security, liquidity and yield, in that order, when making investment decisions.

13.2 Credit ratings remain an important element of assessing credit risk, but they are not a sole feature in the Council's assessment of counterparty credit risk.

13.3 The Council also considers alternative assessments of credit strength, and information on corporate developments of and market sentiment towards counterparties. The following key tools are used to assess credit risk:

- Published credit ratings of the financial institution (minimum A- or equivalent) and its sovereign (minimum AA+ or equivalent for non-UK sovereigns);
- Sovereign support mechanisms;
- Credit default swaps (where quoted);
- Share prices (where available);
- Economic fundamentals, such as a country's net debt as a percentage of its GDP);
- Corporate developments, news, articles, markets sentiment and momentum;
- Subjective overlay.

13.4 The only indicators with prescriptive values remain to be credit ratings. Other indicators of creditworthiness are considered in relative rather than absolute terms.

14. Upper Limit for total principal sums invested over 364 days:

14.1 The purpose of this limit is to contain exposure to the possibility of loss that may arise as a result of the Council having to seek early repayment of the sums invested.

Upper Limit for total principal sums invested over 364 days	2011/12 Approved £m	2011/12 Revised £m	2012/13 Estimate £m	2013/14 Estimate £m	2014/15 Estimate £m
	0	0	0	0	0

15. HRA Limit on Indebtedness

HRA Limit on Indebtedness	2011/12 Approved £m	2011/12 Revised £m	2012/13 Estimate £m	2013/14 Estimate £m	2014/15 Estimate £m
HRA CFR	131.4	161.0	161.0	171.0	181.0
HRA Debt Cap (as prescribed by CLG) *	198.0	198.0	198.0	198.0	198.0
Difference	-66.6	-37.0	-37.0	-27.0	-17.0

*N.B. This may change following the final determinations due out at the end of January 2012.

Annex C – Economic & Interest Rate Forecast (Sections 4.1 & 5.1)

	Dec-11	Mar-12	Jun-12	Sep-12	Dec-12	Mar-13	Jun-13	Sep-13	Dec-13	Mar-14	Jun-14	Sep-14	Dec-14
Official Bank Rate													
Upside risk						0.25	0.50	0.50	0.50	0.50	0.50	0.50	0.50
Central case	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50
Downside risk													
1-yr LIBID													
Upside risk	0.25	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50
Central case	1.75	1.75	1.75	1.75	1.75	1.80	1.85	1.95	2.00	2.10	2.20	2.30	2.40
Downside risk	-0.25	-0.25	-0.25	-0.25	-0.25	-0.25	-0.25	-0.25	-0.25	-0.25	-0.25	-0.25	-0.25
5-yr gilt													
Upside risk	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50
Central case	1.25	1.30	1.35	1.40	1.50	1.60	1.70	1.80	2.00	2.10	2.30	2.40	2.50
Downside risk	-0.25	-0.25	-0.25	-0.25	-0.25	-0.25	-0.25	-0.25	-0.25	-0.25	-0.25	-0.25	-0.25
10-yr gilt													
Upside risk	0.25	0.25	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50
Central case	2.20	2.30	2.40	2.45	2.50	2.55	2.60	2.70	2.75	2.80	2.85	2.90	3.00
Downside risk	-0.25	-0.25	-0.25	-0.25	-0.25	-0.25	-0.25	-0.25	-0.25	-0.25	-0.25	-0.25	-0.25
20-yr gilt													
Upside risk	0.25	0.25	0.25	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50
Central case	3.00	3.05	3.05	3.10	3.20	3.25	3.30	3.35	3.40	3.45	3.50	3.60	3.75
Downside risk	-0.25	-0.25	-0.25	-0.25	-0.25	-0.25	-0.25	-0.25	-0.25	-0.25	-0.25	-0.25	-0.25
50-yr gilt													
Upside risk	0.25	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50
Central case	3.25	3.40	3.50	3.60	3.70	3.80	3.90	4.00	4.00	4.00	4.10	4.20	4.25
Downside risk	-0.25	-0.25	-0.25	-0.25	-0.25	-0.25	-0.25	-0.25	-0.25	-0.25	-0.25	-0.25	-0.25

- The UK's status as a safe haven remains for now and keeps Gilt yields suppressed.
- Conventional monetary policy has become largely redundant; the Bank of England and the US Federal Reserve have signalled their respective official interest rates will be on hold through to the end of 2012. We think that it could be 2016 before official interest rates rise.
- The Bank of England's Monetary Policy Committee has returned to unconventional monetary policy and embarked on a further round of Quantitative Easing. There will be more to come.

Underlying Assumptions:

- Stress in financial markets continued to build. Rates within Interbank markets (where banks fund the majority of their day to day operations) continue to climb. This dynamic was a feature of the banking crisis that occurred in 2008 and whilst the authorities have flooded the markets with liquidity still provides a key barometer of rising risk within markets.
- The MPC's decision to embark on a further £75 billion of QE – which the Minutes showed was unanimously supported – is likely to be expanded in the coming months as some members of the MPC had voted for £100bn of QE.
- Inflation moderated back to 5% from what is considered to be its peak of 5.2% reached in October. The Bank of England expects domestic inflation to subside markedly in 2012 as the twin effects of the VAT increase and surge in oil prices fall out of the twelve month series.

- Economic growth meanwhile remains largely illusive not helped by the considerable uncertainty and expansion of risks presented by the crisis in the Eurozone. Even if a credible and effective policy is implemented, the scale of the problems means that there is likely to be a prolonged period of subdued growth within the euro area. A failure to meet the challenges would almost certainly have significant implications for the global economy.
- Recent data and surveys suggest that the UK economy has lost the admittedly fragile momentum since the summer. Business and consumer surveys point to continued weakness in coming months and the situation in the euro area is likely to further undermine confidence and lead to tighter credit conditions for households and firms.
- Against this uncertain backdrop the ability of the economy (government, companies and individual consumers) to accommodate an increase in the cost of money through higher interest rates – in the absence of a deterioration in the high credit standing that the UK enjoys – remains unlikely. In fact, we believe that it is highly unlikely.

Annex D – Recommended Sovereign and Counterparty List (Section 8)

- **Group Limits** - For institutions within a banking group, the authority executes a limit of 1.5 times the individual limit of a single bank (with a separate licence) within that group.

Instrument	Country/ Domicile	Counterparty	Maximum Counterparty Limit %/£m	Maximum Period
Term Deposits	UK	Debt Management Office (DMO) (Proxy for UK Government)	No limit	No Limit
Term Deposits	UK	UK local authorities including LGPS Funds, Police & Fire Authorities	£20m	Up to 364 days

MMFs	Note 1	.	Max 10% round up to the next £ million or £2m which ever is higher. Note 2	Available on Demand
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Term Deposits / CDs / Call Accounts	UK	Santander UK Plc (Banco Santander Group)	£7.5m max or 15% round up to the next £ million which ever is less	3 months
Term Deposits / CDs / Call Accounts	UK	Bank of Scotland (Lloyds Banking Group)	£7.5m max or 15% round up to the next £ million which ever is less	3 months
Term Deposits / CDs / Call Accounts	UK	Lloyds TSB (Lloyds Banking Group)	£7.5m max or 15% round up to the next £ million which ever is less	3 months
Term Deposits / CDs / Call Accounts	UK	Barclays Bank Plc	£7.5m max or 15% round up to the next £ million which ever is less	3 months
Term Deposits / CDs / Call Accounts	UK	HSBC Bank Plc	£7.5m max or 15% round up to the next £ million which ever is less	3 months
Term Deposits / CDs / Call Accounts	UK	Nationwide Building Society	£7.5m max or 15% round up to the next £ million which ever is less	3 months
Term Deposits / CDs / Call Accounts	UK	NatWest (RBS Group)	£7.5m max or 15% round up to the next £ million which	3 months

			ever is less	
Term Deposits / CDs / Call Accounts	UK	Royal Bank of Scotland (RBS Group)	£7.5m max or 15% round up to the next £ million which ever is less	3 months
Term Deposits / CDs / Call Accounts	UK	Standard Chartered Bank	£7.5m max or 15% round up to the next £ million which ever is less	3 months

Percentage equates to total investments held at the time of the deposit.

Note 1: Most MMF are located overseas usually in Ireland or Luxemburg.

Note 2: The Authority will also restrict its exposure to MMFs with lower levels of funds under management and will not exceed 0.5% of the net asset value of the MMF

Note 3: Call accounts will be rounded up to the next £m.

**Please note this list could change if, for example, a counterparty/country is upgraded, and meets our other creditworthiness tools. Alternatively, if a counterparty is downgraded, this list may be shortened*

Annex E**TREASURY MANAGEMENT POLICY STATEMENT**

1. INTRODUCTION AND BACKGROUND

1.1 The Council adopts the key recommendations of CIPFA's Treasury Management in the Public Services: Code of Practice (the Code), as described in Section 5 of the Code.

1.2 Accordingly, the Council will create and maintain, as the cornerstones for effective treasury management:-

- A treasury management policy statement, stating the policies, objectives and approach to risk management of its treasury management activities
- Suitable treasury management practices (TMPs), setting out the manner in which the Council will seek to achieve those policies and objectives, and prescribing how it will manage and control those activities.

1.3 The Council (i.e. full Council) will receive reports on its treasury management policies, practices and activities including, as a minimum, an annual strategy and plan in advance of the year and an annual report after its close, in the form prescribed in its TMPs.

1.4 The Council delegates responsibility for the implementation and monitoring of its treasury management policies and practices to Cabinet and for the execution and administration of treasury management decisions to the Director of Finance, Resources & Customer Services who will act in accordance with the organisation's policy statement and TMPs and CIPFA's Standard of Professional Practice on Treasury Management.

1.5 The Council nominates the Council's Audit Committee to be responsible for ensuring effective scrutiny of the treasury management strategy and policies.

2. POLICIES AND OBJECTIVES OF TREASURY MANAGEMENT ACTIVITIES

2.1 The Council defines its treasury management activities as:

"The management of the Council's investments and cash flows, its banking, money market and capital market transactions; the effective control of the risks associated with those activities; and the pursuit of optimum performance consistent with those risks."

2.2 This Council regards the successful identification, monitoring and control of risk to be the prime criteria by which the effectiveness of its treasury management activities will be measured. Accordingly, the analysis and reporting of treasury management activities will focus on their risk implications for the organisation, and any financial instruments entered into to manage these risks.

2.3 This Council acknowledges that effective treasury management will provide support towards the achievement of its business and service objectives. It is therefore committed to the principles of achieving value for money in treasury management, and to employing suitable performance measurement techniques, within the context of effective risk management."

2.4 The Council's borrowing will be affordable, sustainable and prudent and consideration will be given to the management of interest rate risk and refinancing risk. The source from which the borrowing is taken and the type of borrowing should allow the Council transparency and control over its debt.

2.5 The Council's primary objective in relation to investments remains the security of capital. The liquidity or accessibility of the Authority's investments followed by the yield earned on investments remain important but are secondary considerations.

SCHEME DESCRIPTION	2012/13	2013/14	2014/15	Total
	Estimated Expenditure £'000	Estimated Expenditure £'000	Estimated Expenditure £'000	
EDUCATION AND CHILDREN'S SERVICES				
PRIMARY SCHOOLS				
Schools Access Initiative	157	0	0	157
Targeted Capital - Special Needs	4,028	64	0	4,092
Existing Primary Schools programme	1,817	82	0	1,899
Primary School Places Programme - Additional Requirement	20,247	672	0	20,919
TOTAL PRIMARY SCHOOL CAPITAL SCHEMES	26,249	818	0	27,067
SECONDARY SCHOOLS				
Nightingale Site Development for Salisbury School	200	0	0	200
Oasis Hadley Academy	16,208	0	0	16,208
TOTAL SECONDARY SCHOOL CAPITAL SCHEMES	16,408	0	0	16,408
INDICATIVE DfE FUNDED SCHOOL NEEDS*		13,000	13,000	26,000
TOTAL EXPENDITURE - SCHOOLS	42,657	13,818	13,000	69,475
NON SCHOOL SCHEMES				
Loft Extensions for Carers	17	0	0	17
Cheviots Centre	338	0	0	338
My Place Youth Project	1,815	0	0	1,815
TOTAL EXPENDITURE ON NON SCHOOL SCHEMES	2,170	0	0	2,170
TOTAL EXPENDITURE ON EDUCATION SCHEMES	44,827	13,818	13,000	71,645
EDUCATION AND CHILDRENS SERVICES	44,827	13,818	13,000	71,645
Sources of Funding				
External Funding and Contributions	30,187	13,061	13,000	56,248
General Resources	14,640	757	0	15,397
Total Funding	44,827	13,818	13,000	71,645
REGENERATION AND LEISURE SERVICES	£'000	£'000	£'000	£'000
REGENERATION				
Take the High Road - Red Brick Estate	690	310	0	1,000
Meridian Water Regeneration	2,541	3,700	0	6,241
Ponders End Regeneration	3,575	2,337	0	5,912
Western Gateway	0	950	0	950
Infrastructure projects (including transport and enabling)	0	1,200	0	1,200
Other Regeneration Programmes	2,134	580	0	2,714
TOTAL EXPENDITURE ON REGENERATION	8,940	9,077	0	18,017
LIBRARY SCHEMES				
Enfield Town Library	20	0	0	20
CULTURAL & HERITAGE SCHEMES				
Forty Hall Schemes (Lottery Bid)	400	0	0	400
Thomas Hardy House development	300	0	0	300
Leisure Centres	3,025	0	0	3,025
TOTAL EXPENDITURE ON LEISURE SCHEMES	3,745	0	0	3,745
TOTAL EXPENDITURE ON REGENERATION AND LEISURE	12,685	9,077	0	21,762
REGENERATION AND LEISURE TOTAL CAPITAL PROGRAMME	12,685	9,077	0	21,762
Sources of Funding				
External Funding and Contributions	85	0	0	85
General Resources	12,600	9,077	0	21,677
Total Funding	12,685	9,077	0	21,762

SCHEME DESCRIPTION	2012/13	2013/14	2014/15	Total
	Estimated Expenditure £'000	Estimated Expenditure £'000	Estimated Expenditure £'000	
ENVIRONMENT STREET SCENE AND PARKS				
TRANSPORT FOR LONDON FUNDED				
Existing Transport for London Schemes	3,119	2,674	2,674	8,467
TOTAL TRANSPORT FOR LONDON FUNDED SCHEMES	3,119	2,674	2,674	8,467
HIGHWAYS AND BY-WAYS				
Street Scene improvements:	2,750	2,750	2,750	8,250
Highways	5,250	5,250	5,250	15,750
Recycling in Estates	12	20	20	52
Wheeled Bins	1,508	0	0	1,508
Bridge & Highways Structures Maintenance	250	250	250	750
Flood Prevention	200	200	200	600
Highway works for South Street	820	0	0	820
Alleygating & Other	198	0	0	198
Hertford Rd Corridor	0	1,620	0	1,620
Trimming & Dimming	400	0	0	400
TOTAL EXPENDITURE ON HIGHWAYS & BI-WAYS SCHEMES	11,388	10,090	8,470	29,948
DEPOTS				
Depot Reallocation	475	125	0	600
TOTAL EXPENDITURE ON PARKS	475	125	0	600
PARKS				
Forty Hall park (HLF)	1,700	0	0	1,700
Parks additional schemes	600	0	0	600
TOTAL EXPENDITURE ON PARKS	2,300	0	0	2,300
Vehicle Replacement Programme (financed by Earmarked Resources)	1,375	1,658	3,560	6,593
TOTAL EXPENDITURE ON ENVIRONMENT STREET SCENE AND PARKS	18,657	14,547	14,704	47,908
ENVIRONMENT STREET SCENE & PARKS TOTAL CAPITAL PROGRAMME	18,657	14,547	14,704	47,908
Sources of Funding				
External Funding and Contributions	4,819	2,674	2,674	10,167
General Resources	13,838	11,873	12,030	37,741
Total Funding	18,657	14,547	14,704	47,908
HEALTH & ADULT SOCIAL CARE AND HOUSING GENERAL FUND	£'000	£'000	£'000	£'000
Disabled Facilities Grant	2,000	2,000	2,000	6,000
Housing Assistance Grants	1,399	818	818	3,035
TOTAL EXPENDITURE ON HOUSING GRANTS SCHEMES	3,399	2,818	2,818	9,035
ADULT SOCIAL SERVICES 2				
Welfare Adaptations/Top Up Loans	100	100	100	300
Residential & Social care provision	532	0	0	532
Social Care Projects	1,572	709	0	2,281
TOTAL EXPENDITURE ON ADULT SOCIAL SERVICES	2,204	809	100	3,113
HOUSING GF				
Affordable Housing (formerly enabling)	2,877	2,100	2,100	7,077
TOTAL EXPENDITURE ON HOUSING GF	2,877	2,100	2,100	7,077
TOTAL EXPENDITURE ON HOUSING, HEALTH AND ADULT SOCIAL CARE	8,480	5,727	5,018	19,225
Sources of Funding				
External Funding and Contributions	3,128	1,828	1,150	6,106
General Resources	5,352	3,899	3,868	13,119
Total Funding	8,480	5,727	5,018	19,225

SCHEME DESCRIPTION	2012/13 Estimated Expenditure	2013/14 Estimated Expenditure	2014/15 Estimated Expenditure	Total
FINANCE, RESOURCES & CUSTOMER SERVICES GENERAL FUND	£'000	£'000	£'000	£'000
BLOCK PROGRAMMES				
Building improvement Programme	2,000	1,500	1,500	5,000
Disposals Programme	200	200	200	600
Disability Programme (DDA)	200	200	200	600
Residents Priority Fund	1,400	1,400	0	2,800
TOTAL EXPENDITURE ON BLOCK PROGRAMMES	3,800	3,300	1,900	9,000
TOTAL EXPENDITURE ON FINANCE, RESOURCES & CUSTOMER SERVICES	3,800	3,300	1,900	9,000
Sources of Funding				
External Funding and Contributions	0	0	0	0
General Resources	3,800	3,300	1,900	9,000
Total Funding	3,800	3,300	1,900	9,000
HOUSING REVENUE ACCOUNT	£'000	£'000	£'000	£'000
Works to Stock				
General works (Planned & Committed)	21,542	34,596	34,777	90,915
Decent Homes	18,000	12,000	14,606	44,606
Grants to vacate and others				
Grants to Vacate	600	600	600	1,800
Highmead Project & Demolition	2,800			2,800
Buybacks	400	400	400	1,200
TOTAL EXPENDITURE ON HOUSING REVENUE ACCOUNT	43,342	47,596	50,383	141,321
HOUSING REVENUE ACCOUNT				
Sources of Funding				
External Funding and Contributions	25,318	22,386	25,188	72,892
General Resources	18,024	25,210	25,195	68,429
Total Funding	43,342	47,596	50,383	141,321
Total Expenditure - General Fund Schemes	88,449	46,469	34,622	169,540
Total Expenditure - HRA Schemes	43,342	47,596	50,383	141,321
Total Expenditure - All Schemes	131,791	94,065	85,005	310,861
Total Sources of Funding				
General Fund				
External Funding and Contributions	38,219	17,563	16,824	72,606
Total General Resources	50,230	28,906	17,798	96,934
TOTAL FUNDING	88,449	46,469	34,622	169,540
HRA				
External Funding and Contributions	25,318	22,386	25,188	72,892
Total General Resources	18,024	25,210	25,195	68,429
TOTAL FUNDING	43,342	47,596	50,383	141,321

Summary of Budget Risks

This Appendix sets out the financial risks of the Council. Risk assessment and planning will minimise risk, whilst balances and reserves need to be adequate to meet those risks that still materialise. Risks have been categorised as:

- Corporate
- Capital
- Service Specific

CORPORATE RISKS

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

- **Uncertainties caused by the current economic downturn including:**
 - Increase in the number of residents that are reliant on Council services;
 - The general financial risk to Enfield of businesses failing in the Borough
 - Loss of rental income through businesses failing or moving out of commercial premises rented from the Authority,
 - Loss of other income / difficulty in collection
- **Future legislative changes:**

The Government is still implementing a number of changes across public services. Several of these will impact on local government including:

 - National Health Service Reforms
 - Universal Benefits Reform
 - School reforms
 - Regeneration / Tax Increment Financing
- **Central Government funding & local government resources:**

Current council finances are set by the Government's 2010 Spending Review covering 2011/12 to 2014/15. The financial settlement for 2012/13 is the final year that the Government has published local authority grant figures. The last two years of the Spending Review (SR) are uncertain as Government propose abolishing Formula Grant and replacing it with retention of a proportion of local business rates (as reported to Cabinet in November 2011). Officers have used information in the SR to forecast funding for later years. As the Government intend that the new system should leave councils in a similar financial position to that under formula grant, no adjustment has been made to the existing MTFP. However, the uncertainty created by these proposals is a significant risk from 2013/14 onwards.
- **Public Spending & Autumn Statement 2011**

The Chancellor's Autumn statement announced continued reductions in public spending of 0.9% in real terms for 2015/16 and 2016/17. It also announced a claw back of grant relating to the 1% pay cap for 2013/14 and 2014/15. No details are available yet so there is a risk of further grant cuts above those in the current MTFP.
- **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. A worst case of £5m has been assumed to complete the assessment of balances.

- **Demographic and other changes in the Borough:**

One of the main risks to the Council's budget relate to the uncertainties surrounding demographic change. The birth rate has increased. 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). However, there is inevitably a degree of uncertainty about such predictions.

- **Savings included in the 2012/13 budget:**

On top of the 2011/12 savings and increased income of over £34m a further £12m of savings have been identified in 2012/13 to bridge the budget gap as a result of increased pressures and reduced Government funding. There is a risk that some of the savings identified as part of this budget setting process will not be achieved. Although each proposal has been scrutinised and the proposals have been assessed as viable and realistic, there is still an element of risk involved in terms of achieving these savings. These risks will be taken into account in setting the level of contingencies and general balances. The monitoring of the achievement of these savings will, as in previous years, form an integral part of the 2012/13 revenue monitoring process and if required, appropriate action will be taken to ensure that they are delivered.

- **Changes in external factors such as interest rates:**

Interest rates is an area that is outside the Council's control and therefore represents a continuing area of significant risk. Any increases in rates will benefit the Council's financial position as the Council's borrowings are, for the most part, at fixed rates. Conversely, the low rates currently experienced due to the national economic position will reduce the resources available to the Council. An Equalisation Reserve has been in place for several years to "damp down" 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.

- **Inflation and other cost increases:**

Staff pay represents the most significant proportion of the Council's expenditure. Consequently, variations in pay levels represent a significant risk. This is not an issue in 2012/13 as pay has been frozen and the following two years if the Government's pay cap is applied to local authorities. However, it should also be noted that the Council works in a range of labour markets, and the laws of supply and demand are pushing up costs in certain sectors. In addition, inflationary pressures in some parts of the Council's spending (particularly Social Services care packages) may exceed the assumptions in the plan.

- **Increased costs of waste disposal:**

It is important that the Authority does all it can to recycle as much waste as possible in order to minimise any cost pressure from landfill charges associated with household waste.
- **Changes in Adult Social Care provision:**

Adult Social care is undergoing a major change to service provision with the introduction of the personalisation agenda. This initiative will improve the quality of life for social care clients, giving them more choice and freedom in the services they are able to purchase. Assumptions are that this will be funded from within existing resources but there is a risk on any initiative of this size that hidden costs may emerge in the future. Safeguarding adults will remain a priority in any service decision.
- **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 that they might not all be achieved.
- **Revaluation of the Pension Fund:**

The current economic downturn is directly affecting the value of the pension fund and the Pension Board is continuing to closely monitor this situation. The Government is also making changes to local authority pension fund conditions. These issues will be discussed with key stakeholders and may affect the future contributions required from the Authority.
- **Civil Unrest**

After the civil disturbances in the summer the Council set up a commission to review the underlying causes and to make recommendations as to actions that could be taken to reduce the possibility of reoccurrence in the future. The findings were presented to Council on 25th January and whilst external funding will be pursued there is a risk that the Council will need to identify funds to support the recommendations.
- **VAT Exemption Limit:**

All councils are allowed to recover VAT on exempt supplies up to a limit of 5% of taxable supplies. Should an authority breach this threshold all exempt VAT becomes irrecoverable and a cost to the council. For Enfield, this would amount to £1.5m based on current levels of expenditure. The limit is monitored by finance officers who also provide training to services staff engaged in exempt VAT activities (in particular, property).
- **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. Council must exceed an expenditure threshold (£0.93m for Enfield in 2011/12) above which government may pay 85% of costs incurred.

- **Olympics / Legacy:**

There is a risk that there will be additional London-wide costs resulting from additional visitors and demand for services resulting from the Olympics. No specific provision has been made in the 2012/13 budget. The future cost and use of the assets after the Olympics is also to be resolved.

- **Transfer of Primary Care Trust responsibilities:**

The NHS is currently going through a period of transition, with care commissioning responsibilities transferring from the PCT to the Local authority. Financial resources have been identified and allocated by the government to support this transfer. The assumptions are that the responsibilities transferred will be met from the proposed allocations but there is a risk that unforeseen pressures may emerge. The authority will continue to support joint commissioning priorities that contribute towards the Health and Social outcomes for local people.

- **Housing Benefit Subsidy for Temporary Accommodation:**

Changes were adopted by the Department of Works and Pensions from 2010/11 which affected the subsidy funding system for temporary accommodation for homeless households. These changes have reduced significantly the rental income that funds the Borough's homelessness service. Although a significant adjustment was added to the budget to resource this issue the sheer size of the budget means that this remains a potentially significant budget risk to the Council in 2012/13 and future years.

- **Localisation of Council Benefit Support:**

The Government intend to abolish the current council tax benefits from 1 April 2013. Councils will need to replace benefits with a local system of discounts whilst the Government will also cut funding by 10%. A potential pressure of £7.5m has been included in the MTFP but the implementation of a local scheme within the short timescales imposed by the Government creates a major financial risk to the Council and its residents.

- **Universal Benefits:**

Increased migration of homeless clients from inner to outer London is already being experienced following benefit changes by the Government. The benefit changes may also create financial difficulties for existing local residents. This may increase demand for services and impact on the local economy including the collection of council tax and other fees and charges of the Council.

- **Rental income from the Council's assets :**

The Council manages a substantial asset portfolio and is beginning to experience the effects of the economic downturn through a reduction in rental and service charges income from businesses and other tenancies.

- **IT Refresh**

Continued IT investment will be needed to meet ever increasing demands, support more efficient, transformed working practices and keep system up to date with current and future legislative requirements.

- **Euro/Banking Crisis**

The financial weakness surrounding the euro countries continue with no sign of an end to the crisis. This has already put pressures on to banking institutions inside and outside the euro countries this situation is not likely changed unless a long term solution is devised.

The Authority has attempted to minimise its exposure to the risk of any financial institution by adding addition restrictions to its lending criteria. The recent events have restricted the Authority's opportunity to benefit from longer term deposit rates.

CAPITAL RISKS

The following risks are associated with the delivery of the Council's capital programme.

- **Generating the required level of capital receipts:**

As noted earlier in the report there are risks around achieving the level of receipts assumed in the current capital programme where disposals may not be achieved. If new receipts are not identified the gap will have to be met from borrowing.

- **Robustness of capital project plans:**

This could be a problem if schemes have not been sufficiently developed in detail before their inclusion in the capital programme. This is a particular risk when embarking on a substantial and complex programme. Nevertheless, the detailed work required to produce 'scheme reports' means that the risks are minimised by ensuring that commitments are not made before full costings and a project risk assessment have been completed.

- **Time and/or cost overruns:**

In the main these problems should be minimised by good project planning and management; the Council uses the Prince 2 methodology. Progress with and expenditure on individual projects are monitored monthly. In the medium term the construction work associated with the 2012 Olympics may use up industry capacity and lead to cost inflation and skills shortages.

SERVICE SPECIFIC RISKS

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

Schools and Children's Services Department

- **Demand led services:**

There are a number of areas within the Department's services that are statutory and demand led. Examples include funding for nursery education for 3 and 4 year old children in private and voluntary sector settings, placement of

children with special education needs (SEN) in independent and out borough settings, purchasing care packages for vulnerable children, increasing numbers of pupils in primary schools and giving financial support to families with no recourse to public funds. In all these examples, if the client meets the criteria for the provision of services by the Council, then they must be provided. These budgets are at risk from any change in the numbers of children requiring services. In particular there has been a significant increase in the number of referrals of children possibly at risk and this is continuing and this ultimately leads to increases in the number of placements being needed. Additional budget provision has been provided to meet the known pressures however there is a risk that this is insufficient.

- **Staffing:**

The Department's salaries budgets include a vacancy factor, which recognises the cost savings as a result of staff turnover. Where little staff turnover is experienced, services to the public are generally improved, however the vacancy factor may not be reached, resulting in a budget pressure. Although the general success of the Council's policy for recruiting and retaining children's social workers has nearly eliminated the need to use agency staff within some specific areas of the service, the continuing increase in the number of referrals to the Children in Need Service may require additional staff resources.

- **Legal services:**

The cost of legal representation is difficult to control due to the complexities of some of the cases relating to children. As the number of cases is increasing, more cases require legal action and although this has been recognised by the provision of additional resources in 2012/13, there is a risk that even this increased level of funding may be insufficient.

- **Primary school places:**

The Council's capital programme currently provides funding for additional primary school places. Following recognition of this issue by central government significant amounts of new grant resources have been allocated, which have reduced the call on Council resources in the short-term. In the medium term, the pressure to create additional places passes on to secondary schools and there is a risk that the cost of providing the additional places needed will not be fully funded by central government grant, leaving the Council to meet any shortfall.

Health Housing and Adult Social Care Department

- **Social Care Demand:**

Care purchasing budgets have been prepared on the basis of known levels of activity plus those that might reasonably be foreseen, based on demographic forecasts and historic trends. There remains however the possibility that demand will exceed these assumptions. The causes of increased demand may come from an increasing number of adults entitled to support, but more commonly, an increasing level of dependency within the existing client groups and fluctuations in demand between client groups with increased demand occurring at different levels.

- **Contractual Price:**

The majority of services to clients 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 increase in recognition of providers' costs, affordability to local taxpayers and quality provision. In relation to specialised services for clients with more complex needs, the requirements of providers for increases above inflation represent the highest risk area. Although the number of clients affected may not be large, the budgetary impact of increasing already high cost packages is significant. Sustainability of the independent sector is an area of risk nationally. The Council also maintains some in house provision, which is subject to the same cost pressures as other providers.

- **Client Income:**

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 will be making difficult choices regarding basic living requirements and paying charges.

- **Enfield NHS Trust:**

Monitoring of the Enfield NHS Trust financial position is reflected in the Corporate Risk Register.

- **Homelessness:**

The Department for Work and Pensions changed the housing benefit subsidy arrangements for temporary accommodation from 2010/11. This system uses the Local Housing Allowance (LHA) rent, less 10%, supported by a DWP grant of £40 for management costs. This average continues for 2012/13. This represented a significant loss of income and reduces the amount of funding available for homeless initiatives.

Expenditure on homelessness has been supported by this one off funding for initiatives for the last few years but the reserve available for initiatives will be used by the end of 2012/13. It is likely that the pressures on the service will increase and it is not yet known what the impact of any proposed government changes may be on homelessness. There is therefore a significant risk in the medium term.

- **Judicial Review:**

The right of individuals to challenge in the Courts, Council decisions around Community Care Assessments and provision of services inevitably present risks. Even when the Council is able to successfully defend a judicial review, it will often be left with significant legal costs.

Environment Department

- **Income from fees and charges:**

The level of income generated from skip licences, planning and development services and Parks properties has continued to reduce during 2011/12 due to the economy. The achievement of the £2.6m income target in 2012/13 is dependent on the economic situation in the borough and will need to be closely monitored.

Finance, Resources & Customer Services

- **Land charges:**

The level of income generated from land searches has reduced considerably in recent years. This reflects both the general low level of activity in the property market and increased competition from personal search agents. The achievement of the income target in 2012/13 like last year will need to be closely monitored.

- **Revenues and Benefits:**

There are risks to the budget if the benefit caseload rises are higher than forecast. Currently benefit is paid for over 37,200 homes in the Borough and continues to rise. The rise in caseload at ward level is uneven within a range of 4 to 20 %.

- **Commercial Property Portfolio:**

The Council's commercial property portfolio is expected to generate rental income of approximately £4.6m in 2011/12. The current economic downturn, together with regeneration initiatives, continues to impact on the income stream.

APPENDIX 7(a)

Earmarked Reserves

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 7(b)** summarises forecast use and commitment of the reserves.

Reserves to meet specific programmes

- **Council Development Reserve**
This reserve helps support the implementation of the Council's initiatives, and funds various "one off" projects. Withdrawals from the fund depend on the timing of 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 therefore supports the delivery of the Capital Programme set out in the main report.
- **ICT Investment Fund**
This reserve supports IT upgrades, new developments and implementation costs and is the principal source of funding for the corporate ICT Work Plan.
- **SAP Upgrade**
This reserve is set aside to finance SAP developments and improvements.
- **Working Neighbourhoods Fund**
Working Neighbourhoods Fund and Local Authority Business Growth Incentive monies from the Government to tackle worklessness and support enterprise.
- **Homelessness Initiative**
This is ring-fenced homelessness underspend from previous years to fund initiatives to reduce numbers in temporary accommodation.

- **Waste Recycling Reserve**
Transitional funding for the changing of the outlet for the bulking and processing of the mixed garden and food waste from the North London Waste Authority (NLWA) to Enfield's contractor. This will make significant savings in future years but due to the NLWA Levy funding mechanism, funding is needed to bridge the 2 year time lag before the NLWA levy fully reflects the reduced tonnages in 2013/14.
- **European Match Funding**
The reserve was created as part of the 2010/11 outturn finalisation so that a further £1.5m has been set aside to provide match funding for the European Social Fund schemes run by London Councils and the Greater London Authority. Support will be given for projects which improve the employability of unemployed and economically inactive people in Enfield.
- **Enfield Community Capacity Building Fund**
As part of the Council's renewed determination to actively assist and build the capacity of all of our communities in Enfield, ring-fenced funding of £1.9m has been set aside for defrayment over the next 3 operational years to build community capacity in the Borough – the Enfield Community Capacity Building Fund. The decision to allocate this funding was agreed as part of the Council budget setting process approved in July 2010.
- **Other specific General Fund reserves for small projects and invest to save initiatives**
These are considered adequate for the projects concerned.

Reserves set aside to smooth expenditure between years and meet contingent risks

- **Public Finance Initiative Investment Reserve**
These balances will equalise the funding available for PFI 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 contingent liability of up to £1.4m 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. The longer term requirement to match needs with resources will be addressed as part of the Council's policy to rationalise its accommodation needs. With an ageing portfolio of buildings, the risk of expensive repairs and maintenance is increasing. The Leaner Programme is mitigating this by reducing the number of buildings and investing in those that remain.
- **Interest Equalisation Reserve**
This reserve is intended to address one of the most significant risks the Council potentially faces. The global economic downturn has had unprecedented effects on the UK economy, of which the dramatic 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.

Other Reserves

- **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.

ESTIMATED MOVEMENT IN EARMARKED RESERVES

APPENDIX 7(b)

RESERVE	2011/12			2012/15 Programmes		Estimated Reserves 31 March 2015	Provision for Contingent Risks	Forecast Reserves as at 31 March 2015
	Reserves as at 31 March 2011	Net Transfers 2011/12	Balance 31 March 2012	Revenue	Capital			
	£'000s	£'000s	£'000s	£'000s	£'000s			
General Fund Reserves								
Projects / Programmes								
Council Development Reserve	(632)	(93)	(725)	93		(632)		(632)
Regeneration Reserve	(1,306)	200	(1,106)	1,106		0		0
Vehicle and Equipment Replacement Fund	(967)	(96)	(1,063)	(5,757)	6,593	(227)		(227)
General Fund Capital Reserve	(4,104)	119	(3,985)		3,000	(985)		(985)
ICT Investment Fund	(6,692)	3,480	(3,212)	2,038		(1,174)		(1,174)
SAP Upgrade	(1,403)	790	(613)	613		0		0
Working Neighbourhood Fund	(1,492)	1,300	(192)	192		0		0
Pericles replacement	(1,022)	1,022	0			0		0
Homelessness Initiatives	(3,691)	877	(2,814)	2,814		0		0
Waste Recycling Reserve	(1,646)	153	(1,493)	1,493		0		0
European match funding	(1,500)	0	(1,500)	1,500		0		0
Sustainable service development programme	(1,900)	0	(1,900)	1,900		0		0
Project Carry Forwards	(10,899)	3,000	(7,899)	7,899		0		0
Other General Fund Reserves for small projects	(3,561)	1,076	(2,485)	508	181	(1,796)		(1,796)
	(40,815)	11,828	(28,987)	14,399	9,774	(4,814)	0	(4,814)
Risk / Smoothing								
PFI Investment Reserves	(2,896)	372	(2,524)	869		(1,655)	1,655 ¹	0
Insurance Fund	(2,597)		(2,597)			(2,597)	1,400 ²	(1,197)
Repair & Maintenance of Council buildings	(1,261)	721	(540)			(540)		(540)
Interest Rate Equalisation Reserve	(4,254)	1,300	(2,954)	2,954		0		0
Restructuring and redundancy reserve	(1,733)	996	(737)			(737)		(737)
Repairs Fund for private sector housing leased to the Council	(1,349)	135	(1,214)	1,027		(187)		(187)
	(14,090)	3,524	(10,566)	4,850	0	(5,716)	3,055	(2,661)
Other Reserves								
Performance reward grant receivable (LSP)	(530)	93	(437)			(437)		(437)
Revenue Grants	(4,150)	4,150	0			0		0
S106 Receipts	(610)	282	(328)	328		0		0
HRA Repairs/Capital Reserve	(9,249)	2,230	(7,019)			(7,019)		(7,019)
Year end appropriation of underspends / contingency (estimated subject to outturn position)		(2,000)	(2,000)	2,000		0		0
Total Earmarked Reserves	(69,444)	20,107	(49,337)	21,577	9,774	(17,986)	3,055	(14,931)

1. Provision for costs towards the end of the contract.

2. Potential liability in respect of former insurer of the Council

**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 2012**

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 the Council Budget report to Council. 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, but two key policies that clearly fit into the council's medium term planning are the LEANER Programme and its policy of prudential borrowing.

This Appendix focuses on these two responsibilities to report to Members on:

- the robustness of estimates (s25), sections 3-5 below; and
- the adequacy of reserves (s27), section 6 below.

This Appendix builds on the statements included within the main body of the budget report, and monitoring of the 2011-12 budget.

2 Processes

Budget estimates are exactly that, estimates of spending and income made at a point in time. This statement about the robustness of estimates cannot give a guaranteed assurance about the budget, but 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 number of key processes are in place, including:

- the issuing of clear guidance to accountancy teams on the preparation of budgets;
- peer review by accountancy staff involved in preparing the standstill base budget i.e. the existing budget plus inflation;
- the use of budget monitoring in 2011-12 in order to re-align budgets with current demand, for 2012-13
- an updated medium term planning process that highlights priority services;
- a review via Council Management Board of proposed savings and their achievability;

- review of the budget by the responsible Cabinet Member for the budget;
- 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); and

Notwithstanding these arrangements which are designed to test the budget throughout its various stage of development, considerable 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.

3 Robustness of Revenue Estimates

The 2012-13 draft budget includes over £19m of budget cost pressures and business critical growth, partially balanced by offsetting savings and increased income. As part of developing the budget, Members have considered these options and they are reflected in the proposed budget.

Savings in the latter years of the plan have been included pertaining to efficiency and procurement. These savings are reasonable assumptions of modernisation expectations for an organisation of over £1bn gross spend. It should be noted that these savings will need to be attributed to initiatives as the LEANER programme and other modernisation initiatives are developed.

To assess the adequacy of reserves, the key financial assumptions underpinning the budget and Medium Term Financial Plan are reviewed in accordance with the criteria recommended in LAAP 77.

1. The treatment of demand led pressures

The major demand factors affecting the 2012-13 and later years' budgets are:

- Demographic pressures. The draft budget and Medium Term Financial Plan provides for significant additional cost of services due to increases in client numbers.
- Future legislative changes. 2012/13 is the last year of firm indications of Government funding so there is major uncertainty thereafter. In addition, the Government has announced changes to welfare benefits which may result in more claimants moving to Enfield along with increases in cost. More detail is included in the risk appendix of the budget report.

All Strategic Managers have reviewed their base budgets including demand led pressures based upon budget monitoring and projections made by service managers of demand in future years. Service managers are expected to put forward management and policy actions to manage the additional demand within the relevant legislation either within the relevant budget or reprioritising within their service budgets. If this is not possible and under-spending management action or policy actions in other service areas are not sufficient to cover the additional demand, then the minimum level of balances may have to be used to temporarily address the additional expenditure.

Such an eventuality has been considered in future years' budgets and it is assumed that general fund balances would be restored to at least the minimum prudent level in the following year.

2. The treatment of inflation and interest rates.

No pay award has been provided in the 2012-13 budget for staff. The MTFP assumes a pay award estimate of 2% in 2013/14. Following the Autumn Statement, the Government announced a 1% cap on public sector pay in 2013/14 and 2015/16 and that the Government will further reduce funding and clawback some of this provision.

Vacancy factors have been built into salary budgets for 2012/13 reflecting the specific circumstances for each particular service based on management judgement taking account of service needs. A review of vacancy factors has been undertaken in order to ensure that they are all achievable and reflect the level of employee turnover on the particular service area concerned.

Current inflation is expected to fall significantly during 2012/13. Budgeted inflation has been cash limited to 1% but it is recognised that there will be externally provided services that will be subject to higher contractual rates. Managers are required to manage inflation pressures within their budgets through procurement efficiencies.

The risk that Council income will be less than budgeted due to economic problems has been factored in when calculating service budgets and contingencies. Specific fees and charges are set at levels where increase can be achieved without damaging services to residents. Council tax collection levels have been maintained and the 98% collection estimate is assumed over the life of the MTFP is assessed as achievable.

Minimal income is budgeted for interest earnings based on the average investment funds of £65m at a rate of 0.5%. An Interest Equalisation Fund still exists to protect the Council from future interest rate fluctuations in the short / medium term.

Interest rates for 2012-13 have been assumed at 0.5% from April 2012 for temporary investment. Most of the Council's debt is long term is at fixed interest rates with 3.5% assumed for any long term new borrowing resulting from the draft capital programme. The revenue financing costs are fully provided for in the draft revenue budget.

3. Estimates of the level and timing of capital receipts.

In the short term, unapplied capital receipts are treated as general cash balances when investing with interest earned used to support revenue expenditure. Capital receipts are used in the long term to finance new capital investment. Delays in capital receipts may add to short term borrowing costs but current low interest rates mean this a small risk to the Council's financial standing.

4. The treatment of efficiency savings/ productivity gains.

All service managers have a responsibility to ensure the efficient delivery of services and when efficiency savings are proposed that those savings are both realistic in terms of the level of savings and timing. Should the level and timing of such savings vary due to unforeseen events and under-spending, management action or policy actions within the relevant department and corporately if appropriate, will be implemented.

The LEANER efficiency programme is the delivery mechanism for achieving this. Across the authority a significant proportion of the recently achieved savings have been through “Leaner” initiatives.

5. The financial risks inherent in any significant new funding partnerships, major outsourcing deals or major capital developments

The sharing of risk is in accordance with the principle of the risks being borne by the party best placed to manage that risk. Inherent risks include any guarantee or variation of service throughput (service volumes). If risks materialise they will be considered in future years’ budgets and General Fund reserves restored to at least the minimum prudent level.

6. The availability of other funds and insurance to deal with major contingencies

Besides the general budget contingency of £1m, there are also General Balances of nearly £13m and estimated Earmarked Reserves estimated at 31st March 2012 to be £49m (**Appendix 7(b)**).

The minimum level of general balances assumes that management and policy actions will be taken to address major issues that might arise in 2012/13. 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 will be subject to an actuarial review in 2012. At present it is judged to be adequate, the position being that estimated outstanding liabilities are covered by the balance on the Reserve.

7. The overall financial standing of the authority

In addition to the revenue spend that the Council will incur in 2012/13, it also has a Capital Programme that requires prudential borrowing in 2012/13 and future years (Appendix 5). The revenue financing costs are currently affordable and included in the budget and MTFP.

The assumed Council Tax collection rate for 2011-12 is 98.0%, and is judged to be achievable. For each 1% not collected, the cost is approximately £1.2m in lost income to the Council. Legislation requires that any Collection Fund deficit be corrected through the Council Tax in the next year. The Collection Fund is expected to be in balance at March 2012. This was reported to the January 2012 Audit Committee.

8. The authority’s track record in budget and financial management.

The Council’s recent track record in budget and financial management is one of underspending.

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 Medium Term Planning 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 no budget provision available. The outturn position for 2011/12 will be closely scrutinised as £34.5m in savings and additional income were introduced in order to balance the budget. However, the monthly monitoring process indicates that the Authority is on target to achieve this figure.

9. The authority's capacity to manage in-year budget pressures

The Council has a good track record in managing in year pressures. These pressures have been identified and reported at an early stage through the monitoring process and departments have then in most cases been able to identify plans to absorb the cost. Specific contingent items have been identified and put aside to mitigate risk. For example a contingent item was set aside and then subsequently allocated in respect of the loss of income departments have experienced as a result of the economic downturn.

The 2011-12 projection is a small underspend (November monitoring) reported to Cabinet in January 2012.

10. The strength of the financial information and reporting arrangements.

It is recognised that the financial information and reporting arrangements needs to be strengthened. The Council needs to improve the usability of the system (SAP) for non-financial users.

A programme of SAP development and remedy was initiated in September 2011. The key driver for the programme is to maximise the investment made to date in SAP as a key business system. This in turn will underpin effective service delivery by exploiting additional functionality available and lead to enhanced financial and budgetary management information across the Council.

The programme consists of over a dozen projects that will help to deliver enhanced data quality and processes leading to improved management information. The following tasks were completed before the end of January,

- base salary estimates
- risk based balances calculation;
- prudential borrowing – a model was tested with advisors.
- inflation – modelling over the period of the MTFP

4 Risk

In reports to the Budget Scrutiny Commission and Scrutiny Panels in December 2011 and January 2012, Members were able to assess the robustness of their budgets, the achievability of savings, income and reductions. It is expected that the key budget risks will be:

- Social care- demographic pressures
- Future Government legislation creating extra burdens
- Further reductions in public expenditure

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

The recommended programme's revenue implications are fully incorporated in the MTFP for 2012-16. The Council's policy is to fund its capital programme over the four year MTFS cycle, from three sources, capital receipts, grants and finally borrowing. Receipts are invested as part of the Council's normal treasury management activity and the interest continues to be used to help to support the Council's revenue expenditure.

If necessary the Council can choose to freeze parts of the programme throughout the year to ensure spend is kept within the agreed budget.

There are two main risks.

- Firstly is the risk of a shortfall in capital funding such as new capital receipts that would result in an increased need to borrow or delay schemes.
- Secondly is the ability of the Council to fully deliver the programme within the agreed timescales. Slippage relating to 2012-13 is fully funded over the MTFP period but this in itself will increase pressure on the Council to deliver the anticipated 2012-13 programme.

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.

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.

Risk summary (Excluding schools & HRA)	Likely £m
Risk Evaluation (appendix 8(b), column 4)	13.326
General Fund Balance at 31 March 2011	(12.500)
Forecast Reserves uncommitted (Appendix 7(b))	(14.931)
Resources exceed risks	(14.105)

It should be noted that the consequences of not keeping a minimum prudent level of balances can be serious. **Appendix 8(b)** identifies risks¹ 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.

As part of the external auditor's work on Value for Money, a review was undertaken to determine if the Council has proper arrangements in place for securing financial resilience by looking at:

- Key indicators of financial performance
- Its approach to strategic financial planning
- Its approach to financial governance: and
- Its approach to financial control

The report concluded that all areas were assessed as 'green' with no cause for concern and that the Council has adequate arrangements in place for achieving financial resilience. Although the overall position was positive, the following areas were rated 'amber' with a potential risk and / or weakness:

- **Liquidity.** The Council's resources to cover its immediate liabilities have been decreasing up to 2009/10. This is in line with benchmark group authorities and reflects the reduction in temporary investment as reserves are used to finance approved projects.
- **Borrowing.** The Councils reliance on borrowing is increasing. At present this is a managed process but the use of borrowing the finance capital investment needs to be monitored, especially in terms of affordability.
- **Medium Term Planning.** Prioritising and monitoring the capital programme to identify savings and reduce slippage is an area for improvement.
- **Financial monitoring.** Report suggests better use of demand forecast, trends and performance information may be used to improve budget monitoring.

¹ Appendix 8(b), column 2 total £36.5m

- **Financial accounting systems.** The report supported the Council's work to improve SAP so that services can use it more efficiently and effectively for financial monitoring.

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

Taking account of the above considerations the Director of Finance, Resources & Customer Services is of the view that the budget is robust

In the light of the risks facing the authority, the Director of Finance, Resources & Customer Services recommends that the General Fund balance is maintained in the order of £13m and that this recommendation is taken into account when determining the level of transfers to and from reserves in the 2011/12 revenue outturn.

ADEQUACY OF RESERVES: RISK EVALUATION

Appendix 8(b)

Probability	Grade	Range	% Used
High	A	>80%	100%
Probable	B	60%-80%	75%
Possible	C	30%-60%	50%
Low	D	<30%	25%

Event 1	Worst Case 2	Level 3	Assessed Risk 4	Assessed Impact Profiled				Total 9
				2012/13 5	2013/14 6	2014/15 7	2015/16 8	
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
General Fund Revenue								
Inflation	2,000	C	1,000	1,000				1,000
Pay 2013/14 capped at 1%. Potential for separate local government agreement	1,500	D	375		375			375
Income / Non-Payment	500	D	125	125				125
Non-Achievement of Planned Savings	10,000	D	2,500	2,500				2,500
Localisation of Council Tax support. 1% increase in current benefits above current MTFP provision	4,000	C	2,000		2,000			2,000
VAT Exemption Limit	1,500	D	375	375				375
Belwin Scheme (threshold)	930	D	233	233				233
Demographics - increased numbers / care costs	5,000	C	2,500	2,500				2,500
Litigation	5,000	D	1,250	1,250				1,250
NHS Reforms implementation / running costs.	4,000	C	2,000		2,000			2,000
Olympics 2012/13	1,000	C	500	500				500
								0
Capital (Revenue Implications)								0
Capital Financing Revenue Cost of shortfall in General Resources @ £10m @ 7.5%pa	750	C	375	375				375
Capital project overspend of £5m	375	D	94	94				94
General Fund Total	36,555		13,326	8,951	4,375	0	0	13,326

Section Reference	Description of Fees & Charges	Service is VATABLE	APPENDIX 9(a)		
			LONDON BOROUGH OF ENFIELD		
			Environmental Services		
			CHARGES 2011/12		
			Basic	VAT@ 20%	Total
1	GIS MAPPING				
	Indexed Street Map – booklet		2.10	0.00	2.10
	1:1250 OS Map Return Scheme (6 copies)	V	31.25	6.25	37.50
	Colour Copying - A4		2.10	0.00	2.10
	Colour Copying - A3		3.30	0.00	3.30
	Colour Copying - A2		4.40	0.00	4.40
	Colour Copying - A1		9.00	0.00	9.00
	Colour Copying - A0		17.00	0.00	17.00
	Colour Copying - A1/A0 Glossy Paper		30.00	0.00	30.00
	GIS Plot A3/A4 - Internal only (copyright restriction on external sales)		4.30	0.00	4.30
2	STREET NAMING & NUMBERING				
	List of streets, places & footpaths in LBE (LSPF - Alphabetical Street Index) on hard copy or CD		27.00	0.00	27.00
	Amendments to the LSPF (annual charge)		48.00	0.00	48.00
	Post & Packing		3.50	0.00	3.50
	Numbering New Residential & Commercial Units – per unit		41.00	0.00	41.00
	Naming a Street – per street		250.00	0.00	250.00
	Naming a Block – per block		135.00	0.00	135.00
3	PROVISION OF INFORMATION				
3a	PROVISION OF INFORMATION (External)				
	Per half hour or part thereof – Technical Support Staff - GIS		23.00	0.00	23.00
3b	PROVISION OF INFORMATION (Internal)				
	Mapping Work per Hour		32.00	0.00	32.00
	1/2 day Mapinfo Training (up to 3 people)		225.00	0.00	225.00
3c	ADOPTED ROAD ENQUIRIES:				
	Up to 3 Questions		21.40	0.00	21.40
	3 or more Questions		42.80	0.00	42.80
4	PROVISION OF PLANNING / BUILDING CONTROL INFORMATION				
4a	COPYING / SCANNING				
	A4 Sheet (includes VAT at standard rate)	V	4.17	0.83	5.00
	Extra Copy (includes VAT at standard rate)	V	0.42	0.08	0.50
	A3 Sheet		5.30	0.00	5.30
	Extra Copy		0.80	0.00	0.80
	A3 Plan		5.30	0.00	5.30
	Extra Copy		0.80	0.00	0.80
	A2 Plan		8.10	0.00	8.10
	Extra Copy		1.30	0.00	1.30
	A1 Plan		9.10	0.00	9.10
	Extra Copy		1.90	0.00	1.90
	A0 Plan		10.90	0.00	10.90
	Extra Copy		2.60	0.00	2.60
	Discount for Conservation Study Groups:				

Section Reference	Description of Fees & Charges	Service is VATABLE	APPENDIX 9(a)		
			LONDON BOROUGH OF ENFIELD Environmental Services		
<i>Italics denotes statutory fees</i>			CHARGES 2011/12		
			Basic	VAT@ 20%	Total
	Discount for Conservation Area Study Groups - 50% reduction in fees identified in 4a				
4b	Postage for letters, large letters and packets.		Standard Council charges apply		
5	FOOTPATH CROSSINGS & PATHS ACROSS VERGES				
	Legal Agreement to restrict the size of vehicle that can park on a forecourt		132.00	0.00	132.00
	Costs associated with amending Traffic Management Orders to facilitate footway crossovers in Controlled Parking Zones		111.00	0.00	111.00
	Application for Footway Crossings - The Local Authorities (Transport Charges) Regulation 1998		159.00	0.00	159.00
	Construction of a Crossing per square metre. Excluding existing obstructions e.g. street lighting columns, street furniture, trees or utility apparatus. Note: Where a footway is currently constructed in asphalt / tarmacadam a new footway crossing will only be permitted to be constructed in asphalt / tarmacadam		148.00	0.00	148.00
	Provision of a footway crossing when constructed as part of a planned footway reconstruction scheme - Where there is no grass verge (40% discount on full price shown above) (per square metre). Note: Crossing specification to comply with scheme construction.		59.20	0.00	59.20
	Provision of a footway crossing when constructed as part of a planned footway reconstruction scheme - Where a grass verge / shrub bed is present (25% discount on full price shown above) (per square metre). Note: Crossing specification to comply with scheme construction.		111.00	0.00	111.00
	5% reduction for double crossings & bulk orders of 10 or more crossings in a limited area, per sq metre.				
	Renewal of existing White line Entrance Marking on Highway		87.00	0.00	87.00
	White line Entrance Marking on Highway		175.00	0.00	175.00
	Removal / Replanting of shrub bed elsewhere in the vicinity - per square metre		62.00	0.00	62.00
6	PROVISION OF STREET SEATS				
	Per seat (Estimate will be provided on request at actual contractors cost, officer time and actual cost of plaque)		Price on Application		
7	PROVISION OF STREET NAME PLATES				
	Per Street Name Plate		382.00	0.00	382.00

Section Reference	Description of Fees & Charges	Service is VATABLE	APPENDIX 9(a)		
			LONDON BOROUGH OF ENFIELD		
			Environmental Services		
			CHARGES 2011/12		
			Basic	VAT@ 20%	Total
	Relocation only of existing Street Name Plate for footway crossing application		Price on Application		
8	TEMPORARY TRAFFIC ORDER				
	Standard Charge Including Events with Road Closures		1,185.70	0.00	1185.70
9	RETRIEVE KEYS ETC. FROM ROAD GULLIES				
	Per occasion Note This service is not provided out of hours.		102.00	0.00	102.00
10	LICENCE FOR SKIPS				
	Skip Licence - 30 days		47.00	0.00	47.00
	Continuation Licence - 10 days		24.00	0.00	24.00
11	LICENCE FOR HOARDING/SCAFFOLDING				
	Deposit before commencement of works (refundable against damage)				
	- Up to 10m ²		510.00	0.00	510.00
	- For each additional m ² over 10		51.00	0.00	51.00
	Licence:				
	Application fee (non refundable)		39.00	0.00	39.00
	Licence Fee up to 2 months max (if approved)		141.00	0.00	141.00
	Renewal licence fee each subsequent month (if approved)		48.00	0.00	48.00
12	LICENCE FOR THE ISSUE OF A STREET WORKS LICENCE UNDER S50 OF THE NEW ROADS & STREET WORKS ACT 1991				
	Administration fee (based on 1.5 hrs admin & 2.5 hrs engineer)		168.00	0.00	168.00
	Capitalisation fee in lieu of annual charge		558.00	0.00	558.00
12a	Licence for Cranes				
	Licence for Cranes on the Highway up to 50 Tonnes		50.00	0.00	50.00
	Licence for Cranes on the Highway over 50 Tonnes		150.00	0.00	150.00
	Deposit before commencement of works (refundable against damage)		5,000.00	0.00	5000.00
13	CONTAMINATED LAND INFORMATION				
	Contaminated Land Enquiry - Site History - where no records held		26.00	0.00	26.00
	Contaminated Land Enquiry - Site History - where records are held		111.40	0.00	111.40
14	DEVELOPMENT CONTROL SERVICES				
	Provision of Information including Solicitors & Developers Inquires - per hour (1 hour minimum charge)		51.00	0.00	51.00
	Providing written confirmation of compliance with planning permission, including a site visit.		220.50	0.00	220.50
	Planning Decision Notice		11.10	0.00	11.10
	Retrieval of planning files from storage (1948 to 2005)		4.50	0.00	4.50

Section Reference	Description of Fees & Charges	Service is VATABLE	APPENDIX 9(a)		
			LONDON BOROUGH OF ENFIELD		
			Environmental Services		
			CHARGES 2011/12		
			Basic	VAT@ 20%	Total
	London Local Authorities (Charges for Stopping Up Orders) Regulations 2000		2,389.90	0.00	2389.90
	Temporary signs for housing developments a returnable deposit of per sign to cover our costs in removing the signs in default		104.00	0.00	104.00
15	TRANSPORTATION SERVICES				
	Requests for Advice and Policy Guidance on Directional Signs		45.00	0.00	45.00
	Checking fee for S38 Agreements (value of works based on current LBE term contract rates) (not subject to VAT)		Flat rate of £2,500.00 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		
	Checking & supervision fee for S278 Agreements (value of works based on current LBE term contract rates) (not subject to VAT)		Flat rate of £2,500.00 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		
16	BUILDING CONTROL SERVICES				
	Viewing Building Control Plans	V	22.83	4.57	27.40
	Completion Letter or Certificate on Building Regulations Applications	V	45.67	9.13	54.80
	Building control information including Solicitor's enquiries	V	50.00	10.00	60.00
	Copy of Decision Notice	V	9.67	1.93	11.60
	Issuing of Completion Certificate	V	50.00	10.00	60.00
	N.B. The majority of charges for Building Control Services are made under the LGA model scheme and are not shown here.				
17	Coordinated Development Process & Sustainability Assessment Services				
17a	Coordinated Plan Drawing and Approval Service				
	N.B. 20% discount on Building Control Application fees included in the fees shown below.				
	Single Storey Extension	V	1,189.38	237.88	1427.26
	Two Storey Extension	V	1,540.14	308.03	1848.17
	Loft Conversion	V	1,403.04	280.61	1683.65
	Combination Loft & Extension	V	3,064.92	612.98	3677.90
	Lawful Development Certificate	V	75.00	15.00	90.00
17b	Comprehensive Code for Sustainable Homes Assessment				
	For One Unit	V	4,853.00	970.60	5824.00
17c	BREEAM Assessment	V	11,410.00	2282.00	13690.00
18	HIGHWAY RELATED CHARGES				
A	Emergency Call-Out Service		Price on Application		

Section Reference	Description of Fees & Charges	Service is VATABLE	APPENDIX 9(a)		
			LONDON BOROUGH OF ENFIELD		
			Environmental Services		
			CHARGES 2011/12		
			Basic	VAT@ 20%	Total
	(a) Daytime Monday – Friday				Price on Application
	Supervisor per hour (minimum 1 hour)				Price on Application
	Highways Roadgang (2 men) per hour (Minimum 1 hour)				Price on Application
	(b) Overtime Monday - Saturday				Price on Application
	Callout (Minimum of 2 hours)				Price on Application
	Callout over 2 hours (per hour)				Price on Application
	Highways Road Gang (2 men + lorry) (2 hours minimum charge)				Price on Application
	Callout of Road Gang over 2 hours (per hour)				Price on Application
	(c) Overtime Sunday & Bank Holidays & After Midnight				Price on Application
	Callout (Minimum of 2 hours)				Price on Application
	Callout (over 2 hours) per hour				Price on Application
	Highways Road Gang (2 men + lorry) (2 hours minimum charge)				Price on Application
	Callout of Road Gang over 2 hours (per hour)				Price on Application
	(d) Bag of Granules used in Road Traffic Accidents, per Bag				Price on Application
	(e) Lost Lamp				Price on Application
B	Replace Pedestrian Guardrails				Price on Application
	One panel				Price on Application
	Two panels				Price on Application
	Three panels				Price on Application
	Four panels				Price on Application
	Five panels				Price on Application
	Six panels				Price on Application
C	Street Lighting & Illuminated Street Furniture – (Removal of damaged items, & replaced to working order)				Price on Application
	Illuminated bollards per unit				Price on Application
	Haldo Bollard				Price on Application
	600 'O' Bollard				Price on Application
	Pearce Gowshall Bollard				Price on Application
	Lamp Columns per unit				Price on Application
	Street Lighting Column - up to 5 metre				Price on Application
	Street Lighting Column – 6 metre				Price on Application
	Street Lighting Column – 8 metre				Price on Application
	Street Lighting Column – 10 metre				Price on Application
	Illuminated Large Base Sign Post/ Directional Sign per unit				Price on Application
	Double Bracket/Post				Price on Application
	Single Bracket/Post				Price on Application
D	Repairs to Footways – Patching & Repairs on footways e.g. Bituminous, Artificial Stone Paving, Modular Block Paving, Block Paving and Seeding/Turfing as required				Price on Application
	Per m ² (over 1m2)				Price on Application

Section Reference	Description of Fees & Charges	Service is VATABLE	APPENDIX 9(a)		
			LONDON BOROUGH OF ENFIELD		
			Environmental Services		
			CHARGES 2011/12		
			Basic	VAT@ 20%	Total
E	Bollards				
	Supply and fix concrete bollard - (per bollard)			Price on Application	
	Supply & fix metal bollard - (per bollard)			Price on Application	
	Supply & fix timber bollard - (per bollard)			Price on Application	
F	Brickwork				
	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	
G	Grounds & Arboricultural Maintenance				
	Shrub Replacement per item			Price on Application	
	Up to 5 litre pot			Price on Application	
	Up to 10 litre pot			Price on Application	
	Up to 15 litre pot			Price on Application	
	Trees Hedges & Shrubs Causing Obstructions			Price on Application	
	Per tree, hedge or shrub fallen from privately owned land onto Public Highway			Price on Application	
	Per roots from tree, hedge or shrub from privately owned land causing damage to public highway			Price on Application	
	Per tree, hedge or shrub from privately owned land obstructing Council owned Street Lighting or Street			Price on Application	
	Removal after an accident			Price on Application	
	Per tree - removal and replacement of tree following vehicle damage or public interference			Price on Application	
	Up to 320 mm - DBH			Price on Application	
	Up to 400 mm - DBH			Price on Application	
	Up to 450 mm - DBH			Price on Application	
	Removal of Tree for Provision of Vehicle/Garage Crossover & Replacement Elsewhere			Price on Application	
	Up to 50 mm DBH			Price on Application	
	Up to 160 mm DBH			Price on Application	
	Up to 240 mm DBH			Price on Application	
	Up to 320 mm DBH			Price on Application	
	Up to 400 mm DBH			Price on Application	
	Up to 450 mm DBH			Price on Application	
	Root Pruning per m2			Price on Application	
	Repairs to footway per m2			Price on Application	
	Root chasing per linear metre			Price on Application	
19	PEST CONTROL				
	PEST CONTROL (DOMESTIC)				
	Call Out Charge	V	25.00	5.00	30.00
	(Call Out charges can be offset against the standard charges if a treatment is subsequently provided)				
	Rats (For 3 visits)	V	79.17	15.83	95.00
	Mice (For 3 visits)	V	79.17	15.83	95.00

Section Reference	Description of Fees & Charges	Service is VATABLE	APPENDIX 9(a)		
			LONDON BOROUGH OF ENFIELD		
			Environmental Services		
			CHARGES 2011/12		
			Basic	VAT@ 20%	Total
	Mice (Per Additional Visit)	V	25.00	5.00	30.00
	Cockroaches (For 2 visits)	V	100.00	20.00	120.00
	Cockroaches (Per Additional Visit)	V	25.00	5.00	30.00
	Fleas (for 1-3 rooms per visit) (plus £10 per room per visit)	V	79.17	15.83	95.00
	Squirrels (per 3 visits) - internal only where appropriate	V	79.17	15.83	95.00
	Pigeons and Feral Cats and other treatments and pests (NB this is at the Council's discretion)	V	79.17	15.83	95.00
	Pharaohs Ant Treatment (Per complete treatment)	V	120.83	24.17	145.00
	Cancelled/missed appointment visit (where customer/occupant/owner fails to keep specifically arranged appointment or cancelled with less than one working days notice)	V	25.00	5.00	30.00
	Bed Bug (ID & pre-visit only)	V	53.33	10.67	64.00
	Bed bug (per treatment for 2 rooms, maximum 2 visits)	V	120.83	24.17	145.00
	Bed bug (additional rooms charged at £50 each up to a maximum £150 total charge for additional rooms)	V	41.50	8.30	49.80
	Charge for Owner Occupiers on Benefit.	V	Same charge as above		
	Bed bug (additional beds charged at £10 per bed)	V	8.33	1.67	10.00
	Moths (Maximum of 3 visits)	V	100.00	20.00	120.00
	Household Beetles (Maximum 2 visits inclusive of survey 1 spray and ULV treatment)	V	118.33	23.67	142.00
	Proofing Treatments etc		Price on Application		
	Wasps (per treatment)	V	45.83	9.17	55.00
	Wasps (per extra nest)	V	8.33	1.67	10.00
	PEST CONTROL (DOMESTIC AND SMALL COMMERCIAL OUT OF BOROUGH)				
	Rats (Per treatment maximum 4 visits)	V	218.58	43.72	262.30
	Mice (Per treatment maximum 2 visits)	V	108.92	21.78	130.70
	Cockroach (Per treatment maximum 2 visits)	V	108.92	21.78	130.70
	Fleas (Per treatment maximum 1 visit)	V	108.92	21.78	130.70
	Wasps (Per treatment maximum 1 visit)	V	72.58	14.52	87.10
	Bed bugs (Per treatment maximum 2 visits including pre-visit)	V	181.42	36.28	217.70
	Bed bug (ID and pre-visit only)	V	54.00	10.80	64.80
	Bed bug (Per treatment maximum 1 visit. Only if Bed bug ID and pre-visit previously done)	V	127.58	25.52	153.10
	On-site ID/other/advice/extra visits (Per visit)	V	54.00	10.80	64.80
	Cancelled/missed appointment visit (where customer/occupant/owner fails to keep specifically arranged appointment or cancelled with less than one working days notice)	V	21.17	4.23	25.40
	PEST CONTROL (SMALL COMMERCIAL)	V	Price on Application		
	Rats (Per complete treatment)	V	Price on Application		
	Mice (Per complete treatment)	V	Price on Application		
	Insects (Per complete treatment)	V	Price on Application		
	Pigeons, Feral Cats and Squirrels and other treatments and pests Charge per hour (Min. 1 hour)	V	Price on Application		
	Pharaohs Ant Treatment (Per complete treatment)	V	Price on Application		

Section Reference	Description of Fees & Charges	Service is VATABLE	APPENDIX 9(a)		
			LONDON BOROUGH OF ENFIELD		
			Environmental Services		
			CHARGES 2011/12		
			Basic	VAT@ 20%	Total
	PEST CONTROL (LARGE OR COMPLEX COMMERCIAL AND CONTRACT WORK)		Price on Application		
	Additional charges will be added for actual costs of materials, equipment etc.	V	Price on Application		
	Rats	V	Price on Application		
	Basic charge per hour (minimum 1 hour)	V	Price on Application		
	Mice	V	Price on Application		
	Basic charge per hour (minimum 1 hour)	V	Price on Application		
	Insects	V	Price on Application		
	Basic charge per hour (minimum 1 hour)	V	Price on Application		
	Pigeons, Feral Cats and Squirrels and other treatments and pests	V	Price on Application		
	Basic charge per hour (minimum 1 hour)	V	Price on Application		
	Pharaohs Ant Treatment	V	Price on Application		
	Basic charge per hour (minimum 1 hour)	V	Price on Application		
20	FOOD CERTIFICATES				
	Certificate		73.00	0.00	73.00
	Additional Charge per certificate if physical examination is required		157.00	0.00	157.00
21	FOOD HYGIENE COURSES AND BASIC HEALTH AND SAFETY COURSES – INTERNAL				
	(i) BASIC HEALTH & SAFETY COURSES (include. materials & exam registration)				
	Total Fee per person		72.00	0.00	72.00
	(ii) FOOD HYGIENE COURSES (include materials & exam registration)				
	Total Fee per person		72.00	0.00	72.00
	(iii) Replacement Certificates		26.00	0.00	26.00
	(iv) Examination Certificates		21.00	0.00	21.00
22	FOOD HYGIENE COURSES AND BASIC HEALTH AND SAFETY TRAINING - OFF SITE				
	(i) BASIC HEALTH & SAFETY COURSES (include. materials & exam registration)				
	Per Course (No VAT applicable)		541.00	0.00	541.00
	Exam Registration charged by CIEH		0.00	0.00	0.00
	(ii) FOOD HYGIENE COURSES (include materials & exam registration)				
	Per Course (No VAT applicable)		415.00	0.00	415.00
	Exam Registration charged by CIEH		0.00	0.00	0.00
23	PUBLIC REGISTER COPIES				
	IPC Authorised Premises Provision of copies – per premise – per officer half hour or part thereof		21.00	0.00	21.00
	Food Safety Registration				
	Single entry		21.00	0.00	21.00

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			LONDON BOROUGH OF ENFIELD Environmental Services		
			CHARGES 2011/12		
			Basic	VAT@ 20%	Total
	One category of food premises		26.00	0.00	26.00
	Full Register		51.00	0.00	51.00
	Environmental Regulation of Industrial Plant		Price on Application		
	Notification of Cooling Towers register				
	Copy of full register		25.00	0.00	25.00
24	ENVIRONMENTAL CRIME UNIT				
	Daily Storage Fee in Pound – no fees set by the Highways Act		40.00	0.00	40.00
	Disposal Costs - no fees set by the Highways Act		70.00	0.00	70.00
	DVLA release fee within 24 hours		100.00	0.00	100.00
	DVLA release fee over 24 hours		200.00	0.00	200.00
	DVLA daily pound storage fees after 48 hours in Pound (In addition to the release fee)		21.00	0.00	21.00
	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.		160.00	0.00	160.00
	Fee for a formal complaint made in respect of high hedges and trees, under part 8 of the Anti-Social Behaviour Act 2003		357.00	0.00	357.00
25	LICENCES				
	A. ANIMAL BOARDING ESTABLISHMENT		348.00	0.00	348.00
	B. BREEDING OF DOGS		274.00	0.00	274.00
	C. DANGEROUS WILD ANIMALS		392.00	0.00	392.00
	D. PERFORMING ANIMALS				
	Registration		157.00	0.00	157.00
	Certification		44.00	0.00	44.00
	E. PET SHOPS		250.00	0.00	250.00
	F. STREET TRADING				
	Vans/Stalls		162.00	0.00	162.00
	Forecourt of shops and cafes/restaurants in designated areas		777.00	0.00	777.00
	G. OCCASIONAL SALES				
	Initial Application		312.00	0.00	312.00
	Subsequent Applications		157.00	0.00	157.00
	H. RIDING ESTABLISHMENTS		548.00	0.00	548.00
	I. SEX SHOPS		12,000.00	0.00	12000.00
	J. TABLES & CHAIRS				
	Up to 3 sq. m		193.00	0.00	193.00
	Between 3 and 10 sq. m		385.00	0.00	385.00
	Between 10 and 15 sq. m		770.00	0.00	770.00
	Between 15 and (maximum) 25 sq. m		1,530.00	0.00	1530.00
	K.Zoos				
	Notification of intention to apply for a zoo licence		102.00	0.00	102.00
	New application for a zoo licence		816.00	0.00	816.00
	Renewal of licence		510.00	0.00	510.00
	Transfer of licence		612.00	0.00	612.00
	Variation of a zoo licence		612.00	0.00	612.00
	(plus the costs of inspection where applicable)				

Section Reference	Description of Fees & Charges	Service is VATABLE	APPENDIX 9(a)		
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	<i>Italics denotes statutory fees</i>		LONDON BOROUGH OF ENFIELD Environmental Services		
			CHARGES 2011/12		
			Basic	VAT@ 20%	Total
	M. Pleasure Boats				
	Application for a boat hire licence		204.00	0.00	204.00
	Variation of a boat hire licence		102.00	0.00	102.00
	N. Hypnotism				
	Application for consent to conduct an exhibition, demonstration or performance of hypnotism		102.00	0.00	102.00
26	APPROVALS				
	CIVIL MARRIAGE VENUES - Inspection Fee (3 year approval)		676.00	0.00	676.00
	Registrars Inspection fee - C495		136.00	0.00	136.00
27	LICENSING ACT 2003 - FEES AND EXEMPTIONS (statutory fee VAT Exempt)				
A	FEES PAYABLE:				
	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:				
	RATEABLE VALUES		GRANT & VARIATION FEE PAYABLE	VAT	GRANT & VARIATION FEE PAYABLE
	No rateable value to £4,300		100.00	0.00	100.00
	£4,300 to £33,000		190.00	0.00	190.00
	£33,001 to £87,000		315.00	0.00	315.00
	£87,001 to £125,000		450.00	0.00	450.00
	£125,001 and above		635.00	0.00	635.00
	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:				
	RATEABLE VALUES		GRANT & VARIATION FEE PAYABLE	VAT	GRANT & VARIATION FEE PAYABLE
	£87,001 to £125,000		450.00	0.00	450.00
	£125,001 and above		1,270.00	0.00	1,270.00
	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:				

Section Reference	Description of Fees & Charges	Service is VATABLE	APPENDIX 9(a)		
			LONDON BOROUGH OF ENFIELD		
			Environmental Services		
			CHARGES 2011/12		
			Basic	VAT@ 20%	Total
	MAXIMUM NUMBER OF PERSONS		GRANT & VARIATION ADDITIONAL FEE	VAT	GRANT & VARIATION ADDITIONAL FEE
	5,000 to 9,999		1,000.00	0.00	1,000.00
	10,000 to 14,999		2,000.00	0.00	2,000.00
	15,000 to 19,999		4,000.00	0.00	4,000.00
	20,000 to 29,999		8,000.00	0.00	8,000.00
	30,000 to 39,999		16,000.00	0.00	16,000.00
	40,000 to 49,999		24,000.00	0.00	24,000.00
	50,000 to 59,999		32,000.00	0.00	32,000.00
	60,000 to 69,999		40,000.00	0.00	40,000.00
	70,000 to 79,999		48,000.00	0.00	48,000.00
	80,000 to 89,999		56,000.00	0.00	56,000.00
	90,000 and over		64,000.00	0.00	64,000.00
	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:				
	RATEABLE VALUES		ANNUAL FEE PAYABLE	VAT	ANNUAL FEE PAYABLE
	No rateable value to £4,300		70.00	0.00	70.00
	£4,300 to £33,000		180.00	0.00	180.00
	£33,001 to £87,000		295.00	0.00	295.00
	£87,001 to £125,000		320.00	0.00	320.00
	£125,001 and above		350.00	0.00	350.00
	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:				
	RATEABLE VALUES		ANNUAL ADDITIONAL FEE	VAT	ANNUAL ADDITIONAL FEE
	£87,001 to £125,000		640.00	0.00	640.00
	£125,001 and above		1,050.00	0.00	1050.00
	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:				
	MAXIMUM NUMBER OF PERSONS		ANNUAL ADDITIONAL FEE	VAT	ANNUAL ADDITIONAL FEE
	5,000 to 9,999		500.00	0.00	500.00
	10,000 to 14,999		1,000.00	0.00	1000.00
	15,000 to 19,999		2,000.00	0.00	2000.00
	20,000 to 29,999		4,000.00	0.00	4000.00

Section Reference	Description of Fees & Charges	Service is VATABLE	APPENDIX 9(a)		
			LONDON BOROUGH OF ENFIELD		
			Environmental Services		
			CHARGES 2011/12		
			Basic	VAT@ 20%	Total
	<i>Notice of interim authority following death etc of the premises licence holder</i>		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
	<i>Notification of change of name or alteration of rules of club</i>		10.50	0.00	10.50
	<i>Notification of change of relevant registered address of the club</i>		10.50	0.00	10.50
	<i>Application for temporary event notice</i>		21.00	0.00	21.00
	<i>Notification of theft, loss, etc of temporary event notice</i>		10.50	0.00	10.50
	<i>Application for grant or renewal of a personal licence</i>		37.00	0.00	37.00
	<i>Notification of theft, loss, etc of personal licence</i>		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
	<i>Notification of right of freeholder to be notified of licensing matters</i>		21.00	0.00	21.00
28	SPECIAL TREATMENT LICENCE FEES & EXEMPTIONS ANNUAL LICENCES				
	GROUP A				
	Establishments that offer invasive and high risk procedures such as lasers, electrolysis, tattooing, body piercing, body message. The treatments are:				
	Anthroposphical 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)				

Section Reference	Description of Fees & Charges	Service is VATABLE	APPENDIX 9(a)		
			LONDON BOROUGH OF ENFIELD		
			Environmental Services		
			CHARGES 2011/12		
			Basic	VAT@ 20%	Total
	Osteopathy				
	Sclerotherapy				
	Acupuncture				
	Micropigmentation				
	Beading				
	Bio Skin Jetting				
	Namripad Allergy Elimination Technique				
	Body Piercing				
	Electrolysis				
	Tattoo Removal				
	Korean Hand Therapy				
	Tattooing				
	NEW LICENCES		618.00	0.00	618.00
	RENEWALS		463.00	0.00	463.00
	VARIATIONS		309.00	0.00	309.00
	TRANSFER		232.00	0.00	232.00
	OCCASIONAL LICENCE		309.00	0.00	309.00
	GROUP 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				
	Flootation Tank				
	Galvanism				
	Ultra Sonic				
	High Frequency				
	Ultra Violet Tanning				
	Trichology				
	NEW LICENCES		463.00	0.00	463.00
	RENEWALS		360.00	0.00	360.00
	VARIATIONS		205.00	0.00	205.00
	TRANSFER		129.00	0.00	129.00
	OCCASIONAL LICENCE		232.00	0.00	232.00

Section Reference	Description of Fees & Charges	Service is VATABLE	APPENDIX 9(a)		
			LONDON BOROUGH OF ENFIELD		
			Environmental Services		
			CHARGES 2011/12		
			Basic	VAT@ 20%	Total
	GROUP C				
	Establishments that offer manicures, pedicures, nail extensions and/or ear piercing only. The treatments are:				
	Nail Extensions				
	Pedicure				
	Manicure				
	Ear Piercing				
	NEW LICENCES		309.00	0.00	309.00
	RENEWALS		258.00	0.00	258.00
	VARIATIONS		180.00	0.00	180.00
	TRANSFER		77.00	0.00	77.00
	OCCASIONAL LICENCE		155.00	0.00	155.00
	REPLACEMENT COPY OF LICENCE		26.00	0.00	26.00
29	MOTOR SALVAGE OPERATORS				
	Sole Trader		136.00	0.00	136.00
	Limited Company (one director)		136.00	0.00	136.00
	Partnership		136.00	0.00	136.00
	Additional fee for second & subsequent partners		49.50	0.00	49.50
	Limited Company (multi – director)		136.00	0.00	136.00
	Additional fee for second & subsequent director		49.50	0.00	49.50
	Certified copy of Register Entry		36.00	0.00	36.00
30	WEIGHTS AND MEASURES FEES				
	(Where hourly rates are quoted, these are computed up to the nearest half hour.)				
	<u>Fees for the purpose of Section II(5) of the Weights and Measures Act 1985 & EEC Measuring Instrument (Fees) (as amended)</u>				
	(A) SPECIAL WEIGHING AND MEASURING				
	The charges for examining, adjusting, testing, certifying, stamping, authorising or reporting on special weighing or measuring equipment be based upon £91.00 per officer hour or part hour at the place where the service is provided. Such types of equipment specifically excluded from tables (C) to (G) below include:		91.00 per hour or part hour	0.00	91.00 per hour or part hour
	(i) Automatic or totalising weighing machines				
	(ii) Equipment designed to weigh loads in motion				
	(iii) Bulk fuel measuring equipment tested following a Regulation 65 or 66 occurrence				
	(iv) Weighing or measuring equipment tested by means of statistical sampling				
	((v) The establishment of calibration curves for templets				
	(vi) Templets graduated in millilitres				

Section Reference	Description of Fees & Charges	Service is VATABLE	APPENDIX 9(a)		
			Basic	VAT@ 20%	Total
	<i>Italics denotes statutory fees</i>		LONDON BOROUGH OF ENFIELD Environmental Services		
			CHARGES 2011/12		
	*Where an instrument exceeds 500kg, the fee will be £91.00 per officer hour or part hour plus the cost of hiring the test unit where applicable		91.00	0.00	91.00
	(F) MEASURING INSTRUMENTS FOR INTOXICATING LIQUOR				
	(i) Not exceeding 150ml.		22.00	0.00	22.00
	(ii) Other		39.00	0.00	39.00
	(G) MEASURING INSTRUMENTS FOR LIQUID FUEL AND LUBRICANTS				
	(i) Container type (unsubdivided)		85.00	0.00	85.00
	(ii) Other types – single outlets		123.00	0.00	123.00
	(iii) Other types – multi outlets		For flowmeters submitted for test at the same site on the same day there will be a charge of £53 with an additional fee of £64 per meter tested		
	(iv) A charge to cover any additional costs involved in testing ancillary equipment which requires additional testing on site, such as credit card acceptors, be based upon the basic fee given above plus additional costs at the rate of £91.00 per officer hour		91.00 per hour		91.00 per hour
	<u>CALIBRATION AND CERTIFICATION FEES FOR THE PURPOSE OF SECTION 74 OF THE WEIGHTS AND MEASURES ACT 1985.</u>				
	For weights submitted at the same time and on the same order there will be a fee of £64.00 + VAT charged, added to which will be the fee per weight tested as in the table below:	V	64.00	12.80	76.80
	Weights				
	Up to 500g – tolerance M!/M2)	V	9.00	1.80	10.80
	Stated value	V	14.00	2.80	16.80
	(ii) 1kg to 5kg – tolerance M!/M2)	V	9.00	1.80	10.80
	Stated value	V	14.00	2.80	16.80
	(iii) 10kg to 25kg – tolerance M!/M2)	V	12.00	2.40	14.40
	Stated value	V	19.00	3.80	22.80
	Adjustment – (per weight)	V	10.00	2.00	12.00
	ID marking – (per weight)	V	3.00	0.60	3.60
	MEASURES				
	(NB: These fees are subject to VAT at the standard rate).				
	For measures submitted at the same time and on the same order there will be a fee of £64.00+VAT charged added to which will be the fee per measure tested as in the table below:	V	64.00	12.80	76.80
	(i) Linear measures not exceeding 1m	V	29.00	5.80	34.80
	(ii) Capacity measures not exceeding 2L without subdivisions	V	29.00	5.80	34.80
	(iii) Capacity measures not exceeding 2L with subdivisions	V	15.00	3.00	18.00

Section Reference	Description of Fees & Charges	Service is VATABLE	APPENDIX 9(a)		
			LONDON BOROUGH OF ENFIELD Environmental Services		
			CHARGES 2011/12		
			Basic	VAT@ 20%	Total
	For each additional graduation	V	15.00	3.00	18.00
	All other measurements and tests be based upon one officer hour or part hour	V	94.00	18.80	112.80
	A further discount of up to 10% may be available for bulk orders with the agreement of the Head of Trading Standards.				
	Where a collection, delivery, courier or postal service is requested by the customer a 10% administration charge/arrangement fee will be added to the cost of collection, delivery, courier or postal charge.				
31	POISONS ACT 1972				
	Type of Licence				
	Initial Registration		50.00	0.00	50.00
	Alteration of List		20.00	0.00	20.00
	Retention of Name on List		50.00	0.00	50.00
32	GREATER LONDON (GENERAL POWERS ACT)				
	Registration to hold sales by competitive bidding		267.00	0.00	267.00
	Exemption from registration		88.00	0.00	88.00
33	LICENSING OF STORES AND REGISTRATION OF PREMISES FOR THE KEEPING OF EXPLOSIVES (STATUTORY FEES)				
	Licence		178.00	0.00	178.00
	Licence renewal		83.00	0.00	83.00
	Registration		105.00	0.00	105.00
	Registration renewal		52.00	0.00	52.00
	Amending name of licensee or address of site		35.00	0.00	35.00
	Any kind of variation		Reasonable cost of the work done by the licensing authority		
	Transfer of licence or registration		34.00	0.00	34.00
	Replacement licence document		34.00	0.00	34.00
	All year Fireworks supply licence		510.00	0.00	510.00
34	CESSPOOL EMPTYING				
	- Domestic Properties (No VAT)				
	Normal time per hour	V	Price on Application		
	Call out (time and ½ rates)	V	Price on Application		
	Sundays, Bank Holidays or after Midnight	V	Price on Application		
	Thames Water disposal charge to be added to above rates.				
35	COMMERCIAL WASTE SERVICES				
	Part 2 Report				

Section Reference	Description of Fees & Charges	Service is VATABLE	APPENDIX 9(a)		
			Basic	VAT@ 20%	Total
	<i>Italics denotes statutory fees</i>		LONDON BOROUGH OF ENFIELD Environmental Services		
			CHARGES 2011/12		
			Basic	VAT@ 20%	Total
36	SCHEDULE 2 CLINICAL WASTE COLLECTION				
	Roll of 13 Clinical Waste Sacks		54.00	0.00	54.00
	Sharps Bins – 1 litre		4.30	0.00	4.30
37	DOMESTIC COLLECTIONS				
	N.B. Domestic Bin Hire/Collection is Non Business - ie no VAT to be charged				
	Special Bulky Waste Collections				
	Bulky waste collection in 12 months				
	1st Bulky waste collection up to six items (or 15 Sacks)		25.00	0.00	25.00
	2nd collection in 12 months of up to six items		50.00	0.00	50.00
	3rd collection in 12 months of up to six items		75.00	0.00	75.00
	4th collection in 12 months of up to six items		100.00	0.00	100.00
	5th and any subsequent collection within 12 months of up to six items		100.00	0.00	100.00
	Additional charge for non standard sized items		50.00	0.00	50.00
	GREEN WASTE BIN (per extra bin)		34.10	0.00	34.10
38	GAMBLING ACT 2005				
	<i>FEES AND EXEMPTIONS (VAT exempt)</i>				
	<i>NB Fee capped by Government</i>				
	New Applications				
	<i>Bingo</i>		3,500.00	0.00	3500.00
	<i>Betting Shop</i>		3,000.00	0.00	3000.00
	<i>Adult Gaming Centre</i>		2,000.00	0.00	2000.00
	<i>Track</i>		2,500.00	0.00	2500.00
	<i>Family Entertainment Centre</i>		2,000.00	0.00	2000.00
	<i>New Applications - where provisional statement already issued</i>				
	<i>Bingo</i>		1,200.00	0.00	1200.00
	<i>Betting Shop</i>		1,250.00	0.00	1250.00
	<i>Adult Gaming Centre</i>		1,200.00	0.00	1200.00
	<i>Track</i>		950.00	0.00	950.00
	<i>Family Entertainment Centre</i>		950.00	0.00	950.00
	Provisional Statement Applications				
	<i>Bingo</i>		3,500.00	0.00	3500.00
	<i>Betting Shop</i>		3,000.00	0.00	3000.00
	<i>Adult Gaming Centre</i>		2,000.00	0.00	2000.00
	<i>Track</i>		2,500.00	0.00	2500.00
	<i>Family Entertainment Centre</i>		2,000.00	0.00	2000.00
	Transfer Applications		0.00	0.00	
	<i>Bingo</i>		1,200.00	0.00	1200.00
	<i>Betting Shop</i>		1,200.00	0.00	1200.00
	<i>Adult Gaming Centre</i>		1,200.00	0.00	1200.00
	<i>Track</i>		950.00	0.00	950.00
	<i>Family Entertainment Centre</i>		950.00	0.00	950.00

Section Reference	Description of Fees & Charges	Service is VATABLE	APPENDIX 9(a)		
			LONDON BOROUGH OF ENFIELD		
			Environmental Services		
			CHARGES 2011/12		
			Basic	VAT@ 20%	Total
	Reinstatement Applications				
	<i>Bingo</i>		1,200.00	0.00	1200.00
	<i>Betting Shop</i>		1,200.00	0.00	1200.00
	<i>Adult Gaming Centre</i>		1,200.00	0.00	1200.00
	<i>Track</i>		950.00	0.00	950.00
	<i>Family Entertainment Centre</i>		950.00	0.00	950.00
	Variation Applications				
	<i>Bingo</i>		1,750.00	0.00	1750.00
	<i>Betting Shop</i>		1,500.00	0.00	1500.00
	<i>Adult Gaming Centre</i>		1,000.00	0.00	1000.00
	<i>Track</i>		1,250.00	0.00	1250.00
	<i>Family Entertainment Centre</i>		1,000.00	0.00	1000.00
	Annual Fees				
	<i>Bingo</i>		870.00	0.00	870.00
	<i>Betting Shop</i>		470.00	0.00	470.00
	<i>Adult Gaming Centre</i>		840.00	0.00	840.00
	<i>Track</i>		1,000.00	0.00	1000.00
	<i>Family Entertainment Centre</i>		750.00	0.00	750.00
	<i>Notification of Change of Circumstances</i>		37.00	0.00	37.00
	<i>Request for copy of Premises Licence</i>		25.00	0.00	25.00
	GAMBLING ACT 2005 - FEES AND EXEMPTIONS (STATUTORY FEE VAT exempt)				
	Alcohol Licensed Premises Gaming Machine Permit Fees				
	<i>New</i>		150.00	0.00	150.00
	<i>New Existing S34 Permit holder (more than 2 machines)</i>		100.00	0.00	100.00
	<i>Variation of information on permit e.g. number of machines</i>		100.00	0.00	100.00
	<i>Notification of 2 machines or less (new & existing)</i>		50.00	0.00	50.00
	<i>Transfer - If transfer of Premises Licence to sell alcohol granted</i>		25.00	0.00	25.00
	<i>Name change ie new married name etc.</i>		25.00	0.00	25.00
	<i>Replacement permit</i>		15.00	0.00	15.00
	<i>Annual fee (payable by premises with three or more machines)</i>		50.00	0.00	50.00
	Club Gaming & Club Gaming Machine Permit Fees				
	<i>New</i>		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
	<i>New (fast track) holder of Club Premises Certificate under Licensing Act 2003</i>		100.00	0.00	100.00
	<i>Renewal</i>		100.00	0.00	100.00
	<i>Variation</i>		100.00	0.00	100.00
	<i>Replacement permit</i>		15.00	0.00	15.00
	<i>Annual fee</i>		50.00	0.00	50.00

Section Reference	Description of Fees & Charges	Service is VATABLE	APPENDIX 9(a)		
			Basic	VAT@ 20%	Total
	<i>Italics denotes statutory fees</i>				
			LONDON BOROUGH OF ENFIELD		
			Environmental Services		
			CHARGES 2011/12		
			Basic	VAT@ 20%	Total
	<i>Unlicensed Family Entertainment Centre Gaming Machine Permit Fees</i>				
	<i>New</i>		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
	<i>Renewal</i>		300.00	0.00	300.00
	<i>Change of Name</i>		25.00	0.00	25.00
	<i>Replacement permit</i>		15.00	0.00	15.00
	Prize Gaming Permit Fees				
	<i>New</i>		300.00	0.00	300.00
	<i>New Existing Section 16 Lotteries & Amusement Act 1976 Permit holder</i>		100.00	0.00	100.00
	<i>Renewal (every 10 years)</i>		300.00	0.00	300.00
	<i>Change of name</i>		25.00	0.00	25.00
	<i>Replacement permit</i>		15.00	0.00	15.00
	<i>Temporary Use Notice</i>		250.00	0.00	250.00
	<i>Small Society Lotteries</i>				
	<i>New</i>		40.00	0.00	40.00
	<i>Annual fee</i>		20.00	0.00	20.00
39	STREET CLEANING				
39a	Flytip removals from private land				
	Flytip removals from private land - small items - first hour only	V	99.67	19.93	119.60
	Flytip removals from private land - large items - first hour only	V	140.42	28.08	168.50
	Area cleansing - Deep clean, clearance and/or tidy - first hour only	V	99.67	19.93	119.60
	Admin Charge (charge shall apply per job request)	V	47.00	9.40	56.40
39b	Removal of Supermarket Trolleys				
	Removal of abandoned trolley from land (including admin charge)	V	60.00	12.00	72.00
	Storage rate per day after the first date of notice (maximum 6 weeks before automatic disposal)	V	4.25	0.85	5.10
	Removal, Storage (for a maximum of 6 week period) and Disposal cost	V	210.00	42.00	252.00
40	PRE-APPLICATION CHARGING SCHEME				
	Initial Assessment for all the below (up to 15 minutes)		FREE		FREE
	Category A proposals (significant developments) - 25 or more dwellings / 2000 m2 of commercial floor space	V	2,616.67	523.33	3140.00
	Category B proposals (schemes that are of lesser scale but fall within the Government's category for major development) - 10 - 24 dwelling units / 1000 - 2000 m2 of commercial floor space	V	1,304.17	260.83	1565.00
	Category C proposal - 2-9 new residential units or 100-999m2 of commercial floor space	V	575.00	115.00	690.00

Section Reference	Description of Fees & Charges	Service is VATABLE	APPENDIX 9(a)		
			LONDON BOROUGH OF ENFIELD		
			Environmental Services		
			CHARGES 2011/12		
			Basic	VAT@ 20%	Total
	Additional Specialist Advice (per hour)	V	94.17	18.83	113.00
	<u>Follow up Meetings - charged at half the fee of initial meeting</u>				
	Category A proposals (significant developments)	V	1,308.33	261.67	1570.00
	Category B proposals (schemes that are of lesser scale but fall within the Government's category for major development)	V	652.08	130.42	782.50
	Category C proposal - 2-9 new residential units or 100-999m2 of commercial floor space	V	287.50	57.50	345.00
	Schemes of significant magnitude that require a series of development team meetings		Fee to be agreed between the Council and the developer based on the programme of work.		
41	COMMERCIAL WASTE RECYCLING				
	Part 2 Report				
42	TRANSPORTATION PLANNING				
	Monitoring outputs of travel plans secured by S106 Obligations		3,160.00	0.00	3160.00
43	SAFETY CERTIFICATES FOR SPORTS GROUNDS				
	Sports Grounds:				
	Application for a sport ground safety certificate		1,020.00	0.00	1020.00
	Application to change a safety certificate for a sports ground		816.00	0.00	816.00
	Regulated Stands at sports grounds:				
	Application to certify a regulated stand at a sports ground		510.00	0.00	510.00
	Application to change a safety certificate for a regulated stand at a sports ground		306.00	0.00	306.00
44	ENVIRONMENTAL PERMITTING (PPC)				
	<i>Statutory fee (set by DEFRA)</i>				
44a	LAPPC Application Fees:				
	Application for an environmental permit part B - Standard Activities		1,579.00	0.00	1579.00
	Additional Fee for operating without a permit		1,137.00	0.00	1137.00
	PVRI, SWOB and Dry Cleaners Reduced Fee Activities		148.00	0.00	148.00
	PVRI & II Combined		246.00	0.00	246.00
	VRs and Other Reduced Fee Activities		346.00	0.00	346.00
	Mobile screening and crushing plant		1,579.00	0.00	1579.00
45	PARKS AND OUTDOOR FACILITIES				
	Charges marked ** do not include VAT, which will be added in certain circumstances in accordance with VAT Regulations				
	Public Liability Insurance is not included in these charges.				
	IN COMMEMORATION				
	Sponsor the planting of a tree	V	143.33	28.67	172.00
	Bench or Tree plaque & Fixing	V	100.00	20.00	120.00

Section Reference	Description of Fees & Charges	Service is VATABLE	APPENDIX 9(a)		
			LONDON BOROUGH OF ENFIELD		
			Environmental Services		
			CHARGES 2011/12		
			Basic	VAT@ 20%	Total
	Memorial Bench	V	616.67	123.33	740.00
	CRICKET **				
	<u>Season bookings can be made for 10 or 20 matches</u>				
	Grade 1 - Saturdays (10 Matches)		500.00	0.00	500.00
	Grade 1 - Sundays (10 Matches)		550.00	0.00	550.00
	Grade 2 - Saturdays or Sundays (10 Matches)		425.00	0.00	425.00
	Casual matches, per day				
	Grade 1	V	58.33	11.67	70.00
	Grade 2	V	45.83	9.17	55.00
	BASEBALL – Enfield Playing Fields				
	Grade 1 (inc changing rooms & showers) Sat or Sun per session	V	28.75	5.75	34.50
	FISHING (15 June - 15 March)				
	Grovelands Park & Trent CountryPark				
	Licensed adult, per day	V	4.83	0.97	5.80
	Licensed junior, per day	V	2.83	0.57	3.40
	Season Ticket - adult	V	39.93	7.99	47.92
	Season Ticket - junior	V	24.31	4.86	29.17
	FOOTBALL / GAELIC FOOTBALL / RUGBY **				
	<u>Season bookings can be made for 16 or 32 games</u>				
	SENIOR				
	Grade 1 - Saturdays (16 games)		626.00	0.00	626.00
	Grade 1 - Sundays (16 games)		723.00	0.00	723.00
	Grade 2 - Saturdays (16 games)		400.00	0.00	400.00
	Grade 2 - Sundays (16 games)		400.00	0.00	400.00
	Casual matches, per match				
	Grade 1 Saturday	V	68.33	13.67	82.00
	Grade 2 Saturday	V	50.00	10.00	60.00
	JUNIOR				
	Grade 2 - Saturdays or Sundays (16 games)		200.00	0.00	200.00
	Casual matches, per match				
	Grade 2	V	25.00	5.00	30.00
	Mini-Soccer				
	Every Saturday or Sunday (32 Matches)		295.00	0.00	295.00
	Casual, per match	V	12.92	2.58	15.50
	5-a-side Football, per pitch, casual	V	10.83	2.17	13.00
	Floodlit Training - Henry Barrass Stadium, per hour				
	available Mon/Tues/Wed/Thurs 6-9pm for 32 games		752.00	0.00	752.00
	GOLF WHITEWEBBS				

Section Reference	Description of Fees & Charges	Service is VATABLE	APPENDIX 9(a)		
			LONDON BOROUGH OF ENFIELD		
			Environmental Services		
			CHARGES 2011/12		
			Basic	VAT@ 20%	Total
	Golf Card: Adults only				
	7 day Season	V	61.42	12.28	73.70
	5 day Season	V	43.83	8.77	52.60
	Weekday per round discount for Golf card holders (5 day season)	V	2.67	0.53	3.20
	Weekend & public holidays per round discount for Golf card holder (7 day season only)	V	2.25	0.45	2.70
	Maximum total payment (7 day season)	V			
	Maximum total payment (5 day season)	V			
	Annual Season Tickets:				
	7 Days play	V	500.00	100.00	600.00
	5 Days play excluding week-ends	V	330.00	66.00	396.00
	Green fees:				
	Standard weekday (Adults)	V	13.58	2.72	16.30
	Standard weekend (Adults)	V	17.08	3.42	20.50
	Weekend off peak ticket (variable times through year)	V	13.58	2.72	16.30
	Juniors weekday	V	5.25	1.05	6.30
	Juniors weekend (variable times throughout year)	V	6.25	1.25	7.50
	Twilight ticket (2pm GMT 4pm BST)	V			
	60+ Monday to Thursday	V			
	Super Twilight ticket 2 hours before dusk(BST)	V			
	Golf Lessons				
	Adult per half hour	V	14.17	2.83	17.00
	Adult per 60 mins	V	21.67	4.33	26.00
	Up to 3 adults sessions per half hour	V	38.33	7.67	46.00
	Up to 3 adults sessions per 60 mins	V	60.00	12.00	72.00
	Up to 5 adults sessions per half hour	V	62.50	12.50	75.00
	Up to 5 adults sessions per 60 mins	V	95.83	19.17	115.00
	Equipment Hire				
	Buggy Hire	V	14.17	2.83	17.00
	Buggy Hire 9 holes	V	7.08	1.42	8.50
	Trolley hire - 18 holes	V	2.67	0.53	3.20
	Club hire - 18 holes (13 clubs)	V	6.17	1.23	7.40
	Early bird weekends only	v	13.17	2.63	15.80
	Golf Society Days				
	Spoon	V	30.83	6.17	37.00
	Brassie	V	25.42	5.08	30.50
	Mashie	V	23.75	4.75	28.50
	Niblick	V	20.83	4.17	25.00
	NETBALL**				
	Adult Teams per court, per hour (incl changing rooms & showers)	V	11.00	2.20	13.20
	Junior Teams per court, per hour (incl changing rooms & showers)	V	7.50	1.50	9.00
	PUTTING (Grovelands Park)				

Section Reference	Description of Fees & Charges	Service is VATABLE	APPENDIX 9(a)		
			Basic	VAT@ 20%	Total
	<i>Italics denotes statutory fees</i>				
			LONDON BOROUGH OF ENFIELD		
			Environmental Services		
			CHARGES 2011/12		
	Per person per round, adult		Free		Free
	Per person per round, junior		Free		Free
	60+ (Mon-Fri) per round		Free		Free
	Putter and Ball		Free		Free
	ROUNDERS				
	Per match (all Parks sites)	V	10.00	2.00	12.00
	ATHLETIC TRACK-QEII				
	Per hour (Mon- Friday)	V	25.00	5.00	30.00
	HIRE OF PITCHES FOR SCHOOLS				
	(the charges are normally VATable but the supply to LBE maintained schools is outside the scope of VAT)				
	FOOTBALL				
	Junior Pitch	V	8.33	1.67	10.00
	Senior Pitch	V	19.58	3.92	23.50
	NETBALL	V	6.67	1.33	8.00
	ROUNDERS	V	5.00	1.00	6.00
	RUGBY				
	Senior Pitch	V	19.17	3.83	23.00
	Althletics				
	Per hour (Mon- Friday)	V	25.00	5.00	30.00
46	ALLOTMENTS				
	These charges require 1 year notice to allotment plot holders, therefore the proposed charges in this schedule relate to 2013/14. Allotment charges for 2012/13 were agreed at Full Council meeting in March 2011. They are shown below for the purpose of comparison.		AGREED CHARGES FOR 2012/13		
			Basic	VAT@ 20%	Total
	Residents:				
	Note: A standard Grade A full size plot of 250 square metres (10 Pole)		85.00	0.00	85.00
	Grade A, 25 sq metres (per pole)		8.50	0.00	8.50
	Grade B, 25 sq metres (per pole)		5.50	0.00	5.50
	Concessionary rate - age concession/low inc/unemployed (Enfield Residents only from 1 April 2012)		25% Reduction above		
	Water charge per pole		1.20	0.00	1.20
	Shed rentals		19.00	0.00	19.00
	Key deposits		5.00	0.00	5.00
	Plot deposit		15.00	0.00	15.00
	Non-Enfield Residents Concession withdrawn from 1 April 2012. Full rate will apply.				
	Note: A standard Grade A full size plot of 250 square metres (10 Pole)		105.00	0.00	105.00
	Grade A, 25 sq metres (per pole)		10.50	0.00	10.50

Section Reference	Description of Fees & Charges	Service is VATABLE	APPENDIX 9(a)		
			LONDON BOROUGH OF ENFIELD Environmental Services		
			CHARGES 2011/12		
			Basic	VAT@ 20%	Total
	Grade B, 25 sq metres (per pole)		7.50	0.00	7.50
	Water charge per pole		1.70	0.00	1.70
	Shed rentals		22.00	0.00	22.00
	Key deposits		5.00	0.00	5.00
	Plot deposit		15.00	0.00	15.00
47	CEMETERY CHARGES				
	The service is non-business for VAT where marked * i.e. no VAT to be charged.				
	INTERMENT FEES				
	RESIDENTS				
	0-2 years			Waived	
	3-12 years		77.00	0.00	77.00
	Over 12 years		405.00	0.00	405.00
	NON RESIDENTS				
	0-12 years		231.00	0.00	231.00
	Over 12 years		1,215.00	0.00	1215.00
	DIGGING FEES				
	Depth:				
	6'0" (Aged 2 years and under - fee waived for residents only)		420.00	0.00	420.00
	7'6"		495.00	0.00	500.00
	9'0"		675.00	0.00	680.00
	10'6"		755.00	0.00	760.00
	12'0"		830.00	0.00	830.00
	14'0"		1,010.00	0.00	1010.00
	Caskets(Extra)		200.00	0.00	200.00
	SCATTERING OF CREMATED REMAINS ON		37.00	0.00	37.00
	BURIAL OF CREMATED REMAINS IN GRAVES		195.00	0.00	195.00
	BURIAL OF CREMATED REMAINS IN COFFIN		115.00	0.00	115.00
	CHAPEL(per half hour)		85.00	0.00	85.00
	GREEN BURIALS				
	TREE PLANTING ASSOCIATED WITH GREEN			As for Grave digging At cost	
	ABOVE CHARGES FOR NON RESIDENTS			Treble fee	
	Except in cases where the deceased person meets one of the following criteria. Criterion 1 - where there is a substantial residence in the Borough of not less than 10 years on the part of the Deceased and that they have moved away from the Borough not more than 10 years before date of death. Criterion 2 - where the deceased was the registered owner of the grave.			Exception applies - See note	
	PRIVATE GRAVES (exclusive right of burial 100 years) (Charge includes £39.00 for Grave Deed)				

Section Reference	Description of Fees & Charges	Service is VATABLE	APPENDIX 9(a)		
			LONDON BOROUGH OF ENFIELD		
			Environmental Services		
CHARGES 2011/12					
			Basic	VAT@ 20%	Total
	Buyback of Unused Traditional Graves		80% of current market value		
	Baby Graves		315.00	0.00	315.00
	Traditional Grave 6' 6" x 2' 6"		N/A		N/A
	Lawn Grave (including base)		1,400.00	0.00	1400.00
	MAINTENANCE on traditional graves				
	Tidying p.a. 6'6" x 2'6"	V	84.58	16.92	101.50
	Tidying p.a. 9'0" x 4'0"	V	129.17	25.83	155.00
	Planting twice 6'6" x 2'6"	V	156.25	31.25	187.50
	Planting twice 9'0" x 4'0"	V	225.83	45.17	271.00
	MEMORIAL permit fees [Includes Replacement Memorials]				
	Up to 3'0" with headstone only		140.00	0.00	140.00
	Kerbs only		140.00	0.00	140.00
	Up to 3'0" with headstone and kerb		210.00	0.00	210.00
	3'0" to 6'6" with headstone and kerb		310.00	0.00	310.00
	Up to 9'0"		615.00	0.00	615.00
	Inscription fee		50.00	0.00	50.00
	Headstone and kerb for baby grave		1/2 above rates		
	EXHUMATION				
	Pricing is specific to individual grave.		Special charge		
	COPY OF GRAVE DEED		37.00	0.00	37.00
	REGISTRATION OF TRANSFER OF RIGHTS		37.00	0.00	37.00
	SEARCH FEE PER ENTRY	V	8.33	1.67	10.00
	GARDENS OF REMEMBRANCE				
	Scattering of cremated remains:				
	- resident		79.00	0.00	79.00
	- non-resident		Treble fee		Treble fee
	Plaque	V	225.00	45.00	270.00
	Burial of cremated remains:				
	- resident		300.00	0.00	300.00
	- non-resident		Treble fee		Treble fee
	The Book of Remembrance:				
	2 line entry	V	135.83	27.17	163.00
	5 line entry	V	191.67	38.33	230.00
	5 line entry with emblem	V	365.83	73.17	439.00
	Remembrance card:				
	2 line entry	V	80.83	16.17	97.00
	5 line entry	V	110.83	22.17	133.00
	5 line entry with emblem	V	285.00	57.00	342.00
	GARDENS OF REST				
	Exclusive Right of Burial site fee [50 years]		440.00	0.00	440.00

Section Reference	Description of Fees & Charges	Service is VATABLE	APPENDIX 9(a)		
			LONDON BOROUGH OF ENFIELD Environmental Services		
<i>Italics denotes statutory fees</i>			CHARGES 2011/12		
			Basic	VAT@ 20%	Total
	Memorials		79.00	0.00	79.00
	Inscription fee		50.00	0.00	50.00
	Interment fees				
	- resident		210.00	0.00	210.00
	- non resident		Treble fee		Treble fee
	Reservation Fee		160.00	0.00	160.00
	Extension of Lease - 5 years		115.00	0.00	115.00
	COMMON GRAVES				
	Contribution towards headstone	V	49.17	9.83	59.00
	Remove / replace headstone		69.00	0.00	69.00
	Remove / replace monument		195.00	0.00	195.00
	Boards	V	54.17	10.83	65.00
	Concrete slab	V	104.17	20.83	125.00

Section Reference	Description of Fees & Charges	Service is VATABLE	APPENDIX 9(b)		
			LONDON BOROUGH OF ENFIELD		
			Environmental Services		
			PROPOSED CHARGES 2012/13		
			Basic	VAT@ 20%	Total
1	GIS MAPPING				
	Indexed Street Map – booklet		2.20	0.00	2.20
	1:1250 OS Map Return Scheme (6 copies)	V	32.92	6.58	39.50
	Colour Copying - A4		2.20	0.00	2.20
	Colour Copying - A3		3.50	0.00	3.50
	Colour Copying - A2		4.60	0.00	4.60
	Colour Copying - A1		9.50	0.00	9.50
	Colour Copying - A0		17.90	0.00	17.90
	Colour Copying - A1/A0 Glossy Paper		40.00	0.00	40.00
	GIS Plot A3/A4 - Internal only (copyright restriction on external sales)		4.50	0.00	4.50
2	STREET NAMING & NUMBERING				
	List of streets, places & footpaths in LBE (LSPF - Alphabetical Street Index) on hard copy or CD		45.00	0.00	45.00
	Amendments to the LSPF (annual charge)		50.50	0.00	50.50
	Post & Packing		3.70	0.00	3.70
	Numbering New Residential & Commercial Units – per unit		100.00	0.00	100.00
	Naming a Street – per street		263.00	0.00	263.00
	Naming a Block – per block		142.00	0.00	142.00
3	PROVISION OF INFORMATION				
3a	PROVISION OF INFORMATION (External)				
	Per half hour or part thereof – Technical Support Staff - GIS		24.20	0.00	24.20
3b	PROVISION OF INFORMATION (Internal)				
	Mapping Work per Hour		33.70	0.00	33.70
	1/2 day Mapinfo Training (up to 3 people)		236.70	0.00	236.70
3c	ADOPTED ROAD ENQUIRIES:				
	Up to 3 Questions		22.50	0.00	22.50
	3 or more Questions		45.00	0.00	45.00
4	PROVISION OF PLANNING / BUILDING CONTROL INFORMATION				
4a	COPYING / SCANNING				
	A4 Sheet (includes VAT at standard rate)	V	4.42	0.88	5.30
	Extra Copy (includes VAT at standard rate)	V	0.42	0.08	0.50
	A3 Sheet		5.60	0.00	5.60
	Extra Copy		0.80	0.00	0.80
	A3 Plan		5.60	0.00	5.60
	Extra Copy		0.80	0.00	0.80
	A2 Plan		8.50	0.00	8.50
	Extra Copy		1.40	0.00	1.40
	A1 Plan		9.60	0.00	9.60
	Extra Copy		2.00	0.00	2.00
	A0 Plan		11.50	0.00	11.50
	Extra Copy		2.70	0.00	2.70
	Discount for Conservation Study Groups:				

Section Reference	Description of Fees & Charges	Service is VATABLE	APPENDIX 9(b)		
			LONDON BOROUGH OF ENFIELD		
			Environmental Services		
PROPOSED CHARGES 2012/13					
			Basic	VAT@ 20%	Total
8	TEMPORARY TRAFFIC ORDER				
	Standard Charge Including Events with Road Closures		1,250.00	0.00	1,250.00
9	RETRIEVE KEYS ETC. FROM ROAD GULLIES				
	Per occasion Note This service is not provided out of hours.		102.00	0.00	102.00
10	LICENCE FOR SKIPS				
	Skip Licence - 30 days		47.00	0.00	47.00
	Continuation Licence - 10 days		24.00	0.00	24.00
11	LICENCE FOR HOARDING/SCAFFOLDING				
	Deposit before commencement of works (refundable against damage)				
	- Up to 10m ²		510.00	0.00	510.00
	- For each additional m ² over 10		51.00	0.00	51.00
	Licence:				
	Application fee (non refundable)		40.00	0.00	40.00
	Licence Fee up to 2 months max (if approved)		141.00	0.00	141.00
	Renewal licence fee each subsequent month (if approved)		48.00	0.00	48.00
12	LICENCE FOR THE ISSUE OF A STREET WORKS LICENCE UNDER S50 OF THE NEW ROADS & STREET WORKS ACT 1991				
	Administration fee (based on 1.5 hrs admin & 2.5 hrs engineer)		177.00	0.00	177.00
	Capitalisation fee in lieu of annual charge		590.00	0.00	590.00
12a	Licence for Cranes				
	Licence for Cranes on the Highway up to 50 Tonnes		53.00	0.00	53.00
	Licence for Cranes on the Highway over 50 Tonnes		158.00	0.00	158.00
	Deposit before commencement of works (refundable against damage)		5,000.00	0.00	5,000.00
13	CONTAMINATED LAND INFORMATION				
	Contaminated Land Enquiry - Site History - where no records held		27.40	0.00	27.40
	Contaminated Land Enquiry - Site History - where records are held		117.20	0.00	117.20
14	DEVELOPMENT CONTROL SERVICES				
	Provision of Information including Solicitors & Developers Inquires - per hour (1 hour minimum charge)		51.00	0.00	51.00
	Providing written confirmation of compliance with planning permission, including a site visit.		220.50	0.00	220.50
	Planning Decision Notice		11.10	0.00	11.10
	Retrieval of planning files from storage (1948 to 2005)		4.50	0.00	4.50
	London Local Authorities (Charges for Stopping Up Orders) Regulations 2000		2,389.90	0.00	2,389.90

Section Reference	Description of Fees & Charges	Service is VATABLE	APPENDIX 9(b)		
			LONDON BOROUGH OF ENFIELD		
			Environmental Services		
			PROPOSED CHARGES 2012/13		
			Basic	VAT@ 20%	Total
	Highways Roadgang (2 men) per hour (Minimum 1 hour)		Price on Application		
	(b) Overtime Monday - Saturday		Price on Application		
	Callout (Minimum of 2 hours)		Price on Application		
	Callout over 2 hours (per hour)		Price on Application		
	Highways Road Gang (2 men + lorry) (2 hours minimum charge)		Price on Application		
	Callout of Road Gang over 2 hours (per hour)		Price on Application		
	(c) Overtime Sunday & Bank Holidays & After Midnight		Price on Application		
	Callout (Minimum of 2 hours)		Price on Application		
	Callout (over 2 hours) per hour		Price on Application		
	Highways Road Gang (2 men + lorry) (2 hours minimum charge)		Price on Application		
	Callout of Road Gang over 2 hours (per hour)		Price on Application		
	(d) Bag of Granules used in Road Traffic		Price on Application		
	Accidents, per Bag		Price on Application		
	(e) Lost Lamp		Price on Application		
B	Replace Pedestrian Guardrails		Price on Application		
	One panel		Price on Application		
	Two panels		Price on Application		
	Three panels		Price on Application		
	Four panels		Price on Application		
	Five panels		Price on Application		
	Six panels		Price on Application		
C	Street Lighting & Illuminated Street Furniture – (Removal of damaged items, & replaced to working order)		Price on Application		
	Illuminated bollards per unit		Price on Application		
	Haldo Bollard		Price on Application		
	600 'O' Bollard		Price on Application		
	Pearce Gowshall Bollard		Price on Application		
	Lamp Columns per unit		Price on Application		
	Street Lighting Column - up to 5 metre		Price on Application		
	Street Lighting Column – 6 metre		Price on Application		
	Street Lighting Column – 8 metre		Price on Application		
	Street Lighting Column – 10 metre		Price on Application		
	Illuminated Large Base Sign Post/ Directional Sign per unit		Price on Application		
	Double Bracket/Post		Price on Application		
	Single Bracket/Post		Price on Application		
D	Repairs to Footways – Patching & Repairs on footways e.g. Bituminous, Artificial Stone Paving, Modular Block Paving, Block Paving and Seeding/Turfing as required		Price on Application		
	Per m ² (over 1m2)		Price on Application		
E	Bollards		Price on Application		
	Supply and fix concrete bollard - (per bollard)		Price on Application		

Section Reference	Description of Fees & Charges	Service is VATABLE	APPENDIX 9(b)		
			LONDON BOROUGH OF ENFIELD		
			Environmental Services		
			PROPOSED CHARGES 2012/13		
			Basic	VAT@ 20%	Total
	Supply & fix metal bollard - (per bollard)			Price on Application	
	Supply & fix timber bollard - (per bollard)			Price on Application	
F	Brickwork			Price on Application	
	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	
G	Grounds & Arboricultural Maintenance			Price on Application	
	Shrub Replacement per item			Price on Application	
	Up to 5 litre pot			Price on Application	
	Up to 10 litre pot			Price on Application	
	Up to 15 litre pot			Price on Application	
	Trees Hedges & Shrubs Causing Obstructions			Price on Application	
	Per tree, hedge or shrub fallen from privately owned land onto Public Highway			Price on Application	
	Per roots from tree, hedge or shrub from privately owned land causing damage to public highway			Price on Application	
	Per tree, hedge or shrub from privately owned land obstructing Council owned Street Lighting or Street			Price on Application	
	Removal after an accident			Price on Application	
	Per tree - removal and replacement of tree following vehicle damage or public interference			Price on Application	
	Up to 320 mm - DBH			Price on Application	
	Up to 400 mm - DBH			Price on Application	
	Up to 450 mm - DBH			Price on Application	
	Removal of Tree for Provision of Vehicle/Garage Crossover & Replacement Elsewhere			Price on Application	
	Up to 50 mm DBH			Price on Application	
	Up to 160 mm DBH			Price on Application	
	Up to 240 mm DBH			Price on Application	
	Up to 320 mm DBH			Price on Application	
	Up to 400 mm DBH			Price on Application	
	Up to 450 mm DBH			Price on Application	
	Root Pruning per m ²			Price on Application	
	Repairs to footway per m ²			Price on Application	
	Root chasing per linear metre			Price on Application	
19	PEST CONTROL				
	PEST CONTROL (DOMESTIC)				
	Call Out Charge	V	25.00	5.00	30.00
	(Call Out charges can be offset against the standard charges if a treatment is subsequently provided)				
	Rats (For 3 visits)	V	84.00	21.00	105.00
	Mice (For 3 visits)	V	84.00	21.00	105.00
	Mice (Per Additional Visit)	V	26.67	5.33	32.00
	Rats (Per Additional Visit)	V	25.60	6.40	32.00
	Cockroaches (For 2 visits)	V	105.00	21.00	126.00
	Cockroaches (Per Additional Visit)	V	26.67	5.33	32.00

Section Reference	Description of Fees & Charges	Service is VATABLE	APPENDIX 9(b)		
			LONDON BOROUGH OF ENFIELD		
			Environmental Services		
			PROPOSED CHARGES 2012/13		
			Basic	VAT@ 20%	Total
	Fleas (for 1-3 rooms per visit) (plus £10 per room per visit)	V	91.67	18.33	110.00
	Squirrels (per 3 visits) - internal only where appropriate	V	87.50	17.50	105.00
	Pigeons and Feral Cats and other treatments and pests (NB this is at the Council's discretion)	V	87.50	17.50	105.00
	Pharaohs Ant Treatment (Per complete treatment)	V	127.50	25.50	153.00
	Cancelled/missed appointment visit (where customer/occupant/owner fails to keep specifically arranged appointment or cancelled with less than one working days notice)	V	26.67	5.33	32.00
	Bed Bug (ID & pre-visit only)	V	55.83	11.17	67.00
	Bed bug (per treatment for 2 rooms, maximum 2 visits)	V	127.50	25.50	153.00
	Bed bug (additional rooms charged at £50 each up to a maximum £150 total charge for additional rooms)	V	43.33	8.67	52.00
	Charge for Owner Occupiers on Benefit.	V	Same charge as above		
	Bed bug (additional beds charged at £10 per bed)	V	9.17	1.83	11.00
	Moths (Maximum of 3 visits)	V	105.00	21.00	126.00
	Household Beetles (Maximum 2 visits inclusive of survey 1 spray and ULV treatment)	V	124.17	24.83	149.00
	Proofing Treatments etc		Price on Application		
	Wasps (per treatment)	V	48.33	9.67	58.00
	Wasps (per extra nest)	V	12.50	2.50	15.00
	<u>PEST CONTROL (DOMESTIC AND SMALL COMMERCIAL OUT OF BOROUGH)</u>				
	Rats (Per treatment maximum 4 visits)	V	230.00	46.00	276.00
	Mice (Per treatment maximum 2 visits)	V	115.00	23.00	138.00
	Cockroach (Per treatment maximum 2 visits)	V	115.00	23.00	138.00
	Fleas (Per treatment maximum 1 visit)	V	115.00	23.00	138.00
	Wasps (Per treatment maximum 1 visit)	V	76.67	15.33	92.00
	Bed bugs (Per treatment maximum 2 visits including pre-visit)	V	190.83	38.17	229.00
	Bed bug (ID and pre-visit only)	V	56.67	11.33	68.00
	Bed bug (Per treatment maximum 1 visit. Only if Bed bug ID and pre-visit previously done)	V	134.17	26.83	161.00
	On-site ID/other/advice/extra visits (Per visit)	V	56.67	11.33	68.00
	Cancelled/missed appointment visit (where customer/occupant/owner fails to keep specifically arranged appointment or cancelled with less than one working days notice)	V	26.67	5.33	32.00
	<u>PEST CONTROL (SMALL COMMERCIAL)</u>	V	Price on Application		
	Rats (Per complete treatment)	V	Price on Application		
	Mice (Per complete treatment)	V	Price on Application		
	Insects (Per complete treatment)	V	Price on Application		
	Pigeons, Feral Cats and Squirrels and other treatments and pests Charge per hour (Min. 1 hour)	V	Price on Application		
	Pharaohs Ant Treatment (Per complete treatment)	V	Price on Application		
	<u>PEST CONTROL (LARGE OR COMPLEX COMMERCIAL AND CONTRACT WORK)</u>		Price on Application		

Section Reference	Description of Fees & Charges	Service is VATABLE	APPENDIX 9(b)		
			LONDON BOROUGH OF ENFIELD		
			Environmental Services		
			PROPOSED CHARGES 2012/13		
			Basic	VAT@ 20%	Total
	Additional charges will be added for actual costs of materials, equipment etc.	√	Price on Application		
	Rats	√	Price on Application		
	Basic charge per hour (minimum 1 hour)	√	Price on Application		
	Mice	√	Price on Application		
	Basic charge per hour (minimum 1 hour)	√	Price on Application		
	Insects	√	Price on Application		
	Basic charge per hour (minimum 1 hour)	√	Price on Application		
	Pigeons, Feral Cats and Squirrels and other treatments and pests	√	Price on Application		
	Basic charge per hour (minimum 1 hour)	√	Price on Application		
	Pharaohs Ant Treatment	√	Price on Application		
	Basic charge per hour (minimum 1 hour)	√	Price on Application		
20	FOOD CERTIFICATES				
	Certificate		77.00	0.00	77.00
	Additional Charge per certificate if physical examination is required		165.00	0.00	165.00
21	FOOD HYGIENE COURSES AND BASIC HEALTH AND SAFETY COURSES – INTERNAL				
	(i) BASIC HEALTH & SAFETY COURSES (include. materials & exam registration)				
	Total Fee per person		70.00	0.00	70.00
	(ii) FOOD HYGIENE COURSES (include materials & exam registration)				
	Total Fee per person		70.00	0.00	70.00
	(iii) Replacement Certificates		28.00	0.00	28.00
	(iv) Examination Certificates		22.00	0.00	22.00
22	FOOD HYGIENE COURSES AND BASIC HEALTH AND SAFETY TRAINING - OFF SITE				
	(i) BASIC HEALTH & SAFETY COURSES (include. materials & exam registration)				
	Per Course (No VAT applicable)		570.00	0.00	570.00
	Exam Registration charged by CIEH		0.00	0.00	0.00
	(ii) FOOD HYGIENE COURSES (include materials & exam registration)				
	Per Course (No VAT applicable)		437.00	0.00	437.00
	Exam Registration charged by CIEH		0.00	0.00	0.00
23	PUBLIC REGISTER COPIES				
	IPC Authorised Premises Provision of copies – per premise – per officer half hour or part thereof		21.00	0.00	21.00
	Food Safety Registration				
	Single entry		21.00	0.00	21.00
	One category of food premises		26.00	0.00	26.00
	Full Register		51.00	0.00	51.00
	Environmental Regulation of Industrial Plant		Price on Application		

Section Reference	Description of Fees & Charges	Service is VATABLE	APPENDIX 9(b)		
			LONDON BOROUGH OF ENFIELD		
			Environmental Services		
			PROPOSED CHARGES 2012/13		
		Basic	VAT@ 20%	Total	
	N. Hypnotism				
	Application for consent to conduct an exhibition, demonstration or performance of hypnotism		102.00	0.00	102.00
26	APPROVALS				
	CIVIL MARRIAGE VENUES - Inspection Fee (3 year approval)		676.00	0.00	676.00
	Registrars Inspection fee - C495		136.00	0.00	136.00
27	LICENSING ACT 2003 - FEES AND EXEMPTIONS (statutory fee VAT Exempt)				
A	FEES PAYABLE:				
	<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>				
	RATEABLE VALUES		GRANT & VARIATION FEE PAYABLE	VAT	GRANT & VARIATION FEE PAYABLE
	<i>No rateable value to £4,300</i>		100.00	0.00	100.00
	<i>£4,300 to £33,000</i>		190.00	0.00	190.00
	<i>£33,001 to £87,000</i>		315.00	0.00	315.00
	<i>£87,001 to £125,000</i>		450.00	0.00	450.00
	<i>£125,001 and above</i>		635.00	0.00	635.00
	<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>				
	RATEABLE VALUES		GRANT & VARIATION FEE PAYABLE	VAT	GRANT & VARIATION FEE PAYABLE
	<i>£87,001 to £125,000</i>		450.00	0.00	450.00
	<i>£125,001 and above</i>		1,270.00	0.00	1,270.00
	<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>				
	MAXIMUM NUMBER OF PERSONS		GRANT & VARIATION ADDITIONAL FEE	VAT	GRANT & VARIATION ADDITIONAL FEE
	<i>5,000 to 9,999</i>		1,000.00	0.00	1,000.00
	<i>10,000 to 14,999</i>		2,000.00	0.00	2,000.00
	<i>15,000 to 19,999</i>		4,000.00	0.00	4,000.00
	<i>20,000 to 29,999</i>		8,000.00	0.00	8,000.00

Section Reference	Description of Fees & Charges	Service is VATABLE	APPENDIX 9(b)		
			LONDON BOROUGH OF ENFIELD		
			Environmental Services		
			PROPOSED CHARGES 2012/13		
		Basic	VAT@ 20%	Total	
	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:				
	RATEABLE VALUES	GRANT & VARIATION FEE PAYABLE	VAT	GRANT & VARIATION FEE PAYABLE	
	No rateable value to £4,300	100.00	0.00	100.00	
	£4,300 to £33,000	190.00	0.00	190.00	
	£33,001 to £87,000	315.00	0.00	315.00	
	£87,001 to £125,000	450.00	0.00	450.00	
	£125,001 and above	635.00	0.00	635.00	
	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:				
	RATEABLE VALUES	ANNUAL FEE PAYABLE	VAT	ANNUAL FEE PAYABLE	
	No rateable value to £4,300	70.00	0.00	70.00	
	£4,300 to £33,000	180.00	0.00	180.00	
	£33,001 to £87,000	295.00	0.00	295.00	
	£87,001 to £125,000	320.00	0.00	320.00	
	£125,001 and above	350.00	0.00	350.00	
C	<u>OTHER FEES PAYABLE IN RESPECT OF APPLICATIONS MADE OR NOTICES GIVEN, ARE AS FOLLOWS</u>				
	APPLICATION OR NOTICE	FEE PAYABLE	VAT	FEE PAYABLE	
	Notification of theft, loss, etc of premises licence or summary	10.50	0.00	10.50	
	Application for provisional statement where premises being built, etc	315.00	0.00	315.00	
	Notification of change of name or address of premises licence holder or designated premises supervisor	10.50	0.00	10.50	
	Application to vary premises licence to specify individual as designated premises supervisor	23.00	0.00	23.00	
	Application for transfer of premises licence	23.00	0.00	23.00	
	Application for a minor variation to a premises licence	89.00	0.00	89.00	
	Notice of interim authority following death etc of the premises licence holder	23.00	0.00	23.00	
	Notification of theft, loss, etc of club premises certificate or summary	10.50	0.00	10.50	
	Notification of change of name or alteration of rules of club	10.50	0.00	10.50	
	Notification of change of relevant registered address of the club	10.50	0.00	10.50	
	Application for temporary event notice	21.00	0.00	21.00	
	Notification of theft, loss, etc of temporary event notice	10.50	0.00	10.50	
	Application for grant or renewal of a personal licence	37.00	0.00	37.00	

Section Reference	Description of Fees & Charges	Service is VATABLE	APPENDIX 9(b)		
			LONDON BOROUGH OF ENFIELD		
			Environmental Services		
			PROPOSED CHARGES 2012/13		
			Basic	VAT@ 20%	Total
	<i>Notification of theft, loss, etc of personal licence</i>		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
	<i>Notification of right of freeholder to be notified of licensing matters</i>		21.00	0.00	21.00
28	SPECIAL TREATMENT LICENCE FEES & EXEMPTIONS ANNUAL LICENCES				
	GROUP A				
	Establishments that offer invasive and high risk procedures such as lasers, electrolysis, tattooing, body piercing, body message. The treatments are:				
	Anthroposphical 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				
	Tattoo Removal				
	Korean Hand Therapy				
	Tattooing				

Section Reference	Description of Fees & Charges	Service is VATABLE	APPENDIX 9(b)		
			LONDON BOROUGH OF ENFIELD		
			Environmental Services		
			PROPOSED CHARGES 2012/13		
			Basic	VAT@ 20%	Total
	NEW LICENCES		618.00	0.00	618.00
	RENEWALS		463.00	0.00	463.00
	VARIATIONS		309.00	0.00	309.00
	TRANSFER		232.00	0.00	232.00
	OCCASIONAL LICENCE		309.00	0.00	309.00
	GROUP 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				
	NEW LICENCES		463.00	0.00	463.00
	RENEWALS		360.00	0.00	360.00
	VARIATIONS		205.00	0.00	205.00
	TRANSFER		129.00	0.00	129.00
	OCCASIONAL LICENCE		232.00	0.00	232.00
	GROUP C				
	Establishments that offer manicures, pedicures, nail extensions and/or ear piercing only. The treatments are:				
	Nail Extensions				
	Pedicure				
	Manicure				
	Ear Piercing				
	NEW LICENCES		309.00	0.00	309.00
	RENEWALS		258.00	0.00	258.00
	VARIATIONS		180.00	0.00	180.00
	TRANSFER		77.00	0.00	77.00
	OCCASIONAL LICENCE		155.00	0.00	155.00

Section Reference	Description of Fees & Charges	Service is VATABLE	APPENDIX 9(b)		
			Basic	VAT@ 20%	Total
	REPLACEMENT COPY OF LICENCE		26.00	0.00	26.00
29	MOTOR SALVAGE OPERATORS				
	Sole Trader		150.00	0.00	150.00
	Limited Company (one director)		150.00	0.00	150.00
	Partnership		150.00	0.00	150.00
	Additional fee for second & subsequent partners		75.00	0.00	75.00
	Limited Company (multi – director)		150.00	0.00	150.00
	Additional fee for second & subsequent director		75.00	0.00	75.00
	Certified copy of Register Entry		40.00	0.00	40.00
30	WEIGHTS AND MEASURES FEES				
	(Where hourly rates are quoted, these are computed up to the nearest half hour.)				
	<u>Fees for the purpose of Section II(5) of the Weights and Measures Act 1985 & EEC Measuring Instrument (Fees) (as amended)</u>				
	(A) SPECIAL WEIGHING AND MEASURING				
	The charges for examining, adjusting, testing, certifying, stamping, authorising or reporting on special weighing or measuring equipment be based upon £91.00 per officer hour or part hour at the place where the service is provided. Such types of equipment specifically excluded from tables (C) to (G) below include:		91.00 per hour or part hour	0.00	91.00 per hour or part hour
	(i) Automatic or totalising weighing machines				
	(ii) Equipment designed to weigh loads in motion				
	(iii) Bulk fuel measuring equipment tested following a Regulation 65 or 66 occurrence				
	(iv) Weighing or measuring equipment tested by means of statistical sampling				
	((v) The establishment of calibration curves for templets				
	(vi) Templets graduated in millilitres				
	(vii) Testing or other services in pursuance of a community obligation other than EC initial or partial verification				
	(B) SPECIAL CIRCUMSTANCES				
	Where work is requested to be undertaken during unsocial hours, including weekends, the fee shall be charged at double the hourly rate of £182.00 (per officer hour).		182.00 per hour or part hour		182.00 per hour or part hour
	A minimum callout charge of 1 meter / 1 scale / 1 item will be charged for appointments cancelled on the day of the appointment				

Section Reference	Description of Fees & Charges	Service is VATABLE	APPENDIX 9(b)		
			LONDON BOROUGH OF ENFIELD		
			Environmental Services		
			PROPOSED CHARGES 2012/13		
		Basic	VAT@ 20%	Total	
	(iii) Other types – multi outlets		For flowmeters submitted for test at the same site on the same day there will be a charge of £53 with an additional fee of £64 per meter tested		
	(iv) A charge to cover any additional costs involved in testing ancillary equipment which requires additional testing on site, such as credit card acceptors, be based upon the basic fee given above plus additional costs at the rate of £91.00 per officer hour		91.00 per hour		91.00 per hour
	<u>CALIBRATION AND CERTIFICATION FEES FOR THE PURPOSE OF SECTION 74 OF THE WEIGHTS AND MEASURES ACT 1985.</u>				
	For weights submitted at the same time and on the same order there will be a fee of £64.00 + VAT charged, added to which will be the fee per weight tested as in the table below:	V	64.00	12.80	76.80
	Weights				
	Up to 500g – tolerance M!/M2)	V	9.50	1.90	11.40
	Stated value	V	14.67	2.93	17.60
	(ii) 1kg to 5kg – tolerance M!/M2)	V	9.50	1.90	11.40
	Stated value	V	14.67	2.93	17.60
	(iii) 10kg to 25kg – tolerance M!/M2)	V	12.58	2.52	15.10
	Stated value	V	20.00	4.00	24.00
	Adjustment – (per weight)	V	10.50	2.10	12.60
	ID marking – (per weight)	V	3.17	0.63	3.80
	MEASURES				
	(NB: These fees are subject to VAT at the standard rate).				
	For measures submitted at the same time and on the same order there will be a fee of £64.00+VAT charged added to which will be the fee per measure tested as in the table below:	V	64.00	12.80	76.80
	(i) Linear measures not exceeding 1m	V	30.50	6.10	36.60
	(ii) Capacity measures not exceeding 2L without subdivisions	V	30.50	6.10	36.60
	(iii) Capacity measures not exceeding 2L with subdivisions	V	15.83	3.17	19.00
	For each additional graduation	V	15.83	3.17	19.00
	All other measurements and tests be based upon one officer hour or part hour	V	98.92	19.78	118.70
	A further discount of up to 10% may be available for bulk orders with the agreement of the Head of Trading Standards.				
	Where a collection, delivery, courier or postal service is requested by the customer a 10% administration charge/arrangement fee will be added to the cost of collection, delivery, courier or postal charge.				

Section Reference	Description of Fees & Charges	Service is VATABLE	APPENDIX 9(b)		
			LONDON BOROUGH OF ENFIELD		
			Environmental Services		
PROPOSED CHARGES 2012/13					
			Basic	VAT@ 20%	Total
31	POISONS ACT 1972				
	Type of Licence				
	Initial Registration		50.00	0.00	50.00
	Alteration of List		20.00	0.00	20.00
	Retention of Name on List		50.00	0.00	50.00
32	GREATER LONDON (GENERAL POWERS ACT)				
	Registration to hold sales by competitive bidding		281.00	0.00	281.00
	Exemption from registration		93.00	0.00	93.00
33	LICENSING OF STORES AND REGISTRATION OF PREMISES FOR THE KEEPING OF EXPLOSIVES (STATUTORY FEES)				
	Licence		178.00	0.00	178.00
	Licence renewal		83.00	0.00	83.00
	Registration		105.00	0.00	105.00
	Registration renewal		52.00	0.00	52.00
	Amending name of licensee or address of site		35.00	0.00	35.00
	Any kind of variation		<i>Reasonable cost of the work done by the licensing authority</i>		
	Transfer of licence or registration		34.00	0.00	34.00
	Replacement licence document		34.00	0.00	34.00
	All year Fireworks supply licence		510.00	0.00	510.00
34	CESSPOOL EMPTYING				
	- Domestic Properties (No VAT)				
	Normal time per hour	V	Price on Application		
	Call out (time and ½ rates)	V	Price on Application		
	Sundays, Bank Holidays or after Midnight	V	Price on Application		
	Thames Water disposal charge to be added to above rates.				
35	COMMERCIAL WASTE SERVICES				
	Part 2 Report				
36	SCHEDULE 2 CLINICAL WASTE COLLECTION				
	Roll of 13 Clinical Waste Sacks		56.80	0.00	56.80
	Sharps Bins – 1 litre		5.00	0.00	5.00
	Sharps Bins – 5 litre		8.80	0.00	8.80
37	DOMESTIC COLLECTIONS				
	N.B. Domestic Bin Hire/Collection is Non Business - ie no VAT to be charged				
	Special Bulky Waste Collections				
	Bulky waste collection in 12 months				
	1st Bulky waste collection up to six items (or 15 Sacks)		25.00	0.00	25.00
	2nd collection in 12 months of up to six items		50.00	0.00	50.00
	3rd collection in 12 months of up to six items		75.00	0.00	75.00

Section Reference	Description of Fees & Charges	Service is VATABLE	APPENDIX 9(b)		
			LONDON BOROUGH OF ENFIELD		
			Environmental Services		
PROPOSED CHARGES 2012/13					
			Basic	VAT@ 20%	Total
	<i>Bingo</i>		870.00	0.00	870.00
	<i>Betting Shop</i>		470.00	0.00	470.00
	<i>Adult Gaming Centre</i>		840.00	0.00	840.00
	<i>Track</i>		1000.00	0.00	1,000.00
	<i>Family Entertainment Centre</i>		750.00	0.00	750.00
	<i>Notification of Change of Circumstances</i>		37.00	0.00	37.00
	<i>Request for copy of Premises Licence</i>		25.00	0.00	25.00
	GAMBLING ACT 2005 - FEES AND EXEMPTIONS (STATUTORY FEE VAT exempt)				
	Alcohol Licensed Premises Gaming Machine Permit Fees				
	<i>New</i>		150.00	0.00	150.00
	<i>New Existing S34 Permit holder (more than 2 machines)</i>		100.00	0.00	100.00
	<i>Variation of information on permit e.g. number of machines</i>		100.00	0.00	100.00
	<i>Notification of 2 machines or less (new & existing)</i>		50.00	0.00	50.00
	<i>Transfer - If transfer of Premises Licence to sell alcohol granted</i>		25.00	0.00	25.00
	<i>Name change ie new married name etc.</i>		25.00	0.00	25.00
	<i>Replacement permit</i>		15.00	0.00	15.00
	<i>Annual fee (payable by premises with three or more machines)</i>		50.00	0.00	50.00
	Club Gaming & Club Gaming Machine Permit Fees				
	<i>New</i>		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
	<i>New (fast track) holder of Club Premises Certificate under Licensing Act 2003</i>		100.00	0.00	100.00
	<i>Renewal</i>		100.00	0.00	100.00
	<i>Variation</i>		100.00	0.00	100.00
	<i>Replacement permit</i>		15.00	0.00	15.00
	<i>Annual fee</i>		50.00	0.00	50.00
	Unlicensed Family Entertainment Centre Gaming Machine Permit Fees				
	<i>New</i>		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
	<i>Renewal</i>		300.00	0.00	300.00
	<i>Change of Name</i>		25.00	0.00	25.00
	<i>Replacement permit</i>		15.00	0.00	15.00
	Prize Gaming Permit Fees				
	<i>New</i>		300.00	0.00	300.00
	<i>New Existing Section 16 Lotteries & Amusement Act 1976 Permit holder</i>		100.00	0.00	100.00

Section Reference	Description of Fees & Charges	Service is VATABLE	APPENDIX 9(b)		
			Basic	VAT@ 20%	Total
	Part 2 Report				
42	TRANSPORTATION PLANNING				
	Monitoring outputs of travel plans secured by S106 Obligations		3,325.00	0.00	3,325.00
43	SAFETY CERTIFICATES FOR SPORTS GROUNDS				
	Sports Grounds:				
	Application for a sport ground safety certificate		1,073.00	0.00	1,073.00
	Application to change a safety certificate for a sports ground		858.00	0.00	858.00
	Regulated Stands at sports grounds:				
	Application to certify a regulated stand at a sports ground		536.00	0.00	536.00
	Application to change a safety certificate for a regulated stand at a sports ground		322.00	0.00	322.00
44	ENVIRONMENTAL PERMITTING (PPC)				
	<i>Statutory fee (set by DEFRA)</i>				
44a	LAPPC Application Fees:				
	Application for an environmental permit part B - Standard Activities		1579.00	0.00	1,579.00
	Additional Fee for operating without a permit		1137.00	0.00	1,137.00
	PVRI, SWOB and Dry Cleaners Reduced Fee Activities		148.00	0.00	148.00
	PVRI & II Combined		246.00	0.00	246.00
	VRs and Other Reduced Fee Activities		346.00	0.00	346.00
	Reduced fee activities: Additional fee for operating without a permit		68.00	0.00	68.00
	Mobile screening and crushing plant		1579.00	0.00	1,579.00
	Application fee for mobile crusher 3rd - 7th Permit		943.00	0.00	943.00
	Application fee for mobile crusher 8th Permit and higher		477.00	0.00	477.00
	Where an application for any of the above is for a combined Part B and waste application, add an extra £297 to the above amounts		297.00	0.00	297.00
44b	LAPPC Annual Subsistence Charge				
	Standard Processes- Low Risk		739.00	0.00	739.00
	Standard Processes- Low Risk - Additional charge where a permit is for a combined Part B & Waste installation		99.00	0.00	99.00
	Standard Processes- Medium Risk		1111.00	0.00	1111.00
	Standard Processes- Medium Risk - Additional charge where a permit is for a combined Part B & Waste installation		149.00	0.00	149.00
	Standard Processes- High Risk		1672.00	0.00	1672.00
	Standard Processes- High Risk - Additional charge where a permit is for a combined Part B & Waste installation		198.00	0.00	198.00
	Annual Subsistence Fee - Reduced Fee Activity - Low Risk		76.00	0.00	76.00
	Annual Subsistence Fee - Reduced Fee Activity - Medium Risk		151.00	0.00	151.00

Section Reference	Description of Fees & Charges	Service is VATABLE	APPENDIX 9(b)		
			LONDON BOROUGH OF ENFIELD		
			Environmental Services		
			PROPOSED CHARGES 2012/13		
			Basic	VAT@ 20%	Total
	<i>Annual Subsistence Fee - Reduced Fee Activity - High Risk</i>		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
	<i>Annual Subsistence Fee - Reduced Fee Activity PVR I+II -Medium Risk Risk</i>		216.00	0.00	216.00
	<i>Annual Subsistence Fee - Reduced Fee Activity PVR I+II -High Risk Risk</i>		326.00	0.00	326.00
	<i>Annual Subsistence Fee - Vehicle Respraying - Low Risk</i>		218.00	0.00	218.00
	<i>Annual Subsistence Fee - Vehicle Respraying - Medium Risk</i>		349.00	0.00	349.00
	<i>Annual Subsistence Fee - Vehicle Respraying - High Risk</i>		524.00	0.00	524.00
	<i>Annual Subsistence Fee - Mobile Crushing - Low Risk</i>		618.00	0.00	618.00
	<i>Annual Subsistence Fee - Mobile Crushing - Medium Risk</i>		989.00	0.00	989.00
	<i>Annual Subsistence Fee - Mobile Crushing - High Risk</i>		1484.00	0.00	1484.00
	<i>Annual Subsistence Fee - Mobile Crushing 3rd - 7th Permits - Low Risk</i>		368.00	0.00	368.00
	<i>Annual Subsistence Fee - Mobile Crushing 3rd - 7th Permits - Medium Risk</i>		590.00	0.00	590.00
	<i>Annual Subsistence Fee - Mobile Crushing 3rd - 7th Permits - High Risk</i>		884.00	0.00	884.00
	<i>Annual Subsistence Fee - Mobile Crushing 8th & subsequent permits - Low Risk</i>		189.00	0.00	189.00
	<i>Annual Subsistence Fee - Mobile Crushing 8th & subsequent permits - Medium Risk</i>		302.00	0.00	302.00
	<i>Annual Subsistence Fee - Mobile Crushing 8th & subsequent permits - High Risk</i>		453.00	0.00	453.00
	<i>Late payment fee</i>		50.00	0.00	50.00
	<i>Where a Part B installation is subject to reporting under E-PRTR Regulation add an extra £99 to the above amounts</i>		99.00	0.00	99.00
	<i>Where subsistence charges are paid in four equal installments the total amount payable is increased by £36</i>				
44c	Transfer & Surrender				
	<i>Standard process transfer</i>		162.00	0.00	162.00
	<i>Standard process partial transfer</i>		476.00	0.00	476.00
	<i>New operator at low risk reduced fee activity</i>		75.00	0.00	75.00
	<i>Surrender: all Part B activities</i>		0.00	0.00	0.00
	<i>Reduced fee activities: transfer</i>		0.00	0.00	0.00
	<i>Reduced fee activities: partial transfer</i>		45.00	0.00	45.00
	<i>Temporary transfer for mobiles: first transfer</i>		51.00	0.00	51.00
	<i>Temporary transfer for mobiles: repeat following enforcement or warning</i>		51.00	0.00	51.00
44d	Substantial Change				
	<i>Standard process</i>		1005.00	0.00	1,005.00

Section Reference	Description of Fees & Charges	Service is VATABLE	APPENDIX 9(b)		
			LONDON BOROUGH OF ENFIELD		
			Environmental Services		
PROPOSED CHARGES 2012/13					
			Basic	VAT@ 20%	Total
	<i>Standard process where the substantial change results in a new PPC activity</i>		1579.00	0.00	1,579.00
	<i>Reduced fee activities</i>		98.00	0.00	98.00
44e	LA-IPPC Charges:				
	<i>Application</i>		3218.00	0.00	3,218.00
	<i>Additional fee for operating without a permit</i>		1137.00	0.00	1,137.00
	<i>Annual subsistence fee: Low risk</i>		1384.00	0.00	1,384.00
	<i>Annual subsistence fee: Medium risk</i>		1541.00	0.00	1,541.00
	<i>Annual subsistence fee: High risk</i>		2233.00	0.00	2,233.00
	<i>Late payment fee</i>		50.00	0.00	50.00
	<i>Substantial variation</i>		1309.00	0.00	1,309.00
	<i>Transfer</i>		225.00	0.00	225.00
	<i>Partial transfer</i>		668.00	0.00	668.00
	<i>Surrender</i>		668.00	0.00	668.00
	<i>Where subsistence charges are paid in four equal installments the total amount payable is increased by £36</i>				
45	PARKS AND OUTDOOR FACILITIES				
	Charges marked ** do not include VAT, which will be added in certain circumstances in accordance with VAT Regulations				
	Public Liability Insurance is not included in these charges.				
	IN COMMEMORATION				
	Sponsor the planting of a tree	V	151.67	30.33	182.00
	Bench or Tree plaque & Fixing	V	105.00	21.00	126.00
	Memorial Bench	V	648.33	129.67	778.00
	CRICKET **				
	Season bookings can be made for 10 or 20 matches				
	Grade 1 - Saturdays (10 Matches)		550.00	0.00	550.00
	Grade 1 - Sundays (10 Matches)		605.00	0.00	605.00
	Grade 2 - Saturdays or Sundays (10 Matches)		468.00	0.00	468.00
	Casual matches, per day				
	Grade 1	V	64.17	12.83	77.00
	Grade 2	V	50.00	10.00	60.00
	BASEBALL – Enfield Playing Fields				
	Grade 1 (inc changing rooms & showers) Sat or Sun per session	V	30.17	6.03	36.20
	FISHING (15 June - 15 March)				
	Grovelands Park & Trent CountryPark				
	Licensed adult, per day	V	5.08	1.02	6.10
	Licensed junior, per day	V	2.83	0.57	3.40
	Season Ticket - adult	V	42.00	8.40	50.40
	Season Ticket - junior	V	25.58	5.12	30.70

Section Reference	Description of Fees & Charges	Service is VATABLE	APPENDIX 9(b)		
			LONDON BOROUGH OF ENFIELD		
			Environmental Services		
			PROPOSED CHARGES 2012/13		
		Basic	VAT@ 20%	Total	
	FOOTBALL / GAELIC FOOTBALL / RUGBY **				
	Season bookings can be made for 16 or 32 games				
	SENIOR				
	Grade 1 - Saturdays (16 games)		658.00	0.00	658.00
	Grade 1 - Sundays (16 games)		760.00	0.00	760.00
	Grade 2 - Saturdays (16 games)		422.00	0.00	422.00
	Grade 2 - Sundays (16 games)		460.00	0.00	460.00
	Casual matches, per match				
	Grade 1 Saturday	V	68.33	13.67	82.00
	Grade 1 Sunday	V	75.00	15.00	90.00
	Grade 2 Saturday	V	50.00	10.00	60.00
	Grade 2 Sunday	V	55.00	11.00	66.00
	JUNIOR				
	Grade 2 - Saturdays or Sundays (16 games)		210.00	0.00	210.00
	Casual matches, per match				
	Grade 2	V	26.33	5.27	31.60
	Mini-Soccer				
	Every Saturday or Sunday (32 Matches)		310.00	0.00	310.00
	Casual, per match	V	12.92	2.58	15.50
	5-a-side Football, per pitch, casual	V	11.67	2.33	14.00
	9-a-side Football, per pitch				
	Grade 2 - Saturdays / Sundays (16 games)		335.00	0.00	335.00
	Grade 2 Saturday /Sunday, casual	V	40.00	8.00	48.00
	Floodlit Training - Henry Barrass Stadium, per hour				
	available Mon/Tues/Wed/Thurs 6-9pm for 32 games		792.00	0.00	792.00
	GOLF WHITEWEBBS				
	Golf Card: Adults only				
	7 day Season	V	64.58	12.92	77.50
	5 day Season	V	46.25	9.25	55.50
	Weekday per round discount for Golf card holders (5 day season)	V	2.92	0.58	3.50
	Weekend & public holidays per round discount for Golf card holder (7 day season only)	V	2.50	0.50	3.00
	Maximum total payment (7 day season)	V	625.00	125.00	750.00
	Maximum total payment (5 day season)	V	458.33	91.67	550.00
	Annual Season Tickets:				
	7 Days play	V	500.00	100.00	600.00
	5 Days play excluding week-ends	V	333.33	66.67	400.00
	Green fees:				
	Standard weekday (Adults)	V	13.33	2.67	16.00
	Standard weekend (Adults)	V	16.67	3.33	20.00

Section Reference	Description of Fees & Charges	Service is VATABLE	APPENDIX 9(b)		
			LONDON BOROUGH OF ENFIELD		
			Environmental Services		
			PROPOSED CHARGES 2012/13		
			Basic	VAT@ 20%	Total
	Weekend off peak ticket (variable times through year)	V	14.17	2.83	17.00
	Juniors weekday	V	5.42	1.08	6.50
	Juniors weekend (variable times throughout year)	V	6.67	1.33	8.00
	Twilight ticket (2pm GMT 4pm BST)	V	8.33	1.67	10.00
	60+ Monday to Thursday	V	8.33	1.67	10.00
	Super Twilight ticket 2 hours before dusk(BST)	V	5.00	1.00	6.00
	Golf Lessons				
	Adult per half hour	V	14.17	2.83	17.00
	Adult per 60 mins	V	22.50	4.50	27.00
	Up to 3 adults sessions per half hour	V	40.00	8.00	48.00
	Up to 3 adults sessions per 60 mins	V	60.00	12.00	72.00
	Up to 5 adults sessions per half hour	V	65.00	13.00	78.00
	Up to 5 adults sessions per 60 mins	V	95.00	19.00	114.00
	Juniors 5 - 8 yrs per hour group lessons only (min 8 persons)	V	3.00	0.60	3.50
	Juniors 9 - 12 yrs per hour group lessons only (min 8)	V	4.00	0.80	5.00
	Juniors 13 - 18 yrs per hour group lessons only (min 8)	V	5.00	1.00	6.00
	Equipment Hire				
	Buggy Hire	V	15.00	3.00	18.00
	Buggy Hire 9 holes	V	7.50	1.50	9.00
	Trolley hire - 18 holes	V	3.33	0.67	4.00
	Club hire - 18 holes (13 clubs)	V	4.17	0.83	5.00
	Early bird weekends only	V	8.33	1.67	10.00
	Golf Society Days				
	Spoon	V	32.50	6.50	39.00
	Brassie	V	26.67	5.33	32.00
	Mashie	V	25.00	5.00	30.00
	Niblick	V	22.08	4.42	26.50
	NETBALL **				
	Adult Teams per court, per hour (incl changing rooms & showers)	V	11.00	2.20	13.20
	Junior Teams per court, per hour (incl changing rooms & showers)	V	7.50	1.50	9.00
	PUTTING (Grovelands Park)				
	Per person per round, adult		Free		Free
	Per person per round, junior		Free		Free
	60+ (Mon-Fri) per round		Free		Free
	Putter and Ball		Free		Free
	ROUNDERS				
	Per match (all Parks sites)	V	10.00	2.00	12.00
	ATHLETIC TRACK-QEII				
	Per hour (Mon- Friday)	V	25.00	5.00	30.00
	HIRE OF PITCHES FOR SCHOOLS				
	(the charges are normally VATable but the supply to LBE maintained schools is outside the scope of VAT)				

Section Reference	Description of Fees & Charges	Service is VATABLE	APPENDIX 9(b)		
			LONDON BOROUGH OF ENFIELD Environmental Services		
			PROPOSED CHARGES 2012/13		
			Basic	VAT@ 20%	Total
	FOOTBALL				
	Junior Pitch	V	8.83	1.77	10.60
	Senior Pitch	V	20.83	4.17	25.00
	NETBALL	V	7.00	1.40	8.40
	ROUNDERS	V	5.33	1.07	6.40
	RUGBY				
	Senior Pitch	V	20.17	4.03	24.20
	Athletics				
	Per hour (Mon- Friday)	V	25.00	5.00	30.00
46	ALLOTMENTS				
	These charges require 1 year notice to allotment plot holders, therefore the proposed charges in this schedule relate to 2013/14. Allotment charges for 2012/13 were agreed at Full Council meeting in March 2011. They are shown below for the purpose of comparison.		PROPOSED CHARGES FOR 2013/14		
			Basic	VAT@ 20%	Total
	Residents:				
	Note: A standard Grade A full size plot of 250 square metres (10 Pole)		95.00	0.00	95.00
	Grade A, 25 sq metres (per pole)		9.50	0.00	9.50
	Grade B, 25 sq metres (per pole)		6.50	0.00	6.50
	Concessionary rate - age concession/low inc/unemployed (Enfield Residents only from 1 April 2012)		25% Reduction above		
	Water charge per pole		1.35	0.00	1.35
	Shed rentals		19.00	0.00	19.00
	Key deposits		5.00	0.00	5.00
	Plot deposit		15.00	0.00	15.00
	Non-Enfield Residents Concession withdrawn from 1 April 2012. Full rate will apply.				
	Note: A standard Grade A full size plot of 250 square metres (10 Pole)		120.00	0.00	120.00
	Grade A, 25 sq metres (per pole)		12.00	0.00	12.00
	Grade B, 25 sq metres (per pole)		9.00	0.00	9.00
	Water charge per pole		1.90	0.00	1.90
	Shed rentals		22.00	0.00	22.00
	Key deposits		5.00	0.00	5.00
	Plot deposit		15.00	0.00	15.00
47	CEMETERY CHARGES				
	The service is non-business for VAT where marked * i.e. no VAT to be charged.				
	INTERMENT FEES				
	RESIDENTS				
	0-2 years		Waived		
	3-12 years		81.00	0.00	81.00
	Over 12 years		426.00	0.00	426.00

Section Reference	Description of Fees & Charges	Service is VATABLE	APPENDIX 9(b)		
			Basic	VAT@ 20%	Total
	<i>Italics denotes statutory fees</i>				
			LONDON BOROUGH OF ENFIELD		
			Environmental Services		
			PROPOSED CHARGES 2012/13		
Section Reference	Description of Fees & Charges	Service is VATABLE	Basic	VAT@ 20%	Total
	NON RESIDENTS				
	0-12 years		243.00	0.00	243.00
	Over 12 years		1,278.00	0.00	1278.00
	DIGGING FEES				
	Depth:				
	6'0" (Aged 2 years and under - fee waived for residents only)		450.00	0.00	450.00
	7'6"		520.00	0.00	520.00
	9'0"		710.00	0.00	710.00
	10'6"		800.00	0.00	800.00
	12'0"		875.00	0.00	875.00
	14'0"		1,080.00	0.00	1080.00
	Caskets(Extra)		210.00	0.00	210.00
	SCATTERING OF CREMATED REMAINS ON		40.00	0.00	40.00
	BURIAL OF CREMATED REMAINS IN GRAVES		210.00	0.00	210.00
	BURIAL OF CREMATED REMAINS IN COFFIN		120.00	0.00	120.00
	CHAPEL(per half hour)		90.00	0.00	90.00
	GREEN BURIALS				
	TREE PLANTING ASSOCIATED WITH GREEN		As for Grave digging At cost		
	ABOVE CHARGES FOR NON RESIDENTS		Treble fee		
	Except in cases where the deceased person meets one of the following criteria. Criterion 1 - where there is a substantial residence in the Borough of not less than 10 years on the part of the Deceased and that they have moved away from the Borough not more than 10 years before date of death. Criterion 2 - where the deceased was the registered owner of the grave.		Exception applies - See note		
	PRIVATE GRAVES (exclusive right of burial 100 years) (Charge includes £39.00 for Grave Deed)				
	Reservation fee for Traditional graves [subject to location and availability].		300.00	0.00	300.00
	Buyback of Unused Traditional Graves		50% of current market value		
	Baby Graves		315.00	0.00	315.00
	Traditional Grave 6' 6" x 2' 6"		2500.00	0.00	2500.00
	Lawn Grave (including base)		1,500.00	0.00	1500.00
	Traditional Grave Outer Circle 9' x 4'		3,950.00	0.00	3950.00
	Traditional Grave Inner Circle 9' x 4'		2,750.00	0.00	2750.00
	MAINTENANCE on traditional graves				
	Tidying p.a. 6'6" x 2'6"	V	90.00	18.00	108.00
	Tidying p.a. 9'0" x 4'0"	V	135.83	27.17	163.00
	Planting twice 6'6" x 2'6"	V	164.17	32.83	197.00
	Planting twice 9'0" x 4'0"	V	237.50	47.50	285.00

Section Reference	Description of Fees & Charges	Service is VATABLE	APPENDIX 9(b)		
			LONDON BOROUGH OF ENFIELD		
			Environmental Services		
			PROPOSED CHARGES 2012/13		
		Basic	VAT@ 20%	Total	
	MEMORIAL permit fees [Includes Replacement Memorials]				
	Up to 3'0" with headstone only		160.00	0.00	160.00
	Kerbs only		160.00	0.00	160.00
	Up to 3'0" with headstone and kerb		220.00	0.00	220.00
	3'0" to 6'6" with headstone and kerb		326.00	0.00	326.00
	Up to 9'0"		647.00	0.00	647.00
	Inscription fee		60.00	0.00	60.00
	Vase		100.00	0.00	100.00
	Headstone and kerb for baby grave		1/2 above rates		
	EXHUMATION				
	Pricing is specific to individual grave.		Special charge		
	COPY OF GRAVE DEED		39.00	0.00	39.00
	REGISTRATION OF TRANSFER OF RIGHTS		39.00	0.00	39.00
	SEARCH FEE PER ENTRY	V	9.17	1.83	11.00
	GARDENS OF REMEMBRANCE				
	Scattering of cremated remains:				
	- resident		83.00	0.00	83.00
	- non-resident		Treble fee		Treble fee
	Plaque	V	236.67	47.33	284.00
	Burial of cremated remains:				
	- resident		316.00	0.00	316.00
	- non-resident		Treble fee		Treble fee
	The Book of Remembrance:				
	2 line entry	V	143.33	28.67	172.00
	5 line entry	V	201.67	40.33	242.00
	5 line entry with emblem	V	385.00	77.00	462.00
	Remembrance card:				
	2 line entry	V	85.00	17.00	102.00
	5 line entry	V	116.67	23.33	140.00
	5 line entry with emblem	V	300.00	60.00	360.00
	GARDENS OF REST				
	Exclusive Right of Burial site fee [50 years]		465.00	0.00	465.00
	Memorials		100.00	0.00	100.00
	Inscription fee		60.00	0.00	60.00
	Interment fees				
	- resident		221.00	0.00	221.00
	- non resident		Treble fee		Treble fee
	Reservation Fee		168.00	0.00	168.00
	Extension of Lease - 5 years		121.00	0.00	121.00
	COMMON GRAVES				
	Contribution towards headstone	V	51.67	10.33	62.00
	Remove / replace headstone		73.00	0.00	73.00

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 12th January 2012, the Audit Committee agreed the number of 110,420 as its Council Tax base for 2012/13, in accordance with the Local Authorities (Calculation of Tax base) Regulations.
- 2) the following amounts be now calculated by the Council for the year 2012/13 in accordance with Section 31 to 36 of the Act as amended:
 - (a) **£1,031,093,000** 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) **£909,593,000** 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) **£121,500,000** 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) **£ 1,100.34** being the amount at (c) above, all divided by the Council Tax base of 110,420 (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 2012/13

(e)

Valuation Band	Proportion in relation to Band D	Enfield £
A	6/9	733.56
B	7/9	855.82
C	8/9	978.08
D	9/9	1100.34
E	11/9	1344.86
F	13/9	1589.38
G	15/9	1833.90
H	18/9	2200.68

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 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;

STATUTORY CALCULATIONS AND RESOLUTIONS

- f) it will be noted that, for the year 2012/13, 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:

Valuation Band	Proportion in relation to Band D	Enfield £
A	6/9	204.48
B	7/9	238.56
C	8/9	272.64
D	9/9	306.72
E	11/9	374.88
F	13/9	443.04
G	15/9	511.20
H	18/9	613.44

- 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 2012/13 for each of the categories of dwellings shown below:

Valuation Band	Proportion in relation to Band D	Enfield £
A	6/9	938.04
B	7/9	1,094.38
C	8/9	1,250.72
D	9/9	1,407.06
E	11/9	1,719.74
F	13/9	2,032.42
G	15/9	2,345.10
H	18/9	2,814.12

- 3) That the Council hereby determines that its relevant basic amount of council tax for the financial year 2012/13, which reflects a nil increase for the London Borough of Enfield element of the Council Tax, is not excessive. The referendums relating to Council Tax Increases (Principles) (England) Report 2012/13 sets out the principles which the Secretary of State has determined will apply to local authorities in England in 2012/13. 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.

MUNICIPAL YEAR 2011/12 REPORT NO.**190A**

MEETING TITLE AND DATE:
COUNCIL – 29 February 2012

Agenda – Part: 1	Item: 8
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JOINT REPORT OF:

Director of Health, Housing & Adult Social Care
 Director of Finance, Resources and Customer services

Contact Officers:

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SUBJECT:

Housing Revenue Account Estimates 2012/13 and Rent Setting (HRA & Temporary Accommodation)

ALL WARDS

CABINET MEMBERS CONSULTED: CLLR OYKENER
 CLLR STAFFORD

1. EXECUTIVE SUMMARY

- 1.1 The report presents for approval the revenue estimates of the Housing Revenue Account (HRA) for 2012/13 following the report presented to cabinet on the HRA business plan on 8th February.
- 1.2 The Council is asked to approve the level of rents and service charges to be operative with effect from 2nd April 2012 for Council tenants.

2. RECOMMENDATIONS

- 2.1 That the detailed revenue estimates of the Housing Revenue Account for 2012/13 be approved.
- 2.2 That the rents be increased in line with national social rent policy. This will result in an average increase of 6.95% for Enfield tenants.
- 2.3 The level of service charges as set out in Paragraph 15.1 for those properties receiving the services be agreed for 2012/13.
- 2.4 That the proposals for increases in other income as detailed in Appendices 2 and 3 be agreed for 2012/13.
- 2.5 That the Temporary Accommodation rents as set out in Appendix 5 be agreed for 2012/13.
- 2.6 That the HRA capital programme of £36.9m be agreed for 2012/13.
- 2.7 That council note the decision to borrow the final settlement sum notified in the January determination. This has been confirmed at £28.8m.
- 2.8 That authority should be delegated to the Cabinet Member for Housing and the Director of Health, Housing and Adult Social Care to approve tenders for Decent Homes and General Works.

3. INTRODUCTION OF HRA SELF FINANCING

- 3.1 The Localism Act, replaces the current Housing Subsidy system with a system of HRA self financing which will commence from 1st April 2012. The Department for Communities and Local Government (DCLG) released the draft HRA Self Financing Determination on 21st November 2011.
- 3.2 A report on HRA self financing and the thirty year HRA business plan was considered by Cabinet in January. This report recommended that two key decisions be made relating to the production of the HRA business plan.
- To agree that the Council should borrow the final settlement sum notified in the January Determination, confirmed as £28.8m, for 50 years on 28th March 2012 from the Public Works Loans Board (PWLB) in order to pay the DCLG.
 - To agree that the 2012/13 rental increase should be 6.95% in accordance with the government settlement calculation and national social rent policy. This is the average rent increase based on inflation at September 2011.
- 3.3 The DCLG has indicated that the final determination due at the end of January will confirm the final debt settlement. The final determination gave the level of debt that the Council would be expected to take on as £28.8m. This is slightly less than the amount reported in the draft determination (£29.6m)
- 3.4 This budget report sets out the proposed budget for 2012/13. This will form year one of the business plan to be submitted to cabinet for approval in July 2012. The HRA business plan will be a thirty year plan with the emphasis on the position in the first ten years.
- 3.5 The HRA business plan will be accompanied by an asset management strategy which will detail planned capital expenditure and a treasury management plan.

4. FORMULA RENTS and SERVICE CHARGES

- 4.1 Each year the Council is required by law to set the level of rents for Council dwellings for the forthcoming financial year after consultation with tenants. The decision must be taken early enough for tenants to be advised of any change at least 4 weeks prior to the date of change.
- 4.2 The rent increase for 2011/12 was based on an inflation increase of 4.6%. The rent increase for 2012/13 is based on an inflation increase of 5.6%.
- 4.3 The Government decided in 2003/04 that Local Authority and Registered Social Landlord rents should be calculated using a formula based system. Since 2003/04 Enfield rents have been calculated using the National social rents policy. The formula is based on:
- the market value of the property,
 - average earnings for London manual workers
 - the national average council rent
 - the number of bedrooms in the property.
- 4.4 In addition to the rents, tenants may also be charged a service charge for certain communal services as appropriate. Government guidance gives some

discretion over which services may be charged separately. The proposed charges for 2012/13 are shown in paragraph 15.1. No new service charges are proposed for 2012/13.

- 4.5 The move to formula rents (“rent convergence”), together with the separate charging for services, would have meant significant increases or decreases for some tenants if introduced immediately. In recognition of this the Government decided that the move to the new formula rents would be phased and that no rent should increase by more than £2 per week plus inflation plus 0.5%. It is intended that actual rents should converge with formula rents in 2015/16.

5. FINANCIAL MONITORING 2011/12

- 5.1 As well as the introduction of HRA self financing, it is also necessary to review the estimates for the current financial year to determine the anticipated balances as at 31 March 2012 and to take into consideration the ongoing impact of any other major changes that have occurred during the current year. These have been highlighted throughout the year in the regular financial monitoring reports; the latest monitoring report is indicating a net surplus of £231k on the HRA.
- 5.2 A summary of the major changes in 2011/12 based on the November monitoring position is shown in Appendix 1. Where appropriate, the ongoing impact of these variations has been included in the draft budget for 2012/13.

6. BASE BUDGET FOR 2012/13

Table 1 sets out the Base Budget for 2012/13 compared to the 2011/12 figures.

There are a number of changes due to the implementation of self financing. The budgets look significantly different to previous years because of:

- The removal of the subsidy repayment
- The increase in capital charges to pay for the additional debt of £28.8m
- The significant revenue surplus that will be used to pay for capital works in future years.
- The change in the depreciation calculation

As well as the proposed budget for 2012/13 the Table also includes indicative figures for future years. These will change as the HRA business plan is developed and updated figures will form part of the HRA business plan report which will be brought back to cabinet later on this year.

The details and explanations of the changes between 2011/12 and 2012/13 are outlined below.

TABLE 1 - HOUSING REVENUE ACCOUNT 2011/12 TO 2012/13

	2011-12 Estimate £'000	2012-13 Estimate £'000	Variations £'000	See Para	2013-14 Projection £'000	2014-15 Projection £'000	2015-16 Projection £'000
Expenditure							
S&M General	15,663	14,368	-1,295	9.1	12,733	12,638	12,607
S&M Special	5,169	5,372	203	9.2	5,329	5,408	5,489
Rent Rates and other Charges	246	125	-121		129	132	136
Rent Rebates	600	0	-600	8.4	0	0	0
Cost of Capital	4,551	7,456	2,905	8.2	7,295	7,856	8,299
Depreciation	10,249	13,282	3,033	8.5	13,419	13,477	13,657
Repairs and Maintenance	13,263	12,390	-873	9.4	15,973	16,283	15,598
Provision for bad and doubtful debts	300	500	200	9.9	1,000	1,025	1,050
Total Expenditure	50,041	53,493	3,452		55,878	56,819	56,836
Income							
HRA Subsidy - MRA	-10,309	0	10,309	8.1	0	0	0
HRA Subsidy - Housing Element	18,454	0	-18,454	8.1	0	0	0
Net Subsidy	8,145	0	-8,145		0	0	0
Rent Income	-52,339	-55,875	-3,536	9.5	-55,247	-57,038	-57,711
Dwellings	-707	-656	51	9.6	-757	-766	-776
Garages	-2,182	-2,154	28	9.7	-2,336	-2,366	-2,396
Shops/Commercial	-2,976	-3,150	-174	9.8	-3,174	-3,275	-3,379
Leaseholder service charges							
Total Income	-50,059	-61,835	-11,776		-61,514	-63,445	-64,262
Net cost of services	-18	-8,342	-8,324		-5,636	-6,626	-7,426
Cost of Premiums and Discounts	95	108	13	9.3	112	96	102
Interest on Balances	-76	-297	-221		-638	-718	-632
RTB Mortgage Interest	-1	-1	0		-1	0	0
Net Operating expenditure	0	-8,532	-8,532		-6,163	-7,248	-7,956
Contribution to Reserves	0	8,532	8,532		3,573	5,856	-5,440
Revenue Contribution for Capital Outlay	0	0	0	8.3	2,590	1,392	13,396
Net Operating expenditure	0	0	0		0	0	0

7. BASE BUDGET ASSUMPTIONS

- 7.1 Table 2 sets out the assumptions made in compiling the budget and medium term projections.

TABLE 2 - ASSUMPTIONS

Pay award	0%
Inflation on supplies and services	0%
R&M cost increases	0%
Garage income	5.6%
RTB	8 per annum
Interest rate on borrowing	5.5% on existing debt 3.22% on new debt
Interest rate on balances	0.5%

8. HRA SELF FINANCING CHANGES

8.1 Subsidy- decrease of £8.145m

There will be no subsidy payments in future.

8.2 Capital Charges- increase of £2.905m

This represents the cost of borrowing.

There is a substantial increase in capital charges because the HRA will take on additional debt as a result of self financing. This is £28.8m as confirmed by the final determination. The methodology for calculating capital charges will also change under HRA self financing and this will increase the HRA capital charges

8.3 Revenue contributions to capital outlay

In future years capital works will be partly funded from revenue contributions, these contributions start from 2013/14.

8.4 Rent rebate subsidy limitation- decrease of £600k

When the cost of housing benefit was moved to the General Fund the government required the HRA to make contributions to this cost. It did this because it deemed the HRA rents to be too high. It is anticipated that the HRA will no longer have to make a contribution to General Fund because actual rents are no longer above the limit rent.

8.5 Depreciation- increase of £3.033m

There is a requirement to include an amount for depreciation of HRA assets in the HRA. This sum was previously determined by the amount the government allows for Major Repairs in the subsidy calculation. This no longer exists but the current estimate is based on the figures in the Self Financing model. The council can

continue to use this basis for the next five years whilst developing a different methodology. This money will be set aside to fund capital works in future years.

9. OTHER BUDGET VARIATIONS

9.1 Supervision & Management General- decrease of £1.295m

This represents the cost of managing the housing stock.

The management fee for 2011/12 has reduced by £433k due to efficiency savings of 3% by Enfield Homes. There is a further decrease in cost £35k due to stock loss because of regeneration projects and a reduction in the contingency which was set aside for initiatives, project costs and the Northgate upgrade. There is a reduction in the number of hostels and therefore a reduction in running costs of £273k.

9.2 Special Services – increase of £203k

This heading represents the following services: caretaking, cleaning, concierge, CCTV, grounds maintenance, sheltered accommodation and energy costs.

The increase is due to an increase in grounds maintenance costs following a tree survey and the development of a planned programme of tree works.

9.3 Cost of premiums and discounts – increase of £13k

There is a small change in the Premium & Discount payments.

9.4 Repairs and Maintenance – decrease of £873k

The contracts were renegotiated and extended for 2.5years as reported to cabinet (October 12th 2011). Savings are estimated to be £973k annually. However this is partly offset by an increase of £100k for shop repairs.

9.5 Dwelling rents income – increase of £3.536m

This represents the additional income from an actual average increase in rents of 6.95%. This has been adjusted for the expected level of voids and the reduction in the number of hostels.

9.6 Garages income – decrease of £51k

This is due to a higher level of voids offset by the proposed increase in the rents on garages. A garage review is being undertaken and this is due to report later in the year

9.7 Shop income – decrease of £28k

This is due to rent reviews offset by additional income from Aerials.

9.8 Leaseholder Service charge income – increase of £174k

This reflects the increased costs of the services provided for leaseholders.

9.9 Bad Debts – increase of £200k

The increase reflects the risks associated with the expected changes to benefit regulations.

10. ENFIELD HOMES MANAGEMENT FEE

- 10.1 Enfield Homes went live on 1st April 2008. The management contract is for a 5 year period to March 2013. This contract is currently under review.
- 10.2 Enfield Homes is paid a management fee by the Council for managing and maintaining the Housing stock. Details of the services to be provided are included in the management agreement. The management fee agreed for 2011/12 was £16.2m.
- 10.3 It is proposed that the management fee for 2012/13 should be £15.6m. This fee has been the subject of detailed negotiations between the Council and Enfield Homes. The management fee for 2012/13 includes expenditure in table 1 under the headings Supervision, Management and Special Services and part of the expenditure listed under Repairs.
- 10.4 A number of revenue budgets remain within the Council's accounts but are delegated to Enfield Homes to manage. These are outlined below:
- Rents dwellings (including service charges)
 - Leaseholders service charges
 - Garage income
 - Repairs and maintenance
 - Contracts for services i.e. concierge, cctv and grounds maintenance

11. CAPITAL FINANCE AND PRUDENTIAL CODE - UPDATE FOR CORPORATE BUDGET REPORT

- 11.1 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. The prudential indicators for the HRA are:
- estimated capital financing charges as a percentage of net revenue stream
 - estimated capital expenditure
 - estimated capital financing requirement
 - incremental effect of capital investment decisions on housing rents.
- 11.2 The General Fund Budget report for 2012/13 elsewhere on the agenda sets out the background to the prudential code and shows the indicators for the HRA and the General Fund.
- 11.3 A further regulation is in force from 2012/13. As part of the self financing determination the government has imposed a cap on HRA borrowing. This relates to the valuation calculation as determined by the self financing model. The cap for this Council is £198m. Actual borrowing at the end of 2011/12 is estimated to be £161m after including the settlement for self financing.
- 11.4 In essence the Prudential regime gives scope for the HRA to borrow for capital investment if the forecasts show that the resulting charges can be afforded over the medium to long term.

- 11.5 The Code, subject to an assessment of prudence, affordability and sustainability, gives scope to borrow above current levels. There is no additional HRA borrowing planned for 2012/13. However, the HRA business plan will include assumptions about borrowing in future years.
- 11.6 The DCLG has made available Decent Homes funding of £64m so far (£15m in 2009/10, £35m in 2010/11 and £14m in 2011/12). A further £18m has been agreed for 2012/13 and this will be paid as a capital grant. Additional funding of £26.6m in total has been allocated for 2013/14 and 2014/15 but this has not yet been confirmed.
- 11.7 Enfield Homes has prepared a draft capital programme for 2012/13 in line with currently available resources estimated to be £36.9m. This is made up of capital grant of £18m, major repairs reserve of £4.2m and receipts and other income of £14.7m. Projected Capital expenditure for 2011/12 is estimated to be £30.7m the original budget is £35.9m. Appendix 6 outlines the indicative programme; the final programme will be reported to Council.
- 11.8 In addition to the works to the stock it is anticipated that the estates renewal programme will cost £6.4m in 2012/13. This is a provisional figure based on a first draft of the HRA business plan. This will be updated as the business plan is developed.
- 11.9 The general works programme will underspend by £5.305m in 2011/12. This is reduced by £349k proposed overspend from Decent Homes work. The balance of £4.96m will be made available to Enfield Homes in 2012/13 to fund projects that did not complete in the current financial year.

12. HRA BALANCES

- 12.1 The estimated position on balances is set out below.

TABLE 4: HRA BALANCES

	HRA General Balances	Repairs Fund	Capital Reserve	Total
	£m	£m	£m	£m
Balance at 1/04/11	8.74	5.70	3.54	17.98
Use of balances in 2011/12	0.23	(2.28)	0.00	(2.05)
Balance as at 31/03/12	8.97	3.42	3.54	15.93

- 12.2 It is planned to use general balances to fund the new ways of working initiative at Enfield Homes. This will generate savings when all Enfield Homes staff are moved to the Edmonton centre. The initial investment is estimated to be £393k and this will be funded from HRA balances.
- 12.3 The prudent minimum level of balances has until now been set at £4m. With the introduction of self financing a further assessment indicates that with increased risks associated with this that minimum balances should be increased to £6m. In

reality the business plan will have considerably greater balances than that next year.

- 12.4 In addition to the above reserves, a bad debt provision of £1.5m existed at 31 March 2011. The adequacy of this amount will be reassessed at the end of the financial year to reflect the level of rent arrears. It is also considered prudent to increase the provision to reflect the risks associated with the government changes to the benefit system.

13. RISKS

Introduction of HRA self financing

The proposed reform of the HRA will have a major impact on the operation of the Housing Revenue Account from 2012/13. The significant changes as outlined in the previous report to cabinet in January are a major risk for the HRA.

Decent Homes backlog funding

Funding is guaranteed for 2012/13 but not for the two years beyond that. This will adversely affect the HRA business plan and will mean that £26.6m of decent homes works will need to be reprofiled into later years.

Benefit changes

The implementation of universal credit will impact on the HRA. However, this will not be implemented until 2013/14. The impact is not yet clear but it is felt prudent to increase the contribution to the bad debt provision from 2012/13. The prospect of the economic outlook may impact on the level of arrears and the contribution to the bad debt provision.

RTB

The Government is currently consulting on changing the right to buy discount. This may significantly increase the sales under RTB and this could adversely affect the HRA business plan.

14. PROPOSED RENT CHARGES FOR 2012/13

- 14.1 As outlined in Paragraph 4.3 it is recommended that the 2012/13 rents be increased in line with National social rent policy. This calculation takes into account RPI of 5.6%. The increase represents 5.6% plus 0.5% plus the move to convergence an average of 0.85%. This results in an average rent increase of 6.95% although because of rent restructuring and the need to move towards formula rents there is a variation in individual charges. A majority of rents should be at formula by 2015/16.
- 14.2 The formula rents regime sets upper limits on rents for different sized properties. In 2012/13 the caps on weekly rents as confirmed by the final subsidy determination are as follows:

TABLE 6 CAPS ON WEEKLY RENTS

	£
1 bed bedsit	127.56
2 bed	135.06
3 bed	142.57
4 bed	150.07
5 bed	157.57
6 bed	165.08

In cases where the formula rent exceeds the cap level the formula rent is set at the cap level and the actual rent will be moved in stages to the cap level.

- 14.3 The limit rent is set at £2 so no rent can increase by more than RPI plus 0.5% plus £2.
- 14.4 Appendix 4 shows examples of the proposed rents for 2012/13 for different property types and sizes across the Borough. It should be noted that these will vary for each tenant depending on how far the actual rent is from the formula rent.

15. PROPOSED SERVICE CHARGES FOR 2012/13

- 15.1 It is also recommended that the following service charges be made to those tenants in receipt of the services listed below

TABLE 7 – PROPOSED SERVICE CHARGES 2012/13

	Charge per week 2011/12 £	Charge per week 2012/13 £
Caretaking level (1) (resident)	4.50	4.57
Caretaking level (2) (non resident)	2.73	2.87
Caretaking level (2) Sheltered (various blocks) (new charge for 2011/12)	From 1.25 to 2.73	From 1.30 to 3.27
Concierge	10.61	10.61
Grounds maintenance	1.10	1.16
CCTV	1.19	1.25

- 15.2 These charges aim to recover the full cost of the service. Concierge charges have remained the same and reflect the cost of the contract. There has been an increase in caretaking and grounds maintenance charges due to inflation.
- 15.3 In addition to the above, water and sewerage charges will continue to be collected through the rents on behalf of the water authorities.
- 15.4 The above charges have also been built in to the expected income from leaseholders where appropriate.

16. LEASEHOLDER SERVICE CHARGES

- 16.1 Details of estimated service charges for leaseholders are included at Appendix 3. This includes an estimate of all charges to leaseholders.
- 16.2 The administrative fee proposed for 2012/13 is £190.20 per leasehold unit; this is a 2.49% increase from 2011/12.

17. HEATING CHARGES

17.1 General Heating Charges

We have received specialist expert advice from the external procurement body that we can act now to procure the electricity supply at reduced cost. Whilst we do not yet know the precise cost we are confident it will be in a range that allows us to freeze heating fund charges at current levels.

17.2 Alma and Bliss and Purcell

Heating charges at Alma and Bliss and Purcell have already been agreed for 2012/13 as part of the overall review of charges in those blocks.

18. TEMPORARY ACCOMMODATION RENTS

Proposed Temporary Accommodation (TA) rents for 2012/13 are attached at Appendix 5. The rents have not changed from 2011/12. TA rents are now pegged to the Local Housing Allowance rate for the size of property in January 2011 less 10%, plus a flat rate management fee of £40 per week. The cap of £375 per week continues to limit rents for 4 and 5 bedroom accommodation. An increase in the amenity charge is under consideration.

19. ALTERNATIVE OPTIONS CONSIDERED

Two alternatives were considered; these were not increasing rents in line with the national social rent policy as recommended by the Government and increasing rents above this guideline. Both these were discounted. If rents were not increased this would mean significant loss of income and would undermine the business plan in future years. The HRA self financing settlement was based on the assumption that rents were increased in line with national social rent policy. To increase rents above this was also discounted because this would put additional unnecessary financial pressures on tenants.

20. REASONS FOR RECOMMENDATIONS

In view of the implications of the alternatives mentioned in paragraph 19, it is recommended to increase rents in line with national social rent policy and Government guidance on self financing.

21. COMMENTS OF THE DIRECTOR OF FINANCE, RESOURCES & CUSTOMER SERVICES OTHER DEPARTMENTS

21.1 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 2012/13 HRA estimates have been prepared taking into account 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 cost pressures, evidenced 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 and Corporate Resources that the HRA budget is robust and that the balances held are prudent.

21.2 Legal Implications

Sections 167 to 175 of the Localism Act 2011 introduce a new system of council housing finance called self financing. The new regime will replace the Housing Revenue Account (HRA) Subsidy system and local authorities currently operating HRA will be able to keep all of their rental income and use it to support their housing stock.

The objectives of self-financing are to:

- make the system more flexible and fair, giving councils the power to make the best use of their housing stock, in a way which best meets the needs of individual households in their local area
- enable tenants and local taxpayers to hold their landlord to account for the cost and quality of their housing.

The abolition of the subsidy system will not end the requirement for local authorities to maintain a statutory, ring-fenced Housing Revenue Account. Local authorities will still be required to account to their tenants for income from and expenditure to council housing separately from income and spending on other functions and services. Capital funding will also be provided to tackle the Decent Homes backlog. The recommendations proposed comply with the reforms set out in the Localism Act 2011.

The duty of local authorities to set their own rents remains so under section 24 of the Housing Act 1985, as amended by section 162 of the Local Government and Housing Act 1989 a local authority is to decide on the rent they charge their

tenants. Such charge must be reasonable for the tenancy or occupation of their premises. The authority is required to review rents and make changes, as circumstances require. The Housing Act requires that the rent of houses of any class of description to bear broadly the same proportion to private sector rents.

The Guide to Social Rent Reform issued by the Office of the Deputy Prime Minister (ODPM) in 2003 still applies in relation to service charges. It states that local authorities retain the discretion to decide what services can be charged for in addition to rent. Local authorities are expected to set reasonable and transparent charges which closely reflect what is being provided to tenants. The Guide recommends that protecting tenants from sudden large increases in their rent and service charges should take priority. Local authorities are expected to consult appropriately before introducing new or extended service charges. If consultation has not taken place there could be a potential for challenge either by way of Judicial Review or complaint to Local Government Ombudsman.

The Council has a duty to show they have consciously addressed their mind to carrying out an Equality Impact Assessment (which includes any decision to increase or introduce charges to tenants).

22. KEY RISKS

Detailed in Section 13

23. IMPACT ON COUNCIL PRIORITIES

Fairness for All

Providing high quality housing continues to be a priority. Rents are set in line with Government guidance and an increase of 6.95% is low when compared to a number of other London Boroughs.

Growth and Sustainability

The recommendations in the report will ensure that there is a sustainable HRA. The proposals will promote positive investment in the housing stock, ensure adequate funding is made available for the Council's landlord function and encourage compliance with the government regulation on setting rents.

Strong Communities

Setting fair rents, investing in the Council's housing stock and effective management of the Council's housing stock by Enfield Homes are some of the areas of this report that will have positive effect on the local community.

24. PERFORMANCE MANAGEMENT IMPLICATIONS

Setting a balanced budget for 2012/13 should enable the HRA performance targets to be met. Sound medium term financial plans are essential to support the delivery of excellent services and the efficient use of resources across the organisation. The budget proposals set out in this paper will ensure that the

Council's limited capital and revenue resources are targeted on these key priorities.

Background Papers	Where Located	Contact
Finance Working Papers	4 th Floor Civic Centre	Fiona Peacock ext. 5033
CLG Determinations	4 th Floor Civic Centre	Fiona Peacock ext. 5033
HRA Business Plan	4 th Floor Civic Centre	Fiona Peacock ext. 5033

APPENDIX 1

2011/12 BUDGET MONITORING – VARIATIONS (as at November 2011)

<u>Budget Head</u>	<u>Variation</u> £'000
<p>Supervision and Management</p> <p>The forecast subsidy income for supporting people is lower than the budget, this has resulted in a reduction in income of £33k</p>	33
<p>Rents non dwellings – shops/garages</p> <p>Additional other income of £46k from Aerials is partly offset by one off essential shop repairs totalling £28k. In addition an under-recovery of income of £67k on garage rent has been identified. This is due to a higher void rate than originally budgeted for.</p>	53
<p>Subsidy</p> <p>A detailed review of Housing Subsidy has identified further increases to the Housing Subsidy payments of £416k. This is due to changes in the consolidated rate of interest (CRI) and Capital Financing requirement (CFR). This will be partly offset by a decrease in Capital Charges of £243k.</p>	416
<p>Capital Financing</p> <p>This is due to recalculation of capital financing charges and additional borrowing cost as a result of borrowings for Decent Homes.</p>	(243)
<p>Rents dwellings</p> <p>An over-recovery of income of £490k has been identified on dwelling rents. This is due to a reduction in the void rate. The estimated void rate was 2.5% (including estate renewal decants) but the actual is currently 1.6%.</p>	(490)
Total	(231)

APPENDIX 2

OTHER PROPOSALS FOR INCREASED INCOME IN THE HRA

1. **Garage Rents**

- 1.1 There are 2 types of garages, which are let to Council tenants, leaseholders and private tenants, wire cage (multi-storey block) and the standard lock-up.
- 1.2 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. It is proposed that the rents be increased by 5.6%. The proposed charges for 2012/13 are:

	2011/12 Weekly Net Rent £	2012/13 Proposed Net Rent £
Category (G1) Standard Lock-up Garages	8.48	8.95
Non Council tenant premium (NCTP)	2.24	2.37
Category (G0) Garages in multi-storey blocks	4.86	5.13

2. **Communal Heating Charges**

- 2.1 The Council has 1,788 properties in 71 blocks of flats serviced by communal heating systems. The properties do not have individual metering. There is a mixture of electric, gas and oil fired systems but the charges for tenants (which are reviewed annually) are calculated on a pooled basis rather than on the cost of the fuel used by individual systems. No increase is planned for 2012/13.
- 2.2 Since 1996 leaseholders have been charged a proportion of the actual cost of the fuel used in their blocks, calculated on the basis of individual property rateable values.

APPENDIX 3

ADMINISTRATION/MANAGEMENT CHARGE FOR LEASEHOLD UNITS

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.
2. It is estimated that by 31 March 2012 a total of 4,528 properties will have been sold under leasehold arrangements.
3. At the end of each financial year, the actual cost is determined and an appropriate adjustment made to the charge.
4. The cost of administration and management for 2012/13 is estimated at £861k and it is, therefore, recommended that the charge for 2012/13 be fixed at £190.20 per leasehold unit. This compares with the 2011/12 charge of £185.58 per leaseholder unit.
5. The charges below are estimates for 2012/13, adjustments will be made mid year to reflect actual charges.

	Charge per week 2011/12 £	Charge per week 2012/13 £
Administration & Management Charge	3.57	3.66
Caretaking level (1) (non resident)	2.73	2.87
Caretaking level (2) (resident)	4.50	4.57
Concierge		
Merlin House	10.03	10.03
Cormorant House	10.52	10.52
Kestral House	9.94	9.94
Curlew House	10.80	10.80
Walbrook House	11.82	11.82
CCTV		
Alma Road	1.04	1.09
Walbrook House	1.80	1.89
Shepcot House	1.25	1.30
Grounds Maintenance	1.10	1.16
Paladin Bins	1.50	1.60
Insurance		
1 Bed	1.63	1.71
2 Bed	1.84	1.94
3 Bed	2.10	2.21
4 Bed	2.35	2.46
Flat Repairs (Annual Charge)	1.00	1.00
Ground Rent (Annual Charge)	10.00	10.00
Estate Charge (Annual Charge)	10.00	10.00

APPENDIX 4

LB ENFIELD AVERAGE RENTS					
	Bedroom size	Actual 2011/12	Actual 2012/13	Formula 2012/13	Average Rent Increase 2012/13
		£	£	£	%
Bungalows	2	92.63	99.77	108.23	7.71%
Houses	2	92.81	99.87	106.23	7.61%
	3	101.93	109.70	116.51	7.62%
	4	112.89	120.80	124.30	7.01%
Flats – low rise	1	76.86	82.03	83.58	6.73%
	2	87.52	93.24	94.53	6.54%
Flats – high rise	1	70.09	74.97	76.93	6.96%
	2	81.28	86.13	86.15	5.97%
Maisonettes – low rise	2	85.50	91.24	92.78	6.71%
Maisonettes – high rise	2	80.18	85.23	85.71	6.30%
Bedsits		69.14	74.25	76.71	7.39%
Average		86.37	92.37	95.20	6.95%

The above are examples of the rents likely to be charged for specific properties. They are not necessarily typical, nor the maximum or minimum rents which will be charged.

Service charges have been excluded, but will be payable in addition to the rent subject to the services provided to each property.

The rent calculation is a function of the formula rent (using the CLG formula) and the existing 2011/12 net rent and is subject to various caps and limits.

APPENDIX 5**TEMPORARY ACCOMMODATION RENTS**

No increase is planned for 2012/13

Category	Weekly rent 2011/12	Weekly rent 2012/13
	£	£
Shared accommodation	178.75	178.75
1 bedroom self contained	200.88	200.88
2 bedroom	247.90	247.90
3 bedroom	310.00	310.00
4 bedroom	375.00	375.00
5 bedroom and larger	375.00	375.00

APPENDIX 6

DRAFT CAPITAL PROGRAMME 2012/13	2012/13	Slippage from 2011/12	Total
	£,000	£,000	£,000
Decent Homes Capital Programme 2012/13			
Scheme 1 - Scott House	1,900		1,900
Scheme 2 - College Court & Bridport House	1,500		1,500
Scheme 3 – Fore Street (1)	2,700		2,700
Scheme 4 – Snells Parks	2,200		2,200
Scheme 5 – Langhedge Lane	2,200		2,200
Scheme 6 – Jeremys Green	2,500		2,500
Scheme 7 – Bonington\Gainsborough\Wadham Houses & Joyce Avenue	1,900		1,900
Scheme 8 - Internal Works (Borough-Wide)	2,000		2,000
Capitalised Staff Costs	1,100		1,100
Total Decent Homes	18,000	0	18,000
General Works Capital Programme 2012/13			
Scheme 1: Fore Street (2)	1,500		1,500
Scheme 2: Alma Road	1,600		1,600
Scheme 3: Green Street	2,300		2,300
Leighton Road	1,000		1,000
Lift Refurbishment - Phase 3 (18 Lifts)	2,500		2,500
Remote Access to Tower Blocks & Anti Piracy	150		150
PV Pilots	400		400
Aids & Adaptations	2,000		2,000
Boiler Replacement	500		500
Capitalisation of Voids	500		500
Environmental Improvements	1,000		1,000
Estate Improvements Programme (including playgrounds)	1,964		1,964
Fire Safety	1,000		1,000
Legionella Works (Water Safety)	500		500
Security Works	500		500
Alma Towers	0	1,250	1,250
Community Halls Phase 3	0	855	855
Garchy System Removal	350		350
Jackson & Swinson Landlord Obligations	0	951	951
Leighton Road	0	500	500
Lift Refurbishment - Phase 2 (19 Lifts)	0	1,400	1,400
Capitalised Staff Costs	1,150		1,150
Total General Works Programme	18,914	4,956	23,870
Total Draft Capital Programme	36,914	4,956	41,870

MUNICIPAL YEAR 2011/12 REPORT NO. 188

MEETING TITLE AND DATE:
Council 29th February 2012

REPORT OF:
Director - Environment

Contact officer and telephone number:

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E mail: bob.griffiths@enfield.gov.uk

Agenda – Part: 1	Item: 9
Subject: Delegated Authority within the Environment Department and Adoption of Section 16 London Local Authorities and Transport for London Act 2003	
Cabinet Member consulted: Cllr Chris Bond	

1. EXECUTIVE SUMMARY

This report sets out the delegated authority arrangements within the Environment Department and updates arrangements in respect of delegated powers within the Divisions for Planning & Environmental Protection, Highways & Transportation, Waste, Street Scene & Parks; and the Community Safety Unit; as a consequence of changes in structures, posts and legislation. It also recommends that the Council adopts legislation to exercise powers to tackle unlawful vehicle crossovers.

2. RECOMMENDATIONS

- 2.1 To agree the delegated authorities outlined in this report and set out in detail at Appendices A - H.
- 2.2 The Council passes a resolution to adopt section 16 of the London Local Authorities and Transport for London Act 2003.

3. BACKGROUND

- 3.1 This report updates previously agreed delegations to incorporate changes arising from new legislation and changes to the designations of posts following restructures within the Environment Department.
- 3.2 This report adds relevant delegated authority concerning Street Naming and Numbering and Traffic Orders into a single scheme of delegation for the Department.
- 3.3 There have not been any significant national legislative changes since the previous report to Council on 31st March 2010.
- 3.4 On 27th April 2011, the Council formally sealed model bye-laws for specific parks and open spaces following formal consultation process and approval by the Department of Communities and Local Government. These bye-laws are designed to tackle antisocial behaviour and vandalism in parks and will be enforced by the Parks Police duly authorised in accordance with this Scheme of Delegation. The effect of these bye-laws will be to change the maximum penalty for such offences from £20 to £500.
- 3.5 Delegated arrangements for planning enforcement are made through the Planning Committee.
- 3.6 Proceedings are issued in the name of the Assistant Director of Legal Services where she has conduct of the case.
- 3.7 The Highways and Transportation Division is assessing proposals to deal with the illegal activity of driving across footways where there is no properly constructed footway crossover. Section 16 of the London Local Authorities and Transport for London Act 2003 provides enforcement powers to London Boroughs to tackle these issues. This legislation is subject to the Council passing a resolution to adopt these provisions.

4. ADOPTION OF SECTION 16, LONDON LOCAL AUTHORITIES AND TRANSPORT FOR LONDON ACT 2003.

- 4.1 Section 16 of the London Local Authorities and Transport for London Act 2003 provides powers to London Boroughs to tackle vehicles crossings over footways and verges, which have not been constructed by the highway authority.
- 4.2 It enables the Council to serve notice on the occupier of such a property, where vehicles habitually are taken across a kerbed footway or verge in the highway, to cease within a period not less than 28 days. Such notices can be appealed to the County Court.

- 4.3 In circumstances where the notice is not complied with, the Council may carry out such works to prevent vehicles from being taken across the footway or verge and recover its costs from the occupier. In addition, anyone contravening such a notice served on them is liable to a fine (level 3) not exceeding £1,000.
- 4.4 To adopt this provision, the Council must pass a resolution. This provision of the Act will become effective once the Council has published in a local newspaper circulating in their area and in the London Gazette a notice of the passing of the resolution and the general effect of the provisions of this Act coming into operation.
- 4.5 The effective day can be fixed no earlier than the expiration of three months from the publication of the notice in paragraph 4.4.

5. ALTERNATIVE OPTIONS CONSIDERED

- 5.1 Not passing a resolution to bring in to effect s.16 of the London Local Authorities and Transport for London Act 2003.
- 5.2 Not adopting the delegated authorities.

6. REASONS FOR RECOMMENDATIONS

This is an ongoing process to ensure that the Council has effectively and legally delegated its statutory powers to officers.

7. COMMENTS OF THE DIRECTOR OF FINANCE AND CORPORATE RESOURCES AND OTHER DEPARTMENTS

7.1 Financial Implications

- 7.1.1 There are no specific financial implications arising from Recommendation 2.1.
- 7.1.2 Should S16 of London Local Authorities and Transport for London Act 2003 be adopted, any costs arising from enforcement works will be met from within existing budgets.

7.2 Legal Implications

- 7.2.1 Pursuant to Section 101 of the Local Government Act 1972 a local authority may arrange for the discharge of any of their functions by a committee, a sub-committee or an officer of the authority or by any other local authority
- 7.2.2 Section 16 of the London Local Authorities and Transport for London Act 2003 ("the 2003 Act") provides London authorities with powers as set out in the body of this report.

7.2.3 It should be noted that in order to use such powers the Council must first formally adopt section 16 of the 2003 Act by the passing of a resolution and the placing of notices in both a local newspaper and the London Gazette which should advise of:-

a) The passing of the resolution by the Council to adopt section 16 and the date when such powers provided by the section are to take effect;

b) The general effect of the provisions of section 16
The effective date should be no earlier than the expiry of 3 months from the publication of the said notices.

7.2.4 The recommendations contained within this report are within the Council's powers and duties.

8. KEY RISKS

The Council is at risk of legal challenge to any of its enforcement action where staff operate with powers that have not been properly delegated.

9. IMPACT ON COUNCIL PRIORITIES

9.1 Fairness for All

The Scheme of Delegation ensures that the Council has defined and transparent decision making. If approved, the proposals will help tackle antisocial behaviour and vandalism in parks, and the illegal activity of driving across footways to the benefit of all residents.

9.2 Growth and Sustainability

The recommendations in the report fully accord with this Council priority

9.3 Strong Communities

The recommendations in the report fully accord with this Council priority.

10. PERFORMANCE MANAGEMENT IMPLICATIONS

There are no specific performance management implications.

Background Papers

None.

APPENDIX A

Delegated Authority within the Environment Department.

- 1.1 Pursuant to section 101 of the Local Government Act 1972, powers are delegated to the Director of Environment in respect of those matters listed in Appendices A – H.
- 1.2 Pursuant to section 101 of the Local Government Act 1972, powers are delegated to the Assistant Director Planning & Environmental Protection in respect of those matters listed in Appendix B.
- 1.3 Pursuant to section 101 of the Local Government Act 1972, powers are delegated to the Assistant Director Waste, Street Scene & Parks in respect of those matters listed in Appendix C.
- 1.4 Pursuant to section 101 of the Local Government Act 1972, powers are delegated to the Assistant Director Highways and Transportation in respect of those matters listed in Appendix D.
- 1.5 Pursuant to section 101 of the Local Government Act 1972, powers are delegated to the Head of Community Safety in respect of those matters listed in Appendix E.

APPENDIX B

Delegated Authority within the Planning & Environmental Protection Division

- 1.1 Pursuant to section 101 of the Local Government Act 1972, powers are delegated to the Assistant Director Planning and Environmental Protection, Head of Regulatory Services, Head of Business & Technical Services and Head of Development Management, in respect of those matters listed in paragraphs 1.2-1.24 below.
- 1.2 That the Assistant Director Planning and Environmental Protection, Head of Regulatory Services, Head of Business & Technical Services and Head of Development Management be appointed as Proper Officers and have delegated power to appoint Proper Officers pursuant to sections 112, 234, 270 (3) of the Local Government Act 1972 for the purposes of signing all Notices, Orders, Licences and other documents, given, made or issued by them on behalf of the Council under the legislation in Appendix F.
- 1.3 That the Assistant Director Planning and Environmental Protection, and Head of Regulatory Services have delegated power to appoint Proper Officers pursuant to sections 69 and 72 of the Weights and Measures Act 1985.
- 1.4 That the Assistant Director Planning and Environmental Protection, Head of Regulatory Services, Head of Business & Technical Services and Head of Development Management and Team Leaders under the direction of the Service Head, be authorised pursuant to Section 222 of the Local Government Act 1972 to institute proceedings in any Magistrates Court in respect of offences or other matters falling within the legislation in Appendix F;
- 1.5 That the Assistant Director Planning and Environmental Protection, Head of Regulatory Services, Head of Business & Technical Services and Head of Development Management be authorised under Section 223 of the Local Government Act 1972 to appear on behalf of the Council before any Magistrates Court in relation to proceedings instituted by them;
- 1.6 That there be delegated to Assistant Director Planning and Environmental Protection, Head of Regulatory Services, Head of Business & Technical Services and Head of Development Management the power to authorise officers of the Service to appear on behalf of the Council in any Magistrates Court under Section 223 of the Local Government Act 1972 in relation to proceedings instituted for legislation shown at Appendix F.
- 1.7 That there be delegated to the Assistant Director Planning and Environmental Protection, Head of Regulatory Services, Head of

Business & Technical Services and Head of Development Management the power to authorise officers to exercise powers and duties falling within the legislation referred to at Appendix F, subject where appropriate to officers holding the appropriate qualification;

- 1.8 That there be delegated to the Assistant Director Planning and Environmental Protection and Head of Regulatory Services the power to institute proceedings and bring contempt of court action in relation to the Enterprise Act 2002 and for Trading Standards Team Leader to be delegated the power to seek and receive voluntary undertakings under the aforesaid legislation.
- 1.9 That there be delegated to the Assistant Director, Planning and Environmental Protection, Head of Regulatory Services and Head of Business & Technical Services, and Team Leaders;
 - 1.9.1 Power to authorise officers to serve and sign in their own name all improvement and prohibition notices in food safety and health & safety enforcement.
 - 1.9.2 Power to authorise officers to serve and sign in their own name all relevant notices in accordance with the legislation listed under Appendix F.
 - 1.9.3 Power to authorise officers to serve and sign in their own name any fixed penalty notice in accordance with the legislation listed at Appendix H.
 - 1.9.4 All authorisation, variation, revocation, enforcement and prohibition notices under; local authority pollution control enforcement.
 - 1.9.5 The power to institute civil proceedings under section 2 of the Local Government Act 2000 to protect the economic, social or environmental well-being of the community.
- 1.10 That the powers of suspension and forfeiture provided by the Consumer Protection Act 1987 and the European Communities Act 1972 be delegated to the Assistant Director Planning and Environmental Protection, Head of Regulatory Services and Team Leaders;
- 1.11 That there be delegated to the Assistant Director Planning and Environmental Protection, Head of Regulatory Services, Head of Business & Technical Services and Head of Development Management, the power to authorise officers to sign licences (as required by various statutes in Appendix F and listed at Appendix G) on behalf of the Head of Development Management and the powers of the Council as registration authority under the various statutes in Appendix G.

- 1.12 That in cases of serious consumer fraud the Assistant Director, Planning and Environmental Protection, Head of Regulatory Services and Team Leaders under the direction of a Head of Service be delegated authority to institute proceedings under the Criminal Law Act 1977, Criminal Attempts Act 1981, Common Law Conspiracy to Defraud and Fraud Act 2006.
- 1.13 That the Assistant Director Planning and Environmental Protection, Head of Regulatory Services, and Head of Business & Technical Services, be responsible for the discharge of the functions of the Local Authority relating to the appointment and duties of Trading Standards Officers, Fair Trading Officers, Environmental Health Officers, Environmental Protection Officers or Technical Officers in the Service;
- 1.14 The Assistant Director Planning and Environmental Protection, Head of Regulatory Services and Head of Business & Technical Services, be empowered pursuant to Schedule 1 Section 14 of the Pollution Prevention and Control Act 1999, to appoint as inspectors such persons having suitable qualifications as he or she thinks necessary for carrying into effect the provisions of the Act and to terminate any appointment made;
- 1.15 That the Assistant Director Planning and Environmental Protection, Head of Regulatory Services and Head of Business & Technical Services, be responsible for arranging for the signature and service of Notices under the provisions of Sections 80 and 80(A) Environmental Protection Act 1990;
- 1.16 That the Assistant Director Planning and Environmental Protection, Head of Regulatory Services and Head of Business & Technical Services, be empowered pursuant to section 108 of the Environment Act 1995 to authorise persons as necessary for carrying into effect the provisions of the Act;
- 1.17 That the Assistant Director Planning and Environmental Protection, Head of Regulatory Services and Head of Business & Technical Services, be empowered pursuant to Schedule 1, Part 1 paragraph 14 of the Pollution Prevention Control Act 1999 to authorise persons as necessary for carrying into effect the provisions of the Act;
- 1.18 That the Assistant Director Planning and Environmental Protection, Head of Regulatory Services and Head of Business & Technical Services, be authorised to:
 - 1.18.1 Appoint Animal Welfare Officers to enter premises and to take action under enactments listed in Appendix F;
 - 1.18.2 Instruct, on behalf of the Council, such veterinary surgeon(s) to enter any premises to advise as necessary on action to be

taken under the animal welfare legislation listed in Appendix F.

- 1.19 That the Assistant Director Planning and Environmental Protection, Head of Regulatory Services be given delegated authority to appoint;
 - 1.19.1 A Consultant in Communicable Disease Control and their deputies to perform duties on behalf of the Council in respect of Notifiable Disease, Infections and food poisoning and for action under Section 47 of the National Assistance Act 1948 and
 - 1.19.2 Council Public Analysts in accordance with Section 27 of the Food Safety Act 1990 and Agricultural Analysts for the purposes of the Agricultural Act 1970;
- 1.20 The Assistant Director Planning and Environmental Protection, Head of Regulatory Services and Head of Business & Technical Services be empowered:
 - 1.20.1 pursuant to Section 19 of the Health and Safety at Work etc Act 1974, to appoint as Inspectors such persons having suitable qualifications as he or she thinks necessary for carrying into effect the provisions of the Act and to terminate any appointment made; and
 - 1.20.2 pursuant to Section 39 of the Health and Safety at Work etc Act 1974, to authorise any such Inspectors to prosecute before a Magistrates' Court for any offence under the said Act or Regulations made there under and
 - 1.20.3 be given delegated powers to arrange for other people to accompany Inspectors on Inspections of Work Places under the provisions of the Health and Safety at Work etc. Act 1974 and
 - 1.20.4 on behalf of the Local Authority be given delegated powers to endorse any agreed transfers of enforcement responsibility for any particular premises, or parts of premises, or any particular activities carried on in them, from the Health and Safety Executive to the Local Authority, or vice versa and;
 - 1.20.5 be given delegated powers to issue a Sports Ground Safety Certificate under the Safety of Sports Grounds Act 1975;
- 1.21 That named officers as authorised by the Assistant Director Planning and Environmental Protection, Head of Regulatory Services and Head of Business & Technical Services, be delegated power to authorise directed surveillance, interception of communications and the use of covert human intelligence sources in accordance with the requirements of the Regulation of Investigatory Powers Act 2000. (The Assistant Director of Legal Services to maintain a record of duly authorised named officers holding the above posts and such other posts which

satisfy the requirements of the Council's policy relating to the Regulation of Investigatory Powers Act 2000).

- 1.22 That the Assistant Director Planning and Environmental Protection and Head of Regulatory Services be authorised to take appropriate enforcement action against (including prosecution) contraventions of non-mandatory trading legislation in cases where they determine it is expedient to do so in the interests of consumer protection, fair trading or wider public protection considerations;
- 1.23 That the powers of the Council to provide advice to consumers of goods and services under Section 69(5) of the Weights and Measures Act 1985 be delegated to staff duly authorised for that purpose by the Assistant Director Planning and Environmental Protection and Head of Regulatory Services.
- 1.24 That the Assistant Director Planning and Environmental Protection and Head of Regulatory Services be authorised to appoint suitably qualified officers to exercise powers under the Proceeds of Crime Act 2002 for the recovery of assets.
- 1.25 That the Assistant Director Planning and Environmental Protection and Head of Business & Technical Services be authorised to name streets and number properties in accordance with Council policy under the London Buildings Acts (Amendment) Act 1939 and the Local Government Act 2003.
- 1.26 That the Assistant Director Planning and Environmental Protection be authorised to agree protocols which delegate functions for the enforcement of part III of the Consumer Credit Act 1974 and delegate the power to prosecute to Birmingham City Council for any matters associated with or discovered during an investigation by the illegal money lending team against illegal money lenders operating within the London Borough of Enfield.

APPENDIX C

Delegated Authority within the Waste, Street Scene and Parks Division

- 1.1 Pursuant to section 101 of the Local Government Act 1972, powers are delegated to the Assistant Director Waste, Street Scene & Parks; Head of Operations and Head of Strategy & Partnerships in respect of those matters listed in paragraphs 1.2-1.7 below.
- 1.2 That the Assistant Director Waste, Street Scene & Parks; Head of Operations and Head of Strategy & Partnerships be appointed as Proper Officers and have delegated power to appoint Proper Officers pursuant to sections 112, 234, 270 (3) of the Local Government Act 1972 for the purposes of signing all Notices, Orders, Licences and other documents, given, made or issued by them on behalf of the Council under the legislation in Appendix F.
- 1.3 That the Assistant Director Waste, Street Scene & Parks; Head of Operations and Head of Strategy & Partnerships, be authorised pursuant to Section 222 of the Local Government Act 1972 to institute proceedings in any Magistrates Court in respect of offences or other matters falling within the legislation in Appendix F;
- 1.4 That the Assistant Director Waste, Street Scene & Parks; Head of Operations and Head of Strategy & Partnerships be authorised under Section 223 of the Local Government Act 1972 to appear on behalf of the Council before any Magistrates Court in relation to proceedings instituted by them;
- 1.5 That there be delegated to Assistant Director Waste, Street Scene & Parks; Head of Operations and Head of Strategy & Partnerships the power to authorise officers of the Service to appear on behalf of the Council in any Magistrates Court under Section 223 of the Local Government Act 1972 in relation to proceedings instituted for legislation shown at Appendix F.
- 1.6 That there be delegated to the Assistant Director Waste, Street Scene & Parks; Head of Operations and Head of Strategy & Partnerships the power to authorise officers to exercise powers and duties falling within the legislation referred to at Appendix F, subject where appropriate to officers holding the appropriate qualification;
- 1.7 That there be delegated to the Assistant Director Waste, Street Scene & Parks; Head of Operations and Head of Strategy & Partnerships to authorise officers to serve and sign in their own name any fixed penalty notice in accordance with those offences associated with litter and dog fouling listed in appendix H.

APPENDIX D

Delegated Authority within the Highways and Transportation Division

- 1.1 Pursuant to section 101 of the Local Government Act 1972, powers are delegated to the Assistant Director Highways and Transportation, Head of Highways Services, Head of Traffic & Transportation and Head of Parking Services, in respect of those matters listed in paragraphs 1.2-1.8 below.
- 1.2 That the Assistant Director Highways and Transportation, Head of Highways Services, Head of Traffic & Transportation and Head of Parking Services be appointed as Proper Officers and have delegated power to appoint Proper Officers pursuant to sections 112, 234, 270 (3) of the Local Government Act 1972 for the purposes of signing all Notices, Orders, Licences and other documents, given, made or issued by them on behalf of the Council under the legislation in Appendices F & G.
- 1.3 That the Assistant Director Highways and Transportation, Head of Highways Services, Head of Traffic & Transportation and Head of Parking Services, be authorised pursuant to Section 222 of the Local Government Act 1972 to institute proceedings in any Magistrates Court in respect of offences or other matters falling within the legislation in Appendix F;
- 1.4 That the Assistant Director Highways and Transportation, Head of Highways Services, Head of Traffic & Transportation and Head of Parking Services be authorised under Section 223 of the Local Government Act 1972 to appear on behalf of the Council before any Magistrates Court in relation to proceedings instituted by them;
- 1.5 That there be delegated to Assistant Director Highways and Transportation, Head of Highways Services, Head of Traffic & Transportation and Head of Parking Services the power to authorise officers of the Service to appear on behalf of the Council in any Magistrates Court under Section 223 of the Local Government Act 1972 in relation to proceedings instituted for legislation shown at Appendix F.
- 1.6 That there be delegated to the Assistant Director Highways and Transportation, Head of Highways Services, Head of Traffic & Transportation and Head of Parking Services the power to authorise officers to exercise powers and duties falling within the legislation referred to at Appendix F, subject where appropriate to officers holding the appropriate qualification;
- 1.7 That there be delegated to the Assistant Director Highways and Transportation, Head of Traffic & Transportation and Head of Highway

Services, the power to authorise officers of Highway Services to issue Fixed Penalty Notices pursuant to regulations 19 (1) and 20 (1) of The Traffic Management Permit Scheme (England) Regulations 2007 and s70 and s74 of the New Roads and Street Works Act 1991* and to appear on behalf of the Council in any Magistrates Court in relation to proceedings instituted by them in furtherance of prosecution for these offences and for any other offences under the New Roads and Street Works Act 1991, as amended by the Traffic Management Act 2004, for which an offence is committed.

- 1.8 That the Assistant Director Highways and Transportation, Head of Highways Services, Head of Traffic & Transportation and Head of Parking Services be delegated power to authorise directed surveillance, interception of communications and the use of covert human intelligence sources in accordance with the requirements of the Regulation of Investigatory Powers Act 2000. (The Assistant Director of Legal Services to maintain a record of duly authorised named officers holding the above posts and such other posts which satisfy the requirements of the Council's policy relating to the Regulation of Investigatory Powers Act 2000).
- 1.9 That there be delegated to the Assistant Director Highways and Transportation, Head of Traffic & Transportation and Group Leaders authority to commence the process to make Traffic Orders under the Highways Act 1980 (sections 25, 116 and 118) and the Town & Country Planning Act 1990 (sections 247 and 249). That said officers may proceed to confirm such Orders if unopposed.
- 1.10 That the Assistant Director Highways and Transportation, Head of Highways Services, Head of Traffic & Transportation and Head of Parking Services be delegated power to authorise officers to serve and sign in their own name any fixed penalty notice in accordance with those offences under the Highways Act 1980 listed in appendix H.
- 1.11 That the Assistant Director Highways and Transportation be authorised to exercise powers under section 96 of the Highways Act 1980 for the removal and retention of trees in accordance with the Council's Highway Strategy.

APPENDIX E

Delegated Authority within the Community Safety Unit

- 1.1 Pursuant to section 101 of the Local Government Act 1972, powers are delegated to the Head of Community Safety, in respect of those matters listed in paragraphs 1.2-1.23 below.
- 1.2 That the Head of Community Safety be appointed as a Proper Officer and have delegated power to appoint Proper Officers pursuant to sections 112, 234, 270 (3) of the Local Government Act 1972 for the purposes of signing all Notices, Orders, Licences and other documents, given, made or issued by them on behalf of the Council under the legislation in Appendix F.
- 1.3 That the Head of Community Safety, be authorised pursuant to Section 223 of the Local Government Act 1972 to institute proceedings in any Magistrates Court in respect of offences or other matters falling within the legislation in Appendix F;
- 1.4 That the Head of Community Safety be authorised under Section 222 of the Local Government Act 1972 to appear on behalf of the Council before any Magistrates Court in relation to proceedings instituted by them;
- 1.5 That there be delegated to Head of Community Safety the power to authorise officers of the Service to appear on behalf of the Council in any Magistrates Court under Section 223 of the Local Government Act 1972 in relation to proceedings instituted for legislation shown at Appendix F;
- 1.6 That there be delegated to the Head of Community Safety the power to authorise officers to exercise powers and duties falling within the legislation referred to at Appendix F, subject where appropriate to officers holding the appropriate qualification;
- 1.7 That there be delegated to the Head of Community Safety the power to seek an Antisocial Behaviour Order in either the Magistrates' Court or County Court.
- 1.8 That there be delegated to the Head of Community Safety the power to sign a Dispersal Order made under section 30 of the Antisocial Behaviour Act 2003.
- 1.9 That there be delegated to the Head of Community Safety the power to seek closure orders for 'crack houses' and brothels under part 1 of the Antisocial Behaviour Act 2003 and section 18 of the Criminal Justice and Immigration Act 2008.

- 1.10 That there be delegated to the Head of Community Safety the power to seek 'gang' injunctions under section 37 of the Policing and Crime Act 2009.
- 1.11 That the Head of Community Safety be delegated power to authorise officers (including Metropolitan Police Officers operating within the Council's Parks Police Unit) to enforce The London Borough of Enfield Byelaws for Pleasure Grounds, Public Walks and Open Spaces sealed by the Council on 27th April 2011 and confirmed by the Secretary of State on 25th August 2011.
- 1.12 That there be delegated to the Head of Community Safety power to authorise officers (including Metropolitan Police Officers operating within the Council's Parks Police Unit) to serve and sign in their own name any fixed penalty notice in accordance with those offences litter dog fouling and dog control orders listed in appendix H.
- 1.13 That the Head of Community Safety be delegated power to authorise directed surveillance, interception of communications and the use of covert human intelligence sources in accordance with the requirements of the Regulation of Investigatory Powers Act 2000. (The Assistant Director of Legal Services to maintain a record of duly authorised named officers holding the above posts and such other posts which satisfy the requirements of the Council's policy relating to the Regulation of Investigatory Powers Act 2000).

APPENDIX F**Legislation enforced by Environment Department**

The legislation in Appendix F comprises all the statutes set out in the following table, as amended from time to time, plus all secondary legislation made under or in connection with any of those statutes, including any relevant secondary legislation made under the European Communities Act 1972 and any relevant by-laws or orders made by the London Borough of Enfield and their amendments.

NO.	LEGISLATION
1.	Abandonment of Animals Act 1960
2.	Accommodation Agencies Act 1953
3.	Administration Of Justice Act 1970
4.	Agriculture Act 1970
5.	Agriculture (Misc. Provisions) Act 1968
6.	Animal Boarding Establishments Act 1963
7.	Animal Health Act 1981
8.	Animal Health & Welfare Act 1984
9.	Animals Act 1971
10.	Animal Health Act 2002
11.	Animal Welfare Act 2006
12.	Anti Social Behaviour Act 2003
13.	Architects Act 1997
14.	Auctions (Bidding Agreements) Acts 1927 & 1969
15.	Building Act 1984
16.	Business Names Act 1985
17.	Breeding Of Dogs Act 1973
18.	Breeding Of Dogs Act 1991
19.	Breeding & Sale Of Dogs (welfare) act 1999

20.	Cancer Act 1939
21.	Caravan Sites Act 1968
22.	Caravan Sites & Control Of Development Act 1960
23.	Charities Act 2006
24.	Children & Young Persons (Protection From Tobacco) Act 1991
25.	Children & Young Persons Act 1933
26.	Children & Young Persons Act 1963
27.	Children and Young Persons (Protection from Tobacco) Act 1991
28.	Clean Air Act 1993
29.	Clean Neighbourhoods & Environment Act 2005
30.	Computer Misuse Act 1990
31.	Companies Act 2006
32.	Construction Products Regulations 1991
33.	Consumer, Estate Agents and Redress Act 2007
34.	Consumer Credit Act 1974
35.	Consumer Protection Act 1987
36.	Control Of Pollution Act 1974
37.	Control of Pollution (amendment) Act 1989
38.	Copyright Designs & Patents Act 1988
39.	Copyright, etc and Trademarks (Offences & Enforcement) Act 2002
40.	Crime and Disorder Act 1998
41.	Criminal Attempts Act 1981
42.	Criminal Damage Act 1971
43.	Criminal Justice & Public Order Act 1994
44.	Criminal Justice Act 1988
45.	Criminal Justice and Immigration Act 2008
46.	Criminal Justice and Police Act 2001
47.	Criminal Law Act 1977
48.	Crossbows Act 1987
49.	Dangerous Dogs Act 1991
50.	Dangerous Wild Animals Act 1976
51.	Development Of Tourism Act 1969

52.	Edmonton Urban District Council Act 1929
53.	Education Reform Act 1988
54.	Employment Of Women, Young Persons & Children Act 1920
55.	Employment Agencies Act 1973
56.	Energy Conservation Act 1981
57.	Environment Act 1995
58.	Environmental Protection Act 1990
59.	Enterprise Act 2002
60.	Estate Agents Act 1979
61.	European Communities Act 1972
62.	Explosive (Age Of Purchase & C.) Act 1976
63.	Explosives Act 1875
64.	Fair Trading Act 1973
65.	Fireworks Act 2003
66.	Fire Safety & Safety of Places of Sport Act 1987
67.	Flood and Water Management Act 2010
68.	Food & Environment Protection Act 1985
69.	Food Safety Act 1990
70.	Forgery & Counterfeiting Act 1981
71.	Fraud Act 2006
72.	Gambling Act 2005
73.	Greater London Council (General Powers) Act 1972
74.	Greater London Council (General Powers) Act 1973
75.	Greater London Council (General Powers) Act 1978
76.	Greater London Council (General Powers) Act 1981
77.	Greater London Council (General Powers) Act 1982
78.	Greater London Council (General Powers) Act 1984
79.	Guard Dogs Act 1975
80.	Hallmarking Act 1973
81.	Health Act 2006
82.	Health & Safety at Work etc Act 1974
83.	Health and Social Care Act 2008
84.	Highways Act 1835

85.	Highways Act 1980
86.	Housing Act 1985 (as amended)
87.	Housing Act 1996
88.	Housing, Grants, Construction & Regeneration Act 1996
89.	Housing Act 1988
90.	Housing Act 2004
91.	Hypnotism Act 1952
92.	Intoxicating Substances (Supply) Act 1985
93.	Knives Act 1997
94.	Legal Services Act 2007
95.	Licensing Act 2003
96.	Local Government (Misc. Provisions) Act 1976
97.	Local Government (Misc. Provisions) Act 1982
98.	Local Government Act 1972
99.	Local Government Act 2000
100.	London Buildings Acts (Amendment) Act 1939
101.	London Local Authorities Act 1990
102.	London Local Authorities Act 1991
103.	London Local Authorities Act 1994
104.	London Local Authorities Act 1995
105.	London Local Authorities Act 1996
106.	London Local Authorities Act 2000
107.	London Local Authorities Act 2004
108.	London Local Authorities Act 2007
109.	London Local Authorities & Transport For London Act 2003
110.	London Local Authorities & Transport For London Act 2008
111.	London Olympic Games and Paralympic Games Act 2006
112.	Malicious Communications Act 1988
113.	Medicines Act 1968
114.	Mobile Telephones (Re-Programming) Act 2002
115.	Motorcycle Noise Act 1987
116.	National Lottery Act 1993
117.	New Roads and Street Works Act 1991

118.	Noise Act 1996
119.	Noise & Statutory Nuisance Act 1993
120.	Offensive Weapons Act 1996
121.	Offices Shops & Railways Premises Act 1963
122.	Olympic Symbol Etc (Protection) Act 1995
123.	Package Travel, Package Holidays & Package Tours Regs 1992
124.	Performing Animals (Regulation) Act 1925
125.	Pet Animals Act 1951 and Pet Animals (Amendment) Act 1983
126.	Poisons Act 1972
127.	Policing and Crime Act 2009
128.	Pollution Prevention & Control Act 1999
129.	Planning (Listed Buildings & Conservation Areas) Act 1990
130.	Prevention Of Damage By Pests Act 1949
131.	Prices Act 1974
132.	Proceeds of Crime Act 2002
133.	Property Misdescriptions Act 1991
134.	Protection Of Children (Tobacco) Act 1986
135.	Protection From Eviction Act 1977
136.	Protection From Harassment Act 1997
137.	Public Health (Control Of Diseases) act 1984
138.	Public Health Act 1936
139.	Public Health Act 1961
140.	Public Health Acts Amendment Act 1907
141.	Refuse Disposal (Amenity) Act 1978
142.	Riding Establishments Act 1964 and 1970
143.	Road Traffic Act 1988
144.	Road Traffic (Foreign Vehicles) Act 1972
145.	Road Traffic Offenders Act 1988
146.	Road Traffic Regulation Act 1984
147.	Safety Of Sports Grounds Act 1975
148.	Scrap Metal Dealers Act 1964
149.	Sunday Trading Act 1994
150.	Tobacco Advertising And Promotion Act 2002

151.	Town & Country Planning Act 1990
152.	Trade Descriptions Act 1968
153.	Trade Marks Act 1994
154.	Trading Schemes Act 1996
155.	Traffic Management Act 2004
156.	Unsolicited Goods & Services Act 1971
157.	Unsolicited Goods & Services (Amendment) Act 1975
158.	Vehicles (Crime) Act 2001
159.	Violent Crime Reduction Act 2006
160.	Video Recordings Act 1984
161.	Video Recordings Act 1993
162.	Video Recordings Act 2010
163.	Water Act 1989
164.	Water Industry Act 1991
165.	Water Resources Act 1991
166.	Weights & Measures Act 1985
167.	Wildlife & Countryside Act 1981 not sure of relevance/powers
168.	Young Persons Employment Act 1938
169.	Zoo Licensing Act 1981

APPENDIX G

LICENSES AND REGISTRATIONS

NO.	LICENCE/ REGISTRATION and LEGISLATION
1.	Animal Boarding (Animal Boarding Establishments Act 1963)
2.	Animal Welfare Act 2006
3.	Auctions and Sales by Competitive Bidding (Greater London Council (General Powers) Act 1984)
4.	Civil Marriage/partnership venues (Marriage Act 1949 and Civil Partnership Act 2004)
5.	Dangerous Wild Animals (Dangerous Wild Animals Act 1976)
6.	Dog Breeders (Breeding and Sale of Dogs (Welfare) Act 1999)
7.	Explosives Storage (Manufacture and Storage of Explosives) Regulations 2005)
8.	Food Premises Registration (Food Safety Act 1990, Food Premises (Registration) Regulations 1990, as amended).
9.	Gambling Act 2005
10.	Hairdressers/Barbers Registration (Greater London Council (General Powers) Act 1967)
11.	Hire of Pleasure craft licences (Public Health Acts Amendment Act 1907 section 94)
12.	Hypnotism Licences (Hypnotism Act 1952)
13.	Licensing Act 2003
14.	Motor vehicle salvage (Vehicles (Crime) Act 2001 and Motor Salvage Operators Regulations 2002)
15.	Movement of Pigs (Animal Health Act 1981)
16.	Occasional Car boot Sales (London Local Authorities Act 1996)
17.	Performing Animals (Performing Animals (Regulation) Act 1925)
18.	Permits for Pollution control (Pollution Prevention and Control Act 1999)
19.	Pet Shops (Pet Animals Act 1951 and Pet Animals (Amendment) Act 1983)
20.	Poisons (Poisons Act 1972)
21.	Registration of Cooling Towers (The Notification of Cooling Towers and Evaporative Condensers Regulations 1992)
22.	Riding Schools (Riding Establishments Act 1964 and 1970)
23.	Scrap Metal Dealers (Scrap Metal Dealers Act 1964)

24.	Sex Establishments (Local Government (Miscellaneous Provisions) Act 1982
25.	Skips, scaffolding and other lawful interference with the highway (Highways Act 1980)
26.	Special Treatments (London Local Authorities Act 1991 as amended)
27.	Street Trading (London Local Authorities Act 1990)
28.	Zoo Licences (Zoo Licensing Act 1981)

APPENDIX H**FIXED PENALTY NOTICES**

Act	Section	Description of Offence
AntiSocial Behaviour Act 2003	43(1)	Graffiti and Flyposting
Clean Neighbourhoods and Environment Act 2005	3,4 and 6(1)	Exposing vehicles for sale on a road. Repairing vehicles in the course of a business on a road.
Refuse Disposal (Amenity) Act 1978	2A(1)	Abandoning a vehicle
Environmental Protection Act 1990	88(1)	Litter
Environmental Protection Act 1990	94A(2)	Street Litter Control Notices and Litter Clearing Notices
Environmental Protection Act 1990	Schedule 3A, para 7(2)	Unauthorised distribution of literature on designated land
Control of Pollution (Amendment) Act 1989	5B(2)	Failure to produce authority to carry controlled waste
Environmental Protection Act 1990	34A(2)	Failure to furnish documentation (waste transfer notes)
Environmental Protection Act 1990	47ZA (2)	Offences in relation to waste receptacles
Clean Neighbourhoods and Environment Act 2005	59(2)	Offences under Dog Control Orders
Clean Neighbourhoods and Environment Act 2005	73(2)	Failure to nominate key-holder (within an alarm notification area) or to notify local authority in writing of nominated key-holder's details.
Highways Act 1980 Schedule 22A and 22B	132(1)	Painting or otherwise inscribing or affixing picture etc. upon the surface of a highway or upon a tree, structure or works on or in a highway
	137(1)	Wilful obstruction of highway
	138	Erecting a building, fence or hedge on highway
	139(3)	Depositing builder's skip on highway without permission
	139(4)(a)	Failure to secure lighting or other marking of builder's skip
	139(4)(b)	Failure to secure marking of builder's skip with name and address
	139(4)(c)	Failure to secure removal of builder's skip
	139(4)(d)	Failure to comply with conditions of permission

	140(3)	Failure to remove or reposition builder's skip
	141(3)	Failure to comply with notice requiring removal of tree or shrub
	147A(2)	Using of stall etc. for road side sales in certain circumstances
	148(a)	Depositing material etc. on a made-up carriageway
	148(b)	Depositing material etc. within 15 feet from centre of made-up carriageway
	148(c)	Depositing anything on highway to the interruption of user
	148(d)	Pitching of booths, stalls or stands or encamping on highway
	151(3)	Failure to comply with notice requiring works to prevent soil or refuse escaping onto street or into sewer
	152(4)	Failure to comply with notice requiring removal of projection from buildings
	153(5)	Failure to comply with notice requiring alteration of door, gate or bar opening outwards onto street
	155(2)	Keeping of animals straying or lying on side of highway
	161(1)	Depositing things on highway which cause injury or danger
	169(5)	Erecting scaffolding or other structure without licence or failing to comply with terms of licence or perform duty under subsection (4)
Environmental Protection Act 1990	80(4A)	Contravention or failure to comply with requirement or prohibition imposed by abatement notice
Estate Agents Act 1979 as amended by the Consumers, Estate Agents and Redress Act 2007	23B(1) and schedule 4	Engaging in Estate Agency Work without being a member of an approved redress scheme. (Penalty Charge Notice)
Health Act 2006	6(5) and 9	Failure to comply with a duty to display no smoking signs in smoke free places and smoke free vehicles.
	7(2) and 9	Smoking in a Smoke Free Place
Town and Country Planning Act 1990	224(3)	Displaying advertisement in contravention of regulations (in respect of Estate Agents Boards only)
London Local Authorities Act 1990	34(1)	Contravention of condition of street trading licence or temporary licence

and 2004	34(2)	Making false statement in connection with application for street trading licence or temporary licence
	34(3)	Resisting or obstructing authorised officer
	34(4)	Failure to produce street trading licence on demand
	38(1)	Unlicensed street trading
The Energy Performance of Buildings (Certificates and Inspections) (England and Wales) Regulations 2007 Regulation 40	5(2)	Failure of relevant person to make available free of charge a valid energy performance certificate to a prospective buyer or tenant
	5(5)	Failure of relevant person to make available free of charge a valid energy performance certificate to the person who ultimately becomes the buyer or tenant
	5A(2) to 5A(4)	Energy Performance Certificates on marketing of properties
	6(2)	Failure to provide energy information with the particulars when selling/renting property
	9(2)	Failure to give to the owner an energy performance certificate on completion of construction of the building
	10	Failure to give a recommendation report with an energy performance certificate
	16(2)	Failure to comply with duties relating to display energy certificates and advisory reports
	21(1)	Failure to comply with the duty in relation to a relevant air-conditioning system to ensure that the system is inspected by an energy assessor at regular intervals not exceeding five years.
	23	Failure to keep the most recent inspection report made by an energy assessor
	24	Failure to comply with duty on new relevant person who has not been given the inspection report to have the system inspected
39(4)	Failure to provide upon request of the enforcing authority a valid energy performance certificate and recommendation report, an advisory report; or an inspection report.	

1.1 Questions to Cabinet Members

Question 1 from Councillor Neville to Councillor Bond, Cabinet Member for Environment

Around 23rd January the Cabinet Member approved a traffic management scheme in Carterhatch Lane involving the construction of a pedestrian crossing. The scheme removed several footway parking spaces, the installation of a 24 hour bus stop clearway notwithstanding that the road is served by one bus route only which does not operate beyond midnight, and the construction of a new pedestrian refuge with corresponding build outs. The report on which you made the decision indicated that the consultation leaflet was distributed on 9th December with a closing date of 3rd January and that no responses for or against had been received.

In those circumstances are you content that people were properly consulted about a scheme which, as indicated, removes a number of on street parking places in a road which is heavily parked and given a similar consultation mishap over some of the 20mph proposals around Christmas, will you give an undertaking to the Council that in future no consultations will be issued during the month of December when I think we can all agree that people have their minds on other matters?

Reply from Councillor Bond

I am entirely content that people have been properly consulted. The Council usually gives residents 3 weeks in which to respond to consultations on traffic schemes. Carterhatch Lane residents were given 4 weeks to respond to compensate for consulting over Christmas. The same was done on the 20 mph zone consultations and, given the large number of responses, I do not accept there was any mishap.

Question 2 from Councillor Bearryman to Councillor McGowan, Cabinet Member for Adult Services and Care

Would you update the Council on the current reforms of the NHS and whether the Secretary of State should be 'taken out and shot' as is the reported position of some in the Conservative party.

Reply from Councillor McGowan

Listed below are some of the amendments to the Health and Social Care Bill as reported from the Lords Report Stage:

- The Secretary of State's duty to promote the comprehensive health service;
- Creation of Health Education England a Special Health Authority to be established in June 2012. Local. The function;

- Duty for NHS Commissioning Board and Clinical Commissioning Group, (CCG's) to promote education and training;
- A duty on the Secretary of State to promote research;
- Monitor to use its licensing powers to support integration and cooperation where it is in the interest of patients;
- Competition Commission 7-yearly reviews to ensure that the reviews be concerned with the effectiveness - not the development- of competition in the NHS;
- Monitors role in overseeing commissioning regulations;
- Reduce number of matters Monitor would have to have regard to;
- Strengthen the Government's commitment to reducing inequalities and improving the quality of services in the bill;
- Duties on the NHS commissioning board and Clinical Commissioning Groups to promote patient involvement;
- Membership of Healthwatch England;
- Transparency of Healthwatch England's Budget;
- Healthwatch England and Local Healthwatch relationship;
- Clinical Commissioning Group conflict of interests;

These are just some of the hundreds of amendments to the Bill since its introduction in the house in May 2010. From that day opposition to the Bill has gathered momentum the more the general public, and health professionals understood what the Bill proposes; which is no less than the commercialisation of the NHS. This at a time of cuts in the drive to squeeze £20bn of savings from the budget.

To save the Bill in summer 2011 the 'listening exercise' was launched to placate Liberal Democrat MP's to get the Bill through Parliament. However government concessions in the House of Commons have not prevented the Bill being savaged by the Lords. In a recent article, Baroness Shirley Williams has demanded the commercial component of the Bill be removed.

Opposition to the Bill now includes large majorities of health professionals as confirmed in a recent poll conducted by the Royal College of General Practitioners, which found three quarters of health professionals surveyed want the coalition government to withdraw the Health and Social Care Bill altogether. The BMA has repeatedly expressed its opposition to the Bill even though its members, will be given 80% of the NHS budget to commission

services. These are the very people who will be relied on to make the changes the Bill proposes work.

Yet Secretary of State Lansley and the Prime Minister are both determined to push through reforms, which many are convinced would not result in more cost-effective delivery of care; and many more believe the reforms would increase the involvement of the private sector. The professionals, for all the amendments to date, still fear private companies will cherry pick services.

According to the website Conservative Home opposition to the Bill has spread to the Cabinet. Three Conservative ministers were said to have criticised the Lansley Bill. They fear all the ills of the NHS will be blamed on the Bill. The Conservative Party could pay a high price at the next election. A Cabinet minister was quoted as saying 'He should be taken out and shot'. This view was apparently endorsed by Simon Hughes Deputy Leader of the Liberal Democrats calling for Andrew Lansley to be removed after the Bill had passed the parliamentary stages. Unfortunately these sentiments have more to do with remaining in government than concern for the NHS. Rather than removing Andrew Lansley, Cabinet members should accept that the general public and NHS professionals are against the commercialisation of the NHS and join Labour in calling for the Health and Social Care Bill to be withdrawn in its entirety.

Question 3 from Councillor Rye to Councillor Bond Cabinet Member for Environment

Would he inform the Council what officer and other support is to be provided for Enfield in Bloom, now that the present officer support has left the council's employment through redundancy?

Reply from Councillor Bond

The Enfield In Bloom (EiB) competition and service will be retained. While one officer has left the Authority the second officer has been retained. As a part of the restructure of the Waste, Streetscene and Parks Division the Community and Outreach team is to be increased from 3 to 4 officers thus providing enhanced levels of support for Friends Groups and also the responsibility of EiB.

In addition we are currently exploring further options to provide EiB and are in conversation with both Groundwork UK and Capel Manor to explore any partnership arrangements that will enhance the capacity and capability and reputation of EiB.

The EiB volunteers have a work programme going forward and are looking to re-focus in some ways their efforts to be more structured on volunteering and fund raising (for example) so they can become more self sufficient.

This model is consistent with the one being adopted up and down the country and recently reported in Horticultural weekly where all councils surveyed

stated that direct funding for an In Bloom competition or function has been or was to be withdrawn and the groups were to become more self financing and independent

Question 4 from Councillor Robinson to Councillor Taylor, Leader of the Council

Could you update the Council on the status of prayers prior to Council meetings?

Reply from Councillor Taylor

The judgement of Mr Justice Ouseley in the recent case of National Secular Society (Clive Bone) v Bideford Town Council concluded that “the saying of prayers as part of the formal meeting of a Council is not lawful under s111 of the Local Government Act 1972 and there is no statutory power permitting this practice to continue”. In the judge’s view, having prayers as part of the formal business of the Council agenda could not, on any objective basis, be seen as being conducive to or facilitating the business of the Council.

The judgement was not about whether Councils could have prayers at Council meetings or not. It related to the fact that they were included as formal meeting business to which all members are summoned. The Judge added that the saying of prayers before a formal meeting is lawful provided councillors are not formally summoned to attend.

However, on the 18th February 2012 (after the above court decision) the Secretary of State for Communities and Local Government brought the General Power of Competence set out the Localism Act 2011 into effect. This gives local authorities the legal capacity to do anything an individual could do unless specifically prohibited by law. This should give Councils that want to continue holding formal prayers the confidence and legal standing to do so. Therefore, the saying of prayers at our meetings will continue to remain at the discretion of the Mayor.

Question 5 from Councillor Chamberlain to Councillor Orhan, Cabinet Member for Children and Young People

Can the Cabinet Member for Children & Young People confirm how many schools she has visited in her capacity as Cabinet member in the last six months, along with a list setting out the dates, school name, duration of visit and reason for visiting?

Reply from Councillor Orhan

I would like to reiterate my commitment to listening/hearing and taking into account views from parents, staff, governors and students. This is done by visiting as many schools, children’s centres and school councils as possible but also by speaking with staff, students, parents and school governors at

various meetings and Borough wide events.

I have very regular meetings with the Director and officers in the Department, and am kept fully updated. I am aware that Councillor Chamberlain has recently returned to the Council and may wish to make a name for himself, but I think it is important that Councillor Chamberlain knows of the enormous amount of work that takes place around children, young people and their families, both within the Department, in schools, children's centres, youth centres, other establishments and also in the Community, often run by young people and the voluntary community groups.

Question 6 from Councillor Ekechi to Councillor Orhan, Cabinet Member for Children and Young People

Can Councillor Orhan update the Council on the final numbers of tickets issued to Enfield Students from the GET SET campaign and will she be taking the opportunity in Council, to congratulate the remarkable achievement of our schools in Enfield?

Reply from Councillor Orhan

I want to thank Councillor Ekechi for the question, for it allows me the opportunity to re-iterate my congratulations to our schools and colleges: it was wonderful to see that Enfield was one of the first London Boroughs to cross the finishing line in the GET SET campaign and one of the few to get ALL of their educational establishments onto the programme.

I am delighted to inform you that 97 schools and colleges in Enfield have secured 4472 tickets. Of these, 35 secondary schools and colleges, which include Independent and hospital schools, tutorial centres, horticultural and FE colleges, will receive 3572 tickets, and 62 primary schools will receive 900. The tickets will differ per school, but across London and across the borough they will be split roughly proportionally between: 1) Olympic Football; 2) the other 25 Olympic Sports; and 3) the Paralympics.

Question 7 from Councillor Chamberlain to Councillor Orhan, Cabinet Member for Children and Young People

Can the Cabinet Member confirm how many events she has attended in her capacity as Cabinet member in the last six months, along with a list setting out the dates, event name, duration of visit and reason for visiting?

Reply from Councillor Orhan

I would like to reiterate my commitment to listening/hearing and taking into account views from parents, staff, governors and students. This is done by visiting as many schools, children's centres and school councils as possible but also by speaking with staff, students, parents and school governors at various meetings and Borough wide events.

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Question 8 from Councillor Levy to Councillor Goddard, Cabinet Member for Business and Regeneration

What are the initiatives in place to assist businesses in the borough?

Reply from Councillor Goddard

With 50% of the jobs in the borough being occupied by our residents, we fully recognise the important contribution that business activities make to the levels of prosperity in our community.

We are continuing to provide strong support to businesses across a range of levels with the aims of:

- securing the retention of existing businesses by addressing their barriers to growth;
- attracting new businesses to the borough particularly in those sectors which offer the most potential for growth and provide jobs for local people;
- assisting new start-up and micro businesses ;
- revitalising our town centres to attract more retail and leisure activities;
- fostering new social enterprises.

We continue to fund the operation of the Enfield Business Centre, 201 Hertford Road, as a one stop shop for businesses. We set this up in 1995 and it continues to accommodate the major business support organisations in the borough - The North London Chamber of Commerce, Enterprise Enfield, Enfield Business and Retailers Association, Enfield Education Business Partnership and Community Business Enfield. We are raising the profile of local business through the production of the Opportunity Enfield Magazine and the associated outline news bulletin that is widely circulated and has the names of the key businesses in the Borough.

We have increased the grant funding to the Chamber of Commerce to promote private sector-led initiatives that will secure closer engagement with our businesses and a better understanding of their needs - for instance through the Strategic Business Forum , sector forums and the Ambassadors

Group. I have been personally visiting major businesses in the Borough monthly to discuss their needs. In addition to facilitating direct liaison with businesses on our industrial estates on regeneration projects, the Chamber will promote wider accessibility to major decision-makers. We are once again sponsoring the Enfield Innovators competition, which the Chamber is running, to promote innovative business in the borough.

Our local economy has diversified greatly over the past 20 years, reducing the dependency on manufacturing and strengthening the business base. A number of growing sectors have been identified - for instance, logistics, food and drink manufacturing, waste recycling/reprocessing, construction, health and social care, retail - and we will give particular focus to promoting their further growth in partnership with the Chamber and other key local organisations.

Despite the budget pressures, we have maintained the same level of funding to EBRA to provide town centre management activities across the borough and support our retailers.

We fully recognise the particular difficulties that our retailers have been facing during the downturn and for that reason we introduced a pilot scheme in Edmonton to provide hardship relief for business rates.

We were one of only 2 boroughs in London which actually increased expenditure on the Christmas lights last year in recognition of the importance of supporting our High Streets through these difficult times.

Our recent successful bids for the Mayor's Outer London Fund have secured nearly £3m of additional monies to revitalise the High Street parades along A1010 corridor. Angel Edmonton, Edmonton Green, Ponders End, Enfield Highway and Enfield Wash are all benefitting.

The OLF Round 2 monies will facilitate the delivery of the Ponders End town centre redevelopment scheme on the High Street. The High Street Regeneration project will include approximately 1,230 sqm new retail space on the High Street in addition to new housing that will revitalise the town centre. The existing Ponders End Business Forum will be formalised to create the Ponders End Town Team, which will provide strategic and operational direction, and refine, champion and deliver the vision for Ponders End High Street.

The OLF Round 2 funding will also support a North East Enfield business promotion website to create a "virtual High Street", promoting offers, community groups, businesses, shops and volunteering opportunities.

The OLF Round 2 will also provide high impact remodelling of Enfield Business Centre, to provide hot-desking and managed workspace, and support the creation of a social enterprise to run the Centre.

We continue to contribute to the funding of North London Business to promote

inward investment to the borough, now particularly in the context of the London Anglia Growth Corridor. Our recent Employment Land Review has confirmed that demand for land and floorspace remains very high and we intend to retain a range of accommodation to suit all needs. We are fortunate in having a number of prime sites available to meet the upsurge in demand that will arise when economic conditions improve, and we are preparing a set of development management policies that will ensure that we can attract the best businesses to the borough.

We have provided further match funding to Enterprise Enfield to underpin the delivery of a range of business support activities, including the provision of guidance to start-up businesses, boosting export activities and promoting low carbon initiatives. We have sponsored their Retailer of the Year award as further demonstration of our support to town centre activities.

The new revised Corporate Procurement strategy recognises the potential value to the local economy afforded by the major public sector contracts and the importance of enabling local businesses to compete to win them. In recognition of this opportunity, we are committing to provide major matched funding support to draw down European monies in order to help local businesses become fitter to compete. This will be achieved by raising their operational capacity to meet recognised industry standards, particularly with regard to low carbon matters. The fundamental aim is to build stronger local supply chains for the benefit of local businesses.

We also recognise the continuing need to improve the skills of the local workforce to meet the needs of businesses. We have set up the Apprenticeship Board where we work closely with businesses, the National Apprenticeships Service and the FE College to promote opportunities for firms to take on and train staff to meet their needs

The Job Brokerage Board has been set up to help to streamline the recruitment of local people into the vacancies in our local businesses. This will help to enhance the offer that is being delivered by our JOBSnet service in its various outreach locations including Edmonton Green, Ponders End and Ladderswood, New Southgate.

The Council has also –

- made grants of £28,000 to 18 small and medium retailers affected by riot damage;
- has arranged rate relief for businesses that were behind police cordons and could not trade - £87,000;
- has commissioned EBRA to work with businesses to promote and maintain the weloveenfield.com website and campaign.
- has worked closely with SONY following the arson at their distribution centre to support their full return to the Borough.

Looking forward, our regeneration agenda is comprehensive and an exciting one for further business development

The Decentralised Energy Network will provide a vital competitive edge to our businesses through the supply of low cost heat and power. This will help to secure existing firms and attract new ones to the borough.

The investment in our railway connectivity along the Lee Valley will increase accessibility to our employment corridor.

The construction of the Meridian Water development will provide exciting new opportunities for business development.

A major feasibility study is being taken forward to gauge the potential to promote industrial-scale market gardening business to serve the markets of London and the South-east.

Question 9 from Councillor Chamberlain to Councillor Bond, Cabinet Member for Environment.

What measures will the Cabinet member for Environment be implementing to combat the displacement of cars created by his introduction of Sunday parking charges in Enfield Town?

Reply from Councillor Bond

To help maintain traffic flow and reduce congestion in the town centre through Enfield Town we will shortly be amending the waiting and loading restrictions on the following main roads to cover Sundays between 10am and 5pm:

- Cecil Road
- Church Street/The Town
- London Road (part)
- Silver Street (part)
- Southbury Road (part)

Whist residents living close to the town centre did not give a clear indication that they wanted the operational hours of the Controlled Parking Zone to be extended to include Sundays when we consulted on amendments to the Enfield Town CPZ, this is something that I would be happy to review if residents of individual roads can show that the majority of residents within that road would be in favour of such an amendment.

Question 10 from Councillor Hasan to Councillor Orhan, Cabinet Member for Children and Young People

Can Councillor Orhan update the Council with just a few of the activities and events planned by her department and taking place in schools and in the community in celebration of the Olympic games taking place in the summer?

Reply from Councillor Orhan

The Physical Education Team led by Jan Hickman in the School Improvement Service is aiming to inspire EVERY young person. We will be delivering a comprehensive and exciting programme of activities across Enfield and I am delighted to say that we are working with all Headteachers to do this.

The Torch Relay will be one of the biggest school sporting events ever staged in the Borough. All schools are taking part from 18 May to 13 July.

I will be asking officers to send Councillors the list of the 2012 school sporting events for Enfield Young People so that you too can see the tremendous work and activities taking place across Enfield. I look forward to seeing as many Councillors as possible attend any of the events listed.

I am sure you will all join me in wishing our children and young people success in the events and a full and fun packed year.

Question 11 from Councillor Chamberlain to Councillor Bond, Cabinet Member for Environment

What measures will the Cabinet Member for Environment will be implementing to combat the displacement of cars created by his expansion of CPZs?

Reply from Councillor Bond

The Council is only proposing to expand CPZs into streets where they are supported by the majority of residents. Following the introduction of either a new CPZ or changes to existing areas after a settling in period, a review is undertaken of the zone and surrounding streets to see what effect the new controls have had. This will include comments from residents from outside of the area. Should the results identify that there has been displacement of cars, consideration will be given to further expansion of the zone or other measures to deal with displaced vehicles.

Question 12 from Councillor Robinson to Councillor Orhan, Cabinet Member for Children and Young People

Can Councillor Orhan brief this Council on the changes to careers provision following the New Education Act and what additional duty this will place on schools?

Reply from Councillor Orhan

Councillor Robinson you may know that following last year's announcements by the Coalition Government there is no longer a National Connexion Service.

Local Authorities will no longer have any responsibilities to provide universal careers education to young people except those young people with SEN.

As of September 2012 the responsibility to provide careers services has now

been passed to Schools, however, this has to be met from existing school budgets as no additional funding will be made available to schools.

Question 13 from Councillor Chamberlain to Councillor Bond, Cabinet Member for Environment.

What is the expected income budgeted from CPZ charges in 2012/13 for each zone?

Reply from Councillor Bond

The expected income generation for charges for permits and scratch cards area by area is:-

	Income
Arnos Grove	£10,708
Bush Hill Park	£11,508
Gordon Hill	£3,122
Grange Park	£4,673
Oakwood	£12,085
Winchmore Hill	£32,967
Enfield College	£10,789
Enfield Town	£128,570
North Middlesex	£34,871
Palmers Green	£17,743
Southgate all day	£27,156
Southgate 1 hr	£2,863
Total Income	£297,055

Question 14 from Councillor Stafford to Councillor Taylor, Leader of the Council

Could the Leader please advise on the result of the Woodcroft consultation and comment upon whether this has delivered a positive outcome which benefits the whole community of Enfield no matter where they live.

Reply from Councillor Taylor

For many years the future of Woodcroft has been uncertain but that has now changed as a strategy has been adopted that will secure the long term future of 4.9 acres for nature conservation purposes. The strategy will deliver many benefits for Enfield people including wider public access, continued nature conservation, greater use for education purposes as well as raising a much needed capital sum to help deliver Council services and to give some funding to the community group who will manage the nature conservation area.

In developing the strategy, a wide range of proposals, some highly controversial, were considered. Ideas ranged between no change from the current use to developing the entire area for residential purposes.

Consultation has been very important and took place with many individuals and organisations over many months. In particular there was a great deal of work with Bob Ladell and Gary Garber of Woodcroft Wildspace who kept members of Woodcroft Wildspace informed. As a result of listening to people's concerns, the Council prepared a leaflet "Woodcroft: The Future" which was delivered to nearby properties including every property that backed onto Woodcroft. No responses against the strategy have been received.

This is an excellent example of working together to achieve a really good outcome. It is an excellent result which benefits the whole community of Enfield and I would like to express my appreciation to everyone involved in the project especially the people who made extremely helpful comments during the consultation.

Question 15 from Councillor Chamberlain to Councillor Bond, Cabinet Member for Environment.

What is the cost of maintaining and enforcing the CPZs also broken down by zone?

Reply from Councillor Bond

The costs of maintaining and enforcing the Controlled Parking Zones across the Borough are as follows; as resources to support each of the zones are not zone specific it is not possible to break them down zone by zone accurately therefore the costs below are broken down under hours of operation:-

	Enforcement
Costs	
One Hour CPZ Monday to Friday	
Arnos Grove	
Bush Hill Park	
Gordon Hill	
Grange Park	
Oakwood	
Winchmore Hill	
Total Cost	33,600
All Day CPZ Monday to Friday	
Enfield College	
Total Cost	16,800
All Day CPZ Monday to Saturday	
Enfield Town	
Palmers Green	
Total Cost	111,000
All Day CPZ Monday to Saturday	
Southgate	

One Hour CPZ Monday to Saturday Southgate 1 hr Total Cost	80,600
All day CPZ Monday to Sunday North Middlesex Total Cost	23,500
Total Costs	265,500

In addition to the enforcement costs the cost of permit administration per annum is £65,000 making a total cost of CPZ enforcement of £330,000

Question 16 from Councillor Chamberlain to Councillor Bond, Cabinet Member for Environment.

How much revenue does the Cabinet Member expect to generate from the CPZ scheme in 2012/13?

Reply from Councillor Bond

The total income from CPZ scheme in 2012/13 is £297,055.

Question 17 from Councillor Chamberlain to Councillor Bond, Cabinet Member for Environment.

Since the New Year, can the Cabinet Member confirm the amount and number of nights gritting that has taken place in Bush Hill Park Ward, along with a list of where gritting has taken place?

Reply from Councillor Bond

Highway Services treat 250km of highway throughout the Borough as Priority 1. This amounts to over 45% of the total road network and is amongst the highest coverage in the Capital. The network comprises Principal roads, strategic routes, the entire bus network and especially hazardous locations throughout the Borough.

Enfield procures a bespoke weather forecast from the Met Office, which is derived using data collected from two Enfield weather stations situated on the network. The Met Office forecast informs Winter Maintenance officers as to when the network road surface temperatures will fall below zero which can result in slippery carriageway conditions. When the forecast predicts sub zero road surface temperatures (RST) or snow, the gritters will be dispatched to salt the network. In the case of negative temperatures alone, a single low spread may be all that is necessary, however in the case of snow, repeated treatments at heavy spread rates will be necessary.

So far this year there have been 37 treatments on the network, however as explained above certain conditions may require more than one treatment per

day.

The roads treated as part of the winter gritting network within Bush Hill Park are:-

Lincoln Road
Village Road
First Avenue
Part of Private road
Trinity Avenue
St Marks Road
London Road
Park Avenue
Village Road
Ridge Avenue
Queen Anne's Grove
Queen Anne's Gardens
Queen Anne's Place
East Crescent
Crawley Road
Bury Street West
Church Street
Halstead Road
Firs Park Avenue
Hyde Park Avenue
Firs Lane
The Fairway
Fords Grove

Question 18 from Councillor Waterhouse to Councillor Bond, Cabinet Member for Environment.

What plans does his department have for resurfacing roads in Chase Ward that come under any of the 20mph zone schemes?

Reply from Councillor Bond

As has been the practice of the previous administration, the programme of planned carriageway maintenance is agreed each year following a formal assessment of the network.

Where 20mph zones are being introduced, and a carriageway is identified as requiring maintenance, any resurfacing works are coordinated with the 20mph zone implementation.

Within the 2011/12 programme, within Chase Ward, Garnaught Road is being resurfaced and the installation of speed cushions as part of the introduction of a 20mph zone will follow the resurfacing.

A programme of schemes is still being developed by officers for 2012/13 for

my approval.

Question 19 from Councillor Waterhouse to Councillor Bond, Cabinet Member for Environment

What steps has his department taken to consult residents and community groups regarding the section of the Greenway Route proposed for Hilly Fields Park?

Reply from Councillor Bond

Friends of Hilly Fields Park, the local Ward Councillors and Enfield Cycling Campaign have all been sent details of the proposed Greenway and asked for their views. The Council has also put up consultation notices in the park and details on the Council website. There was also a consultation meeting held in October 2010, attended by over 50 local residents, and there has been an ongoing dialogue with Friends of Hilly Fields and Enfield Cycling Campaign.

Question 20 from Councillor Waterhouse to Councillor Bond, Cabinet Member for Environment

What is Councillor Bond's assessment of the results of the consultation previously undertaken regarding the Greenway section proposed for Hilly Fields, in particular the public meeting held at St. Luke's Church on the issue?

Reply from Councillor Bond

The majority of those who attended the meeting at St Luke's Church were opposed to the introduction of a Greenway in Hilly Fields Park. This was hardly surprising given the letter in the local press the week before stating that the Council planned to build a 5 metre wide concrete road through the park for cyclists only.

Of those who spoke at the meeting, many were opposed to the Greenway on the grounds that it would be dangerous for pedestrians to share a path with cyclists. This is a commonly expressed fear but not one supported by experience on other shared paths. Shared paths have also been in place for many years in Lea Valley Regional Park, and the only accident recorded in the last 10 years resulted in the cyclist being injured. Several shared paths have been introduced in Royal Parks despite similar objections from pedestrians. Pedestrians fears went down once cyclists started using the paths and pedestrians realised the danger was not great. Although cycling is not yet officially allowed in Enfield parks it does take place. In the last year 1 complaint was received by the Council about cycling in parks, and this did not involve any injury or collision. To put that in context in the same period 57 complaints were received about dogs.

Question 21 from Councillor Lavender to Councillor Stafford, Cabinet Member for Finance and Property

How much performance related pay was paid in total to staff at Enfield Council for the financial years 2010/2011?

Reply from Councillor Stafford

The Council's performance related pay (PRP) provision originally adopted in 2006 mirrors the recommended model for senior managers pay made to the Government by Will Hutton in his report on Fair Pay in the Public Sector. In order to receive a performance related payment, staff have to achieve objectives set by the Corporate Management Board. These payments received are not bonus payments but constitute part of the salary range for each officer. Unlike other staff, where all pay progression is consolidated, payment in the upper part of the performance related pay scales are not consolidated. This requires managers to achieve the objectives set annually in order to maintain their salary levels.

Staff on PRP grades are required to work the hours necessary for the better performance of their duties. To achieve their objectives often requires staff to work long hours without any additional payments or compensatory time off.

The Council currently has 453 staff engaged under PRP terms and conditions. In the financial year 2010/11, PRP payments totalled £292k. This is 1.3% of the total middle and senior manager paybill which in 2010/11 was reduced by £420k after allowing for PRP payments. The implementation of the PRP scheme is subject to regular audit by the Council's auditors.

Question 22 from Councillor Laban to Councillor Oyken, Cabinet Member for Housing

Please could the Cabinet Member for Housing explain why his administration is departing from the previous Conservative Council's commitment to refurbish and upgrade Kettering Hall in Eastern Enfield?

Reply from Councillor Oyken

Renovation works have been identified for Kettering Hall and estimates prepared. However, the opportunity is being taken to review the hall site with the adjoining vacant Council owned HRA site (the Former Ordnance Road Public House) to assess the scope for enhancing local community investment plans. A feasibility study is in progress and the findings will be subject to member consideration and local consultation later this summer.

Question 23 from Councillor Laban to Councillor Oyken, Cabinet Member for Housing

Please could the Cabinet member for Housing give an update on the vacant housing blocks in Parsonage Lane, St George's Road and Forty Hill?

Reply from Councillor Oyken

The update beneath applies to all six sheltered blocks (Jasper Close, Parsonage Lane, Forty Hill, St George's Road, Tudor Crescent and Lavender Hill)

Following the consultation events held in autumn 2011 the Council has sent consultation feedback cards to all properties within the vicinity of the six sheltered blocks to ask residents what type of housing they would like to see replace the sheltered blocks. We have had an excellent response from residents and this feedback will inform decisions taken.

Drivers Jonas has been commissioned to complete an options appraisal and are due to report back in March 2012. The options appraisal includes the completion of a building survey to ascertain the condition of the blocks as well as commercial property advice. The options appraisal will include a recommendation to demolish and rebuild blocks or refurbish and retain.

Following the decision taken at Cabinet in September 2011 to demolish Tudor Crescent and Jasper Close the procurement of a demolition contractor is underway. A shortlisting exercise has been completed and Invitation to Tender documents have been sent out to bidders. The procurement process will seek prices for all six sites in order to save time should the outcome of the options appraisal result in the demolition of more than the two sites.

Clarity is currently being sought to ascertain the planning requirements that must be satisfied prior to demolishing residential properties. Should the planning authority require further information this may impact on the demolition start date. A demolition contractor is due to be selected in early March.

Question 24 from Councillor Laban to Councillor Goddard, Cabinet Member for Business and Regeneration

Please could the Cabinet Member for Business and Regeneration give an update on the approaches he has received from outside companies in relation to the Meridian Water scheme?

Reply from Councillor Goddard

Meridian Water is one of the largest regeneration projects in North London, developing over 5000 homes and 3000 jobs, with the Council working in partnership with the land owners and other stakeholders such as TfL and Network Rail to deliver this new community. Unlike other schemes in London, Meridian Water benefits from having a small number of pro-active land owners who support the proposals for regeneration, and are looking to work with the Council and developers to deliver the vision for the area. Therefore the Council's primary role is to work with these land owners and the community to facilitate the development, acting to co-ordinate their different aspirations and priorities to achieve a successful and transformational regeneration of this area and beyond.

The Council is leading this process through the development of the Meridian Water Masterplan, and later in the handling of the resulting Planning Applications and proposals, using S106, Community Infrastructure Levy (CIL) and bidding for funding to deliver schemes where necessary and appropriate. Land owners will also be taking forward their own discussions with potential development partners and companies as they see fit, with support from the Council to enable the development to take place effectively, sustainably and swiftly. We expect to be able to publish a draft Masterplan shortly for consultation, and will be inviting the views of all parties, including the community, outside companies, stakeholders, land owners and Councillors in shaping the proposals for the area which will allow everyone the opportunity to contribute to and be involved with the vision for the future of Meridian Water.

Question 25 from Councillor Laban to Councillor Charalambous, Cabinet Member for Culture Sport and Leisure

Please could the Cabinet Member explain why in such economic circumstances that we are in, it was deemed acceptable to hire an outside consultancy to create the recent libraries consultation questionnaire?

Reply from Councillor Charalambous

The review of the Library Service has been undertaken as part of the Council's transformation programme, Leaner.

As the Council is committed to listening to the views of local people before making any decisions about the future shape of the Library Service, the Leaner Board agreed a 3 month public consultation. It was also felt very strongly that this should be undertaken by an independent party and not by Council Officers or Elected Members to ensure an impartial and unbiased approach.

Question 26 from Councillor Laban to Councillor Oyken, Cabinet Member for Housing

Could the Cabinet Member for Housing inform the Council why, after a £350,000 investment by the previous Conservative administration, Boleyn Hall in North East Enfield is not available for public hire and has not been used for over a year?

Reply from Councillor Oyken

The cost of refurbishment to Boleyn Hall was £260,000. Completion of the works was delayed as a result of the following difficulties:

- issues of poor performance of the original contractor
- the need to appoint a new contractor
- unfavourable weather conditions for external works
- challenges with resolving a drainage issue in the car park.

The project was finally completed in October 2011.

Since that time there have been a number of discussions about the management arrangements of community halls and, specifically, the future use of Boleyn Hall. These will be concluded in the next few weeks so that residents can benefit from the extensive improvements that have been put in place.

Question 27 from Councillor Neville to Councillor Bond, Cabinet Member for Environment

Has he continued with my practice of receiving the weekly maps indicating fly tipping hotspots in the borough? Can he indicate which are the current worst areas affected? Can he indicate since 1st April last year how many fly tips have been reported and how many have been cleared and at what cost and give the equivalent figure for the previous ten months?

Reply from Councillor Bond

Yes I do receive monthly maps on fly tipping and graffiti hotspots across the borough. The practice of using an intelligence led approach to tackling fly tipping is a continuing process, which I leave to my officers to manage on such a regular basis. I have quarterly performance reports presented to me, which include detailed analysis of fly tipping and other environmental data. Our current hotspots for fly tipping are in the Edmonton and Bowes wards, which may be attributed in part to high volume commercial traffic on the North Circular Road.

I am unable to provide comparative data for 10 months as requested as we are awaiting information from the North London Waste Authority. However the success of our approach to investigation and designing out fly tipping opportunities through the alleygating scheme is having a positive impact on the volume of fly tipped material, which shows a 105 tonne reduction in the corresponding six month period between April and October 2011 compared to that in 2010.

The data we collect now is far more accurate than it was in the past due to the fact that pre 2010 only reactive spots were recorded and now reactive and proactive spots are recorded on the same data sheets giving us a more robust database. Unfortunately I do not have data on fly tipping from Enfield Homes.

We have not reduced the level of resource allocated to fly tip removals, but the lower tonnage means a reduction in disposal costs of £10,000.

Question 28 from Councillor Lamprecht to Councillor Stafford, Cabinet Member for Finance and Property

In the 2010 Labour local manifesto a £100 Council Tax rebate for pensioner households was promised. Could the Cabinet member for Finance & Property please provide me with the breakdown per ward of how many residents were

awarded this rebate and the total amounts per ward, per annum. Could the Cabinet Member also inform us whether or not these rebates were subject to any qualification criteria and what these criteria were.

Reply from Councillor Stafford

Councillor Lamprecht does not appear to understand what was in the Labour manifesto. The Labour Group remain committed to protecting low income pensioner households from the burden of large Council Tax increases and has frozen Council Tax for the second year running despite the need to save £69m by 2014/15. Through Council Tax Benefit the Council is currently reducing Council Tax for just under 11,000 pensioners on a low income by £11.4m. However, despite widespread criticism from the public and private sector over plans to reform Council Tax Benefit, and IT experts warning of a potential 'disaster' involving payments to six million people, the Government is set to forge ahead with proposals to shift the responsibility for the administration and delivery of Council Tax Benefit to councils from April 2013 with a 10% cut in funding. In Enfield this will be a reduction in funding of over £3.5m from Council Tax Benefit funding. In addition, the Local Government Finance Bill, which will introduce Council Tax Benefit reforms, is unlikely to be approved by the summer.

Given the level of uncertainty and the lack of detail surrounding the scheme the Council has taken the view that even though the Government has promised to protect pensioners it is prudent to wait for the regulations which will support the new law to be in place before deciding how best to protect low income pensioners' households. These regulations are unlikely to be in place until October 2012.

However we are still committed to assisting low income pensioner households, and will review the position when the new regulations become clearer. Councillor Lamprecht will be aware that we have always indicated there is a 4 year manifesto. Because we have achieved so much despite Government cuts he may be confused.

Question 29 from Councillor D. Pearce to Councillor Taylor, Leader of the Council

What evidence does the administration have to support the allegation made by Councillor Sitkin in the Enfield Independent (8 February 2012, page 6) that "runoff from Broad Walk's private saunas and swimming pools" are "polluting Grovelands Lake"?

Reply from Councillor Taylor

There appears to have been discharges of fluids into Grovelands Park. We are working closely with the Environment Agency to pursue those that are still discharging fluids into the Park.

Presumably Councillor Pearce fully supports this enforcement.

1.2 Questions to Overview & Scrutiny and Scrutiny Panel Chairman

Question 30 from Councillor Sitkin to Councillor Rye, Chairman of Crime and Safety and Stronger Communities Scrutiny Panel

Does Councillor Rye now accept, as grudgingly admitted by the Mayor, that police numbers in London have fallen by 1700 in the last two years?

Reply from Councillor Rye

I am sorry that Councillor Sitkin did not listen to my speech to Council when this topic was the subject of a Labour Party Motion as it would have saved him wasting the Council's time and resources in asking this question.

For the record I said, "Under the Coalition Government's Comprehensive Spending Review the Metropolitan Police lost significant funding and the then Commissioner decided to suspend recruiting officers. The Mayor of London Mr. Boris Johnson, immediately worked hard to provide an additional £42 million for the Metropolitan Police Service from other sources, so that the Met became the first police force in the country to begin recruiting again. This addressed the need to replace those officers who each year retire or leave the Metropolitan Police Service for other reasons. The number of police officers will be more than 32,150 in May 2012, which is well over a 1,000 more officers than he inherited from the previous Mayor, Mr. Ken Livingstone. In addition the number of Special Constables has increased from 2510 in May 2008 to close to 5,000 by December 2011.

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Use of the Council's urgency processes involving a waiver of the call in process which have taken place since 21 September 2011.

Council is asked to note the decisions taken and the reasons for urgency.

1. Decision: Cuckoo Hall Academy – External works to former Nightingale Site

1.1 Reason for Urgency:

The Council needed to be in a position to hand over the site for construction of the Woodpecker Hall Free School but needed to firstly approve a tender for remediation works required on the site. In order to meet the required deadline for site hand over (allowing time for the necessary remediation works) there was a need to approve a waiver of the Forward Plan and call-in to allow the tender to be awarded, under the Rule 16 urgency process.

2. Decision: London Boroughs Grant Scheme

2.1 Reason for Urgency:

In order to take advantage of a proposed change in the level of borough subscriptions to the London Boroughs Grant Scheme, on which notification was received in December 2011. The deadline for response (31 January 2012) required a waiver of the Forward Plan and call-in under the Rule 16 Urgency Procedure, given the potential net saving to the Council of £91,150.

3. Decision: Extension of current Housing Electricity supply Contract

3.1 Reason for Urgency:

Enfield buys electricity and other energy utilities through LASER which is the approved buying agent representing a consortium of local authorities including Enfield. Being part of this consortium enables the council to access energy at the best price, taking advantage of the bulk buying powers of a larger group.

The current contract runs until September 2012, but advice received from the Council's approved buying agent indicated that the current market was favourable for extending this contract, with the current supplier. Approval was therefore sought to extend the contract for a further 12 months to 30 September 2013, with a decision needed by the 16 February 2012, in order to achieve the most favourable market rate. The decision to extend these contracts is already subject to a standing waiver of call-in, but a waiver of the Forward Plan was required under the Rule 16 Urgency procedure.

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