

MUNICIPAL YEAR 2012/13 REPORT NO: 151

MEETING TITLE AND DATE:

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REPORT OF:

Director of Finance, Resources &
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Agenda – Part: 1

Item: 6

**Subject: Budget 2013/14 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 2013/14. 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 2013/14 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 2013/14 Council Tax;
 - The Council Tax requirement for 2013/14;
 - The Council Tax to be levied for the year ahead including the Greater London Authority precept for 2013/14.
 - 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:

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2. RECOMMENDATIONS

2.1 The attention of Members is drawn to the comments in paragraph 2.12 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 2013/14 it is recommended that Council:

- (i) Set the council tax requirement for Enfield at £96.343m in 2013/14
- (ii) Subject to final pupil count data, approve expenditure of £292.156m in

- 2013/14 for the schools' budget, funded from the Dedicated Schools' Grant.
- (iii) Set the Council Tax at Band D for Enfield's services for 2013/14 at £1,100.34 (para 8.1), there being no increase over the 2012/13 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 2012/15 and notes the indicative 2015/17 capital programme 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 10.10.
- 2.5 With regard to the robustness of the 2013/14 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 2013/14 budget and the Medium Term Financial Plan (sections 10 & 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 2013/14 budget;
 - (iii) agrees the recommended levels of central contingency and general balances;
- 2.6 Agree that the authority to enter into public health contracts transferring from the NHS is delegated to the Director of Housing, Health & Adult Social care (in conjunction with the Director of Public Health) & the Director of Finance, Resources and Customer Services. A separate Public health report providing detailed information on each contract will be presented to Cabinet in March (Section 5.6).
- 2.7 It is recommended that the Cabinet Members for Children and Young People and Finance & Property take the decision on the schools budget for 2013/14 taking into account the comments of the Schools Forum on February 13th 2013 and any relevant decisions which the Forum make under the DfE regulations (Section 5.7).
- 2.8 It is recommended that Council agrees to set up a Hardship Fund of £0.67m in 2013/14 plus associated costs to be funded from the estimated Collection Fund Surplus at 31st March 2013 (Section 5.8).
- 2.9 It is recommended that Council agrees the Fees and Charges for Environmental

Services for 2013/14 (Section 10.13) and Appendix 11.

2.10 It is recommended that Council agrees the Fees and Charges for Adult Social Care Services for 2013/14 (Section 10.14) and Appendix 12.

2.11 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 2012/13 or progressively for the 2013/14 financial year (Section 10.15).

2.12 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 TO THE BUDGET PROCESS

- 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.
- 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 (2013-17) forecasts funding requirements for the Council's General Fund services.
- 3.3 The development of the 2013/14 Budget and Medium Term Financial Plan started in the spring of 2012 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. This year's budget process has taken into account the potential financial implications of the Government's Local Government Resource Review and Welfare Reforms, especially where they affect Council Tax Benefits. Enfield Council has also responded to the various Government consultations in the interest of local residents and businesses. Cabinet and lead members have received regular updates as to how the proposals will affect the Council.

A report to Cabinet in July 2012 set out this process and timetable for the preparation of the 2013/14 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 update on progress in developing the 2013-14 budget and Medium Term Financial Plan was reported to Cabinet in November 2012, it outlined the progress made to date in the preparation of the 2013/14 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 and proposed efficiency savings totalling £12.4m over the period of the MTFP (£6.048m 2013-14).
- 3.5 The Government's reviews and reforms culminated in the Local Government Finance Act 2012 which received Royal Assent on 1st November 2012. Starting from 2013/14, the Act will:
- Enable local authorities to retain a proportion of business rates generated in their area (50% will still go to the Government but Enfield will keep 30% and 20% will be paid to the Greater London Authority).
 - Provides a framework for localisation of support for council tax in England. This will facilitate the Government's realisation of £500m saving (10%) on its grant funded expenditure of council tax benefits.
 - Make changes to council tax rules to provide further flexibility on the council tax raised on empty properties and other small changes to modernise the system.
 - Enable councils to carry out tax increment finance (TIF), giving them powers to undertake borrowing against locally retained business rate growth accruing from additional development.

Greater details of the financial implications and impact on the Local Government Finance Settlement are set out later in this report.

- 3.6 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 3% when the estimates were calculated, the freeze in Council Tax will again be an overall reduction in real terms.
- 3.7 The proposals in this report enable the Council to balance the 2013/14 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 is faced with difficult service decisions as central government funding reductions are expected to continue over and beyond the period of the Medium Term Financial Plan.

4 BUDGET CONSULTATION

- 4.1 As in previous years, the Council has been keen 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 in “Our Enfield” that is delivered to all homes in the Borough. It was also presented at Area Forums, Scrutiny Panels and the Shadow Health & Wellbeing Board and officers also attended meetings of voluntary organisations including the Over 50’s Forum. The views of the Scrutiny Panels and Area Forum meetings were collated and were presented to Councillors at the Overview and Scrutiny Committee on 31st January 2013.

- 4.2 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 views on a Council Tax freeze as well as requesting further suggestions about where savings could be made or costs reduced.
- 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** to this report. The Appendix also sets out the key messages resulting from the Budget Consultation.

5. LOCAL GOVERNMENT FINANCE SETTLEMENT

- 5.1 Local Government finance is subject to the expenditure reductions of 27% over four years to 2014/15 originally set out in the Government’s 2010 Spending Review. A further 2% spending cut in 2014/15 was included in the Chancellor’s 2012 Autumn Statement.

The provisional 2013/14 and indicative 2014/15 Local Government Finance Settlements were announced on 19 December 2012 by the Secretary of State for Communities and Local Government. It can be found on the DCLG website¹. These incorporate the previously mentioned legislative changes from the Local Government Finance Act 2012. The new arrangements for Business Rate Retention lock in many aspects of this settlement until 2020 (subject to any earlier ‘reset’ as a result of ‘exceptional’ circumstances). The 2013/14 settlement outlines provisional authority figures under the new arrangements. It also gives special and specific grants and capital grant allocations for 2013/14 and 2014/15. The settlement sets out the Government’s spending control totals for Local Government which will continue to be used to control council expenditure as part of the programme to reduce public expenditure and debt. There are several changes to the 2010 Spending Review Control Totals for local government. The Table below summarises these changes which include:

- The rolling in of many un-ring fenced core grants including the Early Intervention (EIG) and Learning Disabilities and Health Reform Grants. The EIG has been subject to a large reduction following the transfer of free education for two year olds to the Dedicated Schools Grant and also the holding back of £150m by the DFE to provide specific funding to tackle weakness in the adoption system. The scale of the transfer to DSG and holdback has concerned authorities as it creates a reduction in existing funding for vulnerable children and families.
- The Council Tax Support Grant (CTS) to fund the new locally determined discounts replacing council tax benefits. This replaces the existing council tax benefit subsidy which fully funds and increases in line with expenditure. The new grant includes the 10% reduction in 2013/14 Government funding

¹ <http://www.local.odpm.gov.uk/finance/1314/settle.htm>

compared to the current subsidy although this is not reflected in CLG's 2012/13 adjusted figures below. Also, CTS is cash limited and will be subject to the Government's spending plans.

- Top-slicing of £125m partly to meet the cost of local government capitalisation of mainly redundancy costs which has also been widely challenged as unnecessary by councils because any financing costs are met from existing budgets and not new Government funding.
- Top-slicing of over £500m to fund 2013/14 New Homes Bonus allocations (£800m in 2014/15).

Table 1: Government Control Totals Summary	2012/13 Adjusted £m	2013/14 £m	2014/15 £m
Spending Review 2010	23,414	23,224	21,882
Functional adjustments	(28)	(19)	(19)
Council Tax Freeze Grant	593	593	593
Autumn Statement 2011 pay restraint (1% cap)	0	(245)	(501)
Autumn Statement 2012 (2% spending reduction)	0	0	(436)
Fire Grants	0	(50)	(49)
New Development Deals (Tax Increment Finance)	0	(15)	(15)
Neighbourhood Planning	0	(15)	(20)
Top-Slice for capitalisation and safety net	0	(125)	(125)
Top-Slice for New Homes Bonus	(176)	(506)	(800)
Grants being rolled in to BRR system			
Council Tax Support Grant ²	3,300	3,295	3,306
Early Intervention Grant	1,919	1,709	1,600
GLA specific grants	853	848	870
Homelessness Grant	80	80	80
Lead Flood Authority Grant	21	21	21
Learning Disability & Health Reform Grant	1,378	1,413	1,448
Transfer of LACSEG to DFE ²	(1,047)	(1,039)	(1,029)
	30,307	29,169	26,806
Separate Police funding	(3,138)	(3,067)	(2,924)
Improvement & Development Agency for LG.	(29)	(28)	(25)
Local Government Control Totals³	27,140	26,074	23,857

5.2 It should be noted that future Local Government control totals will be set using the 2013/14 level of business rates increased only by inflation⁴ to enable a proportion of any growth in business rates to be retained locally (i.e. 30% for Enfield). The down side is that a fall in business rates will reduce locally retained business rates.

The Settlement includes each Council's allocation of the Local Government Control Total above which is referred to as the Start Up Funding Allocation (SUFA). The SUFA is the total funding for each council if the current system was still in place. Formula Grant is replaced by the following new financing elements:

- A new Revenue Support Grant,
- An estimate of locally retained business rates and
- A top-up (or tariff) to increase (or reduce) these amounts to each council's SUFA.

² 2012/13 figures are only notional to enable comparisons between years.

³ This amount represents the total start up funding amount for authorities and is the basis of the Start Up Funding Allocations referred to later on.

⁴ Inflation here refers to the annual increase in the business rate charge by the September Retail Price Index.

5.3 The new financing elements of the Business Rates Retention (BRR) system require the Government to make calculations in the first year for:

- An estimate of total rates due in England for 2013/14 and the allocation of that amount between councils based on each council's proportion of the total actual business rates collectable for the two years 2010/11 and 2011/12. The Government estimates national business rates in 2013/14 will amount to £21,797m of which 50% (£10,899m) will be retained by councils. Enfield is estimated to raise 0.471534% of this national total based on two previous years and so £51.4m will be retained locally split 60% to Enfield (£30.8m) and 40% to the GLA (£20.6m).

The BRR system is likely to be fixed from 2014/15 to 2020, the scheduled time of the next reset. Changes to the government's control totals will therefore be the major influence on funding changes without any alteration due to changes in deprivation or population. For a large population, high need authority such as Enfield this may become an increasingly important factor as the Council's funding will no longer reflect these changes through Formula Grant.

- New starting up funding for each council as if the current system of Formula Grant including the new rolled in grants in Table 1 above continued into 2013/14. The Formula Grant funding for 2013/14 incorporated technical changes consulted upon as part of the Local Government Resource Review. These changes include:
 - Updates to concessionary travel formula
 - Increases to Sparsity top-ups
 - Increasing the flat rate funding not dependent on deprivation
 - Updating certain data for rolled in grants but not the formula
 - Updating tax base and other data indicators where available as usual
 - Updating population data for the Census 2011Enfield's Census population increase was relatively higher than the national average and so the Council gained significantly from this change. However, the damping of the 2013/14 SUFA has again lost the Council resources and this is set out in more detail further on in this report.

The above calculations are quite complex and so full details are included in Appendix 9 along with a brief resume of the overall system and its features. The table below sets out Enfield's Settlement SUFA figures and comparative figures.

Table 2: Enfield's Start Up Funding	2012/13 Settlement	November Position	2013/14 Settlement	Variation from November Assumptions		2014/15 Indicative Settlement	2014/15 Change from 2013/14	
	£'000	£'000	£'000	£'000	%	£'000	£'000	%
Formula Funding (Grant)	122,292	117,644	122,975	5,331	4.5%	126,866	(14,683)	-9.9%
Council Tax Freeze Grant	3,032	3,032	3,032	0	0.0%	3,032	0	0.0%
Rolled in core grants:								
Early Intervention Grant	15,831	12,022	11,768	(254)	-2.1%	11,018	(750)	-6.4%
Learning Disabilities Grant	5,021	5,021	5,147	126	2.5%	5,274	127	2.5%
Lead Flood Authority Grant	220	220	135	(85)	-38.6%	135	0	0.0%
Homelessness Grant	650	650	547	(103)	-15.8%	546	(1)	-0.2%
Council Tax Support Grant		25,870	25,992	122	0.5%	Merged with Formula funding		
	147,046	164,459	169,596	5,137	3.5%	146,871	(15,307)	-9.4%
LACSEG Top-Slice	(7,417)	(7,378)	(7,418)	(40)	0.5%	Merged with Formula funding		
Start Up Funding	139,629	157,081	162,178	5,097	3.2%	146,871	(15,307)	-9.4%
Made up of:								
Revenue Support Grant		94,071	97,388	3,317	3.5%	80,094	(17,294)	-17.8%
Baseline Funding:								
Business Rate Top-Up		30,454	33,956	3,502	11.5%	34,997	1,041	3.1%
Local Business Rates (30%)*		32,556	30,834	(1,722)	-5.3%	31,780	946	3.1%
Start Up Funding	139,629	157,081	162,178	5,097	3.2%	146,871	(15,307)	-9.4%

The changes to the 2013/14 funding arrangements make comparisons to previous years very difficult without introducing several notional figures. Instead, the November budget update figures are shown as they are more aligned to the Settlement's new structure. It should be noted that Enfield's estimates were very reliant upon work by London Council's due to limited exemplifications from the Government. The improvement of £5m in the Settlement compared to the November budget position relates to formula funding and is largely down to:

- The Government reducing the top-slice for New homes Bonus, capitalisation and safety net⁵ as included in consultations and;
- Inclusion of the 2011 census population figures which were not in the earlier exemplifications.

The improvement masks the £4m reduction in EIG which was anticipated and incorporated into the budget.

The 2014/15 indicative figures show a large reduction from 2013/14. This is due to:

- The 2012 Autumn Statement which announced a further 2% cut in public funding (including local authorities)
- A further £256m reduction for the 1% cap on public sector pay in 2014/15
- A further £300m top-slice to fund the 2014/15 New Homes Bonus. Enfield's provisional share of this will not be known until late in 2013.
- On-going reductions to EIG and also the Supporting People element of funding.

The provisional and indicative Settlement figures have now been incorporated into the 2013/14 Budget and Medium Term Financial Plan. The implications of the changes are reflected throughout this report where relevant. The final Settlement is not now expected until 13 February. Government are likely to make some changes in the light of consultation responses although these are not anticipated to be

⁵ Another new feature of the BRR system. Councils facing reductions in their baselines of more than 7.5% will receive additional funding for the excess over 7.5%. This is to be funded by other councils' growth but the Government are top-slicing money in case the growth funding is insufficient. Enfield's baseline threshold is £4.86m (requiring a fall of £16m on total business rates)

substantial. An update will be provided to Cabinet on the night on any announcements made after the publication of this report.

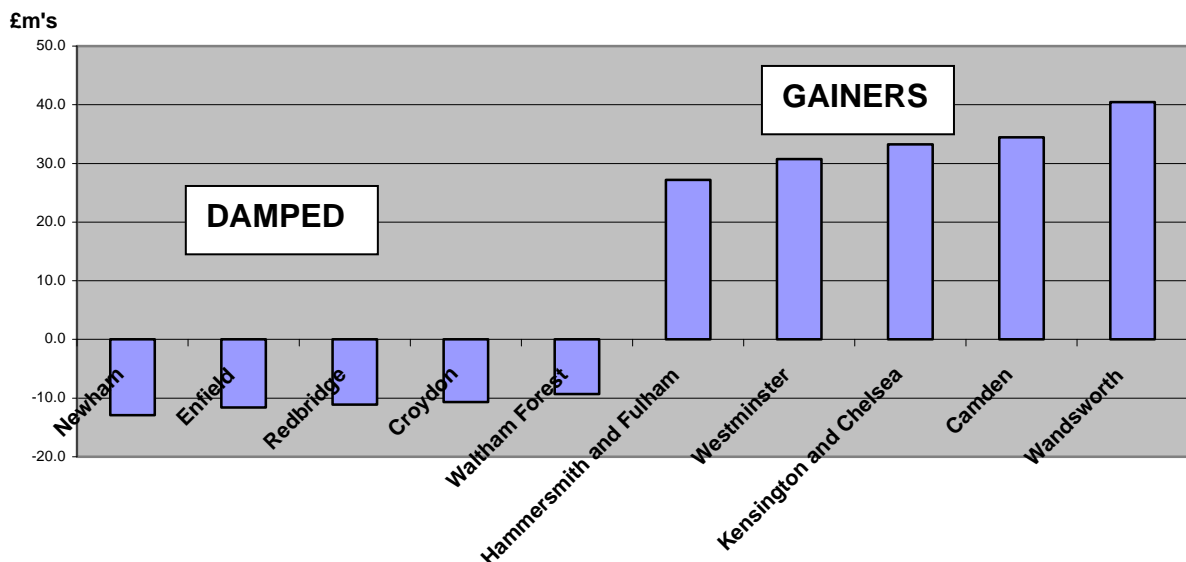
5.4 Formula Grant Damping

The floor system in 2013/14 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 -2.7% to -8.7% (-7.4% to -10.4% in 2012/13). London's position is summarised below. Enfield has been placed in the second band with a floor of -4.7% in 2013/14.

Table 3: London floor authorities	Floor	Above Floor	Total	Floor Grant
				£m
Inner London (inc. City)	11	2	13	250.1
Outer London	5	15	20	39.6
All London Boroughs	16	17	33	289.7

Enfield is calculated as needing over £134m in 2013/14. The damping system reduces this to £123m resulting in £11.6m of Enfield's calculated funding being damped away to finance other authorities. The loss is much greater than the £8m in 2012/13 mainly due to the increase in population from the 2011 Census. In theory, damping and floor protection should be a transitional arrangement that unwinds over several years to avoid significant swings in Government funding. This is not the case and the new BRR arrangement will see the 2013/14 floor damping rolled into the 2014/15 SUFA to become a fixed part of the system until the reset planned for 2020.

Top 5 Gainers and Losers from the 2013-14 Government Settlement Across London Boroughs



The Council has lobbied long and hard against current damping arrangements but public spending cuts are a huge barrier to the Council's objective of fairer funding for Enfield residents. The Council continues to raise the issue with the Government at every opportunity. This includes the Local Government Resource Review and the 2013/14 Settlement consultations when Enfield MPs, Councillors and Officers had meetings and correspondence with Ministers and Civil Servants emphasised the need to remove damping inequities from the new financial system. The Council has

now written to Ministers setting out the unresolved issues of this Settlement and sought assurance that the system will be changed to deal with the inequalities of damping.

5.5 Other Specific Government Funding

The local government finance system now distributes nearly all Government funding (including Council Tax Freeze Grant for 2011/12) and even the New Homes Bonus and Education Services Grants have been financed by reducing the total funds making up the settlement 'pot'. The only significant 'stand alone' grants provided are the latest council tax freeze and the new Health and Wellbeing grants.

- **Council Tax Freeze Grant 2013/14 (DCLG)**

The Government has offered two year funding to help local authorities freeze or reduce Council Tax in 2013/14. The grant is equivalent to a 1% increase in the 2012/13 council tax. Without the continuation of the grant after 2014/15, the Council will need to find a further £1.2m saving in order to avoid increasing the council tax above the 2% included in the 2013/17 Medium Term Financial Plan.

- **New Homes Bonus Grant (DCLG)**

On 31st January 2013, the Government finalised the Council's award of £2.99m NHB in 2013/14, an increase of £1.63m over the provision built into the 2012/13 base budget. The 2013/14 budget includes a £0.83m increase in NHB offset by a reduction in Government funding relating to the Government top-slice of business rates to fund new NHB. This leaves £0.8m for allocation by Cabinet during 2013/14. The Council report on the Council Tax Support scheme referred to the £0.188m cost of the empty dwellings technical changes on the HRA and suggested that an equivalent contribution from the NHB be made to compensate the HRA in 2013/14. This would be a first call on the £0.8m.

It should be recognised that all new NHB from 2013/14 is funded by top-slicing the cost from the Government Control Totals referred to earlier in this report. Therefore NHB is financed by reduced Revenue Support Grant and does not represent additional funding. As the 2013/14 top-slice exceeded the required NHB funding, the excess top-slice has been returned to councils as a one-off NHB Adjustment Grant of which Enfield will receive £0.549m

- **Education Services Grant (Department for Education)**

From 2013/14, new funding arrangements for education services will apply for local authorities and academies. LA Block Local Authority Central Spend Equivalent Grant for academies, and the corresponding element of local government revenue funding, will be replaced by the new Education Services Grant (ESG). The ESG will be allocated on a simple per-pupil basis to local authorities and academies according to the number of pupils for whom they are responsible.

The funding for the ESG comes from a transfer from local government of £1.04 billion in 2013-14. The top-slice from Enfield is £7.417m. The 2013/14 budget provision for ESG (excluding Academies) has been assumed at £6.417m, a reduction of £1m. However, DFE has still not published allocations and so any variance will need to be dealt with a part of in year budget monitoring.

- **Adoption Reform Grant**

The Under-Secretary of State for Children and Families launched a new adoption strategy and package of funding for the adoption system on the 24th January 2013. This is to tackle structural weaknesses which undermine the effectiveness of the adopter recruitment and approval system. The £150m top-slice from Early Intervention Grant is to be used to fund short-term action for children in the system now. The new Adoption Reform Grant will be in two parts. £100m will not be ring-fenced and will be available to local authorities to support adoption reform. The remaining £50m will be ring-fenced in order to address structural problems with adopter recruitment and help children that are more difficult to place.

The 2013/14 budget currently assumes the £1m top-sliced from Enfield's EIG would be returned in a new grant. Details of the formulae and allocations have not yet been sent to authorities. Any difference between the assumed and actual allocation will be met by the set aside of reserves arising from the 2013/14 Settlement as provided for in table 6 below.

5.6 Public Health

Local authorities will, from April 2013, take over responsibility from the NHS, for improving the health & well-being of their local population and reducing health inequalities. The authority will have a duty to take appropriate steps to improve the health of its local population. Local authorities will receive a new ring-fenced public health grant to enable them to deliver these responsibilities. The grant is designed to cover all expenditure incurred in delivering the Public health function including all employee & overhead costs. The 2013/14 public health business plan is currently being developed and will include details of how the grant will be allocated to each of the public health priorities.

The authority will be responsible for a number of mandatory services including sexual health, National child measurement programme & Health checks. Non mandatory services include tobacco control & smoking cessation, interventions to tackle obesity & the commissioning of drug & alcohol services, currently commissioned by the authority's drug & alcohol team.

Enfield's grant is £12.961m in 2013/14 and £14.257m for 2014/15, beyond which no further growth is guaranteed by the Department of Health. The grant is ring-fenced for promoting public health within the borough and cannot be used to support general council expenditure. The associated grant conditions are specific to public health outcomes, with the requirement to submit both quarterly & annual expenditure returns, to the DCLG & Public Health England.

In order to deliver these new responsibilities, a number of contracts currently held by the NHS, will transfer to the Council. The process of reviewing and validating the transferring contracts is currently on-going. It involves various departments across the Council, working with North Central London (NCL) NHS to ensure a full understanding of what is being transferred.

The main financial risk to the Council is regarding the open access genito – urinary medicine service (GUM) and whether or not Enfield's allocated share of large NHS block contracts is accurate. To help mitigate this risk, a public health contingency will be set-up and spent in accordance with the ring-fenced grant

conditions, to fund any expenditure arising over and above budgeted contract values and to support the financial management of open access, demand led services.

Decisions about individual contracts will be made on completion of the tasks highlighted above. It is requested that the authority to enter into these contracts is delegated to the Director of Housing, Health & Adult Social care (in conjunction with the Director of Public Health) & the Director of Finance, Resources and Customer Services. A separate Public health report providing detailed information on each contract will be presented to Cabinet in March 2013.

Enfield has historically been underfunded in the area of Public Health. This was confirmed in the work carried out by the Department of Health (DOH) in determining the new Public health grants. The baseline spend per head for 2013/14 is £36 per head (p.h). The actual target is £48 p.h. However, even though Enfield was one of the Borough's to receive the maximum increase of 10%, the grant allocation equates to £40 p.h, i.e. £8 below target (circa £2.6million). The position for 2014/15 is similar, with a target of £50 p.h of, but actual grant equating to £43 p.h, i.e. £7 below target (circa £2.2million).

5.7 The Schools' Budget

Dedicated Schools Grant 2013-14

The Dedicated School Grant (DSG) is a ring-fenced grant, the majority of which is used to fund Individual Schools Budgets. It also funds Early Years provision and certain central services provided by the local authority such as admissions. The initial 2013-14 DSG was announced on 18th December 2012 and is **£292.156m** which includes estimates for early years and post 16 high needs which are yet to be finalised. The School and Early Years Finance (England) Regulations 2012 which came into force from 1st January 2013 introduce a new school funding methodology with effect from April 2013 as the first step in the transition towards a national funding formula. Under the new funding arrangements DSG is now allocated in three notional blocks, which include funding for 2 year olds and post 16 High Needs pupils formerly funded through specific grants :

- Schools Block - a per pupil allocation
- Early Years Block - a per pupil allocation including funding for early education places for disadvantaged 2 year olds formerly funded through Early Intervention Grant.
- High Need Block – the baseline plus approved growth and including funding for post 16 High Needs learners

Although DSG as a whole remains ring-fenced the individual blocks are not and allocations to the blocks are notional. Key changes in the new regime include the prescription of the factors which can be used in the funding formula, which are limited to 11 specified categories, together with an obligation to use government data. The maximisation of delegation and a restriction on increases in centrally retained budgets further reduce local flexibility in allocating the schools budget.

These fundamental and radical changes to the school funding system are of an unprecedented scale and as such pose a significant risk. In particular the possible loss of future flexibility for the local authority to be able to target funding based on

changing local needs will need to be closely monitored as the Government moves to a national funding formula.

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. An indicative schools' budget is being developed and will be presented to the Schools Forum on February 13th. It is recommended that the Cabinet Members for Children and Young People and Finance and Property take the decision on the schools budget for 2013/14 when the final position is known taking into account the comments of the Schools Forum and any relevant decisions which the Forum make.

Other School's Funding

Pupil Premium Grant

Schools also receive the Pupil Premium in respect of pupils who have been eligible for Free School Meals (FSM) in the last 6 years, plus Children Looked After continuously for more than 6 months. In 2012/13 the rate per eligible pupil was £623 and this has been increased to £900 for 2013/14. In addition a pupil premium is allocated to children of service personal at a rate of £300 in 2013/14. The pupil premium is a specific grant that the council has to passport directly on to schools, who can then decide how they will use the additional funding to achieve improved outcomes for deprived children. The illustrative grant figure for 2013/14 is £16,921,000 based on the January 2012 school census data and looked after children numbers from the March 2012 SSDA903 return. Final allocations for 2013-14 using 2013 pupil data will be published next summer.

Sixth Form Funding

The Education Funding Agency (EFA) is responsible for the funding of 16-19 provision in academies, general further education colleges, sixth-form colleges and independent provision. The EFA also distributes resources to local authorities for them to pass on to those schools that are not academies.

Following a period of consultation in 2012 it was confirmed that for 2013/14 a new 16-19 National Funding Formula will be introduced to support the Government's policy of raising the participation age. Under this system, institutions will attract a standard rate of funding for each student weighted for necessary course costs, retention and with additional funding for those at a disadvantage and area cost adjustments. Indicative allocations for 2013/14 will be communicated to 16-19 institutions prior to the end of January 2013 with final allocations confirmed by the end of March 2013. The Local Authority will continue to support schools for the 6th form AWPU rate as part of the new schools funding formula.

5.8 Local Council Tax Support

The Government is replacing the national Council Tax Benefit scheme with local schemes of Council Tax Support. It is a significant change as:

- It is accompanied by reduced Government grant funding of the scheme and;

- The risk of any caseload increase is borne locally and will not attract additional grant funding.

Enfield Council is adversely affected as it currently has the second highest Council Tax Benefit caseload in London. The Council is faced with funding a net £4.0m deficit (after Council Tax technical changes for 2013/14 are taken into account) from reduced payments of Council Tax Support than under the current benefit regime.

Cabinet in July 2012 approved the consultation arrangements for the draft Local Support Scheme on the basis that the new scheme was funded through reduced support levels to claimants. On the last day of the Council's 12 week consultation, the Government announced a one year Transitional Grant Scheme providing a one-off grant of £0.67m if an 8.5% limit on reduced support is applied and various criteria are met. This option leaves a funding shortfall of £0.8m in 2013/14 rising to £1.5m in 2014/15 based on the grant being for one year only.

On 30th January Council agreed a fully funded council tax support scheme which avoids reductions in council services needed to meet the funding shortfall created by the Government's Transitional Grant Scheme. Council also agreed to set up a hardship scheme to assist those most at risk and protect the most vulnerable to meet a shortfall between council tax support and liability. The scheme and associated costs will be funded from the estimated surplus on the Collection Fund as at 31 March 2013 of £1.086m as shown in Table 7. Given the resources available Council is recommended to set aside £0.67m for the Fund in 2013/14 with future year options to be reported to Cabinet as part of the 2014/15 budget consideration and consultation.

5.9 Local Referendums on Council Tax Increases & Abolition of Capping

The Localism Act requires councils to hold a referendum for proposed council Tax increases in excess of a threshold set annually by the Secretary of State for Communities and Local Government. For 2013/14, a referendum will be required if the council tax exceeds a threshold increase of more than 2.0% excluding levies. 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 2013/14 there is no risk of a referendum and Enfield's adjusted council tax for comparison to the threshold is a small increase of 0.1%⁶ due to the exclusion of levies. There is uncertainty in subsequent years as there is no Government indication of potential threshold increases for later years.

6 THE TAXBASE AND THE COLLECTION FUND

6.1 The Tax base.

On 30th January 2013, the Council agreed a Council Tax base of 87,557 Band D properties for 2013/14, based on a collection rate of 96.88%. The table below explains the changes from 2012/13:

⁶ This is subject to notification of levies using the new 2013/14 taxbase.

Table 4: Council Tax Base	Band D Equivalent
Tax base 2012/13	110,420
New council tax support discounts (replaces former council tax benefits scheme).	(22,716)
Estimated provision for bad debt on reduced benefit payments	(1,740)
New technical changes to discounts for second homes and empty properties.	855
New long term empty property premiums.	100
New properties net of estimated demolitions.	349
Other changes to existing discounts and collection levels.	289
Tax base 2013/14	87,557

The cost of the new council tax support scheme is fully funded by the Government's new council tax support grant (net of 10% reduction on current grant), technical changes for second homes and empty properties and the reduction in working age benefits as agreed by Council on 30 January 2013. The other changes to the tax base have also been built into the 2013/14 budget.

6.2 The Collection Fund.

The Council's 2011/12 audited accounts reported a surplus of £0.326m on the Collection Fund. The latest review of the Fund indicates that there will be an estimated surplus balance of £1.389m at 31 March 2013. This follows targeted work on high value arrears cases. The balance will be shared between the Council (£1.086m) and the Greater London Authority (0.303m) in proportion to their Band D charges of the 2012/13 council tax. Enfield's share is included in the 2013/14 council tax requirement calculation in Table 7.

6.3 Business Rates

Commencing from 1 April 2013, authorities must transfer from the collection fund:

- The share of local business rate income due to the Council based on the NNDR1 forecast of net rating income (30% Enfield / 20% GLA / 50% Government)
- The share of any surplus or deficit on business rates in respect of previous years
- The allowance for business rate collection costs
- Any sums due for enterprise zones, new development deal and renewable energy projects (none of these currently apply to the Council).

6.4 Enfield's estimated transfer is £31.882m as agreed by Council on 30 January 2013 and is included in the council tax requirement calculation in Table 7.

7. REVENUE BUDGET PROPOSALS

7.1 Budget Update

The overall summary of the budget proposals by each service is shown in Appendix 3. An overview of the budget position regarding pressures and savings is set out below.

7.2 Pressures

The Council faces additional pressures in 2013/14 as a result of loss of grant, demographic changes, ongoing commitments, inflation, population growth and changing needs, totalling £20.132m. These additional pressures facing the Borough in 2013/14 are broken down in the following table:

Table 5 Pressures (Cost Increases) 2013/14	2013/14 £000's
North London Waste Authority Increasing cost in relation to the disposal of waste and the replacement of the Edmonton Incinerator (1,212k) in 2013-14 reduced by a one-off surplus of £1,147k (from 2012-13) that will be used to reduce the 2013-14 levy. The one-off saving will be transferred to a reserve to reduce the NLWA budget pressure in 2014-15.	65 1,147
New Demographic pressures This pressure continues year on year in order to meet increased demand for Council services. This includes services to older people and those with disabilities.	3,000
Price Inflation & pay awards The rate of inflation is currently 2% and is expected to remain at this level for the foreseeable future. 2014/15 includes an allowance for an expected increase in employers pension fund contributions as a result of the triennial review.	4,500
Capital financing & interest charges Investment in schools and highways improvements is met by new borrowing which is repaid over the life of the asset. In addition low interest rates have reduced the level of interest earned by the Council on cash balances.	1,030
Changes in Government Funding & Functions <ul style="list-style-type: none"> • Pressure due to Early Intervention Grant held back by Department for Education and additional administration cost of new Council Tax Support Scheme (£1.2m). Offset by additional New Homes Bonus awarded for 2013/14 (£0.8m). • Additional New Homes Bonus confirmed 31st January 2013 at a point that the 2013/14 budget had been balanced. £0.8m additional grant set aside in contingency for allocation by Cabinet during 2013/14. • 	1,200
Welfare Reform - Temporary Accommodation The budget pressure Temporary Accommodation rent arrears anticipated due to the effects of the benefit cap in April 2013. The arrears represent rent arrears for tenants in PSL, PLA and NPA accommodation.	1,601
Legal Aid- Sentencing & Punishment of Offenders From April 2013 a new duty will fall on LAs to pick up all costs for all secure remands for all young people under 18. All young people subject to a new remand order will become looked after by the local authority. These secure remands are currently part funded by central government. In future all costs will fall on local authorities.	176
Concessionary Fares Increase in the cost of the Concessionary Fares Scheme. This is partly inflationary and also reflects greater usage of the Freedom Pass by Enfield residents.	794
Other Items Pressures include costs relating to the new Carbon Tax and pressures relating to Environmental services.	1,280

Table 5 Pressures (Cost Increases) 2013/14		2013/14
		£000's
Local Government Finance Settlement		5,339
The position regarding the settlement is set out in detail above. It is proposed that the improved position in 2013/14 will be transferred to reserves and balances and used to mitigate any shortfall in outstanding grant allocations in 2013/14 ⁷ and the substantial Government funding reduction in 2014/15.		
Total Pressures		20,132

7.3 Full year effect of 2012/13 decisions and new financial arrangements.

Some of the 2012/13 savings agreed by Council were for a part-year only because the changes could not feasibly be implemented from the start of the year. Savings agreed in 2012/13 were not due to come into effect until 2013/14 and later years (£6.1m).

In addition a further £3m is due to new arrangements starting in 2013/14 that require the rearrangement of budgets to reflect the new financial structures including:

- Council Tax Support transfers benefit costs from the budget to tax base discounts
- Top-slicing of New Homes Bonus is a grant met by a reduction in Formula Grant
- Two year old free education funding transfers from the General Fund to Dedicated Schools Grant.
- Discretionary rate relief met by the General Fund is amalgamated into Business Rate Retention income

7.4 Savings 2013/14

The table below shows the total savings made by each service in 2013/14 which are detailed in **Appendix 2**.

Table 6 2013/14 savings by department:		2013/14
		Savings
		£'000
Chief Executive		(393)
Schools & Children's Services		(2,415)
Environment		(1,384)
Finance, Resources & Customer Services		(1,773)
Health, Housing & Adult Social Care		(4,966)
Regeneration, Leisure & Culture		(543)
Corporate Budgets		(1,673)
Total		(13,147)

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.

7.5 In setting the Council's 2013/14 budget and Medium Term Financial Plan, the Council's aim has been to continue to improve services provided whilst

⁷ DFE's Education Services and Adoption Reform Grants were still to be announced at the time of publishing the report.

maintaining a zero Council Tax increase. The focus continues to 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. Decisions will now be very difficult and potentially 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. The following table sets out the Council's budget position after taking into account the proposed changes.

Table 7	2012/13⁸	2013/14
Budget Position & Council Tax	£000's	£000's
Net revenue budget		
Schools Budget	277,085	292,156
Other Services (base budget)	269,648	261,129
Dedicated Schools' Grant	(277,085)	(292,156)
	269,648	261,129
Pressure (Cost increases)	11,098	20,132
2012/13 Full Year Effect of previous savings decisions	(4,743)	(9,290)
Proposals for savings (Appendix 2)	(11,824)	(13,147)
Council Tax Freeze Grant 2012/13	(3,050)	3,050
Council Tax Freeze Grant 2013/14		(1,219)
Net Budget	261,129	260,655
Less: Formula Grant	(139,629)	
Revenue Support Grant		(97,388)
Business Rate Top Up		(33,956)
Retained Local Business Rates		(31,882)
Collection Fund Adjustment		(1,086)
Council Tax Requirement	121,500	96,343
Tax Base (Band D equivalents)	110,420	87,557
Council Tax (Band D)	1,100.34	1,100.34

*For the calculation the Requirement is £96,342,500.

This would result in a freeze in Enfield's Council Tax for 2013/14.

- 8.2 The Mayor of London published his draft consolidated budget for 2013-14 in January 2013. This proposed a reduction in the Council Tax of £3.72 for a Band D property (Total precept of £303.00 for a Band D property).
- 8.3 The Mayor issued his draft GLA budget on 31st January and the final draft budget is to be considered by the London Assembly on 25th February 2013. Any changes

⁸The 2012/13 figures have been adjusted for £17.337m of net specific grant transfers to formula grant in order to improve comparison.

to the draft Band D precept of £303.00 will be reported to Council along with revised resolutions. The Band D Council Tax payable by Enfield residents for 2013/14 based on the budget proposals and draft GLA precept is £1,403.34. This is made up as follows:

Table 8 Band D Charge	2012/13	2013/14
	£	£
London Borough of Enfield	1,100.34	1,100.34
Greater London Authority	306.72	303.00 ⁹
Total	1,407.06	1,403.34

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

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 2013/14 to 2016/17 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 2013/14 to 2016/17 as detailed in this report.

Capital Resources

General Fund Borrowing

- 9.3 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**. The Government no longer provides revenue support for new borrowing, only capital grants.

Capital Grants

- 9.4 The Council has already been notified of the amount of many of the grant allocations that can be expected to be received in 2013/14.
- 9.5 It is possible that additional capital grant allocations may be announced for 2013/14 onwards, but it is unknown as to whether the funding would be earmarked for spending on specific Government rather than local priorities.

⁹ Mayor's draft budget

¹⁰ Draft figures for Cabinet to be completed for Council.

- 9.6 Should any further grant allocations become available during 2013/14, 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. Funding was agreed for the three years from 2012/13 to 2014/15, future funding support figures will be available during 2014/15.

Table 9:TFL Capital Grant	2013/14 £000	2014/15 £000
Transport for London	3,978	2,674

Capital Receipts

- 9.8 The Capital Programme assumes 40 sales of council dwellings will be achieved for 2012/13, and 40 sales per annum for the period 2013/14 to 2016/17. This is a significant increase in sales volumes compared to recent years due to changes in the discount entitlement. However changes to the capital receipts pooling rules have lead to an increase in the percentage availability of the receipts to fund capital spending.
- 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 £6.1m to be financed from capital receipts in 2013/14. This is a prudent expectation of the £7.4m, 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. The majority of S106 agreements are usually very specific about what and where the monies can be spent.

At 31 March 2012, the s106 Contributions Reserve amounted to £4.16m. 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 these 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.

9.14 2012/13 Capital Budget

The current capital budget monitoring is reviewed on a quarterly basis at Cabinet. The projected outturn for the year is projected to be £101.2m for the General Fund and £48.4m for the HRA (includes vehicle replacement). A breakdown of these figures will be provided in the third quarter monitor presented to Cabinet in March.

9.15 General Fund Capital Programme 2013/14 onwards

Introduction

The 2013/14 programme includes items to be included in the third quarter capital monitor report due to go to the March Cabinet meeting. Current rolling programmes are assumed to continue at current levels into later years. The programme also includes indicative figures for Schools & Children's Services where programmes are grant funded, especially in the two years 2015/17 where funding details are not expected to be available until the Government's 2013 Spending Review has been completed. The Regeneration Programme also includes indicative figures in later year. Later year schemes will be subject to funding and approval in accordance with the Councils governance procedures.

Regeneration

Programme delivery for Meridian Water will be well underway, requiring capital investment to both leverage external investment and deliver key infrastructure, land assembly and physical project delivery. The Ponders End regeneration programme is extensive, and will require additional capital resources to deliver further phases of regeneration on the High Street, South Street and Waterfront development areas. Additional capital funding will be required to bring forward the Western Gateway site in New Southgate, and Bowes Road/Arnos Grove development sites identified in the New Southgate masterplan. A capital allocation is needed to progress regeneration in Edmonton Green, including developments around the shopping centre, wider station and green area, and transport infrastructure.

Delivery for Enfield Town Phase 3 includes improvements to the station and approaches, public realm and improved access to Enfield Town Park, alongside refurbishments to shop fronts and around the market square. It is anticipated that capital investment will be required to deliver public realm improvements to Angel Edmonton. Development of market gardening will require capital investment to assemble land and leverage investment to deliver established objectives.

Heritage led regeneration projects

Additional capital funding will be required to bring forward key heritage regeneration projects. This may include restoration of Grade II and Grade II* buildings, frontage improvements and bringing prominent derelict buildings back into use".

9.16 Housing Revenue Account Capital Programme

Enfield Homes has prepared a capital programme for 2013/14 in line with currently available resources, including estate renewals. The proposed HRA capital programme is a key element of the HRA business plan; this report forms part of tonight's agenda.

9.17 Recommended Capital Programme 2012/13 – 2016/17

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	2015/16 £'000	2016/17 £'000	Total £'000
Schools & Children's Services	62,610	38,934	19,747	19,615	19,600	160,506
Regeneration	2,321	15,493	4,135	15,325	14,775	52,049
Leisure & Culture	6,365	911	0	0	0	7,276
Environment	21,534	24,897	14,017	10,150	10,150	80,748
Adult Social Care	905	6,570	3,673	100	100	11,348
Housing Grants	2,376	3,542	2,818	2,818	2,818	14,372
Affordable Housing	796	3,484	2,100	2,100	2,100	10,580
Corporate Items	3,715	1,000	0	0	0	4,715
Vehicle Replacement Programme	531	357	879	1,562	4,151	7,480
General Fund Programme	101,153	95,188	47,369	51,670	53,694	349,074
HRA	48,409	47,509	45,272	43,352	53,374	237,916
Total Capital Programme	149,562	142,697	92,641	95,022	107,068	586,990

9.18 Monitoring and revision to the programme

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

- The monitoring position is reported to Cabinet on a quarterly basis, together with the quarterly reporting of the Prudential Indicators. Monitoring statements are signed off by Directors and Lead Members.

The capital programme is 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 2013/14 monitoring report to Cabinet will include updates subsequent to this report.

9.19 Treasury Management Strategy & Prudential Indicators

Appendix 4 explains in some detail the Prudential Indicators that the Council is required to set and their recommended values for 2013/14 – 2015/16. 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**.

9.20 **Treasury Management Strategy 2013 - 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**.

9.21 **Investment Strategy**

Enfield's investment strategy continues to be prudent, but recognises the need for it to be able to respond to the improving world markets.

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.

The main changes from the 2012/13 strategy are set out below (full details are set out in Appendix 4 section).

- It is anticipated during 2013/14 the UK will lose its AAA sovereign rating. To allow the Authority to continue depositing with UK institutions the UK limit has been reduced to AAA-. The sovereign rating for overseas countries remains at AAA.
- The Maximum deposit with any one financial institution has been increased to £12.5m (2012/13 £7.5m).
- The maximum duration period for specified deposits will be increased to 364 days (from three months in 2012/13).
- To permit deposits with register providers for up to five years including Housing Associations.

The above changes must be regarded as maximum limits. At present we continue to operate well within these recommendation and we will only change the actual limits in place once we have consulted with our treasury consultants. Any change will be reported back to Cabinet.

Having this greater flexibility within the strategy will make the Authority be able to response to any changes in the market environment

9.22 **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.

The key influences and assumptions are:

- **Local Government Finance Settlement**

The Government has confirmed the settlement for 2013/14 and indicative figures for 2014/15. The Medium Term Financial Plan incorporates the settlement figures.

- **The Chancellor's Autumn Statements:**

- **2011**

The 2011 Statement introduced:

- The Government's 1% public sector pay cap in 2013/14 and 2014/15. The Settlement included the claw back of £245m in 2013/14 and a further £256m in 2014/15 for public sector pay reductions. The total

clawback is £501m although there are no details as to how this figure was calculated.

- New totals for public spending in 2015/16 and 2016/17 which fell by 0.9% a year in real terms. With inflation assumptions of around 2.5% this means a cash reduction of 3.5% for local government. With schools and the NHS protected annual cuts could significantly exceed 3.5%, similar to the 2010 Spending Review. The MTFP reflects these assumptions.
- **2012**
 - The 2012 Statement announced new reductions of 1% for public spending in 2013/14 apart from local government in recognition of its efforts to cut costs so far. 2014/15 is subject to a further 2% reduction in spending which will reduce local government resources by £435m¹¹ and has been included in the indicative 2014/15 Settlement figures.
 - The Statement confirmed the 2011 Statement that overall expenditure in 2015/16 and 2016/17 will continue to decrease at the same rate as the 2010 Spending Review. The detailed spending plans for 2015/16 should be published in the first half of 2013.
 - Over the next Spending Review public expenditure will continue to fall at the same rate as the 2010 Review. A new Spending Review is due to take place in the first half of 2013.
- **Inflation rates and pay increases**

1% has been allowed for in 2013/14 and 2014/15 in line with Government policy. Price inflation and income have been assumed as increasing by 1% per annum from 2013/14 onwards. Current inflation is above this level but services are expected to meet any shortfall through improved procurement practices.
- **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).

¹¹ As per Settlement 'transfers affecting formula grant 2014/15

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 Council will now retain 30% of all business rates collected locally. The Government has assumed a certain level of business rates when determining the Local Government Finance Settlement. Any variation between the Government's estimate and Enfield's actual rates collected will either benefit the Council or create a budget pressure. Gains will be made by:

- Government underestimating the amount collected by Enfield
- Increases in business rates in excess of the assumed inflation built into future settlements by the Government. This will mainly be through physical growth of the commercial tax base and is a key element in the Government's plans to promote economic growth.

Pressure will be created if business rates fall due to closures, economic recession and significant losses due to appeals. There is limited protection through the BRR scheme called the safety net. In year falls in excess of 7.5% of the Council's business rate baseline (£64.79m in 2013/14) will attract additional one-off funding met by levying on tariff authorities with high growth. Enfield baseline would need to fall by £4.86m (£16m gross) before any safety net payment would be triggered.

- **Localisation of Council Tax Benefit Support**

The Council is faced with funding deficit in 2013/14 because of reduced government grant for council tax support. The Council approved its local scheme on 30 January 2012¹² on the basis that the loss of grant is met by technical reforms to council tax on empty properties (nearly £1m more revenue) with the net deficit of £4.0m being met by reduced support to working benefit recipients. The new scheme is untested and only after a full cycle of debt recovery has been concluded will collection assumptions on former benefit claimants become clear.

- **Enfield's Local Plan (formerly known as Local Development Framework)**

The Council is committed to supporting the development of the Local Plans setting out action plans for areas in borough following the publication of the National Planning Policy Framework. Funding provision is in place for the first phases of the plan and funding will be incorporated into the Medium Term Financial Plan as required.

¹² <http://governance.enfield.gov.uk/documents/s36851/Council%20Tax%20Support%20Scheme%20Report%202013-14%20-%20Options.pdf>

- **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 (2013/14 – 2016/17).

Table 11:	2013/14	2014/15	2015/16	2016/17
Medium Term Financial Plan	£'000	£'000	£'000	£'000
Council Tax Base	121,500	96,343	96,864	98,899
Inflation / Pay Awards	4,500	4,457	6,000	6,000
Pressures	12,632	1,706	2,066	3,300
Demographic pressures	3,000	2,210	1,410	1,580
Total new pressures	20,132	8,373	9,476	10,880
Full year effects of prior year savings	(9,290)	(4,086)	(1,777)	0
Savings	(13,147)	(13,743)	(983)	(1,267)
Council Tax Freeze Grant 2012/13 Fall Out	3,050	0	0	0
Council Tax Freeze Grant 2011/12 Fall Out			3,028	
Council Tax Freeze Grant 2013/14	(1,219)	0	1,219	0
Government & Local Tax income:				
Settlement	3,443			
Local Business Rates	(1,048)	14,386	7,300	6,900
Council Tax Support Grant	(25,992)			
Collection Fund Adjustments	(1,086)	1,086	0	0
Savings to be achieved		(5,495)	(16,228)	(14,535)
Budget Requirement	96,343	96,864	98,899	100,877
Taxbase	87,557	88,031	88,118	88,118
Band D (£)	1,100.34	1,100.34	1,122.35	1,144.79
% tax change	0	0	2.0%	2.0%

10.4 Many 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 (2013/14) 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	Council Tax impact
	£'000	%
1% change in pay	1,500	1.6%
1% increase in price inflation	2,900	3.0%
1% reduction in general fees and charges	880	0.9%

Table 12: Sensitivity Indicators	Budget impact	Council Tax impact
	£'000	%
0.5% increase in interest rates (benefit to the Council)	(300)	-0.3%
1% increase in homecare costs	180	0.2%
1% increase in care costs for Older People	200	0.2%
1% change in Revenue Support Grant	970	1.0%
1% variation in Local Business Rates (30%)	320	0.3%

- 10.5 The 2014/15 budget is the last year of the Government's 2010 Spending Review. The Chancellor's 2012 Autumn Statement made clear that financial constraint will need to continue and the next Spending review in 2013 is expected to set out reductions in public expenditure at least as great as the 2010 Review. Recent work by the Local Government Association¹³ and supported by further London specific analysis by London Councils¹⁴ shows that if current trends continue, the cost of social services and statutory environmental services may require other council spending to drop by 66% in cash terms (80% in real terms) by the end of the decade. If capital financing and concessionary travel is included the cash reduction is 90% (which in real terms would leave practically no funding for other services at all). The objective is to make the Government aware that the reduction in council funding at current levels is unsustainable without cutting services.
- 10.6 The indicative savings to be identified of £5.5m in 2014/15, £16.2m in 2015/16 and £14.5m in 2016/17 will require a review of service priorities including statutory services and the quality of provision. The Government's paper on 50 ways to save money is a useful check list but the areas identified have been largely already considered by the Council and implemented if found to be effective and efficient in protecting priority services. It is increasingly difficult to cut costs without reducing service provision and the Council is carefully considering and planning how it will close the funding gap over the medium term.
- 10.7 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.
- 10.8 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 priority services wherever possible. However, it also recognises that efficiency savings are not inexhaustible and continuing reductions to public sector funding make cuts to services inevitable. The National Audit Office (NAO) has warned in its first assessment of the sector's financial robustness that the government must establish mechanisms for dealing with "widespread financial failure" in local authorities. The report stated that Whitehall was failing to understand the combined effects of its policy reforms on councils' finances. Despite councils having "generally coped well" with the significant cuts made to their budgets, the NAO's head warned that councils

¹³ LGA: Funding outlook for councils from 2010/11 to 2019/20

¹⁴ London Councils: A case for sustainable funding for adult social care

would struggle to absorb further cuts over the next two years without reducing services.

10.9 The LEANER Savings Programme.

The Council has a transformation change programme called the LEANER programme:

L -ess bureaucracy
E -liminate waste
A -automate what we can
N -ew ways of working
E -xcellent staff and services
R -educe overheads

It was established to support services in delivering financial savings and supports the Council's core values:

- Customer First
- Achieving Excellence
- Empowering People

The team have worked with staff in all services in order to help them achieve the savings targets in recent years. They will continue to assist in the achievement of savings over the period of the Medium Term Financial Plan by:

- Continuing to streamline processes
- Reviewing and restructuring the organisation's management
- Improving IT services
- Further developing and investing in our staff skills

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.** This workstream involves Building Resilience in Children's Services and is delivering the Single Point of Entry (SPOE) to professional services, Multi Agency Hub (MASH) and Adolescent Support Team.

10.10 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 two years of the plan (2013/14 to 2014/15) assume a Council Tax freeze. The 2% assumption in later years is only indicative.
- Minimum balances of around £14m are maintained in accordance with the latest Finance Resilience Review carried out by external auditors.

Other Medium Term Financial Plans

10.11 Education – schools

The Department for Education has announced the position on schools funding for 2013/14. This is set out in the report (para 5.7).

10.12 Housing Revenue Account (HRA)

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

Fees & Charges- Environmental Services

- 10.13 The current (2012/13) and proposed fees and charges for 2013/14 for services and materials provided by the Environment Department are set out in Appendix 11 of this report. 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 or holding charges where we can.

In general charges have been increased to reflect inflationary trends or contractual uplift. 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 funding.

Once again charges related to the parks and cemetery services have been benchmarked across neighbouring boroughs and are priced accordingly and competitively. There is a clear recognition that better facilities and services are required and expected of the council. For the first time the schedule standardises charges for events in parks. The service will continue its investment in these services throughout 2013/14 and is already well prepared for the transition to 9 aside football for juniors in line with Football Association requirements. During 2012/13 it became apparent that post match littering has been a problem; this will be referenced in future lettings agreements and a proposed clean up charge is included.

Following analysis of the Pest Control & Commercial Waste Services prices have been varied. These charges are included in a part 2 paper to ensure commercial confidentiality.

The proposed charges will become live on 1st April 2013.

It is recommended that the revised fees and charges for Environmental Services are agreed as set out in **Appendix 11**

Fees & Charges – Adult Social Care

- 10.14 The current charges for 2012/13 and proposed charges for 2013/14 for services provided by Adult Social Care within Health, Housing & Adult Social Care are set out in **Appendix 12** of this report. The allowances and disregards proposed for 2013/14 are also set out in Appendix 12.

The annual review of charging for services has been completed and in keeping with the approach taken in previous years the department has sought to reflect the cost of services provided within the proposals for 2013/14, whilst ensuring that any changes are in line with the uplift in welfare benefits and the State Retirement Pension payments and is also consistent with the departments Medium Term Plan requirements. The charge to individuals will continue to be calculated in line with existing Government charging guidance for Residential Accommodation (CRAG) and community services (Fairer Charging).

Residential Charges

The National Assistance Act 1948 and the Charging for Residential Accommodation Guide (CRAG) require Social Services authorities to recover the full charge for residential care subject to the allowances and discretions available under the statutory charging scheme. The service user will contribute their assessed charge up to the full cost of the service.

The full cost of the service will always be charged to other Local Authorities or Independent Agencies using the authority's services.

Welfare Benefits have increased by between 0.98% and 3.11%. There has been an increase in the State Pension of 2.5% which takes the weekly amount of State Pension to £110.15.

The proposed weekly charge for in house Residential care will increase by 2.0% in line with welfare benefits increases.

Community Based Services

These are services provided principally under S2 Chronically Sick and Disabled Act 1970. S17 Health and Social Services and Social Security Adjudications Act 1983 give local authorities the power to make reasonable charges for these services. The authority may not require the service user to pay more for these services where their means are such that it would not be reasonably practicable for them to pay that amount. The Department of Health's Fairer Charging Guidance applies to Community Based Services.

Potential changes to charging for respite care and transport services will be the subject of a separate consultation.

Personal Budgets that are arranged via a Direct Payment are financially assessed under Fairer Charging guidance. Therefore, the amount charged will be based on an assessment of an individual's financial circumstances and will not exceed the total amount of the direct payment awarded.

There is no proposed increase in the current charge for homecare services arranged on behalf of service users. The charge will remain at £16.60 per hour of care. This reflects the average cost of services provided and includes an administrative charge for arranging services and raising invoices for payment.

Unlike any other form of Adult Social Care, charges for day services are currently subsidised by the Council. The department is proposing to phase out the current subsidy arrangements over the next three years so that charges reflect the full cost of the service. The proposed charge for 2013/14 is £39.00 per day. In keeping with national guidance only service users with available resources over £23,250 will be liable to pay the full charge.

There will be no change to the current charge for the provision of meals provided at home or in day centres.

Currently those people whose assessed charge is below £2.50 per week receive a free service as the cost of administering and collecting payment exceeds this amount. This will remain in 2013/14.

It is recommended that the proposed charges for services arranged by Adult Social Care and the proposed allowances and disregards are agreed as set out in **Appendix 12.**

Members Allowances

- 10.15 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 2012/13 and 2013/14 financial years.

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 2013/14 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 2012/13, 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 currently no cause for concern and that the Council has adequate arrangements in place for achieving financial resilience¹⁵. In respect of the budget, the report made two main recommendations that the Council should continue:

- To ensure that the MTFP remains responsive given the scale of the savings still required and the financial uncertainty that remains within the timeframe 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 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:

- The next Government Spending Review is due in 2013. Reductions in public spending are likely to continue in line with the 2010 Review and may possibly increase due to the lack of economic growth needed to restore private and public sector finances.
- Localisation of business rates presents a risk if collection rates fall or businesses decline. The safety net arrangement of the Government leave Enfield exposed to a new risk of loss of business rates of up to £4.96m before it will be eligible for Government support.

¹⁵ This is a 'green' assessment which is the highest achievable under the red/amber/green ranking used.

- The localisation of Council Tax Support will result in some of the poorest residents in Enfield being required to contribute to the council tax for the first time. There is no experience as to potential collection rates and the Council will face additional budget pressures if losses are in excess of the bad debt provision in the 2013/14 budget and MTFP.
- The gap between Council Tax Support grant (CTS) and discounts provided may increase in later years due to reductions in Revenue Support Grant (RSG) (of which CTS grant is transferred to from 2014/15) without equivalent reductions in local discounts. It will be difficult to monitor the position as CTS will not be a clearly identified element of RSG from 2014/15.
- Welfare Reforms and Universal Credit changes are likely to create more financial difficulties for local residents as reductions in benefit income take effect. This may increase demand for services and impact on the local economy. To support Enfield residents affected by the new benefit changes Enfield Council's Welfare Reform Taskforce and its partners in Jobcentre Plus and the Citizens Advice Bureau are working together to minimise the impact of the welfare benefit reforms. It will also help all of those affected to find work, support to move to more affordable accommodation, and avoid financial crises and homelessness
- There is an increase in incentive based Government funding such as the New Homes Bonus and Council Tax Freeze Grant which replaces existing need led allocations. Councils with high deprivation such as Enfield will be worst hit if allocations increase to the wealthier areas as a result of this incentive based approach.
- From April 2013 NHS Health and Wellbeing functions will transfer to councils funded by ring-fenced grant (para 5.6). The grant details have been announced for 2013/14 and 2014/15. The authority will be granted £12.961m and £14.257m respectively.

- 11.2 All risks must be taken into account when assessing the levels of contingencies and balances required. The 2013/14 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 earmarked reserves 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.

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 budget 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 2013/14 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 2013/14.
- 12.3 Provision has been included in the 2013/14 budget for contingent items, including, for example: the loss of rental income from rents arising from temporary accommodation, 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 2012/13 Revenue Monitoring

The Council's general balance (excluding schools) stood at £14m as at 31 March 2012. The latest 2012/13 monitoring report to Cabinet forecasts an underspend of £0.4m.

- 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 at £14m.

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 £20.7m by 31 March 2017.

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 2013/14 budget has been prepared taking into account the following:

- Specific cost pressures set out in 7.2.
- The reduction and changes in central Government funding (including localisation of council tax support) over the period of the Medium Term Financial Plan.
- 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, like last year, the achievement of the savings targets for 2013/14. It will be essential for firm financial management to continue to be exercised throughout the year to ensure that expenditure is contained within budget.

13.2 Legal Implications

The report sets out the basis upon which recommendations will be made for the adoption of a lawful budget and setting of council tax. The setting of the council budget is a matter for the Council, having considered recommendations by the Cabinet. The Council's budget-setting process is set out in the Constitution.

The Council has various legal and fiduciary duties in relation to the budget and setting of council tax. The Local Government Finance Act 2003 requires 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. The Council is required by the Local Government Finance Act 1992 to make specific estimates of gross revenue expenditure and anticipated income leading to the setting of the overall budget and council tax. The amount of council tax must

be sufficient to meet the Council's legal and financial commitments, ensure the proper discharge of its statutory duties and lead to a balanced budget.

Members are obliged to take into account all relevant considerations and disregard all irrelevant considerations in seeking to ensure that the Council acts lawfully in adopting a budget and setting council tax. Members should note that where a service is provided pursuant to a statutory duty, the Council cannot fail to discharge it properly.

In considering the budget for 2013/14, the Council must also consider its on-going duties under the Equality Act to have due regard to the need to eliminate unlawful discrimination, harassment and victimisation; and advance equality of opportunity between people who share a protected characteristic and those who do not and foster good relations between those who share a protected characteristic and those who do not. The Council must consider how its decisions will contribute towards meeting these duties in light of other relevant circumstances such as economic and practical considerations.

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

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

13.3 Property Implications

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

14. ALTERNATIVE OPTIONS CONSIDERED

- 14.1 The Council has an extensive budget planning and consultation process during which a wide range of options are considered in detail before recommendations are made. Issues raised and discussed have greatly contributed to this report including information from the Budget Consultation set out elsewhere in this report.

15. REASON FOR RECOMMENDATIONS

- 15.1 To set the Council's Budget Requirement and level of Council Tax for 2013/14 within the timescales set out in legislation.
- 15.2 To agree the Treasury Management Prudential Indicators and the Capital Programme for 2013/14.

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 accord with this Council priority. A number of initiatives in this budget support the regeneration of Enfield. In addition, the Authority procures goods and services where possible from the local area in order to generate the local economy.
- 17.3 **Strong Communities** – The recommendations in the report fully accord with this Council priority.

18. EQUALITIES IMPACT IMPLICATIONS

- 18.1 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.
- 18.2 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.
- 18.3 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
- 18.4 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

19. 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.

20. HEALTH & SAFETY IMPLICATIONS

Health & safety implications if relevant were taken into account as part of the budget setting process.

21. HR IMPLICATIONS

To date the Council has implemented a robust redeployment programme and worked closely with the trade unions to identify a number of initiatives which have minimised the number of compulsory redundancies over the past two years. Given the financial pressures identified in this report, the Council will be exploring a range of options to ensure that it's human resources are appropriately used and allocated in the future with a view to delivering efficient services with reduced budgets.

22. PUBLIC HEALTH IMPLICATIONS

The public health implications are referred to in section 5.6 with a recommendation in section 2.6.

London Borough of Enfield

Budget Update and Consultation 2013/14

Dear Resident,

Enfield Council faces huge challenges to protect Council services at a time of unprecedented spending cuts, increasing inflation and demand for services.

Enfield is also affected by the way central government calculate our grant. We lost some £8million pounds from our grant this year through a process called damping that takes funding away from councils despite it being assessed as needed.

Despite these reductions in funding we are working hard to deliver a zero increase in your Council Tax. This would mean that your Council Tax has been frozen since 2009/10.

Through very careful management of resources and a comprehensive review of everything Enfield Council does, we were able to reflect these priorities in our spending and were able to find savings without affecting the front line services our residents rely on. For example residents told us their favoured savings would come from better purchasing, reducing operating costs and restructuring and reviewing our services.

We have identified another £12million of efficiency savings for 2012/13 which again focus on these priority areas and which build on the £34million of savings we made in 2011/12.

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 residents their views on a number of proposals that we are considering such as the proposed freeze on council tax next year.

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 potentially not without significant impact.

So far since 2010/11 Enfield Council has made savings of over £60m and by 2014/15 we'll have had to reduce expenditure by around £80 million over five years. We want your views to help us shape our spending plans for the future but we need residents to know that asking Enfield Council to do more with fewer resources will mean we have to make difficult and sometimes unpalatable decisions about services going forward.

Cllr Doug Taylor
Cllr Andrew Stafford

Leader of the Council
Cabinet Member for Finance and Property

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This paper aims to provide you with financial information on the Council' finances and asks your views on the level of Council Tax for 2013/14 in the light of radical changes to the level of Government funding.

1. Our Vision and Priorities

Our vision is to make Enfield a better place to live and work, delivering fairness for all, growth and sustainability and strong communities. Our budget decisions are aligned to our vision and priorities for Enfield.

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. Last Year You said..... we did

We have faced a massive challenge in recent years in achieving over £60million of savings (including income generation) since 2010/11 following unprecedented spending cuts, inflation and the increasing cost of an ageing population.

You have said in previous consultations (and quite rightly) we must always look for efficiency savings first and try to do things in new and more cost effective ways before cutting services. We have done exactly that and we will do the same again in 2013/14.

Last year we asked if you have any specific suggestions as to areas for further savings. We received many responses with the most common themes set out below:

– **Introduce additional income charges**

An independent review by the financial consultants PricewaterhouseCoopers has confirmed that the Council is doing all it can to maximise income across all services. This is a particularly difficult issue when customers' incomes remain static in an extremely difficult economic climate.

– **Review the eligibility of benefit claimants**

We verify all benefit claims with other data held by Enfield Council and other Government agencies. We also visit high risk claims using a cost effective risk based approach and work with the Metropolitan Police to identify and prosecute fraudulent claims. This has resulted in a number of successful prosecutions that include custodial sentences for the offenders.

- **Introduce “Green” initiatives / rationalise the use of Council buildings**

The Council is currently reducing the number of office buildings in order to save valuable resources but also to reduce the Council's carbon footprint. In 2012, the energy saving technologies previously installed began to repay the investment and these savings are being ploughed into new energy saving technologies. Installations include lighting controls and upgrades, draught proofing, pipe work insulation and boiler management controls.

- **Better procurement and joint working with partners**

Enfield has joined forces with Waltham Forest Council in order to maximise purchasing power and increase expertise in this specialist area. From January 2013 all procurement up to £75k should where possible include a local supplier in competition for the goods / services.

- **Level of staff pay and numbers**

Public sector pay rates have remained unchanged over the last three years with the exception of the introduction of a minimum London living wage. The indications are that if there is a national pay rise in 13/14 it will be capped at 1%. The number of posts has reduced and will continue to reduce over the next three years.

- **Public events and improved communications**

A wide range of campaigns have been delivered in the last twelve months to keep people informed of Council services and involved in the democratic process. These have included the 'Get involved' campaign, Everybody Active, promotion of the wheeled bin rollout, direct payments, the Enfield Residents' Priority Fund, free school meals and the Futureversity. Enfield Council has also continued to expand the use of social media channels such as Facebook and Twitter, to meet the changing needs of local people and reach new audiences. The Council's website has been improved and there are now almost 500 transactions that can be completed on line.

In addition you prioritised your Council Services and top of the priorities were:

- **Road Maintenance & Street Lighting**

During 2012/13, Enfield spent £8.35m of its own capital funds on implementing planned maintenance schemes to improve the condition of Enfield's roads, pavements and highway infrastructure. During the current financial year, 52 road resurfacing/reconstruction schemes and 42 pavement renewal schemes will have been finished, as well as a range of other minor improvements. Since November 2011, Enfield has enhanced its maintenance arrangements and now does more road and pavement repairs each month to deal with potholes and broken paving.

Enfield has now finished its borough-wide programme of replacing aged and out-of-date streetlights and is embarking on a new 'trimming and dimming' project to reduce electricity consumption whilst maintaining acceptable lighting levels.

- **Social Care Services for Adults and Older People**

The scale and pace of change that has taken place in the way we deliver adult social care services in Enfield has been significant. The transformation of social care services for adults and older people puts the people who use our services at the heart of everything we do. Maintaining the level and quality of front line services and improving the choices available to people who need services is driving the changes we have made. We have continued to speak with the people of Enfield and all the key partners involved in the delivery of services to understand what the most important priorities are:

- Maintain the level and quality of front line services
- Support our staff and partners through training to deliver excellent services
- Improve access for people to information, advice and guidance to enable them to make informed choices
- Provide more self-service options for those people able to make their own arrangements for services
- Enable more people to learn or relearn the skills they need to reduce their dependence on social services
- Provide people with more choice and control over the services they access to meet their eligible assessed needs and to provide assessment and access to services more quickly.
- Be clear and up front with people about the resources available to meet their needs through a personal budget

– **Street Cleaning**

The Council recognises the importance of a clean and litter free environment for residents and visitors to the borough. Improvements in street cleansing have been achieved by more mechanised sweeping, the introduction of Tidy Teams working in busy areas and ensuring flytips are cleared on the same day as we are told about them. Enfield received a four star Clean Britain Award this year. The Council is actively seeking still further improvements, including additional mechanised sweeping by March 2013 and the tailoring of services to meet the local needs of residents across the borough.

– **Waste Collection & Recycling**

The Council is just finishing the final phase of the wheeled bin roll out. All properties suitable for wheeled bins now have them for refuse, recycling and mixed garden and food waste. The success of the service can be seen through:

- Making Enfield cleaner with 60% less litter on our streets by stopping animals scavenging from ripped black sacks
- Increasing recycling rates and allowing residents to recycle all types of cooked and uncooked food for the first time
- Saving council taxpayers up to £1m a year
- An 88% satisfaction rate with the service

• **Community Safety**

We continue to support the Safer and Stronger Communities Board, and have taken a lead with the police on initiatives to tackle gangs. This is our top priority for 2012-13. The work of the Gangs Action Group has been recognised as good practice regionally and nationally. The strong partnership shows that through the co-ordinated management of resources we have managed to contain the levels of crime and have reduced levels of violence with injury crimes although personal robbery has increased slightly. We have delivered four “Call- ins” which aim to persuade young people to quit gangs. 47 young people have signed up to receive further support.

We also continue to support activity to tackle domestic violence. These offences have increased slightly but we continue to see as a positive the improved rate of reporting as more victims have confidence in the partnership agencies. Independent advocates providing support to victims of domestic violence have been funded by the Council, ensuring that help is available throughout the criminal

justice process. Enfield was the first London Borough to achieve "White Ribbon" status in recognition of our partnership work in this area.

Although management of offenders is a priority for the partnership and reduces crime through targeted work with the worst offenders, we do not lose sight of the needs of the victims of crime and anti-social behaviour and have provided an extra worker to offer additional support to people whose lives have been seriously affected.

We cannot afford to be complacent and will continue to do everything we can to ensure that Enfield remains a safe place to live, work and visit.

– **Leisure Services**

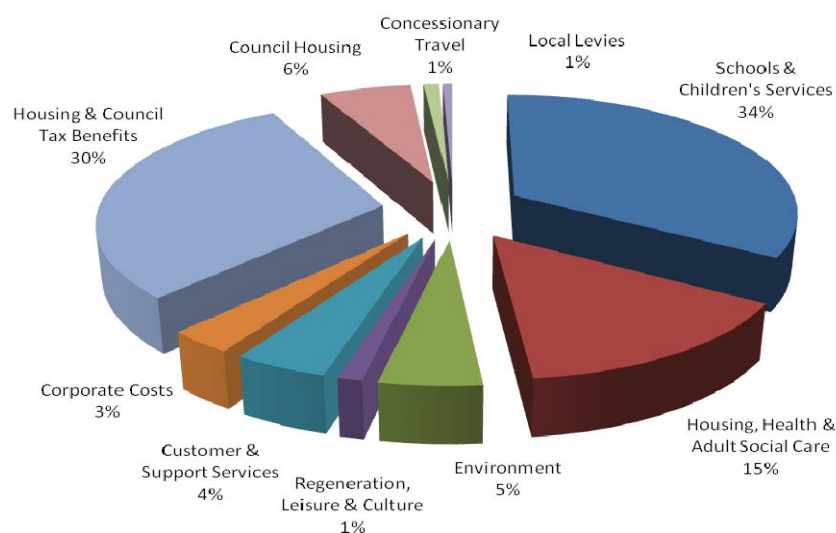
We have looked to develop the Leisure Services for residents and customers. Our appointment of a new Leisure Centre Operator has meant that £9m has been invested in improving the quality and range of facilities at our Leisure Centres, bringing ageing facilities up to a modern standard to provide a vibrant new experience for users. Affordable new Leisure options have been instigated to allow access to gym use for young people and free swimming in school holidays. The sports development team are delivering more sessions to residents than ever and are building on the 2012 Games Legacy.

We have also added a new festival programme which has seen the development of the new Edmonton Festival and Carnival which has run for the last 2 years. Other projects have included the refurbishment of the Millfield Theatre, Dugdale Centre, QEII Stadium and Forty Hall.

3. Council Spending 2012-13

Council services include education, 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. The cost of these services is over £1bn, most of this is funded by the Government and from local fees and charges leaving £121m to be met from the Council Tax.

Expenditure on Services 2012-13



4. The Financial Challenge

From April 2013 the Government is making radical changes to how councils are funded. Councils will receive most of their income from council tax and directly from local business rates. National council tax benefits are being replaced by local council tax support schemes run by councils. This is on top of reductions in remaining government funding as a contribution to the Government's austerity measures.

The Council has completed its consultation on council tax support. However, the Government has announced more changes to their proposals which are likely to increase the cost of the local scheme if implemented.

The Government will no longer reallocate business rates between councils based on relative need. Instead, Enfield will retain 30% of business rates with 50% going to the Government and 20% to the GLA. Government will continue to redistribute part of its 50% share to councils based on need with the rest returned to councils in ways that have not yet been finalised.

The following costs are adding to the Council's budget pressures in 2013/14 and beyond:

Table 1: Budget Pressures / Government Grants	2013/14 £000's	2014/15 £000's	2015/16 £000's	2016/17 £000's	Total £000's
Price Inflation & pay awards The rate of inflation is currently 2% and is expected to remain at about this level for the foreseeable future.	5,270	8,370	6,100	6,100	25,840
North London Waste Authority Increasing costs in relation to the disposal of waste and the replacement of the Edmonton Incinerator.	1,212	530	1,272	2,500	5,514
Capital financing & interest charges Long term Investment on schools and highways improvements is met by new borrowing which is repaid over the life of the asset.	1,030	2,406	173	0	3,609
Demographics Increased demand for the Council's services. This includes services to older people and those with disabilities.	3,000	2,210	1,410	1,580	8,200
Loss of Government grant Loss of income from Government budget reductions and the fall out of Council Tax Freeze Grants.	8,974	6,180	11,228	6,900	33,282
Welfare reform - temporary accommodation This pressure relates to the effects of the proposed benefit cap to be introduced in April 2013.	1,800	0	0	0	1,800
Legal Aid- Sentencing & Punishment of Offenders From April 2013 a new duty will fall on local authorities to pick up all costs for all secure remand for young people under 18.	690	0	0	0	690

Table 1: Budget Pressures / Government Grants	2013/14 £000's	2014/15 £000's	2015/16 £000's	2016/17 £000's	Total £000's
Other Items Pressures include the cost of the introduction of the new Carbon Tax, environmental services pressures for loss of income and the purchase of refuse sacks for households not part of the wheeled bin roll out as well as additional pressures relating to the cost of Council Tax Support Administration.	1,280	400	140	0	1,820
Total	23,256	20,096	20,323	17,080	80,755

5. The Medium Term Financial Plan 2013-17

Medium Term Financial Plan	2013/14 £000's	2014/15 £000's	2015/16 £000's	2016/17 £000's	Total £000's
Total Pressures (see above)	23,256	20,096	20,323	17,080	80,755
Savings already agreed in previous budgets	(8,410)	(3,936)	(1,777)	0	(14,123)
Council Tax (3% increase 15/16 & 16/17)	0	0	(3,004)	(3,004)	(6,008)
Savings agreed at Cabinet 14 th November (Appendix A)	(6,048)	(5,843)	(1,128)	585	(12,434)
Savings for consultation (Appendix B)	(4,403)	(3,480)	1,925		(5,958)
Savings currently being developed	(4,395)	(2,713)	(1,155)	(1,152)	(9,415)
Budget Gap	0	4,124	15,184	13,509	32,817

Government Council Tax Freeze Grant 2013/14

In October, the Government said that it would pay a grant, equivalent to a 1% increase in Council Tax if the Authority freezes Council Tax in 2013/14. The Government is not intending to issue this grant again in 2015/16 and the Council will need to find more savings to avoid increasing the Council Tax to make good the loss of this grant. The Council will lobby the Government to keep paying the grant in future years so as to help local tax payers and protect services for vulnerable people.

Question1:	Tick preferred option
It is increasingly difficult for the Council to make efficiency savings that do not impact on Council services. Despite this do you prefer your Council Tax for 2013/14 to be frozen?	
Yes	
No	

Question 2:
Do you still agree with your priorities from last year? Please rank your top three priorities 1(Highest) to 3(Lowest) using the table below (the thirteen categories are the same as last year).

	Priority	Ranking 1 to 3
1	Adult social services & older people	
2	Children's social services	
3	Community safety (excluding police)	
4	Environmental protection	
5	Homelessness	
6	Leisure & parks	
7	Library & museum services	
8	Regeneration & planning	
9	Road maintenance, cleaning & lighting	
10	Schools and pupil support	
11	Voluntary sector	
12	Waste collection & recycling	
13	Youth services	

Question 3:
Do you have any suggestions for making savings or improving efficiency in any Council services.

Please return this form to:
FREEPOST NW5036
4th Floor
London Borough of Enfield
Civic Centre,
Silver St,
Enfield,
EN1 3BR

Or e-mail:
Budget.consultation@enfield.gov.uk

by **31 January 2013** (Date extended for further consultation), with comments on the issues in this paper.

You do not need a stamp. Thank You

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 2013/14 will be discussed at the Scrutiny Panels as follows:

Children & Young People

Tuesday 11 December 2012 7.30 pm

Crime, Safety & Strong Communities

Wednesday 12 December 2012 7.30 pm

Health & Wellbeing

Thursday 10 January 2013 7.30 pm

Housing, Growth & Regeneration

Thursday 24 January 2013 7.30 pm

Older People & Vulnerable Adults

Tuesday 15 January 2013 7.30 pm

Sustainability & Environment

Thursday 17 January 2013 7.30 pm

Overview & Scrutiny Committee

Thursday 31 January 2013 7:30pm

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

These will have the opportunity to discuss the Council's budget. The meetings are as follows:-

Area Forum	Date
Bush Hill Park, Grange and Winchmore Hill	13 th December 2012
Jubilee, Lower Edmonton & Ponders End	19 th December 2012
Chase, Southbury & Town	8 th January 2013
Enfield Highway, Enfield Lock & Turkey Street	16 th January 2013
Cockfosters, Southgate & Highlands	16 th January 2013
Edmonton Green, Haselbury and Upper Edmonton	24 th January 2013
Bowes, Palmers Green & Southgate Green	29 th January 2013

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

The following Council meetings will also discuss the 2013/14 Budget and Medium Term Financial Plan:

Cabinet meeting:

Wednesday 13 February 2013 7.30 pm Civic Centre

Members of the public can attend, but not speak. The Cabinet members will discuss the budget at a global 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 27 February 2013 7.30 p.m. 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 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.

Savings Agreed at Cabinet 14th November 2012

Proposal	2013/14 £'000
<u>Regeneration, Libraries & Culture</u>	
Capitalisation of staff costs.	(255)
Income generation- general and also trimming expenditure on fun runs and walks.	(15)
Deletion of a support officer post - Business & Economic Development Service.	(36)
Neighbourhood Regeneration Service - consultancy / supplies & services.	(15)
Millfield Arts Centre & Dugdale income generation.	(50)
Leisure Olympics budget- release of funding.	(15)
Reduction in Community Sports Facilities Development budget.	(18)
Library Services staffing budget reduction.	(60)
Total Regeneration, Libraries & Culture	(464)
<u>Chief Executive</u>	
Human Resources Staffing reductions.	(115)
Reduction in employees costs.	(38)
Corporate Improvement management review of costs.	(120)
Corporate Marketing Campaigns Budget.	(15)
Chief Executive	(288)
<u>Environment</u>	
Income from late night enforcement activities (Late night levy).	(20)
Procurement of the Maintenance & Minor works contracts.	(80)
Additional Temporary Traffic Order income.	(25)
Improved absence management in Waste Services.	(50)
Commercial Waste review of costs.	(65)
Reduced cost of occupational health contract.	(14)
Restructuring in Regulatory Services.	(107)
Efficiencies in Geographical Information System (GIS) back office services.	(25)
Deletion of senior business support officer post.	(32)
Deletion of a vacant post in GIS.	(18)
Delete a 0.5FTE vacant post in Corporate Health & Safety team.	(14)
Revised funding arrangements for School Crossing Patrols as well as a reduction in management costs.	(70)
London Lorry Control reduced costs	(11)
Blue badge fraud - moving to existing in-house resource.	(34)
Increase in New Roads & Streetworks income.	(65)
Reduction in Highway & Parks tree root liability insurance.	(20)
Fleet review savings.	(95)
Special Educational Needs review.	(155)
Automatic Public Convenience closures.	(74)
Increase in allotments income.	(20)
Parks Operations restructure.	(50)
Environment	(1,044)
<u>Schools & Children's Services</u>	
Children's Centre Commissioning services budget.	(94)
Cheviots Transport saving.	(25)
Careers Service - Transfer of duty to schools, academies and colleges.	(250)
Catering Services- reduced costs.	(200)
Two Year Old Offer- reduced costs.	(92)
Early Years Sufficiency and Access.	(100)
Closure of Professional Development Centre.	(70)
Procurement / Contract savings.	(200)
Schools & Children's Services	(1,031)

Savings Agreed at Cabinet 14th November 2012

Proposal	2013/14 £'000
Finance Resources & Customer Services	
Restructure in Property Services.	(84)
Additional income - Clavering / Marsh House.	(10)
Revenues and Benefits - reduce the subsidy provision to 0.1% in 2013-14.	(198)
Corporate Procurement- deletion of post.	(29)
Deletion of vacant Assurance Officer post.	(35)
Transformation of service- reduction in 3rd party maintenance costs.	(100)
Reduction in Leaner operational budgets.	(33)
Review of accountancy services structure.	(80)
Premiums contribution-debt restructure.	(231)
Reduction in cost of banking contract.	(50)
Staff Review in Facilities Management.	(69)
Additional income at W heatsheaf Hall.	(30)
Reduction in running costs of St Andrews Building.	(70)
Reduction in running costs at EPS Service.	(15)
Additional income - other developments.	(25)
Review the use of external legal advice and replace with internal legal resources.	(50)
Finance , Resources & Customer Services	(1,109)
Housing Health & Adult Social Care	
Electronic Monitoring System.	(100)
Contract Renegotiations to reduce costs.	(324)
Physical Disabilities Service Review of Residential Placements.	(39)
New Residential packages - price improvement target.	(46)
Finance & Office Services Manager.	(42)
Commissioning Manager MM2 (1.0FTE, 0.5 joint funded with Health).	(31)
Programme Management cost reductions.	(45)
Deletion of 3 posts within the Business Intelligence Team.	(44)
Provider Services Management.	(102)
Customer Pathway Management- post reductions.	(133)
Community Housing Services- reduce middle management posts.	(98)
Reduction in Transformation Service Development budget.	(230)
Procurement of specialist equipment- reduced costs.	(60)
Increased training income.	(100)
Special Projects Business Manager funded from NHS Social Care Funding.	(45)
Housing, Health & Adult Social Care	(1,439)
Corporate Items	
HRA Refinancing- further saving to the General Fund.	(400)
Reduction in Enfield Residents Priority Fund in 2013/14.	(273)
Corporate Expenses	(673)
Total savings approved at Cabinet 14th November 2012	(6,048)

Further Savings 2013/14

Proposal Summary	2013/14 £000's
<u>Schools & Children's Services</u>	
Children's Centres Review	(100)
Play Services Review	(250)
Management Review across the department	(510)
Music Support Services	(100)
Review of Commissioned Family Support Services	(165)
Review of Connexions Service	(100)
Schools & Children's Services Total	(1,225)
<u>Finance, Resources & Customer Services</u>	
Paperless Councillor meeting papers- reduced costs	(10)
Staffing reductions in Governance Division	(65)
Finance, Resources & Customer Services Total	(75)
<u>Housing, Health & Adult Social Care</u>	
Review of charging policy	(103)
Continued use of enablement and telecare to reduce demand for care packages. The introduction of a range of demand management and price negotiation programmes, including the use of one-off monies, within Adult Social Care Services.	(2,000)
Housing, Health & Adult Social Care Total	(2,103)
<u>All services</u>	
Reduction in agency costs across the Authority	(1,000)
Further Savings Total	(4,403)

Appendix 1(b)

Budget Consultation Responses

The Consultation included 3 specific questions. 205 replies were received by the 31 January deadline of which:

The responses are analysed below:

Question 1

It is increasingly difficult for the Council to make efficiency savings that do not impact on Council services. Despite this do you prefer your Council Tax for 2013/14 to be frozen?

Response:

82% of respondents wanted their Council Tax frozen even if the freeze had an effect on Council services. 18% of respondents did not want a freeze in Council tax levels if it meant a reduction in services provided by the Council.

Question 2

Do you still agree with your priorities from last year? Please rank your top three priorities 1(Highest) to 3(Lowest) using the table below (the thirteen categories are the same as last year).		
	Priority	Ranking 1 to 3
1	Adult social services & older people	
2	Children's social services	
3	Community safety (excluding police)	
4	Environmental protection	
5	Homelessness	
6	Leisure & parks	
7	Library & museum services	
8	Regeneration & planning	
9	Road maintenance, cleaning & lighting	
10	Schools and pupil support	
11	Voluntary sector	
12	Waste collection & recycling	
13	Youth services	

Response:

Council Services: Priority	13/14 Priority Ranking	12/13 Priority Ranking
Adult Social Services and Older People	1	2
Road Maintenance, Cleaning and Lighting	2	1
Waste Collection and Recycling	3	3
Children's Social Services	4	6
Community Safety (excluding Police)	5	5
Schools and Pupil Support	6	8
Library and Museum Services	7	7
Homelessness	8	11
Environmental Protection	9	9
Leisure and Parks	10	4
Regeneration and Planning	11	12
Youth Services	12	10
Voluntary Sector	13	13

The 2013/14 Budget Consultation ranking is close to the priority ranking for last year's consultation.

Question 3:

Do you have any suggestions for making savings or improving efficiency in any Council services.

Response:

Common themes were:

- Review eligibility of benefit claimants
- Ensure everything is done to collect debt owed to the Council
- Review the level of staff numbers, pay and structures
- The need for translation services
- Look to make efficiencies in street lighting across the Borough

Specific Feedback from the Schools Forum:

The Schools Forum considered it was important to prioritise investment in children & children's services. It was viewed that this would provide children and young people with wider opportunities and leads to improving their life chances and thus enriches Enfield and its future residents.

APPENDIX 2

Budget Savings	Savings agreed by Cabinet £'000	New Savings £'000	Total Savings 2013/14 £'000
Environment			
Income from late night enforcement activities (Late night levy)	(20)		(20)
Procurement of the Maintenance & Minor works contracts	(80)		(80)
Additional Temporary Traffic Order Income	(25)		(25)
Improved absence management in Waste Services	(50)		(50)
Commercial Waste review	(65)		(65)
Reduce costs of occupational health contract	(14)		(14)
Restructuring in Regulatory Services	(107)		(107)
Efficiencies in GIS back office systems	(25)		(25)
Reduction of 1 senior business support officer	(32)		(32)
Deletion of a vacant post in GIS	(18)		(18)
Delete a 0.5FTE vacant post in Corporate Health & Safety team	(14)		(14)
Revised funding arrangements for School Crossing Patrols as well as a reduction in management costs	(70)		(70)
London Lorry Control	(11)		(11)
Blue badge fraud - moving to existing in-house resource	(34)		(34)
Increase in New Roads & Streetworks income	(65)		(65)
Reduction in Highway & Parks tree root liability insurance	(20)		(20)
Fleet review savings	(95)		(95)
SEN review savings	(155)		(155)
Automatic Public Convenience closures	(74)		(74)
Increase in allotments income	(20)		(20)
Parks Operations restructure	(50)		(50)
Reduction of road markings		(20)	(20)
Additional Allotment income		(20)	(20)
Additional income on Cemeteries		(25)	(25)
Increase in Sports Pitches income		(15)	(15)
Budget reduction in Business & Technical Services		(45)	(45)
Flexible retirement of Principal Building Surveyor		(25)	(25)
Increase in licensing income		(20)	(20)
Reduction in commercial waste and related service expenditure and increase in income		(170)	(170)
Environment Total	(1,044)	(340)	(1,384)
Finance, Resources & Customer Services			
Restructure in Property Services	(84)		(84)
Additional income - Clavering / Marsh House	(10)		(10)
Revenues and Benefits - reduce the subsidy provision to 0.1% in 2013-14.	(198)		(198)
Procurement- deletion of post	(29)		(29)
Deletion of vacant Assurance Officer post @SO1.	(35)		(35)
Transformation of service- reduction in 3rd party maintenance costs	(100)		(100)
Reduction in Leaner operational budgets	(33)		(33)
Review of accountancy structure	(80)		(80)
Premiums contribution- debt restructure	(231)		(231)
Reduction in cost of banking contract	(50)		(50)
Staff Review in Facilities Management	(69)		(69)
Additional income at W heatsheaf Hall	(30)		(30)
Reduction in running costs of St Andrews Building	(70)		(70)
Reduction in running costs at EPS Service	(15)		(15)
Additional income - other developments	(25)		(25)
Review the use of external legal advice and replace with internal legal resources	(50)		(50)
Audit Service review of operating costs		(50)	(50)
Reduction in contribution to Housing Benefit reserve		(50)	(50)
Deletion of IFRS implementation budget		(200)	(200)
Reduction in PA support across the department		(40)	(40)
Cancel Project carry /forward on corporate procurement (one off)		(30)	(30)
Do not add Inflation on Housing Benefits budgets		(60)	(60)

APPENDIX 2

Budget Savings	Savings agreed by Cabinet £'000	New Savings £'000	Total Savings 2013/14 £'000
Re-negotiate Serco contract to reduce costs		(224)	(224)
Paperless Councillor meeting papers		(10)	(10)
Finance, Resources & Customer Services Total	(1,109)	(664)	(1,773)
Health, Housing & Adult Social Care			
Electronic Monitoring System	(100)		(100)
Contract Renegotiations	(324)		(324)
Physical Disabilities Service Review of Residential Placements	(39)		(39)
New Residential packages - price improvement target	(46)		(46)
Delete Finance & Office Services Manager post	(42)		(42)
Delete Commissioning Manager post	(31)		(31)
Programme Management	(45)		(45)
Deletion of 3 posts within the Business Intelligence Team	(44)		(44)
Provider Services Management	(102)		(102)
Customer Pathway Management- post reductions	(133)		(133)
Community Housing Services- reduce middle management posts	(98)		(98)
Reduction in Transformation Service Development budget	(230)		(230)
Procurement of specialist equipment	(60)		(60)
Increased Training income	(100)		(100)
Special Projects Business Manager funded from NHS Social Care Funding	(45)		(45)
Business Change Manager - post deletion		(65)	(65)
Delete Departmental Recruitment budgets		(38)	(38)
Minor Restructure of administration in procurement team		(20)	(20)
Reduction in Indirect & Operating costs across Strategy & Resource		(68)	(68)
Reduction in Indirect & Operating costs across Adults division		(25)	(25)
Reardon Court Administration - 0.5FTE Sc3 post deletion		(8)	(8)
Care purchasing price & demand management		(1,000)	(1,000)
Housing Related Support - further SP review		(200)	(200)
Review of charging policy		(103)	(103)
Continued use of enablement and telecare to reduce demand for care packages. The introduction of a range of demand management and price negotiation programmes, including the use of one-off monies, within Adult Social Care Services.		(2,000)	(2,000)
Health, Housing & Adult Social Care Total	(1,439)	(3,527)	(4,966)
Regeneration, Leisure & Culture			
Capitalisation of staff costs	(255)		(255)
Income generation- general and also trimming expenditure on fun runs and walks	(15)		(15)
Deletion of a support officer SO2 post - Business & Economic Development Service	(36)		(36)
Neighbourhood Regeneration Service - consultancy / supplies & services	(15)		(15)
Millfield Arts Centre & Dugdale income generation	(50)		(50)
Leisure Olympics budget- release of funding	(15)		(15)
Reduction in Community Sports Facilities Development budget	(18)		(18)
Library Services staffing budget	(60)		(60)
Enfield 2012 Games Legacy Festival reduction		(25)	(25)
Change to Southbury Leisure Centre Service Level agreement		(5)	(5)
Staffing reduction - Business and Economic Development Team		(25)	(25)
Staffing reduction - Libraries		(24)	(24)
Regeneration, Leisure & Culture Total	(464)	(79)	(543)
Schools & Children's Services			
Children's Centre Commissioning budget	(94)		(94)
Cheviots Transport saving	(25)		(25)
Careers Service - Transfer of duty to schools, academies and colleges	(250)		(250)
Catering Services	(200)		(200)
Two Year Old Offer	(92)		(92)

APPENDIX 2

Budget Savings	Savings agreed by Cabinet £'000	New Savings £'000	Total Savings 2013/14 £'000
Early Years Sufficiency and Access	(100)		(100)
Closure of Professional Development Centre	(70)		(70)
Procurement / Contract savings	(200)	(9)	(209)
Management Review		(760)	(760)
Music Support Service		(100)	(100)
Prevention Strategy Impact		(100)	(100)
Review of Commissioned Family Support Services		(165)	(165)
Review of connexions Service		(100)	(100)
Review of SCS Support Services		(150)	(150)
Schools & Children's Services Total	(1,031)	(1,384)	(2,415)
Chief Executive			
Human Resources Staffing reductions	(115)		(115)
Reduction in employees costs.	(38)		(38)
Corporate Improvement Management Review	(120)		(120)
Corporate Marketing Campaigns Budget	(15)		(15)
Reduction in Corporate Marketing Campaigns Budget		(20)	(20)
Increased design and print income		(50)	(50)
Enfield Homes HR operational cost savings		(25)	(25)
Health funded data and intelligence hub operational savings		(10)	(10)
Chief Executive Total	(288)	(105)	(393)
Corporate Items			
HRA Refinancing- further saving to the General Fund	(400)		(400)
Reduction in the Enfield Residents Priority Fund in 2013/14	(273)		(273)
Assumed £1m grant returned from EIG top-slice		(1,000)	(1,000)
Corporate Items Total	(673)	(1,000)	(1,673)
Savings Total	(6,048)	(7,099)	(13,147)

2013/14 DRAFT BUDGET

APPENDIX 3

	2012/13 Base Budget	Council Tax Freeze Grant	Finance Settlement & Collection Fund	Inflation & Corporate Pressures	Service Pressures	Demographi c Growth	Savings 13/14	Savings from Previous Budgets	2013/14 Draft Budget
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Service Net Expenditure									
Chief Executive	4,109			16	0		(393)	(207)	3,525
Schools & Children's Services	57,813			278	176		(2,415)	(1,756)	54,096
Environment	28,587			260	430		(1,384)	(627)	27,266
Finance, Resources & Customer Ser	42,048			200	1,768		(1,773)	(1,126)	41,117
Health, Housing & Adult Social Care	99,492			792	0		(4,966)	(2,621)	92,697
Regeneration, Leisure & Culture	9,683			34	0		(543)	(200)	8,974
Corporate Expenses	18,759			7,008	0	3,000	(1,673)	(2,753)	24,341
Levies	7,315			1,358					8,673
Settlement Reserve	0			4,812					4,812
New Homes Bonus Grant	(600)								(600)
Council Tax Freeze Grant 2011/12	(3,028)								(3,028)
Council Tax Freeze Grant 2012/13	(3,050)		3,050						0
Council Tax Freeze Grant 2013/14	0		(1,219)						(1,219)
Budget Requirement	261,129	0	1,831	14,758	2,374	3,000	(13,147)	(9,290)	260,655
Collection Fund Adjustment			(1,086)						(1,086)
Formula Grant	(139,629)		(23,597)						(163,226)
Council Tax Requirement	121,500	0	(22,852)	14,758	2,374	3,000	(13,147)	(9,290)	96,343
				Total Additional Costs			20,132		96,343

Treasury Management Strategy Statement and Investment Strategy 2013/14 to 2015/16

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 2012/13
 - Treasury Management Strategy for 2013/14
 - Annual Investment Strategy for 2013/14
 - Prudential Indicators for 2013/14, 2014/15 and 2015/16
 - 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 level of debt and investments as at 31st December 2012 is set out at **Annex A**.
- 2.3 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

	2012/13 Estimate £m	2013/14 Estimate £m	2014/15 Estimate £m	2105/16 Estimate £m
Total CFR	435	477	484	495
Less: Existing Profile of Borrowing and Other Long Term Liabilities	355	355	355	355
Cumulative Maximum External Borrowing Requirement	80	122	129	140
Cash Balances	30	30	30	30
Cumulative Net Borrowing Requirement/(Investments)	50	92	99	110

- 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 Housing Revenue Account Self-Financing

- 3.1 Central Government completed its reform of the Housing Revenue Account Subsidy system at the end of 2011/12. Local authorities are required to recharge interest expenditure and income attributable to the HRA in accordance with Determinations issued by the Department for Communities and Local Government.
- 3.2 The Determinations do not set out a methodology for calculating the interest rate to use in each instance. The Council is therefore required to adopt a policy that will set out how interest charges attributable to the HRA will be determined. The CIPFA Code recommends that authorities present this policy in their TMSS.
- 3.3 On 1st April 2012, the Council notionally split each of its existing long-term loans into General Fund and HRA pools. In the future, new long-term loans borrowed will be assigned in their entirety to one pool or the other. Interest payable and other costs/income arising from long-term loans (e.g. premiums and discounts on early redemption) will be charged/ credited to the respective revenue account.

The Authority adopted a three pool approach:

- HRA debt as at 31st March 2012
 - Debt taken on to finance move to self-financing
 - New HRA debt taken since April 2012
- 3.4 Differences between the value of the HRA loans pool and the HRA's underlying need to borrow (adjusted for HRA balance sheet resources available for investment) will result in a notional cash balance which may be positive or negative. This balance will be measured each month and interest transferred between the General Fund and HRA at the monthly net average rate earned by the Council on its portfolios of treasury investments and short-term borrowing.

3.5 The HRA do not plan to borrow during 2013/14

4. Interest Rate Forecast

- 4.1 Our interest rate forecast continues its theme of the last few years, that is, that interest rates will remain low for even longer. Indeed, the forecast is for official UK interest rates to remain at 0.5% until 2016 given the moribund outlook for economic growth and the extension of austerity measures announced in the Chancellor's Autumn Statement. Until there is a credible resolution of the problems that stalk the Eurozone - and that resolution requires full-scale fiscal union which faces many significant political hurdles - then the UK's safe haven status and minimal prospect of increases in official interest rates will continue to combine and support the theme within the forecast.
- 4.2 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. 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. The cost of carry is likely to be an issue until 2016 or beyond. As borrowing is often for longer dated periods (anything up to 50 years) the cost of carry needs to be considered 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 borrowing requirement of £47.5m in 2013/14 but has sufficient balances and reserves to reduce the need for external borrowing. By essentially lending its own surplus funds to itself the Authority is able to minimise borrowing costs and reduce overall treasury risk by reducing the level of its external investment balances. 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.

6. 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 undertake 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 in 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	✓	✓
Deposits with registered providers	✓	✓
AAA rated Money Market Funds	✓	✗
Debt Management Account Deposit Facility	✓	✗

- 8.5 A number of changes have been implemented to the investment strategy for 2013/14 in response the evolving conditions in financial markets. 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:

- The Sovereign credit rate for overseas countries (minimum long term rating will be AAA). This criteria will not apply to the UK.
- Published credit ratings for financial institutions (minimum long term rating of A- or equivalent for counterparties; AA+ or equivalent for non-UK sovereigns).
- 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, 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.

Registered Providers (RPs) have been included within specified and non-specified investments for 2013/14. Investments with RPs will be analysed on an individual basis and discussed with our treasury management consultants prior to investing.

The minimum credit rating for non-UK sovereigns is AA+ (or equivalent). For specified investments the minimum long term rating for counterparties is A- (or equivalent). As detailed in non-specified investments in Appendix E, the Director of Finance will have discretion to make investments with counterparties that do not meet the specified criteria on advice from our treasury consultants.

Any institution will be suspended or removed should any of the factors identified above give rise to concern. Specifically credit ratings are monitored by the Authority on a *daily/weekly/monthly* basis. Our treasury consultants advises the Authority on ratings changes and appropriate action to be taken .

The countries and institutions that currently meet the criteria for investments are included in **Appendix D**.

- 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.

If funds come into the bank account during the day (after daily dealing has been undertaken) and cannot be placed out with any other approved financial institution, they can be placed out with HSBC Call Account to attract interest even though it breaches the counterparty limit (the matter will be reported to the Director of Finance, Resources & Customer Services). The temporary breach will be addressed on the next banking business day.

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 a portfolio largely invested in cash, investments will be placed with approved counterparties over a range of maturity periods. 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 mitigate operational risk by utilising at least two MMFs. 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. In the case of Government MMFs, the Council will ensure exposure to each Fund does not exceed 2% of the net asset value of the Fund.

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

- 10.1 Local authorities have previously made use of financial derivatives embedded into loans and investments both to reduce interest rate risk (e.g. interest rate collars and forward deals) and to reduce costs or increase income at the expense of greater risk (e.g. LOBO loans and callable deposits). The general power of competence in Section 1 of the Localism Act 2011 removes much of the uncertainty over local authorities' use of standalone financial derivatives (i.e. those that are not embedded into a loan or investment). The CIPFA Code requires authorities to clearly detail their policy on the use of derivatives in the annual strategy. In the case of Enfield 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. 2013/14 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 2013/14: 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. The annual strategy is reviewed by the Audit Committee on an annual in March
- A monthly update of treasury management activity is included the revenue monitoring reported to Cabinet.
- The Council's capital expenditure and monitor of prudential indicators are reported on a quarterly basis and included in the Capital Expenditure outturn report.

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)

	31 st December 2012 Actual Portfolio £m	31 st December 2012 Average Interest £m
External Borrowing:		
Long Term Fixed Rate - PWLB	214.1	5.049%
Long Term Fixed Rate - Market	30.0	7.145%
Short-term Fixed Rate – Local Authorities	22.0	0.397%
Total External Borrowing	246.1	4.901%
Other Long Term Liabilities		
PFI	59.0	-
Finance Leases	0.7	-
Total Other Long Term Liabilities	59.7	-
Investments:		
Short-term Deposits with Banks	22.5	0.747%
Money Market Funds	6.5	0.493%
Call Accounts	19.7	0.587%
Total Investments	48.7	0.648%

Annex B

Prudential Indicators revisions

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 2012/13, 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. Later years are subject to Government funding in the 2013 Spending Review.

Capital Expenditure	2012/13 Forecast	2013/14 Estimate	2014/15 Estimate	2015/16 Indicative	2016/17 Indicative
	£m	£m	£m	£m	£m
Non-HRA	101.2	95.2	47.4	51.7	53.7
HRA	48.4	47.5	45.3	43.4	53.4
Total	149.6	142.7	92.6	95.0	107.1

3.2 Capital expenditure will be financed or funded as follows:

Capital Financing	2012/13 Forecast £m	2013/14 Estimate £m	2014/15 Estimate £m	2015/16 Indicative £m	2016/17 Indicative £m
Capital Receipts & Contributions	9.0	8.3	1.8	14.8	15.0
Government Grants	68.0	39.7	38.1	22.5	21.9
Major Repairs Allowance	20.8	16.7	13.6	13.6	13.9
Revenue contributions	14.6	24.2	19.1	19.2	15.5
Total Financing	112.4	88.9	72.6	70.1	66.3
Borrowing	37.2	53.8	20.0	24.9	40.8
Total Funding	149.6	142.7	92.6	95.0	107.1

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. Later years will be revised as projects are approved and Government funding announced.

Ratio of Financing Costs to Net Revenue Stream	2012/13 %	2013/14 Estimate %	2014/15 Estimate %	2015/16 Indicative %	2016/17 Indicative %
Non-HRA	7.22	8.51	9.9	10.38	11.85
HRA	50.75	58.84	52.39	54.9	55.51

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	2012/13 Forecast £m	2013/14 Estimate £m	2014/15 Estimate £m	2015/16 Indicative £m	2016/17 Indicative £m
Non-HRA	277.3	319.3	326.3	327.8	332.0
HRA	157.7	157.7	157.7	167.4	190.3
Total CFR	435.0	477.1	484.0	495.2	522.3

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 31/03/2012	£m
Borrowing	264.1
Other Long-term Liabilities	60.2
Total	324.1

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	2012/13 Forecast £	2013/14 Estimate £	2014/15 Estimate £	2015/16 Indicative £	2016/17 Indicative £
Increase in Band D Council Tax	0.05	0.34	0.6	3.9	17.11
Increase in Average Weekly Housing Rents	-	-	-	0.02	0.69

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	2012/13 Approved £m	2012/13 Revised £m	2013/14 Estimate £m	2014/15 Estimate £m	2015/16 Estimate £m
Borrowing	500	500	550	600	615
Other Long-term Liabilities	80	80	90	90	90
Total	580	580	640	690	705

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	2012/13 Approved £m	2012/13 Revised £m	2013/14 Estimate £m	2014/15 Estimate £m	2015/16 Estimate £m
Borrowing	450	450	500	550	565
Other Long-term Liabilities	80	80	80	80	80
Total	530	530	580	630	645

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 This is a key indicator of prudence. In order to ensure that over the medium term debt will only be for a capital purpose, the Authority should ensure that debt does not, except in the short term, exceed the total of capital financing requirement in the preceding year plus the estimates of any additional capital financing requirement for the current and next two financial years.

The Authority had no difficulty meeting this requirement in 2012/13, 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.

Gross and Net Debt	2012/13 Estimated £m	2013/14 Estimate £m	2014/15 Estimate £m	2015/16 Estimate £m
Capital Financing Requirement	435.0	477.1	484.0	495.2
Outstanding Borrowing (at nominal value)	290	340	390	405
Other Long-term Liabilities (at nominal value)	65	70	75	80
Gross Debt	355	410	465	485

Gross and Net Debt	2012/13 Estimated £m	2013/14 Estimate £m	2014/15 Estimate £m	2015/16 Estimate £m
Less: Investments	(30)	(30)	(30)	(30)
Net Debt	325	380	435	455

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 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%
Lower Limit for Fixed Interest Rate Exposure	0%	0%	0%	0%	0%	0%
Upper Limit for Variable Interest Rate Exposure	100%	100%	100%	100%	100%	100%
Lower Limit for Variable Interest Rate Exposure	0%	0%	0%	0%	0%	0%

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

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."

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 31/03/12 %	Lower Limit for 2013/14 %	Upper Limit for 2013/14 %
under 12 months	7.57%	-	15%
12 months and within 24 months	-	-	25%
24 months and within 5 years	-	-	35%
5 years and within 10 years	11.75%	-	45%
10 years and within 20 years		-	50%
20 years and within 30 years	11.39%	-	100%
30 years and within 40 years	39.1%	-	100%
40 years and within 50 years	30.21	-	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	2012/13 Approved £m	2012/13 Revised £m	2013/14 Estimate £m	2014/15 Estimate £m	2015/16 Estimate £m
	-	-	10	10	10

15. HRA Limit on Indebtedness

HRA Limit on Indebtedness	2012/13 Approved £m	2012/13 Revised £m	2013/14 Estimate £m	2014/15 Estimate £m	2015/16 Estimate £m
HRA CFR	130.8	114.8	157.7	157.7	157.7
HRA Debt Cap (as prescribed by CLG) *	162.2	162.2	198.0	198.0	198.0
Difference	31.4	47.4	40.3	40.3	40.3

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

AAA- rated Money Market Funds (MMF)	Note 1	Constant Net Asset Value (CNAV) MMFs UK/Ireland/Luxembourg domiciled	Max 10% round up to the next £ million or £2m which ever is higher. Note 1	Available on Demand
The MMF's as an investment category can only account for a maximum of 50% of all investments. 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				

Term Deposits / CDs / Call Accounts	UK	Santander UK Plc (Banco Santander Group)	£12.5m max or 15% round up to the next £ million which ever is greater	Up to 364 days
Term Deposits / CDs / Call Accounts	UK	Bank of Scotland (Lloyds Banking Group)	£12.5m max or 15% round up to the next £ million which ever is greater	Up to 364 days
Term Deposits / CDs / Call Accounts	UK	Lloyds TSB (Lloyds Banking Group)	£12.5m max or 15% round up to the next £ million which ever is greater	Up to 364 days
Term Deposits / CDs / Call Accounts	UK	Barclays Bank Plc	£12.5m max or 15% round up to the next £ million which ever is greater	Up to 364 days
Term Deposits / CDs / Call Accounts	UK	HSBC	£12.5m max or 15% round up to the next £ million which ever is greater	Up to 364 days

Term Deposits / CDs / Call Accounts	UK	Nationwide Building Society	£12.5m max or 15% round up to the next £ million which ever is greater	Up to 364 days
Term Deposits / CDs / Call Accounts	UK	NatWest (RBS Group)	£12.5m max or 15% round up to the next £ million which ever is greater	Up to 364 days
Term Deposits / CDs / Call Accounts	UK	Royal Bank of Scotland (RBS Group)	£12.5m max or 15% round up to the next £ million which ever is greater	Up to 364 days
Term Deposits / CDs / Call Accounts	UK	Standard Chartered Bank	£12.5m max or 15% round up to the next £ million which ever is greater	Up to 364 days

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

*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.

Appendix E - Non-Specified Investments

Instrument	Country/ Domicile	Counterparty	Maximum Counterparty Limit %/£m	Maximum Period
Call accounts/deposits with banks (on advice from TM Adviser)	<u>UK</u>	<u>Will only be action if UK banks listed in specified investments are downgraded below A-</u>	£5m max or 10% per bank	Up to 3months
Deposits with registered providers	<u>UK</u>		£5m	<i>Up to 5 years</i>

All the restrictions above are set as maximum limits, at present the actual Treasury Management limits are well inside these limits. Any actual move to longer durations or larger deposits would be done with the agreement of our Treasury Management consultants and the Director of Finance, R&CS. Any changes within the overall limits will be reported to Cabinet in the monthly monitoring report.

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.

CAPITAL PROGRAMME

APPENDIX 5

SCHEME DESCRIPTION	2012/13 * Actual Budget	2013/14 Estimated Expenditure	2014/15 Estimated Expenditure	2015/16 Indicative Expenditure	2016/17 Indicative Expenditure	Total
*as at Quarter 3	£'000	£'000	£'000	£'000	£'000	£'000
EDUCATION AND CHILDREN'S SERVICES						
PRIMARY SCHOOLS						
Schools Condition Funding (for 2014/15 onwards see Other School Budgets below)	2,532	151	0	0	0	2,683
Basic Need Primary Places 2012	25,931	6,500	22	15	0	32,468
Basic Need Primary Places 2013 onwards	1,908	23,085	8,700	8,700	8,700	51,093
TOTAL PRIMARY SCHOOL CAPITAL SCHEMES	30,371	29,736	8,722	8,715	8,700	86,244
SECONDARY SCHOOLS						
Secondary Schools Programme	20,214	0	125	0	0	20,339
TOTAL SECONDARY SCHOOL CAPITAL SCHEMES	20,214	0	125	0	0	20,339
Schools Access Initiative	33	0	200	200	200	633
Targeted Capital Special Needs	2,019	2,755				4,774
Targeted Capital - School Meals Programme	528	69				597
Schools Condition Funding (Primary & Secondary 2014/15 onwards)	0	0	4,200	4,200	4,200	12,600
Special Schools	10					10
Fire Precaution Works	65	5	500	500	500	1,570
Devolved School Budgets	5,970	6,000	6,000	6,000	6,000	29,970
TOTAL OTHER SCHOOL BUDGETS	8,625	8,829	10,900	10,900	10,900	50,154
TOTAL EXPENDITURE - SCHOOLS	59,210	38,565	19,747	19,615	19,600	156,737
City Learning Centres	17	12	0	0	0	29
New Opportunities for PE and Sport in Schools	13					13
Children's Centres	110					110
Non School Schemes	3,260	357	0	0	0	3,617
TOTAL EXPENDITURE ON NON SCHOOL SCHEMES	3,400	369	0	0	0	3,769
TOTAL EXPENDITURE ON EDUCATION SCHEMES	62,610	38,934	19,747	19,615	19,600	160,506
EDUCATION AND CHILDRENS SERVICES	62,610	38,934	19,747	19,615	19,600	160,506
Sources of Funding						
External Funding and Contributions	42,996	17,343	19,600	19,615	19,600	119,154
General Resources	19,614	21,591	147	0	0	41,352
Total Funding	62,610	38,934	19,747	19,615	19,600	160,506

CAPITAL PROGRAMME

APPENDIX 5

*as at Quarter 3	2012/13 * Actual Budget	2013/14 Estimated Expenditure	2014/15 Estimated Expenditure	2015/16 Indicative Expenditure	2016/17 Indicative Expenditure	Total
REGENERATION AND LEISURE SERVICES	£'000	£'000	£'000	£'000	£'000	£'000
REGENERATION						
Meridian Water Regeneration	40	5,179	1,400	5,950	5,500	18,069
Ponders End Regeneration	993	6,756	935	2,700	3,150	14,534
New Southgate	69	1,165	1,100	750	750	3,834
Market Gardening	0	300	0	1,250	950	2,500
Other Regeneration Programmes (including Edmonton Green, Enfield Town and angel Edmonton and Heritage schemes)	1,219	2,093	700	4,675	4,425	13,112
TOTAL EXPENDITURE ON REGENERATION	2,321	15,493	4,135	15,325	14,775	52,049
LIBRARY SCHEMES						
Enfield Town Library	87	0	0	0	0	87
CULTURAL & HERITAGE SCHEMES						0
Cultural Services & Heritage Regeneration schemes	1,826	253	0	0	0	2,079
QE11 Stadium	32	0	0	0	0	32
Leisure Centres	4,420	658	0	0	0	5,078
TOTAL EXPENDITURE ON LEISURE SCHEMES	6,365	911	0	0	0	7,276
TOTAL EXPENDITURE ON REGENERATION AND LEISURE	8,686	16,404	4,135	15,325	14,775	59,325
REGENERATION AND LEISURE TOTAL CAPITAL PROGRAMME	8,686	16,404	4,135	15,325	14,775	59,325
Sources of Funding						
External Funding and Contributions	1,089	2,171	0	15,325	14,775	33,360
General Resources	7,597	14,233	4,135	0	0	25,965
Total Funding	8,686	16,404	4,135	15,325	14,775	59,325
ENVIRONMENT STREET SCENE AND PARKS	£'000	£'000	£'000	£'000	£'000	£'000
TRANSPORT FOR LONDON FUNDED						
Existing Transport for London Schemes	3,916	3,978	2,674	0	0	10,568
TOTAL TRANSPORT FOR LONDON FUNDED SCHEMES	3,916	3,978	2,674	0	0	10,568
HIGHWAYS AND BY-WAYS						
Highways and StreetScene	11,875	13,444	8,450	8,450	8,450	50,669
Parking	44	0	0	0	0	44
TOTAL EXPENDITURE ON HIGHWAYS & BI-WAYS SCHEMES	11,919	13,444	8,450	8,450	8,450	50,713

CAPITAL PROGRAMME

APPENDIX 5

SCHEME DESCRIPTION *as at Quarter 3	2012/13	2013/14	2014/15	2015/16	2016/17	Total
	* Actual Budget	Estimated Expenditure	Estimated Expenditure	Indicative Expenditure	Indicative Expenditure	
Waste and Recycling	1,056	143	427	0	0	1,626
TOTAL EXPENDITURE ON WASTE AND RECYCLING	1,056	143	427	0	0	1,626
IMPROVEMENTS						
Environmental Protection	285	57	0	0	0	342
REFIT Programme	27	1,593	0	0	0	1,620
Community Safety	1,081	193	187	0	0	1,461
CCTV Programme	323	303	332	0	0	958
Disability Programme (DDA)	115	200	200	200	200	915
Building Improvement Programme	1,570	1,825	1,500	1,500	1,500	7,895
TOTAL EXPENDITURE ON IMPROVEMENTS	3,401	4,171	2,219	1,700	1,700	13,191
DEPOTS						
Depot Reallocation	118	1,263	0	0	0	1,381
TOTAL EXPENDITURE ON DEPOTS	118	1,263	0	0	0	1,381
PARKS						
Parks schemes	1,124	1,898	247	0	0	3,269
TOTAL EXPENDITURE ON PARKS	1,124	1,898	247	0	0	3,269
Environment Sub-total excluding vehicle replacement	21,534	24,897	14,017	10,150	10,150	80,748
Vehicle Replacement Programme (financed by Earmarked Resources)	531	357	879	1,562	4,151	7,480
TOTAL EXPENDITURE ON ENVIRONMENT STREET SCENE AND PARKS	22,065	25,254	14,896	11,712	14,301	88,228
ENVIRONMENT STREET SCENE & PARKS TOTAL CAPITAL PROGRAMME	22,065	25,254	14,896	11,712	14,301	88,228
Sources of Funding						
External Funding and Contributions	8,431	5,402	3,574	0	0	17,406
General Resources	13,634	19,852	11,322	11,712	14,301	70,822
Total Funding	22,065	25,254	14,896	11,712	14,301	88,228
HEALTH & ADULT SOCIAL CARE AND HOUSING GENERAL FUND	£'000	£'000	£'000	£'000	£'000	£'000
Disabled Facilities Grant	1,450	2,371	2,000	2,000	2,000	9,821
Housing Assistance Grants	926	1,171	818	818	818	4,551
TOTAL EXPENDITURE ON HOUSING GRANTS SCHEMES	2,376	3,542	2,818	2,818	2,818	14,372

CAPITAL PROGRAMME

APPENDIX 5

SCHEME DESCRIPTION		2012/13	2013/14	2014/15	2015/16	2016/17	
*as at Quarter 3		* Actual Budget	Estimated Expenditure	Estimated Expenditure	Indicative Expenditure	Indicative Expenditure	Total
ADULT SOCIAL SERVICES							
Welfare Adaptations/Top Up Loans		50	100	100	100	100	450
Residential & Social care provision		277	1,653	2,298	0	0	4,228
Joint Service Centre		547	4,767	1,150	0	0	6,464
Social Care Projects		31	50	125	0	0	206
TOTAL EXPENDITURE ON ADULT SOCIAL SERVICES		905	6,570	3,673	100	100	11,348
HOUSING GF							
Affordable Housing (formerly enabling)		796	3,484	2,100	2,100	2,100	10,580
TOTAL EXPENDITURE ON HOUSING GF		796	3,484	2,100	2,100	2,100	10,580
TOTAL EXPENDITURE ON HOUSING, HEALTH AND ADULT SOCIAL CARE							
		4,077	13,596	8,591	5,018	5,018	36,300
Sources of Funding							
External Funding and Contributions		3,632	8,261	2,300	1,150	1,150	14,193
General Resources		445	5,335	6,291	3,868	3,868	22,107
Total Funding		4,077	13,596	8,591	5,018	5,018	36,300
FINANCE, RESOURCES & CUSTOMER SERVICES GENERAL FUND							
		£'000	£'000	£'000	£'000	£'000	£'000
BLOCK PROGRAMMES							
Residents Priority Fund		1,532	1,000	0	0	0	2,532
IT Workplan		48	0	0	0	0	48
TOTAL EXPENDITURE ON BLOCK PROGRAMMES		1,580	1,000	0	0	0	2,580
Corporate Capital Contingency		2,135					2,135
TOTAL EXPENDITURE ON FINANCE, RESOURCES & CUSTOMER SERVICES							
		3,715	1,000	0	0	0	4,715
Sources of Funding							
External Funding and Contributions		0	0	0	0	0	0
General Resources		3,715	1,000	0	0	0	4,715
Total Funding		3,715	1,000	0	0	0	4,715

CAPITAL PROGRAMME

APPENDIX 5

SCHEME DESCRIPTION		2012/13	2013/14	2014/15	2015/16	2016/17	
*as at Quarter 3		* Actual	Estimated	Estimated	Indicative	Indicative	Total
		Budget	Expenditure	Expenditure	Expenditure	Expenditure	
		£'000	£'000	£'000	£'000	£'000	£'000
HOUSING REVENUE ACCOUNT							
Affordable Housing (formerly enabling) extension to programme							
Works to Stock (Planned & Committed)		24,741	26,469	22,562	38,283	39,432	151,487
Decent Homes		18,000	12,000	14,606			44,606
Grants to vacate and others							
Grants to Vacate		500	500				1,000
Community Halls		468	0	0	0	0	468
Estate Renewals		4,700	8,540	8,104	5,069	13,942	40,355
TOTAL EXPENDITURE ON HOUSING REVENUE ACCOUNT		48,409	47,509	45,272	43,352	53,374	237,916
HOUSING REVENUE ACCOUNT							
Sources of Funding							
External Funding and Contributions		48,409	47,509	45,272	33,692	30,444	205,326
General Resources		0	0	0	9,660	22,930	32,590
Total Funding		48,409	47,509	45,272	43,352	53,374	237,916
Total Expenditure - General Fund Schemes		101,153	95,188	47,369	51,670	53,694	349,074
Total Expenditure - HRA Schemes		48,409	47,509	45,272	43,352	53,374	237,916
Total Expenditure - All Schemes		149,562	142,697	92,641	95,022	107,068	586,990
Total Sources of Funding							
General Fund							
External Funding and Contributions		56,148	33,177	25,474	36,090	35,525	184,114
Total General Resources		45,005	62,011	21,895	15,580	18,169	164,960
TOTAL FUNDING		101,153	95,188	47,369	51,670	53,694	349,074
HRA							
External Funding and Contributions		48,409	47,509	45,272	33,692	30,444	205,326
Total General Resources		-	-	-	9,660	22,930	32,590
TOTAL FUNDING		48,409	47,509	45,272	43,352	53,374	237,916

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 impact of legislative changes:**

The Government has and will implement changes across public services. Several of these will impact on local government with the full impact only becoming clear in future years including:

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

The 2014/15 budget is the last year of the Government's 2010 Spending Review. The Chancellor's 2011 Autumn statement announced continued reductions in public spending of 0.9% in real terms for 2015/16 and 2016/17 which have been reflected in the Medium Term Financial Plan. The Chancellor's 2012 Autumn Statement confirmed that financial constraint will need to continue and the next Spending review in 2013 is expected to confirm that reductions in public expenditure will be at least as great as the 2010 Review. Recent work by the Local Government Association and supplemented by more detailed London analysis by London Councils shows that if current trends continue, the cost of social services and statutory environmental services may require other council spending to drop by 66% in cash terms (80% in real terms) by the end of the decade..

The potential of further reductions in public spending reductions after 2014/15 is one of the biggest risks to Council services and financial resilience over the Medium Term Financial Plan and the longer term.

- **Localisation of Business Rates from 2013/14.**

Business rates before 2013/14 was centrally pooled by the Government along with the risk of reductions in tax income. Localisation of business rates from 2013/14 transfers the risk of collection rates reductions or businesses decline to local authorities. The safety net arrangement of the Government still leaves Enfield exposed to a loss of business rates of up to £4.96m before it will be eligible for Government support.

- **Government Incentive Based Grants**

There is an increase in incentive based Government funding such as the New Homes Bonus and Council Tax Freeze Grant which replace existing need led allocations. Councils with high deprivation such as Enfield will be worst hit if allocations increase to the wealthier areas as a result of this incentive based approach.

- **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.

- **North London Waste Authority:**

NLWA is currently undertaking a procurement for future waste disposal services and investment in new infrastructure to avoid the effects of the increasing landfill tax, and to meet national, regional and local demands for a more sustainable waste solution that includes more recycling and recovery. The future contract is likely to run for 25 years from 2014.

Additional resources have been built into the MTFP. However, the size of the project and the construction time may lead to variations both in terms of the phasing of the additional cost of the programme.

- **Savings included in the 2013/14 budget:**

On top of the 2012/13 savings, agreed as part of the 2012/13 budget setting process a further £13m of new savings have been identified in 2013/14 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 2013/14 revenue monitoring process and if required, appropriate action will be taken to ensure that they are delivered, or if not other savings measures identified to compensate for any shortfall..

- **Changes in external factors such as interest rates:**

Interest rates are 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 long term 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. The low interest rate environment in short term rates does allow the Council to borrow at low historic rates. The Council however, is aware of the risk that interest rates may start to rise and we will need to finance loans for longer maturity dates.

- **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. However in 2013/14 the Government have stated their intention to cap public sector pay rises to maximum of 1%. 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 as this may affect the future contributions required from the Authority.

- **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 £2.3m 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 2012/13) above which government may pay 85% of costs incurred.

- **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 Tax Support:**

The localisation of Council Tax Support will result in some of the poorest residents in Enfield being required to contribute to the council tax for the first time. There is no experience as to potential collection rates and the Council will face additional budget pressures if losses are in excess of the bad debt provision in the 2013/14 budget and MTFP.

The gap between Council Tax Support (CTS) grant and discounts provided may increase in later years due to:

- Reductions in Revenue support Grant (RSG) (of which CTS grant is transferred to from 2014/15) without equivalent reductions in local discounts. It will be difficult to monitor the position as CTS will not be a clearly identified element of RSG from 2014/15.
- Growth in the caseload that is no longer funded by increases in grant

- **Welfare Benefits:**

Increased migration of homeless clients from inner to outer London is being experienced following welfare 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.

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.

- **Meridian Water Development:**

The master plan will be finalised in March 2013 and this will include a detailed financial commitment to deliver the scheme.

- **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.

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, meaning that the service must be provided if the client meets the relevant criteria. Examples include supporting the placement of children with special education needs in independent and out 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. These budgets are at risk from any change in the numbers of children requiring services. Whilst there has been no significant change in the number of referrals of children possibly at risk they remain high which can ultimately lead to increases in the number of placements needed. The implementation of the prevention strategy is expected to manage budget pressures in these areas and to deliver a saving in the medium term but welfare benefit and demographic changes continue to pose a risk that cannot be fully quantified at this stage, particularly in respect of services supporting homeless families and looked after children.

- **Staffing:**

The Department's salaries budgets include a vacancy factor, which recognises the cost savings as a result of staff turnover. This can be difficult to achieve in certain areas where it is necessary to maintain higher staffing levels in order to deliver safe essential services. Although the general success of the Council's policy for recruiting and retaining children's social workers has reduced the need to use agency staff in some 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 remains high more cases require legal action. Whilst Legal Services are aiming to take on more legal work the specialised and technical aspects of some cases still require legal representation by external solicitors, barristers and QC's. An

ongoing pressure during 2013/14 will be legal costs arising from work on schools causing concern.

- **School places:**

The Council's capital programme currently provides funding for additional primary school places which are funded by central government capital grants which have reduced the call on Council resources in the short-term. The provision of school places is continually under review. 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.

- **Enfield NHS Trust**

Monitoring of the Enfield NHS Trust financial position is reflected in the authority's monthly budget monitoring processes. It is important to note that 2012/13 is a year of transition for the NHS and there is an element of risk associated with untangling existing contract arrangements.

- **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.

- **Homelessness Procurement and Benefit changes 2013/14:**

Welfare reform changes and a shortage of accommodation across all tenures has seen a lack of stability in the amount of accommodation available for

homeless households, this has resulted in a rise in homeless households living in temporary accommodation during 2012/13.

- **The Procurement of Temporary Accommodation**

The cost of private rented accommodation is rising in London, which is placing significant pressure on budgets to procure temporary accommodation for homeless households. The Temporary Accommodation budgets are showing a shortfall of £1.029m from the loss of Private sector leased properties and a higher use of Nightly paid Accommodation and this budget pressure is being funded from the Initiative Reserve. Expenditure on homelessness has been supported by a one off funding from the initiative reserve, however the reserve will run out by the end of 2013/14, subject to funding availability.

- **Welfare Reform**

The introduction of a total benefit cap will reduce the housing benefit for households in temporary accommodation, this will increase the risk of rent arrears and increase the staffing resources required to maximise the collection of rent. The prospect of the economic outlook may also impact on the level of arrears. It is therefore prudent to significantly increase the contribution to the provision for bad debts and an amount of £1.6m is set aside from the corporate budgets for this purpose. This may change once the full impact of the benefit changes is known and measures have been put in place to mitigate the full impact of the risk.

- **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.

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

The Council is liable to make 'Basic Loss payments'. Basic Loss Payments are statutory entitlements payable to former owners for interest in land, subject to certain criteria being met and up to a maximum amount. There are currently ongoing CPO cases which may be liable to make such payments in the future which will be met from central contingency as required.

Environment Department

- **Income from fees and charges:**

The level of income generated from skip licences, building control and parking services has continued to reduce during 2012/13 as a result of slow economic recovery. The achievement of around £9M income target in 2013/14 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 2013/14 like last year will need to be closely monitored.

- **Commercial Property Portfolio:**

The Council's commercial property portfolio is expected to generate rental income of approximately £5.4m in 2012/13. The current economic downturn, together with regeneration initiatives, continues to impact adversely on the income stream.

Regeneration, Leisure & Culture

- **Broomfield House**

Investment from the Council in this scheme is as yet unquantified as we await the outcome of the Heritage Lottery Fund (HLF) application. HLF may require a greater contribution from the authority.

- **Meridian water:**

The scheme is yet to be fully quantified but substantial sums will be required to deliver the scheme and to realise the full benefits for the authority.

- **Increase in specialist advice required to deliver regeneration schemes:**

Already the department has had to increase its investment in specialist staff to deliver very complex projects. This will increase in relation to MW and the DEN.

- **Increase in costs associated with Examinations in public:**

The authority has a large number of planning policy documents that will require substantial investment to achieve a successful outcome in these examinations. The DMD and two further plans are expected to be ready for examination. This includes the CIL AND North London Waste Plan which still require specialist external planning advice and legal advice to reach a successful conclusion.

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. It must be noted that the Meridian Water master plan will be finalised in March 2013 and this will include a detailed financial commitment to deliver the scheme. In addition a substantial sum of capital funding will be required to deliver the West Anglia Line rail improvements. As yet this cannot be quantified but can be mitigated through grants and further investment by development partners.

- **Vehicle & Equipment Replacement Fund**

The Fund is to finance the planned programme of replacement vehicles and equipment.

- **General Fund Capital Reserve**

This resource is available to fund new capital investment in the approved Capital Programme over the medium term. It supports the delivery of the Capital Programme set out in the 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.

- **Revenues & Benefits Systems**

Reserve to support changes to the Revenues & Benefits systems following the CTS and other technical changes.

- **Industrial Estates Improvements**

Support to the North London Chamber of Commerce, to the Enfield Business & Retailers Association; to North London Business and North London Strategic Alliance, etc to improve the state of repairs of industrial estates in order to make them attractive for letting.

- **Working Neighbourhoods Fund**

Working Neighbourhood's Fund and Local Authority Business Growth Incentive monies from the Government in order 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. It is anticipated that the reserve will be fully utilised during 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.

- **New Homes Bonus -Empty Properties**

This reserve represents Government Grant Funding for New Homes Bonus. Enfield Council received £528k in 11/12 and this has been allocated to the Private Sector Housing Team to be spent on their empty properties programme to bring back empty properties into use. This funding will be spent over 12/13 and 13/14.

- **Statutory Community Care Services - Capacity Pressure (£939k balance as at 14/01/2013)**

Within the authorities Medium term financial plan the funding of Adult social care demographic pressures in 2013/14 and 2014/15 will be partially funded from £939k one off resources identified during 2012/13.

- **NHS Social Care Grant (£5.1m balance as at 14/01/2013):**

The authority has been awarded a total of £6.8m over the last two years to fund Social care priorities which are jointly agreed between the authority and the PCT. A number of projects have slipped and as a result resources are earmarked to achieve desired outcomes in future years. Additional some of the funding has been allocated to contribute to the Council's Medium Term Financial Plan, in order to maintain current Adult Social Care Service levels to vulnerable Adults

- **Supporting People Reserve (Proposed)**

Within the authorities Medium term financial plan the Supporting People contracts have been reviewed against the savings plan. Many of the budget reductions will lead to reduction in services.. Use of one off SP under spends are identified to support deliver of savings and enable transition of services to be managed.

- **Winter Capacity Pressure (Proposed)**

The DoH has provided ringfenced funding to PCT's to support social Care Winter Capacity planning throughout the year.. Funds transferred to local authorities from PCT for investment in social care services that also benefit the health system. The funding should support joint working between health and social care services including continued focus on re-ablement and improving the interface between health and social care and will be reported back to the National Commissioning Board/DoH.

- **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 the PFI Street Lighting project over the whole life. Holding an earmarked reserve for this purpose is considered prudent and good practice.

- **Insurance Fund**

The internal Insurance Fund provides cover in full for tree root damage claims, burglary and "all risks" on specified equipment. The Fund also meets the cost of all claims within the external policy excesses for general building fire damage (including housing properties), motor,

cash and public and employer liability claims. In addition there is a potential liability with a former insurer of the council which would be a call on this fund.

- **Repair & Maintenance of Council buildings**

The revenue budget includes an annual contribution to the R & M fund. The fund supports day-to-day repairs, responsive maintenance, and service contracts in respect of Council buildings. 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.

- **Risk Reserve**

Set aside as a contingency sum in order to provide financial funding over the period of the Medium Term Financial Plan for potential pressures as detailed in the 2011/12 Outturn Report to Cabinet.

ESTIMATED MOVEMENT IN EARMARKED RESERVES

APPENDIX 7(b)

RESERVE	2012/13			2013/17 Programmes		Estimated Reserves 31 March 2017	Provision for Contingency Costs	Forecast Reserves as at 31 March 2016
	Reserves as at 31 March 2012	Net Transfers 2012/13	Balance 31 March 2013	Revenue	Capital			
	£'000s	£'000s	£'000s	£'000s	£'000s			
General Fund Reserves								
Projects / Programmes								
Council Development Reserve	(1,190)	745	(445)	445		0		0
Regeneration Reserve	(1,455)	335	(1,120)	1,120		0		0
Vehicle and Equipment Replacement Fund	(756)	(1,096)	(1,852)	(5,365)	7,217	0		0
General Fund Capital Reserve	(3,244)	1,000	(2,244)		2,244	0		0
ICT Investment Fund	(6,123)	4,440	(1,683)	1,683		0		0
SAP Upgrade	(1,298)	300	(998)	998		0		0
Working Neighbourhood Fund	(326)	261	(65)	65		0		0
Revenues & Benefits Systems	(704)	488	(216)	216		0		0
Homelessness Initiatives	(4,212)	1,686	(2,526)	2,526		0		0
Waste Recycling Reserve	(1,565)	1,050	(515)	515		0		0
European match funding	(1,500)	636	(864)	864		0		0
Enfield Community Capacity Building Fund	(1,900)	1,456	(444)	300		(144)		(144)
Statutory Community Care - Capacity Pressure	0	(939)	(939)	939		0		0
NHS Social Care Grant	(3,453)	(1,647)	(5,100)	5,100		0		0
Supporting People Reserve	(570)	30	(540)	540		0		0
Winter Capacity Pressure (proposed)	0	(882)	(882)	882		0		0
Other HHASC Project Reserves	(4,487)	3,423	(1,064)	1,003		(61)		(61)
Project Carry Forwards	(7,560)	7,560	0			0		0
Industrial Estates Improvements	(603)	253	(350)	350		0		0
Empty Properties (New Homes Bonus 2011/12)	(528)	104	(424)	424		0		0
Other General Fund Reserves for small projects	(3,210)	935	(2,275)	(174)	500	(1,949)		(1,949)
	(44,684)	20,138	(24,546)	12,431	9,961	(2,154)	0	(2,154)
Risk / Smoothing								
PFI Investment Reserves	(2,607)	556	(2,051)	2,051		0		0
Insurance Fund	(3,160)		(3,160)	1,100		(2,060)	1,000 ¹	(1,060)
Repair & Maintenance of Council buildings	(932)	250	(682)			(682)		(682)
Interest Rate Equalisation Reserve	(4,254)	1,700	(2,554)	2,554		0		0
Restructuring and redundancy reserve	(1,033)	(1,000)	(2,033)	2,033		0		0
Repairs Fund for private sector housing leased to the Council	(1,343)	150	(1,193)	1,193		0		0
Risk Reserve for potential one-off pressures over period of MTFP	(2,668)	1,000	(1,668)	1,668		0		0
	(15,997)	2,656	(13,341)	10,599	0	(2,742)	1,000 ¹	(1,742)
Other Reserves								
Performance reward grant receivable (LSP)	(487)		(487)			(487)		(487)
S106 Receipts	(655)	141	(514)	514		0		0
Residents Priority Fund	(930)	930	0			0		0
Year end appropriation of underspends / contingency (estimated subject to outturn position)		(6,000)	(6,000)			(6,000)		(6,000)
	(2,072)	(4,929)	(7,001)	514	0	(6,487)	0 ⁰	(6,487)
GENERAL FUND RESERVES	(62,753)	17,865	(44,888)	23,544	9,961	(11,383)	1,000	(10,383)
Other Ring-Fenced Reserves								
Dedicated Schools Grant	(4,105)	1,251	(2,854)	1,000		(1,854)		(1,854)
HRA Repairs/Capital Reserve	(8,835)	576	(8,259)	821		(7,438)		(7,438)
Total Earmarked Reserves	(75,693)	19,692	(56,001)	25,365	9,961	(20,675)	1,000 ¹	(19,675)

1. Estimated council share of pre-fund claims which are not expected to be payable in full in the near term, but over the next 20-30 years

**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 2013**

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 2012/13 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 2012/13 in order to re-align budgets with current demand, for 2013/14
- 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 2013/14 draft budget includes nearly £20m 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 2013/14 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 funding. The Government has announced a two year settlement for 2013/14 and 2014/15. There is considerable uncertainty after that with further information due in the spending review in 2013.
- Legislative Changes: The localisation of council tax support and impending introduction of Universal credit potentially will increase demand on services in Enfield. The changes may result in more claimants moving to Enfield along with increases in cost

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.

A 1% pay award has been provided in the 2013/14 budget for staff in line with the chancellor's announcement in the Autumn Statement.

Vacancy factors have been built into salary budgets for 2013/14 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 continue to fall during 2013/14. 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 adjusted to take into account the new local council tax support system. The overall collection rate has been reduced from 98% to 96.87% to allow for council tax from taxpayers affected by the reduction in benefit support. The estimate is assumed over the life of the MTFP as achievable but will need close monitoring to ensure collection estimates are reasonable.

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 2013/14 have been assumed at 0.5% from April 2013 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 £14m and estimated Earmarked Reserves estimated at 31st March 2013 to be £53m (**Appendix 7(b)**).

The minimum level of general balances assumes that management 2013/14 and policy actions will be taken to address major issues that might arise. Should these be insufficient, general balances may have to be used temporarily and restored to at least their minimum prudent level or the optimal level through future budgets.

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

The level of the Insurance Reserve was 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 2013/14, it also has a Capital Programme that requires prudential borrowing in 2013/14 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 2012/13 is 96.87% and is judged to be achievable. For each 1% not collected, the cost is approximately £1.0m 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 have a £1.389m surplus by March 2013.

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 2012/13 will be closely scrutinised as £12m savings and additional income were introduced in order to balance the budget. This followed £34.5m of savings which were achieved in 2011/12. The monthly monitoring process for 2012/13 indicates that the Authority is on target to achieve these savings.

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 2012/13 projection is a small underspend (November monitoring) reported to Cabinet in January 2013.

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 2012 and January 2013, 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 2013-2017

The recommended programme's revenue implications are fully incorporated in the MTFP. 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 2013/14 is fully funded over the MTFP period but this in itself will increase pressure on the Council to deliver the anticipated 2013/14 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.

MTFP Risk summary (Excluding Schools & HRA)	Likely £m
Risk Evaluation (appendix 8(b), column 4)	18.651
General Fund Balance at 31 March 2012	(13.996)
Forecast Reserves uncommitted (Appendix 7(b))	(10.383)
MTFP Resources exceed risks	(5.728)

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, an annual review is undertaken to determine if the Council has proper arrangements in place for securing financial resilience. The review looked 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. However, two main recommendations are important to the financial standing of the Council:
 - To ensure that the MTFP remains responsive given the scale of savings still required and the financial uncertainty that remains within the timeframe of the plan.
 - To maintain appropriate levels of earmarked reserves.

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

¹ Appendix 8(b), column 2 total £55m

balance is maintained in the order of £14m and that this recommendation is taken into account when determining the level of transfers to and from reserves in the 2012/13 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	Worst Case	Level	Assessed Risk	Assessed Impact Profiled				
1	2	3	4	2013/14	2014/15	2015/16	2016/17	Total
	£'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
Reduction in Income / Non-Payment	1,000	D	250	250				250
Non-Achievement of Planned Savings 2013/14	13,000	D	3,250	3,250				3,250
Localisation of Council Tax support. Non collection of former benefit debt and increase in caseload	5,000	D	1,250	1,250				1,250
Temporary Accommodation Costs exceed budget provision following welfare reform changes	1,000	C	500	500				500
Welfare Reform - other pressures on services to vulnerable residents (profiled risk as changes take affect)	2,000	C	1,000	500	500			1,000
Business rates reduction Government safety net threshold	4,800	D	1,200	1,200				1,200
Legal Aid, Sentencing and Punishment of Offender	600	C	300	300				300
VAT Exemption Limit	2,300	D	575	575				575
Bellwin Scheme (2012/13 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
North London Waste Authority Levy - increased costs	2,000	C	1,000		1,000			1,000
Actuarial Review of the Pension Fund	2,000	C	1,000		1,000			1,000
Further cuts as a result of Spending Review 2013	5,000	C	2,500			2,500	2,500	5,000
Capital (Revenue Implications)								
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	54,255		18,651	13,651	2,500	2,500	2,500	21,151

Detailed Explanation of the 2013/14 Local Government Finance Settlement and the Business Rate Retention Scheme

Acknowledgement

This document is an adaptation of the Department of Communities and Local Government's practitioners guide to business rates retention and local government finance settlement¹ which is reproduced under the Open Government Licence for public sector information².

Overview

This Appendix provides an overview of the calculations set out in the Local Government Finance Report 2013/14 and the draft Local Government Finance Report 2014/15. It sets out how the business rates retention scheme has been set up and how it will operate

From April 2013, the Government is changing the way in which local government is funded through the introduction of the business rates retention scheme. The local government sector (local authorities and fire and rescue authorities) will now keep half of local business rates including any growth in business rates revenues. In London this will be shared 60% by Enfield and 40% by the Greater London Authority.

This year's local government finance settlement is the first under the new arrangements. It will provide each local authority with its starting position under the business rates retention scheme. This includes the following calculations, which will be fixed until the first reset that the Government intends will take place in 2020:

- Individual authority start-up funding assessment
- Baseline funding level
- Individual authority business rates baseline³
- Tariffs and top-ups

Regulations to be made early in 2013 will set out for each local authority:

- A levy rate
- A safety net threshold

The local government finance settlement also provides local authorities with information on how much Revenue Support Grant they have been allocated in 2013-14 as well as provisional allocations for 2014/15. Although not part of

¹ <http://www.local.odpm.gov.uk/finance/brr/sumcon/stepbystep.pdf>

² <http://www.nationalarchives.gov.uk/doc/open-government-licence/>

³ Tariffs and top-ups will be updated annually by the change in the small business multiplier. In previous years, this has followed changes in RPI.

the settlement process, the allocations of specific grants have also been published alongside the settlement.

Calculating the aggregate start-up funding assessment

Before calculating how much funding each local authority will receive, the Government has first determined how much overall funding will be allocated to the local government sector.

The local government spending control total

The Government determines how much it can afford to spend and reviews its expenditure priorities through the spending review. The amount of money allocated and distributed to local government through this process is known as the local government spending control total. The last spending review took place in 2010 and covers the four years until 2014/15.

The local government spending control totals are used to establish the start-up funding assessment for local authorities. The Government has based the calculation of the aggregate start-up funding assessment on the control totals for local government set out in the 2010 Spending Review as amended in the Chancellor's 2011 and 2012 Autumn Statements.

Adjustments to the local government spending control total

A number of adjustments have been made to determine the adjusted local government spending control total and therefore the aggregate start-up funding assessment for 2013/14. The changes are summarised in the following table including 2012/13 notional figures for comparison:

Government Control Totals Summary	202/13 Adjusted £m	2013/14 £m	2014/15 £m
Spending Review 2010	23,414	23,224	21,882
Functional adjustments	(29)	(21)	(19)
Council Tax Freeze Grant 2011/12	593	593	593
Autumn Statement 2011 pay restraint (1% cap)	0	(245)	(501)
Autumn Statement 2012 (2% spending reduction)	0	0	(436)
Fire Grants to remain as specific grants	0	(50)	(49)
New Development Deals (Tax Increment Finance)	0	(15)	(15)
Neighbourhood Planning	0	(15)	(20)
Top-Slice for capitalisation and safety net	0	(125)	(125)
Top-Slice for New Homes Bonus	(176)	(506)	(800)
Grants being rolled in to BRR system:			
Council Tax Support Grant	3,300	3,295	3,306
Early Intervention Grant	1,919	1,709	1,600
GLA specific grants	853	848	870
Homelessness Grant	80	80	80

Government Control Totals Summary	202/13 Adjusted £m	2013/14 £m	2014/15 £m
Lead Flood Authority Grant	21	21	21
Learning Disability & Health Reform Grant	1,378	1,413	1,448
Transfer of LACSEG to DFE	(1,047)	(1,039)	(1,029)
	30,307	29,169	26,806
Separate Police funding	(3,138)	(3,067)	(2,924)
Local Government Control Totals	27,169	26,102	23,882

Council Tax Support Grant (CTS)

The largest adjustment is the inclusion of the new CTS grant that replaces the current council tax benefit subsidy. Unlike the subsidy, CTS will only fund 90% of existing benefits. It is also a cash limited grant so will be subject to Government control unlike the previous subsidy which increased in line with benefit payments.

After making the changes outlined above, the Government has calculated the adjusted local government spending control total, which is referred to as the aggregate start-up funding assessment. This is £26.102bn in 2013/14 and £23.882bn in 2014/15.

Calculating the Estimated Business Rates Aggregate

The Government expects billing authorities in England to collect in 2013-14. This is known as the Estimated Business Rates Aggregate (EBRA) and has been set at £21.8bn.

The Estimated Business Rates Aggregate includes two downward adjustments to help local authorities manage volatility owing to losses on appeals. The first adjustment of 5.43% is made to reflect historic differences between forecast and outturn information which includes the result of appeals losses in respect of previous years. The second adjustment of 2.65%, as takes into account future losses in business rates income due to successful appeals.

Determining the central and local shares

In May 2012, the Government announced that local government would keep 50% of locally collected business rates, and so 50% of any growth, with the other 50% being paid to central Government. These shares are called the **local share** and the **central share**. The local share constitutes the funding within the business rates retention scheme.

In order to calculate the amount of funding within the local share (the local share amount), the Government has multiplied the Estimated Business Rates Aggregate by the local share percentage. In 2013/14, the local share amounts to **£10.9bn**.

The remainder of the Estimated Business Rates Aggregate is the central share, which amounts to £10.9bn in 2013/14. This will be paid by billing

authorities to central government and will be returned to the sector in its entirety to fund local government in 2013/14 and 2014/15 through Revenue Support Grant.

Calculating the overall amount of Revenue Support Grant

The government determined that the total amount of Revenue Support Grant (RSG) in 2013-14 is £15.2bn as follows:

	2013/14
	£m
Local Government Control Totals	26,102
Less Local Share	10,898
Revenue Support Grant	15,203
Less allocation to specified body	28
RSG payable to local authorities	15,175

Revenue Support Grant is an unringfenced grant and will be funded from the central share and, in 2013/14 and 2014/15 plus Government funding.

The ratio of funding provided through the local share and through Revenue Support Grant is also calculated. Due to the GLA adjustments the ratio is not a simple calculation but is shown below:

Allocation of Funding between RSG & Baseline	Baseline £m	RSG £m	Total £m
Starting point as table above	10,898	15,175	26,073
Specific Baseline Funding			
GLA Transport Grant (part only)	(758)		(758)
London Bus Operators Grant	(44)		(44)
Funding Allocation	10,096	15,175	25,271
Proportions for Start Up Funding	39.9%	60.1%	100.0%

Calculations made at local authority level

After calculating the start-up funding assessment at an aggregate level, the Government has then allocated this to individual local authorities. This makes up each local authority's individual start-up funding assessment and comprises Revenue Support Grant and the baseline funding level.

Calculating individual authority start-up funding assessments

The aggregate start-up funding assessment is allocated to local authorities in two parts:

- Formula funding
- Grants transferred in from April 2013, as announced in May 2012

Formula funding

After consultation with the local government sector, the Government has decided to base the calculation of formula funding on the 2012-13 formula grant methodology in order to provide stability.

Data used in calculating formula funding

The Government has updated all existing datasets where that is possible so that formula funding is calculated using the most up-to-date, data available at the time of the 2013/14 settlement. These data sets include 2011 census-based population projections and council tax base projections.

Technical changes to calculating formula funding

Certain changes have been made to the formulae used to calculate the individual authority start-up funding assessment. The technical changes are:

- changing the Relative Needs Formula for concessionary travel by moving to using modelled boardings data
- increasing the weight of sparsity in the Relative Needs Formula to support rural authorities and changing the definition of the sparsity indicator to give more weight to super sparse areas
- restoring the level of the Relative Resource Amount in 2013-14 to its 2010-11 level (-32.4%), making a compensating adjustment to the level of the Central Allocation (49.4%).

Enfield's start up funding assessment is set out below along with the 2012/13 Formula Grant as a reference to highlight the changes:

Enfield's Start Up Funding Assessment	2012 /13 Formula Grant	2013/14 Start Up Funding
	£m	£m
Existing Rolled in grants		
Supporting People	14.108	13.147
Housing Services for Older People	0.077	0.077
LSC Staff Transfer	0.228	0.228
HIV/AIDS Support	0.450	0.450
Preserved Rights	1.063	1.038
	15.926	14.940
Formula Grant		
Relative Needs Amount	113.627	111.970
Relative Resource Amount	(35.883)	(37.036)
Central Allocation	36.557	44.711
Floor Damping	(7.935)	(11.610)
Council Tax Freeze Compensation	3.032	3.032
	109.398	111.067
New Rolled in Grants 2013/14:		
Council Tax Support Funding		25.992
Early Intervention Funding	15,831	11.768
Homelessness Prevention Funding	650	0.547
Lead Local Flood Authority Funding	220	0.135
Learning Disability and Health Reform Funding	5,021	5.147
Total Grants Rolled in Using Tailored Distributions	21.722	43.589
LACSEG (2012/13 included in Relative Needs)	(7.417)	(7.418)
Enfield's Start Up Funding	139.629	162.178

Distributing grants transferred into the aggregate start-up funding assessment in 2013-14

In May 2012 the Government announced that a number of previously unringfenced specific grants would be transferred into the aggregate start-up funding assessment²⁸. The grants that are transferring into the aggregate start-up funding assessment have been distributed after floor damping and according to the previously announced arrangements, mostly according to their own spending control total profiles.

Calculating baseline funding levels and Revenue Support Grant for individual local authorities

Each local authority's individual authority start-up funding assessment has been split into two parts:

- Funding provided through Revenue Support Grant
- Funding provided through the business rates retention scheme (baseline funding level)

These two amounts are determined by applying the Local Share / Revenue Support Grant ratio (as described above) to each local authority's individual start-up funding assessment. Enfield's calculation is shown below:

Allocation of Start Up Funding	Funding Ratio	£m
Revenue Support Grant	60.1%	97.388
Baseline Funding from Business Rates	39.9%	64.790
Enfield's Start Up Funding		162.178

The local share amount constitutes each local authority's baseline funding level under the business rates retention scheme. Along with the individual authority business rates baseline, the baseline funding level has been used to calculate top-ups or tariffs as described in below.

Baseline funding levels will be fixed, subject to being uprated by RPI, until the next reset. (estimated 2014/15 increase is 3.1%)

Calculating business rates baselines

Calculating billing authority business rate baselines

Billing authority business rates baselines have been calculated by distributing the local share of the Estimated Business Rates Aggregate between all billing authorities on the basis of proportionate shares. Proportionate shares are based on a billing authority's historic business rate collection as a percentage of the total historic business rate yield. These have been calculated using the average of business rates collected for 2010-11 and 2011-12, with a number of adjustments. The use of the most recent years balances the need to smooth the effects of volatility with the benefits of using the most recent data available.

Calculating individual authority business rate baselines

Where necessary, billing authority business rate baselines have been split between the billing authority and its major precepting authorities. These splits, known as major precepting authority shares, determine the individual authority business rate baselines. For local authorities without any major precepting authorities, their individual authority business rate baseline is equal to their billing authority business rate baseline.

In the November 2012 Policy Statement, the Government confirmed its intention to set the major precepting shares as set out below. These will be confirmed through regulations

- 80% for two-tier district councils
- 20% for two-tier county councils that have responsibility for fire and rescue services
- 18% for two-tier county councils that do not have fire and rescue service responsibilities
- 2% for single purpose fire and rescue authorities
- 100% for unitary authorities that have responsibility for fire and rescue services
- 98% for unitary authorities that do not have fire and rescue service responsibilities
- 60% for London Boroughs
- 40% for the Greater London Authority

Enfield's business rate baseline calculation is shown below:

Business Rates Baseline Assessment		£m
National Business Rates Total		21,797
50% Retention by Local Authorities		10,898
Business Rates Baseline - Enfield's share: Based on Enfield's two year business rates outturn compared to the total for England	0.00471534	51.390
Split of Individual Business Rates Baseline		
Enfield	60%	30.834
GLA	40%	20.556
		51.390

Calculating tariffs and top-ups

Whether a local authority is a tariff or a top-up authority is determined by comparing each individual local authority's baseline funding level and individual authority business rate baseline. A local authority must pay a tariff if its individual authority business rate baseline is greater than its baseline funding level. Conversely, a local authority will receive a top-up if its baseline funding level is greater than its individual authority business rate baseline.

Tariff and top-ups enable a one-off distribution of resources at the outset of the scheme. They ensure that, if business rates income is at the individual

authority business rate baseline level, then that authority will receive its baseline funding level in 2013/14 and later years. Tariff and top-ups will be fixed until the system is reset but, like business rates, will be updated each year by the increase in RPI in September

Enfield is a Top-Up authority as calculated below:

Top-Up Calculation	£m
Enfield's Baseline Funding - 50% Retained Business Rates Estimated Business Rates Baseline	64.790 (30.834)
Enfield's Business Rate Top-Up	33.956

Calculating safety net thresholds

The regulations will also set out the basis on which safety net payments will be made to authorities. The safety net will provide local authorities with protection against significant decreases in their business rate income. Income from the levy will be used in full to fund the safety net, which will be fixed at a threshold of 7.5 per cent. This will ensure that no local authority's income within the business rates retention scheme will drop below 92.5 per cent of its baseline funding level.

The Government will be required to calculate a safety net threshold for each local authority, which is 92.5 per cent of its baseline funding level and is therefore calculated as: Safety net threshold = baseline funding level x 92.5%. For Enfield in 2013/14 this is £64.79m x 92.5% = £59.4m or a reduction of £4.89m.

The regulations will provide for local authority safety net thresholds to be updated annually by the increase in the September RPI.

The safety net threshold will be used to calculate eligibility for a safety net payment. Safety net payments will be made if a local authority's retained rates income for a year is less than the safety net threshold. The amount of the safety net payment will be the difference between the retained rates income and the safety net threshold for that year

Conclusion

The process results in the following settlement for Enfield in 2013/14:

Enfield's 2013/14 Start Up Funding Assessment	£m	£m
Revenue Support Grant		97.388
Baseline Funding (50% Business Rate Retention)		
Locally retained business rates estimate	30.834	
Business Rate Top-Up	33.956	64.790
		162.178

The Safety Net threshold is £59.4m

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 30th January 2013, Council agreed the number of 87,557 as its Council Tax base for 2013/14, in accordance with the Local Authorities (Calculation of Tax base) Regulations.
- 2) the following amounts be now calculated by the Council for the year 2013/14 in accordance with Section 31 to 36 of the Act as amended:
 - (a) ~~XXXXXXX~~ 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**)~~,

Gross Expenditure & Income Figures to be supplied for Council
 - (b) ~~XXXXXXXX~~ 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) **£96,342,500** 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 87,557 (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 2013/14
 - (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 2013/14, 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	202.00
B	7/9	235.67
C	8/9	269.34
D	9/9	303.00
E	11/9	370.34
F	13/9	437.67
G	15/9	505.00
H	18/9	606.00

- 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 2013/14 for each of the categories of dwellings shown below:

Valuation Band	Proportion in relation to Band D	Enfield £
A	6/9	935.56
B	7/9	1,091.49
C	8/9	1,247.42
D	9/9	1,403.34
E	11/9	1,715.20
F	13/9	2,027.05
G	15/9	2,338.90
H	18/9	2,806.68

- 3) That the Council hereby determines that its relevant basic amount of council tax for the financial year 2013/14, 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 2013/14 sets out the principles which the Secretary of State has determined will apply to local authorities in England in 2013/14. 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.

Section Reference	Description of Fees & Charges	Service is VATABLE	LONDON BOROUGH OF ENFIELD					
			ENVIRONMENT DEPARTMENT					
			AGREED CHARGES 2012/13			PROPOSED CHARGES 2013/14		
			Basic	VAT @ 20%	Total	Basic	VAT @ 20%	Total
1	GIS MAPPING							
	Indexed Street Map – booklet		2.20	0.00	2.20	2.30	0.00	2.30
	1:1250 OS Map Return Scheme (6 copies)	V	32.92	6.58	39.50	34.00	6.80	40.80
	Colour Copying - A4		2.20	0.00	2.20	2.30	0.00	2.30
	Colour Copying - A3		3.50	0.00	3.50	3.60	0.00	3.60
	Colour Copying - A2		4.60	0.00	4.60	4.70	0.00	4.70
	Colour Copying - A1		9.50	0.00	9.50	9.80	0.00	9.80
	Colour Copying - A0		17.90	0.00	17.90	18.50	0.00	18.50
	Colour Copying - A1/A0 Glossy Paper		40.00	0.00	40.00	41.30	0.00	41.30
	GIS Plot A3/A4 - Internal only (copyright restriction on external sales)		4.50	0.00	4.50	4.60	0.00	4.60
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	45.00	0.00	45.00
	Amendments to the LSPF (annual charge)		50.50	0.00	50.50	50.50	0.00	50.50
	Post & Packing		3.70	0.00	3.70	3.70	0.00	3.70
	Numbering New Residential & Commercial Units – per unit		100.00	0.00	100.00	100.00	0.00	100.00
	Naming a Street – per street		263.00	0.00	263.00	263.00	0.00	263.00
	Naming a Block – per block		142.00	0.00	142.00	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	25.00	0.00	25.00
3b	PROVISION OF INFORMATION (Internal)							
	Mapping Work per Hour		33.70	0.00	33.70	34.80	0.00	34.80
	1/2 day Mapinfo Training (up to 3 people)		236.70	0.00	236.70	244.30	0.00	244.30
3c	ADOPTED ROAD ENQUIRIES							
	Up to 3 Questions		22.50	0.00	22.50	23.20	0.00	23.20
	3 or more Questions		45.00	0.00	45.00	46.40	0.00	46.40
4	PROVISION OF PLANNING / BUILDING CONTROL INFORMATION							
4a	COPYING / SCANNING							
	A4 Sheet (includes VAT at standard rate)	V	4.42	0.88	5.30	4.58	0.92	5.50
	Extra Copy (includes VAT at standard rate)	V	0.42	0.08	0.50	0.42	0.08	0.50
	A3 Sheet		5.60	0.00	5.60	5.80	0.00	5.80
	Extra Copy		0.80	0.00	0.80	0.80	0.00	0.80
	A3 Plan		5.60	0.00	5.60	5.80	0.00	5.80
	Extra Copy		0.80	0.00	0.80	0.80	0.00	0.80
	A2 Plan		8.50	0.00	8.50	8.80	0.00	8.80
	Extra Copy		1.40	0.00	1.40	1.40	0.00	1.40
	A1 Plan		9.60	0.00	9.60	9.90	0.00	9.90
	Extra Copy		2.00	0.00	2.00	2.10	0.00	2.10
	A0 Plan		11.50	0.00	11.50	11.90	0.00	11.90
	Extra Copy		2.70	0.00	2.70	2.80	0.00	2.80
	Discount for Conservation Study Groups:							
	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			Standard Council charges apply		
5	FOOTPATH CROSSINGS & PATHS ACROSS VERGES							
	Legal Agreement to restrict the size of vehicle that can park on a forecourt		140.00	0.00	140.00	144.50	0.00	144.50
	Costs associated with amending Traffic Management Orders to facilitate footway crossovers in Controlled Parking Zones		118.00	0.00	118.00	121.80	0.00	121.80
	Application for Footway Crossovers - The Local Authorities (Transport Charges) Regulation 1998		159.00	0.00	159.00	160.00	0.00	160.00
	Construction of a crossover per square metre in paving slabs/blocks or asphalt. Excluding existing obstructions e.g. street lighting columns, street furniture, trees or utility apparatus. Note: Where a footway is currently constructed in asphalt / tarmac a new footway crossing will only be permitted to be constructed in asphalt / tarmac		155.00	0.00	155.00	160.00	0.00	160.00

Section Reference	<i>Italics denotes statutory fees</i>	Service is VATABLE	LONDON BOROUGH OF ENFIELD					
			ENVIRONMENT DEPARTMENT					
			AGREED CHARGES 2012/13			PROPOSED CHARGES 2013/14		
	Description of Fees & Charges		Basic	VAT@ 20%	Total	Basic	VAT@ 20%	Total
	Provision of a footway crossover when constructed as part of a planned footway reconstruction scheme - (40% discount on full price shown above) (per square metre). Note: crossover specification to comply with scheme construction.		93.00	0.00	93.00	96.00	0.00	96.00
	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		91.00	0.00	91.00	130.00	0.00	130.00
	New White line Entrance Marking on Highway		184.00	0.00	184.00	130.00	0.00	130.00
	Removal and replanting of shrub bed elsewhere in the Borough - per square metre		62.00	0.00	62.00	63.00	0.00	63.00
	Removal and replanting of grass verge elsewhere in the Borough - per square metre			NEW		55.00	0.00	55.00
	Application for Heavy Duty Footway crossover - The Local Authorities (Transport Charges) Regulation 1998			NEW		700.00	0.00	700.00
	Construction and site supervision of Heavy Duty crossover excluding statutory utility diversions.			NEW		Price on Application		
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			Price on Application		
7	PROVISION OF STREET NAME PLATES							
	Per Street Name Plate		382.00	0.00	382.00	Price on Application		
	Relocation only of existing Street Name Plate for footway crossing application		Price on Application			Price on Application		
8	TEMPORARY TRAFFIC ORDER							
	14.1 TTO Standard Charge		1,250.00	0.00	1,250.00	1,290.00	0.00	1,290.00
	14.2 Notice Standard Charge			New		645.00	0.00	645.00
	16.A Special Event Orders - (excluding community street parties)			New		645.00	0.00	645.00
9	RETRIEVE KEYS ETC. FROM ROAD GULLIES							
	Per occasion Note This service is not provided out of hours.		102.00	0.00	102.00	177.00	0.00	177.00
10	LICENCE FOR SKIPS							
	Skip Licence - 30 days		47.00	0.00	47.00	47.00	0.00	47.00
	Continuation Licence - 10 days		24.00	0.00	24.00	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	510.00	0.00	510.00
	- For each additional m ² over 10		51.00	0.00	51.00	51.00	0.00	51.00
	Licence:							
	Application fee (non refundable)		40.00	0.00	40.00	43.00	0.00	43.00
	Licence Fee up to 2 months max (if approved)		141.00	0.00	141.00	146.00	0.00	146.00
	Renewal licence fee each subsequent month (if approved)		48.00	0.00	48.00	43.00	0.00	43.00
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	183.00	0.00	183.00
	Capitalisation fee in lieu of annual charge		590.00	0.00	590.00	610.00	0.00	610.00
12a	Licence for Cranes							
	Licence for Cranes on the Highway up to 50 Tonnes		53.00	0.00	53.00	53.00	0.00	53.00
	Licence for Cranes on the Highway over 50 Tonnes		158.00	0.00	158.00	158.00	0.00	158.00
	Deposit before commencement of works (refundable against damage)		5,000.00	0.00	5,000.00	5,000.00	0.00	5,000.00
13	CONTAMINATED LAND INFORMATION							
	Contaminated Land Enquiry - Site History - where no records held		27.40	0.00	27.40	28.30	0.00	28.30
	Contaminated Land Enquiry - Site History - where records are held		117.20	0.00	117.20	121.00	0.00	121.00

Section Reference	Description of Fees & Charges	Service is VATABLE	LONDON BOROUGH OF ENFIELD					
			ENVIRONMENT DEPARTMENT					
			AGREED CHARGES 2012/13			PROPOSED CHARGES 2013/14		
			Basic	VAT @ 20%	Total	Basic	VAT @ 20%	Total
14	DEVELOPMENT CONTROL SERVICES							
	Provision of Information including Solicitors & Developers Inquires - per hour (1 hour minimum charge)		51.00	0.00	51.00	52.60	0.00	52.60
	Providing written confirmation of compliance with planning permission, including a site visit.		220.50	0.00	220.50	227.60	0.00	227.60
	Planning Decision Notice		11.10	0.00	11.10	11.50	0.00	11.50
	Retrieval of planning files from storage (1948 to 2005)		4.50	0.00	4.50	4.60	0.00	4.60
	London Local Authorities (Charges for Stopping Up Orders) Regulations 2000		2,389.90	0.00	2,389.90	2,466.40	0.00	2,466.40
	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	107.30	0.00	107.30
15	TRANSPORTATION SERVICES							
	Requests for Advice and Policy Guidance on Directional Signs		47.30	0.00	47.30	48.80	0.00	48.80
	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			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			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	24.00	4.80	28.80	24.75	4.95	29.70
	Completion Letter or Certificate on Building Regulations Applications	V	48.00	9.60	57.60	49.50	9.90	59.40
	Building control information including Solicitor's enquiries	V	52.58	10.52	63.10	54.25	10.85	65.10
	Copy of Decision Notice	V	10.17	2.03	12.20	10.50	2.10	12.60
	Issuing of Completion Certificate	V	52.58	10.52	63.10	54.25	10.85	65.10
	Demolition Notice		200.00	0.00	200.00	206.40	0.00	206.40
16a	BUILDING CONTROL FEES							
	Standard Domestic Charges for Estimate of costs less than £200,000							
	<u>Loft conversions < 40m²</u>							
	Full plan	V	169.92	38.58	208.50	175.33	35.07	210.40
	Inspection charge	V	254.88	50.98	305.86	263.00	52.60	315.60
	<u>Loft conversions 40m² - 60m²</u>							
	Full plan	V	198.24	39.65	237.89	204.58	40.92	245.50
	Inspection charge	V	297.36	59.47	356.83	306.92	61.38	368.30
	<u>Each additional 20m² over 60m²</u>							
	Full plan	V	21.24	4.25	25.49	21.92	4.38	26.30
	Inspection charge	V	31.86	6.37	38.23	32.92	6.58	39.50
	<u>Extension <6m²</u>							
	Full plan	V	141.60	28.32	169.92	146.17	29.23	175.40
	Inspection charge	V	212.40	42.48	254.88	219.17	43.83	263.00
	<u>Extension 6m² - 40m²</u>							
	Full plan	V	198.24	39.65	237.89	204.58	40.92	245.50
	Inspection charge	V	297.36	59.47	356.83	306.92	61.38	368.30
	<u>Extension 40m² - 60m²</u>							
	Full plan	V	240.72	48.14	288.86	248.42	49.68	298.10
	Inspection charge	V	361.08	72.22	433.30	372.67	74.53	447.20
	<u>Extension 60m² - 100m²</u>							
	Full plan	V	311.52	62.30	373.82	321.50	64.30	385.80
	Inspection charge	V	467.28	93.46	560.74	482.25	96.45	578.70
	<u>Each additional 20m² over 100m²</u>							
	Full plan	V	42.48	8.50	50.98	43.83	8.77	52.60
	Inspection charge	V	63.72	12.74	76.46	65.75	13.15	78.90
	<u>Basements as extension above plus</u>							
	Full plan	V	113.28	22.66	135.94	116.92	23.38	140.30
	Inspection charge	V	169.92	33.98	203.90	175.33	35.07	210.40
	<u>Attached garage <30m²</u>							
	Full plan	V	141.60	28.32	169.92	146.17	29.23	175.40
	Inspection charge	V	212.40	42.48	254.88	219.17	43.83	263.00
	<u>Detached garage 30m² - 60m²</u>							
	Full plan	V	141.60	28.32	169.92	146.17	29.23	175.40
	Inspection charge	V	212.40	42.48	254.88	219.17	43.83	263.00
	<u>Through lounge</u>							
	Full plan	V	56.64	11.33	67.97	58.42	11.68	70.10

Section Reference	Description of Fees & Charges	Service is VATABLE	LONDON BOROUGH OF ENFIELD					
			ENVIRONMENT DEPARTMENT					
			AGREED CHARGES 2012/13			PROPOSED CHARGES 2013/14		
			Basic	VAT @ 20%	Total	Basic	VAT @ 20%	Total
	Inspection charge	V	84.96	16.99	101.95	87.67	17.53	105.20
	<u>Removal of chimney breasts</u>							
	Full plan	V	56.64	11.33	67.97	58.42	11.68	70.10
	Inspection charge	V	84.96	16.99	101.95	87.67	17.53	105.20
	<u>Installation of new wc/shower/utility</u>							
	Full plan	V	56.64	11.33	67.97	58.42	11.68	70.10
	Inspection charge	V	84.96	16.99	101.95	87.67	17.53	105.20
	<u>Garage conversion</u>							
	Full plan	V	141.60	28.32	169.92	146.17	29.23	175.40
	Inspection charge	V	212.40	42.48	254.88	219.17	43.83	263.00
	<u>Replacement windows up to 5 windows</u>							
	Full plan	V	56.64	11.33	67.97	58.42	11.68	70.10
	Inspection charge	V	84.96	16.99	101.95	87.67	17.53	105.20
	<u>per extra 10 windows</u>							
	Full plan	V	28.32	5.66	33.98	29.25	5.85	35.10
	Inspection charge	V	42.48	8.50	50.98	43.83	8.77	52.60
	<u>Re-roofing</u>							
	Full plan	V	70.80	14.16	84.96	73.08	14.62	87.70
	Inspection charge	V	106.20	21.24	127.44	109.58	21.92	131.50
	<u>New wiring (non competent person)</u>							
	Full plan	V	84.96	16.99	101.95	87.67	17.53	105.20
	Inspection charge	V	127.44	25.49	152.93	131.50	26.30	157.80
	<u>Discount for each multiple works above</u>							
	Full plan	V	28.32	5.66	33.98	29.25	5.85	35.10
	Inspection charge	V	42.48	8.50	50.98	43.83	8.77	52.60
	<u>NEW BUILD DWELLINGS</u>							
	(<300m ² per dwelling)							
	<u>1 new dwelling</u>							
	Full plan	V	240.72	48.14	288.86	248.42	49.68	298.10
	Inspection charge	V	361.08	72.22	433.30	372.67	74.53	447.20
	<u>2-5 dwellings per extra dwelling</u>							
	Full plan	V	99.12	19.82	118.94	102.33	20.47	122.80
	Inspection charge	V	148.68	29.74	178.42	153.42	30.68	184.10
	<u>6-20 new dwellings per extra dwelling</u>							
	Full plan	V	637.20	127.44	764.64	657.58	131.52	789.10
	Inspection charge	V	955.79	191.16	1,146.95	986.42	197.28	1,183.70
	<u>Extra dwelling over 5</u>							
	Full plan	V	84.96	16.99	101.95	87.67	17.53	105.20
	Inspection charge	V	127.44	25.49	152.93	131.50	26.30	157.80
	<u>Flat conversion to form 2 flats</u>							
	Full plan	V	198.24	39.65	237.89	204.58	40.92	245.50
	Inspection charge	V	297.36	59.47	356.83	306.92	61.38	368.30
	<u>Plus for each additional flat</u>							
	Full plan	V	70.80	14.16	84.96	73.08	14.62	87.70
	Inspection charge	V	106.20	21.24	127.44	109.58	21.92	131.50
	<u>Other works -Estimate of cost:</u>							
	<u><£5000</u>							
	Full plan	V	84.00	16.80	100.80	86.67	17.33	104.00
	Inspection charge	V	126.00	25.20	151.20	130.00	26.00	156.00
	<u>£5001 - £10,000</u>							
	Full plan	V	100.80	20.16	120.96	104.00	20.80	124.80
	Inspection charge	V	151.20	30.24	181.44	156.00	31.20	187.20
	<u>£10,001 - £20,000</u>							
	Full plan	V	142.80	28.56	171.36	147.33	29.47	176.80
	Inspection charge	V	214.20	42.84	257.04	221.08	44.22	265.30
	<u>£20,001 - £30,000</u>							
	Full plan	V	184.80	36.96	221.76	190.75	38.15	228.90
	Inspection charge	V	277.20	55.44	332.64	286.08	57.22	343.30
	<u>£30,001 - £40,000</u>							
	Full plan	V	226.80	45.36	272.16	234.08	46.82	280.90
	Inspection charge	V	340.20	68.04	408.24	351.08	70.22	421.30
	<u>£40,001 - £50,000</u>							
	Full plan	V	268.80	53.76	322.56	277.42	55.48	332.90
	Inspection charge	V	403.20	80.64	483.84	416.08	83.22	499.30
	<u>£50,001 - £60,000</u>							
	Full plan	V	302.40	60.48	362.88	312.08	62.42	374.50
	Inspection charge	V	453.60	90.72	544.32	468.08	93.62	561.70
	<u>£60,001 - £70,000</u>							
	Full plan	V	336.00	67.20	403.20	346.75	69.35	416.10
	Inspection charge	V	504.00	100.80	604.80	520.17	104.03	624.20
	<u>£70,001 - £80,000</u>							
	Full plan	V	369.60	73.92	443.52	381.42	76.28	457.70

Section Reference	Description of Fees & Charges	Service is VATABLE	LONDON BOROUGH OF ENFIELD					
			ENVIRONMENT DEPARTMENT					
			AGREED CHARGES 2012/13			PROPOSED CHARGES 2013/14		
			Basic	VAT @ 20%	Total	Basic	VAT @ 20%	Total
	Inspection charge	V	554.40	110.88	665.28	572.17	114.43	686.60
	£80,001 - £90,000							
	Full plan	V	403.20	80.64	483.84	416.08	83.22	499.30
	Inspection charge	V	604.80	120.96	725.76	624.17	124.83	749.00
	£90,001 - £100,000							
	Full plan	V	436.80	87.36	524.16	450.75	90.15	540.90
	Inspection charge	V	655.20	131.04	786.24	676.17	135.23	811.40
	£100,001 - £120,000							
	Full plan	V	470.40	94.08	564.48	485.42	97.08	582.50
	Inspection charge	V	705.60	141.12	846.72	728.17	145.63	873.80
	£120,001 - £140,000							
	Full plan	V	504.00	100.80	604.80	520.17	104.03	624.20
	Inspection charge	V	756.00	151.20	907.20	780.17	156.03	936.20
	£140,001 - £160,000							
	Full plan	V	537.60	107.52	645.12	554.83	110.97	665.80
	Inspection charge	V	806.40	161.28	967.68	832.17	166.43	998.60
	£160,001 - £180,000							
	Full plan	V	571.20	114.24	685.44	589.50	117.90	707.40
	Inspection charge	V	856.80	171.36	1,028.16	884.25	176.85	1,061.10
	£180,001 - £200,000							
	Full plan	V	604.80	120.96	725.76	624.17	124.83	749.00
	Inspection charge	V	907.20	181.44	1,088.64	936.25	187.25	1,123.50
16b	Standard Non Domestic Charges for work less than £200,000							
	Non Domestic New Builds & extensions up to 100m²							
	Other Residential/Insttutional/Assembly/Recreational (<6m²)							
	Full plan	V	141.60	28.32	169.92	146.17	29.23	175.40
	Inspection charge	V	212.40	42.48	254.88	219.17	43.83	263.00
	<u>Industrial and Storage(<6m²)</u>							
	Full plan	V	113.28	22.66	135.94	116.92	23.38	140.30
	Inspection charge	V	169.92	33.98	203.90	175.33	35.07	210.40
	<u>Office and Shops(<6m²)</u>							
	Full plan	V	141.60	28.32	169.92	146.17	29.23	175.40
	Inspection charge	V	212.40	42.48	254.88	219.17	43.83	263.00
	Other Residential/Insttutional/Assembly/Recreational (<6-40m²)							
	Full plan	V	254.88	50.98	305.86	263.00	52.60	315.60
	Inspection charge	V	382.32	76.46	458.78	394.58	78.92	473.50
	<u>Industrial and Storage(<6-40m²)</u>							
	Full plan	V	169.92	33.98	203.90	175.33	35.07	210.40
	Inspection charge	V	254.88	50.98	305.86	263.00	52.60	315.60
	<u>Office and Shops(<6-40m²)</u>							
	Full plan	V	198.24	39.65	237.89	204.58	40.92	245.50
	Inspection charge	V	297.36	59.47	356.83	306.92	61.38	368.30
	Other Residential/Insttutional/Assembly/Recreational (<40-100m²)							
	Full plan	V	396.48	79.30	475.78	409.17	81.83	491.00
	Inspection charge	V	594.72	118.94	713.66	613.75	122.75	736.50
	<u>Industrial and Storage(<40-100m²)</u>							
	Full plan	V	254.88	50.98	305.86	263.00	52.60	315.60
	Inspection charge	V	382.32	76.46	458.78	394.58	78.92	473.50
	<u>Office and Shops(<40-100m²)</u>							
	Full plan	V	311.52	62.30	373.82	321.50	64.30	385.80
	Inspection charge	V	467.28	93.46	560.74	482.25	96.45	578.70
16c	<u>Shop Fitout each 100m2 or part</u>							
	Full plan	V	102.30	20.46	122.76	105.58	21.12	126.70
	Inspection charge	V	153.45	30.69	184.14	158.33	31.67	190.00
	<u>Shop Front</u>							
	Full plan	V	87.68	17.54	105.22	90.50	18.10	108.60
	Inspection charge	V	131.53	26.31	157.84	135.75	27.15	162.90
	<u>Office Partitioning per 50m run</u>							
	Full plan	V	87.68	17.54	105.22	90.50	18.10	108.60
	Inspection charge	V	131.53	26.31	157.84	135.75	27.15	162.90
	<u>New Windows up to 10</u>							
	Full plan	V	87.68	17.54	105.22	90.50	18.10	108.60
	Inspection charge	V	131.53	26.31	157.84	135.75	27.15	162.90
	<u>Per Extra 10</u>							
	Full plan	V	29.23	5.85	35.08	30.17	6.03	36.20
	Inspection charge	V	43.84	8.77	52.61	45.25	9.05	54.30
	<u>Mezzanine Floor per 500m2 or part</u>							

Section Reference	Description of Fees & Charges	Service is VATABLE	LONDON BOROUGH OF ENFIELD					
			ENVIRONMENT DEPARTMENT					
			AGREED CHARGES 2012/13			PROPOSED CHARGES 2013/14		
			Basic	VAT @ 20%	Total	Basic	VAT @ 20%	Total
	Full plan	V	175.37	35.07	210.44	181.00	36.20	217.20
	Inspection charge	V	263.05	52.61	315.66	271.50	54.30	325.80
	Other Works-Estimate of cost:							
	<£5,000							
	Full plan	V	84.00	16.80	100.80	86.67	17.33	104.00
	Inspection charge	V	126.00	25.20	151.20	130.00	26.00	156.00
	£5001-10,000							
	Full plan	V	100.80	20.16	120.96	104.00	20.80	124.80
	Inspection charge	V	151.20	30.24	181.44	156.00	31.20	187.20
	£10,001-£20,000							
	Full plan	V	142.80	28.56	171.36	147.33	29.47	176.80
	Inspection charge	V	214.20	42.84	257.04	221.50	44.30	265.80
	£20,001-£30,000							
	Full plan	V	184.80	36.96	221.76	190.75	38.15	228.90
	Inspection charge	V	277.20	55.44	332.64	286.08	57.22	343.30
	£30,001-£40,000							
	Full plan	V	226.80	45.36	272.16	234.08	46.82	280.90
	Inspection charge	V	340.20	68.04	408.24	351.08	70.22	421.30
	£40,001-£50,000							
	Full plan	V	268.80	53.76	322.56	277.42	55.48	332.90
	Inspection charge	V	403.20	80.64	483.84	416.08	83.22	499.30
	£50,001-£60,000							
	Full plan	V	302.40	60.48	362.88	312.08	62.42	374.50
	Inspection charge	V	453.60	90.72	544.32	468.08	93.62	561.70
	£60,001-£70,000							
	Full plan	V	336.00	67.20	403.20	346.75	69.35	416.10
	Inspection charge	V	504.00	100.80	604.80	520.17	104.03	624.20
	£70,001-£80,000							
	Full plan	V	369.60	73.92	443.52	381.42	76.28	457.70
	Inspection charge	V	554.40	110.88	665.28	572.17	114.43	686.60
	£80,001-£90,000							
	Full plan	V	403.20	80.64	483.84	416.08	83.22	499.30
	Inspection charge	V	604.80	120.96	725.76	624.17	124.83	749.00
	£90,001-£100,000							
	Full plan	V	436.80	87.36	524.16	450.75	90.15	540.90
	Inspection charge	V	655.20	131.04	786.24	676.17	135.23	811.40
	£100,001-£120,000							
	Full plan	V	470.40	94.08	564.48	485.42	97.08	582.50
	Inspection charge	V	705.60	141.12	846.72	728.17	145.63	873.80
	£120,001-£140,000							
	Full plan	V	504.00	100.80	604.80	520.17	104.03	624.20
	Inspection charge	V	756.00	151.20	907.20	780.17	156.03	936.20
	£140,001-£160,000							
	Full plan	V	537.60	107.52	645.12	554.83	110.97	665.80
	Inspection charge	V	806.40	161.28	967.68	832.17	166.43	998.60
	£160,001-£180,000							
	Full plan	V	571.20	114.24	685.44	589.50	117.90	707.40
	Inspection charge	V	856.80	171.36	1,028.16	884.25	176.85	1,061.10
	£180,001-£200,000							
	Full plan	V	604.80	120.96	725.76	624.17	124.83	749.00
	Inspection charge	V	907.20	181.44	1,088.64	936.25	187.25	1,123.50
17	Planning Application Fees							
	Application Type							
	<i>Householder</i>							
	Relating to one dwelling		172.00	0.00	172.00	172.00	0.00	172.00
	Relating to 2 or more dwellings		339.00	0.00	339.00	339.00	0.00	339.00
	Certificate of Lawfulness							
	Section 191 (1) (c) - Establish Use		195.00	0.00	195.00	195.00	0.00	195.00
	Section 191 (1) (a) or (b) - Existing per unit		385.00	0.00	385.00	385.00	0.00	385.00
	Section 191 (1) (a) or (b) - Existing 50 units		19,049.00	0.00	19,049.00	19,049.00	0.00	19,049.00
	Section 191 (1) (a) or (b) - Existing 51 and over units - per unit		115 Max 250,000	0.00	115 Max 250,000	115 Max 250,000	0.00	115 Max 250,000
	Section 192 - Proposed		Half full fee	0.00	Half full fee	Half full fee	0.00	Half full fee
	Outline							
	Site area not exceeding 2.5 ha - per 0.1ha		385.00	0.00	385.00	385.00	0.00	385.00
	Site area of 2.5 ha		9,527.00	0.00	9,527.00	9,527.00	0.00	9,527.00
	Site in excess of 2.5ha - per 0.1ha		115 Max 125,000	0.00	115 Max 125,000	115 Max 125,000	0.00	115 Max 125,000

Section Reference	<i>Italics denotes statutory fees</i>	Service is VATABLE	LONDON BOROUGH OF ENFIELD					
			ENVIRONMENT DEPARTMENT					
			AGREED CHARGES 2012/13			PROPOSED CHARGES 2013/14		
Description of Fees & Charges			Basic	VAT @ 20%	Total	Basic	VAT @ 20%	Total
<u>Dwellings</u>								
<i>Per dwelling created - below 50</i>			385.00	0.00	385.00	385.00	0.00	385.00
50 dwellings			19,049.00	0.00	19,049.00	19,049.00	0.00	19,049.00
<i>Per dwelling - above 50</i>			115 Max 250,000	0.00	115 Max 250,000	115 Max 250,000	0.00	115 Max 250,000
Change of use			385.00	0.00	385.00	385.00	0.00	385.00
<u>Other buildings</u>								
<i>No additional floorspace and Floorspace up to 40 sq.m</i>			195.00	0.00	195.00	195.00	0.00	195.00
<i>Floorspace between 40 sq.m. and 75 sq.m.</i>			385.00	0.00	385.00	385.00	0.00	385.00
<i>Floorspace between 75 sq.m. and 3750 sq.m. - for each additional 75 sq.m.</i>			385.00	0.00	385.00	385.00	0.00	385.00
<i>3750 sq.m. created</i>			19,049.00	0.00	19,049.00	19,049.00	0.00	19,049.00
<i>Each additional 75 sq.m. (or part thereof) above 3750 sq.m.</i>			115 Max 250,000	0.00	115 Max 250,000	115 Max 250,000	0.00	115 Max 250,000
<u>Erection, on land used for the purpose of agriculture</u>								
<i>Works upto 465 sq.m.</i>			80.00	0.00	80.00	80.00	0.00	80.00
<i>Floorspace between 465 sq.m. and 540 sq.m.</i>			385.00	0.00	385.00	385.00	0.00	385.00
<i>Floorspace between 540 sq.m. and 4215 sq.m. - for each additional 75 sq.m.</i>			385.00	0.00	385.00	385.00	0.00	385.00
<i>4215 sq.m. created</i>			19,049.00	0.00	19,049.00	19,049.00	0.00	19,049.00
<i>Each additional 75 sq.m. (or part thereof) above 3750 sq.m.</i>			115 Max 250,000	0.00	115 Max 250,000	115 Max 250,000	0.00	115 Max 250,000
<u>Erection of glasshouses on land used for the purposes of agriculture</u>								
<i>Works up to 465 sq.m.</i>			80.00	0.00	80.00	80.00	0.00	80.00
<i>Works creating more than 465 sq.m.</i>			2,150.00	0.00	2,150.00	2,150.00	0.00	2,150.00
<u>The erection, alteration or replacement of plant or machinery</u>								
<i>Site area not exceeding 5ha- each 0.1ha or part thereof</i>			385.00	0.00	385.00	385.00	0.00	385.00
<i>Site area of 5ha</i>			19,049.00	0.00	19,049.00	19,049.00	0.00	19,049.00
<i>Site area in excess of 5ha - each additional 0.1ha or part thereof</i>			115 Max 250,000	0.00	115 Max 250,000	115 Max 250,000	0.00	115 Max 250,000
<i>The carrying out of any operations not coming within any of the above categories - for each 0.1 ha of site area</i>			195 Max 1,690	0.00	195 Max 1,690	195 Max 1,690	0.00	195 Max 1,690
<u>Operations connected with exploratory drilling for oil or natural gas</u>								
<i>Site area not exceeding 7.5 ha - for each 0.1 ha of site area</i>			385.00	0.00	385.00	385.00	0.00	385.00
<i>Site area of 7.5 ha</i>			28,750.00	0.00	28,750.00	28,750.00	0.00	28,750.00
<i>Per 0.1ha in excess of 7.5ha</i>			115 Max 250,000	0.00	115 Max 250,000	115 Max 250,000	0.00	115 Max 250,000
<u>Winning and working of materials</u>								
<i>Per 0.1 ha site area to maximum 15 ha</i>			195.00	0.00	195.00	195.00	0.00	195.00
<i>Site area of 15 ha</i>			29,112.00	0.00	29,112.00	29,112.00	0.00	29,112.00
<i>Per 0.1 ha site area in excess of 15 ha</i>			115 Max 65,000	0.00	115 Max 65,000	115 Max 65,000	0.00	115 Max 65,000
<u>Disposal of refuse or waste materials or for the deposit of material remaining after minerals have been extracted from the land or for the storage of minerals in the open.</u>								
<i>Per 0.1 ha site area to maximum 15 ha</i>			195.00	0.00	195.00	195.00	0.00	195.00
<i>Site area of 15 ha</i>			29,112.00	0.00	29,112.00	29,112.00	0.00	29,112.00
<i>Per 0.1 ha site area in excess of 15 ha</i>			115 Max 65,000	0.00	115 Max 65,000	115 Max 65,000	0.00	115 Max 65,000
<i>Construction of car parks, service roads and access for the purpose of a single undertaking</i>			195.00	0.00	195.00	195.00	0.00	195.00
<u>Extant Planning Permission</u>								
<i>Householder</i>			57.00	0.00	57.00	57.00	0.00	57.00
<i>Major development</i>			575.00	0.00	575.00	575.00	0.00	575.00
<i>All other applications</i>			195.00	0.00	195.00	195.00	0.00	195.00
<u>Non-Material Amendment</u>								
<i>Householder</i>			28.00	0.00	28.00	28.00	0.00	28.00

Section Reference	Description of Fees & Charges	Service is VATABLE	LONDON BOROUGH OF ENFIELD					
			ENVIRONMENT DEPARTMENT					
			AGREED CHARGES 2012/13			PROPOSED CHARGES 2013/14		
			Basic	VAT @ 20%	Total	Basic	VAT @ 20%	Total
	<i>All other applications</i>		195.00	0.00	195.00	195.00	0.00	195.00
	<i>Minor Material Amendment</i>		195.00	0.00	195.00	195.00	0.00	195.00
	<i>Reserved matters</i>		385.00	0.00	385.00	385.00	0.00	385.00
	<i>For non-compliance with conditions, variation or renewal of a temporary permission</i>		195.00	0.00	195.00	195.00	0.00	195.00
	<i>Request for written confirmation of compliance with condition(s)</i>							
	<i>Householder</i>		28.00	0.00	28.00	28.00	0.00	28.00
	<i>All other applications</i>		97.00	0.00	97.00	97.00	0.00	97.00
	<i>Playing Fields</i>		385.00	0.00	385.00	385.00	0.00	385.00
	<i>Telecoms prior approval</i>		385.00	0.00	385.00	385.00	0.00	385.00
	<i>Buildings and roads constructed under PD for agriculture/forestry</i>		80.00	0.00	80.00	80.00	0.00	80.00
	<i>Demolition prior approval</i>		80.00	0.00	80.00	80.00	0.00	80.00
	<i>Advert to premises</i>		110.00	0.00	110.00	110.00	0.00	110.00
	<i>Directional advert</i>		110.00	0.00	110.00	110.00	0.00	110.00
	<i>All other adverts</i>		385.00	0.00	385.00	385.00	0.00	385.00
18	Coordinated Development Process & Sustainability Assessment Services							
18a	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	1,251.17	250.23	1,501.40	1,291.17	258.23	1,549.40
	Two Storey Extension	V	1,620.17	324.03	1,944.20	1,672.00	334.40	2,006.40
	Loft Conversion	V	1,476.00	295.20	1,771.20	1,523.25	304.65	1,827.90
	Combination Loft & Extension	V	3,224.33	644.87	3,869.20	3,327.50	665.50	3,993.00
	Lawful Development Certificate	V	78.92	15.78	94.70	81.42	16.28	97.70
18b	Comprehensive Code for Sustainable Homes Assessment							
	For One Unit	V	5,105.42	1021.08	6,126.50	5,268.83	1053.77	6,322.60
18c	BREEAM Assessment	V	12,003.33	2400.67	14,404.00	12,387.42	2477.48	14,864.90
19	HIGHWAY RELATED CHARGES							
A	Emergency Call-Out Service							
	(a) Daytime Monday – Friday				Price on Application			Price on Application
	Supervisor per hour (minimum 1 hour)				Price on Application			Price on Application
	Highways Roadgang (2 men) per hour (Minimum 1 hour)				Price on Application			Price on Application
	(b) Overtime Monday - Saturday				Price on Application			Price on Application
	Callout (Minimum of 2 hours)				Price on Application			Price on Application
	Callout over 2 hours (per hour)				Price on Application			Price on Application
	Highways Road Gang (2 men + lorry) (2 hours minimum charge)				Price on Application			Price on Application
	Callout of Road Gang over 2 hours (per hour)				Price on Application			Price on Application
	(c) Overtime Sunday & Bank Holidays & After Midnight				Price on Application			Price on Application
	Callout (Minimum of 2 hours)				Price on Application			Price on Application
	Callout (over 2 hours) per hour				Price on Application			Price on Application
	Highways Road Gang (2 men + lorry) (2 hours minimum charge)				Price on Application			Price on Application
	Callout of Road Gang over 2 hours (per hour)				Price on Application			Price on Application
	(d) Bag of Granules used in Road Traffic				Price on Application			Price on Application
	Accidents, per Bag				Price on Application			Price on Application
	(e) Lost Lamp				Price on Application			Price on Application
B	Replace Pedestrian Guardrails				Price on Application			Price on Application
	One panel				Price on Application			Price on Application
	Two panels				Price on Application			Price on Application

Section Reference	<i>Italics denotes statutory fees</i>	Service is VATABLE	LONDON BOROUGH OF ENFIELD						
			ENVIRONMENT DEPARTMENT						
			AGREED CHARGES 2012/13			PROPOSED CHARGES 2013/14			
			Description of Fees & Charges	Basic	VAT@ 20%	Total	Basic	VAT@ 20%	Total
	Three panels		Price on Application			Price on Application			
	Four panels		Price on Application			Price on Application			
	Five panels		Price on Application			Price on Application			
	Six panels		Price on Application			Price on Application			
C	Street Lighting & Illuminated Street Furniture – (Removal of damaged items, & replaced to working order)		Price on Application			Price on Application			
	Illuminated bollards per unit		Price on Application			Price on Application			
	Haldo Bollard		Price on Application			Price on Application			
	600 'O' Bollard		Price on Application			Price on Application			
	Pearce Gowshall Bollard		Price on Application			Price on Application			
	Lamp Columns per unit		Price on Application			Price on Application			
	Street Lighting Column - up to 5 metre		Price on Application			Price on Application			
	Street Lighting Column – 6 metre		Price on Application			Price on Application			
	Street Lighting Column – 8 metre		Price on Application			Price on Application			
	Street Lighting Column – 10 metre		Price on Application			Price on Application			
	Illuminated Large Base Sign Post/ Directional Sign per unit		Price on Application			Price on Application			
	Double Bracket/Post		Price on Application			Price on Application			
	Single Bracket/Post		Price on Application			Price on Application			
	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			Price on Application		
		Per m ² (over 1m2)		Price on Application			Price on Application		
E	Bollards		Price on Application			Price on Application			
	Supply and fix concrete bollard - (per bollard)		Price on Application			Price on Application			
	Supply & fix metal bollard - (per bollard)		Price on Application			Price on Application			
	Supply & fix timber bollard - (per bollard)		Price on Application			Price on Application			
F	Brickwork		Price on Application			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			Price on Application			
G	Grounds & Arboricultural Maintenance		Price on Application			Price on Application			
	Shrub Replacement per item		Price on Application			Price on Application			
	Up to 5 litre pot		Price on Application			Price on Application			
	Up to10 litre pot		Price on Application			Price on Application			
	Up to 15 litre pot		Price on Application			Price on Application			
	Trees Hedges & Shrubs Causing Obstructions		Price on Application			Price on Application			
	Per tree, hedge or shrub fallen from privately owned land onto Public Highway		Price on Application			Price on Application			
	Per roots from tree, hedge or shrub from privately owned land causing damage to public highway		Price on Application			Price on Application			
	Per tree, hedge or shrub from privately owned land obstructing Council owned Street Lighting or Street		Price on Application			Price on Application			
	Removal after an accident		Price on Application			Price on Application			
	Per tree - removal and replacement of tree following vehicle damage or public interference		Price on Application			Price on Application			
	Up to 320 mm - DBH		Price on Application			Price on Application			
	Up to 400 mm - DBH		Price on Application			Price on Application			
	Up to 450 mm - DBH		Price on Application			Price on Application			
	Removal of Tree for Provision of Vehicle/Garage Crossover & Replacement Elsewhere		Price on Application			Price on Application			
	Up to 50 mm DBH		Price on Application			Price on Application			
	Up to 160 mm DBH		Price on Application			Price on Application			
	Up to 240 mm DBH		Price on Application			Price on Application			
	Up to 320 mm DBH		Price on Application			Price on Application			
	Up to 400 mm DBH		Price on Application			Price on Application			
	Up to 450 mm DBH		Price on Application			Price on Application			
	Root Pruning per m2		Price on Application			Price on Application			
	Repairs to footway per m2		Price on Application			Price on Application			
	Root chasing per linear metre		Price on Application			Price on Application			
20	PEST CONTROL		See Part 2 report			See Part 2 report			

Section Reference	Description of Fees & Charges	Service is VATABLE	LONDON BOROUGH OF ENFIELD					
			ENVIRONMENT DEPARTMENT					
			AGREED CHARGES 2012/13			PROPOSED CHARGES 2013/14		
			Basic	VAT @ 20%	Total	Basic	VAT @ 20%	Total
21	FOOD CERTIFICATES							
	Certificate		77.00	0.00	77.00	79.50	0.00	79.50
	Additional Charge per certificate if physical examination is required		165.00	0.00	165.00	170.30	0.00	170.30
22	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	70.00	0.00	70.00
	(ii) FOOD HYGIENE COURSES (include materials & exam registration) Total Fee per person		70.00	0.00	70.00	70.00	0.00	70.00
	(iii) Replacement Certificates		28.00	0.00	28.00	28.00	0.00	28.00
	(iv) Examination Certificates		22.00	0.00	22.00	22.00	0.00	22.00
23	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) Exam Registration charged by CIEH		570.00 0.00	0.00 0.00	570.00 0.00	600.00 0.00	0.00 0.00	600.00 0.00
	(ii) FOOD HYGIENE COURSES (include materials & exam registration) Per Course (No VAT applicable) Exam Registration charged by CIEH		541.00 0.00	0.00 0.00	541.00 0.00	600.00 0.00	0.00 0.00	600.00 0.00
24	PUBLIC REGISTER COPIES							
	IPC Authorised Premises Provision of copies – per premise – per officer half hour or part thereof		21.00	0.00	21.00	21.70	0.00	21.70
	<u>Food Safety Registration</u> Single entry One category of food premises Full Register		21.00 26.00 51.00	0.00 0.00 0.00	21.00 26.00 51.00	21.70 26.80 52.60	0.00 0.00 0.00	21.70 26.80 52.60
	Environmental Regulation of Industrial Plant		Price on Application			Price on Application		
	Notification of Cooling Towers register Copy of full register		25.00	0.00	25.00	25.80	0.00	25.80
25	ENVIRONMENTAL CRIME UNIT							
	Daily Storage Fee in Pound – no fees set by the Highways Act		40.00	0.00	40.00	40.00	0.00	40.00
	<i>Disposal Costs - no fees set by the Highways Act</i>		70.00	0.00	70.00	70.00	0.00	70.00
	<i>DVLA release fee within 24 hours</i>		100.00	0.00	100.00	100.00	0.00	100.00
	<i>DVLA release fee over 24 hours</i>		200.00	0.00	200.00	200.00	0.00	200.00
	<i>DVLA daily pound storage fees after 48 hours in Pound (In addition to the release fee)</i>		21.00	0.00	21.00	21.00	0.00	21.00
	<i>Surety fee Payable if unable to provide current tax disc at time of vehicle collection. This fee is refundable if the tax disc is produced within 14 days.</i>		160.00	0.00	160.00	160.00	0.00	160.00
	Fee for a formal complaint made in respect of high hedges and trees, under part 8 of the Anti-Social Behaviour Act 2003		330.00	0.00	330.00	330.00	0.00	330.00
26	LICENCES							
	A. ANIMAL BOARDING ESTABLISHMENT		348.00	0.00	348.00	359.10	0.00	359.10
	B. BREEDING OF DOGS		274.00	0.00	274.00	282.80	0.00	282.80
	C. DANGEROUS WILD ANIMALS		392.00	0.00	392.00	404.50	0.00	404.50
	D. PERFORMING ANIMALS							
	Registration		157.00	0.00	157.00	162.00	0.00	162.00
	Certification		44.00	0.00	44.00	45.40	0.00	45.40
	E. PET SHOPS		250.00	0.00	250.00	258.00	0.00	258.00
	F. STREET TRADING							
	Vans/Stalls		162.00	0.00	162.00	167.20	0.00	167.20
	Forecourt of shops and cafes/restaurants in designated areas		777.00	0.00	777.00	801.90	0.00	801.90
	G. OCCASIONAL SALES							

Section Reference	Description of Fees & Charges	Service is VATABLE	LONDON BOROUGH OF ENFIELD					
			ENVIRONMENT DEPARTMENT					
			AGREED CHARGES 2012/13			PROPOSED CHARGES 2013/14		
			Basic	VAT @ 20%	Total	Basic	VAT @ 20%	Total
	Initial Application		312.00	0.00	312.00	322.00	0.00	322.00
	Subsequent Applications		157.00	0.00	157.00	162.00	0.00	162.00
	H. RIDING ESTABLISHMENTS		548.00	0.00	548.00	565.50	0.00	565.50
	I. SEX SHOPS		20,000.00	0.00	20,000.00	20,640.00	0.00	20,640.00
	J. TABLES & CHAIRS							
	Up to 3 sq. m		193.00	0.00	193.00	199.20	0.00	199.20
	Between 3 and 10 sq. m		385.00	0.00	385.00	397.30	0.00	397.30
	Between 10 and 15 sq. m		770.00	0.00	770.00	794.60	0.00	794.60
	Between 15 and (maximum) 25 sq. m		1,530.00	0.00	1,530.00	1,579.00	0.00	1,579.00
	K.Zoos							
	Notification of intention to apply for a zoo licence		102.00	0.00	102.00	105.30	0.00	105.30
	New application for a zoo licence		816.00	0.00	816.00	842.10	0.00	842.10
	Renewal of licence		510.00	0.00	510.00	526.30	0.00	526.30
	Transfer of licence		612.00	0.00	612.00	631.60	0.00	631.60
	Variation of a zoo licence		612.00	0.00	612.00	631.60	0.00	631.60
	(plus the costs of inspection where applicable)							
	L. Pleasure Boats							
	Application for a boat hire licence		204.00	0.00	204.00	210.50	0.00	210.50
	Variation of a boat hire licence		102.00	0.00	102.00	105.30	0.00	105.30
	M. Hypnotism							
	Application for consent to conduct an exhibition, demonstration or performance of hypnotism		102.00	0.00	102.00	105.30	0.00	105.30
27	APPROVALS							
	CIVIL MARRIAGE VENUES - Inspection Fee (3 year approval)		676.00	0.00	676.00	697.60	0.00	697.60
	Registrars Inspection fee - C495		136.00	0.00	136.00	140.40	0.00	140.40
28	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:		GRANT & VARIATION FEE PAYABLE	VAT	GRANT & VARIATION FEE PAYABLE	GRANT & VARIATION FEE PAYABLE	VAT	GRANT & VARIATION FEE PAYABLE
	RATEABLE VALUES							
	No rateable value to £4,300		100.00	0.00	100.00	100.00	0.00	100.00
	£4,300 to £33,000		190.00	0.00	190.00	190.00	0.00	190.00
	£33,001 to £87,000		315.00	0.00	315.00	315.00	0.00	315.00
	£87,001 to £125,000		450.00	0.00	450.00	450.00	0.00	450.00
	£125,001 and above		635.00	0.00	635.00	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:		GRANT & VARIATION FEE PAYABLE	VAT	GRANT & VARIATION FEE PAYABLE	GRANT & VARIATION FEE PAYABLE	VAT	GRANT & VARIATION FEE PAYABLE
	RATEABLE VALUES							
	£87,001 to £125,000		450.00	0.00	450.00	450.00	0.00	450.00
	£125,001 and above		1,270.00	0.00	1,270.00	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:		GRANT & VARIATION ADDITIONAL FEE	VAT	GRANT & VARIATION ADDITIONAL FEE	GRANT & VARIATION ADDITIONAL FEE	VAT	GRANT & VARIATION ADDITIONAL FEE
	MAXIMUM NUMBER OF PERSONS							
	5,000 to 9,999		1,000.00	0.00	1,000.00	1,000.00	0.00	1,000.00
	10,000 to 14,999		2,000.00	0.00	2,000.00	2,000.00	0.00	2,000.00
	15,000 to 19,999		4,000.00	0.00	4,000.00	4,000.00	0.00	4,000.00
	20,000 to 29,999		8,000.00	0.00	8,000.00	8,000.00	0.00	8,000.00
	30,000 to 39,999		16,000.00	0.00	16,000.00	16,000.00	0.00	16,000.00
	40,000 to 49,999		24,000.00	0.00	24,000.00	24,000.00	0.00	24,000.00
	50,000 to 59,999		32,000.00	0.00	32,000.00	32,000.00	0.00	32,000.00
	60,000 to 69,999		40,000.00	0.00	40,000.00	40,000.00	0.00	40,000.00
	70,000 to 79,999		48,000.00	0.00	48,000.00	48,000.00	0.00	48,000.00
	80,000 to 89,999		56,000.00	0.00	56,000.00	56,000.00	0.00	56,000.00
	90,000 and over		64,000.00	0.00	64,000.00	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:		ANNUAL FEE PAYABLE	VAT	ANNUAL FEE PAYABLE	ANNUAL FEE PAYABLE	VAT	ANNUAL FEE PAYABLE

Section Reference	Description of Fees & Charges	Service is VATABLE	LONDON BOROUGH OF ENFIELD					
			ENVIRONMENT DEPARTMENT					
			AGREED CHARGES 2012/13			PROPOSED CHARGES 2013/14		
			Basic	VAT @ 20%	Total	Basic	VAT @ 20%	Total
	<i>Italics denotes statutory fees</i>							
	RATEABLE VALUES							
	No rateable value to £4,300		70.00	0.00	70.00	70.00	0.00	70.00
	£4,300 to £33,000		180.00	0.00	180.00	180.00	0.00	180.00
	£33,001 to £87,000		295.00	0.00	295.00	295.00	0.00	295.00
	£87,001 to £125,000		320.00	0.00	320.00	320.00	0.00	320.00
	£125,001 and above		350.00	0.00	350.00	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:		ANNUAL ADDITIONAL FEE	VAT	ANNUAL ADDITIONAL FEE	ANNUAL ADDITIONAL FEE	VAT	ANNUAL ADDITIONAL FEE
	RATEABLE VALUES							
	£87,001 to £125,000		640.00	0.00	640.00	640.00	0.00	640.00
	£125,001 and above		1,050.00	0.00	1,050.00	1050.00	0.00	1,050.00
	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:		ANNUAL ADDITIONAL FEE	VAT	ANNUAL ADDITIONAL FEE	ANNUAL ADDITIONAL FEE	VAT	ANNUAL ADDITIONAL FEE
	MAXIMUM NUMBER OF PERSONS							
	5,000 to 9,999		500.00	0.00	500.00	500.00	0.00	500.00
	10,000 to 14,999		1,000.00	0.00	1,000.00	1000.00	0.00	1,000.00
	15,000 to 19,999		2,000.00	0.00	2,000.00	2000.00	0.00	2,000.00
	20,000 to 29,999		4,000.00	0.00	4,000.00	4000.00	0.00	4,000.00
	30,000 to 39,999		8,000.00	0.00	8,000.00	8000.00	0.00	8,000.00
	40,000 to 49,999		12,000.00	0.00	12,000.00	12000.00	0.00	12,000.00
	50,000 to 59,999		16,000.00	0.00	16,000.00	16000.00	0.00	16,000.00
	60,000 to 69,999		20,000.00	0.00	20,000.00	20000.00	0.00	20,000.00
	70,000 to 79,999		24,000.00	0.00	24,000.00	24000.00	0.00	24,000.00
	80,000 to 89,999		28,000.00	0.00	28,000.00	28000.00	0.00	28,000.00
	90,000 and over		32,000.00	0.00	32,000.00	32000.00	0.00	32,000.00
B	<u>FEES PAYABLE:</u>							
	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:		GRANT & VARIATION FEE PAYABLE	VAT	GRANT & VARIATION FEE PAYABLE	GRANT & VARIATION FEE PAYABLE	VAT	GRANT & VARIATION FEE PAYABLE
	RATEABLE VALUES							
	No rateable value to £4,300		100.00	0.00	100.00	100.00	0.00	100.00
	£4,300 to £33,000		190.00	0.00	190.00	190.00	0.00	190.00
	£33,001 to £87,000		315.00	0.00	315.00	315.00	0.00	315.00
	£87,001 to £125,000		450.00	0.00	450.00	450.00	0.00	450.00
	£125,001 and above		635.00	0.00	635.00	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:		ANNUAL FEE PAYABLE	VAT	ANNUAL FEE PAYABLE	ANNUAL FEE PAYABLE	VAT	ANNUAL FEE PAYABLE
	RATEABLE VALUES							
	No rateable value to £4,300		70.00	0.00	70.00	70.00	0.00	70.00
	£4,300 to £33,000		180.00	0.00	180.00	180.00	0.00	180.00
	£33,001 to £87,000		295.00	0.00	295.00	295.00	0.00	295.00
	£87,001 to £125,000		320.00	0.00	320.00	320.00	0.00	320.00
	£125,001 and above		350.00	0.00	350.00	350.00	0.00	350.00
C	<u>OTHER FEES PAYABLE IN RESPECT OF APPLICATIONS MADE OR NOTICES GIVEN, ARE AS FOLLOWS</u>		FEE PAYABLE	VAT	FEE PAYABLE	FEE PAYABLE	VAT	FEE PAYABLE
	APPLICATION OR NOTICE							
	Notification of theft, loss, etc of premises licence or summary		10.50	0.00	10.50	10.50	0.00	10.50
	Application for provisional statement where premises being built, etc		315.00	0.00	315.00	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	10.50	0.00	10.50
	Application to vary premises licence to specify individual as designated premises supervisor		23.00	0.00	23.00	23.00	0.00	23.00
	Application for transfer of premises licence		23.00	0.00	23.00	23.00	0.00	23.00
	Application for a minor variation to a premises licence		89.00	0.00	89.00	89.00	0.00	89.00

Section Reference	Description of Fees & Charges	Service is VATABLE	LONDON BOROUGH OF ENFIELD					
			ENVIRONMENT DEPARTMENT					
			AGREED CHARGES 2012/13			PROPOSED CHARGES 2013/14		
			Basic	VAT @ 20%	Total	Basic	VAT @ 20%	Total
	<i>Notice of interim authority following death etc of the premises licence holder</i>		23.00	0.00	23.00	23.00	0.00	23.00
	<i>Notification of theft, loss, etc of club premises certificate or summary</i>		10.50	0.00	10.50	10.50	0.00	10.50
	<i>Notification of change of name or alteration of rules of club</i>		10.50	0.00	10.50	10.50	0.00	10.50
	<i>Notification of change of relevant registered address of the club</i>		10.50	0.00	10.50	10.50	0.00	10.50
	<i>Application for temporary event notice</i>		21.00	0.00	21.00	21.00	0.00	21.00
	<i>Notification of theft, loss, etc of temporary event notice</i>		10.50	0.00	10.50	10.50	0.00	10.50
	<i>Application for grant or renewal of a personal licence</i>		37.00	0.00	37.00	37.00	0.00	37.00
	<i>Notification of theft, loss, etc of personal licence</i>		10.50	0.00	10.50	10.50	0.00	10.50
	<i>Notification of change of name or address of personal licence holder</i>		10.50	0.00	10.50	10.50	0.00	10.50
	<i>Notification of right of freeholder to be notified of licensing matters</i>		21.00	0.00	21.00	21.00	0.00	21.00
29	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							
	Champiassage/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							
	NEW LICENCES		618.00	0.00	618.00	637.80	0.00	637.80
	RENEWALS		463.00	0.00	463.00	477.80	0.00	477.80
	VARIATIONS		309.00	0.00	309.00	318.90	0.00	318.90
	TRANSFER		232.00	0.00	232.00	239.40	0.00	239.40
	OCCASIONAL LICENCE		309.00	0.00	309.00	318.90	0.00	318.90
	GROUP B							

Section Reference	<i>Italics denotes statutory fees</i>	Service is VATABLE	LONDON BOROUGH OF ENFIELD					
			ENVIRONMENT DEPARTMENT					
			AGREED CHARGES 2012/13			PROPOSED CHARGES 2013/14		
Description of Fees & Charges		Basic	VAT@ 20%	Total	Basic	VAT@ 20%	Total	
	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 Thalassatherapy 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	477.80	0.00	477.80	
	RENEWALS	360.00	0.00	360.00	371.50	0.00	371.50	
	VARIATIONS	205.00	0.00	205.00	211.60	0.00	211.60	
	TRANSFER	129.00	0.00	129.00	133.10	0.00	133.10	
	OCCASIONAL LICENCE	232.00	0.00	232.00	239.40	0.00	239.40	
	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	318.90	0.00	318.90	
	RENEWALS	258.00	0.00	258.00	266.30	0.00	266.30	
	VARIATIONS	180.00	0.00	180.00	185.80	0.00	185.80	
	TRANSFER	77.00	0.00	77.00	79.50	0.00	79.50	
	OCCASIONAL LICENCE	155.00	0.00	155.00	160.00	0.00	160.00	
	REPLACEMENT COPY OF LICENCE	26.00	0.00	26.00	26.80	0.00	26.80	
30	MOTOR SALVAGE OPERATORS							
	Sole Trader	150.00	0.00	150.00	154.80	0.00	154.80	
	Limited Company (one director)	150.00	0.00	150.00	154.80	0.00	154.80	
	Partnership	150.00	0.00	150.00	154.80	0.00	154.80	
	Additional fee for second & subsequent partners	75.00	0.00	75.00	77.40	0.00	77.40	
	Limited Company (multi – director)	150.00	0.00	150.00	154.80	0.00	154.80	
	Additional fee for second & subsequent director	75.00	0.00	75.00	77.40	0.00	77.40	
	Certified copy of Register Entry	40.00	0.00	40.00	41.30	0.00	41.30	
31	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 EQUIPMENT							

Section Reference	<i>Italics denotes statutory fees</i>	Service is VATABLE	LONDON BOROUGH OF ENFIELD					
			ENVIRONMENT DEPARTMENT					
			AGREED CHARGES 2012/13			PROPOSED CHARGES 2013/14		
Description of Fees & Charges			Basic	VAT @ 20%	Total	Basic	VAT @ 20%	Total
The charges for examining, adjusting, testing, certifying, stamping, authorising or reporting on special weighing or measuring equipment be based on officer's time per 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	93.90 per hour or part hour	0.00	93.90 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.			182.00 per hour or part hour	0.00	182.00 per hour or part hour	187.80 per hour or part hour	0.00	187.80 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								
Waiting time / down time, at the cause of the customer, will be charged at an hourly rate.			91.00 per hour or part hour	0.00	91.00 per hour or part hour	93.90 per hour or part hour	0.00	93.90 per hour or part hour
(C) WEIGHTS								
For weights submitted at the same time and on the same order there will be a fee added per weight tested as in the table below:			62.00	0.00	62.00	64.00	0.00	64.00
(i) Weights not exceeding 25kg			14.70	0.00	14.70	15.20	0.00	15.20
(D) MEASURES								
For measures submitted at the same time and on the same order there will be a fee added per measure tested as in the table below:			62.00	0.00	62.00	64.00	0.00	64.00
(i) Linear measures not exceeding 3m or 10ft each scale			14.70	0.00	14.70	15.20	0.00	15.20
(ii) Linear measures exceeding 3m each scale			14.70	0.00	14.70	15.20	0.00	15.20
(iii) Capacity measures without divisions			14.70	0.00	14.70	15.20	0.00	15.20
(iv) Cubic ballast measures (other than brim measures)			144.10	0.00	144.10	148.70	0.00	148.70
(v) Liquid capacity measures for making up and checking average quantity packages			34.70	0.00	34.70	35.80	0.00	35.80
(vi) Templets								
(a) per scale - first item			58.90	0.00	58.90	60.80	0.00	60.80
(b) second and subsequent items			21.00	0.00	21.00	21.70	0.00	21.70
(E) WEIGHING INSTRUMENTS Where an officer has to travel to the location of the weighing instrument for verification a fee will be charged in addition to the amount in the table below:			46.00	0.00	46.00	47.50	0.00	47.50
Exceeding Not Exceeding								
15 kg			51.50	0.00	51.50	53.10	0.00	53.10
15kg 100kg			67.30	0.00	67.30	69.50	0.00	69.50
100kg 250kg			92.60	0.00	92.60	95.60	0.00	95.60
250kg 500kg			95.70	0.00	95.70	98.80	0.00	98.80
*Where an instrument exceeds 500kg, the fee will be based on per officer hour or part hour plus the cost of hiring the test unit where applicable			91.00 per hour or part hour	0.00	91.00 per hour or part hour	93.90 per hour or part hour	0.00	93.90 per hour or part hour
(F) MEASURING INSTRUMENTS FOR INTOXICATING LIQUOR								
(i) Not exceeding 150ml.			23.10	0.00	23.10	23.80	0.00	23.80
(ii) Other			41.00	0.00	41.00	42.30	0.00	42.30

Section Reference	Description of Fees & Charges	Service is VATABLE	LONDON BOROUGH OF ENFIELD					
			ENVIRONMENT DEPARTMENT					
			AGREED CHARGES 2012/13			PROPOSED CHARGES 2013/14		
			Basic	VAT @ 20%	Total	Basic	VAT @ 20%	Total
	<i>Italics denotes statutory fees</i>							
	(G) MEASURING INSTRUMENTS FOR LIQUID FUEL AND LUBRICANTS							
	(i) Container type (unsubdivided)		89.40	0.00	89.40	92.30	0.00	92.30
	(ii) Other types – single outlets		129.40	0.00	129.40	133.50	0.00	133.50
	(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			For flowmeters submitted for test at the same site on the same day there will be a charge of £54.70 with an additional fee of £66.04 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 per officer hour		91.00 per hour	0.00	91.00 per hour	93.90 per hour	0.00	93.90 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 added to which will be the fee per weight tested as in the table below:	V	64.00	12.80	76.80	66.08	13.22	79.30
	<u>Weights</u>							
	Up to 500g – tolerance M1/M2)	V	9.50	1.90	11.40	9.83	1.97	11.80
	Stated value	V	14.67	2.93	17.60	15.08	3.02	18.10
	(ii) 1kg to 5kg – tolerance M1/M2)	V	9.50	1.90	11.40	9.83	1.97	11.80
	Stated value	V	14.67	2.93	17.60	15.08	3.02	18.10
	(iii) 10kg to 25kg – tolerance M1/M2)	V	12.58	2.52	15.10	13.00	2.60	15.60
	Stated value	V	20.00	4.00	24.00	20.67	4.13	24.80
	Adjustment – (per weight)	V	10.50	2.10	12.60	10.83	2.17	13.00
	ID marking – (per weight)	V	3.17	0.63	3.80	3.25	0.65	3.90
	<u>MEASURES</u>							
	(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 added to which will be the fee per measure tested as in the table below:	V	64.00	12.80	76.80	66.08	13.22	79.30
	(i) Linear measures not exceeding 1m	V	30.50	6.10	36.60	31.50	6.30	37.80
	(ii) Capacity measures not exceeding 2L without subdivisions	V	30.50	6.10	36.60	31.50	6.30	37.80
	(iii) Capacity measures not exceeding 2L with subdivisions	V	15.83	3.17	19.00	16.33	3.27	19.60
	For each additional graduation	V	15.83	3.17	19.00	16.33	3.27	19.60
	All other measurements and tests to be based on a fee per officer hour or part hour	V	91.00	18.20	109.20	93.92	18.78	112.70
	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.							
32	POISONS ACT 1972							
	<u>Type of Licence</u>							
	Initial Registration		50.00	0.00	50.00	51.60	0.00	51.60
	Alteration of List		20.00	0.00	20.00	20.60	0.00	20.60
	Retention of Name on List		50.00	0.00	50.00	51.60	0.00	51.60
33	GREATER LONDON (GENERAL POWERS ACT) 1984							
	Registration to hold sales by competitive bidding		281.00	0.00	281.00	290.00	0.00	290.00
	Exemption from registration		93.00	0.00	93.00	96.00	0.00	96.00
34	LICENSING OF STORES AND REGISTRATION OF PREMISES FOR THE KEEPING OF EXPLOSIVES							
	<u>STATUTORY FEES</u>							
	<u>Licence</u>		178.00	0.00	178.00	178.00	0.00	178.00
	<u>Licence renewal</u>		83.00	0.00	83.00	83.00	0.00	83.00
	<u>Registration</u>		105.00	0.00	105.00	105.00	0.00	105.00

Section Reference	Description of Fees & Charges	Service is VATABLE	LONDON BOROUGH OF ENFIELD					
			ENVIRONMENT DEPARTMENT					
			AGREED CHARGES 2012/13			PROPOSED CHARGES 2013/14		
			Basic	VAT @ 20%	Total	Basic	VAT @ 20%	Total
	<i>Italics denotes statutory fees</i>							
	Registration renewal		52.00	0.00	52.00	52.00	0.00	52.00
	Amending name of licensee or address of site		35.00	0.00	35.00	35.00	0.00	35.00
	Any kind of variation		Reasonable cost of the work done by the licensing authority			Reasonable cost of the work done by the licensing authority		
	Transfer of licence or registration		34.00	0.00	34.00	34.00	0.00	34.00
	Replacement licence document		34.00	0.00	34.00	34.00	0.00	34.00
	All year Fireworks supply licence		510.00	0.00	510.00	510.00	0.00	510.00
35	CESSPOOL EMPTYING							
	- Domestic Properties (No VAT)							
	Normal time per hour	V	Price on Application			Price on Application		
	Call out (time and ½ rates)	V	Price on Application			Price on Application		
	Sundays, Bank Holidays or after Midnight	V	Price on Application			Price on Application		
	Thames Water disposal charge to be added to above rates.							
36	COMMERCIAL WASTE SERVICES		See Part 2 Report			See Part 2 Report		
	(Outside the scope of VAT wef 9.2.2011)							
37	SCHEDULE 2 CLINICAL WASTE COLLECTION							
	Roll of 13 Clinical Waste Sacks	V	56.80	0.00	56.80	58.58	11.72	70.30
	Sharps Bins – 1 litre	V	5.00	0.00	5.00	5.17	1.03	6.20
	Sharps Bins – 5 litre	V	8.80	0.00	8.80	9.08	1.82	10.90
38	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	26.00	0.00	26.00
	2nd collection in 12 months of up to six items		50.00	0.00	50.00	52.00	0.00	52.00
	3rd collection in 12 months of up to six items		75.00	0.00	75.00	78.00	0.00	78.00
	Additional charge for non standard sized items		50.00	0.00	50.00	52.00	0.00	52.00
	GREEN WASTE BIN (per extra bin)		34.10	0.00	34.10	50.00	0.00	50.00
	Bulky electrical items / white goods (up to 3 items)		NEW			20.00	0.00	20.00
39	GAMBLING ACT 2005							
	FEES AND EXEMPTIONS (VAT exempt)							
	NB Fee capped by Government							
	New Applications							
	Bingo		3,500.00	0.00	3,500.00	3500.00	0.00	3,500.00
	Betting Shop		3,000.00	0.00	3,000.00	3000.00	0.00	3,000.00
	Adult Gaming Centre		2,000.00	0.00	2,000.00	2000.00	0.00	2,000.00
	Track		2,500.00	0.00	2,500.00	2500.00	0.00	2,500.00
	Family Entertainment Centre		2,000.00	0.00	2,000.00	2000.00	0.00	2,000.00
	New Applications - where provisional statement already issued							
	Bingo		1,200.00	0.00	1,200.00	1200.00	0.00	1,200.00
	Betting Shop		1,250.00	0.00	1,250.00	1250.00	0.00	1,250.00
	Adult Gaming Centre		1,200.00	0.00	1,200.00	1200.00	0.00	1,200.00
	Track		950.00	0.00	950.00	950.00	0.00	950.00
	Family Entertainment Centre		950.00	0.00	950.00	950.00	0.00	950.00
	Provisional Statement Applications							
	Bingo		3,500.00	0.00	3,500.00	3500.00	0.00	3,500.00
	Betting Shop		3,000.00	0.00	3,000.00	3000.00	0.00	3,000.00
	Adult Gaming Centre		2,000.00	0.00	2,000.00	2000.00	0.00	2,000.00
	Track		2,500.00	0.00	2,500.00	2500.00	0.00	2,500.00
	Family Entertainment Centre		2,000.00	0.00	2,000.00	2000.00	0.00	2,000.00
	Transfer Applications							
	Bingo		1,200.00	0.00	1,200.00	1200.00	0.00	1,200.00
	Betting Shop		1,200.00	0.00	1,200.00	1200.00	0.00	1,200.00
	Adult Gaming Centre		1,200.00	0.00	1,200.00	1200.00	0.00	1,200.00
	Track		950.00	0.00	950.00	950.00	0.00	950.00
	Family Entertainment Centre		950.00	0.00	950.00	950.00	0.00	950.00
	Reinstatement Applications							
	Bingo		1,200.00	0.00	1,200.00	1200.00	0.00	1,200.00

Section Reference	Description of Fees & Charges	Service is VATABLE	LONDON BOROUGH OF ENFIELD					
			ENVIRONMENT DEPARTMENT					
			AGREED CHARGES 2012/13			PROPOSED CHARGES 2013/14		
			Basic	VAT @ 20%	Total	Basic	VAT @ 20%	Total
	<i>Betting Shop</i>		1,200.00	0.00	1,200.00	1200.00	0.00	1,200.00
	<i>Adult Gaming Centre</i>		1,200.00	0.00	1,200.00	1200.00	0.00	1,200.00
	<i>Track</i>		950.00	0.00	950.00	950.00	0.00	950.00
	<i>Family Entertainment Centre</i>		950.00	0.00	950.00	950.00	0.00	950.00
	Variation Applications							
	<i>Bingo</i>		1,750.00	0.00	1,750.00	1750.00	0.00	1,750.00
	<i>Betting Shop</i>		1,500.00	0.00	1,500.00	1500.00	0.00	1,500.00
	<i>Adult Gaming Centre</i>		1,000.00	0.00	1,000.00	1000.00	0.00	1,000.00
	<i>Track</i>		1,250.00	0.00	1,250.00	1250.00	0.00	1,250.00
	<i>Family Entertainment Centre</i>		1,000.00	0.00	1,000.00	1000.00	0.00	1,000.00
	Annual Fees							
	<i>Bingo</i>		870.00	0.00	870.00	870.00	0.00	870.00
	<i>Betting Shop</i>		470.00	0.00	470.00	470.00	0.00	470.00
	<i>Adult Gaming Centre</i>		840.00	0.00	840.00	840.00	0.00	840.00
	<i>Track</i>		1,000.00	0.00	1,000.00	1000.00	0.00	1,000.00
	<i>Family Entertainment Centre</i>		750.00	0.00	750.00	750.00	0.00	750.00
	<i>Notification of Change of Circumstances</i>		37.00	0.00	37.00	37.00	0.00	37.00
	<i>Request for copy of Premises Licence</i>		25.00	0.00	25.00	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	150.00	0.00	150.00
	<i>New Existing S34 Permit holder (more than 2 machines)</i>		100.00	0.00	100.00	100.00	0.00	100.00
	<i>Variation of information on permit e.g. number of machines</i>		100.00	0.00	100.00	100.00	0.00	100.00
	<i>Notification of 2 machines or less (new & existing)</i>		50.00	0.00	50.00	50.00	0.00	50.00
	<i>Transfer - If transfer of Premises Licence to sell alcohol granted</i>		25.00	0.00	25.00	25.00	0.00	25.00
	<i>Name change ie new married name etc.</i>		25.00	0.00	25.00	25.00	0.00	25.00
	<i>Replacement permit</i>		15.00	0.00	15.00	15.00	0.00	15.00
	<i>Annual fee (payable by premises with three or more machines)</i>		50.00	0.00	50.00	50.00	0.00	50.00
	Club Gaming & Club Gaming Machine Permit Fees							
	<i>New</i>		200.00	0.00	200.00	200.00	0.00	200.00
	<i>New Existing Part II or Part III Gaming Act 1968 registrations</i>		100.00	0.00	100.00	100.00	0.00	100.00
	<i>New (fast track) holder of Club Premises Certificate under Licensing Act 2003</i>		100.00	0.00	100.00	100.00	0.00	100.00
	<i>Renewal</i>		100.00	0.00	100.00	100.00	0.00	100.00
	<i>Variation</i>		100.00	0.00	100.00	100.00	0.00	100.00
	<i>Replacement permit</i>		15.00	0.00	15.00	15.00	0.00	15.00
	<i>Annual fee</i>		50.00	0.00	50.00	50.00	0.00	50.00
	Unlicensed Family Entertainment Centre Gaming Machine Permit Fees							
	<i>New</i>		300.00	0.00	300.00	300.00	0.00	300.00
	<i>New Existing Part II and Part III Gaming Act 1968 registrations</i>		100.00	0.00	100.00	100.00	0.00	100.00
	<i>Renewal</i>		300.00	0.00	300.00	300.00	0.00	300.00
	<i>Change of Name</i>		25.00	0.00	25.00	25.00	0.00	25.00
	<i>Replacement permit</i>		15.00	0.00	15.00	15.00	0.00	15.00
	Prize Gaming Permit Fees							
	<i>New</i>		300.00	0.00	300.00	300.00	0.00	300.00
	<i>New Existing Section 16 Lotteries & Amusement Act 1976 Permit holder</i>		100.00	0.00	100.00	100.00	0.00	100.00
	<i>Renewal (every 10 years)</i>		300.00	0.00	300.00	300.00	0.00	300.00
	<i>Change of name</i>		25.00	0.00	25.00	25.00	0.00	25.00
	<i>Replacement permit</i>		15.00	0.00	15.00	15.00	0.00	15.00
	<i>Temporary Use Notice</i>		250.00	0.00	250.00	250.00	0.00	250.00
	Small Society Lotteries							
	<i>New</i>		40.00	0.00	40.00	40.00	0.00	40.00
	<i>Annual fee</i>		20.00	0.00	20.00	20.00	0.00	20.00

Section Reference	<i>Italics denotes statutory fees</i>	Service is VATABLE	LONDON BOROUGH OF ENFIELD					
			ENVIRONMENT DEPARTMENT					
			AGREED CHARGES 2012/13			PROPOSED CHARGES 2013/14		
	Description of Fees & Charges		Basic	VAT@ 20%	Total	Basic	VAT @ 20%	Total
40	STREET CLEANING							
40a	Flytip removals from private land							
	Flytip removals from private land - small items - first hour only	V	105.00	21.00	126.00	108.33	21.67	130.00
	Flytip removals from private land - large items - first hour only	V	148.33	29.67	178.00	153.08	30.62	183.70
	Area cleansing - Deep clean, clearance and/or tidy - first hour only	V	105.00	21.00	126.00	108.33	21.67	130.00
	Admin Charge (charge shall apply per job request)	V	35.00	7.00	42.00	36.08	7.22	43.30
40b	Removal of Supermarket Trolleys							
	Removal of abandoned trolley from land and Return to stores or disposal:							
	Cost per trolley (Up to 10 trolleys)	V	23.33	4.67	28.00	24.08	4.82	28.90
	Cost per trolley (Over 10 trolleys)	V	Special Charges apply			Special Charges apply		
	Cost of storage after notification (per day per trolley) (maximum 6 weeks before automatic disposal)	V	1.50	0.30	1.80	1.58	0.32	1.90
	Administrative fee per transaction	V	35.00	7.00	42.00	36.08	7.22	43.30
41	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	2,752.50	550.50	3,303.00	2,840.58	568.12	3,408.70
	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	1,371.67	274.33	1,646.00	1,415.58	283.12	1,698.70
	Category C proposal - 2-9 new residential units or 100-999m2 of commercial floor space	V	605.00	121.00	726.00	624.33	124.87	749.20
	Additional Specialist Advice (per hour)	V	99.17	19.83	119.00	102.33	20.47	122.80
	Follow up Meetings - charged at half the fee of initial meeting							
	Category A proposals (significant developments)	V	1,376.25	275.25	1,651.50	1,420.33	284.07	1,704.40
	Category B proposals (schemes that are of lesser scale but fall within the Government's category for major development)	V	685.83	137.17	823.00	707.75	141.55	849.30
	Category C proposal - 2-9 new residential units or 100-999m2 of commercial floor space	V	302.50	60.50	363.00	312.17	62.43	374.60
	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.			Fee to be agreed between the Council and the developer based on the programme of work.		
42	COMMERCIAL WASTE RECYCLING		See Part 2 Report			See Part 2 Report		
43	TRANSPORTATION PLANNING							
	Monitoring outputs of travel plans secured by S106 Obligations		3,325.00	0.00	3,325.00	3,431.40	0.00	3,431.40
44	SAFETY CERTIFICATES FOR SPORTS GROUNDS							
	Sports Grounds:							
	Application for a sport ground safety certificate		1,073.00	0.00	1,073.00	1,107.30	0.00	1,107.30
	Application to change a safety certificate for a sports ground		858.00	0.00	858.00	885.50	0.00	885.50
	Regulated Stands at sports grounds:							
	Application to certify a regulated stand at a sports ground		536.00	0.00	536.00	553.20	0.00	553.20
	Application to change a safety certificate for a regulated stand at a sports ground		322.00	0.00	322.00	332.30	0.00	332.30
45	ENVIRONMENTAL PERMITTING (PPC)							
	Statutory fee (set by DEFRA)							
45a	LAPPC Application Fees:							
	Application for an environmental permit part B - Standard Activities		1,579.00	0.00	1,579.00	1,579.00	0.00	1,579.00
	Additional Fee for operating without a permii		1,137.00	0.00	1,137.00	1,137.00	0.00	1,137.00
	PVRI, SWOB and Dry Cleaners Reduced Fee Activities		148.00	0.00	148.00	148.00	0.00	148.00

Section Reference	Description of Fees & Charges	Service is VATABLE	LONDON BOROUGH OF ENFIELD					
			ENVIRONMENT DEPARTMENT					
			AGREED CHARGES 2012/13			PROPOSED CHARGES 2013/14		
			Basic	VAT @ 20%	Total	Basic	VAT @ 20%	Total
	<i>Italics denotes statutory fees</i>							
	<i>PVRI & II Combined</i>		246.00	0.00	246.00	246.00	0.00	246.00
	<i>VRs and Other Reduced Fee Activities</i>		346.00	0.00	346.00	346.00	0.00	346.00
	<i>Reduced fee activities: Additional fee for operating without a permit</i>		68.00	0.00	68.00	68.00	0.00	68.00
	<i>Mobile screening and crushing plant</i>		1,579.00	0.00	1,579.00	1,579.00	0.00	1,579.00
	<i>Application fee for mobile crusher 3rd - 7th Permit</i>		943.00	0.00	943.00	943.00	0.00	943.00
	<i>Application fee for mobile crusher 8th Permit and higher</i>		477.00	0.00	477.00	477.00	0.00	477.00
	<i>Where an application for any of the above is for a combined Part B and waste application, add an extra £297 to the above amounts</i>		297.00	0.00	297.00	297.00	0.00	297.00
45b	LAPPC Annual Subsistence Charge							
	<i>Standard Processes- Low Risk</i>		739.00	0.00	739.00	739.00	0.00	739.00
	<i>Standard Processes- Low Risk - Additional charge where a permit is for a combined Part B & Waste installation</i>		99.00	0.00	99.00	99.00	0.00	99.00
	<i>Standard Processes- Medium Risk</i>		1,111.00	0.00	1,111.00	1,111.00	0.00	1,111.00
	<i>Standard Processes- Medium Risk - Additional charge where a permit is for a combined Part B & Waste installation</i>		149.00	0.00	149.00	149.00	0.00	149.00
	<i>Standard Processes- High Risk</i>		1,672.00	0.00	1,672.00	1,672.00	0.00	1,672.00
	<i>Standard Processes- High Risk - Additional charge where a permit is for a combined Part B & Waste installation</i>		198.00	0.00	198.00	198.00	0.00	198.00
	<i>Annual Subsistence Fee - Reduced Fee Activity - Low Risk</i>		76.00	0.00	76.00	76.00	0.00	76.00
	<i>Annual Subsistence Fee - Reduced Fee Activity - Medium Risk</i>		151.00	0.00	151.00	151.00	0.00	151.00
	<i>Annual Subsistence Fee - Reduced Fee Activity - High Risk</i>		227.00	0.00	227.00	227.00	0.00	227.00
	<i>Annual Subsistence Fee - Reduced Fee Activity PVR I+II - Low Risk</i>		108.00	0.00	108.00	108.00	0.00	108.00
	<i>Annual Subsistence Fee - Reduced Fee Activity PVR I+II - Medium Risk</i>		216.00	0.00	216.00	216.00	0.00	216.00
	<i>Annual Subsistence Fee - Reduced Fee Activity PVR I+II - High Risk</i>		326.00	0.00	326.00	326.00	0.00	326.00
	<i>Annual Subsistence Fee - Vehicle Respraying - Low Risk</i>		218.00	0.00	218.00	218.00	0.00	218.00
	<i>Annual Subsistence Fee - Vehicle Respraying - Medium Risk</i>		349.00	0.00	349.00	349.00	0.00	349.00
	<i>Annual Subsistence Fee - Vehicle Respraying - High Risk</i>		524.00	0.00	524.00	524.00	0.00	524.00
	<i>Annual Subsistence Fee - Mobile Crushing - Low Risk</i>		618.00	0.00	618.00	618.00	0.00	618.00
	<i>Annual Subsistence Fee - Mobile Crushing - Medium Risk</i>		989.00	0.00	989.00	989.00	0.00	989.00
	<i>Annual Subsistence Fee - Mobile Crushing - High Risk</i>		1,484.00	0.00	1,484.00	1,484.00	0.00	1,484.00
	<i>Annual Subsistence Fee - Mobile Crushing 3rd - 7th Permits - Low Risk</i>		368.00	0.00	368.00	368.00	0.00	368.00
	<i>Annual Subsistence Fee - Mobile Crushing 3rd - 7th Permits - Medium Risk</i>		590.00	0.00	590.00	590.00	0.00	590.00
	<i>Annual Subsistence Fee - Mobile Crushing 3rd - 7th Permits - High Risk</i>		884.00	0.00	884.00	884.00	0.00	884.00
	<i>Annual Subsistence Fee - Mobile Crushing 8th & subsequent permits - Low Risk</i>		189.00	0.00	189.00	189.00	0.00	189.00
	<i>Annual Subsistence Fee - Mobile Crushing 8th & subsequent permits - Medium Risk</i>		302.00	0.00	302.00	302.00	0.00	302.00
	<i>Annual Subsistence Fee - Mobile Crushing 8th & subsequent permits - High Risk</i>		453.00	0.00	453.00	453.00	0.00	453.00
	<i>Late payment fee</i>		50.00	0.00	50.00	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	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>							
45c	Transfer & Surrender							
	<i>Standard process transfer</i>		162.00	0.00	162.00	162.00	0.00	162.00
	<i>Standard process partial transfer</i>		476.00	0.00	476.00	476.00	0.00	476.00
	<i>New operator at low risk reduced fee activity</i>		75.00	0.00	75.00	75.00	0.00	75.00
	<i>Surrender: all Part B activities</i>		0.00	0.00	0.00	0.00	0.00	0.00
	<i>Reduced fee activities: transfer</i>		0.00	0.00	0.00	0.00	0.00	0.00

Section Reference	Description of Fees & Charges	Service is VATABLE	LONDON BOROUGH OF ENFIELD					
			ENVIRONMENT DEPARTMENT					
			AGREED CHARGES 2012/13			PROPOSED CHARGES 2013/14		
			Basic	VAT @ 20%	Total	Basic	VAT @ 20%	Total
	<i>Reduced fee activities: partial transfer</i>		45.00	0.00	45.00	45.00	0.00	45.00
	<i>Temporary transfer for mobiles: first transfer</i>		51.00	0.00	51.00	51.00	0.00	51.00
	<i>Temporary transfer for mobiles: repeat following enforcement or warning</i>		51.00	0.00	51.00	51.00	0.00	51.00
45d	Substantial Change							
	<i>Standard process</i>		1,005.00	0.00	1,005.00	1,005.00	0.00	1,005.00
	<i>Standard process where the substantial change results in a new PPC activity</i>		1,579.00	0.00	1,579.00	1,579.00	0.00	1,579.00
	<i>Reduced fee activities</i>		98.00	0.00	98.00	98.00	0.00	98.00
45e	LA-IPPC Charges:							
	<i>Application</i>		3,218.00	0.00	3,218.00	3,218.00	0.00	3,218.00
	<i>Additional fee for operating without a permit</i>		1,137.00	0.00	1,137.00	1,137.00	0.00	1,137.00
	<i>Annual subsistence fee: Low risk</i>		1,384.00	0.00	1,384.00	1,384.00	0.00	1,384.00
	<i>Annual subsistence fee: Medium risk</i>		1,541.00	0.00	1,541.00	1,541.00	0.00	1,541.00
	<i>Annual subsistence fee: High risk</i>		2,233.00	0.00	2,233.00	2,233.00	0.00	2,233.00
	<i>Late payment fee</i>		50.00	0.00	50.00	50.00	0.00	50.00
	<i>Substantial variation</i>		1,309.00	0.00	1,309.00	1,309.00	0.00	1,309.00
	<i>Transfer</i>		225.00	0.00	225.00	225.00	0.00	225.00
	<i>Partial transfer</i>		668.00	0.00	668.00	668.00	0.00	668.00
	<i>Surrender</i>		668.00	0.00	668.00	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>							
46	STRAY DOGS SERVICE							
	Reclaim of a stray dog:							
	<i>Statutory Fee</i>			NEW		25.00	0.00	25.00
	<i>Kennelling fee (£20 per day)</i>			NEW		20.00	0.00	20.00
	<i>Seizure fee (£80)</i>			NEW		80.00	0.00	80.00
	<i>Veterinary fees(Depends on any treatment that is needed)</i>			NEW		Price on application		
47	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							
	<i>Sponsor the planting of a tree</i>	V	151.67	30.33	182.00	158.33	31.67	190.00
	<i>Bench or Tree plaque & Fixing</i>	V	105.00	21.00	126.00	108.33	21.67	130.00
	<i>Memorial Bench</i>	V	648.33	129.67	778.00	670.83	134.17	805.00
	CRICKET **							
	<i>Season bookings can be made for 10 or 20 matches</i>							
	<i>Grade 1 - Saturdays (10 Matches)</i>		550.00	0.00	550.00	570.00	0.00	570.00
	<i>Grade 1 - Sundays (10 Matches)</i>		605.00	0.00	605.00	625.00	0.00	625.00
	<i>Grade 2 - Saturdays or Sundays (10 Matches)</i>		468.00	0.00	468.00	485.00	0.00	485.00
	Casual matches, per day							
	<i>Grade 1</i>	V	64.17	12.83	77.00	66.67	13.33	80.00
	<i>Grade 2</i>	V	50.00	10.00	60.00	54.17	10.83	65.00
	BASEBALL – Enfield Playing Fields							
	<i>Grade 1 (inc changing rooms & showers) Sat or Sun per session</i>	V	30.17	6.03	36.20	31.67	6.33	38.00
	FISHING (15 June - 15 March)							
	Grovelands Park & Trent CountryPark							
	<i>Licensed adult, per day</i>	V	5.08	1.02	6.10	5.42	1.08	6.50
	<i>Licensed junior, per day</i>	V	2.83	0.57	3.40	FREE		
	<i>Season Ticket - adult</i>	V	42.00	8.40	50.40	43.33	8.67	52.00
	<i>Season Ticket - junior</i>	V	25.58	5.12	30.70	FREE		
	FOOTBALL / GAELIC FOOTBALL / RUGBY **							
	<i>Season bookings can be made for 16 or 32 games</i>							
	SENIOR							

Section Reference	Description of Fees & Charges	Service is VATABLE	LONDON BOROUGH OF ENFIELD					
			ENVIRONMENT DEPARTMENT					
			AGREED CHARGES 2012/13			PROPOSED CHARGES 2013/14		
			Basic	VAT @ 20%	Total	Basic	VAT @ 20%	Total
	Grade 1 - Saturdays (16 games)		658.00	0.00	658.00	680.00	0.00	680.00
	Grade 1 - Sundays (16 games)		760.00	0.00	760.00	785.00	0.00	785.00
	Grade 2 - Saturdays (16 games)		422.00	0.00	422.00	435.50	0.00	435.50
	Grade 2 - Sundays (16 games)		460.00	0.00	460.00	475.00	0.00	475.00
	<u>Casual matches, per match</u>							
	Grade 1 Saturday	V	68.33	13.67	82.00	70.83	14.17	85.00
	Grade 1 Sunday	V	75.00	15.00	90.00	77.50	15.50	93.00
	Grade 2 Saturday	V	50.00	10.00	60.00	51.67	10.33	62.00
	Grade 2 Sunday	V	55.00	11.00	66.00	56.67	11.33	68.00
	JUNIOR							
	Grade 2 - Saturdays or Sundays (16 games)		210.00	0.00	210.00	252.00	0.00	252.00
	Casual matches, per match							
	Grade 2	V	26.33	5.27	31.60	27.50	5.50	33.00
	Mini-Soccer							
	Every Saturday or Sunday (32 Matches)		310.00	0.00	310.00	320.00	0.00	320.00
	Casual, per match	V	12.92	2.58	15.50	13.33	2.67	16.00
	5-a-side Football, per pitch, casual	V	11.67	2.33	14.00	13.33	2.67	16.00
	9-a-side Football, per pitch							
	Grade 2 - Saturdays / Sundays (16 games)		335.00	0.00	335.00	364.00	0.00	364.00
	Grade 2 Saturday /Sunday, casual	V	40.00	8.00	48.00	42.08	8.42	50.50
	Floodlit Training - Henry Barrass Stadium, per hour							
	Available Mon/Tues/Wed/Thurs 6-9pm for 32 games		792.00	0.00	792.00	820.00	0.00	820.00
	Post Football litter clearance	V		NEW		26.50	5.30	31.80
	GOLF (WHITEWEBBS)							
	Golf Card: Adults only							
	5 day Season	V	46.25	9.25	55.50	47.92	9.58	57.50
	Weekday per round discount for Golf card holders (5 day season)	V	2.92	0.58	3.50	2.92	0.58	3.50
	Maximum total payment (5 day season)	V	458.33	91.67	550.00	458.33	91.67	550.00
	Annual Season Tickets:							
	7 Days play	V	500.00	100.00	600.00	516.67	103.33	620.00
	5 Days play excluding week-ends	V	333.33	66.67	400.00	345.83	69.17	415.00
	Green fees:							
	Standard weekday (Adults)	V	13.33	2.67	16.00	13.75	2.75	16.50
	Standard weekend (Adults)	V	16.67	3.33	20.00	17.50	3.50	21.00
	Early bird weekends only (before 7am)	V	8.33	1.67	10.00	12.50	2.50	15.00
	Weekend off peak ticket (variable times through year)	V	14.17	2.83	17.00	14.17	2.83	17.00
	Weekday off peak ticket (variable times through year)	V		NEW		11.25	2.25	13.50
	Juniors weekday	V	5.42	1.08	6.50	5.83	1.17	7.00
	Juniors weekend (variable times throughout year)	V	6.67	1.33	8.00	7.08	1.42	8.50
	Twilight ticket (2pm GMT 4pm BST)	V	8.33	1.67	10.00	8.75	1.75	10.50
	60+ Monday to Thursday	V	8.33	1.67	10.00	8.75	1.75	10.50
	Super Twilight ticket 2 hours before dusk(BST)	V	5.00	1.00	6.00	5.42	1.08	6.50
	Golf Lessons							
	Adult per half hour	V	14.17	2.83	17.00	15.00	3.00	18.00
	Adult per 60 mins	V	22.50	4.50	27.00	23.33	4.67	28.00
	Up to 3 adults sessions per half hour	V	40.00	8.00	48.00	41.67	8.33	50.00
	Up to 3 adults sessions per 60 mins	V	60.00	12.00	72.00	62.50	12.50	75.00
	Up to 5 adults sessions per half hour	V	65.00	13.00	78.00	67.08	13.42	80.50
	Up to 5 adults sessions per 60 mins	V	95.00	19.00	114.00	98.33	19.67	118.00
	Juniors 5 - 8 yrs per hour group lessons only (min 8 persons)	V	3.00	0.60	3.50	3.33	0.67	4.00
	Juniors 9 - 12 yrs per hour group lessons only (min 8)	V	4.00	0.80	5.00	4.17	0.83	5.00
	Juniors 13 - 18 yrs per hour group lessons only (min 8)	V	5.00	1.00	6.00	5.00	1.00	6.00
	Equipment Hire							
	Buggy Hire	V	15.00	3.00	18.00	15.83	3.17	19.00
	Buggy Hire 9 holes	V	7.50	1.50	9.00	8.33	1.67	10.00
	Trolley hire - 18 holes	V	3.33	0.67	4.00	2.50	0.50	3.00

Section Reference	Description of Fees & Charges	Service is VATABLE	LONDON BOROUGH OF ENFIELD					
			ENVIRONMENT DEPARTMENT					
			AGREED CHARGES 2012/13			PROPOSED CHARGES 2013/14		
			Basic	VAT @ 20%	Total	Basic	VAT @ 20%	Total
	Club hire - 18 holes (13 clubs)	V	4.17	0.83	5.00	4.58	0.92	5.50
	Golf Society Days							
	Spoon	V	32.50	6.50	39.00	33.58	6.72	40.30
	Brassie	V	26.67	5.33	32.00	27.50	5.50	33.00
	Mashie	V	25.00	5.00	30.00	25.83	5.17	31.00
	Niblick	V	22.08	4.42	26.50	23.33	4.67	28.00
	NETBALL**							
	Adult Teams per court, per hour (incl changing rooms & showers)	V	11.00	2.20	13.20	11.67	2.33	14.00
	Junior Teams per court, per hour (incl changing rooms & showers)	V	7.50	1.50	9.00	7.92	1.58	9.50
	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	10.42	2.08	12.50
	ATHLETIC TRACK-QEII							
	Per hour (Mon- Friday)	V	25.00	5.00	30.00	25.83	5.17	31.00
	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	8.83	1.77	10.60	13.75	2.75	16.50
	Senior Pitch	V	20.83	4.17	25.00	25.83	5.17	31.00
	NETBALL	V	7.00	1.40	8.40	7.50	1.50	9.00
	ROUNDERS	V	5.33	1.07	6.40	5.83	1.17	7.00
	RUGBY							
	Senior Pitch	V	20.17	4.03	24.20	25.83	5.17	31.00
	Althletics							
	Per hour (Mon- Friday)	V	25.00	5.00	30.00	25.83	5.17	31.00
48	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			Waived	
	3-12 years		81.00	0.00	81.00	84.00	0.00	84.00
	Over 12 years		426.00	0.00	426.00	470.00	0.00	470.00
	NON RESIDENTS							
	0-12 years		243.00	0.00	243.00	255.00	0.00	255.00
	Over 12 years		1,278.00	0.00	1,278.00	1,410.00	0.00	1,410.00
	DIGGING FEES							
	Depth:							
	6'0" (Aged 2 years and under - fee waived for residents only)		450.00	0.00	450.00	495.00	0.00	495.00
	7'6"		520.00	0.00	520.00	575.00	0.00	575.00
	9'0"		710.00	0.00	710.00	780.00	0.00	780.00
	10'6"		800.00	0.00	800.00	880.00	0.00	880.00
	12'0"		875.00	0.00	875.00	965.00	0.00	965.00
	14'0"		1,080.00	0.00	1,080.00	1,190.00	0.00	1,190.00
	Caskets(Extra)		210.00	0.00	210.00	220.00	0.00	220.00
	SCATTERING OF CREMATED REMAINS ON GRAVES		40.00	0.00	40.00	42.00	0.00	42.00
	BURIAL OF CREMATED REMAINS IN GRAVES		210.00	0.00	210.00	220.00	0.00	220.00
	BURIAL OF CREMATED REMAINS IN COFFIN		120.00	0.00	120.00	125.00	0.00	125.00
	CHAPEL(per half hour)		90.00	0.00	90.00	95.00	0.00	95.00

Section Reference	<i>Italics denotes statutory fees</i>	Service is VATABLE	LONDON BOROUGH OF ENFIELD					
			ENVIRONMENT DEPARTMENT					
			AGREED CHARGES 2012/13			PROPOSED CHARGES 2013/14		
Description of Fees & Charges			Basic	VAT @ 20%	Total	Basic	VAT @ 20%	Total
GREEN BURIALS			As for Grave digging			As for Grave digging		
TREE PLANTING ASSOCIATED WITH GREEN BURIALS			At cost			At cost		
ABOVE CHARGES FOR NON RESIDENTS			Treble fee			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			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	310.00	0.00	310.00
Buyback of Unused Traditional Graves			50% of current market value			50% of current market value		
Baby Graves			315.00	0.00	315.00	325.00	0.00	325.00
Traditional Grave 6' 6" x 2' 6"			2,500.00	0.00	2,500.00	2,700.00	0.00	2,700.00
Lawn Grave (including base)			1,500.00	0.00	1,500.00	1,700.00	0.00	1,700.00
Traditional Grave Outer Circle 9' x 4'			3,950.00	0.00	3,950.00	4,080.00	0.00	4,080.00
Traditional Grave Inner Circle 9' x 4'			2,750.00	0.00	2,750.00	2,840.00	0.00	2,840.00
MAINTENANCE on traditional graves								
Tidying p.a. 6'6" x 2'6"	V		90.00	18.00	108.00	91.67	18.33	110.00
Tidying p.a. 9'0" x 4'0"	V		135.83	27.17	163.00	141.67	28.33	170.00
Planting twice 6'6" x 2'6"	V		164.17	32.83	197.00	170.83	34.17	205.00
Planting twice 9'0" x 4'0"	V		237.50	47.50	285.00	245.83	49.17	295.00
MEMORIAL permit fees [Includes Replacement Memorials]								
Up to 3'0" with headstone only			160.00	0.00	160.00	165.00	0.00	165.00
Kerbs only			160.00	0.00	160.00	165.00	0.00	165.00
Up to 3'0" with headstone and kerb			220.00	0.00	220.00	230.00	0.00	230.00
3'0" to 6'6" with headstone and kerb			326.00	0.00	326.00	340.00	0.00	340.00
Up to 9'0"			647.00	0.00	647.00	670.00	0.00	670.00
Inscription fee			60.00	0.00	60.00	62.00	0.00	62.00
Vase			100.00	0.00	100.00	62.00	0.00	62.00
Headstone and kerb for baby grave			1/2 above rates			1/2 above rates		
EXHUMATION								
Pricing is specific to individual grave.			Special charge			Special charge		
COPY OF GRAVE DEED			39.00	0.00	39.00	41.00	0.00	41.00
REGISTRATION OF TRANSFER OF RIGHTS			39.00	0.00	39.00	41.00	0.00	41.00
SEARCH FEE PER ENTRY	V		9.17	1.83	11.00	9.50	1.90	11.40
GARDENS OF REMEMBRANCE								
Scattering of cremated remains:								
- resident			83.00	0.00	83.00	86.00	0.00	86.00
- non-resident			Treble fee			Treble fee		
Plaque	V		236.67	47.33	284.00	245.00	49.00	294.00
Burial of cremated remains:								
- resident			316.00	0.00	316.00	327.00	0.00	327.00
- non-resident			Treble fee			Treble fee		
The Book of Remembrance:								
2 line entry	V		143.33	28.67	172.00	148.33	29.67	178.00
5 line entry	V		201.67	40.33	242.00	208.33	41.67	250.00
5 line entry with emblem	V		385.00	77.00	462.00	397.50	79.50	477.00
Remembrance card:								
2 line entry	V		85.00	17.00	102.00	87.50	17.50	105.00
5 line entry	V		116.67	23.33	140.00	120.83	24.17	145.00
5 line entry with emblem	V		300.00	60.00	360.00	310.00	62.00	372.00

Section Reference	Description of Fees & Charges	Service is VATABLE	LONDON BOROUGH OF ENFIELD					
			ENVIRONMENT DEPARTMENT					
			AGREED CHARGES 2012/13			PROPOSED CHARGES 2013/14		
			Basic	VAT @ 20%	Total	Basic	VAT @ 20%	Total
	GARDENS OF REST:							
	Exclusive Right of Burial site fee [50 years]		465.00	0.00	465.00	480.00	0.00	480.00
	Memorials		100.00	0.00	100.00	105.00	0.00	105.00
	Inscription fee		60.00	0.00	60.00	62.00	0.00	62.00
	Interment fees							
	- resident		221.00	0.00	221.00	230.00	0.00	230.00
	- non resident			Treble fee			Treble fee	
	Reservation Fee		168.00	0.00	168.00	175.00	0.00	175.00
	Extension of Lease - 5 years		121.00	0.00	121.00	125.00	0.00	125.00
	COMMON GRAVES							
	Contribution towards headstone	V	51.67	10.33	62.00	53.33	10.67	64.00
	Remove / replace headstone		73.00	0.00	73.00	75.00	0.00	75.00
	Remove / replace monument		205.00	0.00	205.00	212.00	0.00	212.00
	Boards	V	56.67	11.33	68.00	58.33	11.67	70.00
	Concrete Slab	V	110.00	22.00	132.00	113.33	22.67	136.00
49	EVENTS							
	Funfairs							
	Per Operating Day (10 rides or more)			New		600.00	0.00	600.00
	Non Operating Day (10 rides or more)			New		300.00	0.00	300.00
	Per Operating Day (less than 9 rides)			New		550.00	0.00	550.00
	Non Operating Day (less than 9 rides)			New		250.00	0.00	250.00
	Circus's							
	Per Operating Day			New		450.00	0.00	450.00
	Per Non Operating Day			New		200.00	0.00	200.00
	Commercial Events							
	Administration Fee			New		150.00	0.00	150.00
	Small – Under 201 attendance							
	Per Operating Day			New		200.00	0.00	200.00
	Per Non Operating Day			New		100.00	0.00	100.00
	Medium Between 201-999 attendance							
	Per Operating Day			New		500.00	0.00	500.00
	Per Non Operating Day			New		250.00	0.00	250.00
	Large - Over 1000 attendance							
	Per Operating Day			New		750.00	0.00	750.00
	Per Non Operating Day			New		375.00	0.00	375.00
	Ticketed Events 15% of Gate Receipts							
	Community/Charities							
	Administration Fee for events over 201 attendance			New		100.00	0.00	100.00
	75% Discount on Operating and Non Operating day			New				
	Ticketed Events - 9% of Gate Receipts for Community and Local Charities (30% discount on commercial rate)			New				
	Ticketed Events - 10% of Gate Receipts for National Charities (15% discount on commercial rate)			New				
	Bonds							
	Funfair and Circus's			New		5,000.00	0.00	5,000.00
	Medium Events Over 500 -999attending			New		500.00	0.00	500.00
	Large Events 1000 – 5000 attending			New		2,000.00	0.00	2,000.00
	Extra Large Events 5001+ attending			New		5,000.00	0.00	5,000.00
50	ALLOTMENTS							
	These charges require 1 year notice to allotment plot holders, therefore the proposed charges in this schedule relate to 2014/15. Allotment charges for 2013/14 were agreed at Full Council meeting in March 2012. They are shown below for the purpose of comparison.		AGREED CHARGES FOR 2013/14			PROPOSED CHARGES FOR 2014/15		

Section Reference	Description of Fees & Charges	Service is VATABLE	LONDON BOROUGH OF ENFIELD					
			ENVIRONMENT DEPARTMENT					
			AGREED CHARGES 2012/13			PROPOSED CHARGES 2013/14		
			Basic	VAT @ 20%	Total	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	95.00	0.00	95.00
	Grade A, 25 sq metres (per pole)		9.50	0.00	9.50	9.50	0.00	9.50
	Grade B, 25 sq metres (per pole)		6.50	0.00	6.50	6.50	0.00	6.50
	Concessionary rate - age concession/low inc/unemployed (Enfield Residents only from 1 April 2012)		25% Reduction above			25% Reduction above		
	Water charge per pole		1.35	0.00	1.35	1.40	0.00	1.40
	Shed rentals		19.00	0.00	19.00	19.00	0.00	19.00
	Key deposits		5.00	0.00	5.00	5.00	0.00	5.00
	Plot deposit		15.00	0.00	15.00	15.00	0.00	15.00
	<u>Non-Enfield Residents Concession withdrawn from 1 April 2012. Full rate will apply.</u>							
	Note: A standard Grade A full size plot of 250 square metres (10 Pole)		120.00	0.00	120.00	120.00	0.00	120.00
	Grade A, 25 sq metres (per pole)		12.00	0.00	12.00	12.00	0.00	12.00
	Grade B, 25 sq metres (per pole)		9.00	0.00	9.00	9.00	0.00	9.00
	Water charge per pole		1.90	0.00	1.90	1.90	0.00	1.90
	Shed rentals		22.00	0.00	22.00	22.00	0.00	22.00
	Key deposits		5.00	0.00	5.00	5.00	0.00	5.00
	Plot deposit		15.00	0.00	15.00	15.00	0.00	15.00

APPENDIX 12

Adult Social Care Proposed Charges, Allowance & Disregards		
	2012/13 Charge	Proposed 2013/14 Charge
<u>Residential Care</u>		
LB Enfield owned Homes for Older People (maximum)	£705.60 per week	£719.70 per week
Private or Voluntary sector homes	Maximum is full cost as determined by the home	Maximum is full cost as determined by the home
The maximum charges shown above are in most cases reduced in accordance with Department of Health Regulations (CRAG) to reflect the ability of residents to pay. Charges for residents placed by other Local Authorities in Enfield Homes are not reduced.		
<u>Community Based Services</u>		
<u>Day Services (In house and External Providers)</u>		
Physically disabled	£36.00 per day	£39.00 per day
Mental Health	£36.00 per day	£39.00 per day
Learning Disabilities	£36.00 per day	£39.00 per day
Older People	£36.00 per day	£39.00 per day
Meal contribution	£3.50	£3.50
- Snacks at Centre	Sold at cost	Sold at cost
Day care attendance for less than 4 hours will be charged at half the full day rate. Where clients attend a “drop in” service there is no charge as this service is usually for a brief period, e.g. 30 mins to 1 hour.		
<u>Transport</u>	No Charge	Proposed change to charge will be the subject of a separate consultation.
<u>Home Care:</u> Maximum (incl. Additional Support)	£16.60 per hour	£16.60 per hour
<u>Respite</u>	£75.35 per week minimum, maximum charge is full cost determined by the home	Proposed change to charge will be the subject of a separate consultation.
<u>Direct Payments</u>	Assessed as a weekly contribution in accordance with Fairer Charging guidelines as part of a Personal Budget.	
<u>Adults Placements</u>	Assessed as a weekly contribution in accordance with Fairer Charging guidelines. The maximum charge for placements in the private or voluntary sector is the full cost as determined by the placement.	
There is no charge for up to 6 weeks of any Enablement service provided.		

APPENDIX 12

	2012/13 Allowance per client	Proposed 2013/14 Allowance per client
Welfare Adaptations Under the CS & DP Act 1970	Nil	Nil
Legal charge placed on property equal to the value of the adaptation carried out.		
Personal Expense Allowance (determined by Department of Health)	£23.50	Yet to be determined by DoH
Treatment of an Individuals Capital Resources (determined by Department of Health)		
(i) Capital Resources Retained	£14,250	Yet to be determined by DoH
(ii) Income Assumed for every £250 in excess of (i) above	£1.00	Yet to be determined by DoH
(iii) Maximum charge applies where Capital Resources exceed	£23,250	Yet to be determined by DoH
NB: The department applies the values above as determined by the Department of Health		
Interest Charge for late payment and legal/deferred charges	Bank of England base rate plus 1%	
Disability Related Expenditure		
(i) DRE applicable under a full assessment	Increase by 2.5%	
(ii) Optional minimum flat rate (Individuals are able to request a full assessment if required)	£10.00	£10.25
The minimum cost of the service for charging is set at £2.50 per week.		