

**COMMITTEE**  
**CABINET RESOURCES**

**DATE AND TIME**  
**THURSDAY, 16 FEBRUARY 2006**  
**AT 7.00 PM**

**VENUE**  
**THE TOWN HALL, THE BURROUGHS,**  
**HENDON, NW4 4BG**

**TO: MEMBERS OF THE CABINET RESOURCES COMMITTEE (Quorum 3)**

**Chairman:** Councillor Mike Freer

**Councillors:**

Anthony Finn                      Lynne Hillan  
John Marshall                      Brian Salinger

John Marr  
Democratic Services Manager

Democratic Services contact:  
Chidi Agada, tel: 020 8359 2037

Press and Public Relations contact:  
Emer Coleman, tel: 020 8359 7794

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Town Hall  
Hendon, NW4 4BG

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**AGENDA ITEM: 4**

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**Meeting** Cabinet Resources Committee  
**Date** 16 February 2006  
**Subject** **Car Park at Pert Close, N10 – proposed disposal**  
**Report of** Cabinet Member for Resources  
**Summary** To seek approval to dispose of 0.21 acres of land in Pert Close for residential development to Genesis Housing Group

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**Officer Contributors** Judith Ellis, Principal Valuer, Economic and Community Development.  
Susan Hunter, Housing Association Development Officer. Housing.

**Status (public or exempt)** Public with exempt section

**Wards affected** Coppetts Ward

**Enclosures** None

**For decision by** The Committee

**Function of** Executive

**Reason for urgency / exemption from call-in (if appropriate)** N/A

Contact for further information: Judith Ellis, Property Services and Valuation Group. Tel 020 8359 7364

## **1. RECOMMENDATIONS**

- 1.1 That the Committee agrees to the sale, subject to the grant of planning permission, of the Council's freehold interest in the land outlined in black on the attached drawing, to Genesis Housing Group for a social housing scheme on the terms agreed and detailed in this report.

## **2. RELEVANT PREVIOUS DECISIONS**

- 2.1 None.

## **3. CORPORATE PRIORITIES AND POLICY CONSIDERATIONS**

- 3.1 The Corporate Plan commits the Council to "plan and manage land use and development in Barnet to enhance quality of life and provide tangible benefits for the community". The proposals in this report do this by gaining 100% nomination rights on four social housing units, for a period of 60 years.

## **4. RISK MANAGEMENT ISSUES**

- 4.1 A number of tenants have acquired their leasehold interest in their properties under the Right-to-Buy scheme and have leaseholder rights over this land, as detailed in the exempt report.
- 4.2 The proposed scheme is being funded through the Council's Capital Programme, and if it fails to complete the allocation will be available for an alternative scheme.
- 4.3 If planning permission is not granted, the transfer of the site will not proceed and the grant allocation will be available to fund alternative schemes.

## **5. FINANCIAL, STAFFING, ICT AND PROPERTY IMPLICATIONS**

- 5.1 The property is being transferred on the terms agreed in the exempt report. As this is a nil value transfer it is uncertain whether the transaction will attract SDLT. However if tax is payable it will be for Genesis Housing Group to cover the cost."
- 5.2 There are no staffing or ICT issues. The property issues are those set out in Section 7 below.

## **6. LEGAL ISSUES**

- 6.1 As contained in body of report.

## **7. CONSTITUTIONAL POWERS**

- 7.1 Constitution - Part 3 Responsibility for Functions - Section 3.6 Functions delegated to the Cabinet Resources Committee - All matters relating to land

and buildings owned, rented or proposed to be acquired or disposed of by the Council.

## **8 BACKGROUND INFORMATION**

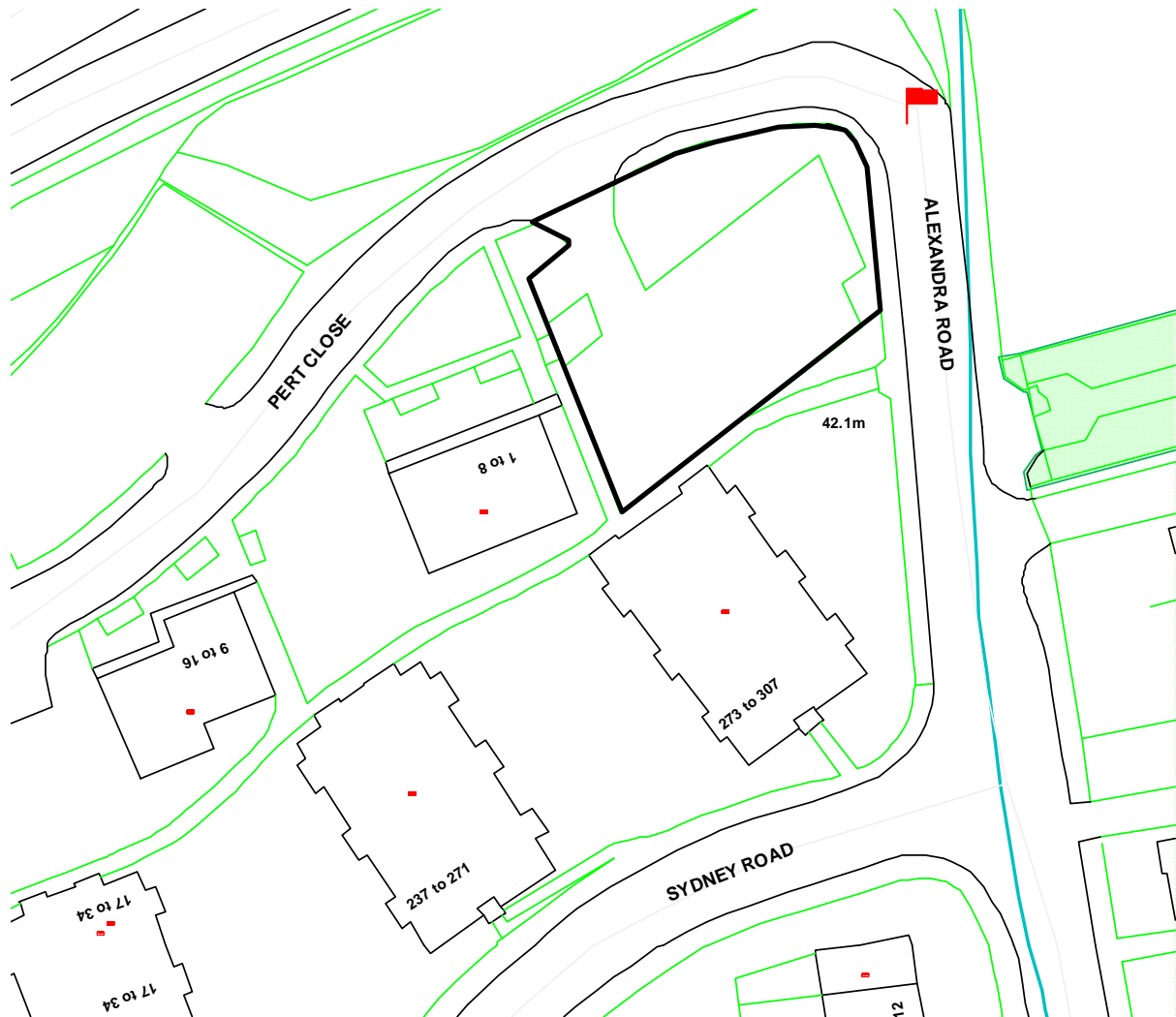
- 8.1 Pert Close is located in an established residential area, south of the North Circular Road, and consists of 10 residential blocks of Council owned 1960's built maisonettes, and 3 car parking areas. Approximately 40% of the maisonettes have been sold under the Right-to-Buy. The car park, shown outlined on the attached plan, extends to an area of 0.21 acres (0.08 hectares) has been identified as under-utilised and suitable for residential development for social housing. A car parking survey has been carried out which shows approximately 40% occupancy.
- 8.2 As the leaseholders hold estate rights a consultation has been undertaken and one objection has been received from a resident who wishes to continue parking in the car park adjacent to her property. It is anticipated, however, that some car parking spaces will be provided within the new proposed scheme.
- 8.3 Planning permission was applied for but refused for a scheme comprising 2 x 3 bed, 1 x 4 bed house and 1 x 4 bed wheelchair unit, due to design issues surrounding the creation of alleyways.
- 8.4 Genesis Housing Group intend to carry out minor amendments which will exclude the alleyways in the scheme, but should not affect the number of units. An application for planning permission would then be resubmitted.
- 8.5 The terms of the disposal fall within the General Consent under Section 25 of the Local Government Act 1988 for the Disposal of Land to Registered Social Landlords and special consent from the Office of the Deputy Prime Minister is not required.
- 8.6 It is proposed to transfer the site at nil value to Genesis Housing Group, subject to the grant of 100% nomination rights for a period of 60 years on the completed units. The scheme is being funded through the Council's Capital Programme. Details of the scheme costs are provided in the attached Exempt Report.

## **9 LIST OF BACKGROUND PAPERS**

- 9.1 None.

Legal: PBD  
CFO: SE

## Land at Pert Close, London N10



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London Borough of Barnet LA086290 2003

**AGENDA ITEM: 5**

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Meeting Cabinet Resources Committee  
 Date 16 February 2006  
**Subject Site of Northfield Road Garages, New Barnet – proposed disposal**  
 Report of Cabinet Member for Resources  
 Summary To seek approval to transfer 0.09 acres of land in Northfield Road for residential development to Habinteg Housing Association.

Officer Contributors Judith Ellis - Principal Valuer, Property Services  
 Susan Hunter - Housing Association Development Officer, Housing  
 Status (public or exempt) Public with a separate exempt report  
 Wards affected East Barnet Ward  
 Enclosures None  
 For decision by The Committee  
 Function of Executive  
 Reason for urgency / exemption from call-in (if appropriate) N/A

Contact for further information: Judith Ellis, Property Services and Valuation Group. Tel 020 8359 7364



## **1. RECOMMENDATIONS**

- 1.1 That subject to planning permission being granted for the proposed development as set out in this report, approval be given to the transfer of the Council's freehold interest in the garage site at Northfield Road, New Barnet, shown edged black on the attached drawing, to Habinteg Housing Association at nil value,.**
- 1.2 That approval be given to a variation to the Housing Association Capital Programme to reduce the funding to Habinteg Housing Association for the affordable housing to be developed at Northfields Road garage site from £600,000 to £239,000 and increase the budget for new build opportunities by £361,000. The scheme has altered to provide 1 x 3 bedroom wheelchair flat and 1 x 2 bedroom flat on the advice of the Planning Department.**

## **2. RELEVANT PREVIOUS DECISIONS**

- 2.1 Council 01/03/05 approved the funding.

## **3. CORPORATE PRIORITIES AND POLICY CONSIDERATIONS**

- 3.1 The Corporate Plan commits the Council to "plan and manage land use and development in Barnet to enhance quality of life and provide tangible benefits for the community". The proposals in this report do this by gaining 100% nomination rights on a 3 bed wheelchair unit, and a 2 bed lifetime home flat, for a period of 60 years.

## **4. RISK MANAGEMENT ISSUES**

- 4.1 I have considered whether the issues involved are likely to raise significant levels of public concern, or give rise to policy considerations, and do not consider they do.
- 4.2 The proposed scheme is being funded through the Councils Housing Capital Programme. If the transfer fails to complete the allocation will be available for an alternative scheme.

## **5. FINANCIAL, STAFFING, ICT AND PROPERTY IMPLICATIONS**

- 5.1 The financial issues are set out in the exempt report. The scheme is to be funded through the Councils housing capital programme.
- 5.2 There are no staffing or ICT issues. The property issues are those set out in Section 7 below.
- 5.3 The Housing Association Capital Programme was approved by Council on 1 March 2005. In the Capital Programme the amount of grant approved for Northfields Road was £600,000 for two wheelchair flats. The units have been

revised following planning advice and only one flat is now to be wheelchair accessible. The amount of grant has been reduced from £600,000 to £239,000 with the resultant £361,000 being used to increase the budget for new build opportunities. As this is a nil value transfer it is uncertain whether the transaction will attract SDLT. However if tax is payable it will be for Habinteg Housing Association to cover the cost."

## **6. LEGAL ISSUES**

6.1 None.

## **7. CONSTITUTIONAL POWERS**

7.1 Constitution - Part 3 Responsibility for Functions - Section 3.6 Functions delegated to the Cabinet Resources Committee - All matters relating to land and buildings owned, rented or proposed to be acquired or disposed of by the Council.

## **8. BACKGROUND INFORMATION**

8.1 This Council owned garage site is approximately 0.09 acres (0.04 hectares), shown edged black on the attached drawing and is located between 84 Northfield Road and a public footpath adjacent to 88 Northfield Road. The footpath is an access to Monken Hadley Common, a conservation area to the rear of the site.

8.2 The site is within an established residential area forming part of the Cockfosters housing estate which was acquired for housing purposes in the 1940s. The majority of the properties have been sold under the Right-to-Buy scheme, with approximately one-third of them having off-street parking within their frontages. On street parking is available without parking restrictions.

8.2 The site comprises 8 garages, all are let on weekly tenancies which are terminable on a week's notice.

8.3 The site is held within the Housing Revenue Account, and Local residents have complained about fly tipping and illegal dumping at the front of the site. As a result alternative options for the site were investigated.

8.4 Subject to planning, the site has been identified as suitable for residential development.

8.5 The proposed scheme is for a 1 x 3 bed wheelchair unit on the ground floor, and a 2 bed first floor lifetime home flat. The scheme is being submitted for planning permission and it is intended that subject to the grant of planning permission and to securing vacant possession of the garages, the site be transferred to Habinteg Housing Association at nil value. This transfer falls within the terms of the general consent under section 25 of the Local Government Act 1988 for the disposal of land to registered social landlords.

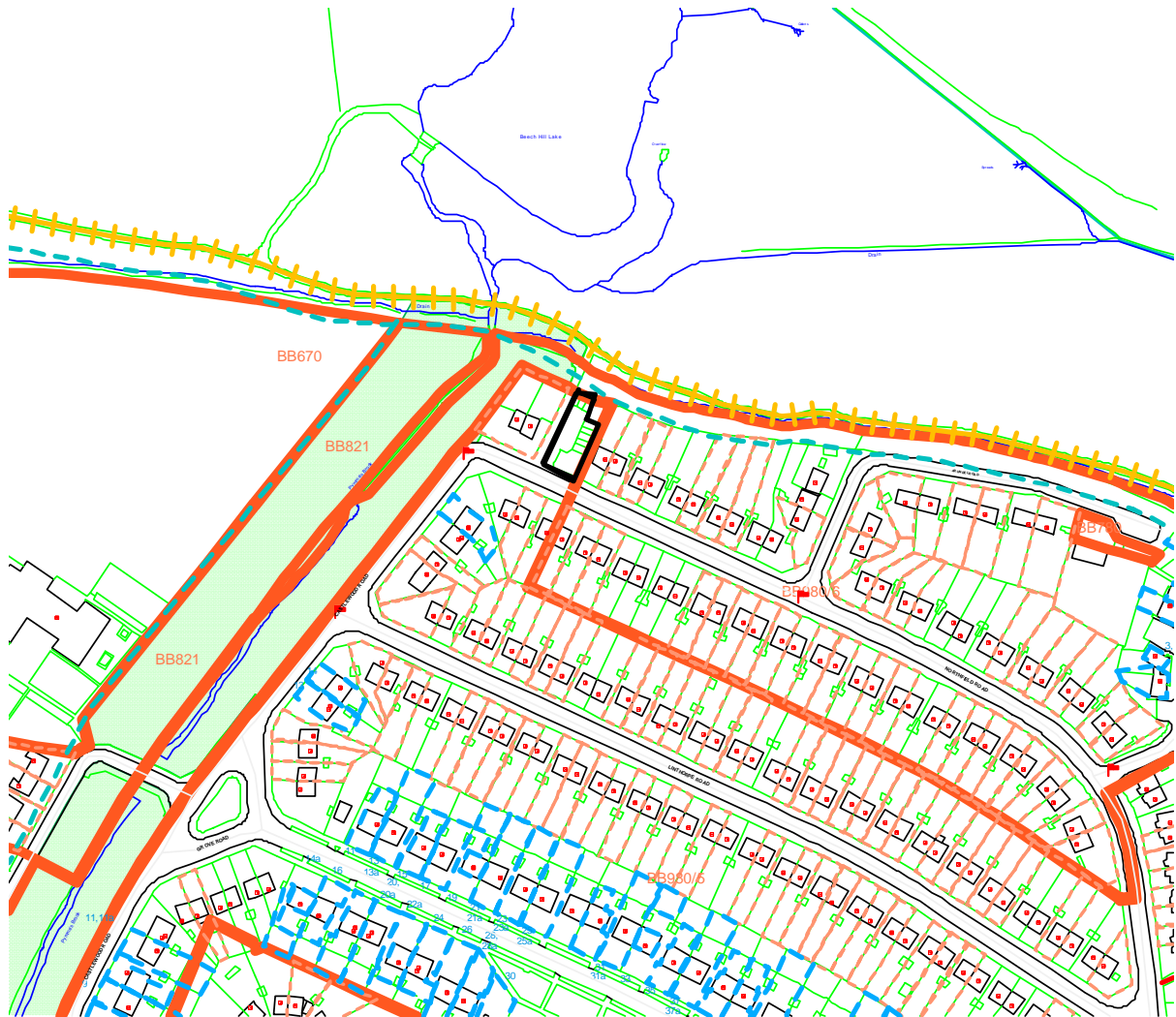
This allows Local Authorities to give financial assistance or gratuitous benefit to registered social landlords. The Council have negotiated 100% nomination rights on the completed units, for a period of 60 years.

## **9. LIST OF BACKGROUND PAPERS**

9.1 None.

Legal: SWS  
CFO: SE

# Northfield Road Garage Site



London Borough of Barnet LA086290 2006

**AGENDA ITEM: 6**

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Meeting	Cabinet Resources Committee
Date	16 February 2006
<b>Subject</b>	<b>Former Play Area adjacent Wade Court and Sydney Road, N10 – proposed disposal</b>
Report of	Cabinet Member for Resources
Summary	To seek approval to dispose of 0.36 acres of land adjacent to Wade Court for residential development to Paddington Churches Housing Association, part of the Genesis Housing Group

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Officer Contributors	Judith Ellis - Principal Valuer, Property Services Susan Hunter - Housing Association Development Officer, Housing
Status (public or exempt)	Public with exempt section
Wards affected	Coppetts Ward
Enclosures	Map indicating local parks
For decision by	The Committee
Function of	Executive
Reason for urgency / exemption from call-in (if appropriate)	N/A

Contact for further information: Judith Ellis, Property Services and Valuation Group. Tel 020 8359 7364

## **1. RECOMMENDATIONS**

- 1.1 That the Committee agrees to the sale of the Council's freehold interest in the play area land outlined in black on the attached drawing to Paddington Churches Housing Association, part of the Genesis Housing, for a social housing scheme on the terms agreed and detailed in the exempt report.**
- 1.2 That approval be given in a variation to the Housing Association Capital Programme to reduce the funding to Paddington Churches for the affordable housing to be developed at Wade Court from £742,000 to £685,831 and increase the budget for new build opportunities by £56,169. The units have been reduced from 7 to 6 following advice from planners.**

## **2. RELEVANT PREVIOUS DECISIONS**

- 2.1 Council 01/03/2005 approved the funding for this scheme.

## **3. CORPORATE PRIORITIES AND POLICY CONSIDERATIONS**

- 3.1 The Corporate Plan commits the Council to "plan and manage land use and development in Barnet to enhance quality of life and provide tangible benefits for the community". The proposals in this report do this by gaining 100% nomination rights on four social housing units for a period of 60 years.

## **4. RISK MANAGEMENT ISSUES**

- 4.1 I have considered whether the issues involved are likely to raise significant levels of public concern or give rise to policy considerations, and do not consider they do.
- 4.2 A number of tenants have acquired their interest in their properties under the Right-to-Buy scheme and have leaseholder rights over this land. A leaseholder consultation exercise was carried out in November 2004 and no objections were received.
- 4.3 The proposed scheme is being funded through the Councils Capital programme, and if it fails to complete the funding will be available for an alternative scheme.

## **5. FINANCIAL, STAFFING, ICT AND PROPERTY IMPLICATIONS**

- 5.1 The property is being transferred on the terms agreed in the exempt report. As this is a nil value transfer it is uncertain whether the transaction will attract SDLT. However if tax is payable it will be for Paddington Churches Housing Association, part of the Genesis Housing Group, to cover the cost.

- 5.2 The Housing Association Capital Programme was approved by the Council on 1 March 2005. In the Capital Programme the amount of grant approved for Wade Court was £742,000 for 7 units. The number of units have been reduced to 6 following advice from planners. With the reduction in the number of units there will be a reduction in the amount of grant funding needed from £742,000 to £685,831 with the resultant £56,169 being used to increase the budget for new build opportunities.

## **6. LEGAL ISSUES**

- 6.1 None.

## **7. CONSTITUTIONAL POWERS**

- 7.1 Constitution - Part 3 Responsibility for Functions - Section 3.6 Functions delegated to the Cabinet Resources Committee - All matters relating to land and buildings owned, rented or proposed to be acquired or disposed of by the Council.

## **8. BACKGROUND INFORMATION**

- 8.1 Wade Court is located in an established residential area, between Sydney Road and Alexandra Road N10. There are two residential blocks of Council owned 1960s built flats with an adjoining children's play area. Approximately 20% of the flats in Wade Court and 50% of the flats in Nicoll Court have been sold under Right-to-Buy. The play area, shown on the attached drawing, extending to approximately 0.36 acres (0.14 hectares), has been the subject of numerous complaints from local residents as a result of vandalism and nuisance.
- 8.2 Other uses of the land were considered to alleviate the nuisance and find a more efficient use, and it was considered that a small residential scheme would be appropriate. Genesis Housing Group have prepared a scheme comprising 5 x 3 bed units and 1 x 3 bed wheelchair unit. Planning permission was granted for the development on 30 November 2005, application number N14629A/05.
- 8.3 As the leaseholders hold estate rights a consultation has been undertaken and no objections have been received.
- 8.4 As the terms for the disposal fall within the General Consent under Section 32 of the Housing Act 1985 the Council will not require the consent of the Office of the Deputy Prime Minister for this transaction.
- 8.5 The proposed transfer to Genesis Housing Group is at nil value subject to the grant of 100% nomination rights on the completed units for a period of 60 years. The scheme is being funded through the Council's Housing Capital Programme and details of the scheme costs are provided in the attached Exempt Report.

## **9. LIST OF BACKGROUND PAPERS**

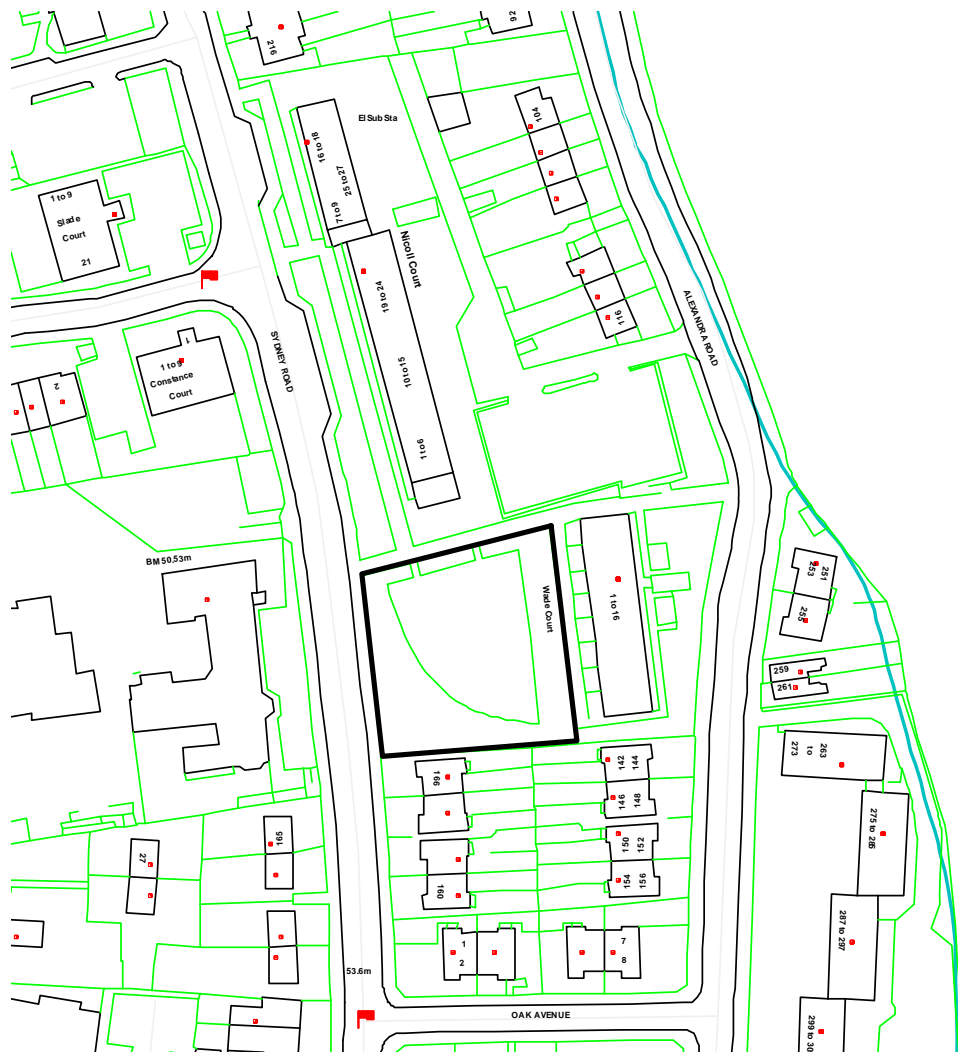
9.1 None.

Legal: DVP

CFO: SE



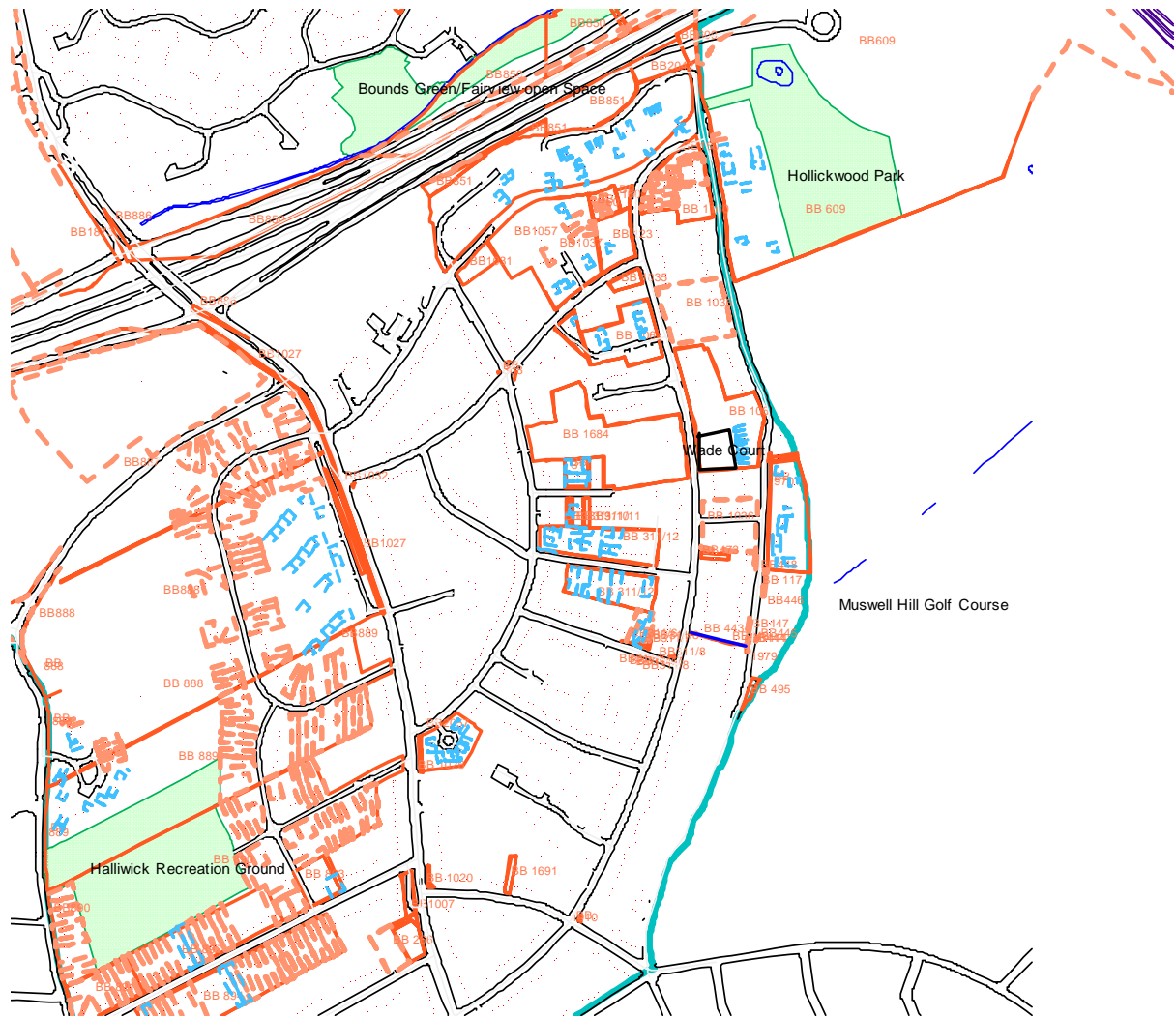
## Land adjacent Wade Court and Nicoll Court, Sydney Road, London N10



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Parks and Open Spaces in vicinity of Wade Court Scale 1:1250



**AGENDA ITEM: 7**

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Meeting	Cabinet Resources Committee
Date	16 February 2006
<b>Subject</b>	<b>Barnet Football And Cricket Club, Barnet Lane</b>
Report of	Cabinet Member for Resources
Summary	This report details the emergency decision taken by the Director of Environment in seeking an injunction to prevent Barnet Football Club (Holdings) Ltd and The Barnet Club Ltd (Barnet Cricket Club) from commencing works relating to the installation of revised parking and access arrangements for Barnet Football Club and associated works on land owned by the council and leased to the cricket club and to adjacent public open space, and to an area of land owned by Barnet Football Club (Holdings) Ltd without receiving necessary permissions.

Officer Contributors	Director of Environment
Status (public or exempt)	Public
Wards affected	Underhill
Enclosures	None
For decision by	The Committee
Function of	Executive
Reason for urgency / exemption from call-in (if appropriate)	N/A

Contact for further information: Graham Beattie, Director of Environment – 9 359 7856

## **1. RECOMMENDATIONS**

- 1.1 That the Committee note the action taken by the Director of Environment, in accordance with the emergency powers granted to all Chief Officers and following discussion with the Chairman of the Committee, to secure a without notice injunction preventing The Barnet Club Ltd. and Barnet Football Club (Holdings) Ltd from commencing works relating to the installation of revised parking and access arrangements for Barnet Football Club and associated works on land owned by the council and leased to the cricket club and to adjacent public open space, and to an area of land owned by Barnet Football Club (Holdings) Ltd scheduled to commence on Monday 9 January 2006.**

## **2. RELEVANT PREVIOUS DECISIONS**

- 2.1 Decisions of Cabinet Resources Committee meeting held on 5 January 2006.

## **3. CORPORATE PRIORITIES AND POLICY CONSIDERATIONS**

- 3.1 The Corporate Plan commits the council to 'plan and manage land use and development in Barnet to enhance the quality of life and provide tangible benefits for the community'.
- 3.2 The UDP states 'The Council has consistently safeguarded the green belt by resisting inappropriate development and will continue to do so, in accordance with government guidance.'

## **4. RISK MANAGEMENT ISSUES**

- 4.1 The previous report to this committee on this matter on 5 January identified the possibility of work commencing without the relevant consents in place as a real risk. The court action taken in the absence of an undertaking from The Barnet Club Ltd. and/or Barnet Football Club (Holdings) Ltd has protected the council from this risk.

## **5. FINANCIAL, STAFFING, ICT AND PROPERTY IMPLICATIONS**

- 5.1 The Barnet Club Ltd. and Barnet Football Club (Holdings) Ltd have agreed to pay the court's costs which will be assessed by the court if it is not possible to agree a negotiated settlement. This is confirmed in the final court order obtained on Friday 13<sup>th</sup> January.

## **6. LEGAL ISSUES**

- 6.1 None other than what is contained in the body of the report.

## **7. CONSTITUTIONAL POWERS**

- 7.1 Constitution – Council Procedure Rules – Financial Standing Orders and Rules for Disposal of Land and Real Property.

- 7.2 Constitution – Part 3 Responsibility for Functions – Section 3.6 Functions delegated to the Cabinet Resources Committee – All matters relating to land and buildings owned, rented or proposed to be acquired or disposed of by the council.
- 7.3 Constitution – Part 3 responsibility for Functions – Section 6.1 functions delegated to Chief Officers – Chief Officers can take decisions, in consultation with the Cabinet Member concerned in cases of emergency.

## **8. BACKGROUND INFORMATION**

- 8.1 Cabinet Resources Committee considered an urgent report at its meeting on 5 January 2006 which outlined the application from The Barnet Club Ltd. to carry out work on the northern boundary of the land let to the cricket club, for which council's consent as landowner is required, to include work to the southern access road within Barnet Football Club's Underhill site and works to a small area of the council's adjacent public open space. A copy of the committee's decisions is attached to this report.
- 8.2 As the works relate to and impact upon land owned by the council and leased to the cricket club and to public open space, a range of permissions are necessary including planning and landlord's consent. Authority to dispose of Green Belt land is also required.
- 8.3 The applicant was advised of the committee's decision the following day, 6 January, and an undertaking sought from the applicant's agent that work would not begin until all consents had been received. No such undertaking was offered. To the contrary the council was advised that work would start the following Monday 9 January, unless the council accepted responsibility for the safety of spectators at Barnet Football Club's ground or took out an injunction preventing the works.
- 8.4 The council could not assume responsibility for the safety of spectators. Therefore in accordance with the emergency powers granted to all Chief Officers in the council's Constitution, and following discussion with the Cabinet Member for Resources, the Director of Environment instructed the Deputy Borough Solicitor to seek an injunction at the High Court. A without notice injunction was granted against Barnet Football Club (Holdings) Ltd. and The Barnet Club Ltd. by the High Court on the evening of 6 January 2006 with a return to court date of Friday 13 January 2006. The interim injunction prevented The Barnet Club Ltd and Barnet Football Club (Holdings) Ltd from carrying out any works in relation to the installation of revised parking and access arrangements for Barnet Football Club and associated works without the prior consent of the London Borough of Barnet.
- 8.5 The without notice injunction was an interim order which needed to be extended, discharged or dealt with by an agreement between the parties. Agreement in the form of a Consent Order between all the parties was reached on Thursday 12th January 2006. The Barnet Club Chairman and the Chairman of the Barnet Football Club (Holdings) Ltd both gave a written undertaking to the court on

Friday 13<sup>th</sup> January to ensure that the Club applies for the necessary consents and that they refrain from doing any work until such time as the relevant permissions have been received.

- 8.6 The court approved the injunction on 13 January and issued a final injunction in the same terms as the without notice injunction with the addition of a clause that the Defendants pay the Council's costs to be assessed by the court if not agreed by the parties. This order is in force and binding. Should either party undertake the works referred to in it without the Council's permission, they will be in breach of the consent order and potentially liable to be brought before the court for contempt of court which carries a penalty of imprisonment.

## **9. LIST OF BACKGROUND PAPERS**

- 9.1 Letter from the Director of Environment to all members of Cabinet, Cabinet Resources Committee and Cabinet Overview and Scrutiny Committee dated 13 January 2006.
- 9.2 Order for an Injunction before the issue of a claim form, Friday 6 January 2006.
- 9.3 Final Court order 13<sup>th</sup> January 2006

Legal: SAM  
CFO: JB

**AGENDA ITEM: 8**

Page nos. 20 - 42

Meeting	Cabinet Resources Committee
Date	16 February 2006
<b>Subject</b>	<b>Revenue Monitoring 2005/06</b>
Report of	Cabinet Member for Resources
Summary	To consider a report on revenue monitoring in the current year and instruct officers to take appropriate action.

Officer Contributors	Chief Finance Officer Head of Finance (Core) All Heads of Service
Status (public or exempt)	Public
Wards affected	N/A
Enclosures	Appendix A – 2005/06 General Fund Forecast Outturn Appendix B(i) – 2005/06 Efficiency Savings Implementation Monitor Appendix B(ii) – 2005/06 Budget Reductions Implementation Monitor Appendix C – 2005/06 Housing Revenue Account Forecast Outturn
For decision by	Cabinet Resources Committee
Function of	Executive
Reason for urgency / exemption from call-in (if appropriate)	Not applicable

Contact for further information: Clive Medlam 020 8359 7110.

## **1. RECOMMENDATIONS**

- 1.1 That the General Fund and Housing Revenue Account budget monitoring position be noted.**
- 1.2 That Heads of Service be instructed to return confirmed forecast underspends to the centre and take appropriate management action to contain emerging budget pressures.**

## **2. RELEVANT PREVIOUS DECISIONS**

- 2.1 Cabinet Resources Committee 21 July 2005  
General Functions Committee 28 July 2005  
Cabinet Resources Committee 26 September 2005  
Cabinet Resources Committee 10 November 2005  
Cabinet Resources Committee 5 January 2006.

## **3 CORPORATE PRIORITIES AND POLICY CONSIDERATIONS**

- 3.1 Robust revenue monitoring is essential to ensure that resources support the Council's priorities as set out in the Corporate Plan.

## **4 RISK MANAGEMENT ISSUES**

- 4.1 The risks posed by budget pressures are addressed in Section 8 below. Management action is being taken to contain forecast overspends within service budgets to avoid having to call on balances.
- 4.2 For the past two years the Council has made a successful application to the Deputy Prime Minister to capitalise redundancy costs on the grounds of efficiency. An initial application has been made for 2005/06, but it must be borne in mind that approval is not automatic – each application is considered separately. If a capitalisation Direction is not made, the costs will have to be met from revenue and will have a significant impact on balances.
- 4.3 Cabinet Members are aware of the impact that non-achievement of budgeted savings and new emerging pressures could have on balances and are working with Heads of Service to contain these costs.

## **5 FINANCIAL, STAFFING, ICT AND PROPERTY IMPLICATIONS**

- 5.1 The 2004/05 outturn report presented to this committee on 21 July 2005 advised that General Fund balances at 31 March 2005 amounted to £5.004m. The 2005/06 budget included a contribution to balances of £3m, which brings the total of General Fund balances to £8.004m before considering the effects of monitoring during the year.



5.2 Adjustments to service budgets approved at previous meetings are set out at the end of Appendix A. In addition, self-balancing adjustments have been made to various service budgets to reflect an increased allocation of Planning Delivery Grant.

5.3 Taking account of forecast variations set out in Appendix A, the forecast of balances at 31 March 2006 is £7.410m. Further comments are contained in Section 8.

## **6 LEGAL ISSUES**

6.1 None.

## **7 CONSTITUTIONAL POWERS**

7.1 This committee is responsible for monitoring the council's budgets.

## **8 BACKGROUND INFORMATION**

8.1 The biggest budget risk identified at the start of the financial year was parking income. This was highlighted in the 2005/06 budget report to Council in March, and the budget has been monitored on a weekly basis throughout the year. A shortfall on income has been highlighted in budget monitoring reports throughout the year to date, and the latest position is set out in Appendix A. A decrease in the all day charge from £4.00 to £3.00 for borough car parks with all day tariffs was approved by Cabinet Resource Committee 10 November and is proposed to take effect from January 2006. A detailed review to estimate the financial impact will be undertaken.

8.2 An additional column has been incorporated into Appendix A to show the variance as a percentage of the total budget. This was requested by Members at a previous meeting, to put the forecast variance into proper context. Members are always encouraged to make suggestions on the format of the report and appendices that could improve understanding about the budget.

8.3 A traffic light monitor on budgeted savings is attached at Appendix B. The forecast variations shown here are also incorporated into Appendix A, to give a comprehensive position on the current level of forecast balances.

8.4 The projected balances figure represents an improvement of £0.4m in the position reported to this committee in January. Significant movements since the last report are highlighted in the following paragraphs, along with details on items not yet reflected in the forecast variations but which need to be brought to Members attention.

8.5. Adult Social Services

**Client Care** – This is demand led area of expenditure which has a history of large fluctuations throughout the year. The number of placements will

continue to be monitored closely and an updated position reported to each committee.

**Staffing Costs** – this projection incorporates the impact of the staffing restructure and the requirement to employ agency staff to ensure full coverage of service.

## 8.6 Central Expenses

**Underhill Public Inquiry** – Invoices totaling £12,571 have been approved and paid for December 2005 and January 2006 for the legal costs of the named members. The December invoice largely represented the cost of reading and advising on a significant volume of material resulting from the forensic analysis of relevant parts of the Council's IT system; the January 2006 invoice represents the time spent preparing written submissions prior to the interviews with PwC. Total legal costs for these individuals to date is £37,710.

Invoices totaling £39,650 have been received for the legal costs of named officers. However, no payment has been made to date on these invoices as these solicitors have agreed a 'no win no pay' fee which will only become payable at the conclusion of the case

£17,070 has been expended on other external legal costs.

A provision of £742,000 was made in the 2004/05 accounts for all the costs of the Inquiry. A new estimate from PwC was received on 22 November 2005 which has revised the previously estimated costs upwards between £531,750 - £596,750. Previous correspondence had estimated the range at £346,000 - £542,000 and we had made provision for the upper end of this. There is, therefore, a potential in-year overspend of £54,750. Officers are awaiting an explanation of the detail and level of these costs from PriceWaterhouseCoopers.

Officers continue to consider the risks, including the financial risks, associated with this item.

## 8.7 Children's Services

**External & Other Placements** – Members will have long experience of this being a volatile budget due to the nature of the service. The current forecast outturn is based on anticipated demand for the remainder of the financial year, although there remains the potential for significant fluctuations in costs as the number of placements rises or falls on a daily basis. In addition, the cost of an individual placement can be highly variable dependant on the need of the child.

## 8.8 Highways & Design

**RASWA Income** – additional income is anticipated due to extra inspections and defaults resulting from utility companies failing to meet their obligations following the works they have undertaken.

**PFI Advisors** - Projections of the estimated costs for the street lighting PFI advisors indicate that the budget is likely to be exceeded, although this is not as yet reflected in Appendix A. A preferred bidder has been appointed and advisor costs will be dependent upon the length of negotiations required to complete the contract. The requirement for advisors is kept under constant review. Any variation in estimated cost compared to budget will be reported in the next revenue monitoring report.

**Winter Maintenance** - It is estimated that the 2005/06 budget could be exceeded by approx £100,000 depending on the severity of the winter. This is not as yet reflected in Appendix A. This estimate is based on winter conditions similar to those experienced in 1995/96, but incorporates the revised pricing schedule. A comparison with variable expenditure at the end of December 2004 indicates £60,000 more has been expended to December 2005. Every effort is being made to contain the forecast overspend.

### Housing Revenue Account

8.9 This is monitored in conjunction with Barnet Homes. A summary of the HRA is set out in Appendix C, which shows a £41,000 improvement on the previous position and a forecast £61,000 overspend for the year.

## 9 LIST OF BACKGROUND PAPERS

9.1 None.

Legal:

CFO: Jonathan Bunt  
Michael Bradley

	FORECAST VARIATIONS					CHANGE TO PREVIOUS FORECAST	
	January CRC		February CRC			£000	£000
	£000	£000	£000	£000	%	£000	£000
<b><u>Adult Social Services</u></b>							
Client Care	(104)		156		0%	260	
Staffing Costs	(447)		(576)		2%	(129)	
		(551)		(420)			131
<b><u>Law &amp; Probity</u></b>							
Additional Costs due to delay in closing Wood Street Outstation Registrars office partly offset by vacancies and one-off income across the Dept	0		10			10	
Land Charges Income Levels	113		135		5%	22	
		113		145			32
<b><u>Central Expenses &amp; Contingency</u></b>							
External Audit & Inspection Fees (Robson Rhodes)	80		80		14%	0	
Other Corporate Levies & Subscriptions - higher than budgeted	27		27		0%	0	
Miscellaneous Income	(23)		(23)		n/a	0	
Rate Refund (net effect)	(19)		(19)		n/a	0	
LPSA Interim Reward Grant	124		124		100%	0	
Net effect of the corporate prudential borrowing position	(2,000)		(2,000)		(32%)	0	
Return of previous windfall receipt from Brent Cross	14		14		n/a	0	
		(1,797)		(1,797)			0
<b><u>Children's Services</u></b>							

	FORECAST VARIATIONS					CHANGE TO PREVIOUS FORECAST	
	January CRC		February CRC			£000	£000
	£000	£000	£000	£000	%	£000	£000
External Placements	1,181		1,073		13%	(108)	
Other placements (In-borough fostering & residential)	(205)		(205)		(4%)	0	
Social Work Teams & other salaries	(487)		(477)		(5%)	10	
Section 17 & 18 (support to families in need)	(66)		(66)		(13%)	0	
Safeguarding Children Grant - being held to offset external placement costs	(274)		(274)		n/a	0	
Other budgets	(152)		(152)		(3%)	0	
		(3)		(101)			(98)
<b><u>Resources</u></b>							
Corporate Finance - delay in restructure	264		156		8%	(108)	
Mill Hill Training Centre - lost income following transfer	64		64		78%	0	
HR Improvement Plan	175		175		n/a	0	
Pericles project over-run delaying achievement of mainframe downsizing	140		140		50%	0	
Support to ICT Projects	72		72			0	
GIS - Income Shortfall and Licence Costs	87		87		24%	0	
Strategic Procurement Savings	1,400		1,400		0%	0	
Vacancies and Running Costs Underspends Across Resources	(173)		(173)		n/a	0	
Leisure Management Contract - transferred to Resources from Culture	(60)		(60)		n/a	0	
Claremont Industrial Estate - income	43		43		18%	0	
Ravensfield House & Park House - income	(95)		(95)		n/a	0	
Rent Assistance	(13)		(13)		(100%)	0	
Net Property charges outside of the general fund	(5)		(5)		(3%)	0	

	FORECAST VARIATIONS					CHANGE TO PREVIOUS FORECAST	
	January CRC		February CRC			£000	£000
	£000	£000	£000	£000	%	£000	£000
Property Services - net effect of temporary and agency staff offset by salary savings	200		200		40%	0	
Disposal of Park House - impact on fees & charges	44		44		27%	0	
		2,143		2,035			(108)
<b><u>Education</u></b>							
Early Years & Play							
Staff vacancies - various	(182)		(150)		7%	32	
Nursery Education funding saving	(222)		(249)		0%	(27)	
Youth Service							
Salary net overspend	5		1		0%	(4)	
Premises Overspend	23		20		2%	(3)	
Grant income (prior year)	(38)		(38)		n/a	0	
General Underspend	0		(4)		n/a	(4)	
Resources & Performance							
Pupil Travel Passes	(209)		(183)		(53%)	26	
Staff related savings	(42)		(40)		(3%)	2	
Lea Retained Budgets	(2)		(37)		0%	(35)	
ELT/Schools	31		31		5%	0	
Standards & Effectiveness							
Staff oncosts - (pending budget allocation)	93		56		7%	(37)	
A Level Music Overspend	4		18		5%	14	
Standards & Inclusion							
LSC 6th Form grant higher than anticipated	(36)		(36)		0%	0	

	FORECAST VARIATIONS					CHANGE TO PREVIOUS FORECAST	
	January CRC		February CRC			£000	£000
	£000	£000	£000	£000	%	£000	£000
Transport Costs - additional number of pupil days/full effect of contract price increase/Unachieved saving.	365		323		-12%	(42)	
Placement underspend	(191)		(182)		5%	9	
Therapies overspend	98		108		10%	10	
Specialist and other Teams - net staffing position	(43)		(71)		-65%	(28)	
Cultural Services							
Libraries staffing underspend; income shortfall	35		(20)			(55)	
		(311)		(453)			(142)
<b><u>Environmental Services</u></b>							
Licencing Act - reduced income and additional staffing	135		135		20%	0	
Recycling - additional recycling boxes	60		60		n/a	0	
Recycling - ECT additional collection costs	45		45		n/a	0	
Increased Green Waste Gate fee	95		95		n/a	0	
Savings to meet increased Gate Fee:							
Street Cleansing training and supplies & services	(17)		(17)		0%	0	
Trade Waste increased income	(35)		(35)		(4%)	0	
Refuse training and Saturday collections	(13)		(13)		0%	0	
Parks locking/unlocking and developments	(13)		(13)		0%	0	
Grounds Maintenance agency and overtime reductions	(6)		(6)		(2%)	0	
Mill Hill Depot security savings	(16)		(16)		(2%)	0	
Catering - reduced take-up	97		97		n/a	0	
Golf Courses - residual maintenance costs	80		80		1%	0	

	FORECAST VARIATIONS					CHANGE TO PREVIOUS FORECAST	
	January CRC		February CRC			£000	£000
	£000	£000	£000	£000	%	£000	£000
Parks & Openspaces - control spend on developments to meet Golf course maintenance	(80)		(80)		(3%)	0	
CCTV - efficiency saving from merger with Emergency Telephone Suite & capital slippage	(88)		(130)		(1%)	(42)	
Management - additional staffing costs	75		75		24%	0	
Abandoned Vehicles - procurement efficiencies	(8)		(8)		(10%)	0	
Street Enforcement service - vacancies	(200)		(200)		(10%)	0	
Additional weed spraying	22		22		3%	0	
Residential Services - loss of Barnet Homes income	35		35		4%	0	
Cemetery & Crematoria fees & charges - increase from 1st January 2006	(30)		(30)		(10%)	0	
SEN Transport	0		0		n/a	0	
Street Cleansing - change flytip target	(15)		(15)		0%	0	
Targeted efficiency savings - Refuse, Street Cleansing, Greenspaces & Catering	(50)		(50)		n/a	0	
Policy & Performance - vacant posts held open	(50)		(50)		(13%)	0	
Mill Hill Depot - backdated income	(20)		(20)		(3%)	0	
Other minor variations (net)	35		23		n/a	(12)	
		38		(16)			(54)
<b>Highways &amp; Design</b>							
Special Parking Account - reduced income from PCN's and CPZ 's	1,222		1,299		10%	77	
Car parks - reduced income	328		301		28%	(27)	
Highways Planned Maintenance - planned deferral of schemes	(1,500)		(1,500)		(85%)	0	
Other Expenses - lower than anticipated external funding	29		27		2%	(2)	
R.A.S.W.A.- Increase in levels of inspections & defaults	35		(75)		(26%)	(110)	



	FORECAST VARIATIONS					CHANGE TO PREVIOUS FORECAST	
	January CRC		February CRC			£000	£000
	£000	£000	£000	£000	%	£000	£000
Rechargeables - increase in charges and some increase in activity	(10)		(10)		(2%)	0	
		104		42			(62)
<b><u>Planning</u></b>							
Planning Appeal Costs - Initial inquiry and court costs	20		20		n/a	0	
Organisation restructure and other staffing initiatives	25		0		2%	(25)	
Minor income variations (net)	1		1		1%	0	
		46		21			(25)
<b><u>Public Offices</u></b>							
Contract Cleaning	154		154		62%	0	
Miscellaneous Income (Aerial mast on Barnet House)	(55)		(55)		n/a	0	
Vacant posts offset by use of admin-temp-casual-agency	(30)		(30)		(6%)	0	
General premises budgets	(10)		(10)		(4%)	0	
NLBP Service Charges - increase deemed outside of lease	65		65		44%	0	
NLBP rates - increase wef 1 April 2005 revaluation	87		87		27%	0	
		211		211			0
<b><u>Housing</u></b>							
Salaries (Benefits Admin & Control)	(60)		(16)		(2%)	44	
Vacant posts offset by use of admin/temp/casual/agency staff	296		296		n/a	0	
Staff Advertising	5		5		92%	0	
Admin-Subsidy	(110)		(110)		(5%)	0	
Performance Standards Funding	(31)		(31)		n/a	0	

	FORECAST VARIATIONS					CHANGE TO PREVIOUS FORECAST	
	January CRC		February CRC			£000	£000
	£000	£000	£000	£000	%	£000	£000
Benefits Payments	783		747		51%	(36)	
Housing Benefits transitional relief	109		109		50%	0	
Housing Benefits limitation subsidy	420		328		55%	(92)	
Temporary Accommodation	(1,200)		(1,200)		(14%)	0	
General Fund Community Centres - BHL management fee & Claremont Road Community Centre	90		90		n/a	0	
		302		218			(84)
<b><u>Strategic Development</u></b>							
Staff savings & impact of restructure	(69)		(69)		(21%)	0	
Admin-temp-casual-agency including EDAW fees	87		88		n/a	1	
Consultants Fees	39		49		n/a	10	
Staff Advertising	45		45		n/a	0	
Developers' Contributions	(40)		(40)		n/a	0	
Anticipated use of S106 receipts	(83)		(83)		n/a	0	
Other - minor variations	21		19		n/a	(2)	
		0		9			9
<b>Total (net forecast overspend)</b>	<b>295</b>	<b>295</b>	<b>(106)</b>	<b>(106)</b>		<b>(401)</b>	<b>(401)</b>
General Fund Balances @ 1.4.2005	(5,004)		(5,004)			0	
Contribution to Balances	(3,000)		(3,000)			0	
Variations Approved at Cabinet Resources Committee 28th July 2005							
NLBP Ground Floor Building 4 Lease	79		79			0	
Variations Approved at Cabinet Resources Committee 26th September 2005							

	FORECAST VARIATIONS					CHANGE TO PREVIOUS FORECAST	
	January CRC		February CRC			£000	£000
	£000	£000	£000	£000	%	£000	£000
Street Lighting	415		415			0	
Coroners Court Levy - unrequired budget returned to the centre	(109)		(109)			0	
Variations Approved at Cabinet Resources Committee 10th November 2005							
ECT Recycling Contract	315		315			0	
		(7,304)		(7,304)			0
<b>Forecast Balances @ 31.3.2006</b>	<b>(7,009)</b>	<b>(7,009)</b>	<b>(7,410)</b>	<b>(7,410)</b>		<b>(401)</b>	<b>(401)</b>

Line Reference	Efficiency Proposal	Budget 2005/06	Forecast Outturn	Variance	Progress & Risks of not achieving
		£	£	£	

**On Target/Achieved Efficiency Savings**

1	<b><u>Adult Social Services</u></b>				
4	Printing & Stationery	13,900	13,900	0	The budgets have been reduced
5	Learning disability reprofiling	200,000	200,000	0	Service modernisation continuing
6	Age Concern - reduction from 3 to 2 centres	50,000	50,000	0	SLA agreed with Age Concern
7	Restructure Management Team	100,000	100,000	0	The restructure has been completed and implemented
8	Reinvestment Leys receipt	220,000	220,000	0	A revised schedule has been agreed with NHHT and the capital payment has been made
9	<b><u>Borough Solicitor</u></b>				
10	Supplies and Services	27,150	27,150	0	
11	Court Fees	10,000	10,000	0	At Month 8 projection is spend will be within budget
12	Land Registry Fees	2,500	2,500	0	
13	Counsels Fees	33,000	33,000	0	At Month 8 projection is spend will be within budget
14	IT Budgets	20,800	20,800	0	
16	Legal Fees - Receipts	35,000	35,000	0	Overall Legal Service income on target at Month 8
17	Court Costs Awarded	10,000	10,000	0	Overall Legal Service income on target at Month 8
18	Copying Charges	1,000	1,000	0	
21	Electoral Registration - Advertising	8,000	8,000	0	
22	Legal Services - Staff Reduction	117,000	117,000	0	Legal Service staffing costs within budget at Month 8
23	Staffing efficiencies from IT investment (FYE)	63,000	63,000	0	Legal Service staffing costs within budget at Month 8
24	Reduction of one manager post	18,000	18,000	0	Committee Services staffing costs within budget at Month 8
25	Reduction of 1 1/2 x FTE posts in Office Support Team.	37,000	37,000	0	Committee Services staffing costs within budget at Month 8
26	Supplies & Services	3,000	3,000	0	
27	Transport	2,000	2,000	0	
28	Restructure Scrutiny	50,000	50,000	0	Saving will be achieved in full
29	<b><u>Borough Treasurer</u></b>				
30	Cashiers - Close Wood Street	30,000	30,000	0	Cashiers Staffing Costs within Revised Budget
31	Internal audit - Delete one post	15,000	15,000	0	Post deleted - revised structure costed and agreed - and is within budget
32	Administration - Delete one post	25,000	25,000	0	Post deleted - revised structure costed and agreed - and is within budget
33	Expenses service wide	15,000	15,000	0	
34	Reduce IT budgets service wide	30,000	30,000	0	Budgets have been adjusted service-wide
35	Car allowances service wide	20,000	20,000	0	
36	CAFT - Vacancy factor	15,000	15,000	0	CAFT staffing budget reset to include vacancy factor
37	Welfare rights - Delete one post	21,000	21,000	0	Post deleted - revised structure costed and agreed - and is within budget
39	Grants	25,000	25,000	0	Grants budget reduced.
40	Assessments - Delete one post	25,000	25,000	0	Post deleted - revised structure costed and agreed - and is within budget
42	Delete 2 posts in Local Taxation	35,000	35,000	0	Posts deleted - revised structure costed and agreed - and is within budget
43	Delete post in Audit	60,000	60,000	0	Post deleted - revised structure costed and agreed - and is within budget
44	<b><u>Central Expenses</u></b>				

Line Reference	Efficiency Proposal	Budget 2005/06	Forecast Outturn	Variance	Progress & Risks of not achieving
		£	£	£	
45	Democratic Health Network	690	690	0	
46	London Team Against Fraud	7,500	7,500	0	
47	Corporate - Car leasing	16,000	16,000	0	
48	Senior management restructure (contingency)	180,000	180,000	0	
49	<b>Children &amp; Families</b>				
50	Efficiency review	278,000	278,000	0	Administrative posts deleted and IT technology introduced
52	Young Peoples Team	15,000	15,000	0	Post deleted
53	<b>Cultural Services</b>				
54	Cessation of Translation Service	65,460	65,460	0	
55	Savings on running costs (£160 to CC)	27,500	27,500	0	
56	Savings on IT expenditure	23,300	23,300	0	
57	Media Fund	30,000	30,000		
58	Staff restructure	221,320	221,320	0	Staffing expenditure around new budgeted level at month 7
59	<b>Education</b>				
60	reorganisation	95,000	95,000	0	Budget Amended
61	travel passes	50,000	50,000	0	Budget Amended
62	Publications	10,000	10,000	0	Budget Amended
63	Delete transport client officer post	20,000	20,000	0	Budget Amended
64	Reorganisation	70,000	70,000	0	Budget Amended
65	salaries reduction	40,000	40,000	0	Budget Amended
66	staffing reductions	10,000	10,000	0	Budget Amended
67	Traded Services	50,000	50,000	0	Budget Amended
68	increased use of grant income to fund posts	50,000	50,000	0	Budget Amended
69	Grant income to fund posts	25,000	25,000	0	Budget Amended
70	reduce EBP grant by 3% -efficiency saving	2,500	2,500	0	Budget Amended
71	Reduced running costs	7,500	7,500	0	Budget Amended
72	Delete post of SEN tribunal officer	25,000	25,000	0	Budget Amended
73	<b>Environmental Services</b>				
74	Barnet Homes - re-negotiation of grounds maintenance contract	75,000	75,000	0	SLA - awaiting confirmation from Barnet Homes
77	Parks & Open Spaces - management	115,000	115,000	0	Budget reduced - staff savings (3 management posts) actioned.
78	Staff - overtime	3,500	3,500	0	Budgets reduced and controls in place.
79	Management and Support	500	500	0	
81	Ground maintenance efficiencies	25,000	25,000	0	Post deleted.
82	Domestic Refuse - bin purchase	15,000	15,000	0	
83	Domestic Refuse - protective clothing	4,000	4,000	0	Budgets reduced and amended. (Bins, protective clothing, special collections)
84	Domestic Refuse - special collection income	10,000	10,000	0	
87	Street Enforcement Service	603,750	603,750	0	Restructure approved by General Functions (November 2004) and implemented.
89	Grounds Maintenance	10,000	10,000	0	Budgets reduced.
91	Mill Hill Depot	100,000	100,000	0	Additional income being negotiated and confirmed.

Line Reference	Efficiency Proposal	Budget 2005/06	Forecast Outturn	Variance	Progress & Risks of not achieving
		£	£	£	
92	SES/Street Cleansing	870	870	0	Budgets reduced on equipment and materials
93	Refuse	340	340	0	
94	SES	1,220	1,220	0	
95	SES	170	170	0	Budgets reduced on printing and stationery
96	Residential Services/Catering	4,920	4,920	0	Service IT budgets reduced.
98	<b>Highways &amp; Design</b>				
76	Responsive Highways Maintenance - carriageways	55,000	55,000	0	Budgets reduced. Reflects improved conditions following increased planned mtnce.
85	Road structural repairs	35,000	35,000	0	Budgets reduced.
90	Highways Maintenance	50,000	50,000	0	Budgets reduced.
99	Highways - staffing reduction	32,000	32,000	0	Budgets reduced
100	General running cost savings - Equipment & Materials	2,864	2,864	0	Budgets reduced
101	General running cost savings - General Office Expenses	500	500	0	Budgets reduced
102	General running cost savings - IT	11,520	11,520	0	Budgets reduced
103	General running cost savings - Other Expenses	50,808	50,808	0	Budgets reduced
104	General running cost savings - Printing	3,946	3,946	0	Budgets reduced
105	General running cost savings - Stationery	1,442	1,442	0	Budgets reduced
106	Car Parks - repairs/maintenance	8,000	8,000	0	Budgets reduced
107	Disabled Crossing Facilities	5,000	5,000	0	Budgets reduced
108	Schools Crossing Patrols	5,000	5,000	0	Budgets reduced
109	Home Zones - works budget	30,000	30,000	0	Budgets reduced
110	Building Control - net additional income	60,000	60,000	0	Fees Increased
111	Highways Administration reduction in posts - additional impact 05/6 (FYE)	20,000	20,000	0	Posts reduced - Total £90k, £70k 2004-05 - balance of £20k 2005-06
113	<b>Housing -General Fund</b>				
115	Reduction in IT budget in Housing Benefit	16,800	16,800	0	Budgets reduced
116	Temporary accomodation	50,110	50,110	0	Budgets reduced
117	<b>Human Resources</b>				
119	Payroll Reductions due to move to Weekly Pay	37,500	37,500	0	Post reductions have occurred - costs slightly above profiled budget at Month 7
119a	Delete 1 post in training	42,500	42,500	0	Post deleted - revised structure costed and agreed - and is within budget
120	Discontinue central advertising / outsource resource handling	70,000	70,000	0	Posts deleted - revised structure costed and agreed - and is within budget
121	<b>Information Systems</b>				
123	IS Partners	15,000	15,000	0	
125	IS - Telephony Infrastructure - reduced call rate charges	20,000	20,000	0	Reduced charges already reflected in 04-05 so no problem expected
130	IS - 10% Reduction in NLBP managed service costs	45,000	45,000	0	Saving should be achieved
132	<b>Planning</b>				
133	Reduce the annual spending on employee expenses	13,300	13,300	0	Budgets reduced
134	Reduce the annual spending on transport costs	2,330	2,330	0	Budgets reduced
135	Reduce the annual spending on supplies and services	10,210	10,210	0	Budgets reduced
136	Revised base budget	61,600	61,600	0	Budgets reduced
137	<b>Property Services</b>				

Line Reference	Efficiency Proposal	Budget 2005/06	Forecast Outturn	Variance	Progress & Risks of not achieving
		£	£	£	
138	Reduced spending on stationery, training	4,000	4,000	0	Achieved
139	Recharge post to Housing Estates regeneration budget	14,600	14,600	0	Post to be recharged to Regeneration budget
140	<b>Public Offices</b>				
141	Equipment and Materials	880	880	0	Budgets reduced
142	Floral Decorations	160	160	0	Budgets reduced
143	General Office Expenses	140	140	0	Budgets reduced
144	Printing	400	400	0	Budgets reduced
145	Staffing efficiencies	10,600	10,600	0	Budgets reduced
146	Staffing efficiencies	280	280	0	Budgets reduced
147	Staffing efficiencies	110	110	0	Budgets reduced
148	<b>Resources</b>				
149	Procurement savings	300,000	300,000	0	Following budget adjustment agreed by CRC, revised budget will be achieved
151	CPO - End all consultancy budgets	40,000	40,000	0	Spend reduced in 04-05 - so saving should be achieved
153	Savings on running costs (from CC)	160	160	0	
154	Savings on IT expenditure (from CC)	1,250	1,250	0	Budgets have been adjusted service-wide
155	Restructure switchboard (from CC)	25,000	25,000	0	Posts deleted - revised structure costed and agreed - and is within budget
156	<b>Strategic Development</b>				
157	IT savings	3,080	3,080	0	Achieved
159	<b>Strategic Directors &amp; Corporate Support</b>				
160	Reduced Printing, Conference and Stationery Budgets	25,160	25,160	0	
162	Reduce First team to 4 issues a year	11,000	11,000	0	
163	CPO - Reduce Consultation Budgets	25,000	25,000	0	
164	CPO - Citizens's panel - 2 per year	5,000	5,000	0	

**At Risk Efficiency Savings**

1	<b>Adult Social Services</b>				
2	Placements	450,000	450,000	0	This is a demand led service & it is too early in the year to be certain of the outturn position, however the service has good controls on assessments and placements processes and will endeavour to bring the budgets in on line.
3	IT	15,660	15,660	0	Significant demand for IT hardware replacement
9	<b>Borough Solicitor</b>				
15	Registrars Income	19,500	19,500	0	Income is now projected to exceed budget at month 8
19	Registrars - Closure of Wood Street office - saving on premises costs	21,000	11,000	10,000	Office closed later in year than anticipated. It is hoped to offset the additional cost with extra income
20	Registrars - Closure of Wood Street office - saving on staff costs	50,000	30,000	20,000	Office closed later in year than anticipated. It is hoped to offset the additional cost with extra income
49	<b>Children &amp; Families</b>				

Line Reference	Efficiency Proposal	Budget 2005/06	Forecast Outturn	Variance	Progress & Risks of not achieving
		£	£	£	
51	Asylum seekers	180,810	180,810	0	Last year NASS informed authorities that they would resume responsibility for single adults and families. The budget was set on this basis. NASS has subsequently asked authorities to continue with supporting these asylum seekers. Barnet informed NASS that after end of Sept there will no longer be an Asylum Seekers Team to deal with these asylum seekers.
73	<b>Environmental Services</b>				
75	SEN Transport efficiencies - Education	90,000	30,000	60,000	£30k from management charges, £60k logistics savings to be confirmed with Education.
80	Stores organisation efficiencies	30,000	30,000	0	Two posts deleted. Cost recovery process to be confirmed.
97	Recycling - increase in green waste collection	44,000	44,000	0	Tonnages collected being monitored. Participation rates will be key.
98	<b>Highways &amp; Design</b>				
112	Design services	250,000	250,000	0	Implementation in progress. Fee base being confirmed
121	<b>Information Systems</b>				
122	HBS Business Services - Print Contract	60,000	60,000	0	Whether or not saving is achieved will not become apparent until later in year
124	IS vacancies	30,000	30,000	0	Staff costs above budget at Month 7 although some cost relates to supporting capital projects
126	IS - reduction of 1 post	45,000	45,000	0	Staff costs above budget at Month 7 although some cost relates to supporting capital projects
127	IS - Hardware Maintenance Savings	30,000	30,000	0	
129	IS - Re-scope terms of contract for HBS partnership	150,000	150,000	0	Saving not achieved in full at this point
131	IS - Increase in Schools income	20,000	20,000	0	Income levels suggest saving will now be achieved in full.
148	<b>Resources</b>				
150	IS and CPO Admin reduction (1.5 posts)	45,000	45,000	0	Pressure on staffing budgets in new Directorate
152	CPO - reduction of 1 post	45,000	45,000	0	
156	<b>Strategic Development</b>				
158	Staff savings to be achieved through reducing hours and restructuring	14,290	14,290	0	Budgets reduced & restructure to be completed by Head of Service
159	<b>Strategic Directors &amp; Corporate Support</b>				
161	Remove Consultants Fees budget for Arts Depot	31,000	31,000	0	

### High Risk/Unachieved Efficiency Savings

29	<b>Borough Treasurer</b>				
41	MCS efficiencies - deletion of posts within Accountancy, Cashbook & Income	235,000	35,000	200,000	Final restructure proposals to be agreed
73	<b>Environmental Services</b>				
86	ECT recycling contract - productivity savings	95,000	50,000	45,000	£50k no inflation increase confirmed. Balance of £45k will not be achieved by round reduction as originally envisaged(because of impact of compulsory recycling).
88	Golf Courses - running costs	108,000	28,000	80,000	Disposal agreed Cabinet Resources 28/04/05. No revenue budget 2005/06. There will be some residual maintenance costs. Report to Cabinet Resources 21/07/05 with tender results. Expected to lease from 1 April 2006
113	<b>Housing -General Fund</b>				
114	Community Centres staffing	13,000	0	13,000	Will not be achieved, further work required with Barnet Homes, but can be taken up elsewhere in Housing GF



Line Reference	Efficiency Proposal	Budget 2005/06	Forecast Outturn	Variance	Progress & Risks of not achieving
		£	£	£	
117	<b>Human Resources</b>				
118	Re-organise management of HR	100,000	100,000	0	Additional costs associated with HR improvement plan leading to Overspend
121	<b>Information Systems</b>				
128	IS - Managed service saving due to new system implementation	150,000	150,000	0	Delay in Pericles implementation has jeopardised achievement of this saving
165	<b>Totals</b>	<b>7,170,900</b>	<b>6,742,900</b>	<b>428,000</b>	
166	<b>Summary of Efficiencies :-</b>				
167		4,743,140	4,743,140	0	
168		1,655,760	1,595,760	60,000	
169		772,000	404,000	368,000	
170	<b>Totals</b>	<b>7,170,900</b>	<b>6,742,900</b>	<b>428,000</b>	

Appendix B (ii)

Line Ref	Budget Reduction Proposal	Budget 2005/06	Total Reduction	Forecast Outturn	Variance	Progress & Risks of not achieving
		£	£	£	£	

**On Target/Achieved Savings**

1	<b>Adult Social Services</b>					
2	Close Springwood (FYE)	100,000	100,000	100,000	0	achieved
4	Telephones for disabled	24,000	24,000	24,000	0	
5	HIV / AIDS Service	8,000	8,000	8,000	0	
7	<b>Borough Solicitor</b>					
8	Removal of Head of Service post and 1 manager post	93,000	93,000	93,000	0	
9	<b>Borough Treasurer</b>					
10	Grant to Barnet Action 4 Youth - expires March 2004	50,000	50,000	50,000	0	Grants budgets reduced and allocation of grants expected to be within reduced budget
11	Grant to Barnet Retired & Senior Volunteer Programme - expires March 2004.	12,500	12,500	12,500	0	
12	Reduction in small grants to voluntary organisations.	70,000	70,000	70,000	0	
13	Additional grant funding for Welfare Rights Unit	18,560	18,560	18,560	0	Grant funding secured
14	Assessments - eliminate one-off budget increase for introducing "Fairer Charging"	10,000	10,000	10,000	0	Budget adjusted
16	Increase charge to Special Parking Account re cash collection	75,000	75,000	75,000	0	Increased charge achieved in 04-05 - so should be secure in 05-06
17	Delete post in Student Finance	25,000	25,000	25,000	0	Post deleted - revised structure costed and agreed - and is within budget
18	<b>Central Expenses</b>	0				
19	Roundabout Sponsorship	28,700	28,700	28,700	0	
20	LPSA - interim reward grant	124,000	124,000	124,000	0	
21	<b>Children &amp; Families</b>					
22	ART - reduction in service	120,000	120,000	120,000	0	Specific posts deleted and phase 2 of the C&F restructure costed and agreed within available resources
23	Further staff savings	140,000	140,000	140,000	0	Specific posts deleted and phase 2 of the C&F restructure costed and agreed within available resources
24	Principal Projects and Strategy Officer	33,580	33,580	33,580	0	Post deleted
25	<b>Cultural Services</b>					
26	Close Totteridge Library (FYE)	28,000	28,000	28,000	0	
28	Cease adult guidance support	50,000	50,000	50,000	0	
29	Reduce library opening hours and re-designate posts	226,000	226,000	226,000	0	
30	Nil inflation on Media Budget	24,000	24,000	24,000	0	
31	Reduce mobile libraries by 1 vehicle	96,500	96,500	96,500	0	
32	Reduction on media fund	22,500	22,500	22,500	0	
33	<b>Education</b>					
34	Recode 50% ELT post to grant	36,000	0	36,000	0	Budget adjusted
35	Charge part of Early Years advisory service to grant	96,000	96,000	96,000	0	Budget adjusted
36	Youth Service	300,000	300,000	300,000	0	Budget adjusted
37	Targeted support for schools causing concern	44,000	44,000	44,000	0	Budget adjusted
38	Capitalise consultancy for Primary capital strategy	250,000	250,000	250,000	0	Budget adjusted
39	<b>Environmental Services</b>					
40	Abandoned Vehicles	12,000	12,000	12,000	0	Budget reduced.

Line Ref	Budget Reduction Proposal	Budget 2005/06	Total Reduction	Forecast Outturn	Variance	Progress & Risks of not achieving
		£	£	£	£	
41	Restructure of Street Enforcement	201,250	201,250	201,250	0	Restructure approved General Functions November 2004 and implemented.
42	LA 21 Grants	5,000	5,000	5,000	0	Budget reduced
45	Noise Service - refocus to times of peak demand	90,000	90,000	90,000	0	Reduction in Out of Hours service implemented.
47	Residential service - staffing reductions	60,000	60,000	60,000	0	Two posts deleted.
48	Grounds maintenance - rationalisation of highways planting	70,000	70,000	70,000	0	Savings agreed with Cabinte member. Implementation being monitored.
50	Litter bins & graffiti	62,000	62,000	62,000	0	Budgets reduced (equipment £50k , graffiti 12k)
52	Cease HECA survey programme	22,000	22,000	22,000	0	Programme ceased and budget deleted.
54	Public health - reduction 0.5 posts	13,000	13,000	13,000	0	Post deleted
55	Waste Performance Grant	276,000	276,000	276,000	0	Government grant for 2005/06 confirmed. 2006/07 to be confirmed.
56	<b>Highways and Design</b>					
44	Responsive Highways Maintenance - footways	25,000	25,000	25,000	0	Budget reduced. Reflects improved conditions following increased planned mtnce.
57	Highways - general increase in fees and charges	180,000	180,000	180,000	0	Additional income applicable to 2005-06 estimated to be on target.
58	IT invest to save	50,000	50,000	50,000	0	Budget reduced
59	Highways - general fees & charges increase	30,000	30,000	30,000	0	Fees and charges increased - monitor
60	Highways rationalisation of works programme	340,000	340,000	340,000	0	Budgets reduced (public lighting). One off
61	War memorials	10,000	10,000	10,000	0	Budgets reduced
62	Highways planned maintenance	200,000	200,000	200,000	0	Budgets reduced
63	Safer Routes	23,000	23,000	23,000	0	Budgets reduced
66	<b>Housing - General Fund</b>					
68	Housing Initiatives	39,200	39,200	39,200	0	On target
69	<b>Human Resources</b>					
70	Close Occupational Health Service	80,000	80,000	80,000	0	Service closed and services now picking up cost of OH referrals
73	<b>Planning</b>					
74	Increased income (national planning fees)	15,000	15,000	15,000	0	Fees increased 01/04/05.
75	Reductions in Planning and Enforcement Posts	109,000	109,000	109,000	0	Restructure proposal put forward to members for approval.
76	<b>Property Services</b>					
77	Charging for property disposal packs	2,000	2,000	2,000	0	Fees being generated
79	Charge HRA for work undertaken on Housing Association programme	8,000	8,000	8,000	0	Fees being generated
80	Increased charges for Court of Protection work	5,000	5,000	5,000	0	Fees being generated
81	Review of charges of costs against capital receipts for disposals	10,000	10,000	10,000	0	Fees being anticipated
82	<b>Public Offices</b>					
83	Full costs of Stag House to Barnet Homes	51,000	51,000	51,000	0	Achieved
84	Reduction of budget for building maintenance	6,000	6,000	6,000	0	Budgets reduced
88	<b>Strategic Development</b>					
90	Inward Investment North London	35,000	35,000	35,000	0	Achieved

#### At Risk Savings

1	<b>Adult Social Services</b>					
3	Sheltered workshops	23,000	23,000	23,000	0	Consultation underway - will be contained within service cash limit
6	Community Network	50,000	50,000	50,000	0	Consultation underway - will be contained within service cash limit
9	<b>Borough Treasurer</b>					
15	Cease services provided to the Probation Service (net of income lost)	5,000	5,000		5,000	Final restructure proposals awaited
25	<b>Cultural Services</b>					

Line Ref	Budget Reduction Proposal	Budget 2005/06	Total Reduction	Forecast Outturn	Variance	Progress & Risks of not achieving
		£	£	£	£	
27	Reduce GLL management fee	25,000	25,000	25,000	0	Negotiations with Schools still ongoing expected to progress but full year saving will not be achieved
39	<b>Environmental Services</b>					
43	Increase fees & charges above inflation	20,000	20,000	20,000	0	Increased fees and charges approved by CRC committee 25/11/2004. Monitor
46	Trade Waste - increased income	25,000	25,000	25,000	0	Targetted increase in turnover and improved debt collection.
51	Allotments - increased income	50,000	50,000	50,000	0	Charges increased 1/4/05 - but first 4 months indicate a possible drop in take-up. Service aims to match any income shortfall with matching expenditure savings.
53	Capitalise Environmental Health Officer	40,000	40,000	40,000	0	Capitalisation process to be confirmed with external auditor.
69	<b>Human Resources</b>					
71	Charge Services for all Corporate run training courses	50,000	50,000		50,000	Level of Income received will not become apparent until later in the year, although due to MCS less general training is being undertaken.
72	Revision of the advertising style - reduce information included	50,000	50,000		50,000	Savings need to be reclaimed from services - therefore high risk
76	<b>Property Services</b>					
78	Charges for RTB/Home loss work	18,000	18,000	18,000	0	Fees being generated for RTB's and potential fees being generated for Home loss
82	<b>Public Offices</b>					
85	Barnet House	120,000	120,000	57,340	62,660	Net effect of contract cleaning budget pressure and savings on premises budgets, means that this reduction cannot be confirmed as being met, at present.
86	<b>Resources</b>					
87	Staff savings through service restructuring	28,000	28,000	28,000	0	
88	<b>Strategic Development</b>					
89	Review sources of funding	39,000	39,000	39,000	0	Partner organisations contributing to costs

### High Risk/Unachieved Savings

39	<b>Environmental Services</b>					
49	School meals - increase charge to £1.85	90,000	90,000	5,000	85,000	At risk due to potential reduction in take-up of school meals. Also impact of non-controllable factors (eg school closures) and "Healthy Eating" drive to be taken into account.
64	<b>Special Parking Account</b>					
65	Parking - fees restructure (SPA?)	500,000	500,000	(1,100,000)	1,600,000	Fees increased/revised. Income pressure continuing into 2005/06
66	<b>Housing - General Fund</b>					
67	Community centres	37,000	37,000		37,000	Will not be achieved, further work required with Barnet Homes, but can be taken up elsewhere in Housing GF
91						
92						
93	<b>Total</b>	<b>5,304,790</b>	<b>5,268,790</b>	<b>3,415,130</b>	<b>1,889,660</b>	
94	<b>Summary of Budget Reductions</b>					
95		<b>4,137,790</b>	<b>4,101,790</b>	<b>4,137,790</b>	<b>0</b>	
96		<b>540,000</b>	<b>540,000</b>	<b>372,340</b>	<b>167,660</b>	
97		<b>627,000</b>	<b>627,000</b>	<b>(1,095,000)</b>	<b>1,722,000</b>	
98	<b>Total</b>	<b>5,304,790</b>	<b>5,268,790</b>	<b>3,415,130</b>	<b>1,889,660</b>	

## HOUSING REVENUE ACCOUNT

Service	2005/6					Remarks	
	Original Budget	Current Budget	Actual Year to Date Month 7	Projected Outturn	Variance		
	£	£	£	£	£		
<b>EXPENDITURE</b>							
Supervision & Management:-							
General Expenses	14,639,160	14,639,160	8,285,169	14,703,150	63,990	Increase in projected outturn due to retained housing salaries. There are still outstanding issues relating to SLAs and Insurance costs that will affect the management fee payable to Barnet Homes.	
Special Expenses	5,059,920	5,059,920	2,951,620	5,059,920	0		
Other Expenses	106,220	106,220	53,110	106,220	0		
Repairs & Maintenance	8,458,000	8,458,000	5,075,211	8,458,000	0		
Capital Charges :-					0		
Cost of Capital	550,000	550,000	0	550,000	0		
Depreciation	8,112,170	8,112,170	0	8,112,170	0		
Housing Benefits	500,000	500,000	0	500,000	0		
Housing Subsidy	8,300,000	8,300,000	4,980,000	8,675,000	375,000		Adjustment in respect of 2004/5 final claim
Contribution to Working Balance	634,680	532,380	0	593,390	61,010		
	46,360,150	46,257,850	21,345,110	46,757,850	500,000		
<b>INCOME</b>							
Supervision & Management:-							
General Income	(2,361,860)	(2,361,860)	(1,277,752)	(2,861,860)	(500,000)	Additional service charge income from 2004/5 actuals	
Special Income	(3,294,500)	(3,216,500)	(1,804,841)	(3,216,500)	0		
Rent Income:-							
Dwellings	(38,984,000)	(38,984,000)	(22,697,438)	(38,984,000)	0		
Garages	(721,000)	(696,700)	(402,938)	(696,700)	0		
Other	(698,790)	(698,790)	(407,627)	(698,790)	0		
Interest	(300,000)	(300,000)	0	(300,000)	0		
	(46,360,150)	(46,257,850)	(26,590,596)	(46,757,850)	(500,000)		
<b>NET COST OF SERVICES</b>	<b>0</b>	<b>0</b>	<b>(5,245,486)</b>	<b>0</b>	<b>0</b>		

**AGENDA ITEM: 10**

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Meeting	Cabinet Resources Committee
Date	16 February 2006
<b>Subject</b>	<b>Fees &amp; Charges for Cleansing Environmental Services - 1 April 2006 – 31 March 2007</b>
Report of	Cabinet Member for Resources Cabinet Member for Environment and Transport
Summary	To approve increases in Fees & Charges above the rate of inflation for Cleansing Services

Officer Contributors	Peter Norton - Head of Environmental Services Roger Jones - Assistant Head of Street Scene and Green Spaces
Status (public or exempt)	Public
Wards affected	Borough wide
Enclosures	Appendix A - List of proposed charges
For decision by	Cabinet Resources Committee
Function of	Executive
Reason for urgency / exemption from call-in (if appropriate)	N/A

Contact for further information Pat Turner, Finance Officer, Environmental Services  
020 8359 7494

## **1. RECOMMENDATIONS**

- 1.1 That the fees and charges detailed in the enclosure with this report, which mainly relates to trade waste, be approved to take effect from 1 April 2006 and the method of payment to include only direct debit or payment in advance by cheque in appropriate cases.

## **2. RELEVANT PREVIOUS DECISIONS**

- 2.1 Cabinet Resources Committee 23 September 2004 Decision no. 6 that increases in fees and charges above the rate assumed in the Financial Forward Plan be approved by Cabinet Resources Committee.

## **3. CORPORATE PRIORITIES AND POLICY CONSIDERATIONS**

- 3.1 None.

## **4. RISK MANAGEMENT ISSUES**

- 4.1 Failure to increase fees and charges adequately will create pressures on Council budgets. This needs to be balanced against potential for customers to go elsewhere for these services.
- 4.2 Any increase may cause a reduction in demand due to customer dissatisfaction with new prices.

## **5. FINANCIAL, STAFFING, ICT AND PROPERTY IMPLICATIONS**

- 5.1 The impact of increased fees and charges will be taken into account in the 2006/2007 forward plan process and the subsequent revenue monitoring reports.

## **6. LEGAL ISSUES**

- 6.1 None.

## **7. CONSTITUTIONAL POWERS**

- 7.1 Constitution, Part 3 - Responsibility for Functions, Section 3 - Powers of the Executive, paragraph 3.6 - terms of reference of the Cabinet Resources Committee.

## **8. BACKGROUND INFORMATION**

- 8.1 This report sets out proposed fees and charges to be applied to cleansing services from 1st April 2006. Individual increases vary between 5% and 15% although four items are frozen to remain competitive. In setting the new charges, regard has been made to maintain the current market share particularly in Trade Waste collections and to sustain business in other areas.

## **9. LIST OF BACKGROUND PAPERS**

- 9.1 None.

Legal: DVP  
CFO: PA

**DRAFT FEES AND CHARGES REVIEW 2006/2007**  
**ENVIRONMENTAL SERVICES - Appendix A -**

Service and Category	Current Charge 2005/2006	VAT applicable Y/N	Proposed Gross Charge 2006/2007 (include 17.5% current VAT rate where applicable)	Notes
	£		£	

**Fees and Charges take effect from 1 April 2006 as these are annual contracts, *subject to further review following NLWA 2006/07 charges to to Barnet.***

<b>STREET BASED SERVICES</b>	<b>**Charges are excl. VAT</b>		<b>**Charges are excl. VAT</b>	
<b>Collection of Trade Waste</b>				
<b>Wheeled Bins</b>				
240 Litre Bins	£165**	Y	£173**	
330 Litre Bins	£200**	Y	£210**	
660 Litre Bins	£310**	Y	£326**	
Chamberlain Bins (940 Litre)	£365**	Y	£391**	
1100 Litre Bins	£420**	Y	£450**	
Paladin Bin	£420**	Y	£450**	
Open Skip: annual charge for one collection per week	£3374**	Y	£3543**	Charge does NOT incl. provision of skips
Charge for single occasion (open skip)	£75 **	Y	£80**	Charge does NOT incl. provision of skips
Compactor Skip: Annual charge for one collection per week	£5,807 **	Y	£6100 **	Charge does NOT incl. provision of skips
Charge for single occasion (Compactor Skip)	£133 **	Y	£140 **	Charge does NOT incl. provision of skips
Plastic sacks (Trade) first pack of 50	£59.58**	Y	£65**	
Plastic sacks (Trade) Pack of 100	£110.65**	Y	£118**	
All additional packs of 50 (ordered at the same time)	£51.08**	Y	£55**	
Trade special collections:- Initial 15 mins	£47.50**	Y	Charge Structure (See below)	
Subsequent 30 mins	£47.50 **	Y	Charge Structure (See below)	
<b>2006/07 Charge:</b> Trade special collections:- initial 30 mins	£59.58**	Y	£62.50**	
Subsequent 30 mins	£42.55**	Y	£45.00**	



**DRAFT FEES AND CHARGES REVIEW 2006/2007  
ENVIRONMENTAL SERVICES - Appendix A -**

<b>Service and Category</b>	<b>Current Charge 2005/2006</b>	<b>VAT applicable Y/N</b>	<b>Proposed Gross Charge 2006/2007 (include 17.5% current VAT rate where applicable)</b>	<b>Notes</b>
	£		£	
<b>Collection of Trade Waste</b>				
<b>Charges for other Council Departments</b>				
<b>Wheeled Bins</b>				
240 Litre Bins	£165.00	N	£173.00	
330 Litre Bins	£200.00	N	£210.00	
660 Litre Bins	£310.00	N	£326.00	
Chamberlain Bins (940 Litre)	£365.00	N	£391.00	
1100 Litre Bins	£420.00	N	£450.00	
Paladin Bins	£350.00	N	£375.00	
Compactor Skip - annual charge for one collection per week	£5,807.00	N	£6,100.00	Charge does NOT include provision of skips
Charge for single occasion (Compactor Skip)	£133.00	N	£140.00	Charge does NOT include provision of skips
Plastic sacks (Trade) first pack of 50	£59.58	N	£59.58	
Plastic sacks (Trade) Pack of 100	£110.65	Y	£118.00	
All additional packs of 50 (ordered at the same time)	£51.08	N	£55.00	
Trade special collections:- Initial 15 mins	£47.50	N	Charge Structure (See below)	
Subsequent 30 mins	£47.50	N	Charge Structure (See below)	
<b>2006/07 Charge:</b> Trade special collections:- initial 30 mins	£59.58	N	£62.50	
Subsequent 30 mins	£42.55	N	£45.00	

**DRAFT FEES AND CHARGES REVIEW 2006/2007**  
**ENVIRONMENTAL SERVICES - Appendix A -**

<b>Service and Category</b>	<b>Current Charge 2005/2006</b>	<b>VAT applicable Y/N</b>	<b>Proposed Gross Charge 2006/2007 (include 17.5% current VAT rate where applicable)</b>	<b>Notes</b>
	£		£	
<b>Household Waste - Wheeled Bins</b>				
Provision of initial 140 or 240 ltr. Wheelie bin to new dwelling	44	N	46	
Requests for additional 140 or 240 litre wheelie bin to increase waste capacity	90	N	100	
Request for initial 660 ltr bin per 3 flats	139	Y	144	
Request for initial 720 ltr bin per 3/4 flats (without lid)	233	Y	239	
Request for initial 720 ltr bin per 3/4 flats with lid (with lid)		Y	266	<a href="#">New Category</a>
Request for initial 940 ltr bin per 4 flats (without lid)		Y	245	<a href="#">New Category</a>
Request for initial 940 ltr bin per 4 flats (with lid)	264	Y	273	
Request for initial 1100 ltr bin per 5 flats	223	Y	240	
Requests for reduced bin capacity	Free		Free	
Provision of replacement bin following loss or damage through collection	Free		Free	
<b>Collection of Furniture and Rubbish are for domestic premises only</b>				
These services are no longer available free for those who are in receipt of means tested benefit. A maximum of 4 collections per annum (at 3 month intervals) is available at the subsidised rate as shown below for those on means tested benefits, available where the client provides documentary evidence of income support, housing benefits, disability working allowance, council tax benefit, job seekers allowance (income based only), working tax credit, child tax credit (excludes family element, includes child element).				
A prepaid charge for removal of up to 3 large items of rubbish or furniture for those on means tested benefits/credits as outlined above	£15	N	£18	
More than 3 large items (per item).	£5	N	£6	
A prepaid charge for removal of up to 3 large items of rubbish or furniture for those <b>NOT</b> on means tested benefits/credits as outlined above	£33	N	£36	
More than 3 large items (per item).	£11	N	£12	
A prepaid charge for the removal of initial fridge/freezer unit for those on means tested benefits as outlined above.	£10	N	£12	
More than one fridge/freezer unit (per item).	£5	N	£6	
A prepaid charge for removal of initial fridge/freezer unit for those <b>NOT</b> on means tested benefits/credits as outlined above.	£20	N	£24	
More than one fridge/freezer unit (per item).	£11	N	£12	
<b>Bulk and Garden Rubbish for domestic premises only</b>				
A prepaid charge, including VAT, for removal of up to 15 bags for those on means tested benefits/credits as outlined above.	£15	N	£18	

**DRAFT FEES AND CHARGES REVIEW 2006/2007  
ENVIRONMENTAL SERVICES - Appendix A -**

Service and Category	Current Charge 2005/2006  £	VAT applicable Y/N	Proposed Gross Charge 2006/2007 (include 17.5% current VAT rate where applicable)  £	Notes
More than 15 bags (per 5 bags)	£5	N	£6	

**DRAFT FEES AND CHARGES REVIEW 2006/2007  
ENVIRONMENTAL SERVICES - Appendix A -**

<b>Service and Category</b>	<b>Current Charge 2005/2006</b>	<b>VAT applicable Y/N</b>	<b>Proposed Gross Charge 2006/2007 (include 17.5% current VAT rate where applicable)</b>	<b>Notes</b>
	£		£	
A prepaid charge, including VAT, for removal of up to 15 bags for those <b>NOT</b> on means tested benefits/credits as outlined above	£33		£36	
More than 15 bags (per 5 bags)	£11	N	£12	
<b>Removal of Graffiti from private property</b>				
Charge for first square metre	£35	Y	£35	Frozen
Charge for each additional square metre	£10	Y	£10	Frozen
<b>Collection and disposal of dead animals from private dwellings</b>				
Charge per visit, payable by cheque	£23.50	Y	£23.50	Frozen
Cost of raising an invoice	£15	Y	£15	Frozen
Removal of wasp nests, attending to rodent infestation, cockroaches, fleas etc.	To be delivered at a cost that achieves self financing service	N	To be delivered at a cost that achieves self financing service	
<b>Collection and disposal of clinical waste</b>				
Residential care homes or similar (per bag, sharp or box)	£5	Y	£5	Frozen
Individual user in own home (per bag, sharp or box)	Free	Y	Free	
<b>Home Composting Scheme</b>				
Junior Worm Bin	£16	N	£16	No increase proposed. Change in service provision from April 2006
Large Worm Bin	£23	N	£23	
Blackwall tumbler	£25	N	£25	
Compost Machine	£10	N	£10	
Linpac Ecobin	£15	N	£15	
Thermo bin	£30	N	£30	
Green Cone	£10	N	£10	

**AGENDA ITEM: 11**

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Meeting	Cabinet Resources Committee
Date	16 February 2006
<b>Subject</b>	<b>Grant Application, 2005/06</b>
Report of	Cabinet Member for Policy & Performance
Summary	This report attaches an assessment of an application by Barnet Voluntary Service Council for a three-year grant, for decision by the committee in accordance with the procedure for approving voluntary sector grants of between £20,000 and £50,000 pa.

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Officer Contributors	Community Partnerships Manager
Status (public or exempt)	Public
Wards affected	Not applicable
Enclosure	Grant assessment - Barnet Voluntary Service Council: Volunteer Support and Promotion Service
For decision by	Cabinet Resources Committee
Function of	Executive
Reason for urgency / exemption from call-in (if appropriate)	Not applicable

Contact for further information: Ken Argent, Manager, Grants Unit, 020 8359 2020

## **1. RECOMMENDATION**

- 1.1 That, subject to the council's standard conditions of grant aid and to the special conditions set out in the assessment, the grant recommended be approved.**

## **2. RELEVANT PREVIOUS DECISIONS**

- 2.1 Cabinet Dec 21/5/2001-6: adoption of scheme of delegated powers, reserving to the Cabinet Resources Committee approval of grants of between £20,000 and £50,000.
- 2.2 Cabinet Dec 3/9/2001-16: review of the grants programme, 1999 to 2002, and approval of principles and criteria for grant aid over the four years, 2002-06, with the primary aims of targeting support to facilitate the council's policy framework and continuing to create resources to promote new initiatives developed either by new organisations or those currently receiving grant support.
- 2.3 Council 1/3/2005-185: approval of Borough Treasurer's Service Performance Management Plan and budget for 2005/06.

## **3. CORPORATE PRIORITIES AND POLICY CONSIDERATIONS**

- 3.1 The Corporate Plan sets out as one of the council's key priorities 'Supporting the Vulnerable in our Community', acknowledging that every sector of every community has a right to lead full and independent lives. Importance is attached to working with the voluntary and community sector in support of this objective, and to promoting the value of volunteering, self-help and good citizenship. Giving people the opportunity to participate in volunteering contributes to building a socially cohesive society and to developing an involved community of active citizens.
- 3.2 The grant recommended with this report supports the development of volunteering opportunities in the borough and recognises the synergy that exists between the strategic promotion and support of the voluntary and community sector and volunteer recruitment and placement. It accords with the existing Service Performance Management Plan and the four-year development programme, which includes offering a mix of funding types to ensure that the grants programme remains flexible and responsive to changing priorities, and focusing on meeting quality standards and attaining outcomes.

## **4. RISK MANAGEMENT ISSUES**

- 4.1 All grants are made subject to the council's Standard Conditions of Grant Aid, with which applicants are required to signify their compliance by signing a written undertaking. Amongst other things, the conditions cover how awards are spent, allowing council officers a right of access to proof thereof, and requiring notification of any change in an organisation's circumstances which significantly affect its finances, operations or grant entitlement. The council reserves the right to withhold payment of any approved grant, or to demand full or partial

repayment, if it appears that an organisation has failed to comply with any of the conditions attached to the award.

- 4.2 In common with all revenue grants of £10,000 and above, the award recommended herewith will be released in quarterly instalments, subject to monitoring to demonstrate satisfactory compliance with targets and outcomes agreed in advance.

## 5. FINANCIAL, STAFFING, ICT AND PROPERTY IMPLICATIONS

- 5.1 Set out below are details of the funds available for 2005/06, showing the sums allocated to date by the Cabinet and the Cabinet Resources Committee and in delegated grants reports 1 to 9:

<b>Budget item</b>	<b>2005/06 budget £</b>	<b>Approvals / Commitments to date £</b>	<b>Funds available £</b>	<b>Recommended to this meeting £</b>
General Fund:				
main fund	779,010	329,810*		
less reserve for fixed-term grants		370,370	78,830	36,750
small grants	70,000	40,840	29,160	0
contracts	440,870	440,870	0	0
<b>TOTAL</b>	<b>1,289,880</b>	<b>1,181,890</b>	<b>107,990</b>	<b>36,750</b>
Edward Harvist Charity:				
community fund	55,000	20,775	34,225	0
training fund	5,000	2,310	2,690	0
<b>TOTAL</b>	<b>60,000</b>	<b>23,085</b>	<b>36,915</b>	<b>0</b>
Borough Lottery:				
<b>TOTAL</b>	<b>15,000</b>	<b>3,950</b>	<b>11,050</b>	<b>0</b>

(\* This sum incorporates an award of £17,500 approved by the Cabinet in July to Hornsey YMCA towards implementation of a new youth project at Church Farm, for

which no provision was made in the 2005/06 grants budget. The Cabinet agreed that any consequent overspend on the budget up to an equivalent sum will be re-imbursed).

## **6. LEGAL ISSUES**

6.1 None.

## **7. CONSTITUTIONAL POWERS**

7.1 Paragraph 3.8 of Part 3 of the Constitution reserves to the Cabinet Resources Committee the power to approve grants to voluntary organisations to the value of between £20,000 and £50,000 per annum.

## **8. BACKGROUND INFORMATION**

8.1 Attached is an assessment of an application by Barnet Voluntary Service Council for a fixed-term grant in support of its new Volunteer Support and Promotion Service.

## **9. LIST OF BACKGROUND PAPERS**

9.1 Grant application and monitoring data.

9.2 Anyone wishing to inspect the background papers should telephone 020 8359 2020 or 2092.

Legal: VWR  
CFO: MG



**GRANT APPLICATION 2005/06 – ASSESSMENT AND RECOMMENDATION**

<b>Corporate Priority</b>	Supporting the Vulnerable in our Community	
<b>Organisation</b>	<b>BARNET VOLUNTARY SERVICE COUNCIL -</b> Volunteering Support & Promotion Service	<b>Ref</b> 21/C/UMB
<b>Address</b>	52 Moxon Street, Barnet	

**Contribution to policy**

The council attaches a high priority to working in partnership with the voluntary and community sector and to promoting the value of volunteering, self-help and good citizenship. An active, vibrant and well-resourced voluntary sector provides opportunities for people to help others; apply and develop their skills; and contribute to an improved quality of life in their local communities. The development of volunteering in the community contributes to encouraging active citizenship and to building a socially cohesive society.

As the main umbrella body open to all voluntary and community groups in Barnet, Barnet Voluntary Service Council (BVSC) aims to promote, co-ordinate and support voluntary and community activity across the borough. By offering a range of information, advice, resources, consultancies and training to its 280 member groups, encouraging and supporting new voluntary activity and providing a voice for the sector in strategic partnerships, it helps underpin effective and efficient joint working.

The addition of a Volunteering Recruitment and Promotion Service to BVSC's core functions recognises the natural synergy that exists between support for voluntary and community organisations and volunteering, and brings the arrangements for volunteer recruitment/placement and the strategic co-ordination and support of voluntary and community activity in Barnet into line with the majority of other local authorities, where one organisation handles both functions rather than two, as was previously the case here.

**Outline of activities/project and service evaluation**

BVSC's principal functions are to:

- \* provide a focal point for local voluntary/community groups to co-operate and discuss local needs;
- \* act as a primary channel of communication with statutory agencies;
- \* represent and co-ordinate the involvement of the voluntary/community sector in strategic multi-agency partnerships;
- \* collect and distribute information of interest and relevance to the sector;
- \* provide access to training courses on management and development issues;
- \* maintain and improve standards of financial control through training and practical support;
- \* promote and support the development of new initiatives;
- \* produce newsletters and a quarterly magazine ('Link'), and organize photocopying/printing at low cost for local groups;
- \* provide professional administrative support to special interest networks.

In addition to these core functions, BVSC operates various specific projects designed to meet the needs of vulnerable or under-represented sections of the community, including:

- \* an organisational development service, offering advice and support to new and developing groups;
- \* a community accountancy project ('BECAP') (in conjunction with Enfield Voluntary Action), offering training on setting up accountancy and financial management systems and one-to-one advice and consultancy;
- \* a funding advice service, providing help, guidance and training on identifying and accessing external sources of funding; and
- \* the co-ordination of sub-regional working, training and learning (across Barnet, Enfield, Haringey and Waltham Forest) as hosts of the North London CVS Development Project.

It also acts as the lead agency for Barnet Children's Fund and one direct service project, 'Advocacy in Barnet'.

This application seeks to extend the council's support for re-establishing a volunteering recruitment and development service in Barnet.

The closure of Barnet Volunteer Bureau (BVB) at the end of March 2004 left the borough without any strategic support for volunteers and the organisations working with them. Many willing volunteers struggled to find suitable opportunities in Barnet and were lost to local groups. In view of the impact on many of its members experiencing problems in recruiting suitable volunteers, not only to help with frontline service delivery but also to serve as trustees or members of management committees, BVSC commissioned an independent study into the range of support that was required.

The outcome demonstrated a clear need for a new volunteer support service, especially amongst groups with limited resources, and, in particular, a brokerage function that matched volunteers to opportunities; supported and advised them; and provided information on volunteering.

Following the recommendations of the National Association of Councils for Voluntary Service that volunteering support becomes a generic infrastructure function of member organisations, BVSC took the decision last year to add a volunteer support and development service to its core activities. Incorporating the key functions of a volunteering development service recommended by the national parent body, Volunteering Development England (VDE), the new service seeks to:

- \* broker local volunteering opportunities, searching out volunteers and linking them with local organisations;
- \* maintain and develop an accessible and up to date database of volunteering opportunities, computer based with Internet application;
- \* promote and support good practice for organisations using volunteers to ensure flexible and high quality placements;
- \* increase awareness of the value and benefits of volunteering to the wider public, local businesses and the statutory and public sectors;
- \* provide a central point of contact and expertise, informing strategic policy-making and planning regarding volunteering at a local level.

The framework for, and design of, the new service has followed extensive research into national volunteering policy and database tools; advice from VDE; visits to established volunteer centres; and meetings with major stakeholders in Barnet who rely on volunteers to deliver their services. A full-time manager to run the service was appointed in September. Since then, work has focused on developing procedures, such as to enable volunteers and organisations to

register, and drafting a policy manual; an information pack for volunteers; and best practice guidelines for organisations employing volunteers.

The promotion of the service commenced in earnest in January, and will lead up to its official launch on 2 March 2006. A series of marketing events are planned, and there will be features in BVSC's 'Link' magazine and the local press, plus outreach sessions at various public locations. Full information, including a proforma for registration purposes, is to be placed on BVSC's website, which will carry regular updates. There will also be a link on the relevant web pages to the National Volunteering Database, which will include details of all new volunteering opportunities in Barnet.

Informal publicity has already resulted in over 50 requests for placements from volunteers, all of whom have been signposted to local organisations. The brokerage element of the service is gathering momentum following the recent recruitment of a part-time co-ordinator, whose responsibilities include conducting a full vetting procedure on new organisations seeking volunteer help.

The new service will integrate with the work of Barnet Retired and Senior Volunteer Programme, which arranges volunteering opportunities for people aged 50 and over, and with the national 'Millennium Volunteers' scheme, aimed at encouraging volunteering amongst young people aged between 16 and 25 and currently being promoted in secondary schools in Barnet. Discussions are also under way with a view to targeting students at Barnet College and Middlesex University.

Future proposals include the recruitment of volunteers to assist in administering the service; the establishment of a volunteer co-ordinators' network to share good practice and raise awareness of national and local developments; and a special event during Volunteers Week in June to build on local interest.

Besides the advantages of having one point of contact in the borough for all voluntary sector and volunteering enquiries, increasingly funding agencies are looking for greater collaboration amongst local groups to improve effectiveness and sustainability, and to minimise duplication and address gaps in services. This is especially true in the case of the Home Office's Active Community Unit, applications to whose Infrastructure Funding Scheme, 'ChangeUp', have had to demonstrate compliance with this criteria and greater capacity for volunteer engagement and management.

The Community Partnerships Manager comments that the development and expansion of volunteering opportunities is embedded in local strategic plans, and is identified in the draft Community Strategy, for publication in April, as one of the measures of success of the objective of creating communities in which local people play an active part in the life of the borough and generate civic pride.

### **Quality and equality**

As the principal support agency for the voluntary/community sector in Barnet, BVSC aims to be a model of good practice and is committed to participation, partnership, accountability and community involvement, and to working towards continuous improvement in all aspects of its work. Quality assurance is addressed through independent surveys; individual and group comments on services; training course evaluation forms; feedback on fundraising successes; and levels of participation in BVSC activities. It is fully committed to equal opportunities in service provision and recruitment of staff and committee members.

In the latest membership survey, 66% of respondents thought that BVSC was providing an effective service (33% did not comment) and all of its services except two were given an average rating of "3" on a scale of one to four.

As a newly emerging volunteer centre, BVSC is now a member of VDE and the Greater London Volunteer Network, through which most of the training needs of the two new members of staff will be met. The Volunteering Support & Promotion Service reflects national policy on volunteering, downloaded from the Institute for Volunteering Research's website, and best practice as recommended by VDE. The operation of the service is being supervised by BVSC's chief executive and monitored by its board of trustees, which is to be strengthened by the recruitment of one or more new members with experience of managing volunteering services.

Work on achieving quality accreditation for the service from VDE will begin later this year and will take up to six months. Thereafter, it will be subject to re-evaluation every three years.

### **Cost and financial need**

BVSC's annual turnover has grown to more than £700,000, of which over 90% is funded from grants and contracts, which include fixed-term awards from a variety of sources for most of its projects. The balance of expenditure is largely met from membership fees and charges. Net current assets at 31/3/2005 were £202,161, of which £200,153 were restricted or designated funds, leaving an uncommitted balance of £2,008 (less than 1% of total expenditure).

The council's annual core funding, secured by a rolling three-year contract, this year amounts to £86,647, and constitutes 12% of its total revenue. BVSC is also in receipt of three fixed-term project awards from the grants budget. These comprise £30,250 (extending to June 2006) for the community accountancy project (match funded by the London Boroughs Grants Scheme); £52,920 (extending to February 2007) towards the development of community engagement; and £106,830 (extending to October 2008) as renewed support for the funding advice service, approved by the Cabinet Resources Committee at its last meeting.

Service agreements with Adult Social Services and the Children & Families Service support BVSC's specific activities in those areas, including administration of the Children's Fund.

In March 2005, it was awarded a start-up grant of £40,750 for the Volunteer Support & Promotion Service, of which £4,000 was towards one-off costs of setting up and equipping an office. The grant was made on the understanding that BVSC could re-apply for a further grant in the light of progress and success in securing matching funding.

The request is for a three-year grant of £36,750 pa, replicating the revenue element of the existing year's award.

The budget for 2006/07 shows expenditure of £84,539, of which £69,069 are staffing costs comprising the salaries of the full-time manager and part-time co-ordinator; an apportionment of the salary of an administrative worker; on-costs; training; and travelling expenses. The balance includes a contribution to premises overheads; administrative and other support costs; and project management.

£47,781 has been secured for the project in three tranches of funding for 2006/07 from 'ChangeUp', which will defray 57% of projected expenditure. The 'ChangeUp' grants are for one year only. No information is currently available concerning the continuity of Home Office support for voluntary sector infrastructure development via a successor funding regime.

**Grant recommendation, type and conditions**

**£36,750** (year one of three-year project grant)  
**+ approval in principle to replicating the award  
in 2006/07 and 2007/08**

Project grant  \*  
One-year revenue grant   
One-off/start-up grant

**Special conditions:**

The award should be made subject to (i) agreement on targets and outcomes; (ii) regular monitoring and satisfactory compliance with the targets and outcomes set; and (iii) matching funding and budgetary provision for supporting the service, as agreed in principle, in years two and three.

**Duration of project and exit strategy** (project grants only)

The grant is for a three-year period extending to March 2009. The continuation of the Volunteer Support & Promotion Service thereafter will be subject to review in the light of ongoing demand and performance, and in the context of BVSC's financial management strategy, involving a variety of funding streams to maintain specific elements of its work.

**Target grant outcomes** (for monitoring and evaluation)

To establish a new volunteering centre in Barnet, involving the brokerage and development of volunteering opportunities; support and advice for organisations using volunteers; and promotion of the value and benefits of volunteering.

**Date:** February 2006

**AGENDA ITEM: 12**      Page nos. 60 - 66

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Meeting	Cabinet Resources Committee
Date	16 February 2006
<b>Subject</b>	<b>Sunny Hill Park, Hendon NW4 - Restaurant Development.</b>
Report of	The Leader of the Council (substituting for the Cabinet Member for Environment and Transport)
Summary	This report illustrates the development of the existing park café as proposed by the current occupier. It seeks a determination of the acceptability of the proposal and if the proposal is not acceptable, it seeks a determination of what would be acceptable.

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Officer Contributors	Interim Head of Environmental Services Principal Greenspaces Manager
Status (public or exempt)	Public (with separate exempt report)
Wards affected	Hendon Ward.
Enclosures	Site location
For decision by	Cabinet Resources Committee
Function of	Executive
Reason for urgency / exemption from call-in (if appropriate)	Not applicable

Contact for further information: Matthew Mardling, Principal Greenspaces Manager,  
Telephone No 8359 7823

## **1. RECOMMENDATIONS**

- 1.1 That the Committee note the steps taken by officers of the Council to conclude negotiations with the occupier of Sunny Hill Park café as to the terms of his occupancy.**
- 1.2 That the Committee instruct officers not to agree to enter into a lease with the occupant upon the terms proposed by him and set out in 8.8 (i) to 8.8 (iv) in this report.**
- 1.3 That the Committee instruct officers how the committee wish this matter to proceed.**

## **2. RELEVANT PREVIOUS DECISIONS**

- 2.1 Action taken under delegated powers, Chief Recreation Officer CR/2001/024. Acceptance of tender and agreement to lease the kiosk.
- 2.2 Conditional Planning approval W04305B/02 granted 29<sup>th</sup> January 2003. To allow an extension of the existing building by approximately 100 sq m. subject to a range of conditions including:
  - (i) The materials to be used in the construction of the external surfaces of the building(s) shall match those used in the existing building(s). Reason: To safeguard the visual amenities of the building and the surrounding area.
  - (ii) The use hereby permitted shall not be open to customers before 9.00am or after 9.00pm on weekdays or before 9.00am or after 9.00pm on Sundays. Reason: To safeguard the amenities of occupiers of adjoining residential properties.
  - (iii) No deliveries shall be taken at or dispatched from the site on any Sunday, Bank or Public Holiday or before 9.00am or after 6.00pm on any other day. Reason: To prevent the use causing an undue disturbance to occupiers of adjoining residential properties at unsocial hours of the day.
  - (iv) The premises shall be arranged to minimise the risk of noise and nuisance to nearby properties. Reason: To ensure that the proposed development does not prejudice the enjoyment of neighbouring occupiers of their properties.
  - (v) The building shall be constructed so as to provide adequate sound insulation against internally generated noises, in accordance with a scheme to be submitted and approved in writing by the Local Planning Authority prior to the commencement of the development. Reason: To protect the amenities of occupiers of neighbouring residential properties.
- 2.3 Hendon Area Environment Sub-Committee, 6<sup>th</sup> December 2005. Disposal of public open space reported for noting that there were no objections to the advertised disposal.

### **3. CORPORATE PRIORITIES AND POLICY CONSIDERATIONS**

- 3.1 Working towards the Council's priority of "A Cleaner Greener Barnet" by improving the standards of Greenspaces. The presence of quality catering facilities supports the Premier Parks Strategy.
- 3.2 The Cabinet Report of 22<sup>nd</sup> March 2004 of the Green Spaces Best Value Review of March 2004 stated "the need to ensure that all cafes and potential cafes are leased".

### **4. RISK MANAGEMENT ISSUES**

- 4.1 If the building was vacated it is likely to become a target for vandalism, and there may be an increase in anti-social behaviour within the vicinity.
- 4.2 The proposed tenant has an established catering business at Sunny Hill Park. He has provided satisfactory references and proposes to invest a substantial amount of money to extend the building. Therefore, the financial risk to the Council in proceeding with this proposal is considered to be low.
- 4.3 If the lease can not be completed the Council would need to initiate action to recover outstanding reasonable costs of occupation including legal costs.
- 4.4 There is a risk that, given the proposed scale of the development and proposed use, the café becomes a destination in its own right rather than a facility supporting the principal function of Sunny Hill Park.
- 4.5 Potential disturbance to local residents caused by the late night departure of customers.
- 4.6 Further within the exempt report.

### **5. FINANCIAL, STAFFING, ICT AND PROPERTY IMPLICATIONS**

- 5.1 None beyond those set out in the exempt report.

### **6. LEGAL ISSUES**

- 6.1 As set out in the public and exempt reports in relation to the various terms of the proposed lease.

### **7. CONSTITUTIONAL POWERS**

- 7.1 Constitution - Part 3 Responsibility for Functions - Section 3.6 Functions delegated to the Cabinet Resources Committee - All matters relating to land and buildings owned, rented or proposed to be acquired or disposed of by the Council.



## **8 BACKGROUND INFORMATION**

- 8.1 In May 2000, Mr Grunberg successful tendered for the occupation of a small catering kiosk. This was available following the departure of the previous tenant who had occupied since 1996.
- 8.2 Following this successful application Mr Grunberg entered negotiations to have the adjacent building also converted for his occupation. The work was concluded in March 2001, and he subsequently commenced occupation of that building. Since that time Mr Grunberg has developed a successful business which has had a positive impact on the park. This has helped to remove undesirable elements to the benefit of adjacent residents.
- 8.3 In May 2002, Mr Grunberg applied for planning permission to expand the facility into a more substantial restaurant. This was granted with conditions in January 2003.
- 8.4 Publicity surrounding the launch of his business in July 2001, which included a proposal to create a race track for battery operated cars, live music concerts and barbeque evenings; resulted in the creation of a protest group. These proposals however did not occur and hence the group dissipated. At the time of the planning application petitions were received both for and against the development. Totalling 386 for and 62 against.
- 8.5 Since March 2001 negotiations have been on-going regarding the terms and conditions associated with Mr Grunberg's occupancy.
- 8.6 While the existing café facility has proved very successful and an asset to the park, officers have concerns about the proposed expansion of the operation. Particular concern is attached to the following: the hours of opening, the sale of alcohol with food, the playing of live music, the size of the proposed building once the additional enclosed canopies are added, and the pressure to expand the existing car park and associated implications for access from the A41, which maybe difficult to resist if the venture is successful.
- 8.7 The reason these factors generate concern, is that they are aspects of a business which is targeted at a wider audience than just park users, and this may lead to a development which is out of keeping with its surroundings. This would be especially true of late night winter opening.
- 8.8 The following heads of terms represents the current and final position being requested by Mr Grunberg:
  - (i) Property to be the buildings and land known as Sunny Hill Café, Sunny Hill Park, NW4. This is to include the existing café building, the land required for the development as submitted for planning permission, plus the additional land required for proposed enclosed canopies annexed to the front of the building, which do not have the benefit of planning permission. The existing built structure covers approximately 80 sqm. The proposal consists of an additional approximate 100 sqm for the building and a further 120 sqm for the enclosed

canopies. The canopies will need planning permission as they constitute a material change.

- (ii) Subject to securing an appropriate licence, alcohol will be allowed to be sold with food only. No tobacco products will be sold.
- (iii) The tenant is requesting opening hours from 9 am to 11:30 pm, throughout the year. The terms as requested are outside the time limits imposed as a condition of the planning consent.
- (iv) The occupier is requesting permission to stage live music with amplification maintained at a reasonable level.

#### General clauses

- (vi) Use will be class A3 restaurants and cafes, as defined by the Town and Country Planning (Use Classes) (Amendment) (England) Order 2005 made under the Town and Country Planning Act 1990.
- (vi) Lease to be for 30 years from 10 June 2001.
- (vii) Rent to be as stated in the exempt report. The rent to be reviewed on 10th June 2011 and every 5 years thereafter.
- (viii) Rent to represent the value of the existing building and the additional land provided to enable the development.
- (ix) Tenant to be responsible for full repairs of the property. The Council will insure the property and the tenant will reimburse the Council through an insurance rent.
- (x) Assignment of the whole will be permitted subject to landlord's consent, not to be unreasonably withheld. Assigning of part or subletting the whole or of part of the premises will not be permitted.
- (xi) No residential use of the property will be allowed.
- (xii) Tenant to undertake building works to extend the building. Works to be:
  - As per planning permission granted on 29<sup>th</sup> January 2003 (application number W04305B/02) for "Extension to existing café".
  - Completed within two years from the date of the completion of the lease.
  - Disregarded for rent review purposes for a term of 30 years from the 10<sup>th</sup> June 2001.
- (xiii) Tenant to clean maintain, repair and keep in a safe and usable condition, to the reasonable satisfaction of the Council, the public lavatories which form part of the building. The general public to have access to the lavatories at all times while the café is open. The toilets to be upgraded to a standard which is accessible to the disabled and may be accessed with out passing through the restaurant.
- (xiv) The tenant will ensure litter within a 50m radius of the café and within a 10m of any additional litter bins installed as part of the development, is regularly removed.

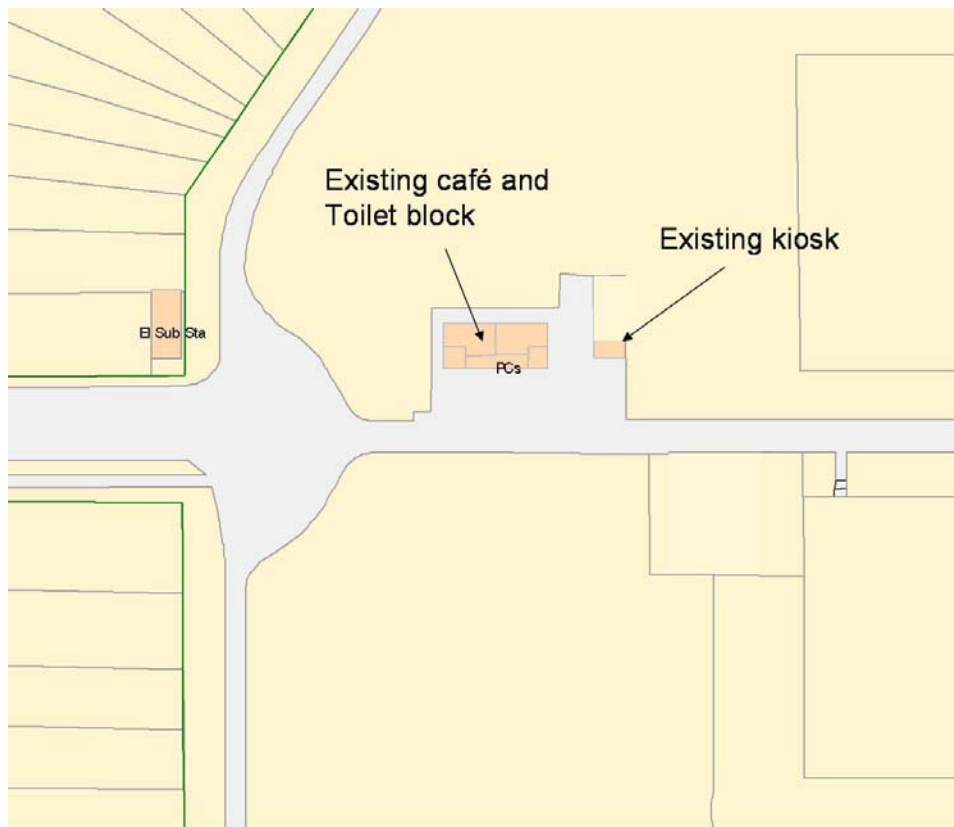
- (xv) The lease will not be excluded from the security of business tenure provisions contained in Part II of the Landlord and Tenant Act 1954 as subsequently amended. As such, upon taking certain procedural steps within fixed time limits, the tenant will be entitled to a new tenancy as of right unless the Council can establish one or more specific grounds of opposition
- (xvi) The proposed extension of the property is on public open space. Accordingly the proposed disposal of the land affected was advertised under S.123 in (2A) of the Local Government Act 1972, in August and September 2004. There were no objections, and this has been reported to the Hendon Area Environment Sub-Committee.
- 8.9 Should members be minded to approve a development of a scale which is acceptable to the Council. A small addition to the existing car park will be undertaken by the Council at the occupier's expense. It should be noted that the tenant was seeking a substantially larger car park to be located behind his café building, which could accommodate an additional 70 cars. If approval is granted for the scheme and this exacerbates the current parking and access problems, there maybe irresistible pressure to further enlarge the car park. There is no resource allocated to the potential work and it would not normally be considered a priority for investment.
- 8.10 It is to be noted that as part of the development the tenant does not expect that the vehicular access from the A41 Watford Way will be improved. However it should also be noted that the tenant has been campaigning for this to be improved. If the scheme is approved there is likely to be further pressure for these improvements. No Council resources are currently available for such work and it is unlikely that the tenant's development alone could fund these changes.
- 8.11 Though approval for the access improvements onto the A41 would ultimately be needed from Transport for London, the Senior Highways Design Engineer reports that the maximum car park proposed, would require a two way vehicle entrance with a footway. Due to the presence of the subway this could not be achieved without considerable expense.

## **9. LIST OF BACKGROUND PAPERS**

- 9.1 Any person wishing to inspect back ground papers in connection with this report should contact Matthew Mardling on 020 8359 7823.
- 9.2 Plans as submitted for planning permission.

Legal: SS  
CFO: CM

Sunny Hill park Café – general location



Sunny Hill Park Café – proposed extension

